

Te Manawhenua Forum Mo Matamata-Piako

Open Agenda



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

Date: Tuesday 5 March 2019
Time: 10:00am
Venue: Council Chambers
35 Kenrick Street
TE AROHA

Membership

Mayor Janet E. Barnes, JP
Deputy Mayor James Thomas, JP

Principal Member

Mrs Te Ao Marama Maaka
(Chairperson)

Alternate Member

Rangitionga Kaukau

Ngati Haua

Ngati Hinerangi

Ngati Maru

Ngati Rahiri-Tumutumu

Ngati Paoa

Ngati Whanaunga

Raukawa

Ngati Tamatera

Ms Dianna Vaimoso

Mr Wati Ngamane

Mrs Jill Taylor

Mr Gary Thompson

Mr Michael Baker

Mr Phillip Samuels

Mrs Kathy Ngamane

Ms Glenice Wigg

Mr Gavin Anderson

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1 Meeting Opening

2 Karakia

3 Present

4 Apologies

At the close of the agenda apologies from Gavin Anderson had been received.

5 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.

6 Confirmation of minutes

Minutes, as circulated, of the Ordinary Meeting of the Te Manawhenua Forum Mo Matamata-Piako, held on 4 December 2018

Ngati Hinerangi Membership Change

Trim No.: 2103373

Executive Summary

Ngati Hinerangi wish to inform Te Manawhenua Forum that their current alternate representative Philip Samuels will be standing down from his role on the Forum and that Tony Harrison be appointed as the new Ngati Hinerangi Alternate representative alongside Dianna Vaimoso who will now be the Principal representative.

A letter from Ngati Hinerangi is attached.

Recommendation

That:

1. The Forum thank Philip Samuels for his time involved with the Te Manawhenua Forum and wish him all the best for the future.
2. Tony Harrison be welcomed and appointed as the new Ngati Hinerangi alternate representative.

Attachments

- A. Ngati Hinerangi membership changes

Signatories

Author(s)	Meghan Lancaster Committee Secretary	
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Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

Te Manawhenua Forum Mo Matamata-Piako
5 March 2019

He hōnore

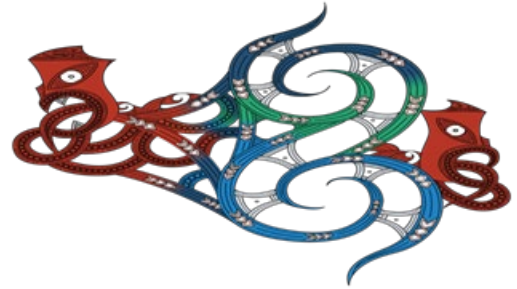
He korōria

He maungārongo ki te mata o te whenua

He whakaaro pai ki ngā tāngata katoa

Rire, rire, hau!

Paimārire



18 January 2019

Chairperson
Manawhenua Forum
 Te Ao Marama Maaka
corp.legal@mpdc.govt.nz
 Matamata Piako District Council

Ngati Hinerangi - Membership Matamata Piako District Council – Mana Whenua Forum

Kia ora Madam Chair

Ngati Hinerangi Iwi Trust met in December 2018 and would like to notify you of requested changes to our membership. Due to work commitments Phil Samuels will be standing down from the mana whenua forum committee.

We are requesting that Tony Harrison join on behalf of Ngati Hinerangi iwi alongside Dianna Vaimoso. Tony has supported the trust hugely in its treaty journey as the project manager for seven years. He is well aware of the issues which are important to Ngati Hinerangi and our local iwi also.

The Trust recommends the appointment of Tony Harrison be initiated at your next 2019 meeting.

Phil Samuels thanks Te Manawhenua Forum for their time and commitment to the support of Ngati Hinerangi representation as part of this roopu.

Nga mihi



Phil Smith
Chairman
Ngati Hinerangi Trust

Confirmation of Work Program Priorities 2019

Trim No.: 2109245

Executive Summary

During the last Te Manawhenua Forum Mo Matamata-Piako meeting, the 2019 work program was confirmed. This meeting is to confirm the priority of the items listed in the work program for 2019 for Te Manawhenua Forum.

Recommendation

That:

1. This report be received.
2. Te Manawhenua Forum confirm the priority of the items listed within the 2019 work program.

Content

Background

As part of the Heads of Agreement, the general functions of the Forum are that the Forum will agree on an annual work programme to prioritise efforts and resources. Council as part of its budgeting process will consider this work programme.

Issues

Priority of work programs have to be set out for the coming year. Currently there are two items that have priority for 2019 these are Te Reo Maori Policy for internal and external Council use and Bilingual Signage and Branding. The Forum needs to confirm that they wish to keep or change the priority of these work programs for the year.

Analysis

Options considered

Option 1

To leave current priority of the selected work items as they are.

Option 2

To change the current priority of the selected work items.

Attachments

A. TMF 2019 Work Program

Signatories

Author(s)	Rebecca Shaw Graduate Policy Planner	
Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

Priorities	Principles and Functions	Work streams	Timeline	Budget	Link to Outcomes	Resources
Priority for 2019	<p>Principles: Promote the social, economic, environmental and cultural well-being of the Maori communities for today and for the future taking a sustainable development approach.</p> <p>Respect taha (wellbeing) Maori and tikanga Maori (customs, protocols).</p> <p>Function: Develop and adopt goals, strategies and policies and programmes for consideration by Council.</p>	<p>Bilingual Signage and Branding</p> <p>NB: the following priorities have been identified as a place to start. Further work to understand further priorities will need to be undertaken.</p> <p>Priority:</p> <ul style="list-style-type: none"> - Council name and letterhead - Website - Council facilities 	Ongoing	Dependent on level of replacements	<p>We promote and protect our arts, culture, historic and natural resources.</p> <p>We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.</p>	Communications and Parks and Reserves
Priority for 2019	<p>Principles: To see more consistent and appropriate use of Te Reo Maaori on Council signage and key documents to up hold proper tikanga Maaori (customs, protocols).</p> <p>Function: Develop and adopt a Te Reo Maaori Policy for Council.</p>	Te Reo Maaori Policy. Which involves bilingual signage and branding for internal and external Council use.	Ongoing		To see more consistent and appropriate use of Te Reo Maaori on Council signage and key documents.	Strategy and Corporate Planning and Communications.
Ongoing	The forum shall meet regularly (minimum four meetings per year)	Te Manawhenua Forum scheduled meetings		\$15,000.00	Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.	Strategy and Corporate Planning
Ongoing	<p>Principle: Regard for the principals of the Te Tiriti o Waitangi as contemplated by the empowering legislation.</p> <p>Function: Develop and adopt goals, strategies and policies and programmes for consideration by Council.</p>	Waitangi Day Celebrations	Applications called for in the middle of the year, applications close end of September.	<p>Dependent on event and grant received from Ministry of Culture and Heritage.</p> <p>Council has allocated a budget of \$2,500 for this.</p>	<p>We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.</p> <p>Our community is safe, healthy and connected.</p> <p>We promote and protect our arts, culture, historic and natural resources.</p>	Strategy and Corporate Planning and Communications
Ongoing	<p>Principle: Meaningful and mutually beneficial participation of Maori in Council.</p> <p>Function: Appoint up to two representatives to sit as members on any Council working party as requested by Council.</p>	Working Parties and Committees appointment	Ad Hoc- TMF to be appointed at Council discretion	Link to project budget for working parties, not to come out of TMF budget	Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.	Council
Ongoing	Function: Receive Iwi/hapu management plans- noting this does	Iwi Management Plans- process for receiving this by both Council and TMF	Ongoing		Tangata whenua with manawhenua status (those with authority over the land under Maori	District and Regulatory Planners

Priorities	Principles and Functions	Work streams	Timeline	Budget	Link to Outcomes	Resources
	not mean the plan/s have been received on behalf of Council.				lore) have meaningful involvement in decision making.	
Ongoing	Function: promote the social, economic, environmental and cultural well-being of the Maori communities for today and for the future taking a sustainable development approach.	District Plan Review- Maori development / Papakainga. Timeline for development	Ongoing- due to priorities/ timeline	Council has allocated \$200k per year for District Plan Review	Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.. We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.	District and Regulatory Planners
Ongoing	Function: Recommend to Council actions to enhance mana whenua capacity to contribute to decision-making including providing advice and recommendations. Develop and adopt goals, strategies and policies and programmes for consideration by Council.	Resource consent consultation protocol	9 Months		Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making. Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.	District and Regulatory Planners
Ongoing	The purpose of the Forum is to facilitate mana whenua contribution to Council's decision making and strengthen partnership and engagement between Council and iwi/hapu. The purpose of the Forum does not substitute individual consultation and engagement of Iwi by the Council..	Individual Iwi Relationship consultation	6 Months, linked to RMA protocols		Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.	Strategy and Corporate Planning, District and Regulatory Planners and Asset Management
		Individual Iwi Relationship agreements	Ongoing		Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making	Strategy and Corporate Planning
		Mana Whakahono a Rohe (this may be included in the scope of the Individual Iwi Relationship agreements)	Ongoing		Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making	Strategy and Corporate Planning District and Regulatory Planning
Ongoing	Principle; Meaningful and mutually beneficial participation of Māori in the Council Function; Develop an annual work programme each year. Develop and adopt goals, strategies and policies and programmes for consideration by Council, if outlined in the Annual work programme. Monitor the Long Term Plan/Annual Plan implementation for matters relating to mana whenua interests.	Monitoring of work streams and outcomes	Ongoing		We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage	Strategy and Corporate Planning

Priorities	Principles and Functions	Work streams	Timeline	Budget	Link to Outcomes	Resources
	The purpose of the Forum is to facilitate mana whenua contribution to Council's decision making and strengthen partnership and engagement between Council and iwi/hapu.	Represent the District iwi in engagements with Waikato Regional Council and government agencies; - Te Puni Kokiri - Te Wananga O Aotearoa	Ongoing		We engage with our regional and national partners to ensure positive environmental outcomes for our community. We have positive partnerships with external providers of infrastructure to our communities.	Strategy and Corporate Planning
	The purpose of the Forum is to facilitate mana whenua contribution to Council's decision making and strengthen partnership and engagement between Council and iwi/hapu.	Support the Mayor's Tuia Rangitahi programme incl nominating ranghitahi each year, invite Tuia to present to the Forum and provide support for Tuia where appropriate throughout the year	Ongoing		We provide leadership and advocacy to enable our communities to grow. We value and encourage strong relationships with iwi and other cultures	
Ongoing	Principle: Regard for the principals of the Te Tiriti o Waitangi as contemplated by the empowering legislation	Post Settlement Environment	Ongoing		We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage	Strategy and Corporate Planning
The following workstreams have been completed						
COMPLETE	Principle: Respect taha (wellbeing) Maori and tikanga Maori (customs, protocols) Function: Develop and adopt goals, strategies and policies and programmes for consideration by Council.	Development of Engagement Guidelines and Protocols Development of cultural induction Linked to Sustainability Policy actions that identify Treaty of Waitangi training for staff with an outcome that Council staff become better informed about the Iwi within the district	12 Months Implemented	80 hours of staff time 2 Workshops at \$250 per attendance plus mileage	Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making. Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs. We promote and protect our arts, culture, historic and natural resources. We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.	Strategy and Corporate Planning
COMPLETE	Principle: Respect taha Maori (wellbeing) and tikanga Maori (customs, protocols); Protection of wahi tapu (sacred places) and taonga (treasures) Maori. Function: Develop and adopt goals, strategies and policies and programmes for consideration by Council.	Development of a Cultural Monitoring Guide	12 Month-Evolve and review	80 hours of staff time 2 Workshops at \$250 per attendance plus mileage	Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making. Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs. We promote and protect our arts, culture, historic and natural resources. We value and encourage strong relationships	Strategy and Corporate Planning

Priorities	Principles and Functions	Work streams	Timeline	Budget	Link to Outcomes	Resources
					with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.	
COMPLETE as part of Cultural Monitoring Guide work stream.	<p>Principle: Protection of waahi tapu (sacred places) and taonga (treasures) Maori.</p> <p>Function: Develop and adopt goals, strategies and policies and programmes for consideration by Council.</p>	Waahi tapu/ taonga on site process (may link to a process being developed under the Cultural Monitoring Guide work stream)	6 Months		<p>Tangata whenua with manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.</p> <p>Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.</p> <p>We promote and protect our arts, culture, historic and natural resources.</p> <p>We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.</p>	District and Regulatory Planners

Summary of individual work streams

Iwi Management Plans- process for receiving this

A review would need to be undertaken to determine how we deal with these and then the development of potential guidelines or process. Reviewing our current process and the development of guidelines or a new process will be a combination of staff time and Forum members.

District Plan Review- Maori development / Papakainga. Timeline for development

This would involve the District Planners to take a priorities report to Council involving the inclusion of a plan change around Maori development/ Papakainga housing, and Council approving this plan change to go ahead. Currently the priorities for the District Plan review are on Urban as they just completed the Town Strategies, which focus on urban. This would involve staff time to set out priorities to Council.

Resource consent consultation protocol

Review of the process in which the Regulatory Planners get in contact with Iwi in regards to a resource consent. This would take staff time and the involvement of Forum members.

Waitangi Day Celebrations 2018

The Ministry of Culture and Heritage provides the Commemorating Waitangi Day Fund to support events that commemorate the signing of the Treaty. The Forum has organised a district-wide Waitangi Day celebration every year since 2015. May involve funding in conjunction with the government grant. Staff time in conjunction with Forum members time to plan and execute event. Forum members to decide on what type of event. Budget for this to be included in Annual Plan.

Bilingual Signage and Branding

This would involve the establishment of bilingual signage and branding policy, taking staff time and also Forum members/consultant to determine what would be the wording. A review would have to be done on which signs would be replaced and a rolling implementation decided on. This may result in possible changes to Council's Signage Strategy. A budget for implementation would have to be set and incorporated into the relevant Annual Plan/Long Term Plan.

Individual Iwi Relationship Consultation

This would involve a process set up around how Council consults with individual Iwi.

Individual Iwi Relationship agreements

These agreements may incorporate or sit alongside Mana Whakahono a Rohe – which are detailed below under the legislative section of this report. It is suggested that these agreements have the potential to be of benefit to both parties – clarifying the line of communication and expectations when dealing with each other.

Mana Whakahono a Rohe

The intent of the Māori participation policy changes is to enhance Tangata whenua involvement in resource management, particularly plan making. The Resource Management Act sets out the guiding principles and purpose of Mana Whakahono a Rohe. What this may look like in detail and when it may be required is unknown at this stage (this may be included in the scope of the Individual Iwi Relationship agreements, refer above)

Monitoring of workstreams and outcomes

Internal staff monitoring of workstreams and outcomes to ensure they are on track and achieving desired outcome. This would take staff time.

Engagements with Waikato Regional Council and central government agencies

The Forum would like to further engage with regional council and central government agencies. This could include inviting agencies to present to the Forum, or run workshops with Forum members on matters of particular interest. One suggestion was to invite Te Pune Kokiri (TPK) to attend a Forum meeting to discuss the recent announcement of Maori housing funding.

Tuia Rangitahi programme

Support the Mayor's Tuia Rangitahi programme incl nominating ranghitahi each year, invite Tuia to present to the Forum and provide support for Tuia where appropriate throughout the year

Post Settlement Environment

This would involve working with individual Iwis and setting up relationships post Treaty settlements.

COMPLETED WORKSTREAMS

Development of Engagement Guidelines and Protocols

This would involve the development of an Engagement Guidelines and Protocols document and development of a process around a cultural induction for staff and elected members. The purpose of such a guide is to raise the cultural competency of staff to work more effectively with Maori. Example used from Western Bay of Plenty District Council.

The development of this document would involve staff time, in conjunction with a working party involving Forum members to work with staff.

Development of cultural induction

A cultural induction could be part of new staff induction into the organisation as well as on certain projects, such as the Tui Mine example, or HDC example. Existing staff training would occur as implementation of document.

Development of a Cultural Monitoring Guide

A document to be established to ensure Council has sufficient protocols and processes when undertaking earthworks or development in terms of cultural monitoring, cultural sites of significance, taonga and waahi tapu. Example used from Western Bay of Plenty District Council



The development of such a document would involve staff time in conjunction with Forum members to set out processes.

Waahi tapu/ taonga on site process

A process around how Council deals with Waahi tapu/ taonga in the district. May link with the development of a cultural monitoring guide as a process for dealing with these could be developed. Potentially could involve the development of a map identifying what Iwi to talk to if anything is found in certain areas. Issues were raised about a map portraying certain areas of Waahi tapu and taonga due to inaccuracy with GPS and experience. This would involve staff to work with the individual Iwis to establish a process and where they have interests.

Draft Te reo Maori Policy

Trim No.: 2107082

Executive Summary

Te Manawhenua Forum (Forum) has previously indicated a desire to see more consistent and appropriate use of Te Reo Maori on Council signage and key documents. At its meeting in December the Forum confirmed the scope of a new Te Reo Maori Policy.

The purpose of this report is to present to the Forum the Draft Te Reo Policy and Guidelines. The Forum is asked to provide feedback and recommendations on the Draft Policy and Guidelines. Once adopted by Council, the Policy will be translated to Te Reo, and reported back to the Forum with both versions of the Policy.

Recommendation

That:

1. **The report be received.**
2. **The Forum provides feedback and comments on the Draft Te Reo Maori Policy and Guidelines.**
3. **The Forum recommends to Council the adoption of the Te Reo Maori Policy and Guidelines.**

Content

Background

There is currently inconsistent use of Te Reo Maori language in council documents and signage. Te Manawhenua Forum (Forum) has previously indicated a desire to see more consistent and appropriate use of Te Reo Maori on Council signage and key documents.

At its meeting in December the Forum confirmed the scope of the Policy and passed the following resolution;

That:

1. **The Forum confirms the scope of the proposed Te Reo Maori Policy, and**
2. **The forum seek a recommendation from Tom Roa and bring this information back to the forum.**
3. **Staff prepare a draft Policy based on the advice given by the Forum, which will be brought back to the Forum at the next meeting in March 2019.**

The Scope, as outlined in the December meeting report include the following;

- Clear guidance on correct spelling and use of Te Reo Maori. This would include whether to use macron or double vowels, when to use capital letters, and appropriate use of Te Reo Maori within English text
- Policy statement on when to use bilingual headings and/or other text within key strategic documents

- Clear policy guidance on bilingual signage; priority areas, use of fonts (same or different), and order (Te Reo Maori first followed by English, or English first, then Te Reo Maori)
- Clarity on when and who to use for interpretation and translations (e.g.) certified Te Reo Maori interpreters).

Issues

External and independent advice has been sought from Dr Tom Roa from Waikato University on the Draft Policy. We are currently awaiting this advice and hope to be able to provide it to Forum members either electronically as soon as it is available or at the meeting along with copies of the draft Policy and Guidelines.

We understand that not having this information available with the formal agenda may mean that recommendations cannot be made at this time, this can be reported to the Forums June meeting for further feedback if required.

Analysis

Options considered

The Forum can endorse the Draft Policy and Guidelines and recommend it for adoption by Council.

OR

The Forum recommends changes to the Draft Policy and Guidelines.

Analysis of preferred option

There is no preferred option.

Legal and statutory requirements

There is no legal or statutory requirement for local councils to have a Te Reo Maori Policy.

The status of Te Reo Maori as a taonga (treasure) is protected under the Treaty of Waitangi.

The Te Ture mō Te Reo Māori 2016/Māori Language Act 2016 reaffirms the status of Te Reo Maori as an official language of Aotearoa/New Zealand. This has particular implications for Government departments, Crown agencies and Crown entities. By extension, it may be considered best practice for local government to work with their local Iwi and communities to support the Crowns effort in relation to Te Reo Maori.

Impact on policy and bylaws

The proposed Te Reo Maori Policy may create a new policy.

Consistency with the Long Term Plan / Annual Plan

This project is consistent with the Long Term Plan's vision of Vibrant Cultural Communities, and in particular the following community outcome;

- We value and encourage strong relationships with Iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ ancestral heritage.

Impact on Significance and Engagement Policy

The development of a Council Policy on the use of Te Reo Maori in Council business is significant to local Iwi and Haapu, however under the principles of Council's Significance and Engagement Policy it would not require full public consultation.

Communication, consultation and decision making processes

Engagement with Iwi on this project will be through the Forum, representing the local Iwi and Haapu in our district. Staff have been liaising with Dr Tom Roa of Waikato University who is a certified Te Reo Maori Interpreter and translator.

Timeframes

Draft Policy presented to Forum – 5 March 2019

Draft Policy and Forum recommendation/feedback presented to Council for adoption

Final Policy and Guidelines presented to Forum

Implementation 2019/20.

Financial Impact

i. Cost

The development of a Draft Policy will be completed using staff resources only. The cost of engaging an external Te Reo expert to provide peer review and interpretation/translation could be covered within the existing Te Manawhenua Forum budget.

ii. Funding Source

This could be covered within the existing Te Manawhenua Forum budget.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Ann-Jorun Hunter Policy Planner	
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Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

Morrinsville River Walk extension project

Trim No.: 2112562

Executive Summary

The Morrinsville River Walkway extension project is identified in Councils Walkway Strategy and funding has been allocated in the Long Term Plan. It connects Morrinsville Recreation Ground to Holmwood Park. The walkway requires a name which will more correctly identify the location and setting. The current name of Morrinsville River Walk does not fit with any local geographic or historical names.

Staff seek guidance and a recommendation from the Te Manawhenua forum to identify an appropriate name for this full walkway.

Recommendation

That:

1. The report be received
2. Guidance and a recommendation be given to the naming of the Morrinsville Walkway.

Content

Background

The Morrinsville River Walkway is identified in Councils 2009 Walkway Strategy linking the Morrinsville Recreation Ground in the south-west of Morrinsville to Holmwood Park located in the east of Morrinsville, via a new 2.4 km walkway along adjacent stream esplanade reserves.

There is a current 1.5 km walkway from the Morrinsville Recreation Ground between Avenue Road and Studholme Street. This walkway is known as the Morrinsville River walk, excluding the fact that the adjacent stream name is Waitakaruru Stream. To the east a 1.1 km walkway links Holmwood Park to River View Road.

Over the last 12 months Council have investigated options for a connecting 2.4 km walkway route from Studholme Street to the existing walkway on River View Road. There is a designation for future reserve in place along the northern banks of the Waitakaruru Stream. Due to unsuitable terrain in one section of the designated area, Council is pursuing a walkway easement over one property and to purchase an esplanade reserve strip from a second property, on the southern river bank in order to build the walkway.

At a point along the proposed walkway the Waitakaruru Stream joins with the Piako River. A proposed bridge near this site will see the walkway cross from one side of the stream to the other. Downstream of this bridge site council seek to purchase an esplanade strip off an additional property on the northern river bank off River View Road.

When finished the completed walkway will be approximately 4.7 km in length between carparks, for residents and visitors to enjoy.

Issues

Land access

Due to difficult terrain along some sections of the land currently designated for future reserve, Council has been negotiating access to private land on the opposite side of the river. Over one property Council is negotiating a Walking Access Commission easement, which allows for public access with the property owner retaining title to the underlying land. Council will be the controlling authority of the walkway over this land, and if the land ownership changes, the easement ensures enduring public access.

Land acquisition

In order to build the walkway, Council is negotiating with two other landowners to purchase esplanade reserves along the stream margins of their properties. Council does have agreement in principal to purchase these land areas, though in one case they are now dealing with a family estate to acquire the land. When completed these additional land parcels will be gazetted as a local purpose reserve.

Consultation

Consultation with adjacent landowners has been occurring since 2017.

Design

The walkway will be approximately 1.5m wide, narrowing to 1.2 where bridges, boardwalks and/or steep track sections are required. It will be a continuation of the current grade of walking track through the Morrinsville Recreation Grounds.

Adjacent to the confluence of the Waitakaruru and the Piako Streams, a 19m suspension bridge is to be built linking the southern and northern walking track sections.

Walkway naming

The Walking Access Act 2008, identifies that the controlling authority provide a name for the walkway. The existing 1.5 km walkway between Avenue Road and Studholme Street is known as Morrinsville River Walk.

Walkways created under the Walking Access Act 2008 are created by linking the easements on each land title through a Gazette Notice. This allows the Controlling Authority to manage the trail as one route even though it covers different land types (including public land like esplanade strips and reserves and Public Conservation Land). It is recommended that enduring access is also sought over public land (i.e. public land is included in the gazette notice and doesn't require an easement) so access for the entire route is enduring and it can be managed as one route. This ensures that if the public land is disposed of the trail remains. This feature is unique to walkways created under the Walking Access Act 2008.

Section 23 of the Walking Access Act 2008, requires a name of walkway over public land. This identifies that the Commission will assign a distinctive name to a walkway over public land. In assigning any name, they must take into account the views of any hapu or iwi with mana whenua in the area where the walkway is located, and any other persons who have an interest in the naming of the walkway.

In discussions with staff from the Walking Access Commission, Council staff do not believe that the existing name of “Morrinsville River Walkway” is correct for this full walkway and are seeking recommendations from the Te Manawhenua forum for preferred name/s for the whole walkway from Morrinsville Recreation Reserve to Holmwood Park.

Analysis

Options considered

Option one:

Propose to retain the existing name of Morrinsville River Walkway

Option two:

Propose a new name for the walkway for Council to consider

Analysis of preferred option

Staff believe a name which better represents the views of Iwi, local history and geography will be more appropriate for the walkway.

Legal and statutory requirements

Seeking a more suitable and distinctive name for the walkway complies with the requirements of Section 23 of the Walkway Access Act 2008.

Impact on policy and bylaws

Not applicable

Consistency with the Long Term Plan / Annual Plan

Funding was allocated in the Long Term Plan to construct this walkway.

Impact on Significance and Engagement Policy

Not applicable

Communication, consultation and decision making processes

Communication with adjacent landowners has been ongoing since 2017. The general public were informed of the proposal to build this walkway via the Long Term Plan process.

Consent issues

An application for resource consent is to be lodged in March 2019 due to a section of the walkway not being on the District Plan designated alignment along the esplanade reserves. The changes are relatively minor and are unlikely to affect the outcome of the consent.

Timeframes

Due to the value of the physical works, the majority of the work has yet to be tendered under Council's procurement policies. Some of the minor track build physical works may be undertaken by Community groups in March 2019.

Contribution to Community Outcomes

The project contributes to the following community outcomes:

- Connected Infrastructure
- Healthy Communities

Financial Impact

i. Cost

The budget for the project is \$1.2 million.

ii. Funding Source

The project is funded by the Community Facilities and Properties Bulk Fund, the Long Term Plan.

Attachments

A. Morrinsville River Walk Map February 2019

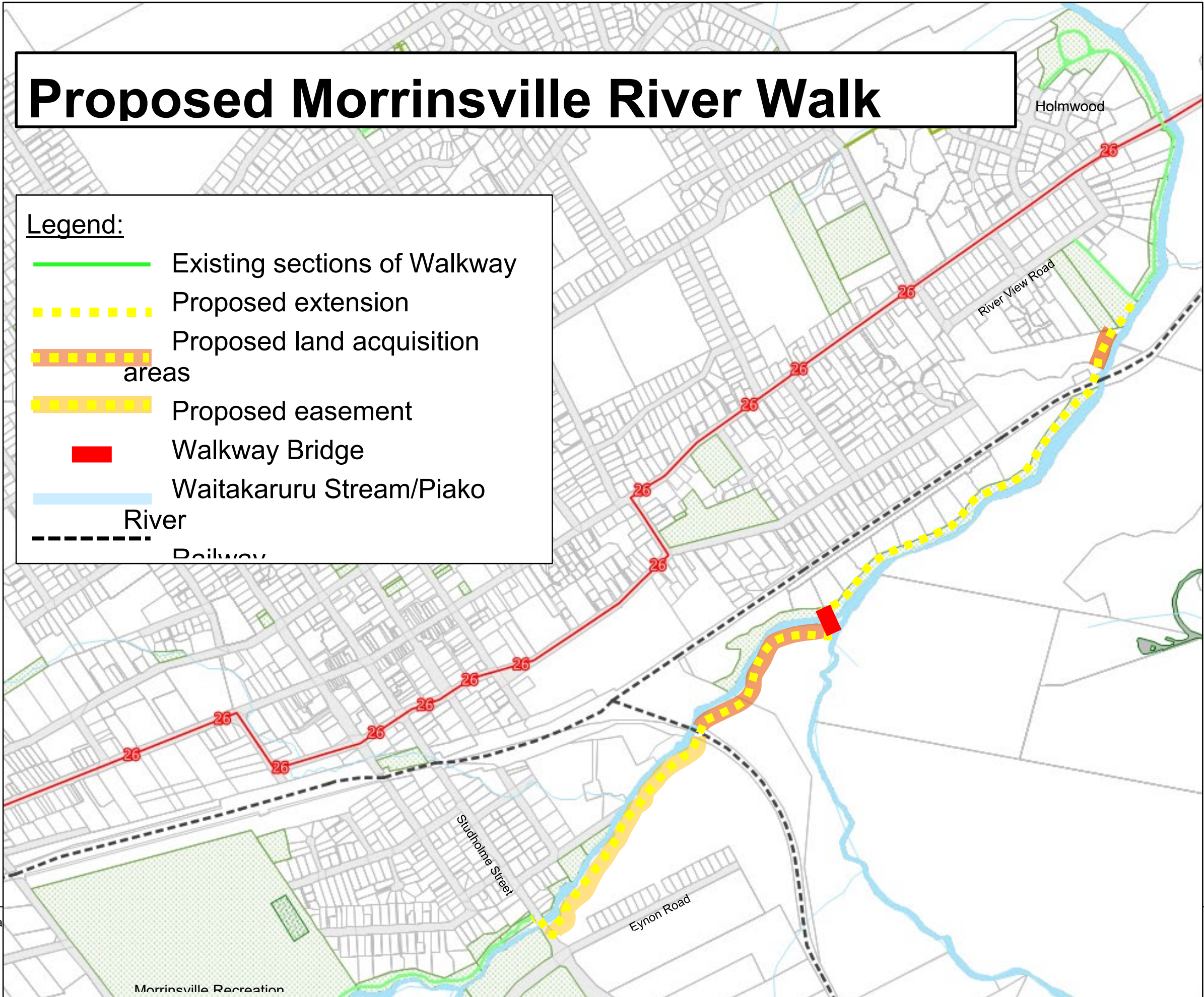
Signatories

Author(s)	Chelsea Cannell Assets Project Management Officer	
Approved by	Susanne Kampshof Asset Manager Strategy and Policy	
	Manaia Te Wiata Group Manager Business Support	

Proposed Morrinsville River Walk

Legend:

- Existing sections of Walkway
- Proposed extension
- Proposed land acquisition areas
- Proposed easement
- Walkway Bridge
- Waitakaruru Stream/Piako River
- Railway



Waitangi Day Overview

Trim No.: 2113056

Executive Summary

The Waitangi Day 2019 event was held in Morrinsville and the focus of the day was to make it 'Our Waitangi Day' and promote the diversity of our community.

This report provides an overview about the day, including entertainment, activities, food and who was involved.

The 2019 event has received a lot of positive feedback and was a very successful day.

Recommendation

That:

1. The information be received.

Content

Funding for the event was provided by the following organisations:

- \$1,500 from the Ministry of Heritage and Culture
- Council and its Te Manawhenua Forum Mo Matamata-Piako up to \$2,500 for Waitangi Day celebrations and in addition to this, the cost associated with providing free access to the Matamata Swim Zone pool and staff time associated with setting up and packing down on the day.

In addition to this the event was supported by various volunteers and sponsors including:

- Greenlea Premier Meats – in-kind donation of meat for the Hangi
- Inghams Enterprise– in-kind donation of meat for the Hangi
- Balle Bros Fresh Produce – in-kind donation of vegetables for the Hangi
- Sport Waikato – in-kind support by providing staff and activities on the day
- Waitoa Haulage – flat deck trailer for a stage
- Maori Wardens
- Morrinsville Rotary
- Matamata-Piako Volunteer Youth Ambassadors
- Morrinsville Fire Service
- Waikato/BoP Cancer Society

The event was well attended by people of all ages and ethnicities, with many families coming along to take advantage of the free swim sessions offered through Morrinsville Swim Zone, the free hangi and the entertainment provided on our main stage.

Total estimated attendance: 580

What happened on the day?

The day was opened with a powhiri, where the visitors were led in by Te Reo o Mangai Ratana band and members of the Kings Band and Ngati Haua. Ngati Hinerangi and Raukawa welcomed everyone. Following the formalities, Te Manawhenua Forum mo Matamata-Piako Chairperson Te Ao Marama Maaka addressed the crowds, followed by Mayor Jan Barnes, who all spoke about what Waitangi Day means to them personally and to the community, and the importance of celebrating this day by coming together as one District and one Community.

Free swim sessions were available at Swim Zone Morrinsville, various sporting and other activities, provided by Sport Waikato were available on the park. Available for purchase was a sausage sizzle, coffee, candy floss and shaved ice, ice cream and various ethnic foods food provided by locals who operate mobile food trucks. The Waitangi Day storyboards proved popular, and our local Kaumatua provided the korero. People could also learn how to flax weave.

The free Hangi was prepared and packaged off site at Kai a Te Marae, and brought onsite just after 12noon. We gave the food out to a very eager crowd, following a karakia to bless the kai.

A major aim of the day was to keep our event as a zero waste. We sought sustainable packing, cutlery and napkins from NZ company Innocent Packaging for the hangi and we provided water for people to fill bottles and biodegradable cups for those without. All this was to discourage people from buying bottles of water.

This year local industries generously offered in-kind donations of meat and vegetables towards the Hangi.

During the course of the day entertainment was provided by One Voice Productions, including Jazz Vidamo, a 10-year-old soprano singer heading to Hollywood this year to represent New Zealand in the Performing Arts competition, Nichole Suarez, the Morrinsville Country Music band and the Matamata Brass Band.

The focus of the day was to make it 'Our Waitangi Day' and promoted the diversity of our community. This was represented in our multi-cultural entertainment and diverse range of food.

This is the fifth year our district has celebrated Waitangi Day as a community, and the second time the event was held in Morrinsville. Every year the event is held in a different township within the district. The event was a great success in bringing people together to celebrate Waitangi Day as the National day of New Zealand. The event was peaceful, poignant and well attended. By providing a range of free activities and free hangi, there was no cost barriers to participation, and encouraged everyone to take part in the festivities.

There were no major issues in the running of the event. An ambulance was called for someone suffering an angina attack, but we had very good traffic management plan and the ambulance was able to enter and exit the reserve with no difficulty and very little disruption. Many schools and organisations we contacted in November were keen to be involved, but with the school holidays ending just before Waitangi Day, it hindered any opportunity for the schools to rehearse prior to the event.

The 2019 event has received a lot of positive feedback and overall we were very pleased. As this is the fifth time we have hosted Waitangi Day celebrations, more and more people are aware of this community event, and we are seeing a greater awareness of the importance of Waitangi Day within our community. There is potential to further partner with local community groups and business/industries to continue to grow the event.

Waitangi Day 2019 Income and Expenditure.

Sustainable Packaging: \$259.95

Advertising: \$548.73

Swim nappies: \$161.74

Koha: \$1400

Morning tea: \$147.61

Porta Loos: \$250

Pools: \$4800

KVS: \$450.50

Staff time (not including staff time to coordinate the event) \$2214.40

Total: \$10,232.93

Attachments

There are no attachments for this report.

Signatories

Author(s)	Rexine Hawes Communications Officer	
Approved by	Rebekah Duffin Communications Manager	
	Don McLeod Chief Executive Officer	

Six Monthly Report July - December 2018

Trim No.: 2111656

Executive Summary

The Local Government Act 2002 requires Council to adopt its Annual Report and Summary by 31 October each year.

To ensure that there are no unexpected performance or financial matters leading up to this report, a Six Month Report has been prepared to advise of progress and any likely issues that may arise.

Staff have prepared a condensed Six Month Report which highlights financial and non-financial performance for July to December 2018. A copy is attached.

Recommendation

That:

1. The Six Month Report July – December 2018 be received.

Content

Background

The Local Government Act 2002 requires Council to adopt its audited Annual Report and Summary by 31 October each year. The Annual Report and Summary must be published within one month of adoption. The Annual Report and Summary must be audited, and an opinion on the Annual Report and Summary provided to Council and the report's readers.

The Six Month Report provides the Forum with an opportunity to review the non-financial and financial performance of the organisation.

Issues

Financial overview

Council's six month financial result to 31 December 2018 is positive overall.

The statement of comprehensive revenue and expense (page 4) shows that revenue for the period was \$0.4 million more than budgeted at \$25.9 million, while expenditure was \$1 million more than budgeted, at \$25.3 million.

The final result is a surplus at 31 December 2018 of \$0.57 million compared to a budgeted surplus of \$1.18 million.

Explanations for the major variances in revenue and expenditure are outlined in the attached variance report and in the 6 Month Report Financial Summary.

The revaluation of infrastructural assets at 1 July 2018 has not been completed in time for this report.

Variances to budget after six months and projected variances to year end

In the table in attachment A, we have identified significant areas where we are under budget, (shown as a negative) or over budget, in terms of our expenditure and revenue at the six month point. There may be seasonal factors that mean more of the budget is spent or received early or later in the financial year. These and other reasons for variances are discussed in attachment A. We have then projected where we will be against budget by the 30 June, taking these seasonal and other factors into account.

At 31 December, our income statement shows a surplus of \$0.57 million. By 30 June, we have projected that our surplus will be approximately \$4.1 million, noting however that we have not projected for any non-cash or accounting type transactions that will affect the bottom line (e.g. loss on the disposal of assets that are renewed, movements in the valuation of interest rate swaps, vested assets, etc.). \$2.6 million of the projected surplus is expected to come from government grants for the Rail Trail extension.

Capital spend after six months and projected spend to year end

Our capital budget for 2018/19 plus the budgets carried forward from previous years total \$36.1 million. To date our capital spend is \$6.8 million. Our Activity and Project Managers have projected that they will spend a further \$18.8 million by the end of the year, (including the grant funded portion of the rail trail that was not budgeted in the capital spend) leaving a budget of \$12.4 million to carry forward to 2019/20. Attachment B summarises the capital spend and projections per activity.

Risks

- Revenue – Metered water revenue is an area where achievement of the budgeted income stream is highly dependent on external factors affecting our large industrial customers. Also there is some uncertainty around the potential revenue from the sale of rubbish bags in this first year of sales. We have addressed these risks in our budgeting for the next financial year. We are not aware of any other significant risks to Council's revenue streams to year end at this stage.
- Expenditure – In the utilities area, we have experienced an abnormal number of one-off costs that have resulted in a budget over-run to date of \$265,000. We are not aware of any other significant risks to Council's expenditure to year end at this stage.
- Capital – Achievement of the projected capital spend is reasonably certain in some activities (e.g. Roothing renewals where contracts are in place and progressing as planned). For other activities, achievement of the projected capital spend will rely on a number of internal and external factors inherent in delivering these projects coming together (e.g., resource availability, successful tender process, favourable weather, etc).

Compliance with financial covenants to 31 December 2018

Financial Covenants	31/12/2018	2019	2019
	Actual	Council Limit	LGFA Limit
Net Debt : Total Revenue	30.2%	<150%	<175%
Net Interest : Total Revenue	1.1%	<15%	<20%
Net Interest : Annual Rates Income	1.5%	<20%	<25%
Available Financial Accommodation: External Indebtedness	120%	>110%	>110%

Financial performance benchmarks to 31 December 2018

Rates (income) affordability	✓ within limits
Rates (increases) affordability	✓ within limits
Debt affordability	✓ within limits
Balanced budget	✗ benchmark not met
Essential services	✗ benchmark not met
Debt servicing	✓ benchmark met

The balanced budget benchmark is a measure of whether Council's operating revenue is sufficient to cover its operating expenses. To date, Council's revenue covers just 96% of operating costs, however we project that it will balance out by the end of the year.

The essential services benchmark is a measure of Council's capital expenditure on network services as a proportion of depreciation on network services. To date, Council's capital spend is 85% of depreciation. If projected renewals are completed as planned, the two should balance by the end of the year.

Non-financial information

Full details of performance measured to date against our targets are set out in the Six Month Report attached. A number of these measures can only be measured annually and are not included.

Analysis

Options considered

The preparation of the Six Month Report is a non-statutory process for Council.

Legal and statutory requirements

Under Section 98 of the Local Government Act 2002, Council is required to prepare and Annual Report and Summary at the close of each financial year.

Consistency with the Long Term Plan / Annual Plan

The Annual Report measures our performance against the Long Term Plan 2018-28.

Impact on Significance and Engagement Policy

There is no impact in terms of Council's Significance and Engagement Policy.

Timeframes

Key dates for the Annual Report 2018/19 are as follows:

6 Month Report	Date
Approved by Corporate & Operations Committee	27 February 2019
Audit and Risk Committee meeting	12 March 2019
Annual Report	
Interim Audit	27 May – 7 June 2019
Interim Audit report approved by Council	10 July 2019
Draft Report and Summary to Corporate & Operations Committee	28 August 2019

Final Audit	26 August – 13 September 2019
Final Annual Report, Summary and Audit Report to Audit & Risk Committee for review	01 October 2019
Final Annual Report, Summary and Audit Report approved by Council	02 October 2019
Annual Report and Summary published in local newspapers. (Published on website, available in offices/libraries as soon as practicable following approval)	30 October 2019

Financial Impact

i. Cost

The production of the Annual Report and Summary has a budget of \$15,000 (excluding audit costs) for production of the Annual Report and Summary.

Audit fees have a budget of \$125,000.

ii. Funding Source

The Annual Report cost is provided for within the strategies and plans activity budgets. The Annual Report and audit are funded from general rates.

Attachments

- A. 6 month report 31 Dec 2018 - Variances and Projections
- B. 6 month report 31 Dec 2018 - Capital spend and projections
- C. 6 month report 31 Dec 2018 - Full document

Signatories

Author(s)	Larnia Weir Deputy Finance Manager	
	Rebecca Shaw Graduate Policy Planner	

Approved by	Sandra Harris Acting Strategic Policy Manager	
	Manaia Te Wiata Group Manager Business Support	
	Don McLeod Chief Executive Officer	

Variances to the Annual Plan budget to 31 December 2018, and projected variances through to 30 June 2019

In the table below we have identified significant areas where we are under budget, (shown as a negative) or over budget, in terms of our expenditure and revenue at the 6 month point. There may be seasonal factors that mean that more of the budget is spent or received earlier or later in the financial year. These and other reasons for variances are discussed below. Considering these seasonal and other factors we have then projected variances to 30 June 2019. The income statement at 31 December 2018 shows a surplus of \$572,000. By 30 June 2019, we project that our surplus will be approximately \$4,136,000 noting however that we have not projected for any non-cash or accounting type transactions that will affect the bottom line (eg. any provisions that may have to be recognised for vested assets, interest rate swap etc)

A positive net result below is a positive for Council

Variances	6 month results			Projection to 30 June 2019		
	Expenditure	Income	Net result	Expenditure	Income	Net result
Budgeted per LTP 2018-2019	24,315,000	25,493,000	1,178,000	48,630,000	50,986,000	2,356,000
ousing and property cost is higher mainly due to major maintenance in ex bowling club due to leakage, asbestos report and removal, roof fixing of store shed and retaining wall (some of these costs will be capitalised later in year). Cleaning, power and insurance costs are higher than budgeted.	92,000	6,000	-86,000	67,000	1,000	-66,000
Halls income is lower as some of the halls are no longer operating. Expenditure is higher due to repair work at Manawaru Hall and Tatuani Hall. Overall income and expenditure are forecasted lower than budget	8,000	-2,000	-10,000	-3,000	-3,000	0
ousing costs (including EPH, Staff and OYO) are higher due to higher maintenance requirements. EPH income is lower due to vacancy as a result of maintenance required. Overall income will be higher due to increased EPH rents.	30,000	-16,000	-46,000	4,000	52,000	48,000
Library cost for the first half is higher due to subscription and software licences paid for the full year. Library income is lower than budgeted due to less rental, fine and discarded book income than budgeted.	46,000	-11,000	-57,000	21,000	-17,000	-38,000
Parks and Tracks cost is higher and will be higher due to an increase in level of service. Easement money received in Matamata from WEL network	71,000	25,000	-46,000	78,000	28,000	-50,000
Pools and spa cost is higher due to increased chemical costs and more maintenance and stock purchased during this period negated by higher income. Pools and Spa -Te Aroha Spa income is higher by \$59,000 mainly due to increase in demand for romance package and higher admission. This is partially offset by lower income from the Matamata Sports centre. Morrinsville pool income is lower than budget due to late timing of their opening season.	41,000	46,000	5,000	25,000	79,000	54,000
Public Amenities - Cemeteries cost are higher due to the higher number of burials and using a contractor for digging graves instead KVS. Street furniture costs are lower as increase in level of service will be spent later in the year or re-allocated to other activities. Cemeteries income is higher due to more burial and sale of plots.	-60,000	44,000	104,000	-67,000	21,000	88,000
Recreation and Culture & Heritage - Sports Waikato contract price has increased. Waharoa Aerodrome, Te Aroha Event Centre operating and Firth Tower costs are higher due to more usage and maintenance partially offset by higher income. Te Aroha Event Centre contribution received \$45,000 at December.	35,000	91,000	56,000	31,000	92,000	61,000
Resource Consent and Monitoring - Resource consents expenditure is higher due high activity. This cost will be negated by higher income.	67,000	110,000	43,000	173,000	203,000	30,000
Building Consent - Building consents income is higher due to high activity.	-17,000	103,000	120,000	-11,000	143,000	154,000
Animal control cost and health costs are lower than budgeted. Annual dog registration income is received at the start of the year. The increase in registration fees has contributed to this increase.	-25,000	147,000	172,000	-7,000	22,000	29,000
Roading - Subsidised expenditure is underspent at this time due to timing of the contract. The expenditure will be spent in next six months. Hauraki Rail Trail maintenance cost is higher. NZTA has approved \$274,000 for footpath maintenance. Roothing - NZTA subsidy income is lower than budgeted due to lower spending in seal pavement. The total forecast is projected to be higher than budget due to increase in footpath maintenance and LED project of \$371,000. Hauraki Rail Trail extension project grant \$189,000 received and \$2.5m expected to be received by end of the year.	-46,000	-434,000	-388,000	376,000	3,444,000	3,068,000
Rubbish and Recycling - The total costs are \$150,000 over budget. Asset management expenditure is 70,000 below budget, however it is planned to be expended later in year. The increased contract price for extra collection vehicle \$65,000 resulted in higher cost. \$19,000 for new recycling auditor and vehicle cost will be funded from Waste Minimisation levy. Rubbish bags sale and collection at landfill is less than budgeted.	83,000	-207,000	-290,000	230,000	-220,000	-450,000
Budgeted stormwater maintenance has not been required during this period. Avenue Road North stormwater disposal project has not started, so none of the \$860,000 budgeted contribution has been received.	-11,000	-430,000	-419,000	-6,000	-860,000	-854,000
Waste water expenditure spent similar to last year. \$90,000 budgeted for compliance module and \$0,000 budgeted for 5 yearly field irrigation maintenance, licence to occupy and Bio-remediation budgeted in this year. \$90,000 has been spent from special fund, licence to occupy has been completed and Bio-remediation project is operating on one site. Asset management expenditure is lower. Some more expenditure will be incurred during the next half of the year. We project that reticulation cost will be higher than budget by the end of the year. Income is higher due to higher trade waste volumes.	-281,000	59,000	340,000	47,000	80,000	33,000
Water - Asset management cost is lower by \$80,000 and will be spent later in year. Reticulation cost is higher by \$65,000 due to more maintenance on water mains expected to be higher by \$75,000. Treatment plant cost is higher by \$280,000 mainly due to a number of one-off extraordinary expenses above what was budgeted, including staff, sampling and reporting costs related to events, catchment risk assessments, water safety plans, compliance recovery projects, etc. Chemical and power costs are also higher due to change in chemicals and more pumping. Metered water income is lower due to lower industrial consumption and particularly OCD consumption is negligible.	265,000	-253,000	-518,000	375,000	-310,000	-685,000
Strategies & Plans - Economic development, Regional policy, Regional co-ordination and District Plan monitoring and implementation expenditure has been minimal during this period. Annual Plan cost will come to charge later in the year. LTP cost is budgeted for smoothing so this expenditure will not be incurred during this year. This saving is negated by the uplifting of community grants early in year.	-194,000	1,000	195,000	-94,000	1,000	95,000
Civil Defence -TVEOA levy paid Jan - March.	20,000		-20,000	0	0	0
Community Leadership - election costs are budgeted for smoothing so this expenditure will not be required until next financial year. Special fund approved by council from surplus from previous years \$18,000 spent during current year and expected to spend \$200,000. Community grant received during the year. Communication and events cost and income is lower as events still to come.	72,000	-4,000	-76,000	200,000	2,000	-198,000
Salary cost - is under due to medical leave and vacant positions.	-135,000		135,000	-200,000		200,000
Finance costs are lower due to less debt being required than budgeted	-46,000		46,000		100,000	100,000
Interest revenue is higher due to more cash investments being held due to the lower capital spending and the pre-funding of debt due to mature in March 2019.		248,000	248,000		280,000	280,000
Development contribution is higher than budgeted at this point, particularly due to significant development in Matamata during the period. It is unknown how much contribution may be received in the 2nd half of the year.		1,189,000	1,189,000		200,000	200,000
Loss in the valuation of interest rate swaps to date due to interest rates remaining low.	294,000	0	-294,000		0	0
Depreciation is higher than budgeted due to the revaluation of infrastructural assets.	58,000		-58,000	100,000		-100,000
Invested assets are capitalised in the 2nd half of the year.		-100,000	-100,000			0
Other minor ups and downs and variance in internal charges	632,000	-219,000	-851,000	-387,000	-606,000	-219,000
Actual income and expenditure at 31 December and Projected at 30 June 2019	25,314,000	25,886,000	572,000	49,582,000	53,718,000	4,136,000

Capital spend to 31 December 2018 and projected spend to 30 June 2019

Activity	Budget 2018/19	C/F from previous Years	Actual spend this year	Forecast spend next 6 months	Year end projected spend	Projected C/F to 2019/20	Comments
Roading	7,009,559	4,027,452	2,935,488	9,943,865	12,879,353	-1,842,342	TA to MM rail trail \$5.3m and LED project of \$371,000 projected to be spent during current year
Stormwater	1,460,213	124,069	127,223	115,000	242,223	1,342,059	Avenue Road North Stormwater Disposal not going ahead \$860,000
Waste Management	600,000	0	7,948	325,000	332,948	267,052	\$280,000 has been approved by council will be spent on upgrade of the Morrinsville transfer station
Wastewater - Capital	1,260,000	876,798	59,412	472,680	532,092	1,604,706	Projects have been reassigned and a number of projects have been carried forward to next year
Wastewater - Renewal	3,063,724	374,608	58,250	1,006,000	1,064,250	2,374,082	Reticulation and Plant renewal carried forward to next year
Water - Capital	1,615,000	2,356,930	481,342	2,946,755	3,428,097	543,833	Most of the projects are projected to be completed during this year
Water - Renewals	3,050,440	1,435,220	1,129,304	1,655,415	2,784,719	1,700,941	Most of the projects are completed for plant renewal. The reticulation renewal contract has been awarded but some of these will be completed next year.
Community Facility - Capital	3,782,500	888,685	306,823	916,396	1,223,219	3,447,966	Headon Stadium Upgrade project \$1.5m carried forward to next year. MV cemetery land purchased last year and spent last year. Swimzone splash pad project not going ahead
Community Facility - Renewal	1,383,877	265,366	378,678	357,000	735,678	913,565	EPH and parks renewal will not be spent during current year.
Vehicle replacement programme	333,000	889,653	789,605	460,000	1,249,605	-26,952	
I.T. Projects	513,000	416,813	386,719	314,000	700,719	229,094	
Library projects	169,000		36,658	132,300	168,958	42	
Customer services	172,000		0	172,000	172,000	0	
Furniture and fittings	60,000	31,488	80,901	0	80,901	10,587	
Total	24,472,313	11,687,082	6,778,351	18,816,411	25,594,761	10,564,634	

SIX MONTH REPORT

JULY - DECEMBER 2018

MATAMATA-PIAKO
LIFESTYLE. OPPORTUNITIES.
HOME.

FINANCIAL SUMMARY

WHAT WAS OUR PLANNED REVENUE FOR THE FIRST HALF OF THIS YEAR?

Council budgeted for a revenue of \$25.5 million.

WHAT WAS OUR ACTUAL REVENUE, AND WHAT WERE THE MAIN VARIANCES?

Our actual revenue to 31 December was just slightly higher than budgeted at \$25.9 million. There were a number of ups and downs to budget across all activities. The more significant of them include:

- Development and financial contributions received to date are \$1.2 million higher than budgeted. Significant contributions have been received in respect of development activity in Matamata.
- Pools, cemeteries, Firth Tower, Aerodrome and Event Centre income is \$135,000 higher than budgeted due to higher activity.
- Trade waste income is \$59,000 higher in Morrinsville and Matamata due to greater volumes from industrial users.
- Resource consent income is \$110,000 higher, and building consent income is \$102,000 higher due to increased activity.
- Dog registration fees are received at the start of the financial year, \$140,000.
- Investment income is \$249,000 higher than budgeted as the delay in capital spending has resulted in more cash being available for investing.
- Grant received for the Te Aroha to Matamata Rail Trail \$189,000.
- These higher than budgeted revenues are offset by the following activities where revenue received was lower than budget:
- Metered water consumption from Open Country Dairy and Fonterra is \$253,000 lower than budgeted.
- NZTA subsidy income is \$639,000 lower than budgeted at this point, with the bulk of the work to be undertaken in the second half of the year.
- Lower than budgeted sales of rubbish bags \$136,000 and transfer station takings \$84,000 at this point.
- Stormwater contribution budgeted of \$860,000 for the year but there has been no progress in this area to date.

WHAT DID WE PLAN TO SPEND FOR THE FIRST HALF OF THE YEAR?

Our expenses were budgeted to be \$24.3 million.

WHAT DID WE ACTUALLY SPEND, AND WHAT WERE THE MAIN VARIANCES?

Our expenses were \$25.3 million, \$1 million more than budgeted. This includes \$294,000 recognised as a loss in the book value of our interest rate swap portfolio, due to the ongoing low interest rates. Across our other activities, there were some areas that have exceeded the six month budget, and others where the budget is yet to be spent.



The main activities where the budget has been exceeded include:

- Community Facilities due to unplanned maintenance, asbestos reports and removal \$265,000.
- Rubbish and Recycling due to the inflationary increase to the contract \$105,000, and \$24,000 for the Morrinsville landfill consent.
- Water due to a number of extra ordinary expenses above what was budgeted including staff, sampling and reporting costs related to events, catchment risk assessments, water safety plans and compliance recovery projects \$265,000.

There were also savings against budget to date for the following activities:

- Engagement and Strategy in the areas of Economic Development, Regional Policy, Regional co-ordination and District Plan monitoring and implementation, \$102,000.
- Wastewater where budgeted projects are expected to be undertaken in the second half of the year \$281,000.

SPENDING ON ASSETS

\$11.7 million of capital/renewal work budgeted for in previous years was carried forward to this year. \$24.4 million of additional capital/renewal work is also budgeted to be completed this year.

To date, we have spent \$6.8 million, which significantly includes \$0.56 million on the Te Aroha to Matamata cycle trail, \$1.45 million to replace plant and IT equipment, \$2.6 million on roading renewals, \$0.6 million on water plant and reticulation.

In the next six months, we have projected we will spend a further \$18.8 million. The main projects are projected to include: \$5.3 million for the Te Aroha to Matamata Rail Trail, a further \$4.6 million for roading renewals, water renewals \$4.6 million, plant and reticulation renewals \$1 million.

STATEMENT OF FINANCIAL POSITION - HOW DO WE STAND OVERALL?

Council is in good financial shape. Our physical assets valued at \$608 million are generally in a good state. We have a higher level of cash investments than budgeted due to the delay in capital spending to date. We also have \$5.5 million invested that has come from Local Government Funding Agency loans drawn in advance of a \$8.5 million LGFA loan that is due to be repaid in March. The pre-funding of this maturing loan has meant that we were able to secure favourable rates available at the time and avoid market funding concentration risks. We have a significant amount of planned capital work to catch up on, but we have plenty of financial capability to do so. Our current level of debt at \$30 million (that will reduce to \$21.5 million in March) is considered low for a Council of our size and nature.

STATEMENT OF CASHFLOWS - HOW ARE WE GOING IN TERMS OF CASH RECEIVED AND PAID OUT?

Our total cash held at the end of December was \$5.1 million. We had budgeted that our cash balance would increase by \$4.4 million over the 6 month period – the actual increase was \$1.2 million. We had budgeted for \$8.3 million in cash from drawing on loans to fund our capital work. \$6.5 million in cash has been spent on capital to date, compared to a budget of \$12.2 million, so the loan funding has not been required. Rates collected to fund renewal work have been held in term investments.



FINANCIALS

STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSE

For the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018
(\$000)	(\$000)		(\$000)	(\$000)
Revenue				
17,089	16,985	Rates	17,464	17,241
3,074	2,769	Subsidies and grants	3,347	2,510
2,824	3,496	Fees and charges	3,640	3,727
129	406	Interest revenue	127	376
203	907	Development and financial contributions	685	1,874
233	138	Other revenue	231	158
23,552	24,701	Total revenue	25,493	25,886
Expenses				
7,319	6,773	Personnel costs	7,935	7,800
6,977	6,974	Depreciation and amortisation expense	7,140	7,198
883	686	Finance costs	687	641
8,024	8,735	Other expenses	8,590	9,675
23,203	23,168	Total expenses	24,315	25,314
-	-	Share of joint venture surplus (deficit) for the year	-	-
349	1,533	Surplus (deficit)	1,178	572
Other comprehensive income				
-	-	Property, plant and equipment revaluations	-	-
-	-	Total other comprehensive revenue and expense	-	-
349	1,533	Total comprehensive revenue and expense	1,178	572

STATEMENT OF CHANGES IN EQUITY

For the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018
(\$000)	(\$000)		(\$000)	(\$000)
586,886	582,043	Balance at 1 July	592,151	607,701
349	1,533	Total comprehensive revenue and expense	1,178	572
587,235	583,576	Balance at 30 June	593,329	608,273

STATEMENT OF FINANCIAL POSITION

As at 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018
(\$000)	(\$000)		(\$000)	(\$000)
Assets				
Cash assets				
417	2,983	Cash and cash equivalents	5,198	5,131
3,000	1,042	Receivables	2,870	1,533
-	-	Prepayments	-	-
174	1,041	Inventory	650	840
-	-	Assets held for sale	-	427
-	-	Derivative financial instruments	-	-
4,906	12,987	Other financial assets	5,263	17,205
8,497	18,053	Total current assets	13,981	25,136
Non-current assets				
-	-	Derivative financial instruments	-	-
3,062	13,447	Investments in CCOs and other similar entities	13,447	13,511
2,112	869	Other financial assets	-	939
619,919	583,922	Property, plant and equipment	605,058	607,660
918	1,002	Intangible assets	943	745
626,011	599,240	Total non-current assets	619,448	622,855
634,508	617,293	Total assets	633,429	647,991
Liabilities				
Current liabilities				
-	-	Derivative financial instruments	-	-
4,184	4,761	Payable and deferred revenue	2,451	7,084
1,300	1,333	Employee entitlements	1,500	1,424
5,192	180	Borrowings	8,500	8,500
89	92	Provisions	84	216
10,765	6,366	Total current liabilities	12,535	17,224
Non-current liabilities				
-	1,675	Derivative financial instruments	-	-
613	450	Employee entitlements	450	380
35,284	24,533	Borrowings	26,631	21,517
611	693	Provisions	484	597
36,508	27,351	Total non-current liabilities	27,565	22,494
47,273	33,717	Total liabilities	40,100	39,718
587,235	583,576	Net assets (assets minus liabilities)	593,329	608,273
Equity				
404,679	423,174	Accumulated funds	424,193	430,410
182,556	160,402	Other reserves	169,136	177,863
587,235	583,576	Total equity	593,329	608,273

STATEMENT OF CASHFLOWS

For the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018
(\$000)	(\$000)		(\$000)	(\$000)
Cashflow from operating activities				
17,089	16,985	Rates revenue received	17,464	18,737
3,076	2,769	Subsidies and grants received	3,347	4,470
2,824	3,496	Fees and charges received	3,640	2,594
129	406	Interest received	127	268
133	138	Other revenue received	131	158
203	907	Development and financial contributions	685	1,874
-	(14)	GST (net)	-	-
(8,025)	(8,735)	Payments to suppliers	(8,590)	(8,420)
(7,319)	(6,773)	Payments to employees	(7,935)	(7,834)
(883)	(686)	Interest paid	(687)	(753)
7,226	11,380	Net cashflow from operating activities	8,182	11,094
Cashflow from investing activities				
108	138	Repayments of loans and advances	115	129
-	-	Sale of assets	-	-
286	5,579	Proceeds from sale/maturity of investments	-	-
(11,158)	(8,270)	Purchase of property, plant and equipment	(12,153)	(6,529)
(49)	(69)	Purchase of intangible assets	(47)	(96)
-	(385)	Acquisitions of investments	-	(5,359)
(10,813)	(3,007)	Net cashflows from investing activities	(12,084)	(11,855)
Cashflow from financing activities				
3,694	-	Proceeds from borrowings	8,266	2,000
-	(5,094)	Repayments of borrowings	-	-
3,694	(5,094)	Net cashflow from financing activities	8,266	2,000
107	392	Net increase (decrease) in cash and cash equivalents	4,363	1,239
310	2,591	Opening cash and cash equivalents	835	3,892
417	2983	Closing cash and cash equivalents	5,198	5,131



OVERALL FUNDING IMPACT STATEMENT

Funding impact statement for the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
10,573	10,620	General rates, uniform annual general charges, rates penalties	11,265	11,270	
6,516	6,365	Targeted rates	6,199	5,975	Metered water consumption from Open Country Dairy and Fonterra is lower than budgeted.
1,328	1,324	Subsidies and grants for operating purposes	1,339	1,273	NZTA subsidy income is lower than budgeted, with a number of the maintenance projects being started in November/December.
2,604	3,341	Fees and charges	3,311	3,568	Pools, cemeteries, Firth Tower, Aerodrome and Event Centre income is higher than budgeted due to higher activity. This has been offset slightly by a lower income received from Elderly Person's Housing rental and libraries. Trade Waste income is higher in Morrinsville and Matamata due to greater volumes from industrial users. Resource and building consent income is higher due to increased activity. Animal control income is received at the start of the financial year. These increases in fees and charges are offset by lower than budgeted sales of rubbish bags and transfer station takings at this point.
129	398	Interest and dividends from investments	127	265	Investment income is higher than budgeted as the delay in capital spending has resulted in more cash being available for investing.
133	138	Local authorities fuel tax, fines, infringement fee, and other receipts	131	158	Petrol tax and dog fine income is higher than budgeted.
21,283	22,186	Total operating funding (A)	22,370	22,509	
Applications of operating funding					
15,125	15,346	Payments to staff and suppliers	16,196	16,109	Overall payments to staff and suppliers are in line with the total budget, however there are a number of ups and downs across activities. Significantly, expenses are higher than budgeted for; Community Facilities due to unplanned maintenance and increased chemical costs, Rubbish and Recycling due to the inflationary increase to the contract, Water due to a number of extraordinary expenses above what was budgeted, and a higher spend on reticulation maintenance. There are also savings to date for Engagement and Strategy in the areas of Economic Development, Regional Policy, Regional co-ordination and District Plan monitoring and implementation; and Wastewater where budgeted projects are expected to be undertaken in the second half of the year.
883	686	Finance costs	687	641	Finance cost is lower due to the delay in the capital spend and a lower opening balance of debt.
-	-	Other operating funding applications	-	-	
16,008	13,032	Total applications of operating funding (B)	16,882	16,750	
5,275	6,154	Surplus (deficit) of operating funding (A-B)	5,488	5,759	

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the Annual Plan budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of capital funding					
1,748	1,446	Subsidies and grants for capital expenditure	2,009	1,237	NZTA subsidy income is lower than budgeted due to lower spending in seal pavement and other contract work which will be undertaken in the second half of the financial year. The budget also included a contribution for the Avenue Road North stormwater disposal that did not eventuate.
203	907	Development and financial contributions	685	1,873	Higher development and financial contributions mainly due to Matamata subdivision.
3,695	(5,094)	Increase (decrease) in debt	4,016	2,416	The delay in capital spending has resulted in less debt funding being required to date.
-	-	Gross proceeds from sale of assets	-	-	
-	-	Lump sum contributions	-	-	
-	-	Other dedicated capital funding	-	-	
5,646	(2,741)	Total sources of capital funding (C)	6,710	5,526	
Applications of capital funding					
Capital expenditure					
141	-	- to meet additional demand	344	-	Tower Road and Eldonwood stormwater projects have yet to progress.
5,867	5,615	- to improve the level of service	4,743	1,621	Capital work on the rail trail budgeted for last financial year is underway. Water and Wastewater projects have been rescheduled based on requirements and available resources, with some projects being moved out to 2019/20. Other significant projects planned for this year that have been delayed to date include the Headon Stadium upgrade, the corporate property (offices and depots) future proofing projects, the Swim Zone splash pads, the upgrade of one of the three transfer stations and the Avenue Road Morrinsville stormwater project has not been progressed to date.
5,199	2,724	- to replace existing assets	7,112	5,004	Water and Wastewater reticulation contracts have been awarded and will be completed during the year. The bulk of the roading capital spend will be undertaken in the second half of the financial year. Planned renewal work is still to be completed in Community Facilities including the Headon Stadium building, public toilets, and work on tracks. The replacement of plant and IT equipment budgeted last financial year has occurred during this period.
(286)	653	Increase (decrease) in reserves	(1)	(413)	
-	(5,579)	Increase (decrease) in investments	-	5,073	
10,921	3,413	Total applications of capital funding (D)	12,198	11,285	
(5,275)	(6,154)	Surplus (deficit) of capital funding	(5,488)	(5,759)	
-	-	Funding balance ((A - B) = (C - D))	-	-	

FUNDING IMPACT STATEMENT

COMMUNITY FACILITIES

Funding impact statement for the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
4,102	4,120	General rates, uniform annual general charges, rates penalties	4,411	4,413	
33	41	Targeted rates	38	50	
-	4	Subsidies and grants for operating purposes	2	5	Grant received for the year.
1,419	1,452	Fees and charges	1,388	1,521	Pools, cemeteries, Firth Tower, Aerodrome and Event Centre income is higher than budgeted due to higher activity. This has been offset slightly by a lower income received from Elderly Person's Housing rental and libraries.
84	83	Internal charges and overheads recovered	80	83	
-	-	Local authorities fuel tax, fines, infringement fee, and other receipts	-	-	
5,636	5,700	Total operating funding (A)	5,918	6,072	
Applications of operating funding					
3,540	3,617	Payments to staff and suppliers	3,857	4,065	Housing and property costs are \$130,000 higher than budgeted due to unplanned maintenance required including major maintenance in the Te Aroha domain ex bowling club due to leakage, and significant work required at the Waihou Depot including asbestos report and removal, fixing the roof of the store shed and retaining wall and data outlet work. Pools and spa costs are higher due to increased chemical costs, more maintenance and stock purchased during this period.
168	129	Finance costs	93	86	
912	921	Internal charges and overheads applied	907	923	
-	-	Other operating funding applications	-	-	
4,620	4,667	Total applications of operating funding (B)	4,857	5,074	
1,018	1,033	Surplus (deficit) of operating funding (A-B)	1,062	998	
Sources of capital funding					
-	125	Subsidies and grants for capital expenditure	-	45	Silver Fern Farms Events Centre donation received.
28	91	Development and financial contributions	28	182	Financial contribution received from Matamata development.
162	-	Increase (decrease) in debt	1,659	(398)	Additional borrowing not required to date due to the delayed capital spending.
-	-	Gross proceeds from sale of assets	-	-	
-	-	Lump sum contributions	-	-	
-	-	Other dedicated capital funding	-	-	
190	216	Total sources of capital funding (C)	1,686	(171)	

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Applications of capital funding					
Capital expenditure					
75	-	- to meet additional demand	-	-	
746	4,961	- to improve the level of service	1,854	258	Significant projects planned for this year that have been delayed to date include the Headon Stadium upgrade and the corporate property (offices and depots) future proofing projects, and the Swim Zone splash pads. The budget included \$350,000 for expansion of the Morrinsville Cemetery land, which was actually purchased last year.
437	734	- to replace existing assets	775	379	Planned renewal work is still to be completed including the Headon Stadium building, public toilets, and work on tracks.
(50)	(4,446)	Increase (decrease) in reserves	119	190	
-	-	Increase (decrease) in investments	-	-	
1,208	1,249	Total application of capital funding (D)	2,748	827	
(1,018)	(1,033)	Surplus/(deficit) of capital funding	(1,062)	(998)	
-	-	Funding balance ((A - B) = (C - D))	-	-	

STRATEGY AND ENGAGEMENT

Funding impact statement for the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
2,125	2,135	General rates, uniform annual general charges, rates penalties	2,051	2,052	
-	-	Targeted rates	-	-	
-	4	Subsidies and grants for operating purposes	-	3	
62	408	Fees and charges	65	267	Investment income is higher than budgeted as the delay in capital spending has resulted in more cash being available for investing.
258	258	Internal charges and overheads recovered	159	258	Internal interest allocation is higher due to the lower capital spending
-	-	Local authorities fuel tax, fines, infringement fee, and other receipts	-	-	
2,445	2,805	Total operating funding (A)	2,275	2,580	
Applications of operating funding					
1,295	1,031	Payments to staff and suppliers	1,414	1,282	Budgets have yet to be spent in a number of areas including Economic Development, Regional Policy, Regional co-ordination and District Plan monitoring and implementation. These savings are partially offset by grants uplifted in the first half of the year.
2	1	Finance costs	1	-	
713	725	Internal charges and overheads applied	741	723	
-	-	Other operating funding applications	-	-	
2,009	1,757	Total applications of operating funding (B)	2,155	2,005	
435	1,048	Surplus (deficit) of operating funding (A-B)	120	575	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	-	-	
-	-	Development and financial contributions	-	-	
186	(5,094)	Increase (decrease) in debt	49	4,144	The calculated debt funding of this activity increased to fund the increase in investments during the period.
-	-	Gross proceeds from sale of assets	-	-	
-	-	Lump sum contributions	-	-	
-	-	Other dedicated capital funding	-	-	
186	(5,094)	Total sources of capital funding (C)	49	4,144	
Applications of capital funding					
Capital expenditure					
-	-	- to meet additional demand	-	-	
-	-	- to improve the level of service	-	-	
673	199	- to replace existing assets	539	1,450	The replacement of plant and IT equipment budgeted last financial year has occurred during this period.
(52)	(1,334)	Increase (decrease) in reserves	(371)	(1,804)	
-	(5,579)	Increase (decrease) in investments	-	5,073	
621	(4,046)	Total application of capital funding (D)	169	4,719	
(435)	(1,048)	Surplus (deficit) of capital funding	(120)	(575)	
-	-	Funding balance ((A - B) = (C - D))	-	-	

ROADING

Funding impact statement for the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
3,087	3,101	General rates, uniform annual general charges, rates penalties	3,461	3,463	
-	-	Targeted rates	-	-	
1,272	1,251	Subsidies and grants for operating purposes	1,277	1,200	NZTA subsidy income is lower than budgeted, with a number of the maintenance projects being started in November / December.
73	(6)	Fees and charges	74	22	
161	161	Internal charges and overheads recovered	124	161	
115	118	Local authorities fuel tax, fines, infringement fee, and other receipts	115	125	
4,708	4,625	Total operating funding (A)	5,050	4,971	
Applications of operating funding					
2,878	2,949	Payments to staff and suppliers	2,924	2,876	
172	132	Finance costs	212	197	
411	415	Internal charges and overheads applied	446	414	
-	-	Other operating funding applications	-	-	
3,461	3,496	Total applications of operating funding (B)	3,581	3,487	
1,247	1,129	Surplus (deficit) of operating funding (A-B)	1,469	1,484	
Sources of capital funding					
1,748	1,321	Subsidies and grants for capital expenditure	1,579	1,192	NZTA subsidy income is lower than budgeted due to lower spending in seal pavement and other contract work which will be undertaken in the second half of the financial year.
63	221	Development and financial contributions	164	509	Higher development contribution mainly due to Matamata subdivision.
1,732	-	Increase (decrease) in debt	342	(338)	The delay in capital spending including the Te Aroha to Matamata cycleway project has resulted in lower debt than budgeted.
-	-	Gross proceeds from sale of assets	-	-	
-	-	Lump sum contributions	-	-	
-	-	Other dedicated capital funding	-	-	
3,543	1,542	Total sources of capital funding (C)	2,084	1,363	
Applications of capital funding					
Capital expenditure					
31	-	- to meet additional demand	31	-	
2,324	215	- to improve the level of service	734	688	Capital work on the rail trail budgeted for last financial year is underway.
2,975	1,370	- to replace existing assets	2,740	1,988	The bulk of the roading capital spend will be undertaken in the second half of the financial year.
(540)	1,086	Increase (decrease) in reserves	48	171	
-	-	Increase (decrease) in investments	-	-	
4,790	2,671	Total application of capital funding (D)	3,553	2,847	
(1,247)	(1,129)	Surplus (deficit) of capital funding	(1,469)	(1,484)	
-	-	Funding balance ((A - B) = (C - D))	-	-	

RUBBISH AND RECYCLING

Funding impact statement for the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
228	228	General rates, uniform annual general charges, rates penalties	292	292	
647	649	Targeted rates	125	125	
56	65	Subsidies and grants for operating purposes	60	65	
205	255	Fees and charges	692	480	Rubbish bag and transfer station sales are lower than budgeted at this point.
1	1	Internal charges and overheads recovered	-	1	
-	-	Local authorities fuel tax, fines, infringement fee, and other receipts	-	-	
1,136	1,198	Total operating funding (A)	1,168	963	
Applications of operating funding					
994	988	Payments to staff and suppliers	1,018	1,100	The contract price for waste collection has increased based on inflation
2	1	Finance costs	6	5	
114	116	Internal charges and overheads applied	115	115	
-	-	Other operating funding applications	-	-	
1,110	1,105	Total applications of operating funding (B)	1,138	1,220	
27	93	Surplus (deficit) of operating funding (A-B)	31	(257)	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	-	-	
-	-	Development and financial contributions	-	-	
-	-	Increase (decrease) in debt	287	190	The delay in capital spending has resulted in less debt funding being required to date.
-	-	Gross proceeds from sale of assets	-	-	
-	-	Lump sum contributions	-	-	
-	-	Other dedicated capital funding	-	-	
-	-	Total sources of capital funding (C)	287	190	
Applications of capital funding					
Capital expenditure					
-	-	- to meet additional demand	-	-	
-	-	- to improve the level of service	300	8	The planned upgrade of one of the three transfer stations has not yet progressed as budgeted.
-	-	- to replace existing assets	2	-	
27	93	Increase (decrease) in reserves	16	(75)	
-	-	Increase (decrease) in investments	-	-	
27	93	Total application of capital funding (D)	317	(67)	
(27)	(93)	Surplus (deficit) of capital funding	(31)	257	
-	-	Funding balance ((A - B) = (C - D))	-	-	

STORMWATER

Funding impact statement for the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
65	65	General rates, uniform annual general charges, rates penalties	61	60	
400	400	Targeted rates	371	371	
-	-	Subsidies and grants for operating purposes	-	-	
-	-	Fees and charges	-	-	
31	31	Internal charges and overheads recovered	53	31	
-	-	Local authorities fuel tax, fines, infringement fee, and other receipts	-	-	
496	496	Total operating funding (A)	485	462	
Applications of operating funding					
70	135	Payments to staff and suppliers	82	71	
32	24	Finance costs	-	-	
107	109	Internal charges and overheads applied	95	108	
-	-	Other operating funding applications	-	-	
209	268	Total applications of operating funding (B)	176	179	
288	228	Surplus (deficit) of operating funding (A-B)	309	283	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	430	-	The budget included a contribution for the Avenue Road North stormwater disposal that did not eventuate.
12	110	Development and financial contributions	12	144	Higher development contribution mainly due to Matamata subdivision.
-	-	Increase (decrease) in debt	-	(199)	The delay in capital spending has resulted in less debt funding being required to date.
-	-	Gross proceeds from sale of assets	-	-	
-	-	Lump sum contributions	-	-	
-	-	Other dedicated capital funding	-	-	
12	110	Total sources of capital funding (C)	442	(55)	
Applications of capital funding					
Capital expenditure					
-	-	- to meet additional demand	200	-	Tower Road and Eldonwood projects have yet to progress.
75	66	- to improve the level of service	530	127	The Avenue Road Morrinsville project budgeted has not progressed.
-	-	- to replace existing assets	-	-	
224	272	Increase (decrease) in reserves	20	101	
-	-	Increase (decrease) in investments	-	-	
299	338	Total application of capital funding (D)	750	228	
(287)	(228)	Surplus (deficit) of capital funding	(309)	(283)	
-	-	Funding balance ((A - B) = (C - D))	-	-	

WASTEWATER

Funding impact statement for the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
-	-	General rates, uniform annual general charges, rates penalties	-	-	
3,097	3,115	Targeted rates	3,279	3,286	
-	-	Subsidies and grants for operating purposes	-	-	
320	374	Fees and charges	321	380	Trade waste income is higher in Morrinsville and Matamata due to greater volumes from industrial users. This is offset slightly by a lower income from Te Aroha.
50	50	Internal charges and overheads recovered	82	50	
-	-	Local authorities fuel tax, fines, infringement fee, and other receipts	-	-	
3,467	3,539	Total operating funding (A)	3,682	3,716	
Applications of operating funding					
1,535	1,491	Payments to staff and suppliers	1,678	1,389	Wastewater expenditure is in line with last year. \$90,000 has been budgeted for the compliance module, and \$50,000 budgeted for the five-yearly field irrigation maintenance. License to Operate and Bio-remediation will be spent later in year.
328	253	Finance costs	267	249	
-	-	Internal charges and overheads applied	234	273	
270	273	Other operating funding applications	-	-	
2,133	2,017	Total applications of operating funding (B)	2,179	1,911	
1,334	1,522	Surplus (deficit) of operating funding (A-B)	1,503	1,805	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	-	-	
55	264	Development and financial contributions	313	603	Higher development contribution mainly due to Matamata subdivision.
-	-	Increase (decrease) in debt	380	(1,524)	Rescheduled capital and renewal projects has resulted in less debt funding being required to date.
-	-	Gross proceeds from sale of assets	-	-	
-	-	Lump sum contributions	-	-	
-	-	Other dedicated capital funding	-	-	
55	264	Total sources of capital funding (C)	693	(921)	
Applications of capital funding					
Capital expenditure					
15	-	- to meet additional demand	25	-	
365	75	- to improve the level of service	605	59	Capital and renewal projects have been rescheduled.
505	33	- to replace existing assets	1,532	58	
504	1,678	Increase (decrease) in reserves	33	767	
-	-	Increase (decrease) in investments	-	-	
1,389	1,786	Total application of capital funding (D)	2,195	884	
(1,334)	(1,522)	Surplus (deficit) of capital funding	(1,503)	(1,805)	
-	-	Funding balance ((A - B) = (C - D))	-	-	

WATER

Funding impact statement for the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
-	-	General rates, uniform annual general charges, rates penalties	-	-	
2,340	2,160	Targeted rates	2,387	2,143	Metered water consumption from Open Country Dairy and Fonterra is lower than budgeted
-	-	Subsidies and grants for operating purposes	-	-	
18	142	Fees and charges	18	8	
25	25	Internal charges and overheads recovered	16	25	
-	-	Local authorities fuel tax, fines, infringement fee, and other receipts	-	-	
2,383	2,327	Total operating funding (A)	2,421	2,176	
Applications of operating funding					
1,115	1,183	Payments to staff and suppliers	1,172	1,446	There were a number of one-off extraordinary expenses above what was budgeted, including staff, sampling and reporting costs related to events, catchment risk assessments, water safety plans, compliance recovery projects, etc. Reticulation costs are higher due to more spending on maintenance than budgeted at this point. Asset management costs are under spent to December but are expected to be spent in the second half of the year.
180	146	Finance costs	109	104	
264	266	Internal charges and overheads applied	249	266	
-	-	Other operating funding applications	-	-	
1,559	1,595	Total applications of operating funding (B)	1,530	1,816	
824	732	Surplus (deficit) of operating funding (A-B)	891	360	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	-	-	
46	221	Development and financial contributions	169	435	Higher development contribution mainly due to Matamata subdivision.
1,616	-	Increase (decrease) in debt	1,301	541	The delay in capital spending has resulted in less debt funding being required to date.
-	-	Gross proceeds from sale of assets	-	-	
-	-	Lump sum contributions	-	-	
-	-	Other dedicated capital funding	-	-	
1,662	221	Total sources of capital funding (C)	1,470	976	

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Applications of capital funding					
		Capital expenditure			
20	-	- to meet additional demand	88	-	
2,358	298	- to improve the level of service	720	481	Priority has been re-assigned and some projects have been moved to 2019/20.
611	388	- to replace existing assets	1,525	1,129	Reticulation contract has been awarded and will be completed during the year. Plant renewal will be spent when required.
(503)	267	Increase (decrease) in reserves	29	(274)	
-	-	Increase (decrease) in investments	-	-	
2,486	953	Total application of capital funding (D)	2,361	1,336	
(824)	(732)	Surplus/(deficit) of capital funding	(891)	(360)	
-	-	Funding balance ((A - B) = (C - D))	-	-	

CONSENTS AND LICENSING

Funding impact statement for the six months ended 31 December 2018

Annual Plan Budget December 2017	Actual December 2017		Long Term Plan Budget December 2018	Actual December 2018	Explanation of key variances to the budget
(\$000)	(\$000)		(\$000)	(\$000)	
Sources of operating funding					
969	971	General rates, uniform annual general charges, rates penalties	990	990	
-	-	Targeted rates	-	-	
-	-	Subsidies and grants for operating purposes	-	-	
638	1,114	Fees and charges	881	1,155	Resource and building consent income is higher due to increased activity. Animal control income received at the start of the financial year.
-	-	Internal charges and overheads recovered	-	-	
18	20	Local authorities fuel tax, fines, infringement fee, and other receipts	16	33	Dog fines received are higher than budgeted at this point.
1,625	2,105	Total operating funding (A)	1,887	2,178	
Applications of operating funding					
905	1,111	Payments to staff and suppliers	1,141	1,044	There have been no expenses arising for appeals to date, reducing costs to budget. This is offset slightly by building and resource consent costs increasing in line with the higher activity in this area.
-	-	Finance costs	-	-	
615	625	Internal charges and overheads applied	640	623	
-	-	Other operating funding applications	-	-	
1,520	1,736	Total applications of operating funding (B)	1,781	1,667	
105	369	Surplus (deficit) of operating funding (A-B)	106	511	
Sources of capital funding					
-	-	Subsidies and grants for capital expenditure	-	-	
-	-	Development and financial contributions	-	-	
-	-	Increase (decrease) in debt	-	-	
-	-	Gross proceeds from sale of assets	-	-	
-	-	Lump sum contributions	-	-	
-	-	Other dedicated capital funding	-	-	
-	-	Total sources of capital funding (C)	-	-	
Applications of capital funding					
-	-	Capital expenditure	-	-	
-	-	- to meet additional demand	-	-	
-	-	- to improve the level of service	-	-	
-	-	- to replace existing assets	-	-	
105	369	Increase (decrease) in reserves	106	511	
-	-	Increase (decrease) in investments	-	-	
105	369	Total application of capital funding (D)	106	511	
(105)	(369)	Surplus (deficit) of capital funding	(106)	(511)	
-	-	Funding balance ((A - B) = (C - D))	-	-	

PERFORMANCE MEASURES

Below is a summary of Council's progress at the six month mark against its performance measures.

Not achieved

Not on track

On track

Information not available

PERFORMANCE MEASURE	TARGET	TRACKING
Community Facilities and Property		
Carparks and Street Furniture		
90% or more of damage, vandalism and graffiti complaints regarding Council carparks and street furniture will be responded to within the assigned timeframe. <i>One (1) complaint went over time regarding a broken bollard caused by a truck.</i>	90% or more	89% response rate. (8/9)
Cemeteries		
Percentage of people who have visited a Council cemetery in the last year who are satisfied with the cemeteries.	80% or more	90% of visitors were satisfied with Council cemeteries.
Housing and Property Management		
Percentage of elderly persons housing tenants who are satisfied with the standard of maintenance and accommodation. <i>Elderly persons survey is carried out annually and is planned for March/April 2019.</i>	80% or more satisfied	Information not available.
Rent charged for elderly persons housing will be below the market median for the district.	Rents are below the market median	Rent is below market median.
At least 95% of elderly persons housing will be occupied.	95% or more	100% of elderly persons housing was occupied.
Libraries		
The number of people visiting our libraries. <i>Matamata - 24,667 Morrinsville - 30,925 Te Aroha - 18,580</i>	Visitor and online user numbers will be within 5% of the five year average. (99,742 is the six month average)	101,217 visitor and online users.
The number of people accessing library information online. <i>Online users - 27,045</i>		
The number of library members who have been active (used their library card) in the last 12 months.	2018/19 benchmark	3,232 library members used their library card.
The percentage of users who are satisfied with library services.	90% satisfied or more	88% of users satisfied with Council libraries.
Parks and Tracks		
Percentage of users satisfied with sports fields.	80% or more of users satisfied	76% of users were satisfied with sports fields.
Percentage of users satisfied with parks and reserves.	80% or more of users satisfied	78% of users were satisfied with parks and reserves.
Playground safety will be assessed on a regular basis.	Inspections will be undertaken once every two weeks, and once every week during school holidays. An external audit will be undertaken annually to evaluate compliance with the relevant New Zealand standard.	All scheduled inspections for the second quarter have been undertaken.
Pools and Spas		
Four independent safety and quality audits will be carried out on Swim Zone Te Aroha, Swim Zone Matamata and Te Aroha Mineral Spas. Two independent safety and quality audits will be carried out on Swim Zone Morrinsville. <i>During the first six months Watershed has completed two audits for the Te Aroha Mineral Spas, Te Aroha and Matamata Swim Zone and one audit completed for Morrinsville Swim Zone.</i>	Achieved	On track.
Percentage of users satisfied or very satisfied with pool facilities.	80% or more of customers satisfied	68% of customers were satisfied with pool facilities.
The number of customers using our pool facilities will be maintained. <i>Swim Zone Matamata - 56,737 Swim Zone Te Aroha - 16,467 Swim Zone Morrinsville - 2,025 Te Aroha Mineral Spas - 16,410</i>	Visitor numbers will be within 5% of the five year average. (73,682 is the six month average)	91,639 visitors to our pools and spas.

Not achieved

Not on track

On track

Information not available

PERFORMANCE MEASURE**TARGET****TRACKING****Public Toilets**

The number of complaints received regarding dissatisfaction with the cleanliness of public toilets.

20 or fewer complaints about cleanliness per year

22 complaints.

*These complaints came from across the district. The Waharoa toilets received the most complaints with five (5).***Recreation Facilities and Heritage**

90% or more of damage, vandalism and graffiti complaints regarding recreation and heritage facilities will be responded to within the assigned timeframe.

90% or more

89% response rate. (8/9)

*One complaint went over time regarding a damaged picnic table.***Strategy and Engagement****Civil Defence**

We will have sufficient trained staff within the Thames Valley Emergency Management Operating Area.

45% or more

47% capability in civil defence.

Communications and Events

We will hold one function annually to recognise volunteers, ANZAC Day commemorations and two functions to contribute to economic development

We will hold on function annually to recognise volunteers, ANZAC Day commemorations and two functions to contribute to economic development

On track - the Annual Business Night Out was held on 12 October 2018, with over 250 tickets sold.

We will develop one new digital service per year to allow customer to exchange money or information with Council.

One new transaction or service per year

Information not available.

Percentage of residents who are satisfied with ease of access to Council information.

63% or more of residents satisfied

72% satisfied.

Community Leadership

Percentage of the community satisfied with the leadership of the Councillors and Mayor.

Previous measure was PERFORMANCE of Mayor and Councillors. This year LEADERSHIP of Councillors and Mayor is measured.

2018/19 Benchmark

67% satisfied.

Percentage of Te Manawhenua Forum members satisfied with progress made towards achieving the identified work streams.

2018/19 Benchmark

Information not available.

The Annual Survey of Te Manawhenua Forum members will be undertaken in 2019.

Monthly reporting to Council showing our progress towards health and safety targets.

11 Reports to Council per year

On track - five (5) health and safety reports were presented to Council.

Strategies and Plans

Percentage of the community satisfied that they have been provided with an opportunity to be involved in consultation processes.

52% (maintain 2015/16 benchmark)

66% satisfied.

State of the Environment monitoring reports will be updated on Council's website each year.

20 November each year

The State of Environment Report 2018 was published on our website by 20 November 2018.

		Not achieved Not on track On track Information not available
PERFORMANCE MEASURE	TARGET	TRACKING
Infrastructure		
Roading		
The change from the previous financial year in the number of fatalities and serious injury crashes on the local road network expressed as a number. <i>Comparison with 2017/18 will be provided at the end of the financial year.</i>	A reduction in the number of fatal and serious crashes from the previous year	Information not available.
The average quality of ride on a sealed local road network, measured by smooth travel exposure. <i>This is a biannual survey, which is scheduled for early 2019.</i>	97% or more	Information not available.
The percentage of the sealed local road network that is resurfaced. <i>During the period 1 July- 31st December, 20km of our planned resurfacing work has been completed. This is 2% of our total 1004km network and more work will be undertaken in the next half of the year. We are expecting to reach our target of 8.5% by the end of the year.</i>	8.5% or more	2% of sealed local roads that are resurfaced.
The percentage of footpaths within our district that fall within the level of service standard for the condition of footpaths that is set out in our relevant documents (such as our annual plan, activity management plan, asset management plan, annual works program or Long Term Plan). <i>This is a biannual survey, which is scheduled for early 2019.</i>	95% or more within the acceptable level of service	Information not available.
The percentage of customer service requests relating to roads and footpaths that the territorial authority responds to within the time frame specified in the Long Term Plan. <i>Seven (7) urgent roading requests were received and 315 non-urgent roading request were received, of which 304 were responded to within assigned time frames.</i>	90% of urgent requests responded to within one working day	100% response rate.
	90% of non-urgent requests responded to within five working days	97% response rate.
Rubbish and Recycling		
Percentage of residents satisfied with kerbside, rubbish and recycling collection services and transfer stations.	80% or more satisfied or very satisfied	86% of residents satisfied with Council rubbish services.
Number of complaints about kerbside refuse and recycling not collected on the usual collection day. <i>During the period July to December we received 26 complaints about missed property.</i>	20 or less complaints on average per month	4.3 complaints on average per month.
Total quantity of kerbside household waste sent to landfill. <i>This information will be reported on annually.</i>	Reduction of 1% per person per year	Information not available.
Proportion of waste diverted (recycled or composted) from the transfer station and kerbside recycling collection service.	45% or more of the total waste diverted from landfill	35.82% of total waste from landfill was diverted.
Stormwater		
The number of flooding events that occur in our district. For each flooding event, the number of habitable floors affected (expressed per 1,000 properties connected to our stormwater system).	0 flooding events 0 habitable floors affected	Zero (0) received.
Compliance with our resource consents for discharge from our stormwater system. (measured by the number of abatement notices, infringement notices, enforcement orders, and convictions received in relation to those resource consents).	Zero	Zero (0) received.
The median response time to attend a flooding event, measured from the time that we receive notification to the time that the service personnel reach the site.	Median: 4 hours	Zero (0)
The number of complaints we received about the performance of our stormwater system (expressed per 1,000 properties connected to our stormwater system). These were spread over the district.	4 complaints per 1,000 connections per year (32 in total)	Twenty one (21) complaints were received.
Wastewater		
The number of dry weather sewage overflows from our wastewater system (expressed per 1,000 connections per year to our wastewater system). <i>These overflows occurred across the district.</i>	1 compliant per 1,000 connections per year (8 total)	Ten (10) dry weather overflows.
Compliance with our resource consents for discharge from our wastewater. (measured by the number of abatement notices, infringement notices, enforcement orders, and convictions received in relation to those resource consents).	Zero	Zero (0) received.
Where we attend to sewage overflows resulting from a blockage or other fault in our wastewater system, we will measure the following median response times:		
Attendance time: from the time that we receive notification to the time that service personal reach the site	Median: 4 hours	The median attendance time was 75 minutes. (1.25 hours)
Resolution time: from the time that we receive notification to the time that service personal confirm resolution of the blockage or other fault.	Median 24 hours	The median resolution time was 209 minutes. (3.4 hours)

Not achieved

Not on track

On track

Information not available

PERFORMANCE MEASURE**TARGET****TRACKING**

The total number of complaints received by Council about any of the following (expressed as 1,000 connections per year):

Sewage odour

Two (2) complaints regarding the sewage odour.

Wastewater system faults

Six (6) complaints regarding wastewater system faults.

Wastewater system blockages

Nine (9) complaints regarding wastewater blockages.

Council's response to issues with our wastewater system

17 complaints per 1,000 connections (128 total)

17 complaints.

Water

The extent to which Council drinking water supply complies with:

Part 4 of the drinking-water standards (bacteria compliance criteria).

The drinking water compliance report is completed annually and is expected to be completed in 2019.

Part 5 of the drinking-water standards (protozoal compliance criteria).

The drinking water compliance report is completed annually and is expected to be completed in 2019.

Compliant

Information not available.

The percentage of real water loss from Council's networked reticulation system (using minimum night flow analysis).

25% or less

Information not available.

Where we attend a call-out in response to a fault or unplanned interruption to our networked reticulation system, we will measure the following median response times:

Attendance for urgent call-outs: from the time that we receive notification to the time that service personnel reach the site.

Median: 4 hours or less

3 minutes (or 0.05 hours).

Resolution of urgent call-outs: from the time that we receive notification to the time that service personnel confirm resolution of the fault or interruption.

Median: 24 hours or less

116 minutes (or 1.9 hours).

Where we attend to a call-out in response to a fault or unplanned interruption to our network reticulation system, we will measure the following median response times:

Attendance for non-urgent call-outs: from the time we receive notification to the time that service personnel reach the site

Median: 3 working days or less

One (1) working day.

Resolution of non-urgent call-outs: from the time that we receive notification to the time that service personnel confirm resolution of the fault or interruption.

There are still four (4) requests that are open. Three (3) are in relation to leaking fire hydrants and one (1) is ongoing due to a required shut-down of an adjacent building. Negotiations with the building owner is ongoing to find suitable time for the required shut-down.

Median: 5 working days or less

Two (2) working days.

The total number of complaints received by Council about any of the following (expressed per 1,000 connections per year):

Drinking water clarity.

Twenty two (22) complaints regarding the drinking water clarity. 10 were from 13/09/2018 from the same incident in Te Aroha.

Drinking water taste.

Drinking water odour.

Drinking water pressure or flow.

Nine (9) complaints regarding the drinking water pressure or flow.

Continuity of supply.

Two (2) complaints regarding the continuity of supply.

Council's response to any of these issues.

One (1) complaint about Council's response to any of these issues.

9 complaints per 1,000 connections across all categories (total of 72 complaints based on 8,000 connections)

34 complaints in total.

The average consumption of drinking water per day per resident within the district.

This information will be reported on annually.

500 litres per urban resident per day

Information not available.

		<div>Not achieved</div> <div>Not on track</div> <div>On track</div> <div>Information not available</div>
PERFORMANCE MEASURE	TARGET	TRACKING
Consents and Licensing		
Animal Control		
Complaints will be investigated within set timeframes.	95% within adopted timeframes	94.7% were responded to within adopted timeframes.
Number of property visits per year	At least 600 property visits per year	371 properties were visited.
Number of street patrols undertaken in each of the three main towns. <i>Our average street patrols per town per month is:</i> <i>Matamata - 44</i> <i>Morrinsville - 33</i> <i>Te Aroha - 23</i>	At least an average of 10 per month per town	33 patrols per month per town.
Building Consents and Monitoring		
Building consents processing timeframes. <i>408 building consents were received.</i>	100% of building consents will be processed within statutory timeframes	100% of building consents were processed within statutory timeframes.
Complaints to be responded to within 10 working days. <i>There are still five (5) unresolved requests currently being followed up by staff.</i>	100% of complaints to be responded to within 10 working days	81% (17/21)
Licensing and Enforcement		
Food premise, hairdressers and camping grounds will be inspected or audited in accordance with legislation. <i>Under the existing Health Act the majority of Health Licences are inspected in the second half of the financial year - we are on track to achieving this.</i> <i>All applications under the new Health Act 2014 which set individual anniversary dates are currently meeting statutory requirements and are on track to being inspected within the required timeframe.</i>	100% inspected or audited	On track.
On, Off and Club alcohol licenced premises will be inspected annually to ensure they comply with alcohol licensing standards. <i>We space these inspections throughout the year, we are currently on track to having these all inspected by 30 June 2019.</i>	100% inspected annually	On track.
Percentage of after-hours (between 5pm and 8am, weekends and public holidays) noise complaints responded to within two hours.	100% responded to within two hours	100% responded to within two hours.
Resource Consents and Monitoring		
Percentage of resource consents processed within statutory timelines. <i>Due to resourcing issues two of the consents granted in November exceeded the timeframe.</i>	100%	98% of which were processed within the statutory timeframes. (123/125)
Percentage of land use consents monitored within four months of being granted.	100%	100% landuse consents were monitored within four months of being granted. (67/67)

Provincial Growth Fund projects

Trim No.: 2110435

Executive Summary

Central Government has committed to investing \$3 billion over three years in regional economic development through a Provincial Growth Fund (PGF). The PGF aims to lift productivity in the provinces. Its priorities are to enhance economic development opportunities, create sustainable jobs, enable Māori to reach full potential, boost social inclusion and participation, build resilient communities, and help meet New Zealand's climate change targets.

This report provides information to the Te Manawhenua Forum Mo Matamata-Piako (Forum) on two applications which have received PGF funding.

One application was submitted for the preparation of a Feasibility study, Business Case and Investment Case to "move the concept of a Waharoa industrial hub to the investment ready stage as a transformational sub-regional economic development initiative". \$800,000 was applied for with four major industry firms also contributing \$25,000 each, in principle.

A separate application was submitted for the preparation of a Feasibility study, Business Case and Investment Case to "Explore the development of the "Te Aroha Tourism Precinct" as the boutique Health and Wellbeing destination for the Auckland and Waikato regions". \$900,000 was applied for.

The applications were submitted with the Ministry of Business, Innovation and Employment (MBIE) in late August 2018.

Prime Minister, Rt Hon Jacinda Arden announced funding of up to \$810,000 for the Te Aroha Tourism Precinct and up to \$800,000 for the Waharoa Industrial Hub at a business event held in Matamata, on 4th October 2018.

It was a requirement of the funding that Council make a co-contribution towards the Te Aroha Tourism Precinct project. Council has allocated up to \$90,000 for this purpose.

The investment of up to \$1.8 million (including Council and industry contributions) provides a significant opportunity to enhance economic development and productivity within the district and beyond. The above applications were the first to be granted in the Waikato region.

Recommendation

That:

1. The information be received.

Content

Background

Waharoa Industrial Hub

Funding has been awarded for carrying out a feasibility study, business case and investment case for an industrial hub in Waharoa.

Waharoa is a nationally significant juncture for freight and transport, located on the East Coast Main Trunk Line and Highway 27, and well connected to the large and growing upper north island

cities of Auckland, Tauranga and Hamilton.

The purpose of this proposal is to fully develop the concept for a Waharoa industrial hub to the investment ready stage as a transformational sub-regional economic development initiative.

Three key barriers to economic expansion and growth have been identified in Waharoa:

- 1) Lack of sound infrastructure, including water, wastewater, energy and telecommunication services.
- 2) Challenges in attracting trade skilled workers, and training opportunities for semi and skilled labour.
- 3) Housing for seasonal and long term employees.

The feasibility study, business and investment case will define the scale and scope of investment required to overcome these constraints. This project will contribute to understanding and unlocking the barriers to developing Waharoa as a key sub-regional industrial hub and how we can partner with the private sector, Iwi, and central government to address these.

Research on the long term needs of industry (e.g. labour force, housing, training, utilities, and transport and communication links) to better understand the opportunities and critical investment is essential, as is developing a full concept and development plan to take this from idea to execution.

A \$25,000 pledge, each, from four major businesses in Matamata-Piako (being Open Country Dairy, Inghams, Wallace Group and Balle Bros) has been secured, in principle, to support this programme. With these industry contributions, provided in principle, the total funding available for the Waharoa project is up to \$900,000. The funding will be received by Council, as the applicant.

Te Aroha Tourism Precinct

The Government Investment Framework in Regional Tourism identifies Waikato as an 'emerging' tourism region. It has a high level of access, and the Matamata-Piako district is particularly well-placed, sitting in the middle of Auckland, Tauranga and Hamilton.

This project would see the development of the mineral springs in Te Aroha, associated accommodation and visitor experiences to create a new offering for short breaks for visitors. The anchor project and catalyst for driving the concept is the development of the Te Aroha Domain (and surrounding amenities) into a spa resort. The proposed spa and wellness resort would dovetail existing tourist offerings including the Kaimai Mamaku Forest Park, The Hauraki Rail Trail (part of the Nga Haerenga Great Rides network), a number day walking tracks, and the Hobbiton Movie Set™.

The Hauraki Rail Trail is being expanded to connect Te Aroha and Matamata, which will likely increase cycle tourism through the town. The completion of the Waikato Expressway will also present new opportunities to integrate the District's external connections. Improved linkages with the expressway will make the district more accessible to the large population bases of Auckland, Hamilton, and Tauranga.

Council has identified the development of the Te Aroha Domain as critical importance to the Te Aroha township and wider region. This investment in tourism will generate additional employment opportunities, new skills and business confidence.

Funding of up to \$810,000 has been granted for the Te Aroha Tourism Precinct. It was a requirement of the funding that Council make a co-contribution towards this project. Council has allocated up to \$90,000 for this purpose, making the total funding available of up to \$900,000.

How the projects will operate

The grant funding for both projects relates to phases 1, 2 and 3 as below:

- Phase 1 – Initial Feasibility study (developing the concept etc.)
- Phase 2 – Detailed business case
- Phase 3 – Investment case (selling the opportunity/proposition to investors)
- Phase 4 - Commencement of physical development, if required
- Phase 5 - Completion of development

The PGF funding available for these projects is only for phases 1, 2 & 3. If the outcome of these phases is positive and there is merit in progressing, phases 4 and 5 may form a future PGF funding application. To complete each phase, reporting must be provided to the Ministry of Business and Innovation (MBIE) on behalf of the Crown. The next phase of work will only progress if the earlier findings are 1) favorable and 2) with the agreement of the MBIE.

Project progress

The project is currently being established. This includes preparing a project plan, establishing timeframes and identifying risks.

A programme governance group (PGG) and programme management group (PMG) is to be formed. In accordance with the funding contract with the Crown, each of the projects will be overseen by its own PGG and will report to the Mayor and Councillors. Each PGG is required to have members with the appropriate skills and expertise to monitor and oversee the delivery of each of the projects.

A PMG will also be setup to include Council and agency officials drawn from senior staff who have the capacity and authority to oversee and commit their organisations resources to required project tasks. It is anticipated the Forum will be kept informed in regards to the project and local Iwi will be key stakeholders. A communications plan will be also developed.

Attachments

Signatories

Author(s)	Niall Baker Acting Senior Policy Planner	
Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

District Plan Update

Trim No.: 2112763

Executive Summary

Mark Hamilton will give a presentation to bring the Forum up to date on the District Plan Review.

Recommendation

That:

1. The information be received.

The following matters will form the basis of the presentation to the Forum:

District Plan Review

Plan Change 47 – “Plan Your Town”. A council hearing was held on 20 – 21st June 2017. An appeal was received by submitter Calcutta Farms, who seek additional residential rezoning north of Banks Road in Matamata. Three other parties are party to appeal proceedings.

The scope of the appeal, regarding the extent of zoning proposed, was upheld by the Environment Court. The Court directed all parties to undertake assisted mediation, which was held in February 2019. This mediation was unsuccessful and the Court requires a hearing in mid-2019.

The remainder of Plan Change 47 became part-operative in 2018.

Plan Changes notified for submission

Plan Change 50 – “Hobbiton Movie Set Development Concept Plan”. This plan change was notified for submission on 4th April and 15 submissions were received. The summary of submissions was notified for further submission on 20th June 2018 and four further submissions received. A hearing date in April will be confirmed shortly.

Private Plan Change 51 – “Development Concept Plan for Milk Processing Site, Waharoa” was notified for submission on 27 September; six submissions were received, including from Ngati Haua and Council. One further submission was also received. All matters raised in submissions have been addressed, allowing Council to approve the plan change in January. It is now subject to an Environment Court appeal period ending in March 2019.

Plan Change 52 – “Development Concept Plan Milk Processing Factory, SH 26, Tatuanui (Tatua)”. This plan change was notified for submission on 4th April. Four submissions were received, including from Ngati Haua and Council. No further submissions received: The applicant is working with submitters to address the concerns raised in their submissions with the aim of avoiding a hearing.

Full details for all notified plan changes are available from: <https://www.mpd.govt.nz/district-plan/district-plan-review>.

Current Plan Changes

Plan Change 49 – “Waharoa Zoning and Development”. A scoping report has been presented to a Council workshop for Plan Change 49, which will evaluate the District Plan rules and zoning for Waharoa. The plan change aims to revitalise the town and provide for its residents, and also allow industry to develop whilst mitigating its effects on the town and surrounding environment. Preliminary meetings with some landowners have been held. The plan change is on hold while it is ascertained if it can be run in conjunction with a project funded by the government’s Provincial Growth Fund.

Plan Change 53 – “Settlements”, which will evaluate the zoning and rule provisions for the district’s small settlements. Planning Works consultancy has won the tender for the supply of external planning expertise, and start-up meetings have been scheduled.

Plan Change 54 – “Tangata Whenua” will evaluate the District Plan’s provisions for Papakainga and will look at updating them in conjunction with the new Tangata Whenua section of the Plan which is to be introduced by the National Planning Standards. Consultants Boffa Miskell have won the tender to provide external planning expertise, and an initial meeting will be held with them on Wednesday 6th March.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Mark Hamilton Environmental Policy Planner	
Approved by	Dennis Bellamy Group Manager Community Development	

Consultation Update

Trim No.: 2111868

Executive Summary

Each year Council review various plans, policies and bylaws to ensure they are up to date and are meeting community needs. A number of these plans, policies and bylaws are being reviewed now and over the next few months and we will be inviting public feedback on a number of these from 20 March until 22 April 2019.

This report seeks to remind the Forum of these various plans, policies and bylaws proposed to be amended, update the Forum on the consultation process Council will be taking, identify if there are any other ways to encourage the involvement of iwi in the consultation process and to update the Forum on the budgets with a proposed total rates increase of 3.86% compared to the forecast rate increase in the Long Term Plan of 3.01%.

Recommendation

That:

1. The information be received.

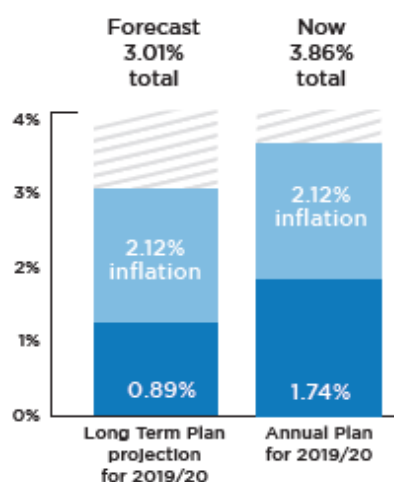
Content

Background

Annual Plan

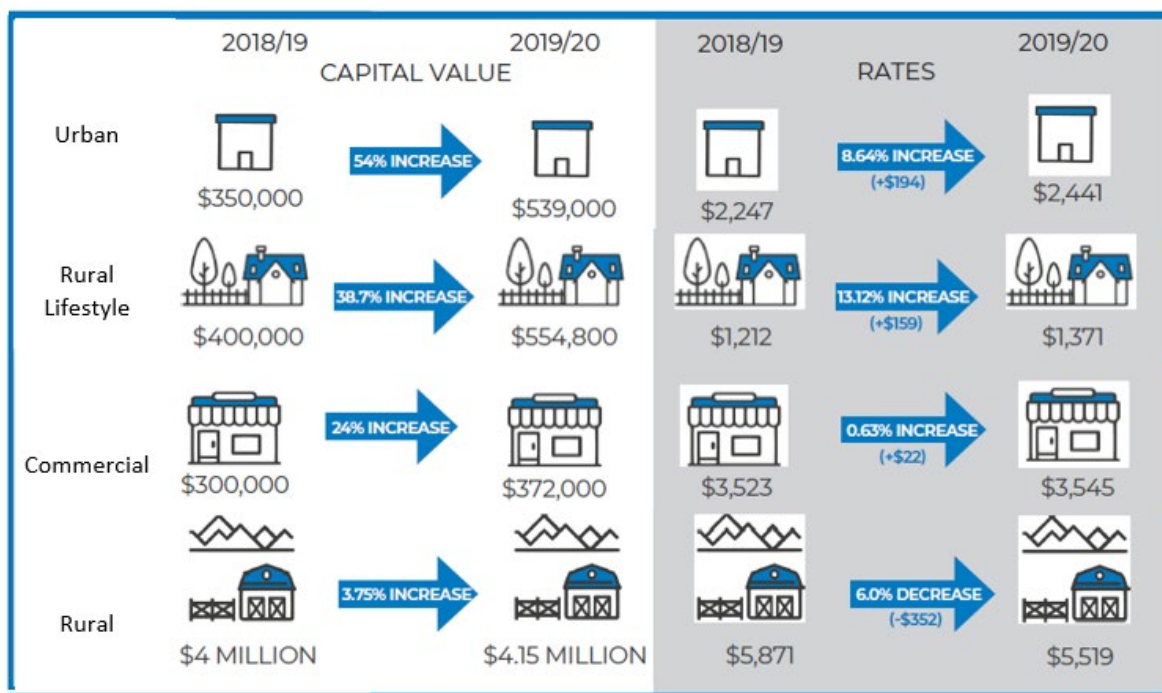
Council is required to produce an Annual Plan each year with the exception of the years when a Long Term Plan (LTP) is to be produced (triennially). 2019/20 will represent Year 2 of the LTP 2018-2028, and must be adopted by 30 June 2019. The purpose of the Annual Plan is to disclose any variation from what was proposed in the LTP.

Council is not formally consulting on this year's Annual Plan as mentioned at the last meeting due to there being no significant or material changes from the LTP however we will still inform the community of the changes. This is because the rates increase did not go over the self-imposed 4% threshold and will be 3.86% for the 2019/20 year. The below graph shows the LTP compared to the Annual Plan for 2019/20.



Rates impacts (increases and decreases for individual example properties)

Whilst the total rates variance is not considered significant or material the below illustration shows how the rates revaluation has impacted the rates depending on property type.



The documents being consulted on are

- Fees and Charges 2019/20
- Land Transport Bylaw (minor technical amendments)
- Water Supply Bylaw (minor technical amendments)
- Wastewater Bylaw (minor technical amendments)
- Public Safety Bylaw (moving smoke nuisance from Fires Bylaw)
- Gambling Venue Policy (legislative review)
- TAB Board Venue Policy (legislative review)
- Legal Highs Policy (legislative review)
- Earthquake Prone, priority vehicle and pedestrian thoroughfares and strategic routes of importance (new legislative requirement)
- General Policies Reserve Management Plan (RMP) (legislative review) (two month consultation required, open 20 February – 22 April)

All of these documents have had Council confirmation and are confirmed to go out for consultation on the 20 March (except the RMP which requires a two month consultation and went out on the 20 February).

Issues

Council is wanting any suggestions from the Forum on how to better engage lwi in the consultation process. We have packs available for each of the members that includes posters that may be placed at Marae and information on all the documents being consulted on. If there are any Marae meetings that Forum members could present at or Council staff and/or elected members

could attend to talk about the proposed changes and highlight how people can make submissions would be helpful information.

Analysis

Legal and statutory requirements

Council has in the past consulted on its Annual Plan using the Special Consultative Procedure as it had been a requirement of the Local Government Act 2002 to do so.

In 2014 amendments were made to the Local Government Act 2002 changing this requirement. Section 95 of the Local Government Act 2002 now says that if the proposed Annual Plan does not include significant or material differences from the content of the LTP for the financial year to which the proposed Annual Plan relates then Council does not need to consult.

Whilst we will not be formally consulting on the Annual Plan we will still inform the community about the changes and how their rates will be affected.

Impact on policy and bylaws

There is no impact on policy or bylaws.

Consistency with the Long Term Plan / Annual Plan

The Draft Annual Plan budgets are consistent with Year 2 forecasts from the LTP 2018-28.

Impact on Significance and Engagement Policy

The Significance and Engagement Policy provide guidance on how to determine significance, and the appropriate levels of engagement in proportion to the level of significance. In general, the more significant an issue is determined to be, the greater the need for community engagement. The Policy sets out the matters which must be taken into account when assessing the degree of significance;

- there is a legal requirement to engage with the community
- the level of financial consequences of the proposal or decision
- whether the proposal or decision will affect a large portion of the community
- the likely impact on present and future interests of the community
- recognising Māori culture values and their relationship to land and water through whakapapa
- whether the proposal affects the level of service of a Significant Activity
- whether community interest is high
- whether the likely consequences are controversial
- whether community views are already known, including the community's preferences about the form of engagement
- the form of engagement used in the past for similar proposals and decisions

Council has approved that there are no significant or material changes from the LTP.

Communication, consultation and decision making processes

The Local Government Act 2002 requires Council to enable democratic decision-making to promote its purpose *to enable democratic local decision-making and action by, and on behalf of, communities; and to meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most*

cost-effective for households and businesses within a framework of accountability and prudent financial management.

Council must, in the course of the decision-making process:

- seek to identify all reasonably practicable options for the achievement of the objective of a decision;
- assess those options by considering:
 - the benefits and costs of each option in terms of the present and future interests of the district;
 - the extent to which community outcomes would be promoted or achieved in an integrated and efficient manner by each option;
 - the impact of each option on Council's capacity to meet present and future needs in relation to any statutory responsibility;
- any other matters that, in the opinion of the Council, are relevant; and
- give consideration to the views and preferences of persons likely to be affected by, or to have an interest in, the matter.

It is the responsibility of Council to make, in its discretion, judgments about how to achieve compliance with its decision-making obligations that is largely in proportion to the significance of the matter affected by the decision.

Timeframes

Consultation	RMP to go out for consultation.	20/2/19-22/4/19
Consultation	Bylaws, Policies, Fees and Charges and other documents out for consultation and the Draft Annual Plan will be placed on the MPDC website for public viewing.	20/3/19-22/4/19
Hearing	Hearing of submissions.	15/5/19
Extraordinary Council	Adoption of Bylaws, Policies, other documents, Annual Plan, Fees and Charges and striking the rates.	26/6/19

Financial Impact

i. Cost and Funding Source

All costs are covered under the existing Strategies and Plans budget.

Attachments

A. Simplified Communication Plan

Signatories

Author(s)	Ellie Mackintosh Graduate Policy Planner	
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Approved by	Sandra Harris	
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	Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

Item 7.9

The Usual Suspects...

- 20 March double page newspaper ads placed in Piako Post and Matamata Chronicle
- 10th April Follow up ad and E-newsletter 1 week out from end date of consultation period
- Website content/reminders and online submissions
- Digital Signage at offices and libraries
- Letters and E-newsletters to targeted groups (see reverse)
- Regular Facebook posts to drive submissions. Also reminders when getting close to end of consultation period.

Additional Print Media

- Councillors could write 'conversations' pieces for the local papers on their topics.

Display materials

- Posters displayed at/on
 - Council offices
 - Libraries
 - Community notice boards
 - Pools

Additional Digital Medial

- Paid, targeted advertising on Facebook and neighbourly – if there is not enough submissions
- Short videos (approx. 30 seconds) of Councillors discussing their topic or the vision, highlighting a key issue, and driving people to make a submission. Additions to existing auto responses on web forms
- Link/info on all staff email signatures
- Council to take comments on Facebook as submissions

Face to Face

- Meetings with specific groups (see reverse for list)
- Iwi engagement - item on next TMF agenda 5th March
- Chocolates to be available at all face to face events as an incentive
- Morrinsville Market – 6 April
- Te Aroha Conversation Café day/walking the main street and passing out submission forms.
- Matamata Market – 13 April

Supporting information

- All full documents will be available on our website on the 'Have your say' page with a link from the home page and kiosks and computers at Council offices and libraries.
- Packs for Elected Members and TMF members containing:
 - Key messages
 - Copies of submission forms
 - Posters for distributing to any groups/ contacts.

Individual/Targeted Communications

Letters/Enewsletters

- Out of district ratepayers – only via e-newsletter.
- Community groups
- Economic development e.g. business associations, businesses, local event organisers
- Youth e.g. Volunteer Youth Ambassadors, high schools, Starfish, Youth Empowerment Services etc.
- Grant recipients – Email/letter stating what's included in the Annual Plan.
- Fed Farmers and other rural groups who will have a particular interest in the amendments impacting the natural environment, especially the Reserve Management Plan.
- Iwi groups
- General E-newsletter groups

Face to Face

Dates and times still to be confirmed.

- Morrinsville Chamber of Commerce BA5
- Matamata Business Association BA5
- Te Aroha Business Association BA5
- Grey Power (all three towns)
- Federated Farmers
- Rural Women's Institute + Groups
- Volunteer Youth Ambassadors
- Iwi (guidance to be provided by TMF at upcoming meeting)

Consultation documents:

- Dog Bylaw
- Wastewater Bylaw
- Land Transport Bylaw
- Public Safety Bylaw (including fires bylaw proposed to be revoked)
- Legal Highs Policy
- Gambling Policy
- TAB Policy
- Fees and Charges 2019/20
- Earthquake Prone Buildings - Identifying priority thoroughfares and strategic routes
- General Policies Reserve Management Plan (2 month consultation, 20 Feb - 22 April)

Te Manawhenua Forum Annual Survey 2019

Trim No.: 2111738

Executive Summary

Each year a survey is circulated to members of Te Manawhenua Forum Mo Matamata Piako to give members a chance to give their feedback to Council on a range of topics relating to satisfaction with the progress and work plans of Te Manawhenua Forum and Council. These results are collated and reported on in Councils Annual Report annually.

Recommendation

That:

1. **The Survey be circulated and completed by Te Manawhenua Forum Mo Matamata Piako Members.**

Content

Background

Questions in this survey were developed in consultation with members of Te Manawhenua Forum at a workshop in November 2017 as part of the 2018-28 Long Term Planning Process. The survey is to be carried out annually and results will be used to monitor progress towards some of Matamata-Piako's Community Outcomes.

Consistency with the Long Term Plan / Annual Plan

Council identified its strategic goals and direction at an early stage of the LTP process. Council developed a vision to make Matamata-Piako 'the place of choice'. This vision provides guidance and inspiration as to what we are focused on achieving in the next ten years, and beyond. In making this vision a reality Council sees itself as enabling the community in five key areas, and has identified specific outcomes under each of these themes that it wants to achieve. Outcomes that relate more closely to Iwi are:

- We promote and protect our arts, culture, historic, and natural resources.
- 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.
- Tangata Whenua with Manawhenua status (those with authority over the land under Maori lore) have meaningful involvement in decision making.

Attachments

- A. Te Manawhenua Forum Survey 2019

Signatories

Author(s)	Meghan Lancaster Committee Secretary	
Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	

Te Manawhenua Forum Satisfaction Survey

Questions in this survey were developed in consultation with members of Te Manawhenua Forum at a workshop in November 2017 as part of the 2018-28 Long Term Planning Process. The survey is to be carried out annually and results will be used to monitor progress towards some of Matamata-Piako's Community Outcomes.

Matamata-Piako – The Place of Choice **Lifestyle. Opportunities. Home.**

Council identified its strategic goals or direction at an early stage of the LTP process. Council developed a vision to make Matamata-Piako 'the place of choice'. This vision provides guidance and inspiration as to what we are focused on achieving in the next ten years, and beyond. In making this vision a reality Council sees itself as enabling the community in five key areas, and has identified specific outcomes under each of these themes that it wants to achieve. Outcomes that relate more closely to Iwi are:

- We promote and protect our arts, culture, historic, and natural resources.
- 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.
- Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) have meaningful involvement in decision making.

Considering the work plan approved by the Forum, how satisfied are you with progress made towards achieving the work streams that have been identified?

(Using the scale where 0 equals very dissatisfied and 10 equals very satisfied)

0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐

Please add any thoughts or comments you have regarding this topic:

How satisfied are you that tangata whenua with manawhenua status are recognised and have meaningful involvement in decision making?

(Using the scale where 0 equals very dissatisfied and 10 equals very satisfied)

0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐

Please add any thoughts or comments you have regarding this topic:

How satisfied are you with Councils current role in promoting and protecting our arts, culture, historic, and natural resources.

(Using the scale where 0 equals very dissatisfied and 10 equals very satisfied)

Note: Organisations is a broad term and does not only relate to Council.

0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐

Please add any thoughts or comments you have regarding this topic:

How satisfied are you with Council's role in ensuring development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs?

(Using the scale where 0 equals very dissatisfied and 10 equals very satisfied)

0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐

Please add any thoughts or comments you have regarding this topic:

How confident are you that Council values and encourages strong relationships with iwi, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage?

(Using the scale where 0 equals very unconfident and 10 equals very confident)

0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐

Please add any thoughts or comments you have regarding this topic:

How satisfied are you with Councils recognition of Treaty of Waitangi settlement issues?

(Using the scale where 0 equals very dissatisfied and 10 equals very satisfied)

0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐

Please add any thoughts or comments you have regarding this topic:
