

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 June 2018
Time: 10:00am
Venue: Council Chambers
35 Kenrick Street
TE AROHA

Membership

Mayor

Jan Barnes, JP

Cr James Thomas, JP

Mrs Te Ao Marama Maaka

Mr Michael Baker

Ms Glenice Wigg

Ms Dianna Vaimoso

Mr Gary Thompson

Mrs Jill Taylor

Mrs Kathy Ngamane

Mr Wati Ngamane

Mr Phillip Samuels

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1 Meeting Opening

2 Karakia

3 Present

4 Apologies

At the close of the agenda no apologies 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 27 February 2018.

Waikato Regional Council Presentation - Proposed Stock Truck Effluent Facility

Trim No.: 2004529

Executive Summary

10am Rachel Algar from Waikato Regional Council will be in attendance to present to Te Manawhenua Forum.

The purpose of the report and presentation will be to provide the Te Manawhenua representatives with information about the stock truck effluent programme and the proposed stock truck effluent facility at the corner of SH29 and SH24 at the base of the Kaimai Ranges. This is an information setting presentation to inform you of the thinking, discussed planning and next proposed steps for the site.

Recommendation

That:

1. **Te Manawhenua Forum Mo receive the presentation as information of work in their rohe.**

Content

Background

Stock truck effluent discharging on roads was identified as a road safety issue over ten years ago. This issue began decades ago when moving of stock shifted from driving along roads to being transported in stock trucks. Previous work has been undertaken to improve truck holding tanks and implement in-transit facilities throughout the region.

However, continued public complaints, increased discharge on roads and intensification of the dairying industry led the Waikato Regional Council to take action. A Waikato Regional Stock Truck Effluent Working Group was established that published the Regional Stock Truck Effluent Strategy for the Waikato Region. The strategy and working group identified the need for stock truck effluent disposal facilities, and work began to identify suitable sites for these.

A Detailed Business Case (DBC) for the Waikato Stock Truck Effluent Disposal Facilities (Facility) has been developed in partnership between the NZ Transport Agency (NZTA) and the Waikato Regional Council (WRC). The DBC draws on the strategic direction from the Regional Stock Truck Effluent Strategy and details the funding investment for 10 new Stock Truck Effluent sites in the Waikato Region. A Memorandum of Understanding was drafted up to support this on-going partnership.

The DBC has been approved by the NZ Transport Agency and funding has been confirmed to proceed to building up to 3 new stock truck effluent sites within the current and next financial year.

Performance Criteria	Assessment
Implementability	Relatively straight forward on flat ground within NZTA designation. There is a potential highway upgrade in the medium to long term, dependent on NZTA priorities.
Constructability	Ground conditions at the identified area are likely to be sand and silt. Excavations for storage tanks in sand and silt likely to be unstable and require shoring (temporary structure support). High groundwater possible due to the vicinity of the nearby water courses.
Operability	Workshops with stock truck operations identified preferential routing through the site and level of service improvements as a result with access from and egress to all directions. The operability is expected to be good.
Statutory Requirements	This site is within the existing designation and can be progressed with an Outline Plan of Works lodged to the council once final designs have been approved.
Property Impacts	Within the road reserve. No impacts.
Asset Management	The Council's asset managers will provide further input at the detailed design stage. Once the facility is built, the Council will be responsible for the maintenance, operations and management.
Wider Project Impacts	There is a potential highway upgrade in the long term but this would have to be confirmed by NZTA.
Environmental Impact	There are two streams near the site, one to the east and one to the south west. WRC GIS system indicates that the adjacent water courses are classified as "Surface Water". Roads and green spaces outside the roads bound all parts of the facility and will act as a buffer between both of the streams. There is an opportunity for some landscaping/planting within the green spaces.
Social Impact	The facility will be within the existing triangular grass island. There are two Marae – Te Ukaipo Marae (SH29, 900m south-east of the site on the right hand side) and Te Omeka Marae (SH24, 500m north of the site) in proximity to the site. The effluent will be collected within a holding tank and taken away and therefore there will be minimal impact. A telemetry monitoring system to alert the contractor when the tank requires emptying. Additionally the local council will be inspecting the sites at regular intervals for cleaning. The effluent will be taken away to an off-site treatment facility. We are investigating the possibility of MYNOKE (vermicomposting company) taking the effluent and breaking it down by worms into fertilizer.
Joint Working	The development and assessment of options has been carried out through a stock truck effluent working group.
Other	Overwhelming support by stock truck operators for this site.

Figure 1: Site Assessment (Waikato Stock Truck Effluent Disposal Facilities DBC)

Stock Effluent Facility Design

The effluent would be collected in storage tanks buried into the ground. We are proposing up to two 25,000 litre tanks made of reinforced concrete. A similar design is used at the Tapapa site (SH5, see Photo 1).

The benefit of holding tanks is they only require a small space, cost effective and there are no odour issues.



Photo 1: Tapapa STE Effluent Grill

Each tank will be fitted with a telemetry system to alert the contractor (by text) when the tank is getting full. Current effluent collection is removed each fortnight (on average) by the contractor. The peak season for effluent collection is May/June where tanks are emptied more regularly when stock are being transferred.



Photo 2: Tank in the hole



Photo 3: Truck disposal into grate.

The effluent collected will be taken away by a contractor. The effluent can be spread onto a local farm. We are also doing detailed investigations on the use of vermicomposting (or worm farming) (see Photo 1) as an environmentally sustainable outcome. The compost can be used in other industries, nutrients returned to soil and soil condition improved.



Photo 1: Freshly mixed stock effluent and paper pulp, end soil-like product from vermicomposting with worms

Financial Impact

The total costs for the facility are as follows:

Site	Location/Description	Cost Estimates ¹ – (95 th percentile)	
		Roading	Facility
1	The intersection of SH29 and SH24 at the base of the Kaimai Ranges (Western side).	\$640,285	\$197,546

Table 1: Roothing and Facility Cost Estimates

Under the current NZTA funding policy, NZTA will pay 100% of the roading costs allocated with the facility (refer to the roading column in Table 1). Costs for constructing the facility costs (refer to the facility column in Table 1) will be funded approximately 50% by the Waikato Regional Council with the remaining 50% funded by NZTA.

Since 2012, WRC has rated properties in the region, using a targeted rating system, to collect funds for the local share of building and maintaining each new disposal site. The rates collection was calculated on the average cost of construction and maintenance, where WRC would pay 50% of the facility construction and maintenance costs.

WRC has budgeted \$15,000 (capped) for the local share (District Council share) of the maintenance and operation per annum per site. The figure was established based on other established stock truck effluent sites but can be discussed with the Council to ensure it still meets the maintenance and operation costs for the site. A maintenance and operation funding agreement for the sites will be established for each local authority as sites are built. At the local authority level the costs will be 'cost neutral' as the Waikato Regional Council pay the local share via the Waikato Regional Council targeted rate and the NZ Transport Agency provide its share via the National Land Transport Programme.

¹ The current NZTA Proforma for Scheme Estimate (SE) cost estimation was used for each site based on scheme drawings for each site. 95% estimates have been included in this report. Contingencies ranging between 15% and 20% were applied depending on site assessment. No costs have been allowed for future investigation although allowance has been made for professional fees and client managed costs during the Pre-Implementation phase and professional fees and client managed costs during the Implementation phase). Physical works have been estimated separately for each site.

Once the facility has been constructed, it is intended that the ownership of the facility will be transferred to Matamata-Piako District Council to own and maintain. A Multi-Party Funding Agreement between the NZ Transport Agency, Waikato Regional Council and the Matamata-Piako District Council has been prepared which outlines the funding roles and responsibilities going forward.

Next steps for the project

Following discussions with stakeholders and confirming the sites, NZTA and the Waikato Regional Council will move into the detailed design phase of the project for each of the sites.

The next steps for the project will be to complete the detailed design, preparation of tender documentation for construction, complete any land purchase negotiations, complete the necessary planning/consenting requirements and award the contract(s) for the construction of the facilities. We are aiming to construct the sites by the end of the financial year 2018/2019.

For further information on this project please contact:

Raymond Short
 Roding Asset Engineer
 Matamata-Piako District Council.

Rachel Algar
 Stock Truck Effluent Programme
 Waikato Regional Council.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Raymond Short Roding Asset Engineer	
Approved by	Manaia Te Wiata Group Manager Business Support	
	Susanne Kampshof Asset Manager Strategy and Policy	

Heads of Agreement

Trim No.: 1993492

Executive Summary

Te Manawhenua Forum approved the revised Heads of Agreement on 5 December 2017 and was signed on 27 February 2018. At this time it was noted that bi-lingual headings and an introduction in Te Reo Maori were to be added. This has now been completed and attached for comment.

Recommendation

That:

1. The information be received.
2. Feedback regarding translation be provided if required.
3. The updated Heads of Agreement be signed by members.

Content

Background

Te Manawhenua Forum approved the revised Heads of Agreement on 5 December 2017 and was signed on 27 February 2018. At this time it was noted that bi-lingual headings and an introduction in Te Reo Maori were to be added. This has now been completed and attached for comment.

As recommended by Te Manawhenua Forum the translation has been completed by Tom Roa, Tom is a translator/interpreter licensed by the Māori Language Commission, and has a PhD in translation theory and practice in the Māori-English context.

Attachments

- A. Heads of Agreement - 5 June 2018

Signatories

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



Heads of Agreement
Kawenata

Te Mana Whenua Forum Mo Matamata-Piako
Ngā Mana Whenua o Matamata-Piako

and
rāua ko

Matamata-Piako District Council
Te Kaunihera ā-Rohe o Matamata-Piako



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Introduction | Kupu Whakataki

This Heads of Agreement provides for a forum called the Te Manawhenua Forum Mo Matamata-Piako ("Forum") where the Matamata-Piako District Council ("Council") and Maaori who have mana whenua in respect of the jurisdictional boundaries within Matamata-Piako district can forge an ongoing effective and meaningful partnership.

He whakatū tēnei Kawenata i tētehi rōpū e kila nei ko Ngā Mana Whenua Mō Matamata-Piako e taea ai e Te Kaunihera ā-Rohe o Matamata-Piako te mahi ngātahi me ngā mana whenua, i tēnei wā ahu ake, ki ngā rohenga ā-ture o Matamata-Piako.

The Council and mana whenua representatives of the district wish to enter into this Heads of Agreement which is intended to reflect the basis upon which they will conduct their affairs of common interest.

He hiahia nō Te Kaunihera rātou ko ngā māngai o ngā mana whenua ki te whakahaere i tēnei Kawenata hei whakaatu i ngā take pū o tā rātou mahi ngātahi i ngā kaupapa te here nei i a rātou.

The Forum is formalised as a standing committee of the Council.

Ko Ngā Mana Whenua he komiti tūturu o Te Kaunihera.

History | Hītori

The following section sets out the history of the development of the Te Mana Whenua Forum Mo Matamata-Piako.

Following the introduction of the Local Government Act 2002 Council was committed to establish and maintain appropriate links with mana whenua to foster effective relationships with them as representatives of the district's iwi authorities. Discussions with Iwi led to Council establishing Te Mana Whenua Forum Mo Matamata-Piako ("Forum") in 2004 as a mechanism for Council to meet its obligations.

The Forum was originally formalised as a standing committee of Council at its meeting on 8 July 2004 where Forum members were invited to the official signing. At that meeting Council resolved that:

- *The following be the constitution of Te Manawhenua Forum Mo Matamata-Piako as a standing committee of Council.*
- *The Council hereby constitutes a standing committee of the Council to be known as Te Manawhenua Forum Mo Matamata-Piako.*
- *The initial composition of Te Manawhenua Forum Mo Matamata-Piako shall be as follows:*

Names of Members:

○ Mayor G W H Vercoe	<i>Council (Initial Chairman)</i>
○ Cr R J McGrail	<i>Council</i>
○ Te Ao Marama Maaka	<i>Ngaati Haua</i>
○ Butch Tuhakaraina	<i>Ngaati Haua</i>
○ David Taipari	<i>Ngaati Maru</i>
○ Waati Ngamane	<i>Ngaati Maru</i>
○ Pahai Tupuhi	<i>Ngaati Paoa</i>
○ Esdelle Kahu	<i>Ngaati Paoa</i>

- | | |
|-------------------|-----------------|
| ○ Henry Smith | Raukawa |
| ○ Waaka Gage | Raukawa |
| ○ Peter Te Wharau | Ngaati Tumutumu |
| ○ Suzy Te Wharau | Ngaati Tumutumu |

- *Te Manawhenua Forum Mo Matamata-Piako may at any time appoint a new Chairman by resolution.*
- *The quorum required for any meeting of Te Manawhenua Forum Mo Matamata-Piako shall be six members, and must include at least one member of the Council.*
- *Notwithstanding clause 30(7) of the 7th Schedule of the Local Government Act 2002, Te Manawhenua Forum Mo Matamata-Piako shall not be discharged before the 13th day of October 2007.*
- *All proceedings and actions of Te Manawhenua Forum Mo Matamata-Piako shall be in accordance with the Heads of Agreement between Te Manawhenua Forum Mo Matamata-Piako and the Council.*

The Forum held its first formal meeting on 24 September 2004.

The Heads of Agreement provides for a review of the protocols and performance of the parties based on the purpose and principles of the agreement. During 2011 and 2012 Forum members worked on a review of the original Heads of Agreement. Council approved a revised Heads of Agreement on 26 September 2012. The revised agreement was subsequently approved by the Forum at its meeting on 4 December 2012.

During 2017/18 Forum members again worked on a review of the Heads of Agreement. Council and the Forum agreed to a revised Heads of Agreement on 5 December 2017.

Definitions and Interpretation | Ngā Tautuhinga, Whakamārama hoki

To aid in the interpretation of this Heads of Agreement the following terms apply unless the context requires otherwise:

- “Council” means the Matamata-Piako District Council;
- “Forum” means the Te Manawhenua Forum Mo Matamata-Piako which is a standing committee of Council;
- “Heads of Agreement” means this signed copy of the Heads of Agreement between Council and the Forum members
- “mana whenua” means the territorial rights, power and authority from the land – associated with the current and historical possession/occupation of tribal lands within the Matamata-Piako district.
- “Taurahere” means binding strands into one as threads - individuals or groups who join together to fulfil a common purpose or goal, that share kinship ties, similar aspirations and who either, live outside their tribal territories or are urban based. Taurahere is about acknowledging other Iwi.

Membership | Ngā Mema

Membership of the collective Forum shall comprise of:

- Matamata-Piako District Council (the Mayor and Deputy Mayor are appointed members)
- Ngaati Hauaa
- Ngaati Raahiri-Tumutumu
- Raukawa
- Ngaati Maru
- Ngaati Tamatera – who have decided not to appoint a member but may so at any time
- Ngaati Whanaunga
- Ngaati Paoa;
- Ngaati Hinerangi and
- Any other members that the Forum may agree to in the future, upon formal application.

Iwi/hapu registration | Te rehita ā-hapu; ā-iwi

There is a due process for any group to request participation in the Forum. Upon application the Forum shall consider the request, and may consider issues such as what membership the Forum should hold, what constitutes an iwi/hapu, and what membership size is suitable to ensure the Forum is effective and efficient. The Forum will provide a recommendation to Council who in turn will make a decision on Forum member Iwi/hapu representation.

Appointment to the Forum | Whaiwāhi ki Ngā Mana Whenua

Under Clause 31 Schedule 7 of the Local Government Act 2002 Council may delegate to any Committee the appointment of any non-elected members to any committee. Council has delegated to Te Manawhenua Forum mo Matamata-Piako the appointment of non-elected members to Te Manawhenua Forum mo Matamata-Piako.

It is considered that Forum members must be representative of mana whenua within the Matamata-Piako District and individual Iwi representation is a matter for respective Iwi to determine. Each of the identified member groups of the Forum shall nominate two representatives, one of which is the principal spokesperson. Both representatives may attend the meetings. The second representative will act at meetings in the absence of the principal representative. The Mayor is the principal for the Council, the Deputy Mayor is the alternate.

Following each Council election, the Forum, its membership and delegations shall be re-constituted by Council.

Principles of the Forum | Ngā Mātapono o Ngā Mana Whenua

The Forum recognises the following principles for maintaining a strong and meaningful relationship between Council and mana whenua:

- Mutual respect and adherence to atuaatanga (spirituality)
- Respect of taha Maaori (wellbeing) and tikanga Maaori (customs, protocols)
- Respect for the rangatiratanga (self-determination, autonomy) of Iwi – the right to organise as Iwi
- Protection of mana whenua
- Protection of wahi tapu (sacred places), natural resources, cultural materials and taonga (treasures) Maaori
- Meaningful and mutually beneficial participation of Maaori in the Council
- Regard for the principles of the Te Tiriti o Waitangi (Treaty of Waitangi) as contemplated by the empowering legislation

Purpose of the Forum | Kaupapa o Ngā Mana Whenua

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.

General functions of the Forum | Ngā kawenga a Ngā Mana Whenua

The Forum will consider any matter to promote the social, economic, environmental and cultural well-being of the Maaori communities for today and for the future, taking a sustainable development approach. This may include but is not limited to contributing to policy development, input into special projects, reserve management processes and receiving presentations from external organisations or individuals (e.g. regional council, government departments, and community groups). The Forum will agree on an annual work programme to prioritise efforts and resources. This work programme will be considered by Council as part of its budgeting process.

Specific functions of the Forum | Ngā kawenga motuhake a Ngā Mana Whenua

In order to give effect to the principals and purpose set out above Council delegates the following to the Forum:

- Appoint any non-elected members to the Forum in accordance with this agreement.
- Appoint up to two representatives to sit as members on any Council working party as requested by Council. Council establishes working parties on an issue-by-issue basis and will invite the nominated Forum representatives to join as a member of any relevant working parties. These working parties usually report back to Council or its committees with recommendations.
- Consider any request by the Council to accept a delegation of a function of Council. The Forum must act in accordance with a delegation it has accepted.
- Appoint a minimum of two representatives to form the Waitangi Day Celebration organising committee each year, to work with staff on the district wide celebrations.

- 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 (see below).
- Council will pay for a maximum of one representative nominated by the Forum in each three yearly election period to undertake training as a Resource Management Act 1991 hearing commissioner to establish a suitable pool of qualified commissioners. Council may ask the Forum to nominate further representatives if the need arises.
- Monitor the Long Term Plan/Annual Plan implementation for matters relating to mana whenua interests.
- Recommend to Council actions to enhance mana whenua capacity to contribute to decision-making including providing advice and recommendations
- Assist in the collation and monitoring of performance data for the Maaori specific community outcomes/indicators
- Receive Iwi/hapu management plans on behalf of Council.
- In December each year, the Forum will recommend to Council a budget for the following financial year to be included within the Annual Plan or Long Term Plan to undertake a suggested work programme. If Council agrees to the proposed work programme, the Forum shall oversee the implementation of that work programme
- Support a joint Council and Forum meeting each year (refer to review section below).
- Support the Mayor through the Tuia Rangitahi programme (note: this is funded separately from the Forum)
- Represent the District iwi in engagements with Waikato Regional Council and government agencies.
- Engage with external agencies (such as government departments) on work they wish to undertake within the district.

Functions and duties of the Chair person or his/her delegate | Ngā kawenga me ngā whakaritenga a te Tiamana, a tōna tuarua rānei

- Act as the Forum representative at events hosted by Council e.g. ANZAC Day;
- Provide regular updates to Council following each Forum meeting.

Council's duties to Forum | Ngā kawenga a Te Kaunihera hāngai pū ki Ngā Mana Whenua

The Council must provide the Forum with the information that it needs to identify business of the Council that relates to the Forums purpose. Council has an obligation to consult the Forum on matters affecting mana whenua and give consideration to the Forum's advice.

It is to be acknowledged the limitations on resources Council can and are willing to provide may result in the purpose of the Forum not being fully realised within the Forum's timeframes.

Council is committed to fulfil its obligations to consult with individual iwi/hapu as required by legislation – for example under the Resource Management Act 1991 and Treaty of Waitangi settlement legislation relating to individual iwi.

Consultation with the Forum does not substitute for such engagement, and shall be in addition to individual iwi engagement.

Meetings | Ngā hui

Following each Council election, the Forum shall appoint a Chairperson.

The Forum shall meet regularly for either formal meetings or workshops as required, provided that meeting costs do not exceed the budget allocated to the performance of the Forum's functions each financial year. The Forum meeting schedule will be confirmed at the December meeting of the Forum each year.

Agendas and Minutes | Ngā Whakaritenga me Ngā Mēneti

Council is responsible for the production and distribution of agendas and minutes.

Council will advise respective members of the Forum of proposed agenda items by email, at least 15 working days prior to the meeting (five days prior to the meeting agenda closing). Forum members are invited to respond with any additional items to be included on the agenda within the set timeframe (one day prior to the meeting agenda closing) to allow Council staff time to add the item to the meeting agenda.

It is recognised that there may be times when a meeting of the Forum is not required, if so, all members must agree that a meeting is not required. All parties are to convey and be advised of this in writing.

Forum meetings will be held in the Council Chambers, Te Aroha unless otherwise agreed by all Forum members.

Legislation and Standing Orders | Te Ture me Ngā Ōta Pū

Formal meetings of the Forum will be called in accordance with the requirements of the Local Government Official Information and Meetings Act 1987.

Following each Council election, the Forum shall adopt standing orders for the duration of the triennium.

Quorum - The quorum required for any meeting of the Forum shall be four iwi members who are entitled to vote plus a member of Council.

Voting Rights - Where the principal and alternate representatives attend meetings only the principal representative shall be entitled to vote. Where both the principal and alternate representative attend any meeting both will have full speaking rights but only one single iwi member vote.

Expenses | Te Pūtea

In fulfilling its statutory duties, Council may require assistance and advice from the Forum. In such cases, the Forum will be adequately resourced by Council both financially and non-financially. The Council will make provision for such resourcing through its budgetary processes. This would include meeting fees and expenses for the two representatives and resourcing to undertake the work programme (refer to specific functions of the Forum).

Remuneration | Te Utu

It is agreed that remuneration will be paid in the form of a meeting allowance and mileage reimbursement for attendance by appointed members at formal meetings of the Forum called in accordance with the Local Government Official Information and Meetings Act 1987. The meeting allowance and mileage shall be that set by Council from time to time.

Remuneration for workshop attendance will be determined on a case by case basis for each workshop, and will be dependent on funding available. If Council invites Forum member/s on any working party then the meeting allowance and mileage will be payable.

General | Te Aha Noa

The Forum is recognised as a standing committee of Council; however, this does not affect or undermine the Tino Rangatiratanga (self-determination) of the members of the Forum.

The Forum acknowledges that the interpretation, application and operation of these protocols are subject to the relevant empowering legislation, accountability frameworks and financial constraints.

The operation of the Forum does not restrict the ability of the Council to form specific relationships or agreements with individual Iwi or Iwi groups.

The operation of Forum will be supported by Council staff in the preparation of agendas, minutes as required by legislation and technical advice as resources allow.

Review | Te Tirohanga Anō

The protocols and performance of the parties shall be reviewed each year by way of a joint Forum and Council meeting to discuss issues relating to the Forum based on the purpose and principles of this Heads of agreement.

All parties acknowledge that the relationship and partnership between Iwi and Council is an evolving process. As such, Iwi may seek to progress discussions regarding the independence of the Forum and its functions as part of future reviews.

Minor Amendments | Ngā Whakarerekētanga Iti Noa

The Heads of Agreement can be amended at any time, without being re-signed by Forum members, to allow for changes in membership and re-appointments. Council staff are authorised to update this Heads of Agreement for minor and necessary amendments such as the ability to add alternates without further member agreement.

Signed at Te Aroha thisday of 2018.

Mayor JE Barnes
Matamata-Piako District Council

Deputy Mayor JAF Thomas
Matamata-Piako District Council

Te Ao Marama Maaka (Principal)
Ngaati Haua

Ngaati Haua

Jill Taylor (Principal)
Ngaati Rahiri-Tumutumu

Ngaati Rahiri-Tumutumu

Thomas Smith (Principal)
Raukawa

Raukawa

Glenice Wigg (Principal)
Ngaati Paoa

Gary Thompson (Alternate)
Ngaati Paoa

Kathy Ngamane (Principal)
Ngaati Maru

Waati Ngamane (Alternate)
Ngaati Maru

Michael Baker (Principal)
Ngaati Whanaunga

Ngaati Whanaunga

Ngaati Tamatera

Ngaati Tamatera

Philip Samuels (Principal)
Ngaati Hinerangi

Dianna Vaimoso (Alternate)
Ngaati Hinerangi

Te Manawhenua Forum Membership

Trim No.: 1999943

Executive Summary

This report is to advise Te Manawhenua Forum Mo Matamata-Piako that notice of resignation as a member on Te Manawhenua Forum mo Matamata-Piako has been received from Tomairangi Thomas Smith. He will continue his role as Apotoro Wairua of the Ratana Church. Tomairangi has not advised of a replacement.

Recommendation

That:

1. The information be received.

Attachments

- A. Notice of Resignation - Tomairangi Thomas Smith

Signatories

Author(s)	Meghan Lancaster Committee Secretary	
Approved by	Don McLeod Chief Executive Officer	

April 2018.

File No. DEMO2018T02

Document No.

Te Manawhenua Forum,
Matamata Piako District Council,
Te Aroha.



Tena Kōwhiri Katoa,

To my friends and colleagues,
I leave my 'Notice of Resignation' with you.

Firstly, I humbly acknowledge our past members
who served on the Council with commitment
and passion. To those who have passed on,
Haere atu ra, haere atu ra,
moe mai ra.

To our present Iwi members, indeed the journey is
arduous and challenging. Despite this, as
Tangata Whenua o Aotearoa, we must continue.
Kia Kaha, Kia Maia, Kia Manawanui.

I shall continue in my role as Apotoro Wairua
of the Ratana church. To the Council and our
people, I pray for 'Kotahitanga'.

He Kororia, He Honore - Hareruia Kia 'Ihoo'
Matua Tama Wairua Tapu me Nga Anahera Pono,
me Te Mangai, aia nei, ake nei, Ae.

Naaku na, Tomairangi Thomas Smith.



Waitangi Day 2019

Trim No.: 2012256

Executive Summary

The annual Waitangi Day celebrations are part of Te Manawhenua Forum mo Matamata-Piako (the Forum's) work programme. Council has allocated a budget of up to \$2,500 towards the celebration of Waitangi Day 2019.

Additional funding may be applied for through the Ministry for Culture and Heritage's Commemorating Waitangi Day fund.

The Forum has previously indicated that they would like the 2019 celebrations to take place in Morrinsville.

The Forum is asked to confirm the venue and preferred format of the 2019 Waitangi Day event. It is recommended that an event organising committee is established, and that the Forum nominate at least two members to work alongside staff with the planning and organising of the celebrations (Te Ao Marama Maaka was nominated at the last meeting, with other nominees still to be confirmed).

The Forum is also asked to confirm whether it wishes to make an application to the Commemorating Waitangi Day fund. The application round is expected to open in July/August.

Recommendation

That:

1. **The Forum confirms their preferred venue for the 2019 Waitangi Day celebrations.**
2. **The Forum nominates two (or more) members to sit on the event organising committee to work alongside staff on the planning and organising of the celebrations.**
3. **The Forum authorises staff to make an application for funding on its behalf from the Commemorating Waitangi Day fund.**
4. **Staff report back on progress at the next Forum meeting.**

Content

Background

Since 2015 Te Manawhenua Forum has hosted district-wide Waitangi Day Celebrations. In 2015 and 2016 the celebrations were held at the Morrinsville Recreation Ground, where community groups and organisations have provided food and entertainment for the district's residents. Swim Zone Morrinsville has also provided free entry to the swimming pools on the day.

In 2017 the celebrations were moved to Te Aroha, where an International Food Festival was held at the Silver Fern Farms Events Centre, and 2018 celebrations took place in the Matamata Domain and Swim Zone Matamata.

The Forum has previously indicated that they would like the 2019 celebrations to take place in Morrinsville again. It is recommended that the 2019 celebrations follow a similar format to this year's event and the previous Morrinsville events.

The purpose of this report is to seek direction from the Forum on the planning of the 2019 celebrations

Analysis

Consistency with the Long Term Plan / Annual Plan

Council has allocated a budget of up to \$2,500 towards a district wide 2019 Waitangi Day celebration.

Impact on Significance and Engagement Policy

This matter is not considered significant under Council's Significance and Engagement Policy.

Timeframes

Waitangi Day is celebrated on Wednesday 6 February 2019.

Contribution to Community Outcomes

The celebration of Waitangi Day contributes to the following Community Outcomes;

5. Arts and heritage

(d) People will have the opportunity to learn about their own and other's kawa (protocol), tikanga (customs), whakapapa (ancestral heritage), heritage and culture.

Financial Impact

i. Cost

The total cost of the event will depend on the scope as determined by the Forum and organising committee. This will be reported back to the Forum at their October meeting.

ii. Funding Source

Council has allocated up to \$2,500 in its budgets towards a district wide Waitangi Day celebration. It is up to the Forum's discretion how this funding is applied.

Additional funding may be available through grants and/or sponsorships. Council may also provide in-kind support through providing free pool access and staff time

Attachments

There are no attachments for this report.

Signatories

Author(s)	Jenni Cochrane Communications Manager	
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Approved by	Don McLeod Chief Executive Officer	
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Representation Review

Trim No.: 2006074

Executive Summary

This report provides an update on the representation review process to Te Manawhenua Forum Mo Matamata-Piako (Forum).

Council is currently scheduled to confirm its initial proposal for community consultation at its meeting on 13 June 2018.

Recommendation

That:

1. The information be received.

Content

Background

The Local Electoral Act 2001 ("Act") requires Council to review its representation arrangements every six years. Council conducted its last review in 2012; therefore a review must be undertaken in 2018.

This report follows on from previous reports to the June, September, December 2017 and March 2018 Forum meetings.

Issues

The representation review looks at the makeup of our council - for example how should people be represented in their community, how many councillors should there be, and what are the major communities of interest.

Through this process Council reviews:

- the basis of election by wards;
- the structure and boundaries of wards;
- the number of elected members (including the number of elected members per ward);
- the establishment of Community Boards; and
- the establishment of any Maaori ward.

Maori Wards

The Local Electoral Act 2001 (Act) provides an opportunity for councils to establish Maaori wards. The issue of Maaori Wards has been discussed by Forum and Council has made a decision not to establish a Maori Ward in the Matamata-Piako District for the 2019 triennial general election. This decision was reported to the Forum's December 2017 meeting.

If 5% of more of electors in the district (approximately 1,100 people of approx. 22,000 electors) sign a valid poll demand, a poll must be held on the Maori Ward issue.

A request for poll was due by 21 February 2018 for a poll to be held by 21 May 2018 and for the outcome to take effect for the 2019 elections.

If a valid poll demand is received after 21 February 2018, the poll will be held after 21 May 2018 and result will take effect for 2022 election.

No poll demand has been received.

Pre-consultation

Council undertook preliminary consultation to understand the communities of interest that exist within the district and whether these have changed over time. This will help inform the representation review. The consultation period was 27 November – 15 December 2017.

The results of this consultation were discussed at the Forum's March 2018 meeting.

Legislative Requirements

The Local Electoral Act 2001 sets out the requirements for representation reviews. Territorial authorities are required to determine by resolution:

- whether members (other than the Mayor) are to be elected by electors of the district as a whole (At Large) or by electors of 2 or more wards, or in some cases by a combination of the electors of the district as a whole (At Large) and by electors of wards;
- the proposed number of members to be elected At Large/Ward/a combination;
- the proposed name and boundaries for each ward;

Key Principles

In reviewing representation arrangements, local authorities are required to provide for effective representation of communities of interest and fair representation of electors. There are three key factors to consider:

- communities of interest
- effective representation of communities of interest
- fair representation of electors.

Communities of Interest

The term 'Community of Interest' is not defined in the Local Electoral Act 2001.

- It can mean different things to different people.
- Defining communities of interest within the local context is an essential part of reviewing representation arrangements and is required to be carried out before determining how to provide for effective representation.
- It can be a sense of belonging to a clearly defined area or locality.
- It meets the community's needs for social services.
- The elected body can represent the interests of all of its members.
- A sense of community identity and belonging may be reinforced by:
 - distinctive geographical features
 - similarities in economic or social activities
 - similarities in demographic, socio-economic and/or ethnic characteristics of the residents
 - distinct local history
 - the rohe or takiwa of local iwi
 - dependence on shared facilities and services (schools, recreational, cultural) or retail outlets, transport and communication links .
- Must be able to be defined as a single geographical area (ie a physical boundary must be able to be defined).

Effective Representation

- Once communities of interest have been defined by geographical boundaries, there is a requirement to consider how these communities of interest will be most effectively represented.
- Does each community of interest require separate representation? Is effective representation best achieved by an At Large system, a Ward system or a combination of the two? Should there be local boards?
- How many members would provide for effective representation?
- Statutory restrictions require that there are between 5 and 29 members excluding the mayor for territorial authorities. Consider the size, nature and diversity of the district. Group together communities of interest with common interests. Accessibility, size and configuration of an area are relevant. Consider the populations reasonable access to its elected members and vice versa.
- Also consider the elected members' ability to effectively represent the views of their electoral area and to provide reasonable opportunities for face to face meetings.

Fair Representation

- Section 19V of the Local Electoral Act 2001 details the factors to be applied in determining the membership for wards or subdivisions in order to achieve fair representation of electors.
- The population of each ward or subdivision divided by the number of members to be elected by that ward or subdivision, must produce a figure no more than 10 % greater or smaller than the population of the district or community divided by the total number of elected members (other than members elected by the electors of a territorial authority as a whole if any, and the mayor, if any).

Process

The process to be followed when reviewing representation arrangements is:

1. Identify the communities of interest of the district.
2. Consider whether effective representation for the identified communities of interest is best achieved by electing members At Large or by Wards or a combination of the two.
3. Consider the fairness of representation by:
 - identifying the ratio of population per member for each proposed ward; and
 - Comparing the ward ratios calculated with the average population per member of the local authority as a whole.
 - Determining whether under any of the options for total membership, whether the ward ratios fall within the +/-10% of the average population per member (called the +/-10% rule).
4. Determine whether community boards are to be established.

Communities of interest in Matamata-Piako

Geographically, Matamata-Piako is relatively compact comprising an approximate total land area of 1,755 sq kilometres.

Within Matamata-Piako, geographically defined communities of interest can be identified by reference to the main towns of Morrinsville, Matamata and Te Aroha. The main towns provide services and facilities such as schools, libraries, retail shopping, sporting facilities and clubs.

There is also a large rural component to the district, and scattered rural settlements/ villages throughout. Many rural residents use of one the main towns as a service centre.

The current three wards are considered to reflect the district's communities of interest.

Effective Representation

The current total membership of Council is 11 Councillors plus the Mayor. Effective representation will provide reasonable access between residents/communities and Elected Members. The ward structure ensures that there is a fair geographical coverage of Elected Members from across the district.

Community Boards

Council have indicated that elected Members engage with residents/communities effectively at present and thus consider is not necessary to establish community boards for the 2019 local election.

Council will decide upon this issue at its meeting on 13 June 2018.

Fair Representation

The requirement that the average number of resident population to Councillors not exceed +/-10 per cent is required to be taken into account.

The latest population estimates (as at 30 June 2017) obtained from the Statistics NZ result in the following:

Status quo – current representation

Ward	Population	Councillors	Average People Per Councillor	Difference from Quota	% Difference from Quota
Matamata	13800	4	3450	293	9.27%
Morrinsville	12700	4	3175	18	0.56%
Te Aroha	8230	3	2743	-414	-13.11%
Totals	34730	11	3157		
Yardstick					

The above table shows that the Te Aroha Ward does not currently comply with the +/-10% rule as each Councillor is representing only 2,743 people whereas in the Matamata Ward each Councillor is representing over 3,400 people. The Matamata Ward is close to non-compliance but currently complies with the +/-10% rule.

Possible Options:

Council has been considering the best way forward through a number of workshops. It has considered a number of options including creating a rural ward/s, shifting ward boundaries, combining wards, increasing or decreasing the number of Councillors, or electing some Councillors at large. Council has indicated the options it would like to investigate further are as follows:

- Option1: Decreasing to 8 Ward Councillors (no change in ward boundaries)
- Option 2: Increasing to 13 Ward Councillors (no change in ward boundaries) with Morrinsville and Matamata Wards increasing by one Councillor each
- Option 3: 8 Ward Councillors + some Councillors elected at large (no changes in ward boundaries)

These options would comply with the +/- 10% rule.

Regardless of the number of Councillors, the total amount paid to elected members in salaries remains unchanged; it is just split amongst more or less Councillors.

Council will formally decide upon its initial proposal for consultation on at its meeting on 13 June. The proposal will then be notified inviting submissions.

Once Council has received and considered any submissions received on its initial proposal, it is able to make amendments prior to adopting its 'final' proposal. This will then be subject to any appeals and objections to the Local Government Commission. The final representation structure will apply for the 2019 and 2022 elections.

Timeframes

The attached diagram summarises the representation review process. The current project timeframes are:

- Initial proposal for consultation – 13 June Council meeting
- Consultation 20 June – 20 July
- Hearing/ deliberations - 15 August
- Late August/September - Notification of Council final proposal
- One month appeal period from giving public notice of final proposal
- September/October - If no appeals or objections are received and the arrangements comply with the legislation then Councils proposal becomes final
- By 11 April 2019 - If appeals or objections are received and/or Councils proposal does not comply with the +/- 10% rule the Local Government Commission makes a determination (if needed).

An update will be presented to the Forum's September 2018 meeting with what final proposal Council has decided upon.

Consultation

The Forum may wish to make a submission on the representation review proposal. The proposal will be advertised in the Piako Post and Matamata Chronicle on 20 June 2018 and a range of consultation activities are planned during the submission period.

Attachments

- A. Current Ward Map
- B. Summary of Representation Review Process

Signatories

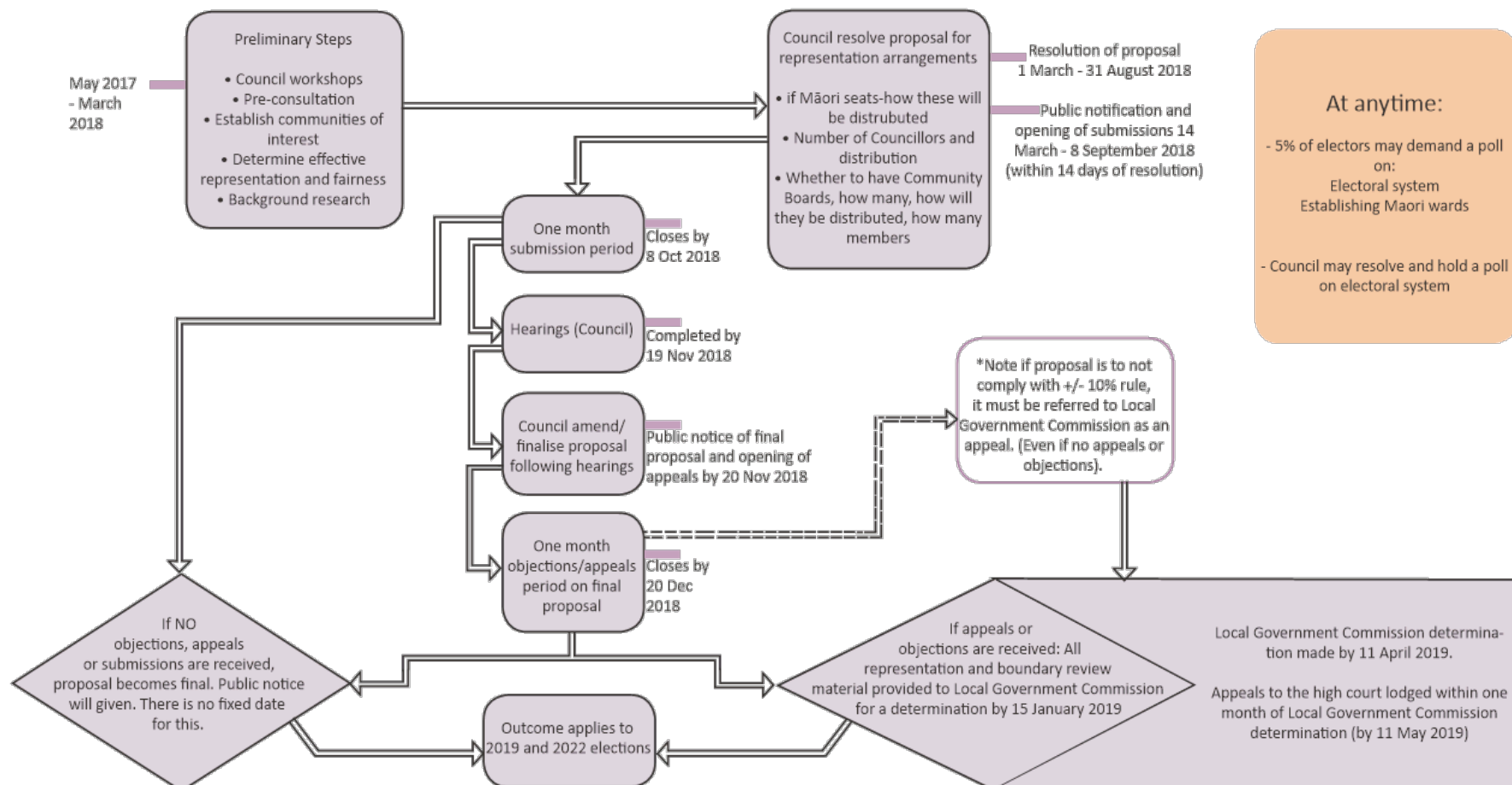
Author(s)	Niall Baker Acting Senior Policy Planner	
Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	



Stage 2: May 2017 - April 2019

Proceed with next stage, based on above decisions:

3. Representation arrangements



Long Term Plan 2018-28 Update

Trim No.: 2006072

Executive Summary

Consultation on the Long Term Plan and other key documents was open from 28 March to 29 April. A hearing was held on 16 and 17 May where Council to heard from those submitters who wished to present to Council, deliberated and made decisions on the submissions. Council will adopt the final plan on 27 June 2018.

Recommendation

That:

1. The information be received.

Content

Background

Long Term Plans

Under the Local Government Act 2002, Council has to set out its long term plans for the community. The Long Term Plan:

- identifies the key projects to take place over the next 10 years
- provides an overview of each activity Council will carry out and the services Council will provide for the next ten years
- determines how much this will cost and how Council will fund it.

The Long Term Plan must be adopted by 30 June 2018. The project timeline for a Long Term Plan is typically 14-18 months and involves staff across the whole organisation, Councillors and the community.

Issues

The Forum has received progress reports during the Long Term Plan process and feedback from the Forum has been given at various points.

Council proposals

The Consultation Document on the Long Term Plan sought feedback on some major proposals including:

- **Financials** - limiting debt to 150% of annual revenue; setting a rates limit of a 4% increase each year - however it was signalled that Council may need to exceed this in some years of the Plan.
- **Economic Opportunities** - doing more to support economic development in our region and district.
- **Vibrant Cultural Values** –funding for youth, increases to community grants and working with individual Iwi to develop relationship agreements.
- **Connected Infrastructure** - future of the Matamata and Morrinsville bypasses.
- **Healthy Communities** – Cycleway extension, Headon stadium/New sports stadium in Matamata.
- **Environmental Sustainability** - Transfer station fees and changes to the rubbish bag system.

Council consulted on the following matters separately:

- Fees and charges – Key changes proposed include cemetery plot fees, adding a ‘no refund policy’ for cancellations of venue hire within seven days of an event, setting fees for the new Matamata-Piako Civic and Memorial Centre, Resource Management Act fees, and reducing the costs of rubbish bags and increasing transfer station fees.
- Policy on Development Contributions - The main changes to the policy relate to the schedule of Development Contributions and Projects. The policy also recognises that in time, we will no longer have the ability to collect financial contributions under the Resource Management Act 1991.
- Revenue and Financing Policy - This policy sets how Council will fund each activity we deliver and why. Key changes relate to rubbish and recycling services becoming more ‘user-pays’.
- Rates Remission and Postponement Policies - Some of the key changes Council proposed to these policies are:
 - adding a full remission for properties with a land value of less than \$500
 - removing the remission of the Uniform Annual General Charge for properties where the owners of one property are private individuals and the related property is held in the applicant’s family trust
 - adding two extra policies:
 - Draft Policy on remission of rates on abandoned land
 - Draft Policy on the remission and postponement of rates for natural disasters and emergencies

How the LTP has been presented

The LTP consists of information:

- about Council, its structure
- its financial strategy
- its infrastructure strategy
- information about the district, population growth and its economy, and community outcomes
- the activity plans and activity group funding impact statements
- Significant assumptions that have been made in preparing the plan
- financial statements
- mandatory policies.

Submissions received

Council received 198 submissions, with 221 submitters. 37 people/organisations presented their submissions at the hearing. The submissions cover a range of Council activities and themes. Council’s heard from submitters who wished to present their submission in person on Wednesday 16 May and deliberated on the submissions on Thursday 17 May.

Analysis

Legal and statutory requirements

There are an array of legislative requirements for the LTP set out in the LGA 2002, the Local Government (Financial Reporting and Prudence) Regulations 2014 and Local Government Rating Act 2002.

Impact on policy and bylaws

The outcome of this process will result in new plans for Council to take effect from 1 July 2018. The LTP is the ‘cornerstone’ of the Local Government Act 2002 planning process.

Once adopted, the LTP will set the direction for Annual Plans and Annual Reports over the next three year cycle. There are statutory restrictions if Council wants to deviate from the direction established in the adopted LTP.

Communication, consultation and decision making processes

Council used several communication tools to encourage the community to take part in the consultative process including:

- Circulation of the CD through the Piako Post/Chronicle newspapers – approximately 16,000 properties.
- Full page newspaper advertisements on each of the key Consultation Document topics each week during the consultation period (i.e. financials, economic opportunities etc.). The advertisement in the first week of the consultation period explained the other documents Council was consulting on such as the Development Contributions Policy.
- Council Office and library displays showing Councillors and the key Consultation Document issues
- Use of Facebook
- Press coverage on various issues
- Promotion on the Council website
- Councillor Café sessions in each main town (where people could come and ask questions of Councillors about the plan and find out about the proposals).
- Attending town Market Days and the opening event of the Matamata-Piako Civic and Memorial Centre.
- Meetings with town business associations and community groups such as Greypower associations.
- The CD was mailed to out of district ratepayers, Te Mana Whenua Forum members, local Marae, and Iwi groups on our distribution list.
- Letters sent to stakeholders such as community groups, service clubs, property owners along the Matamata and Morrinsville bypasses and cycleway routes, chicken growers/farmers, environmental groups, users of Headon Stadium and grant recipients.

The proposed communications approach was previously discussed at with the Forum and feedback from members sought especially on how to engage with Iwi/Maori.

Consent issues

There are no consent issues.

Timeframes

Process	Start	Finish
LTP update to Forum	27 February 2018	27 February 2018
Council approved the consultation document approved for consultation (and supporting information)	7 March 2018	7 March 2018
Submissions open	28 March 2018	29 April 2018
LTP hearing	16 May 2018	17 May 2018
Council adopt final LTP Rates struck for 2018/19	27 June 2018	27 June 2018
LTP in force	1 July 2018	30 June 2021

Contribution to Community Outcomes

The LTP contributes all community outcomes. The community outcomes are set out in Part 1 of the LTP and the contribution that each activity makes to the outcomes is outlined in the relevant activity plans.

Community Outcomes are the outcomes that Council seeks for its community (required by legislation). Council has reviewed the community outcomes and its overall vision for the LTP 2018-28 and the new vision and outcomes are set out below. These outcomes must be disclosed in the Long Term Plan.

Vision, Outcomes and Strategic Priorities 2018-28

Matamata-Piako – The Place of Choice Lifestyle. Opportunities. Home.				
Enabling...				
Connected Infrastructure	Economic Opportunities	Healthy Communities	Environmental Sustainability	Vibrant Cultural Values
Infrastructure and services are fit for purpose and affordable, now and in the future.	We are a business friendly Council.	Our community is safe, healthy and connected.	We support environmentally friendly practices and technologies.	We promote and protect our arts, culture, historic, and natural resources.
Quality infrastructure is provided to support community wellbeing.	Our future planning enables sustainable growth in our district	We encourage the use and development of our facilities.	Development occurs in a sustainable and respectful manner considering kawa/protocol and tikanga/customs.	We value and encourage strong relationships with iwi and other cultures, recognising waahi tapu and taonga/significant and treasured sites and whakapapa/ancestral heritage.
We have positive partnerships with external providers of infrastructure to our communities.	We provide leadership and advocacy is provided to enable our communities to grow.	We encourage community engagement and provide sound and visionary decision making.	We engage with our regional and national partners to ensure positive environmental outcomes for our community.	Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) have meaningful involvement in decision making.
Strategic Priorities – What's most important?				
<p><i>We have identified some strategic priorities for Council to focus on first; these will be reviewed each year:</i></p> <ul style="list-style-type: none"> <i>Planning for and providing affordable infrastructure that is not a limiting factor in our district's growth.</i> <i>Developing and implementing an economic strategy that encourages and supports economic growth in our district.</i> <i>Reviewing the provision and suitability of sporting and recreational facilities in the district.</i> <i>Supporting environmentally friendly practices and technologies.</i> <i>Building relationships with iwi and other groups within our community that represent our cultural diversity.</i> <i>Advocating for services on behalf of our communities.</i> 				

Financial Impact

i. Cost

Preparation of the LTP is provided for within existing budgets. The funding source for all the activities within the plan is set out in the Revenue and Financing Policy.

Attachments

There are no attachments for this report.

Signatories

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

Annual Customer Survey 2018

Trim No.: 2009506

Executive Summary

As a part of the Annual Report each year we undertake the Annual Customer Survey to gauge perception from the community on a number of our services, and relate those results back to the relevant performance measures.

This report highlights some of the results from the Annual Customer Survey 2018. There will be a presentation on the survey.

Recommendation

That:

1. The report is received.

Content

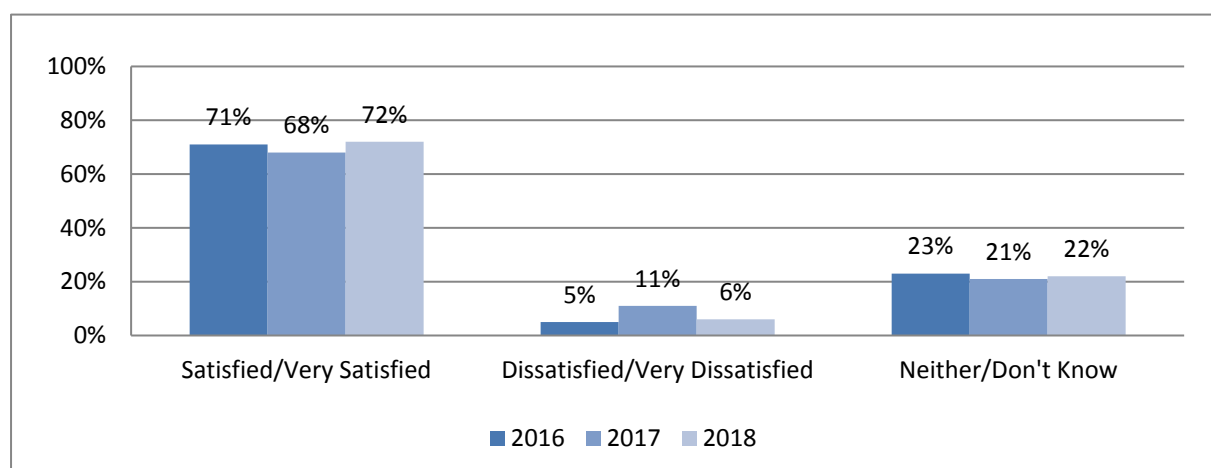
Background

The Annual Customer Survey was undertaken by Versus Research (Versus). This survey asks how satisfied respondents are with a number of different services or facilities that Council provides. Respondents are asked to rate their satisfaction on a 5 point scale with 1 being very dissatisfied, 3 being neither satisfied nor dissatisfied and 5 being very satisfied.

There were 400 randomly selected people surveyed. Versus ensure respondents are representative of the overall population of our district in regards to where they live, gender, age, ethnicity etc. The margin of error in the survey was +/- 4.9% at the 95% confidence interval. In other words if this survey was to be repeated again with a different set of randomly selected respondents at a similar time there would be a very high probability that the results would be within 5% of the original results.

This year's survey included 10 questions related to our Long Term Plan (LTP) performance measures. The results from the Survey are used to track our performance against our performance measure targets set in the LTP. Activity managers also use the results and verbatim comments to target efforts and resources, and to inform the prioritisation of work.

Overall satisfaction with Council



The below table is a summary of all results. Please refer to the full report for further details.

Satisfaction with...	2016 results	2017 results	2018 results	Difference 2017-2018
Aquatic facilities (users)	74%	70%	87%	+17
Opportunity be involved in consultation processes	52%	49%	56%	+7
First point of contact	88%	85%	91%	+6
Library services (users)	85%	85%	90%	+5
Walking tracks (users)	81%	80%	84%	+4
Management of flooding in urban areas	45%	41%	45%	+4
Roading network maintained for the long term	61%	59%	63%	+4
Kerbside refuse, recycling services and transfer stations	80%	82%	85%	+3
Performance of Councillors and Mayor	65%	68%	70%	+2
Ease of access to Council information	61%	63%	65%	+2
Parks and reserves (users)	79%	83%	84%	+1
Sports fields (users)	79%	79%	79%	No change
Cemeteries (visitors)	88%	91%	89%	-2
Wastewater network	90%	92%	90%	-2
Access to parking in shopping areas	56%	53%	50%	-3
Playgrounds (users)	74%	75%	71%	-4
Water supply (users)	79%	81%	75%	-6
Library online services	73%	90%	80%	-10
Satisfaction with CBDs*			72%	New Question*

Legal and statutory requirements

There is no requirement to undertake an Annual Customer Satisfaction Survey however there is a requirement under the Local Government Act 2002 to produce an Annual Report each year. Many of our performance measures are measured through the Annual Customer Survey.

Attachments

- A. Annual Customer Survey 2018 - summary

Signatories

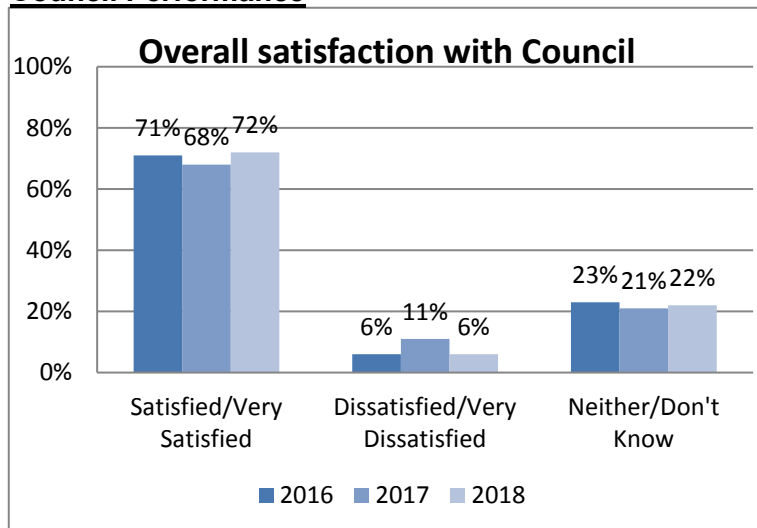
Author(s)	Jesse Gooding Graduate Policy Planner	
Approved by	Sandra Harris Acting Strategic Policy Manager	
	Don McLeod Chief Executive Officer	



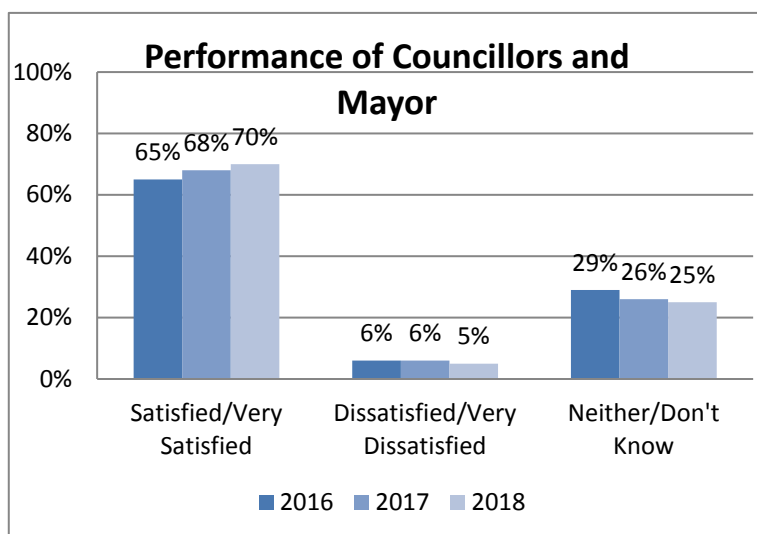
Annual Customer Survey 2018 Summary Report

This summary provides an overview of some key results for our Annual Report 2017/18, and comparisons with 2016 and 2017 results, along with 2018 performance targets.

Council Performance

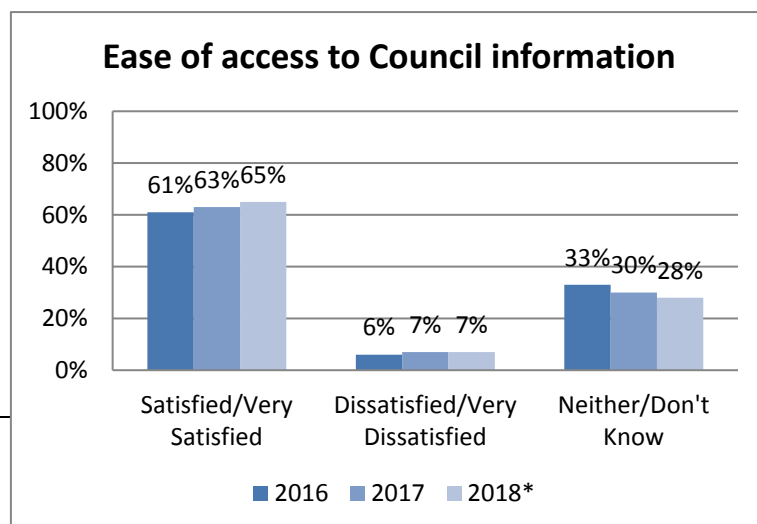


Overall satisfaction has increased 4% and dissatisfaction has decreased 5%.



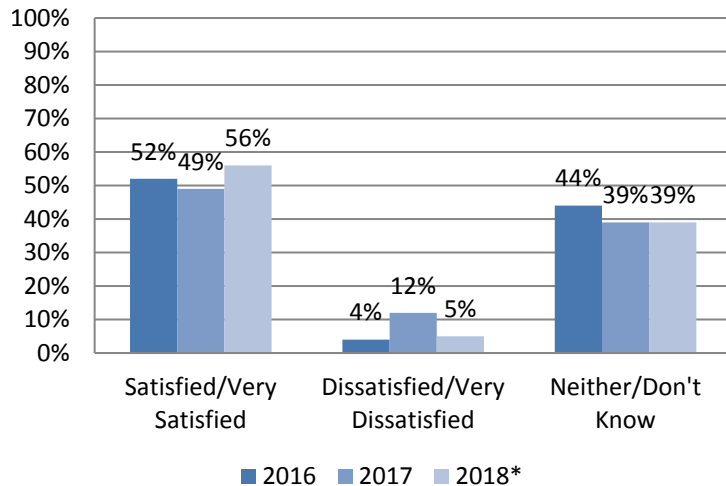
Satisfaction with Councillors and Mayor has increased by 2% from last year's results, however note this does not meet the target in our Long Term Plan of 75%. Main reasons for dissatisfaction were lack of communication/ information, lack of action or unhappy with a Council decision.

Contact & Communication



There has been a 2% increase in satisfaction with ease of access to council information. Responses of neither satisfied nor dissatisfied remains high at 22% (11% don't know). Main reasons for dissatisfaction relate to specific outcomes.

Public's opportunity to be involved in the consultation process

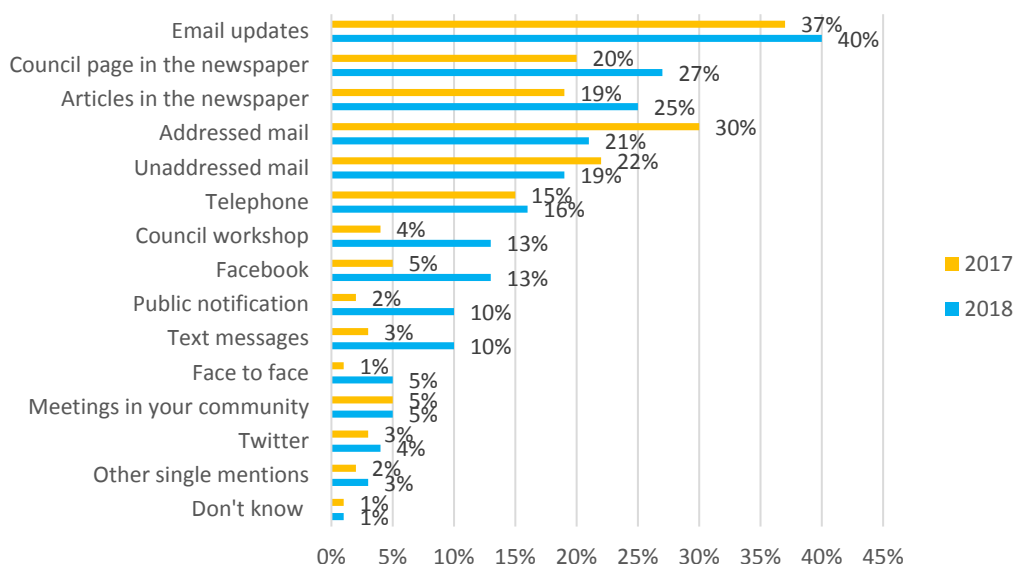


There has been a 7% increase in resident satisfaction with the consultation process. This exceeds the target of 52%. Dissatisfaction has dropped 7%, while 28% of respondents answered neither satisfied nor dissatisfied. There is significant disparity across the three wards for this question, Te Aroha 70% satisfied, Morrinsville 62% satisfied, and Matamata were 41% satisfied. Main reasons for dissatisfaction include not enough consultation and that Council seem to act first and consult after.

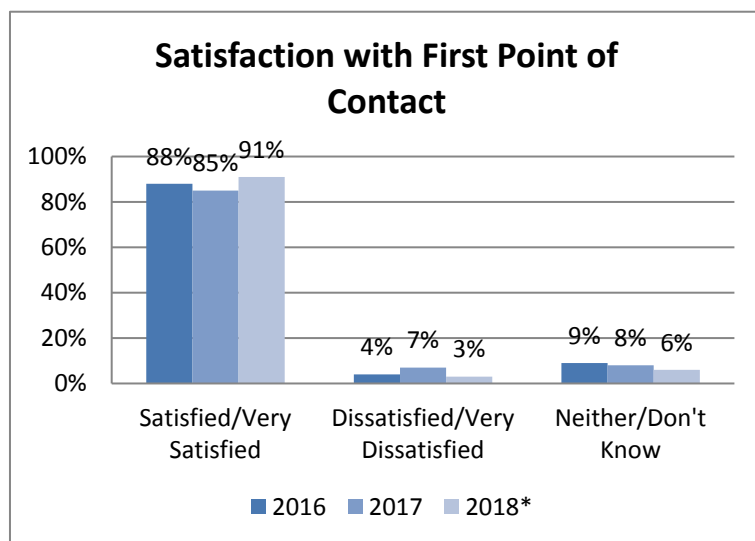
Preferred form of communication

Email updates is the most popular form of communication amongst respondents especially Matamata residents, following this is the 'Council in focus' page in the newspapers and general newspaper articles. Those that prefer addressed and unaddressed mail has been steadily decreasing over the last few years. Council's website and facebook have seen increases this year but are still well behind email updates and newspapers.

Preferred form of Communication

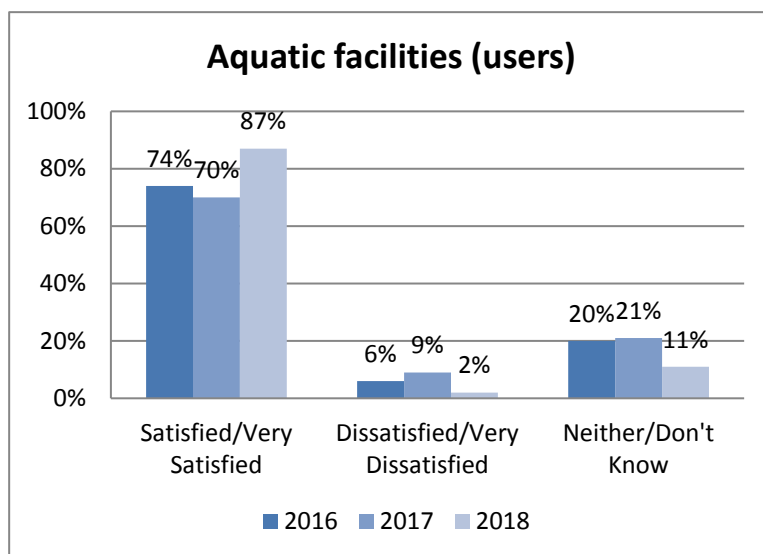


Customer Services



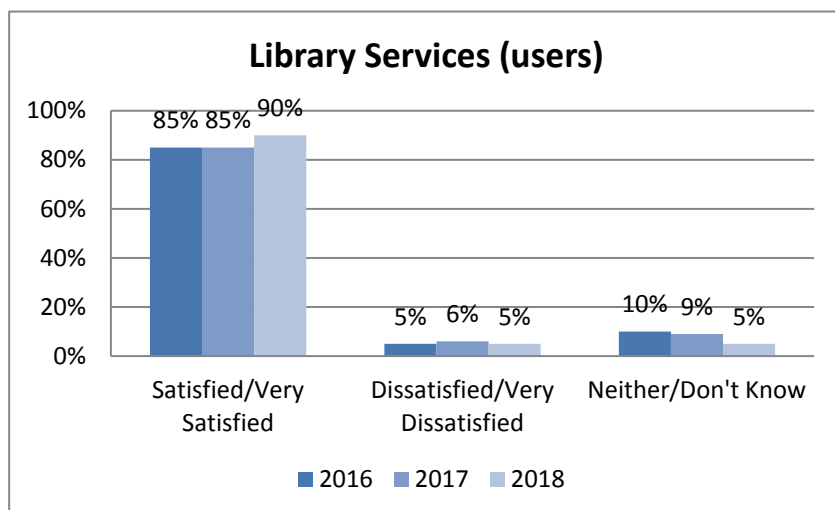
The majority (91%) of residents who contacted council by telephone or face to face in the past year are satisfied with the service they received overall. This is an increase of 6%. Main reasons for dissatisfaction is a lack of action or follow up.

Community Facilities

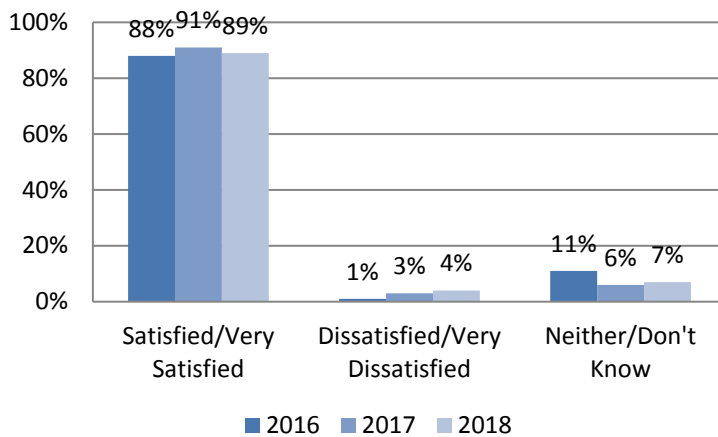


There has been a 17% increase in satisfaction from last year. This exceeds the target of 80%. The number of people visiting our pools has also increased this year to date. Main reasons for dissatisfaction are restricted times, access and season.

There has been a 5% increase in overall satisfaction with library services in the past year. The target of 90% satisfaction has been met. Main reasons for dissatisfaction include the check out service and other minor improvements needed.



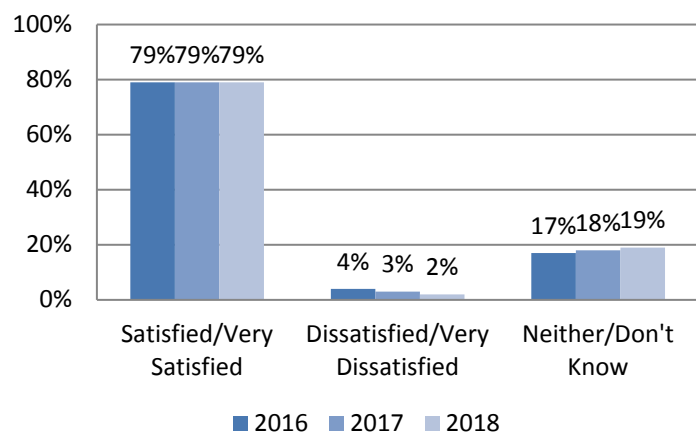
Cemeteries (visitors)



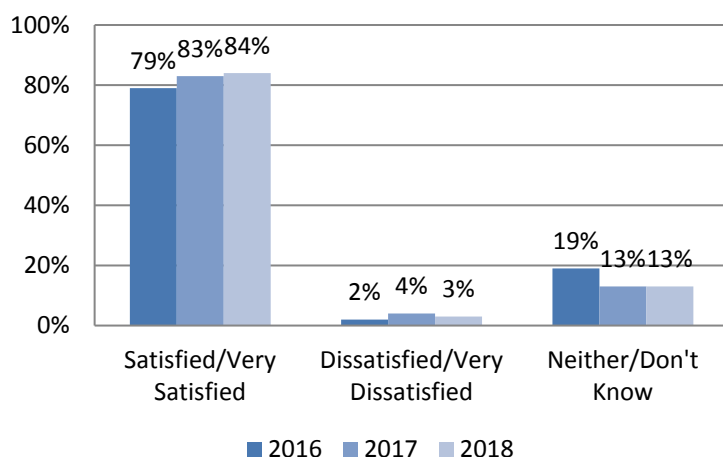
In terms of visitors there has been a 2% decrease in satisfaction from 2017. Main reasons for dissatisfaction are cemeteries being untidy and un-kept.

79% of users are satisfied with sports fields. There has been no change in overall user satisfaction from the previous two years. This is 1% short of the target. Main reasons for dissatisfaction include a lack of maintenance.

Sports Fields (users)

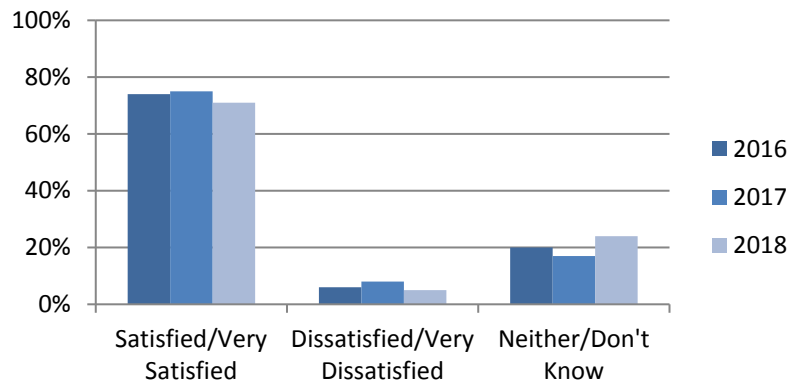


Parks and Reserves (users)



Overall user satisfaction is 84%, exceeding the target of 80%. Main reasons for dissatisfaction include a lack of maintenance.

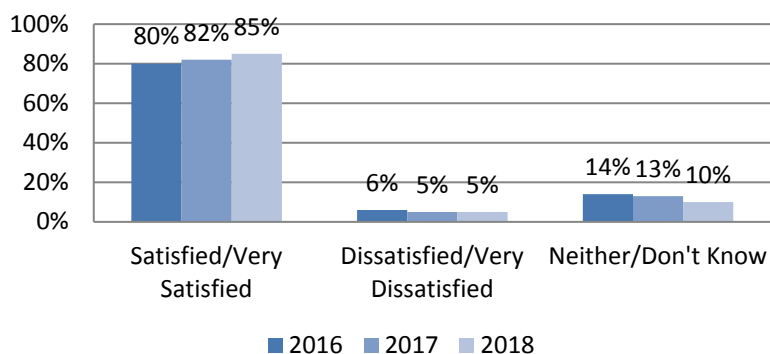
Playgrounds (users)



71% of users have expressed overall satisfaction with Council playgrounds. 24% are neither satisfied nor dissatisfied and 5% are dissatisfied (3%) or very dissatisfied (2%).

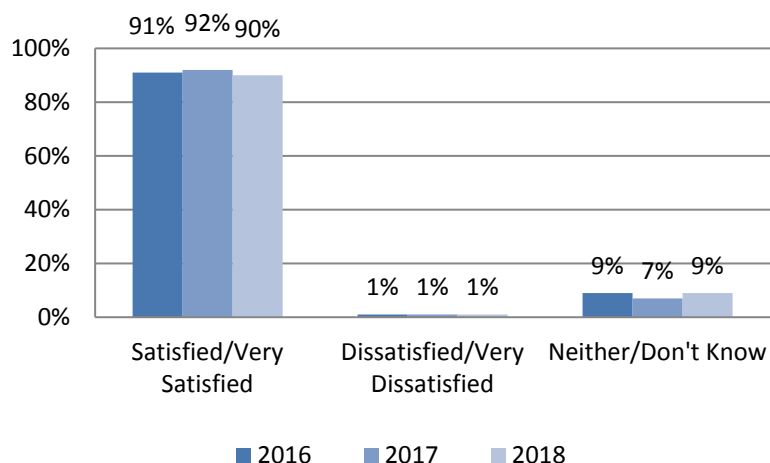
Infrastructure

Kerbside refuse, recycling services and transfer stations (users)



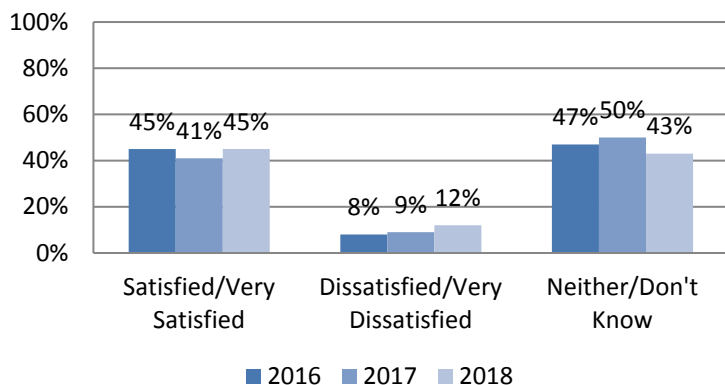
Overall user satisfaction has increased 3% from the previous year, exceeding the KPM target by 5%. Main reasons for dissatisfaction include dissatisfaction with kerbside collection (reasons including inconsistent time of pickups, leaving a mess and the bags being too small).

Wastewater network



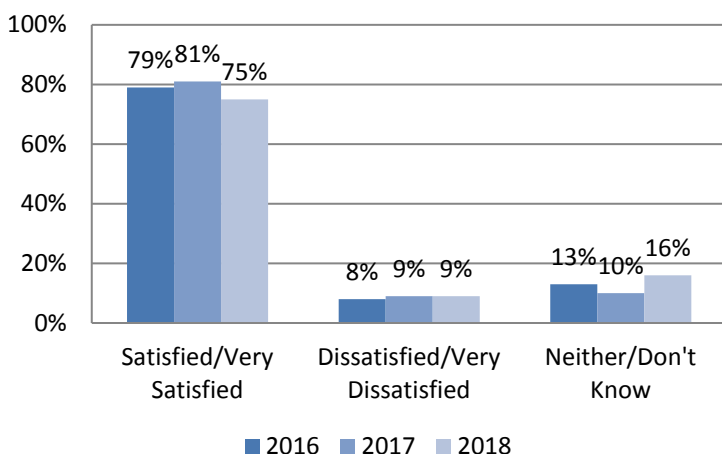
The majority of residents that use the waste water network are satisfied or very satisfied with this service. Only 1% (3 people) indicated they were dissatisfied.

Management of flooding in urban areas



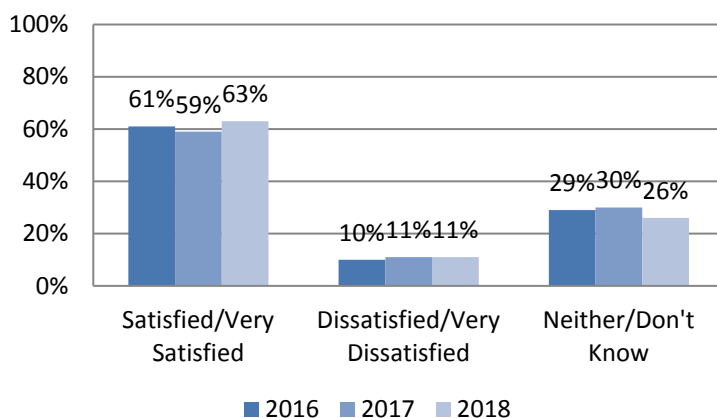
Satisfaction with council's management of flooding within urban areas has increased by 4% this year. A significant proportion (27%) of residents are neither satisfied nor dissatisfied with management of flooding while a further 16% are unsure how to rate this. Main reasons for dissatisfaction include flooding with heavy rain and blocked drains.

Water supply (users)



Satisfaction of water supply users has decreased 6% from the previous year. 9% of users are dissatisfied overall. Dissatisfaction is highest in the Morrinsville ward, at 14%, as opposed to 5% in Matamata and 4% in Te Aroha. Main reasons for dissatisfaction include poor tasting/smelling water and dirty water.

Road network maintained for the long term



Close to two-thirds of residents (63%) surveyed are satisfied (13%) with the roading network being maintained for the long term. This is a 4% increase from last year's results, however, it does not meet the target of 75%. Overall dissatisfaction is highest in Matamata (16%), while 9% of Morrinsville residents, and 6% of Te Aroha residents are dissatisfied. Main reasons for dissatisfaction include potholes and uneven surfaces and poor quality repairs.

District Plan Update

Trim No.: 2012229

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.

Content

Background

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. Currently all parties have tabled documentation on whether the appeal is within scope. The Court is currently considering this and we hope a decision will be released in the next few months.

Two parts of the plan change, proposed Rural-Residential rezoning on Horrell Road and Kuranui Road, both near Morrinsville, were earlier deferred as Council worked with the New Zealand Transport Agency on outstanding issues. In December, Council withdrew the proposed Horrell Road rezoning whilst, in January, agreement was reached with the Transport Agency over the Kuranui Road proposal. On 14 February, Council decided to accept the proposed Kuranui Road rezoning. This rezoning received no appeals and Council will set an operative date at its 29 June meeting.

Council resolved on 14 February to make the remainder of plan change part-operative on 6 April, excluding those areas mentioned above.

Plan Changes notified for submission

- 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. Should the submitters still wish to be heard, a hearing will be required. Open Country Dairy are currently in discussion with submitters to try and find consensus prior to a hearing.
- Plan Change 50 - "Hobbiton Movie Set Development Concept Plan". This plan change was notified for submission on 4th April. 15 submissions were received. The summary of submissions is due to be notified for further submission on 20th June 2018. Full details are available from: <https://www.mpd.govt.nz/district-plan/district-plan-review>.
- Plan Change 52 - "Development Concept Plan Milk Processing Factory, SH 26, Tatuani (Tatua)". This plan change was notified for submission on 4th April. Four submissions were

received, including from Ngati Haua and Council. Full details are available from:
<https://www.mpdc.govt.nz/district-plan/district-plan-review>.

Future Plan Changes

Preliminary meetings with some landowners have been held for Plan Change 49 – “Waharoa Zoning and Development”. Both this plan change and “Plan Change 53 - Settlements”, which will evaluate the zoning and rule provisions for settlements located in the Rural Zone, are to be commenced following a tender process to engage external expertise.

Council has earmarked Papakainga as the next plan change priority.

Attachments

There are no attachments for this report.

Signatories

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

Reserve naming request

Trim No.: 2011346

Executive Summary

Council has received a request to name a walkway between Seales Road and Deanna Avenue, Morrinsville. The walkway is located on Seales Road Reserve. The widow of the developer of the subdivision wishes to have the walkway named 'Gregdon Walkway'.

As the walkway is on a Reserve the requirements of the Reserves Act 1977 and the policies of the reserve management plan need to be followed.

The naming process is as follows:

- Council consults with donors, user groups, community groups and Iwi in the vicinity and come up with a short list of potential names
- Council makes a Resolution to name/rename the Reserve with list of suggested names to go out for consultation
- A month is allowed for public consultation
- Council considers submissions from the public
- A Council Resolution approves the chosen name
- A Gazette Notice is published naming the Reserve.

On 13 December 2017 Council considered the request and resolved that:

"Council recommends renaming the reserve known as Seales Road Reserve and proceeds with the consultation process as per the General Policies Reserve Management Plan."

Council has approached Ngāti Hauā for comment on the proposal. The Forum may also wish to comment on the request to name the Reserve and/or to provide potential names for the Reserve for Council to consider.

Recommendation

That:

1. The report be received.

Content

Background

As part of a subdivision by LH and TA Oldham in 1996 a number of new streets were constructed in Morrinsville between Seales Road and Lindale Street. The subdivision created approximately 34 new lots.

The intention was originally to construct and vest a new Road to link Deanna Avenue and Seales Road. The road was proposed to be called Gregdon Street. When finalising the consent the road was no longer needed and a local purpose reserve was vested in Council instead. A public walkway on the reserve provides connectivity between Seales Road and Deanna Avenue.



In the 1970s Mr Oldham was involved in the subdivision of the land where the residential sections and Lindale Street is located. Mr Oldham named all the streets in this subdivision after family members. Gregdon was a combination of the names of his sons GREGory and BrendON.

The walkway has no official name but the reserve is known as Seales Road Reserve. It has been requested by Tui Martin, the widow of the original developer, that the Reserve be officially named and signposted Gregdon Walkway.

On 13 December 2017 Council considered the request and resolved that:

“Council recommends renaming the reserve known as Seales Road Reserve and proceeds with the consultation process as per the General Policies Reserve Management Plan.”

Issues

Policy on naming of reserves

Most of the reserves maintained by Council have names, this is generally done when the reserves are vested with Council at the time of subdivision or when a reserve management plan is compiled or reviewed.

The benefits of having a distinctive name for a reserve include:

- making it easier to identify the reserve;
- making it easier for visitors or emergency services to find the reserve;
- highlighting heritage features of the site;

- recognising contributions made by residents, families or organisations;
- identifying prominent ecological or geographic features;
- reinforcing the purpose or principal use of the reserve.

Section 2.15 of the General Policies Reserve Management Plan 2009 outlines the process for formal reserve naming / renaming:

In short the process is as follows:

- Council consults with donors, user groups, community groups and Iwi in the vicinity and come up with a short list of potential names
- Council makes a Resolution to name/rename the Reserve with list of suggested names to go out for consultation
- A month is allowed for public consultation
- Council considers submissions from the public
- A Council Resolution approves the chosen name
- A Gazette Notice is published naming the Reserve.

Potential for confusion

Seales Road Reserve is relatively small reserve. Naming the walkway that occupies the length of the reserve a different name from the reserve itself would likely cause confusion. For this reason Council is considering renaming the entire Reserve.

Council decisions to date

On 13 December 2017 Council considered the request and resolved that:

“Council recommends renaming the reserve known as Seales Road Reserve and proceeds with the consultation process as per the General Policies Reserve Management Plan.”

Actions to date

Council staff have approached Ngāti Hauā Iwi Trust for comments/suggestions on the proposal. As the next meeting of the Ngāti Hauā Iwi Trust is after the closing date for the Te Manawhenua Forum meeting agenda, staff will provide an update at the meeting.

The Forum may wish to comment on the request to name the Reserve and/or to provide potential names for the Reserve for Council to consider.

Analysis

Legal and statutory requirements

Sections 16 (10) & (10A) of the Reserves Act 1977 prescribe the process for formally naming a reserve.

Impact on policy and bylaws

Council needs to follow the naming/renaming process as outlines in the Reserve Management Plan to meet the requirements of the Reserves Act.

Impact on Significance and Engagement Policy

No impact on Significance and Engagement Policy.

Communication, consultation and decision making processes

Although Mr Oldham has now passed away, the request has come from his family.

Section 2.15 of the General Policies Reserve Management Plan 2009 outlines the process for formal reserve naming / renaming:

In short the process is as follows:

- Council consults with donors, user groups, community groups and Iwi in the vicinity and come up with a short list of potential names
- Council makes a Resolution to name/rename the Reserve with list of suggested names to go out for consultation
- A month is allowed for public consultation
- Council considers submissions from the public
- A Council Resolution approves the chosen name
- A Gazette Notice is published naming the Reserve.

Timeframes

The timeframe of the process is approximately 3 months, provided there are not too many objections.

Financial Impact

i. Cost

The cost of consultation includes staff time and advertising costs. Approximately \$2,000.

The cost to supply and install signs will be approximately \$250 each.

ii. **Funding Source**

This is all operating cost.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Mark Naude Parks and Facilities Planner	
Approved by	Susanne Kampshof Asset Manager Strategy and Policy	
	Manaia Te Wiata Group Manager Business Support	

Road Naming in Peakedale Subdivision Matamata

Trim No.: 2011214

Executive Summary

Te Manawhenua Forum Mo is requested to approve the road names of the following new roads in the District that have occurred as a result of subdivision. Refer to the attachment for the location of the roads.

It is recommended that the Te Manawhenua Forum Mo accept the proposed road names or meet with Developers to discuss and conclude appropriate road names.

The accepted/agreed proposed road names will then be submitted to Council for Council approval prior to 224 being issued.

Recommendation

That:

1. The report be received.
2. Te Manawhenua Forum Mo accept the proposed road names or meet with Developers to discuss and conclude appropriate road names.

Content

Background

A 155 lot subdivision is being developed by Yungulla Property Trust and Eldonwood Limited at 42 Jellicoe Road in Matamata.

Eight new public roads and one private road are going to be constructed as part of the subdivision. Please see attachment for the road layout.

These names are from the Peak Dale district in the United Kingdom. This is in keeping with the name of the subdivision "Peakedale Estate".

Issues

Proposed Name - Existing Streets or Roads with the same names

Peakedale Drive: No others

Bowman Road: Bowman Road, Whatawhata,
Bowman Road, Te Awamutu
Bowman Road, Forrest Hill, Auckland

Buxton Crescent: Buxton Place, Ohauti, Western Bay of Plenty
Buxton Street, Point Chevalier, Auckland

	Buxton Avenue, Karori, Wellington
Tapsell Drive:	Tapsell Road, Fairy Springs, Rotorua
	Tapsell Road, Papamoa Beach, Paengaroa
Archford Road:	No others
Monsal Crescent:	No others
Batham Drive:	Batham Drive, Mount Victoria, Wellington
Asto Drive:	No others
Stanton Lane (private access):	Stanton Terrace, Lynfield, Auckland

Stanton Crescent, Hoon Hay, Christchurch

There are several names that are in common with adjoining Councils although there are quite clear distinctions between them.

The proposal is in-line with Councils Naming of Roads and Private Right of Ways.

All but one of the roads are to be public and vested in Council. The private road is differentiated with the use of "Lane" as per Councils Naming of Roads and Private Right of Ways.

As there are nine roads in total to be named it appears impractical to have three options for each.

Therefore if any of the roads names are not appropriate there are four alternatives proposed:

<u>Alternative name</u>	- <u>Existing Streets or Roads with the same names as these alternatives</u>
Craven Road	Craven Street, Sockburn, Christchurch
	Craven Court, Ashhurst
Winnat Road	No others
Lud Road	Lud Valley Road, Atawhai, Hira
Kinder Road	Kinder Place, Ngongotaha, Rotorua
	Kinder Place, Meadow Bank, Auckland

Options

There are nine roads to be named. The preferred road names are listed above and for any that are unsuitable the Developer has submitted a further four names for consideration.

The options are as following:

1. The Forum accepts the proposed road names as listed above.
2. Te Manawhenua Forum Mo does not accept the proposed road names and offers for a representative to meet with the Developer within the next ten working days from this meeting to consider alternative names.

Impact on policy and bylaws

The proposed Road names align with Councils policy. They are single word names and there are no other similar named roads in the district.

Communication, consultation and decision making processes

Te Manawhenua Forum Mo representative have been notified of the proposed names for this subdivision, although have not been involved in the naming process. We are still in a transition to the new process which will give more opportunity for Te Manawhenua Forum Mo input for naming.

Consent issues

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

Timeframes

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

Attachments

A. Yungulla and Eldonwood Subdivision

Signatories

Author(s)	Raymond Short Roading Asset Engineer	
Approved by	Manaia Te Wiata Group Manager Business Support	
	Susanne Kampshof Asset Manager Strategy and Policy	



Road Naming in Vatos Subdivision Matamata

Trim No.: 2011263

Executive Summary

Te Manawhenua Forum Mo is requested to approve the road names of the following new roads in the District that have occurred as a result of subdivision. Refer to the attachment for the location of the roads.

It is recommended that the Te Manawhenua Forum Mo accept the proposed road names or meet with Developers to discuss and conclude appropriate road names.

The accepted/agreed proposed road names will then be submitted to Council for Council approval prior to 224 being issued.

Recommendation

That:

1. The report be received.
2. That Te Manawhenua Forum Mo accept the proposed road names and state their preferred road name per road or meet with Developers to discuss and conclude appropriate road names.

Content

Background

Mr Stephen Swap would like the following road names submitted to the Te Manawhenua Forum and Council for approval. The road names are for two new roads in Vatos Developments new subdivision off Mangawhero Road, Matamata.

Main road off Mangawhero Road:

- | | |
|------------------|--|
| 1) Lewis Road | Lewis was Stephen Swap's Grandmothers name. |
| 2) Johnston Road | Johnston was Stephen Swap's Grandmothers name. |
| 3) Earl Road | Earl was Stephen Swap's Grandfathers name. |

Road off the new Main road:

- 1) Sadie Drive

The name "Sadie" is the name of the Swap family matriarch who recently passed away at the age of 103. The Swap family are involved as current owners and contractors developing the subject site.

2) Gillies Drive

The name Gillies is in respect to the previous owners of the site, Tony and Pamela Gillies.

3) Clothier Drive

The name "Clothier" is in respect to Mr Bruce Clothier who was a local businessman and identity who recently passed away. Bruce Clothier was also the previous owner of the land involved in this development.

Issues

Proposed Name - Existing Streets or Roads with the same names

Lewis Road	Lewis Street, Glenview, Hamilton Lewis Road, Rosehill, Karaka
Johnston Road	Johnston Street, Wellington Johnston Way, Whakatu Johnstones Road, Otara, Auckland Johnstone Drive, Fitzherbert, Palmerston North
Earl Road	Earl Drive, Katikati, Western Bay of Plenty
Sadie Drive	Nil in New Zealand
Gillies Drive	Gillies Street, Leamington, Cambridge Gillies Street, Kawakawa Gillies Avenue, Epsom, Auckland Gillies Avenue, Claudelands, Hamilton
Clothier Drive	Clothier Road, Elstow, Te Aroha Clothier Street, Putararuru Clothier Street, Phillipstown, Christchurch Clothier Road, Temple View, Karamu

The name Clothier is the name most likely to cause confusion as there is an existing Clothier Road in our district and a Clothier Street in South Waikato.

The only other proposed road name that could cause minor confusion is Earl Road as there is an Earl Drive in Katikati.

Other than the above mentioned the proposal is in-line with Council's Naming of Roads and Private Right of Ways.

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

Options

There are two roads to be named. The preferred road names are listed in preference above

The options are as following:

1. The Forum accepts the proposed road names.
2. The Forum states their preference for one Road Name per road from the three choices submitted per road.
3. Te Manawhenua Forum Mo does not accept the proposed road names and offers for a representative to meet with the Developer within the next ten working days from this meeting to consider alternative names.

Impact on policy and bylaws

The proposed Road names align with Councils policy. They are single word names and there are no other similar named roads in the district.

Communication, consultation and decision making processes

Te Manawhenua Forum Mo representative have not been notified of the proposed names. We are still in a transition to the new process which will give more opportunity for Te Manawhenua Forum Mo input for naming.

Consent issues

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

Timeframes

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

Attachments

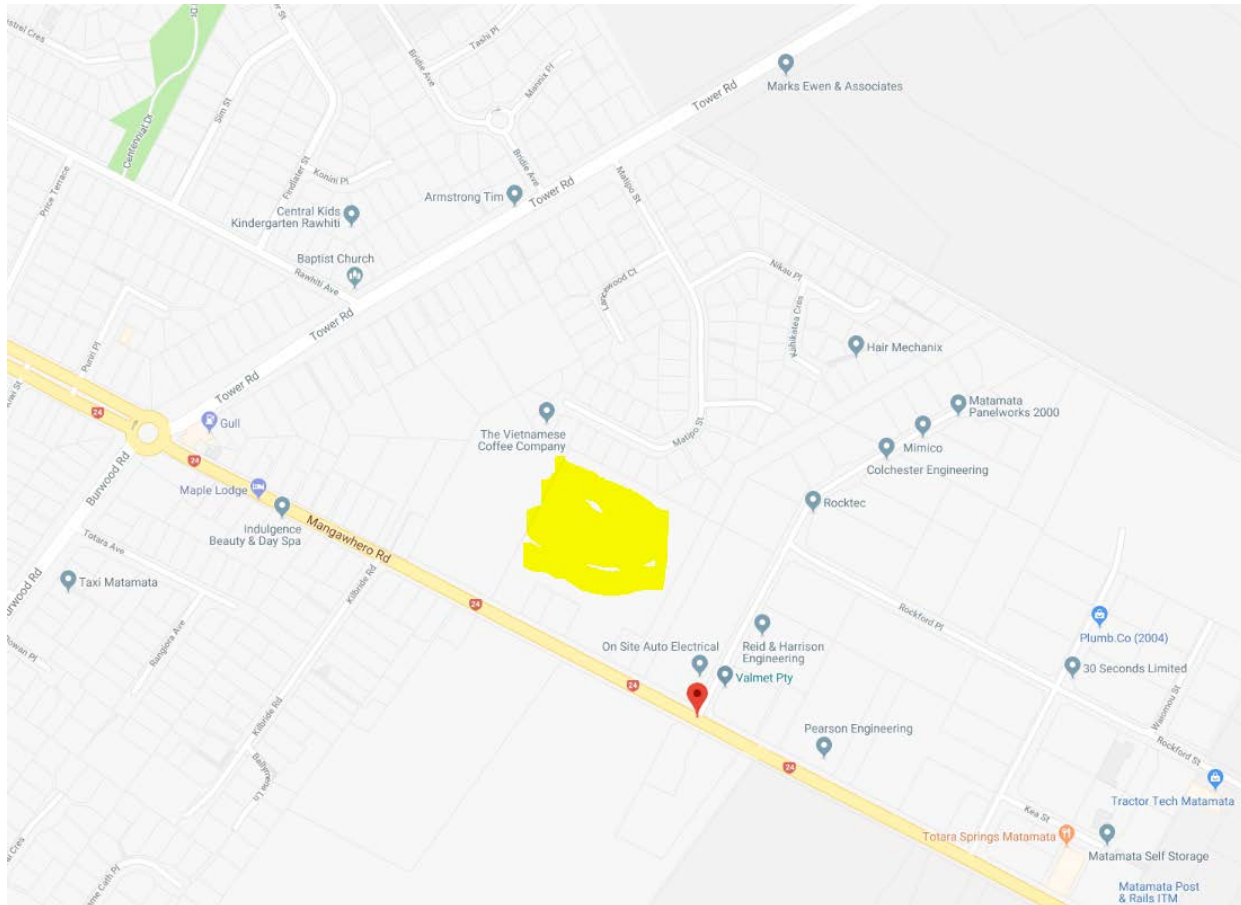
- A. Vatos Plan off Mangawhero Rd
- B. Vatos Location

Signatories

Author(s)	Raymond Short Roading Asset Engineer	
Approved by	Manaia Te Wiata Group Manager Business Support	
	Susanne Kampshof Asset Manager Strategy and Policy	



Highlighted area is the approximate location of the Vatos Developments Ltd. Subdivision



Road Naming in Netro Subdivision Matamata

Trim No.: 2011271

Executive Summary

Te Manawhenua Forum Mo is requested to approve the road names of the following new roads in the District that have occurred as a result of subdivision. Refer to the attachment for the location of the roads.

It is recommended that the Te Manawhenua Forum Mo accept the proposed road names or meet with Developers to discuss and conclude appropriate road names.

The accepted/agreed proposed road names will then be submitted to Council for Council approval prior to 224 being issued.

Recommendation

That:

1. The report be received;
2. That Te Manawhenua Forum Mo accept the proposed road names or meet with Developers to discuss and conclude appropriate road names.

Content

Background

Mr David Troost of Netro Developments, would like to submit the following three names as options for the one new road in Netro Developments new subdivision to the Te Manawhenua Forum and Council for approval.

It is proposed that the new road that connects this development to the Yungulla Property Trust and Eldonwood Ltd development site continue as "Archford Road".

- 1) Lincoln Road. "Lincoln" is the name of the road Mr Troost's wife was brought up on in Auckland. "Lincoln" is also the name of Mr and Mrs Troost's grandson
- 2) Beau Street
- 3) Hampton Heights. "Hampton Heights" as a continuation from Hampton Terrace.

Issues

The names, in order of preference, being submitted for approval for the new road off Jellicoe Road (currently shown on the plan as "Hampton Tce Extension") are:

Proposed Name - Existing Streets or Roads with the same names

Lincoln Road Lincoln Road in Henderson, Auckland and also
Lincoln Street in Frankton, Hamilton

	There is no apparent conflict with this choice of road name.
Beau Street	There are no other roads with the name Beau.
	There is no apparent conflict with this choice of road name.
Hampton Heights	There are several Hampton Terrace's. The adjoining section of road in Matamata and Hampton Terrace in Parkvale, Tauranga.
	This could create conflict with the adjoining Hampton Terrace.

The first two suggested names are in-line with Councils Naming of Roads and Private Right of Ways. The last option of Hampton Heights does not comply.

The one road to be named is to be public and vested in Council.

Options

There is one road to be named. The names are listed in order of preference.

The options are as following:

1. The Forum accepts one of the proposed road names.
2. Te Manawhenua Forum Mo does not accept the proposed road names and offers for a representative to meet with the Developer within the next ten working days from this meeting to consider alternative names.

Impact on policy and bylaws

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

Communication, consultation and decision making processes

Te Manawhenua Forum Mo representative have not been notified of the proposed names. We are still in a transition to the new process which will give more opportunity for Te Manawhenua Forum Mo input for naming.

Consent issues

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

Timeframes

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

Attachments

- A. Nettro
- B. Nettros Subdivision location

Signatories

Author(s)	Raymond Short Roading Asset Engineer	
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Approved by	Manaia Te Wiata Group Manager Business Support	
	Susanne Kampshof Asset Manager Strategy and Policy	



Amalgamation Condition:
That Lot 32 hereon (legal access) to be held as an undivided 1/6 share by the owners of Lots 17,18,19 and 21 and 2/6 undivided share by the owner of Lot 20 hereon as tenants in common in the said shares, and that individual computer freehold register be issued to accord therewith.

Amalgamation Condition:
That Lot 33 hereon (legal access) to be held as an undivided 1/6 share by the owners of Lots 5,6,7,8 and 9 and 2/6 undivided share by the owner of Lot 4 hereon as tenants in common in the said shares, and that individual computer freehold register be issued to accord therewith.

BARR + HARRIS
LAND SURVEYORS

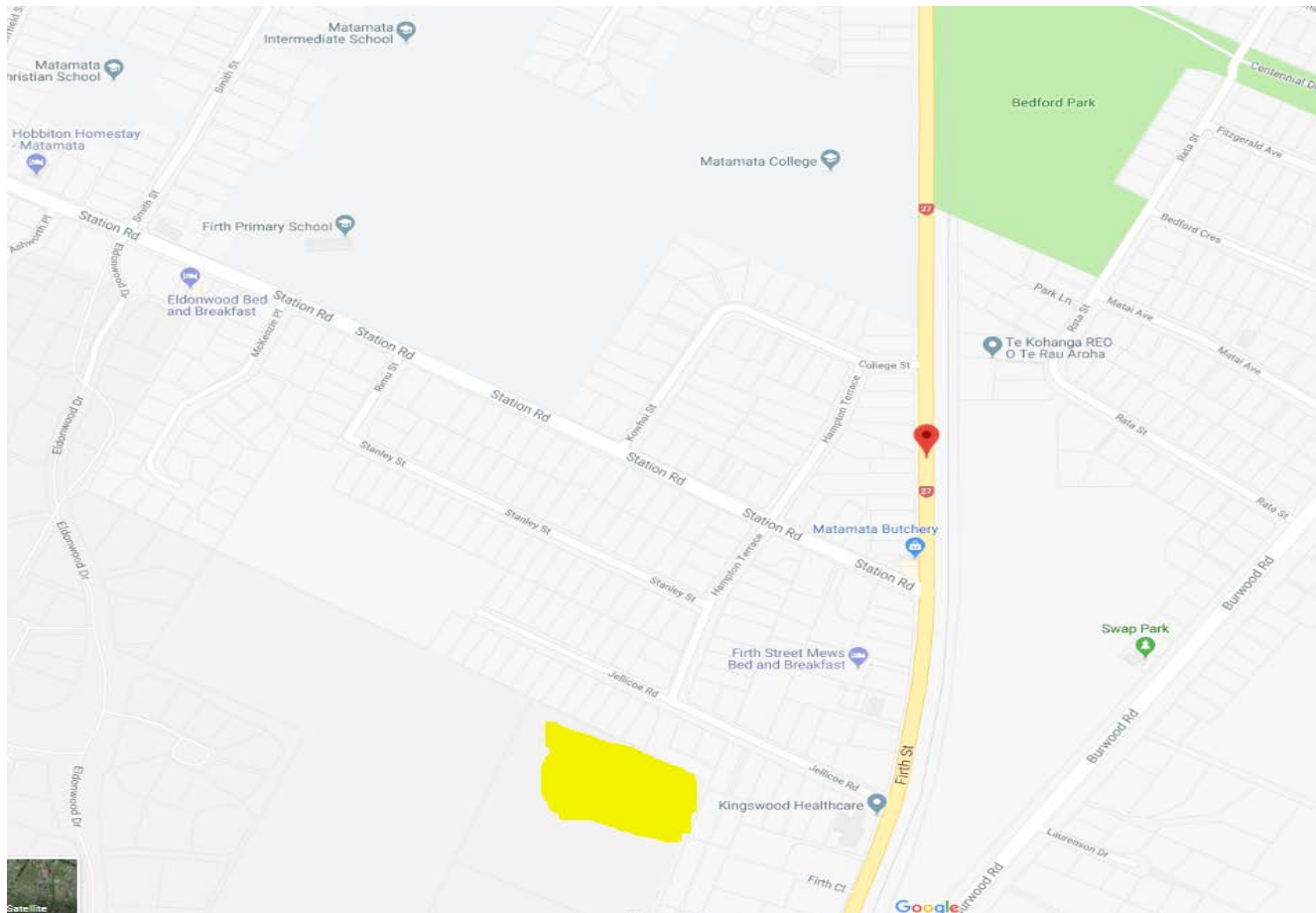
REGISTERED LAND SURVEYORS
Licence No. 112 Licence No. 112
Phone: 06 336 5151 Fax: 06 336 5152
Email: info@barrharris.co.nz Website: barrharris.co.nz

LOTS 1 - 33 BEING A PROPOSED SUBDIVISION ON LOT 2 DP 471184

Netro Developments Ltd
Jellicoe Road - Matamata

DATE: Feb 2017 **REF:** 2657 **SCALE:** @A3 1:1000
DRAWING NO.: 2657 - cpt04 **REV:** A

Highlighted Area is the approximate location of the Netro Subdivision



Road Naming in Sunridge Park Subdivision Morrinsville

Trim No.: 2011273

Executive Summary

Te Manawhenua Forum Mo is requested to approve the road names of the following new roads in the District that have occurred as a result of subdivision. Refer to the attachment for the location of the roads.

It is recommended that the Te Manawhenua Forum Mo accept the proposed road names or meet with Developers to discuss and conclude appropriate road names.

The accepted/agreed proposed road names will then be submitted to Council for Council approval prior to 224 being issued.

Recommendation

That:

1. The report be received;
2. That Te Manawhenua Forum Mo meet with Developers to discuss and conclude appropriate road names.

Content

Background

The subdivision is creating 12 new rural residential lots and is creating a new public road off Broad Oaks Road in Morrinsville.

The developer has proposed three road names as required. None of the road names comply with Councils Naming of Roads and Private Right of Ways. The first two road names suggested have two words in the name and therefore do not comply with Councils Naming of Roads and Private Right of Ways. The third is already used in our district therefore does also not comply with the Councils Naming of Roads and Private Right of Ways.

However I have opted to list them and potentially this will allow an opportunity to discuss and establish appropriate road names without inhibiting the developer.

1. Oak Tree Place
2. Oak Leaf Place
3. Oaks Place

Issues

Proposed Name - Existing Streets or Roads with the same names

Oak Tree Place	Does not comply
Oak Leaf Place	Does not comply

Oaks Place Does not comply

There is one preferred name that is already in use in our district.

The proposal is not in-line with Councils Naming of Roads and Private Right of Ways.

The road will be public and vested in Council.

Options

There is one road to be named. The preferred road names are listed in preference.

The options are as following:

1. Te Manawhenua Forum Mo does not accept the proposed road names and offers for a representative to meet with the Developer within the next ten working days from this meeting to consider alternative names.
2. Te Manwahenua Forum Mo suggests alternative road names which can be put forward to council for formal adoption.

Impact on policy and bylaws

The proposed Road names do not align with Councils policy. They are not single word names or there are other similar named roads in the district.

Communication, consultation and decision making processes

Te Manawhenua Forum Mo representative have not been notified of the proposed names. We are still in a transition to the new process which will give more opportunity for Te Manawhenua Forum Mo input for naming.

Consent issues

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

Timeframes

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

Contribution to Community Outcomes

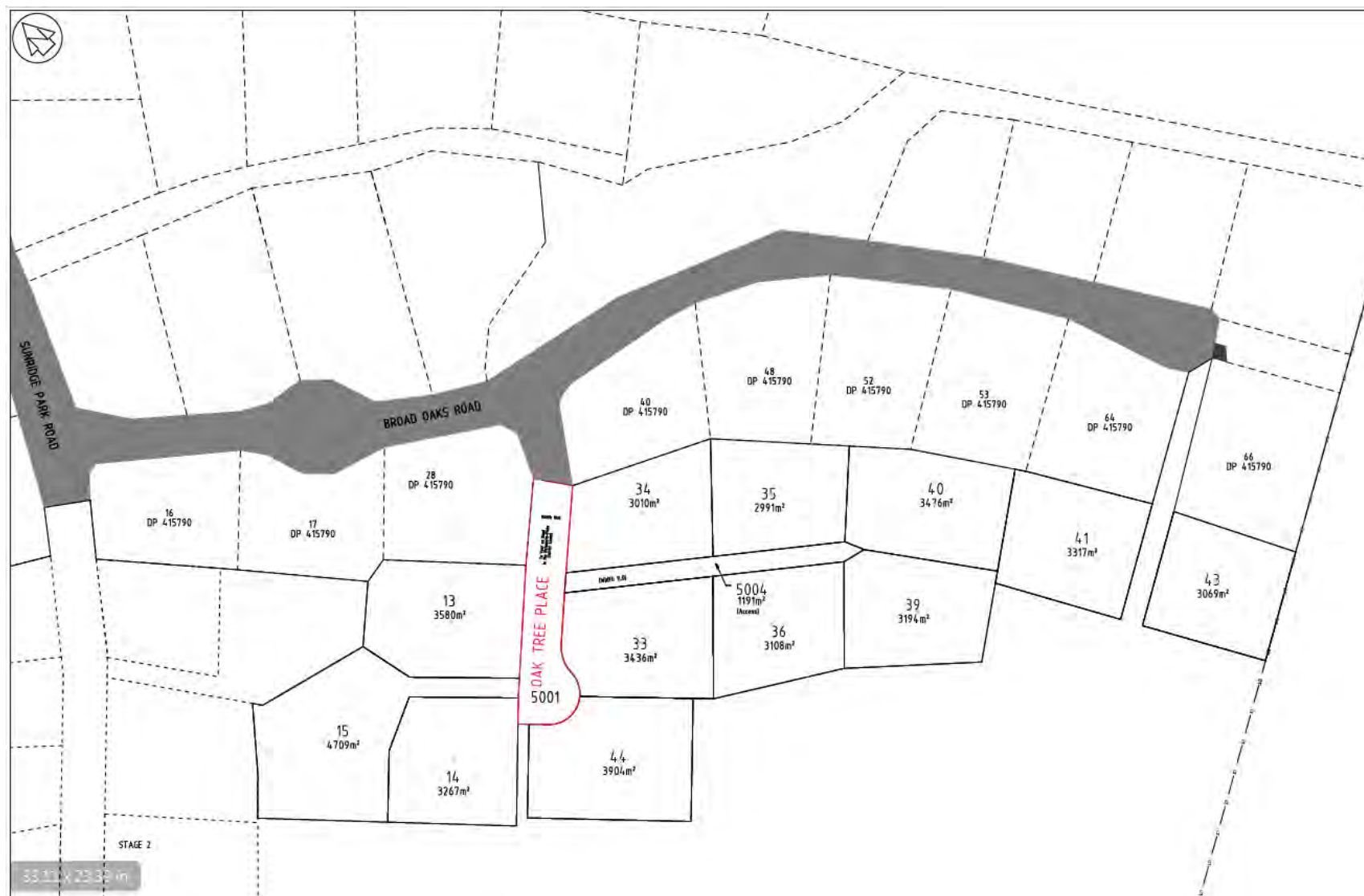
6(a) Council plans will be flexible, to accommodate well planned, sustainable growth

Attachments

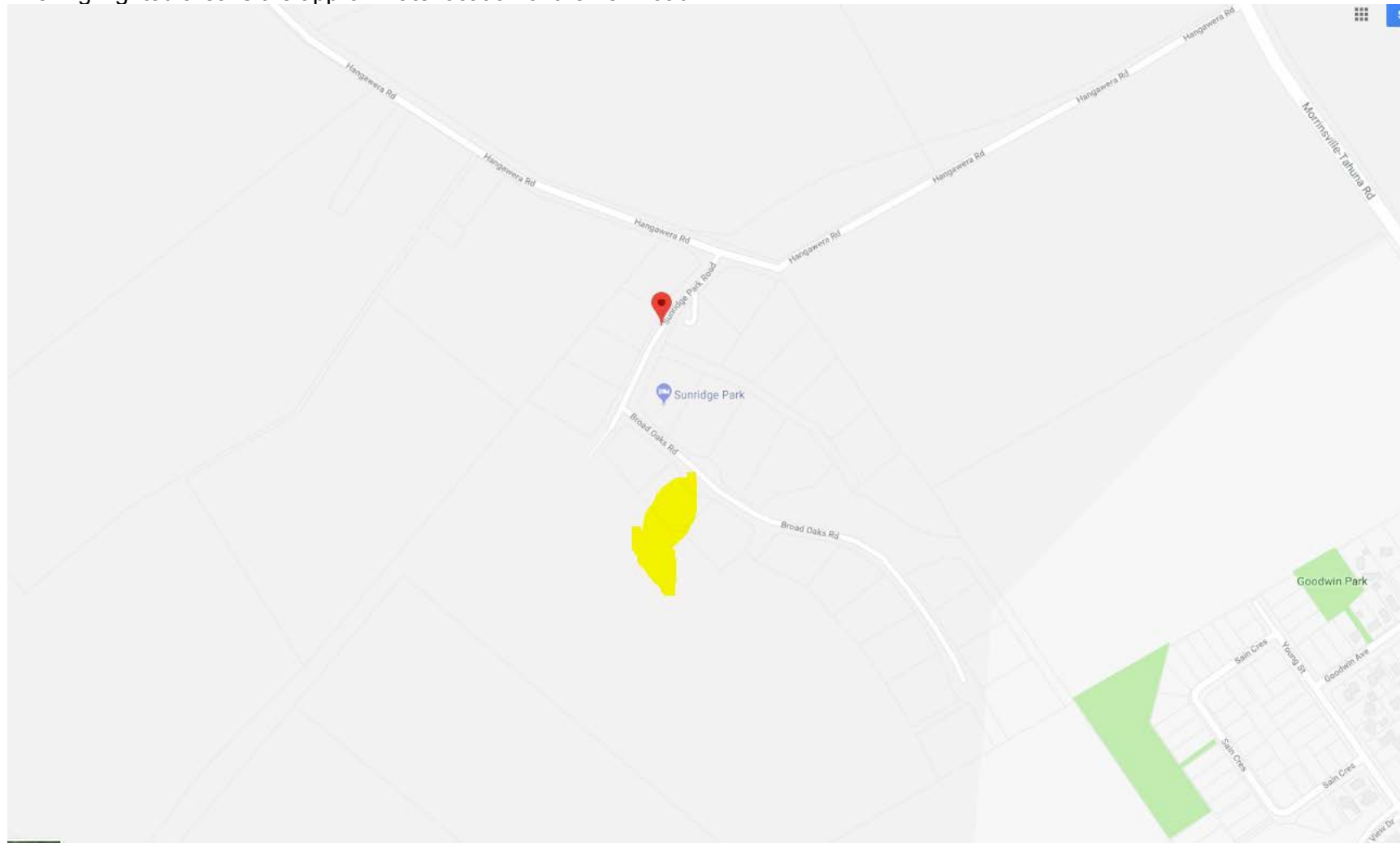
- A. Oak Tree
- B. Sunridge Park new road name

Signatories

Author(s)	Raymond Short Roading Asset Engineer	
Approved by	Manaia Te Wiata Group Manager Business Support	
	Susanne Kampshof Asset Manager Strategy and Policy	



The Highlighted area is the approximate location of the new road



Waikato Plan Update

Trim No.: 2006068

Executive Summary

The purpose of this report is to update Te Mana whenua Forum Mo Matamata-Piako (Forum) on the Waikato Plan project. A Leadership Group has been established as a joint committee with representation from the partner councils, tāngata whenua, the business /community sector and central government. A progress report is attached.

Recommendation

That:

1. The information be received.

Background

The Waikato Plan provides a single voice about important issues for the region. The Plan is based on two principles:

- Together we are stronger. Collaboration builds strength and understanding, fills gaps, and cuts duplication.
- To succeed as a region, all parts of the Waikato must be as successful as they can be.

The Plan:

- Provides a strategic direction for the region.
- Identifies the top priorities to focus on over the next 30 years.
- Identifies implementation actions.

The partner Councils (Hamilton City Council, Hauraki District Council, Matamata-Piako District Council, Otorohanga District Council, South Waikato District Council, Taupō District Council, Waikato District Council, Waikato Regional Council, Waipa District Council, and Waitomo District Council) have adopted the Waikato Plan.

The Waikato Plan website has further information about the plan and a copy of the Leadership Group agendas and minutes: <http://www.waikatoplan.co.nz/leadership/agendas-and-minutes/>.

A Waikato Plan Leadership Group has been set up to oversee the implementation of the plan and its membership is as follows:

- Independent Chairperson (non-elected member)
- Local Government – five representatives
- Tāngata whenua – up to six representatives
- Business / Community – up to four representatives
- Government Agencies – up to four representatives (non-voting)

The Local Government Representation is as follows:

Waikato Regional Council	Chair Alan Livingston
Hamilton City Council	Mayor Andrew King

Eastern Sub-region	Deputy Mayor Toby Adams
Future Proof Sub-region	Mayor Allan Sanson
Southern Sub-region	Mayor Brian Hanna

The Community and business representation is as follows:

Community	Bev Gatenby
Waikato Means Business/Business	Dallas Fisher
Hauraki District/Community	Eric Souchen
Agenda Waikato/Business	Lale Ieremia

The central government representation is as follows:

New Zealand Transport Agency	Parekawhia McLean (or nominee)
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Hauraki Deputy Mayor, Toby Adams (for the Eastern Waikato Councils) is Council's representative on the Leadership Group.

The next leadership meeting is scheduled on 25 June 2018.

Issues

Waikato Police and District Health Board Presentation

As per the minutes the Committee received a presentation on a joint initiative to address drug issues, specifically with regard to methamphetamine and the impacts this is having on communities. The Leadership Group resolved to support the initiative.

Leadership Group appointments / review

Tāngata whenua membership

At the meeting the Leadership Group appointed the following representatives for an interim period pending the outcomes of an independent review (refer below):

Maniapoto	Weo Maag
Raukawa	Vanessa Eparaima
Te Arawa River Iwi Trust	Eugene Berryman-Kamp
Waikato-Tainui	Rukumoana Schaafhausen

Government Agency membership

At the meeting the Leadership Group appointed the following representatives:

Waikato District Health Board	Pippa Mahood (replacing Bob Simcock).
Ministry of Social Development	Te Rehia Papesch / Manujon Pemerika (alternate)

These appointments mean three of the four central government positions have been filled. One further central government agency member position is available and this is likely to be a Ministry of Business Innovation & Employment (MBIE) representative.

An item was tabled at the meeting with a recommendation prepared by the Waikato Plan Chief Executives:

“That an independent review be commissioned by the Waikato Local Government Chief Executives, as soon as possible, to test whether the Waikato Region has the optimal structures and processes to implement strategic outcomes across the four well-beings. Such structures to include the Waikato Plan, Future Proof, Waikato Means Business, Waikato Mayoral Forum and the Regional Transport Committee.”

The Leadership Group supported the Independent Review as per the proposal tabled by the Waikato Plan Chief Executives. This review will include the Leadership Group membership.

It is noted that Matamata-Piako District Council does not currently have any direct elected representation on the Waikato Plan (represented by Toby Adams of Hauraki District Council), and Waikato Means Business/Waikato Regional Economic Agency (REDA) and has no membership on the Waikato Plan Chief Executives Group.

The review is intended to be completed by June 2018.

Update report

Waikato Plan reporting is in the form of a ‘dashboard’ which gives a snapshot of the status of the various implementation activities.

The latest dashboard (no 3d) dated 4 April 2018 along with a separate overview of the status of the various actions is attached for the Forum’s information.

Waikato Plan Action Emphasis – Implementation of Priority Actions

The final Implementation Programme was presented to the Leadership Group on the 16 October 2017 and was approved. In an endeavour to sharpen the focus and make the plan implementation more visible the Chief Executive’s Advisory Group have suggested concentrating on a few specific actions.

A total of nine actions were identified using a matrix as being top priority actions. These are:

1. Transport Investment – completing the current and agreed projects.
2. Maori Cultural Awareness
3. Post Treaty Settlement Opportunities
4. Waikato / Bay of Plenty Policy Office
5. Autonomous Vehicles and Other Transport Innovations
6. New Funding Models for Growth and Infrastructure
7. Alignment of Infrastructure and Services
8. Collective responsibility for Plan profile
9. Founding Economic Development Agency

In respect to autonomous vehicles and other transport innovations, the Leadership Group agreed that this priority should be removed from the list.

It was resolved that the Waikato Plan Implementation Advisor undertake due diligence to understand what other organisations are doing in these priority areas and that the agreed priorities with actions be presented to the June 2018 meeting.

Action funding

At the time the Waikato Plan was being finalised and adopted, an implementation arrangements report was agreed to. This report recommended that in terms of funding plan implementation, the intention is that local government contributions to the implementation budget will reduce over time as business, community, government and other funders contributions increase. For various reasons this has not occurred as originally intended and consideration is being given to what options are available to resolve the issue.

Waikato Means Business Update – Establishment of the Waikato Regional Economic Development Agency (Waikato REDA)

Following various reports and discussions in the economic development space a new entity has emerged - Waikato REDA.

The Leadership Group received a report on:

- The objectives and functions of Waikato REDA
- The form and governance of the agency
- Establishment leadership for setting up the agency
- A proposed plan/process for establishment
- A discussion of strategic leadership and Māori economic development
- Introduction of the concept of the Waikato Economic Summit

Objectives & functions

The objectives of REDA have been set as:

- Lift economic development across the Waikato region
- Attract, retain and grow investment, talent and business across the region
- Champion and provide 'one voice' for economic and business needs and opportunities across the region.

The short-medium term functions (first 12-36 months) are currently being worked through noting it will take some time to get the organisation up and running.

It is understood the proposal is based on a 'hub and spoke' model with the 'Hub' being located in Hamilton with Matamata-Piako forming part of the NorthEast area with support provided from a local office/service centre there.

Form and governance

The Waikato REDA will be established through the formation of a Trust, which will own the REDA as a company.

REDA Establishment Board

The Establishment Board will have a membership of seven, including a Chair. The Mayoral Forum agreed that the Board should include two senior representatives from local government.

REDA Board

The Establishment Board will be operational for 6-9 months to get REDA up and running. The Establishment Board will then be replaced with the first Waikato REDA Board.

There will be no elected representatives or sector representatives/advocates on the Board. On 12 February the Mayoral Forum determined that Waikato REDA should be accountable to the Waikato Plan Leadership Group or the Waikato Mayoral Forum.

Waikato Means Business (regional economic development strategy - EDS)

As part of setting up the Waikato REDA as a fully separate entity from the Waikato Regional Council, a decision will need to be made as to where regional economic strategy now rests.

Three options are suggested:

1. The Waikato EDS is integrated into the Waikato Plan and the leadership of the Waikato EDS process is brought into the Waikato Plan leadership process
2. That the Waikato EDS reverts to the Waikato Regional Council and its leadership is delegated to an appropriate sub-committee of the Council
3. That the Waikato REDA drafts the next iteration of the Waikato EDS and refers it to either of the above groups for approval

Waikato Economic Summit 23-24 August

The REDA Establishment Board proposes a Waikato Economic Summit on 23-24 August. Event planning is underway.

Attachments

- A. Waikato Plan Dashboard Report - no 3d (4/4/18)
- B. Waikato Plan Action Overview - Current state - April 2018


Signatories

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

Waikato Plan Implementation

Dashboard Report

Prepared For:	Project Name:	Reporting Frequency:	Date of Report:	Report Number:
WPLG, CEAG, SPF, TRG, Partner Councils, Mayoral Forum	Waikato Plan Implementation	In conjunction with WPLG meetings	04/04/2018	3d



THE
**WAIKATO
PLAN**
Waikato : he reo kotahi
Waikato : one voice

1. Summary and Overview

Project Overview

The overarching aim of this programme is to implement the Waikato Plan. The Plan seeks to support the integrated future development of the region across the four well-beings. The Plan aims to provide a forum for coordinating and guiding integrated decision making on complex regional scale issues that cross statutory boundaries.

- The actions in the Waikato Plan fall into two categories:
- Actions that the Waikato Plan Leadership Group will lead. These actions have been prioritised and will be placed into a phased programme of work.
 - Actions in which the Waikato Plan Leadership Group can support and advocate. This may be in the form of securing funding, providing advice and reports on key issues, enabling discussions and decision making.

It is important that Waikato Plan maintains an overview position given the regional and sub-regional strategic role of the Plan. This dashboard will report on specific activities that the Waikato Plan undertakes to support actions that other agencies are leading.

2. Top Risks

Strategic issues arising since last period:
Fewer MP's for the Waikato in the new government.

The key risks outlined in the Implementation programme are shown below:

Risks / Issues	Risk to project			Mitigation
	Low	Med	High	
Political engagement				Engagement Plan and ensure appropriate reporting
Ineffective engagement with key partners				Continue to report to key partners. Engage with others on relevant actions. Ongoing reporting and comms.
Ongoing resourcing requirements				Sharing resources / tasks across the partners or provide additional resource if appropriate and agreed
Managing parallel workstreams				WPLG oversight Regular reporting and monitoring
Not achieving financial milestones required				Develop funding plan
Not achieving aim and aspirations				Ensuring actions are progressed, funding is activated, partners are engaged and resourcing is sufficient
Benefits shown by June 2018				Benefit mapping – selecting the right indicators to provide realistic progress
Iwi not being fully part of Plan implementation.				Ensure that iwi members are appointed on the Leadership Group. Ensure that iwi/Māori are engaged through an iwi/Māori forum.

3. Stakeholder Engagement

Engagement and Communications activity include:

- Regular reporting to the Mayoral Forum
- March/April 2018: Repurpose launch of Waikato Plan/Waikato Means Business to engagement with central government
- Feb 2018: Engagement with Umbrella Community Organisations
- Meetings with selected key ministers and ministry staff
- Meetings with iwi partners
- Various meetings with partners

Note that the Waikato Plan Strategic Partners Forum will undertake both Waikato Plan work as well as Future Proof work.

4. Programme Milestones

Summarised below are key milestones for stage 1 project actions that the WPLG is leading, as well as activities where the Waikato Plan is supporting and advocating.

Phases & Tasks	Expected date	Status		Comments
Waikato Plan Leadership Group – LEAD – Stage 1				
Successful Communities Project 1. Regional development strategy 2. service and technical infrastructure 3. Matching Central Government Services to community needs				Key actions 1, 2 and 3 and Community Plans have been repackaged into the 'Building successful communities' project. A business case will be created for this joined up project. Deprivation report has been developed as part of this project. Advanced by priority actions: • Alignment of infrastructure and services supports this project. • South Waikato Economic Action Plan
2.3.2 Central Government Partnerships and Collaboration	Ongoing			Advanced by priority actions: • New funding models for growth and infrastructure • Waikato/BOP Policy Office
2.3.1 Collaboration with Future Proof	Ongoing			CE Advisory Groups have been combined. Future Proof is now also using Waikato Plan Strategic Partners Forum for input on key projects.
3.1.3 Iwi collaboration on high priorities	Ongoing			Four iwi representatives for the WPLG have been confirmed. Advanced by priority actions: • Maori cultural awareness • Crown/Maori relations
2.1.5 Encourage electric and driverless vehicle uptake	TBC			Advanced by priority action: • Autonomous vehicles and other transport innovations
Waikato Plan Leadership Group – SUPPORT and ADVOCATE ACTIVITIES				
Key action 4: Advocate on behalf of regional transport priorities	Ongoing			Will be advanced by priority action: Advocacy to encourage completion of the current and agreed projects.
Waikato DHB's Virtual Health Care Strategy Refresh project – Waikato Plan actions 1.6.2 – 1.6.4	Jan-March 2018			The DHB met with the CEAG and TRG. Waikato Plan has supported this initiative through facilitation and connection with communities and organisations throughout the Waikato.
Supporting WMB to deliver the regional economic development agency	Ongoing			WPLG provides a forum for supporting this work. Support founding the Regional Economic Development Agency.
Waikato Region Maaori Economic Action Plan – Waikato Plan action 3.1.1 and 5.3	Ongoing			Facilitating connection with key partners in the Waikato Region. Attending and supporting the action plan launch.

Key: On track On track with emerging issues Significant risk of delivery failure

5. Financial Tracking

There is funding in the Waikato Plan implementation budget for Stage 1 as agreed by CESG. \$466,672 is allocated for the 2017/18 year which will cover administration, monitoring, advice, remuneration of the WPLG and seed funding for implementing actions. The local government partners have fully funded the first year of operation.

During the 2018/19 year 25% of the funding will be sought from external partners increasing to 50% in the 2019/2020.

Actual costs FY17-18: ~ \$86,794 – January 2018

6. Activity Tracking – Leadership Group - lead

Looking Back Tasks Delivered During Period – 10 November 2017 – 19 March 2018

Task	Responsibility	Due date	Status
Combine CESG and SPF for WP and Future Proof	Project team / Future Proof	Nov 17	Complete
Year 1 work plan and resourcing	Project team	Nov 17	Complete
Refresh SPF and TRG	Project team	Ongoing	Complete
Appoint Iwi and govt agencies to Leadership Group	Project team	Ongoing	Four iwi representatives confirmed. Met with 3 iwi reps on 4 Dec and CE Waikato-Tainui on 9 Feb
Funding bid requested from MBIE through the regional growth programme	Project team/ WMB	Nov 17	Request declined. Proposal out of scope of fund.
Engagement activities	Project team	Nov 17	Presented Waikato Plan to the Community Funders Group and Community Organisations
Engage with the Waikato Community Organisations	Project team	2 Feb	Complete – changes made to engagement materials
Meeting with Ministers	Project team	Ongoing	Meeting with M.P. Strange – 2 Feb Meeting with M.P. Twyford – 27 Feb
Workshopping Successful Communities Project with Technical level	Project team	March 18	Complete

Looking Forward Tasks Scheduled for Next Period

Task	Responsibility	Due date	Status
Set up Iwi/Maori forum	Project team	Early 18	On hold due to advice to not use the iwi/Maori council at DHB for this purpose.
Communications Plan updated for implementation phase	Project team/ WRC	Early 18	To be completed.
Deprivation report	Project team	Early 18	An index of multiple deprivation Waikato Region report has been developed. To be finalized.
Refinement of regional priority actions	WPLG, CEAG, Project Advisors	April 2018	Priority actions selected and added to the stage 1 actions.
Explore govt spatial planning aspirations	Project team	April 2018	To be completed.
Develop detailed project plans for Stage 1 actions	Project team	Ongoing	In progress
Review of governance arrangements	Project team	End of July	

Summary and Overview

Project Overview

The Waikato Plan seeks to support the integrated future development of the region across the four well-beings. The Plan aims to provide a forum for coordinating and guiding integrated decision making on complex regional scale issues that cross statutory boundaries. This overview shows the current stage of all actions in the Waikato Plan.

1.0 People actions

Key: On track On track with emerging issues Significant risk of delivery failure

Phases & Tasks	Lead agency	Status			Comments
Successful Communities Project <ul style="list-style-type: none">Key action 1 - Regional development strategyKey action 2 - Service and technical infrastructureKey action 3 - Matching Central Government Services to community needs	WPLG				WPLG Stage 1 project – grouped as the Successful Communities Project. Currently in scoping phase. A business case will be created for this joined up project.Deprivation report has been developed as part of this project. Advanced by priority actions: <ul style="list-style-type: none">Alignment of infrastructure and services supports this project.South Waikato Economic Action Plan
Community Plans	Councils				Grouped as the Successful Communities Project. WP role to develop a framework and support councils.
Housing needs assessment	WPLG				Future Proof working on NPS-UDC
Innovative building practices	WPLG				Not scheduled
Top priorities for regional facilities	WPLG				Emerging challenges on priorities
Waikato Medical School	DHB				Change of government and other bids from Auckland and Otago Uni's.
Maori health	DHB				Virtual health refresh – WPLG facilitating connection with communities.
Rural health	DHB				Virtual health refresh – WPLG facilitating connection with communities.
Enable a healthy Waikato	DHB				Virtual health refresh – WPLG facilitating connection with communities.
Access to education – virtual and transport	TBC				Not scheduled. Need to discuss with education institutes to ascertain gap.

2.0 Connections actions

Phases & Tasks	Lead agency	Status			Comments
Key action 4 – Advocate on behalf of regional transport priorities	WPLG				Will be advanced by priority action: Advocacy to encourage completion of the current and agreed projects.
Key action 5 – Integrate Waikato and Auckland transport networks	WRC and NZTA				Current work on Hamilton to Auckland rail business case. WPLG opportunity to advocate.
Key action 6 – Encourage development of a nationally significant cycling and walking experience.	WRC				Underway. Waikato Regional Cycle Network working on this.
Key action 7 – Establish a freight and logistics action group					Scheduled for years 4-5. Likely to be a role for REDA.
Transport funding	RTC				Looking an alternative funding mechanisms. WPLG opportunity to advocate.
Improving regional digital connections	WRC				WMB is undertaking a regional digital stocktake.
Encourage electric and driverless vehicle uptake	WPLG				Will be advanced by priority action: Autonomous vehicles and other transport innovations.
Collaboration with Future Proof	WPLG				Structures now in place at Chief Executive and Technical level.
Central Government Partnerships and Collaboration	WPLG				Advanced by priority actions: <ul style="list-style-type: none">New funding models for growth and infrastructureWaikato/BOP Policy Office

3.0 Iwi/Maori actions

Phases & Tasks	Lead agency	Status			Comments
Key action 8 – Work collaboratively to develop and encourage enduring partnerships that enable iwi/Maori aspirations to be achieved	WDC, Iwi, WPLG				Opportunities to work together on facilitation level and discrete actions – ie Maori tourism. Current looking for opportunities to advance this action.
Implement Aligned Planning – that relate to iwi/Maori outcomes					Waiting for the wider aligned planning project to complete.
Iwi collaboration on high priorities	WPLG				Four iwi representatives for the WPLG have been confirmed. Advanced by priority actions: <ul style="list-style-type: none">Maori cultural awarenessCrown/Maori relations
Improve environmental partnerships	WPLG				Not scheduled. Requires discussion with iwi.
Address water quality and allocation - iwi	WPLG				Not scheduled. Requires discussion with iwi.
Matawaka Maori inclusion investigation	WPLG				Not scheduled. Requires discussion with iwi.
Papakainga housing	WPLG				Not scheduled. Requires discussion with iwi.
Development of iwi land	Iwi				Scheduled for years 3-4. Requires discussion with iwi.
Develop a digital connection strategy for marae and papakainga housing	WPLG				Scheduled for year 4. Requires discussion with iwi.
Support iwi to develop, conserve and restore marae	WPLG				Not scheduled. Requires discussion with iwi.

4.0 Environmental actions

Phases & Tasks	Lead agency	Status			Comments
Key action 9 – Develop the Waikato as a Waters Centre of Excellence	WRC, WaiOra				WRC has completed the Waikato Freshwater Strategy.
Establish a regional or sub-regional approach to resource recovery centres	TBC				Not scheduled. WRC is exploring developing an action plan for this.
Sustainable agriculture	WPLG				Not scheduled.
Develop a regional strategic framework for biodiversity assets	WRC				Range of work underway.
Addressing the impacts of climate change	WRC				Development of a WRC Climate change roadmap and production of a climate change guideline.

5.0 Economic actions

Phases & Tasks	Lead agency	Status			Comments
Key action 10 – Assist in implementing the Waikato Economic Development Strategy	WMB				Support founding the Regional Economic Development Agency.
Implement the Waikato Plan Aligned Planning Project	Councils				In progress – WLASS leading.
Develop a Regional Investment Prospectus	WMB				Funding for this is approved for WMB.
Growing regional visitor numbers	RTO's				Tourism Opportunities Plan being progressed by WMB and Hamilton Waikato Tourism.