

Waharoa (Matamata) Aerodrome Committee

Open Minutes

Minutes of a meeting of Waharoa (Matamata) Aerodrome Committee held in the Caretakers Cottage, Waharoa Airfield on Monday 20 March 2017 at 2:00pm.



Present

Mayor	Jan Barnes, JP	Mr Mokoro Gillett
	Cr Kevin Tappin	Mr Mike Diamond

Also Present

Don McLeod	Chief Executive
Caroline Hubbard	Committee Secretary
Michelle Staines-Hawthorne	Corporate Strategy Manager
Samantha Vautier	Corporate Strategy Admin Officer
Mark Naude	Community Facilities Planner
Bruce Langlands	Facilities Operations Manager
Raewyn Court	Property Services Manager

In Attendance

Peter Ryan	Sky Venture Flying Club
John Spence	Air Farm Ltd
Colin Kelly	Hangar Owner

1 Meeting Opening

Mayor Jan Barnes welcomed everyone and declared the meeting open at 2.10pm

2 Karakia

Mokoro Gillet gave an opening karakia

3 Present

4 Apologies

That the apology from Cr James Thomas and Rangitonga Kauakau be accepted and leave of absence from the meeting be granted.

Moved by: M Diamond

Seconded by: Cr Kevin Tappin

CARRIED

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.

There was no urgent additional business.

6 Confirmation of minutes

COMMITTEE RESOLUTION

That the minutes of the meeting of the Ordinary Meeting of Waharoa (Matamata) Aerodrome Committee held on Friday, 22 July 2016, be confirmed as a true and correct record of the meeting.

Moved by: M Gillett

Seconded by: Mayor Jan E Barnes

CARRIED

OFFICER REPORTS

7 Executive

7.1 Appointed Committees and Representatives

Executive Summary

This report details the Committees and the representatives appointed following the recent local government elections. A list of the new and returning Councillors is provided for Committee member's information. Councillor Kevin Tappin is Council's elected representative on the Waharoa (Matamata) Aerodrome Committee meeting along with the Mayor Jan Barnes and Deputy Mayor James Thomas.

COMMITTEE RESOLUTION

That:

- 1. The information be received.**

Moved by: M J Diamond
Seconded by: Cr Kevin R Tappin

CARRIED

7.2 Meeting Dates And Venues for 2017

Executive Summary

This report is to determine and agree upon meeting dates and venues for 2017.

Comments;

Possible meeting venues – Rainside By The Green, marae, Te Aroha office boardroom, Waharoa Cheese Café.

Liaise with Lisa on marae availability, other possible venues.

Dates suggested Thursday 20 July, Thursday 9 November

Time 10am – 12.00pm

COMMITTEE RESOLUTION

That:

- 1. The information be received.**
- 2. the recommended on meeting dates be Thursday 20 July and 9 November at 10.00am – 12.00pm for 2017. The locations to be confirmed and provided to the Appointers for confirmation.**

Moved by: Cr Kevin R Tappin

Seconded by: M Gillett

CARRIED

7.3 2017 Work Programme

Executive Summary

This report details the proposed work programme for the Waharoa (Matamata) Aerodrome Committee for 2017. Members are encouraged to advise of additional agenda items/topics that they wish to discuss at future meetings.

Meeting 2 (Thursday 20 July)

- Waharoa (Matamata) Aerodrome Reserve Management Plan
- Marae entranceway and parking
- Health and Safety plan/report
- Aerodrome financial plan for 2017/18
- Long Term Plan update
- Asset Strategy and Policy update (if required)

Meeting 3 (Thursday 09 November)

- Waharoa (Matamata) Aerodrome Reserve Management Plan
- Marae entranceway and parking
- 2018 Work Programme
- Future committee meeting dates
- Long Term Plan update
- Asset Strategy and Policy update (if required)

COMMITTEE RESOLUTION

That:

- 1. The information be received.**
- 2. there were no additional agenda items/topics advised for discussion at future meetings.**

Moved by: M Gillett
Seconded by: M J Diamond

CARRIED

7.4 2017/18 Annual Plan

Council is required to produce an Annual Plan each year with the exception of the years when a Long Term Plan is produced. The Annual Plan is council's budget for the financial year 1 July to 30 June.

The purpose of this report is to update the Committee on the budgets with a proposed total rates increase of 1.11% compared to the forecast rate increase in the Long Term Plan of 3.73%.

Comments;

There has been no significant changes to the Annual Plan therefore Council will not be formally consulting.

Significant items/projects from the last year –

Ngati Haua/Council involved in land transactions with The office of Treaty Settlements in Morrinsville

Events Centre in Te Aroha finalised and opened

Decision to extend the Rail trail from Te Aroha to Matamata – long term link up with Te Awa and promote Great Waikato Rail trail.

Waharoa Industrial zone looking to expand – new services to be provided, identifying possible water sources.

COMMITTEE RESOLUTION

That:

- 1. The report be received.**

Moved by: Mayor Jan E Barnes

Seconded by: M Gillett

CARRIED

7.5 Long Term Plan 2018-28 - Project Update

Executive Summary

Council is required to prepare and adopt a Long Term Plan under the Local Government Act 2002 (LGA) every three years. This report provides overview of the Long Term Plan 2018-28 project for discussion by the Waharoa (Matamata) Aerodrome Committee (Committee).

COMMITTEE RESOLUTION

That:

- 1. The information be received.**

Moved by: Cr Kevin R Tappin
Seconded by: M J Diamond

CARRIED

7.6 Easter Trading Policy, Bylaw Reviews, Fees and Charges

Executive Summary

Council will be shortly consulting on an Easter Trading Policy, Fees and Charges 2017/18 and several bylaw reviews. This report seeks to advise the Te Manawhenua Forum Mo Matamata-Piako (Forum) of the consultation. The Forum may wish to make a submission on the proposals.

COMMITTEE RESOLUTION

That:

- 1. The information be received.**

Moved by: M J Diamond

Seconded by: M Gillett

CARRIED

8 Business Support

8.1 Update on Hangars

Executive Summary

Recent demand for additional hangars has raised concerns from users about the best locations for future hangars. Options were discussed at the meeting on 22 July 2016. Council staff will present an update on the situation, options and issues.

Comments;

Look for a developer to develop hangars along Jagers Road, not necessarily Council business. Hangars could be developed side by side with houses attached or upstairs units. Staff to look at Alexandra where there is a successful development.

Will need to extend services for any development along Jagers Road

Keep playground area as plane spotters area as well?

P Ryan looking to change clubroom into hangar and put in mezzanine floor so no longer clubroom situated in hangar area identified by the Management Plan.

The committee and staff members had a site inspection of the existing and potential hangar sites after the meeting.

COMMITTEE RESOLUTION

That:

- 1. The report be received;**
- 2. The Committee recommends that Council lifts the embargo on hangars to provide for two additional hangars on suitable sites within the current Hangar Area as per the attached plan;**
- 3. Council staff to write to the Gliding Club to encourage them to relocate the lean-to structure to the other side of their hangar to enable an additional hangar to be sited next to the Gliding Club's hangar subject to the conditions of their lease.**
- 4. Council staff to investigate and report back on hangar development models at Tauranga Airport, Whitianga and Alexandra.**
- 5. The Committee recommends that Council authorises Council staff to develop concept plans for future hangar provision along Jagger Road and seek potential developers.**

Moved by: M Gillett
Seconded by: Cr Kevin R Tappin

CARRIED

This item was taken out of order and considered after Item 8.3.

8.2 Reserve Management Plan Update

Executive Summary

At the 28 August 2015 meeting of the Waharoa (Matamata) Aerodrome Committee it was decided that as there are three sections to the reserve Management Plan, one section should be discussed at each of the three Committee meetings, to assist with identifying concerns/ideas prior to the formal review of the plan. Following an overview of Part 3 of the existing management plan at the July 2016 Committee meeting, it was agreed that a Committee workshop should be held to discuss issues in more detail.

A Workshop was held on 19 September 2016. The structure of the management plan was discussed. Issues for potential addition and updating were identified as well as issues that require further investigation. It was agreed to set up a Technical Working Group, comprising staff from Matamata-Piako District Council and Ngāti Hauā Iwi Trust.

The report presents an update on progress with the reserve management plan review process.

Comments;

Objectives/policies need to be workshopped with committee – possibly sometime this calendar year.

Issues around logos/signage – bring draft options to committee meeting.

The current Management Plan remains in force until the review is completed. No set timeframe around this.

COMMITTEE RESOLUTION

That:

- 1. The report be received.**

Moved by: M J Diamond

Seconded by: Cr Kevin R Tappin

CARRIED

This item was taken out of order and considered after item 7.6 and before item 8.3

8.3 Marae Entrance, Parking Arrangements & Underpass

Executive Summary

Safety issues at the Raungaiti Marae entranceway have been highlighted as an issue for the Committee's consideration. It has also been identified that there is not enough parking available for the Marae at times.

A preliminary study on the options of upgrading the entranceway and parking was completed and presented to the Committee on 28 May 2015, with further discussion at its August and November meetings.

At the August meeting committee members requested the staff further investigate option 1 - Parking on the north side of the proposed access road and as an alternative, parking on the state highway as proposed by the Soaring Centre was also discussed at the meeting that the option of shifting the power pole next to the entrance way should be investigated and prioritising the development of the entrance over developing further parking on the site.

At the November 2015 meeting the Committee requested staff mark out the proposed location of the entrances way for Committee members to view in February 2016. The marking of the entrance way and a site visit for Committee members was completed in February 2016.

At the meeting on 1 April 2016 this matter was discussed again, also in April the Ngati Haua Iwi Trust made a submission to the Council's Annual Plan process requesting funding for the upgrade of the entranceway and parking, however at a hearing on 18 May 2016 Council decided to not put any funding towards this project at this time. Council staff have suggested other funding options to Ngati Haua Iwi Trust to consider making applications to. At the meeting in April 2016 Gary Thomson, Te Kaiwhakarite from Community Waikato also attended to assist with questions and discuss resources and support available in regards to funding opportunities.

Comments:

Trust Waikato have funding available for projects

M Diamond to oversee upgrade of Wharekai and roading at Raungaiti Marae. Can suggested suppliers be made available and copies of any proposed roading plans?

Need to look at resource consents, planning/building consents for removal of church and upgrade of any building. Arrange possible meeting with building/planning people.

COMITTEE RESOLUTION

That:

- 1. The information be received.**

Moved by: Cr Kevin R Tappin

Seconded by: M J Diamond

CARRIED

This item was considered before item 8.1

9 Urgent Additional Business

There was no urgent additional business.

3.51 pm

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

CONFIRMED AS A TRUE AND CORRECT RECORD
AT A MEETING OF WAHAROA (MATAMATA)
AERODROME COMMITTEE HELD ON

DATE: 20 July 2017

CO - CHAIRS:.....
J E Barnes, M Gillett