

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 4 June 2019
Time: 10:00am
Venue: Council Chambers
35 Kenrick Street
TE AROHA

Membership

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

Principal Member

Mrs Te Ao Marama Maaka
(Chairperson)

Ms Dianna Vaimoso
Mr Wati Ngamane

Mrs Jill Taylor

Mr Gary Thompson

Mr Michael Baker

Alternate Member

Ms Rangitionga Kaukau

Mr Tony Harrison
Mrs Kathy Ngamane

Ms Glenice Wigg

Mr Gavin Anderson

Ngāti Hāua

Ngāti Hinerangi
Ngāti Maru

Ngāti Rāhiri-Tumutumu

Ngāti Paoa

Ngāti Whanaunga

Raukawa

Ngāti Tamaterā

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1 Meeting Opening

2 Karakia

3 Present

4 Apologies

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

5 Notification of Urgent Business

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

6 Confirmation of minutes

Minutes, as circulated, of the Ordinary Meeting of the Te Manawhenua Forum Mo Matamata-Piako, held on 5 March 2019

Te Reo Māori Policy

Trim No.: 2132604

Executive Summary

The Draft Te Reo Māori Policy (Policy) was presented to Te Manawhenua Forum (Forum) in March 2019. At that meeting the Forum approved the Policy subject to having a workshop with Dr Tom Roa from University of Waikato to come to a consensus on the use of macrons or double vowels, and the order in which languages should appear when bilingual text is required.

A workshop was held in Te Aroha Friday 12 April, with Dr Roa in attendance to provide advice and guidance.

This report provides a summary of that workshop, and seeks the Forum's formal recommendation to Council to adopt the Policy, as attached.

Once adopted by Council, the Policy in full will be translated into te reo Māori by a certified te reo translator, and the two versions together will form the new Policy.

Recommendation

That:

1. The information be received.
2. The Forum recommend to Council to adopt the Te Reo Māori Policy, and
3. Recommend that Council adopt the use of
 - a) macron to symbolise long vowels (i.e. māori, ngāti).OR
 - b) double vowels to symbolise long vowels (i.e. maaori, ngaati).
4. Recommend to Council in which order te reo Māori and English should appear when bilingual text is used.

Content

Background

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

At its meeting in March 2019, the Forum made the following resolutions;

That:

1. The report be received.
2. The policy be accepted.
3. The Forum provide further feedback on the use of the Macron.
4. The Forum advise Council to nominate a staff member to attend a Te Reo Māori Planning Hui to start developing a Māori Language plan.
5. Tom Roa meet with Forum members for a Workshop.

A Forum workshop was held 12 April, with Dr Tom Roa from University of Waikato in attendance to provide expert advice on the Draft Policy. The workshop was attended by representatives from Ngati Haua, Ngati Hinerangi, Ngati Paoa and Council. Dr Roa provided background and history of how the written language of te reo Māori has evolved.

Issues

At the Forum meeting in March, there were two key issues discussed as part of the draft Policy; whether or not to use the macron or double-vowels, and in which order te reo Māori and English should appear when bilingual text is used.

Independent expert advice has been sought from Dr Tom Roa from Waikato University on the Draft Policy, who also attended the Forum workshop in April. Dr Roa advised that in general, it is appropriate for Council to subscribe to the orthographic guidelines provided by Te Taura Whiri i Te Reo Māori/the Māori language commission.

Macron or double-vowel

The official advice from Te Taura Whiri i Te Reo Māori/the Māori language commission is to use macrons to symbolise long vowels. This is the policy generally accepted and used by other central and local government department.

Dr Roa explained that local iwi are the kaitiaki of their own language in their rohe/area. He advised that the decision on whether or not to use macrons or double-vowels must be a local decision by local iwi. As such, the recommendation of this report is that Te Manawhenua Forum, as the representatives for local iwi to the Matamata-Piako district, make a recommendation to Council on its preferred option.

Order of languages when bilingual text is used

Te Taura Whiri i Te Reo Māori/the Māori language commissions guidelines recommend using te reo Māori first, followed by English. The rationale for this recommendation is that it will further promote te reo and demonstrate a commitment to keep the language alive. Furthermore they recommends that the two languages are used with the same font size and font type to illustrate their equality.

How this is applied across government agencies and other organisations varies.

Dr Roa advised that as te reo Māori is a language under threat, te reo Māori should appear first to give it prominence and visibility. Workshop attendees indicated their agreement with this. It was noted in discussion that in general, most people tend to just read the first few words. By having te reo Māori first, it will become familiar to our community and over time improve the understanding and knowledge of the language. Thereby keeping te reo Māori alive.

The other option is to use English first, followed by te reo Māori. The argument for this option is that English is the most widely understood language in our community, and as such should appear first. This applies in particular to regulatory signs and documents, where it is important that the reader understands the text.

Matamata-Piako District Council has most recently used bilingual section headings for its Long Term Plan 2018-28, with English first followed by te reo Māori. The same format was also used for the signage of the new civic centre in Matamata, which full name is Matamata-Piako Civic and Memorial Centre Te Whare Whakamaharatanga o te Hāpori o Matamata-Piako. The English text appear above te reo text, with the English text in bold and te reo Māori in regular font.

Forum members are asked to make a recommendation to Council on the order in which languages should appear on Council documents and signage when bilingual text is used.

Policy Guidelines – currently under development

To support the Policy, policy guidelines are currently under development to provide advice to staff on the implementation of the policy and set out the processes associated with it. This includes guidelines for when to use bilingual text, process for engaging an external interpreter, a list of terminology frequently used in council documents and an overview of appropriate greetings to use for various audiences.

Dr Tom Roa has been engaged to provide external advice on the policy guidelines. The Guidelines will be reported to the Forum at its next meeting in September along with the adopted and translated Policy.

Analysis

Options considered

The Forum recommend to Council to adopt the Te Reo Māori Policy, and

Option A - Recommend that Council adopt the use of macron to symbolise long vowels (i.e. māori, ngāti).

OR

Option B - Recommend that Council adopt the use of double vowels to symbolise long vowels (i.e. maaori, ngaati).

And

Recommend to Council in which order te reo Māori and English should appear when bilingual text is used.

Analysis of preferred option

There is no preferred option.

Legal and statutory requirements

There is no statutory requirement for local councils to have a Te Reo Māori Policy.

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

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

Impact on policy and bylaws

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

Consistency with the Long Term Plan / Annual Plan

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

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

Impact on Significance and Engagement Policy

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

Communication, consultation and decision making processes

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

Timeframes

Draft Policy presented to Forum – 5 March 2019

Forum Workshop with Dr Tom Roa – 12 April 2019

Draft Policy endorsed by Forum, and recommended for adoption

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

Final Policy and Guidelines presented to Forum – September 2019

Implementation 2019/20.

Financial Impact

i. Cost

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

ii. Funding Source

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

Attachments

A. Te Reo Māori Policy 2019 - TMF 4 June 2019

Signatories

Author(s)	Ann-Jorun Hunter Policy Planner	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Te Reo Māori Policy / Māori language policy

Department: Corporate and Legal Services

Date, RM number and version number:

Introduction

Te Ture mō Te Reo Māori 2016/Māori Language Act 2016 reaffirms the status of te reo Māori as an official language of Aotearoa/New Zealand. Matamata-Piako District Council acknowledges the importance and significance of te reo Māori as a taonga (treasure) protected under the **Te Tiriti o Waitangi**/Treaty of Waitangi.

The purpose of this Policy is to ensure consistency in when and how te reo Māori is used across all of council departments, both internally and externally. The Policy sets out how we plan to support and encourage the correct and appropriate use of te reo Māori in Council's key strategic documents and correspondence.

The Policy is supported by Te Reo Māori Policy Guidelines (currently under development) which includes a list of appropriate place names and use of macrons for the purpose of Council.

Audience

Council employees and Council/committee members.

Policy

1. We will ensure that when written Māori is used in official publications, letters, on the Council's website, emails or reports, it is of a consistently high standard and will refer to orthographic conventions for te reo Māori set out by Te Taura Whiri i te Reo Māori/Māori Language Commission, and local language preferences.
This includes;
 - a. Use of the macron to symbolise a long vowel
 - b. Capitalisation
 - c. Hyphenation of compound words
2. We will include bilingual headings with English first followed by te reo Māori, where appropriate in key strategic documents and Council reports. This includes;
 - a. Long Term Plan
 - b. Annual Plan
 - c. Annual Report
 - d. Council and Committee reports
 - e. Reserve Management Plans
 - f. Other documents and reports as appropriate.
3. We will include bilingual signage, **with English first followed by te reo Māori**, where appropriate at Council owned community facilities as per the Matamata-Piako District Signage Strategy and Signage Manual.
4. We will engage a certified te reo Māori translator/interpreter where appropriate to provide advice and guidance on correct use of te reo Māori within Council documents as outlined in 2 and 3.

5. We will actively encourage increased use of te reo Māori within our day to day operations.

This may include:

- a. Providing guidance on correct use and pronunciation of te reo Māori greetings in person, on the phone and in written correspondence
- b. Bilingual job titles
- c. Bilingual headings on Council websites
- d. Training and guidance to employees and elected members on correct use and pronunciation of greetings
- e. Participation and promotion of te Wiki o Te Reo/Māori Language Week.
- f. Making autocorrect functionality available for all computer users (this function automatically macronises common Māori words)
- g. Consideration of the use of a Māori spellchecker
- h. Providing staff with documentation on how to create macrons.

Effects and Risks

The implementation of this Policy will support and encourage the correct and appropriate use of te reo Māori within Council documents, signage and day-to-day operations.

Failure to implement this policy may lead to incorrect and inappropriate use of te reo Māori within Council documents, signage and day-to-day operations.

Monitoring, Measurement and Review

Annual report in December within work programme report to Te Manawhenua Forum on the implementation of this policy. The annual report shall include;

- List of all documents created during the previous 12 months that have bilingual headings.
- List of all facility signage that have been installed during the previous 12 months that have bilingual wording.
- Update on other initiatives that supports this policy and any other matters relating to this policy. This may include those suggested under section 5.

This Policy will be reviewed no less than every two years.

Relevant Information

- Te Ture mō Te Reo Māori 2016/Māori Language Act 2016
- Te Taura Whiri i te Reo Māori / Māori Language Commission
- Te Tiriti o Waitangi / Treaty of Waitangi

Authorisation

Authorised by: Don McLeod
Chief Executive Officer
Matamata-Piako District Council

Signed: _____
Don McLeod

Michelle Staines-Hawthorne
Corporate Strategy Manager

Procedures or Processes (currently under development)

- Te Reo Māori Policy Guidelines RM 2106613
- Promapp process for determining if bilingual text is required
- Promapp process for how to engage an external interpreter

Waitangi Day 2020

Trim No.: 2150169

Executive Summary

Waitangi Day will return to Te Aroha in 2020, but will not include the pools, as it does with the Matamata and Morrinsville based events, as the pool complex is too small for the high attendance from previous years. Discussion will be open to how the forum would like this event to look.

Recommendation

That:

1. The information be received

Attachments

There are no attachments for this report.

Signatories

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

Volunteer Youth Ambassadors Update

Trim No.: 2147124

Executive Summary

Matamata-Piako's Volunteer Youth Ambassadors (VYA) have organised several activities this year to highlight the achievements of young people. This report is to update the Te Mana Whenua Forum Mo Matamata-Piako (Forum) on completed projects and projects currently being administered. These include Gumboot of Hope, WILSS program and the 2019 Youth Awards.

Recommendation

That:

1. Information be received

Content

Background

Matamata-Piako VYA was established in 2017, with funding support from Ministry for Youth Development, to be the voice of youth around the council table and to positively promote youth in our community. The VYA is made up of young people aged 12 to 24 who live, work, study or play in Matamata-Piako District.

In 2018 VYA consisted of three Y13 students from each of Matamata, Morrinsville and Te Aroha Colleges. The team planned and organised community presentations, worked collaboratively with Waikato Institute for Leisure and Sport Studies and the intermediate schools in our district to run an Intermediate Leadership Programme, and they proudly presented the Inaugural Matamata-Piako VYA Youth Awards.

This year there are 15 VYA members from across the district, from a variety of ages and backgrounds. This year their Chair person is Ruby Stevens from Morrinsville.

The VYA meet on a monthly basis and the meetings are supported by Mayor Jan and Councillors Adrienne Wilcock, Ash Tanner and Donna Arnold.

What does the VYA do?

- Youth Awards
- Volunteer Youth events
- Youth Leadership camps / training
- Promotes awareness on issues impacting on youth and young people
- Encourages positive views and opinions of young people and their achievements
- Participates in community activities and consultations
-

The VYA has six programme/events that focus on different aspects of youth and wider community involvement. These are:

- Leadership/mentoring other youth in the district with particular focus on vulnerable and disadvantaged youth.

- Raising awareness of pressing youth issues.
- Celebrating the youth in the district.
- Cultural awareness.
- Helping in the wider community.
- Youth character building.

More detail of how these focus projects are implemented is in the work program attached.

With the upcoming local elections, it is planned to discuss with the VYA how they can become involved in the democratic process through enrolment and participation.

Issues

Gumboots of Hope

In March – April, the Matamata-Piako Volunteer Youth Ambassadors (VYA), supported by Matamata-Piako District Council, launched Boots of Hope, a local project which partners with Mike King's Gumboot Friday campaign

The Boots of Hope project encouraged youth, in school years 7-13, to decorate a gumboot with a message of hope to young people affected by mental illness. It also doubled as a fundraiser for Gumboot UP NZ, a charity providing support and counselling to young people in need.

On Gumboot Friday 5 April 22 entries were judged by District Councillors and the VYA, Following judging, the boots were on display throughout April at the Wallace Gallery in Morrinsville.

The Gumboots of Hope campaign and Matamata-Piako District Council bake sale donated a combined amount of \$518.00 to the I Am Hope foundation.

WILSS

The VYA are administering the WILSS program again this year. The WILSS program is targeted to help year 7&8 with building their leadership and confidence skills with the assistance of the VYA students acting as mentors through different group projects. The first day was undertaken throughout the different wards on last week. With the next half-day session taking place end of June. The final collaboration day is to be held in Te Aroha on the 8th of August.

2019 Youth Awards

The annual Youth awards, now in its third year, is the Volunteer Youth Ambassadors (VYA) flagship event.

This year the awards will be held on July 5, at the Kaimai Cheese Cafe in Waharoa.

This year the event will only have six awards, including Employee, Environmental, Cultural Contribution, Overcoming Adversity, Music/Arts and Entrepreneur and Innovation. The awards line up will include the addition of a Mayor's Wild Card award.

People cannot be nominated for the Wild Card award, the winner will be chosen by an independent judge from every nomination received and they will receive two airfares to Wellington where they will attend Festival for the Future - an exciting weekend of inspiring speakers, future-focused panels and workshops.

Attached is an information pack put together for business and schools with details on the awards.

Forum members who know of Youth who may be eligible for an award/s are encouraged to nominate and to share the message.

Financial Impact

i. Cost

The VYA has a budget of \$10,000 per annum. An Application for Ministry of Youth Development Funding has been submitted to support the VYA programme. The outcome will be determined at the end of May.

ii. Funding Source

Council provide this budget in their Long Term Plan.

Attachments

- A. 2019 Youth Awards Info Pack
- B. VYA Work Program 2019

Signatories

2019 Matamata-Piako Youth Awards Info Pack

MATAMATA-PIAKO YOUTH AWARDS



2019 Youth Awards

The annual Youth awards, now in its third year, are the Volunteer Youth Ambassadors (VYA) flagship event. The VYA is a group of 12 college aged students from each of the high schools in the district. Their role is to provide a voice for youth in Council.

This year the awards will be held on July 5, at the Kaimai Cheese Cafe in Waharoa.

This year's ambassadors, chaired by Morrinsville College deputy head girl Ruby Stevens, are excited to be planning the event, which will include significant changes to previous years.

This year the event will only have six awards, including Employee, Environmental, Cultural Contribution, Overcoming Adversity, Music/Arts and Entrepreneur and Innovation. The awards line up will include the addition of a Mayor's Wild Card award.

People cannot be nominated for the Wild Card award, the winner will be chosen by an independent judge from every nomination received and they will receive two airfares to Wellington where they will attend Festival for the Future - an exciting weekend of inspiring speakers, future-focused panels and workshops.

"Festival for the Future is a fantastic opportunity for any young person," said Mayor Jan Barnes. "The lucky winner will be given the opportunity to connect with emerging leaders from a range of sectors, network and hear from and be encouraged by some amazing speakers.

"This opportunity will really give a young person the opportunity to flourish and grow into the person they want to become - help them find their place in the world. I am excited the VYA are able to give someone this opportunity."

Event Details:

Day: 5 July 2019

Time: 6:00pm – 9:00pm

Venue: Kaimai Cheese Café

Awards Categories:

- Overcoming Adversity - to recognise a young person in the Matamata Piako District who has overcome challenges to achieve success.
- Arts & Music - to recognise a young person in the Matamata Piako District who has achieved or made a significant contribution to the performing, visual, or literary arts
- Entrepreneur and Innovation - to recognise a young person in the Matamata Piako District who displays entrepreneurial spirit and who demonstrates potential to be a future business leader or excels in science and innovation.
- Employee Award - to recognise a young person in the Matamata Piako District who displays a great work ethic and willingness to learn and develop new skills in their place of employment.

MATAMATA-PIAKO YOUTH AWARDS



- Cultural Contribution - to recognise a young person in the Matamata Piako District who positively portrays their ethnic and cultural heritage.
- The Award for Environmental Commitment - to recognise a young person in the Matamata Piako District who strives to improve their environment.

Eligibility Criteria

- All nominees must be aged 12-24 years on 5 July 2019.
- All nominees must live within Matamata-Piako District during 2019.
- You can nominate yourself.
- Members of the Volunteer Youth Ambassadors, as the organising committee, cannot be nominated.
- Members of the judging panel are not eligible to submit a nomination

Nomination are open until 5pm 14 June, 2019.

Guest Speaker

Professional New Zealand wakeboarder Brad Smeele dedicated more than half of his life to perfecting his craft, and as a result he quickly became known as an innovator due to the level in which he pushed the limits of the sport. After claiming two Junior World titles he also became one of the first in the world to land a 1080. As his career progressed he continued to push the sport with world firsts; such as the 22ft spillway step up and the multiple double flip combinations featured in the award-winning film 'Prime'.



Brad then won the 2014 trick of the year award with the worlds first double tantrum (back flip) to blind over a mega ramp. Unfortunately, just weeks later, Brad took a heavy crash attempting to land that same trick again, resulting in him breaking his neck, leaving him a quadriplegic.

Brad now inspires people worldwide with his tenacity to not only regain movement, but also to live a full and action packed life, regardless of his debilitating injury. He has remained involved in his sport as a commentator at international wakeboarding events.

A greater purpose has also been found in Brads life – he is now a motivational speaker at schools, as well as charity and corporate events, inspiring people of all ages through his story of resilience and how he found happiness after his life changing injury.

He's also passionate about raising awareness and funding for spinal cord injury research, and helping others facing similar life changing circumstances.

MATAMATA-PIAKO YOUTH AWARDS



Unleashing Potential Award

This year there is a “Wild Card” award. This winner is chosen from all the nominations and is judged separately from the other award categories. This award highlights a nominee that has potential leadership or ability but isn’t always given the opportunity to be able to utilize these skills fully.

This award has a prize attached to help give them the opportunity to unleash their full potential and also enhance and build a new skill set that they are able to use later in life.

This award includes a prize of 2 x tickets to the Festival of the Future in Wellington and 2 x return tickets from Wellington. Accommodation is not included in the prize and will be at winner’s expense.

Festival of the Future

Festival for the Future is an action-packed weekend of inspiring speakers, future-focused panels, workshops and a marketplace for great ideas. It is held on the 26–28th July 2019.

What do people get out of the Festival?

- Connections and networking – the chance to connect with emerging leaders and influencers from a diverse range of sectors – government, business, community and education sectors. Attendees come from every region nationwide, and increasingly the Asia–Pacific region.
- The chance to engage with leaders, influencers and innovators – most of our speakers attend the whole Festival weekend. Our speakers and contributors include CEO’s, Government Ministers, Mayor’s, entrepreneurs, as well as awesome humans under the radar.
- Be inspired – we all know the big issues of our time can be overwhelming. The Festival is a chance to hear from a diverse range of inspiring people. Many of them have overcome major challenges, are dreaming big and pushing boundaries to make a difference for our future.
- Build your knowledge, ideas and skills – the unique mix of inspiring speakers, future-focused panel discussions and hands-on workshops give you the chance to customise your own Festival experience. See the programme for more detail.
- Learn how you can make a real difference for our future – explore mega trends and the big issues of our time with thought-leaders from a range of different sectors.
- A marketplace for ideas & opportunities – connect with purpose-driven organisations, meet potential collaborators, and discover possible pathways for further development.

MATAMATA-PIAKO YOUTH AWARDS



Judges

There are 6 judges for the six main awards, two judges cover all six awards and another judge is included per award from the sponsorship. The main awards are judged using a marking matrix and individual scores tallied to create an overall total to determine the winner of the award.

The wildcard award is judged by the sponsor and another independent judge. Winners of the six main awards are excluded from this judging as they have already proven their ability and skills. This award is to highlight a youth that needs extra support or encouragement to reach their full potential.

Why Nominate

Youth who get nominated for the awards are recognised at the event. This builds their own self-confidence, it is something that is able to go on their C.V. The selected youth that win awards gains acknowledgement of their achievements on a district scale.

These event create a recognition program to honour youth for any number of community achievements. Recognition is designed to award all types of youth, mostly these achievements highlighted are outside of school norms and is directed away from academic and sporting achievements and has a wider district base achievement.

This event bolsters youth and their achievements within the district. The VYA and Council want to showcase and highlight the amazing talent that the Matamata-Piako district youth have.

Nominating youth for these awards adds substance to the event on the night as well as encouraging other youth to become involved with different activities outside their social norms. These awards help build key character skills for youth and allows youth to dedicate a night to themselves and gain life lessons from our guest speaker and other businesses that attend.

Nominate someone either using the form provided or go to: www.mpdn.nz/youth19

MATAMATA-PIAKO YOUTH AWARDS



Item 7.3

Volunteer Youth Awards Nomination Form

Eligibility Criteria

- All nominees must be aged 12-24 years on 5 July 2019.
- All nominees must live within Matamata-Piako District during 2019.
- You cannot nominate yourself.
- Members of the Volunteer Youth Ambassadors cannot be nominated.
- Members of the judging panel are not eligible to submit a nomination.

Nominee's Details:

First Name:

Last Name:

Age:

Email:

Address:

Parent/Guardian Details (if nominee is aged between 12-17):

Parent/Guardian Name:

Parent/Guardian phone/email:

Nominator's Details:

First Name:

Last Name:

Age:

Email:

Address:

Attachment A

Attachment A

Te Manawhenua Forum Mo Matamata-Piako
4 June 2019



Priority	Principles and Functions	Key VYA Focus	Event/ work details	Timeline	Budget	Resources
HIGH	<ul style="list-style-type: none"> -Highlight youth achievement across the district in various categories. -Youth orientated. -Celebrates youth achievements outside of school. -Allows the members to interact with people not from their normal social circles. -Engages the VYA with wider community youth. 	<ul style="list-style-type: none"> - Celebrating youth - Youth character building 	-Youth Awards	June/July	\$10,000	6 x 1 hr meetings 8hrs outside school time per VYA student, 120hrs individual time 3 x Council Staff 4 x Councillors 15 x VYA students
HIGH	Develops: <ul style="list-style-type: none"> -Leadership -Mentoring -Patience -Creativity -Trustworthiness -Respect --Engages the VYA with wider community youth. 	<ul style="list-style-type: none"> - Leadership/mentoring other youth in the district. -Youth character building. 	-WILSS	Annual event TBD	\$2000	1 x hr meeting 8 hrs outside school time per VYA student, 120hrs 2 x Council staff

Priority	Principles and Functions	Key VYA Focus	Event/ work details	Timeline	Budget	Resources
HIGH	Brings community awareness to a selected problem among or affecting the youth. -Educates youth on how to handle their issues and to support their friends. -Creates a self-awareness of common factors that affect youth. -Helps establish an understanding of the issues facing youth and how to overcome and manage them. - Engages the VYA with wider community youth.	- Leadership/mentoring other youth in the district. - Raising awareness of pressing youth issues.	Gumboot Friday Design your own gumboot competition	1 March – 5 April 2019	N/A	1 x hr meeting 8 hrs outside school time per VYA student, 120hrs 2 x Council staff
MEDIUM	Develops: -Leadership -Mentoring -Patience -Creativity -Trustworthiness -Respect	- Leadership/mentoring other youth in the district. -Youth character building.	-WILSS (May 2020)	Annual event TBD	\$2000	1 x hr meeting 8 hrs outside school time per VYA student, 120hrs 2 x Council staff

Te Manawhenua Forum Mo Matamata-Piako
4 June 2019



Priority	Principles and Functions	Key VYA Focus	Event/ work details	Timeline	Budget	Resources
	--Engages the VYA with wider community youth.					
MEDIUM	Develops: -Leadership -Mentoring -Patience -Creativity -Trustworthiness -Respect -Engages the VYA to communicate outside the group and establish meetings. -Allows the members to interact with people not from their normal social circles.	- Youth character building.	-VYA team building - The Effect training course - Paintballing -Laser Tag -Day walks around the district to boost morale and team build.	5 events - Every second month	\$500 per event \$2500 total cost	5 x 1hr meetings 2hrs outside school time per VYA member, per session, 150 hrs total
LOW	-Allows the members to interact with people not from their normal social circles. -Engages youth with New	-Youth character building. - Cultural awareness. - Volunteering in the wider community.	-Waitangi Day 2020	Thursday 6 February 2020	\$2500	3 x Council staff 7hrs outside school time per VYA member, 105 hrs total

Priority	Principles and Functions	Key VYA Focus	Event/ work details	Timeline	Budget	Resources
	<p>Zealand culture and significance of Waitangi Day</p> <ul style="list-style-type: none"> -Educates youth on the importance of cultural awareness and understanding. -Engages with the wider community. 					
LOW	<ul style="list-style-type: none"> -Allows youth to engage with the wider community. -Establishes key skills: <ul style="list-style-type: none"> - Respect of others - Compassion - Self-worth -Time management -Allows the members to interact with people not from their normal social circles. -Engages the VYA with wider community youth. 	<ul style="list-style-type: none"> -Youth character building. - Volunteering in the wider community. 	-Volunteer in the community	Throughout the year	N/A	8 hrs outside school time per VYA member, 120 hrs 2 x Council Staff

Priority	Principles and Functions	Key VYA Focus	Event/ work details	Timeline	Budget	Resources
LOW	<ul style="list-style-type: none"> -Allows the members to interact with people not from their normal social circles. -Allows youth to engage with the wider community. -Establishes key skills: <ul style="list-style-type: none"> - Respect to others - Compassion - self-worth -Time management 	<ul style="list-style-type: none"> - Youth character building. - Volunteering in the wider community. - Leadership/mentoring other youth in the district. 	-Be collective	Throughout the year 3 events per town	\$1000 per event \$3000 total cost	2hrs outside school time per VYA member, 30 hrs total 2 x Council staff

Youth award sponsorship

Trim No.: 2147500

Executive Summary

A request has been made for further information and discussion on the categories and judging structure for the MPDC Youth Awards.

The current format of the awards has two judges for all awards, with the sponsors of individual awards selecting a third judge to sit alongside them.

Categories and sponsors are:

- Music/Arts – to be confirmed
- Cultural Contribution - Ngāti Hāua Iwi Trust
- Entrepreneur and Innovation - The Boltholder
- Overcoming Adversity - O-Del-Emz Cafe
- Employee – to be confirmed
- Environmental - Fonterra
- Mayoral Wild Card

Recommendation

That:

1. The information be received.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Rebecca Shaw Graduate Policy Planner	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Road Naming

Trim No.: 2149665

Executive Summary

The current Road Naming process provides the opportunity for Iwi to have input into the naming of roads for developments.

The process has caused frustration to Iwi and Developers.

A number of changes to the process have been identified to try and address the frustrations.

Recommendation

That:

1. The report be received
2. That the Forum consider the recommended changes to the current Road Naming Process.

Content

Background

The current Road Naming process provides the opportunity for Iwi to recommend names for property developments.

The process steps are:

1. Roding Asset Engineer is advised of a subdivision that has roads to be named.
2. The Roding Asset Engineer then attempts to arrange consultation between a relevant Iwi representative and the Developer. Note as the Te Manawhenua Forum meets quarterly, we have developed the practice of contacting the Forum Chair to identify the appropriate Iwi contact(s).
3. The results of this consultation are then reported to Council for a final decision on road names. Note, all road names must meet Land Information New Zealand requirements.

Staff are aware that the process can cause frustrations to Iwi and Developers, including:

- Lack of time for Iwi to consider applications
- Some developers considering that the consultation delays their development
- Developers have often already decided on road names for their development. Some may have marketed their development already with their chosen road names.
- Iwi disappointment at the lack of uptake of the recommended Maaori road names.

Staff have attempted to improve the process by early notification of applications to the Roding Asset Engineer.

The following three subdivisions in Matamata have had road names approved recently:

Nettro subdivision off Jellicoe Road.

Hampton Terrace was extended and one new road name Archford Street.

Peakedale

Peakedale Estate subdivision adjoining Netro subdivision has seven new public roads and one private lane. The approved names are as follows:

Peakedale Drive; Bowman Road; Hinerangi Crescent; Buxton Crescent; Tapsell Drive; Batham Drive; Asto Drive; and Stanton Lane.

Calcutta Farms Subdivision off Tauranga Road

Weraiti Drive and Maea Lane

Issues

Awareness

Council has discussed the current process and acknowledged the frustrations.

It is felt that one of the areas that could be improved is to raise the awareness of the road naming process with Developers. Facilitating early consideration of the road naming requirements (ie pre-Council planning lodgement) may eliminate some of the frustrations. This could be done through Council's website and communication targeted at key stakeholders (eg surveyors).

The objective being to give the Developer greater opportunity to choose and confirm their road names early in the subdivision planning stage.

Schedule of Iwi Road names

It is suggested that providing a list of Iwi road name preferences would make the process more efficient.

If the list could include the meaning and/or history relevant to the name it may improve the uptake of Maaori road names.

It is envisaged that if a list of Iwi names is acceptable, specific consultation would not be required.

Cultural Sensitivity

Council acknowledge the importance that Iwi place on names. The formation of a list is not intended to diminish importance. It is rather to raise the profile of the names and the history to developers and provide better opportunity for favourable consideration.

Options

Option 1 Stay with the current Road Naming process.

Option 2 Iwi develop a list of road name preferences.

Option 2 is favoured as it may remove frustrations with the current process and ultimately improve the uptake of Iwi recommendations.

Attachments

There are no attachments for this report.

Signatories

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

Footpath and Parking issues in Morrinsville

Trim No.: 2148787

Executive Summary

The Te Manawhenua Chair has requested issues around uneven footpaths and mobility scooters parking in disabled parks in Morrinsville be discussed at the Te Manawhenua Committee meeting. Chair Te Ao Marama Maaka will talk about these issues.

Recommendation

That:

1. The information be received.

Attachments

There are no attachments for this report.

Signatories

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

Oranga Marae presentation

Trim No.: 2146896

Executive Summary

Mary Wilson, Community Advisor from Department of Internal Affairs (DIA), is attending at 11.30 to talk about the Oranga Marae programme and how DIA/Te Pune Kokiri can support local iwi and marae.

Recommendation

That:

1. The information be received.

Attachments

There are no attachments for this report.

Signatories

Author(s)	Ann-Jorun Hunter Policy Planner	
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Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Smokefree Policy 2019

Trim No.: 2142820

Executive Summary

This report outlines the background to the development of a draft Smokefree Policy (Policy) for consultation. It seeks feedback of a draft policy for consultation purposes. The draft Policy will be circulated prior to 4 June meeting.

Recommendation

That:

1. The information be received.
2. The Forum provide feedback on the draft policy

Content

Background

Smokefree Aotearoa 2025

In 2011 the government committed to a goal of New Zealand being Smokefree by 2025. In practice this means that smoking will be at very low levels and it will be very difficult to sell or supply tobacco. The government aims to achieve this by providing support for quitting, protecting children from exposure to tobacco marketing and promotion, and reducing the supply of, and demand for tobacco e.g. increasing taxes on cigarettes.

Some of the reasons for the government's smokefree goal are that: smoking is the single leading preventable cause of early death in New Zealand and half of all long-term smokers die of a smoking related illness, losing an average of 15 years of life. Māori are disproportionately overrepresented in these mortality statistics.

Matamata-Piako District Council Smokefree Policy

On 12 September 2018 Charlie Poihipi from Waikato/ Bay of Plenty Cancer Society Division branch came and talked to Council about implementing a smokefree outdoor areas policy. A letter encouraging further work be done on smokefree policy was provided to Council by the Waikato District Health Board. Appended to the letter is a map that shows the majority of Councils have smokefree outdoor areas or a formal policy in place.

Council has had several workshops on this topic and directed staff to prepare a policy. Council had considered the option of a bylaw however, the use of a smokefree bylaw is widely considered to be expensive and difficult to enforce. It is proposed to use non-regulatory approaches, such as including smokefree areas in leases of Council owned buildings, introduction of signage and public education.

At the end of 2018, the Cancer Society undertook a survey for the Matamata-Piako District Council on community attitudes to smokefree outdoor spaces. The survey had 205 respondents, including high school students. The survey shows that most respondents agreed with smokefree areas, in particular those areas primarily used by children and young people.

Comments were sought from Cancer Society and the Waikato District Health Board in regards to including vaping in the smokefree policy. Both the Waikato DHB and Cancer Society came back in support of including vaping activities in the Policy as a pre-cautionary approach due to the lack of strong scientific evidence of long term health effects from vaping and recently the Government has signalled that it will be including vaping in smokefree legislation.

On the 24 April the Corporate and Operations Committee approved the Draft policy for targeted consultation with a variety of stakeholders.

Issues

Implementation

The successful implementation and continued success of the Policy will require a collaborative approach to communication and education between Council and the Community and Waikato District Health Board. The Policy identifies a range of actions to be implemented over the initial two-year period.

Implementation of the Policy will take time due to feasibility and costs. This is why a phased approach has been recommended to allow for community education and awareness and allow for financial budgets to be able to accommodate costs incurred by the Policy e.g. signage for parks and reserves.

Signage to promote smokefree parks and reserves would incorporate the no smoking symbol when we have to reskin or replace existing signs that are worn out. We would include the no smoking symbol on any new signs at new parks or where there hasn't been signage before. We would not however be looking at reskinning any existing signs that are in good condition to add the symbol. We would simply add a 'no smoking symbol' tile sticker at the bottom of existing signs that are otherwise in acceptable condition. This would be more cost-effective. Once the signs are due for refurbishment we would deal with them as above



Smoke free NZ signs are available and could be used at sports grounds and playgrounds and are available in Te Reo Maaori as well. The Signage Strategy does anticipate bi-lingual signage. The Signage Manual (which contains the technical detail to give effect to the strategy) is still under development at the moment.



Enforcement

The approach Council is taking is to educate and empower the community to positively enforce the policy themselves. It is proposed that Council will not enforce the policy through formal enforcement activities or respond to complaints about smoking occurring in the smokefree areas.

Council are able to encourage the community to model the intentions of the Policy through other tools in regards to Council owned buildings, outdoor dining on the footpath and council sponsored

or funded event. The implementation process included within the policy outlines how this would be carried out once the policy is adopted.

Analysis

The following table (Table 1) looks at the benefits and costs of developing the Policy:

Benefits	Costs
May reduce the health impacts of second hand smoke on people	May not be well received by some people e.g. smokers
May lessen the uptake in smoking and vaping by young people	Costs of implementing the policy e.g. signage, promotional material
May encourage people to give up smoking with the resulting health and personal finance benefits	Costs associated with the monitoring and review of the policy e.g. is it working?
Is consistent with other councils smokefree approaches	
Aligns with the Government's goal of becoming a smokefree nation by 2025	
Helps council meet its obligations to promote the social, economic and cultural interests of its current and future communities	
Provides less opportunity for cigarette butt littering which reduces costs of; cleaning up, and potential environmental damage	

Monitoring / success factors

The following measures of success will be used to determine whether the Policy is meeting its purpose:

Measure	Method
The number of actively promoted Smokefree areas in Matamata-Piako increases	Survey of businesses, organisations, and facilities
Awareness of, and public support for, Matamata-Piako Smokefree Outdoor Areas Policy increases	Email panel survey
The population rate of smoking decreases	Census data

Options considered

The options are to implement the policy as drafted, amend the policy or to not implement a policy at all.

Analysis of preferred option

There is no preferred option. We are requesting feedback from the Forum.

Legal and statutory requirements

There is no legal requirement for Council to have a Smokefree Policy. However, the Policy is supported by other legislation including the Smoke-free Environments Act 1990. It also is supported by the government's goal of a smoke free New Zealand by 2025.

Impact on policy and bylaws

It is proposed to amend the District Event Funding Policy (where Council provides funding for local events) upon adoption of this Policy to state that event organisers will be required to display and announce smokefree messages in advertising and at their event.

The Draft General Reserves Management Plan includes reference to a smokefree policy in regards to park and reserve areas. Section 10.15 states *"Council may develop a smoke-free policy or bylaw that also applies to reserves."*

Consistency with the Long-Term Plan / Annual Plan

The Long Term Plan and Annual Plan do not specifically contemplate the development of a Smokefree Policy, however this is consistent with the purpose of the Strategies and Plans Activity, and Council's Visions and Outcomes.

Impact on Significance and Engagement Policy

The Significance and Engagement Policy identifies a number of considerations when assessing the degree of significance of proposals and decisions, and the appropriate level of engagement with the community.

Some of the following considerations from the Significance and Engagement Policy may have a bearing on the decision on the form of engagement with the community on this matter:

- whether the proposal or decision will affect a large portion of the community
- recognising Māori cultural values and their relationship to land and water through whakapapa
- whether community interest is high
- whether the likely consequences are controversial and will have a likely impact on the reputation of Council
- whether community views are already known, including the community's preferences about the form of engagement

If a proposal or decision is affected by a number of the above considerations, it is more likely to have a higher degree of significance. In general, the more significant an issue, the greater the need for community engagement. It is considered that the Policy has a higher degree of significance for certain groups within the community, for example health providers, business owners, sporting clubs, youth and iwi.

Given the over-representation of Maori in smoking statistics, consultation with Mana Whenua has been identified, this is consistent with Councils Community Outcome that: Tangata Whenua with Manawhenua status (those with authority over the land under Maaori lore) have meaningful involvement in decision making.

Communication, consultation and decision-making processes

We are currently consulting on the Policy and request the Forum to provide feedback on the policy.

Timeframes

Below is the timeline of the formation of the policy:

Timeline	Date
Cancer Society Presentation	12 August 2018
Community Survey starts	21 September 2018
Community Survey ends	14 December 2018

Draft Policy is approved for full/ targeted consultation	24 April 2019
Consultation starts	04 July 2019
Consultation ends	21 June 2019
Council meeting to consider submissions	24 July 2019
Final Policy 2019 to Council for adoption (with submission edits)	14 August 2019
Phase 1 of Policy comes into effect	01 November 2019
Phase 2 of Policy comes in to effect	01 November 2020

Contribution to Community Outcomes

Our vision is to make Matamata-Piako 'the place of choice', this vision provides guidance and inspiration for Council's activities for the next 10 years and beyond. The Smokefree and Vaping Outdoor Spaces Policy supports and contributes to Council's Healthy Communities Outcomes – specifically: Our community is safe, healthy and connected.

Financial Impact

i. Cost

Signage for all parks and reserves to display their smokefree status would cost approximately \$200 - \$500 per sign and would come from the parks and reserves budget.

To have all signs updated would be dependent on the wear and tear of the current signage. No smoking tiles would cost approximately \$2 per tile and signs would be updated with these until the need to replace the whole sign.

Outdoor dining businesses could be given smokefree stickers to place on their windows to advertise their smokefree status. 250 no smoking stickers would cost \$500 to print and could be funded from the corporate strategy budgets.

ii. Funding Source

Signage costs would come from the parks and reserve budget. While no smoking stickers for outdoor dining purposes and consultation will be funded from the corporate and legal budget

Attachments

A. Smokefree Policy with Maps 22/05/2019

Signatories

Author(s)	Rebecca Shaw Graduate Policy Planner	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

DRAFT SMOKEFREE OUTDOOR SPACES POLICY 2019

Kaupapa Here Auahi Kore



Department: Corporate Strategy

Date, RM number and version number:

Policy details	
RM number	
Adoption date	

Policy Purpose

The purpose of this policy is to establish smokefree areas that promote the health and wellbeing of our communities through reducing the presence of smoking and de-normalising smoking behaviour. This aligns with the Government's goal of becoming smoke free by 2025 as well as Part 1 of the Smoke-free Environments Act 1990, Smokefree workplaces and public areas.

Principles

The principles of this policy are:

- Promotion and support of the health and wellbeing of our community, including children and young people.
- Encouraging behavioural change in a manner that is acceptable and reflects our community values.
- Fostering a positive smokefree message, with an emphasis on modelling positive behaviour for children and young people.

Policy

For the purposes of this policy 'smoking' includes vaping and use of Legal Highs (defined below) which have to be taken through the action of smoking or an inhalation process that mimics smoking.

Approach

The policy follows a non-regulatory approach aimed at changing behaviour and promoting a positive smokefree message throughout the community.

Compliance with the policy is not enforced by Council. Compliance with the policy instead is encouraged by empowering the public to model and promote appropriate behaviour in a positive manner, which in turn encourages others to be smokefree.

Smokefree Public Places

The following public places will be smokefree across the whole of the district in relation to the implementation dates stated below.

Item 7.8

Attachment A

Phase	Date	Locations
1	TBC	<ul style="list-style-type: none"> - All Council owned or managed Parks and Reserves - Council owned playgrounds - Skate parks - All Council owned or managed sports locations - All bus stops and shelters. - Public toilets - The Hauraki Rail Trail - Entrances outside all Council owned and operated buildings.
2	12 months after phase one implementation	<ul style="list-style-type: none"> - Outdoor public areas within the Central Business District (CBD) of Te Aroha, Matamata and Morrinsville as defined in Schedule 1. - All footpath outdoor dining areas within the district. - All public car parks outside CBD areas.

Smokefree events

Council recognises the role that public events can play in promoting a positive smokefree message. All Council-delivered events and events that receive Council funding or support will need to be smokefree. Event organisers will also be required to display and announce smokefree messages in advertising and at the event.

Smokefree outdoor dining

A 'no smoking' clause in the council's terms and conditions for licence to occupy when occupying the footpath for dining purposes outside the building's legal boundaries. Businesses are also encouraged to sign up to the "The Fresh Air Project" to promote their smoke and vape free status.

Businesses will be encouraged to display smokefree signage around their business to promote the smokefree message to the community.

Alignment

The following helps promote and support Council's policy:

- In March 2011 the Government adopted the Smokefree 2025 goal for New Zealand. This was in response to the recommendations of a landmark Parliamentary inquiry by the Māori Affairs select committee.
- The Smoke-free Environments Act 1990, Including Part 1 Smoke-free workplaces and public areas.

The policy also aligns with our vision is to make Matamata-Piako 'the place of choice', this vision provides guidance and inspiration for Council's activities for the next 10 years and beyond. The policy supports and contributes to Council's Healthy Communities Outcomes – specifically: Our community is safe, healthy and connected.

Implementation

The successful implementation and continued success of this policy will require a collaborative approach to communication and education between Council and the Community and Waikato District Health Board.

Implementation of this policy will look like:

- Making available smokefree signage/stickers

- Signage and/or smokefree logos displayed with positive smokefree messages to discourage smoking in Council locations as they are renewed or replaced.
- On review, Council communications and documents (e.g. reserve management plans), will also reference the smokefree nature of these locations where appropriate.
- On review community leases and licences will require the leased premises to be smokefree.
- A 'no smoking on premises' clause in the Council's terms and conditions for hiring a Council venue.
- Investigation of a smokefree compliance requirement in Council contracts
- A smokefree requirement in all funding agreement documents/contracts as they come up for renewal over time.
- Working with Council's Te Manawhenua Forum Mo Matamata-Piako to promote the smokefree message to Iwi.

Policy monitoring and review

This policy will be reviewed by Council every three years, following its adoption or as determined by Council or in response to legislative or policy changes as appropriate.

The following measures of success will be used as the basis of any review of the policy:

Measure	Possible Methods:
The number of actively promoted Smokefree areas in Matamata-Piako increases	Survey of businesses, organisations, and facilities
Awareness of, and public support for the policy increases	Customer survey
The population rate of smoking decreases	Census data

Definitions

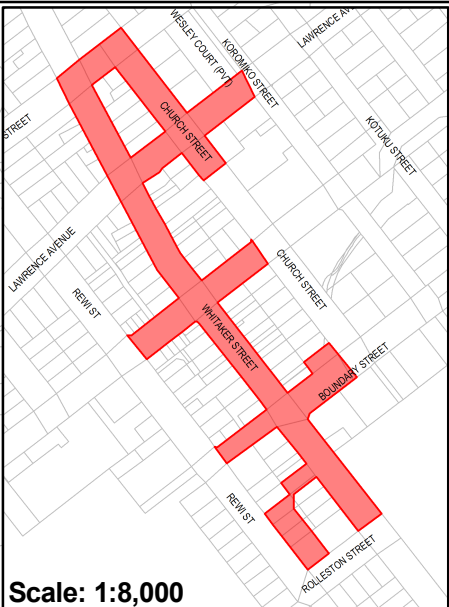
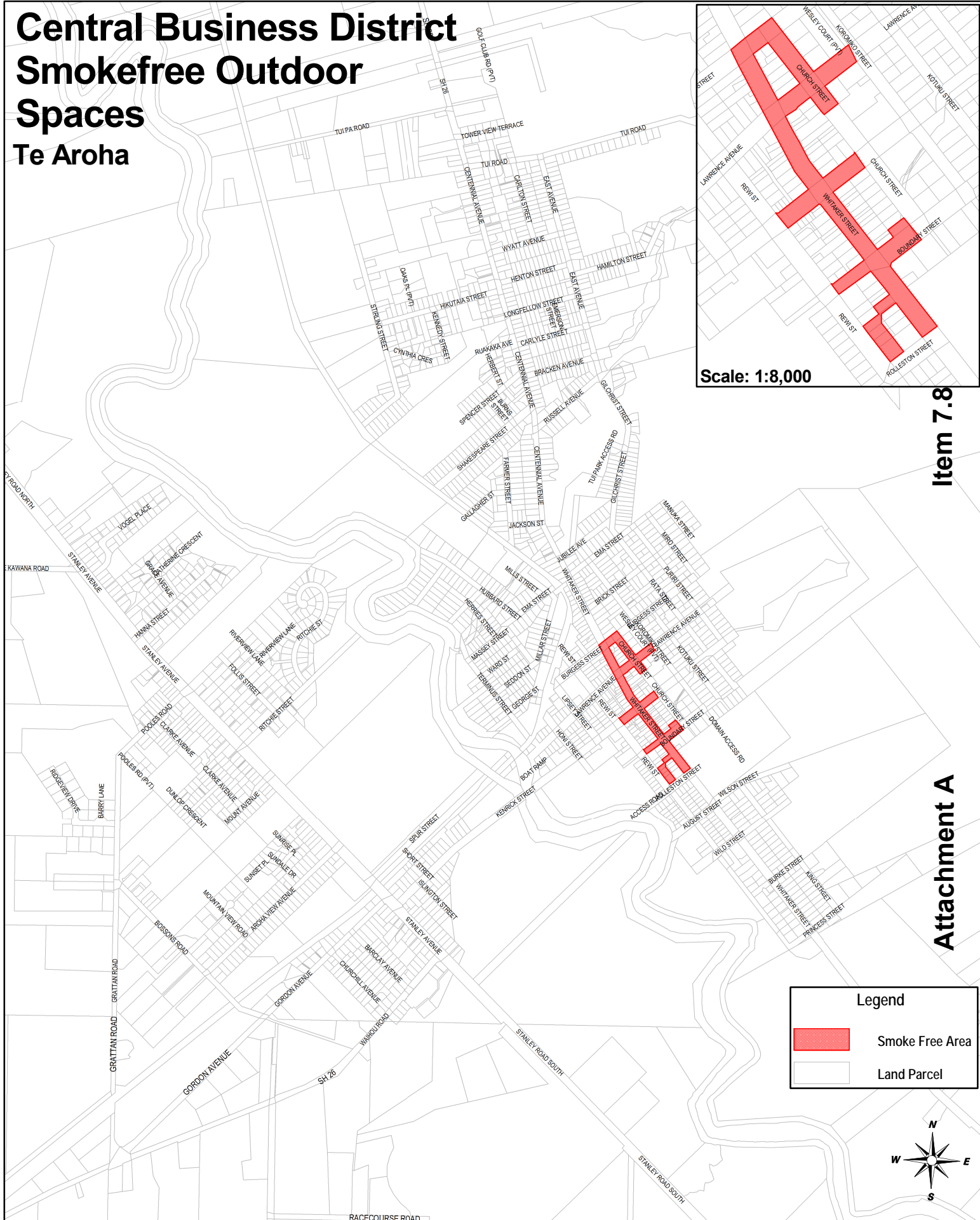
Vaping or to vape is defined as the use of an electronic cigarette or e-cigarette that heats a solution producing a vapour that the user inhales or 'vapes' (Ministry of Health, 2017).

Legal Highs is defined as substance, mixture, preparation, article, device, or thing that is capable of inducing a psychoactive effect (by any means) whose sale or use is not banned by current legislation regarding the misuse of drugs.

Schedule 1.

Smokefree CBD areas. *Maps detail the defined CBD areas for the purpose of this policy. Other locations specified in this policy are not included on these maps but are still included within the policy.*

Central Business District Smokefree Outdoor Spaces Te Aroha



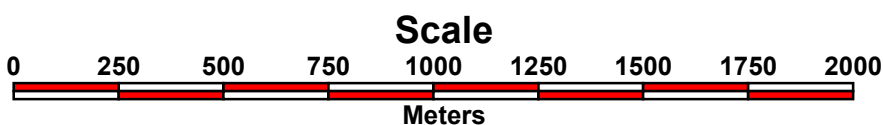
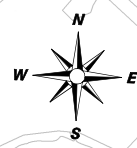
Item 7.8

Attachment A

Legend

Smoke Free Area

Land Parcel



May 2019
Scale 1:18,000



Central Business District Smokefree Outdoor Spaces

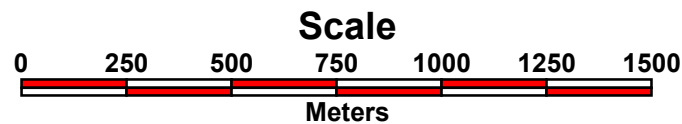
Matamata

Item 7.8



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Smokefree Policy 2019



February 2019
Scale 1:18,000 at A4

Central Business District Smokefree Outdoor Spaces

Morrinsville

Item 7.8

Attachment A



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Smokefree Policy 2019



Provincial Growth Fund projects

Trim No.: 2144105

Executive Summary

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

This report provides an update to the Te Manawhenua Forum Mo Matamata-Piako (Forum) on two applications which have received PGF funding. One application was submitted for the preparation of a Feasibility study, Business Case and Investment Case to "move the concept of a Waharoa industrial hub to the investment ready stage as a transformational sub-regional economic development initiative". \$800,000 was applied for with four major industry firms also contributing \$25,000 each, in principle.

A separate application was submitted for the preparation of a Feasibility study, Business Case and Investment Case to "Explore the development of the "Te Aroha Tourism Precinct" as the boutique Health and Wellbeing destination for the Auckland and Waikato regions". \$900,000 was applied for. The applications were submitted with the Ministry of Business, Innovation and Employment (MBIE) in late August 2018.

Prime Minister, Rt Hon Jacinda Arden announced funding of up to \$810,000 for the Te Aroha Tourism Precinct and up to \$800,000 for the Waharoa Industrial Hub at a business event held in Matamata, on 4th October 2018. It was a requirement of the funding that Council make a co-contribution towards the Te Aroha Tourism Precinct project. Council has allocated up to \$90,000 for this purpose.

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

Recommendation

That:

1. The information be received.

Content

Background

Waharoa Industrial Hub

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

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

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

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

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

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

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

A \$25,000 pledge, each, from major businesses in Matamata-Piako (being Open Country Dairy, Inghams, and Balle Bros) has been secured, in principle, to support this programme.

It is intended that with industry contributions the total funding available for the Waharoa project will be up to \$900,000. The funding will be received by Council, as the applicant.

Te Aroha Tourism Precinct

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

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

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

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

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

How the projects will operate

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

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

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

Summary of Project progress

A programme governance group (PGG) has been formed with the first meeting to be held on 30 May 2019. In accordance with the funding contract with the Crown, each of the projects will be overseen by its own PGG and will report to the Mayor and Councillors. Each PGG is required to have members with the appropriate skills and expertise to monitor and oversee the delivery of each of the projects.

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

Council has called for tenders from consultants to carry out the feasibility work etc. At the time of writing, tenders were being evaluated. An update will be provided at the meeting.

Attachments

Signatories

Author(s)	Niall Baker Senior Policy Planner	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	

Representation Review

Trim No.: 2144107

Executive Summary

Council received three appeals against its representation review final proposal. These appeals were forwarded to the Local Government Commission ("Commission") in 2018 for determination of Council's representation arrangements. Council's final proposal did not comply with the '+/-10% rule' (s19V) in respect of the Te Aroha Ward so regardless of the appeals, the matter required the Commission's determination.

The Local Government Commission determination has been to retain the status quo of 12 elected members consisting of 11 Councillors and a Mayor. The Commission's determination is attached.

Representation reviews must be done at least once every six years. The Commission's determination will apply for the 2019 and 2022 triennial elections, unless a representation review is voluntarily undertaken by Council in 2021.

Recommendation

That:

1. The information be received.

Content

Background

Council's proposals

The initial proposal was essentially to maintain the status quo representation arrangements, and gave reasons for an exemption from the +/- 10% rule.

Council received a total of 195 submissions on its initial proposal. A hearing was held on 15 August 2018. Council then considered the views of the submitters and confirmed its initial proposal as its final representation arrangements proposal without amendment (i.e. no change from the initial proposal). The final proposal was, in summary:

- The Matamata (SO Plan 58041), Morrinsville (SO Plan 58043) and Te Aroha (SO Plan 58052) wards be retained with the existing boundaries
- The Council will comprise the Mayor and 11 councillors elected as follows:
 - Matamata Ward – 4 members
 - Morrinsville Ward – 4 members
 - Te Aroha Ward – 3 member
- No Community Boards be established.

Fair representation of electors

Under section 19V(2) of the Local Electoral Act 2001 ("Act"), our representation structure must provide for each Ward Councillor to represent a similar number of people unless there are good (prescribed) reasons to depart from this requirement (the '+/-10% rule').

Section 19V(3)(a) permits non-compliance with the '+/-10% rule' where:

- non-compliance is required for effective representation of communities of interest within island communities or isolated communities
- compliance would limit effective representation of communities of interest by dividing a community of interest

- compliance would limit effective representation of communities of interest by uniting two or more communities of interest with few commonalities.

With 11 Councillors, each Councillor should represent between 2,842 – 3,473 people in our district. Matamata and Morrinsville Wards are within this range, however, the Te Aroha Ward is just outside this range (by 99 people per Councillor) so it does not comply with the ‘+/-10% rule’.

A decision by a Council not to comply with section 19V(2) must be referred to the Commission for determination. Referral to the Commission is required whether or not appeals or objections have been lodged against the Council’s final proposal. That referral is treated by the Commission as an appeal under the Act.

Appeals

Council received three appeals to its final proposal. The appeals were reported to the Council meeting on 10 October 2018. The appeals are summarised below:

Appellant	Summary of appeal
Wolfgang Faber	Maintains the usefulness of Community Boards, and wishes them to be re-established. Council never proved that they successfully took over the boards' role; but they claimed they could and would.
Mapuna Turner	<ul style="list-style-type: none"> • The representation review based on incorrect statistics; • A request for a Maori Ward; • The current proposal of 11 Councillors being non-compliant and based on emotive reasoning and not on accountability; • Te Mana whenua Forum is a blight on the Council with members residing out of the district with abuse of tikanga and whakapapa; • Concerns regarding the budget allocations for Maori; • Te Aroha Domain being unkempt.
Mike Gribble	There should be four members representing the Te Aroha ward.

Commission Determination

The above appeals, and other information (such as submissions, reports etc.) was forwarded to the Commission in 2018.

The Commission has the option of either making a decision based on the papers, or holding a hearing at which the parties may put forward their respective viewpoints. The Commission also has the discretion to make any inquiries it considers appropriate.

The Commission indicated in December 2018 that it did not intend to hold a hearing and accordingly no hearing was held.

Under section 19R(3) of the Act the Commission must issue its determination on Council’s representation arrangements that are to apply for the local elections taking place on 12 October 2019.

When determinations take effect/next representation reviews

The determination of the Commission will apply to:

- The triennial election on 12 October 2019;
- Any by-elections occurring after the October 2019 election - until a further representation review is undertaken;

- The 2022 triennial election unless an earlier (voluntary) representation review is undertaken in 2021 (for the 2022 triennial election).

Council and/or the Electoral Officer can act on the content of the Commission's determination to prepare for the October 2019 election.

Representation review cycles

The schedule of past and future representation reviews and elections is summarised below:

Commenced six yearly Representation Review	Applicable Triennial elections
2006	2007
	2010
2012	2013
	2016
2018	2019
	2022*
2024**	2025*
	2028*

**The 2022, 2025 & 2028 elections will be based upon the most recent six yearly representation review unless an earlier (voluntary) review is undertaken.*

***Representation review scheduled (based on a six yearly review cycle i.e. previous review commenced in 2018).*

Council's first representation review was commenced in 2006. Subsequent reviews are due at least every six years.

Triennial elections from 2007 to 2016 were based on the outcome of the most recent representation review (i.e. each review applied for two triennial election cycles).

Future representation review options

Option 1 – review 2021

Council could choose to undertake an earlier (voluntary) representation review in 2021 (for the 2022 triennial election).

This would bring forward the mandatory six yearly review cycle (from 2024). This would mean the next mandatory review would be due in 2027.

Option 2 – review 2024

If a review is not undertaken in 2021, then the next review (mandatory) must be undertaken in 2024 (for the 2025 triennial election).

Commencing review in 2024 would be in line with the mandatory 6 yearly review schedule. Most councils review their representation arrangements every 6 years and this has been Council's approach.

Option 3 – review 2021 & 2024

Council could decide to undertake an earlier (voluntary) representation review in 2021 (for the 2022 triennial election).

Council may also choose to undertake a further (voluntary) representation review in 2024 (for the 2025 triennial election).

Maori Wards

In November 2017, Council made a decision not to establish a Maori Ward for the 2019 elections.

Council can make a decision to establish a Maori Ward no later than 23 November 2020 (being two years before the 2022 election). A Maori Ward would remain in effect until such time as either Council revokes its decision or a poll overturns Council's decision.
If Council resolved to have Maori Wards or if a poll required it to have Maori Wards for the 2022 elections, Council would be required to carry out a representation review in 2021.

Timeframes

The key dates for the 2018 representation review were as follows:

Steps	Dates
Council considers Maori representation	8 November 2017
Pre-consultation	27 November - 15 December 2017
Council determined its initial proposal	13 June 2018
Public notice of initial proposal	20 June 2018
Submission period	20 June – 20 July 2018
Hearing/deliberations / Council determined its final proposal	15 August 2018
Public notice of final proposal	29 August 2018
Appeal period (appeals against final proposal)	29 August – 30 September 2018
Council forwarded information to Local Government Commission	13 November 2018
Local Government Commission determination due	before 11 April 2019

Attachments

- A. Representation Review - Local Government Commission determination, 9 April 2019

Signatories

Author(s)	Niall Baker Senior Policy Planner	
Approved by	Michelle Staines-Hawthorne Corporate Strategy Manager	
	Don McLeod Chief Executive Officer	



Local Government Commission
Mana Kāwanatanga ā Rohe

Determination

of representation arrangements to apply for
the election of the Matamata-Piako District Council
to be held on 12 October 2019

Background

1. All territorial authorities are required under sections 19H and 19J of the Local Electoral Act 2001 (the Act) to review their representation arrangements at least every six years. These reviews are to determine the number of councillors to be elected, the basis of election for councillors and, if this includes wards, the boundaries and names of those wards. Reviews also include whether there are to be community boards and, if so, membership arrangements for those boards. Representation arrangements are to be determined so as to provide fair and effective representation for individuals and communities.
2. The Matamata-Piako District Council (the council) last reviewed its representation arrangements prior to the 2013 local authority elections. Therefore, it was required to undertake a review prior to the next elections in October 2019.
3. As a result of appeals against the council's last review, the representation arrangements applying to the 2013 and subsequent 2016 elections were determined by the Commission. The Commission upheld the council's proposal for a council comprising a mayor and 11 councillors, and for the disestablishment of the three community boards.
4. The arrangements for the council were as follows.

Wards	Population*	Number of councillors per ward	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Morrinsville	11,550	4	2,888	-4	-0.10
Te Aroha	7,860	3	2,620	-272	-9.41
Matamata	12,400	4	3,100	+222	+7.19
Total	31,930	11	2,892		

* Based on 2011 population estimates

5. For the current review, applying 2017 population estimate to these arrangements the Te Aroha Ward becomes non-compliant with the '+/-10% fair representation rule at -13.11%.

7. Prior to undertaking the formal part of its review, the council commissioned a survey to inform the review. The survey gathered information about perceptions of community of interest, views about the current representation system, and views about community boards.
8. On 13 June 2018 the council resolved to adopt status quo arrangements as its initial representation proposal. It made specific decisions to continue with the Te Aroha Ward on its existing boundaries, and to not re-establish community boards.
9. The arrangements for councillors and wards were as follows.

Wards	Population*	Number of councillors per ward	Population per councillor	Deviation from district average population per councillor	% deviation from district average population per councillor
Morrinsville	12,700	4	3,175	18	0.56
Te Aroha	8,230	3	2,743	-414	-13.11
Matamata	13,800	4	3,450	293	9.27
Total	34,730	11	3,157		

* Based on 2017 population estimates

10. The council notified its initial proposal on 20 June 2018. By the deadline of 20 July 2018, it had received 195 submissions. Among those submissions:
 - 160 supported the council's proposal
 - 16 supported the re-establishment of community boards
11. After considering submissions, the council resolved to adopt its initial proposal as its final proposal.
12. The final proposal was publicly notified on 29 August 2018. As the Te Aroha Ward was not compliant with the '+/-10% rule' that aspect of the council's review was referred to the Commission for determination under section 19V(4) of the Act.

Appeals against the council's final proposal

13. Three appeals were lodged against the council's final proposal from:
 - Mapuna Turner who sought a Māori ward for the district
 - Mike Gribble who sought an additional, fourth member for the Te Aroha Ward
 - Wolfgang Faber who sought the re-establishment of community boards.
14. The Commission does not have power to decide that a district should have Māori wards. We cannot therefore consider Mapuna Turner's appeal further. The process for establishing a Māori ward is set out in sections 19Z to 19ZH of the Local Electoral Act. In short, this process may be triggered by a resolution of the council or by a petition signed by 5% of those on the electoral roll.¹

¹ More information about Māori wards can be found in the Commission's representation review guidelines. These can be found at <http://www.lgc.govt.nz/representations-reviews/representation-review-guidelines/>

Matters for determination by the Commission

15. Section 19R of the Act makes it clear that the Commission, in addition to consideration of the appeals and objections against a council's final representation proposal, is required to determine, in the case of a territorial authority, all the matters set out in sections 19H and 19J which relate to the representation arrangements for territorial authorities. This interpretation was reinforced by a 2004 High Court decision which found that the Commission's role is not merely supervisory of a local authority's representation arrangements decision. The Commission is required to form its own view on all the matters which are in scope of the review.
16. These matters include:
 - whether the council is to be elected from wards, the district as a whole, or a mix of the two
 - the number of councillors
 - if there are to be wards, the area and boundaries of wards and the number of councillors to be elected from each ward
 - whether there are to be community boards
 - if there are to be community boards, the area and boundaries of their communities, and the membership arrangements for each board.
17. For the purpose of making a determination, the Commission may make such enquiries as it considers appropriate and may hold meetings with the interested parties. There is no obligation on the Commission to hold a hearing and the need for a hearing is determined by the information provided by the parties and as a result of any further enquiries the Commission may wish to make.
18. In the case of Matamata-Piako District Council's final proposal, we considered there was sufficient information in the documentation provided by the council on the process it had followed in making its decision and also in the two objections for us to proceed to a determination. Accordingly we decided no hearing was required.

Key considerations

19. Based on legislative requirements, the Commission's *Guidelines for local authorities undertaking representation reviews* identify the following three key factors when considering representation proposals:
 - communities of interest
 - effective representation of communities of interest
 - fair representation for electors.

Communities of interest

20. The Guidelines identify three dimensions for recognising communities of interest:
 - *perceptual*: a sense of identity and belonging to a defined area or locality as a result of factors such as distinctive geographical features, local history, demographics, economic and social activities
 - *functional*: ability of the area to meet the needs of communities for services such as local schools, shopping areas, community and recreational facilities, employment, transport and communication links

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- *political*: ability to represent the interests of local communities which includes non-council structures such as for local iwi and hapū, residents and ratepayer associations and the range of special interest groups.
21. In some cases councils, communities and individuals tend to focus on the ‘perceptual’ dimension of communities of interest. That is, they focus on what intuitively they ‘feel’ are existing communities of interest. While this is a legitimate view, more evidence may be required to back this up. It needs to be appreciated that the other dimensions, particularly the ‘functional’ one, are important and that they can also reinforce the ‘sense’ of identity with an area. In other words, all three dimensions are important but should not be seen as independent of each other.
22. In addition to evidence demonstrating existing communities of interest, evidence also needs to be provided of *differences* between neighbouring communities i.e. that they may have “few commonalities”. This could include the demographic characteristics of an area (e.g. age, ethnicity, deprivation profiles) and how these differ between areas, and evidence of how different communities rely on different services and facilities.
23. We note that the advice provided to the council by officers covered each of the three dimensions of community of interest identified by the Commission and that the survey commissioned by the council, while at a high level, examined both the perceptual and functional aspects of community of interest.
24. The communities of interest in Matamata-Piako District, as they relate to effective representation of communities of interest and fair representation of electors are discussed further on in this determination.

Effective representation of communities of interest

25. Section 19T of the Act requires the Commission to ensure that:
- the election of members of the council, in one of the ways specified in section 19H (i.e. at large, wards, or a mix of both) will provide effective representation of communities of interest within the district
 - ward boundaries coincide with the boundaries of the current statistical meshblock areas determined by Statistics New Zealand and used for parliamentary electoral purposes
 - so far as is practicable, ward boundaries coincide with community boundaries (where they exist).
26. ‘Effective representation’ is not defined in the Act, but the Commission sees this as requiring consideration of factors including an appropriate total number of elected members and an appropriate basis of election of members for the district concerned (at large, wards, or a mix of both).
27. While not a prescribed statutory requirement, the Guidelines suggest that local authorities consider the total number of members, or a range in the number of members, necessary to provide effective representation for the district as a whole. In other words, the total number of members should not be arrived at solely as the product of the number of members per ward, if there are to be wards.
28. Section 19A of the Act provides that a territorial authority shall consist of between 5 and 29 elected members (excluding the mayor), i.e. councillors. Since the 1998 elections the Matamata-Piako District Council has comprised 11 councillors.

29. The council considered several options for the number of members, largely based around the question of complying with the ‘+/-10% rule’. It concluded that the current number of councillors – 11 – provided effective representation.
30. The Commission’s Guidelines note the following factors need to be considered when determining effective representation:
- avoiding arrangements that may create barriers to participation, such as at elections by not recognising residents’ familiarity and identity with an area
 - not splitting recognised communities of interest between electoral subdivisions
 - not grouping together two or more communities of interest that share few commonalities of interest
 - accessibility, size and configuration of an area including access to elected members and vice versa.
31. The communities of interest in the Matamata-Piako District are discussed in an officer’s report to the council.² Commentary in the report relevant to this issue is as follows:

The Three main towns are the main commercial and administrative centres for the district. Council’s head office is based in Te Aroha with service centres (area offices) in both Matamata and Morrinsville. The ‘hub’ for each ward is clearly the main towns which provide a degree of connection of the different communities within a ward.

The boundaries of the exiting wards can be somewhat arbitrary (although they generally align to roads). The geography of the district is relatively similar with no significant physical features that divide the three wards. The land use of the three wards is relatively similar with rural activities occurring in all wards and an urban town in each. The socio-economic characteristics of the three wards are relatively similar although the rate of population growth is notably higher in the Matamata and Morrinsville wards.

Ward as a basis of a perceived community of interest, likely reduces the further one travels from the main towns (i.e. the further out you go from the towns the sense of belonging can diminish and come blurred with another ward).

The rural community can feel part of a wider district-wide community of interest but usually have a relationship to a particular town as well given they are most likely to travel there to meet their general day to day needs.

The preliminary survey indicated less satisfaction from Te Aroha residents with their community of interest. Te Aroha has experienced some change in recent times with the closure of two bank branches, the post-shop and other businesses. These factors may contribute to Te Aroha residents travelling to Morrinsville or elsewhere to access services/retail if they are not available locally.

² ‘Representation review – initial proposal’, Report to Council meeting of 13 June 2018.

32. Despite the description of the boundaries between wards as being arbitrary we conclude from the information provided by the council that the three wards centred on the main towns do represent the broad communities of interest in the district.

Fair representation for electors

33. For the purposes of achieving fair representation for the electors of a district, section 19V(1) of the Act requires that the population of each ward divided by the number of members to be elected by that ward must produce a figure no more than 10 per cent greater or smaller than the population of the district divided by the total number of members (the '+/-10% rule').
34. One appeal sought an additional councillor for the Te Aroha Ward so that it would have the same number of councillors as the other two wards. This would result in two wards being non-compliant with the '+/-10% rule' – Te Aroha Ward at -28.91% (compared to the current -13.11%) and Matamata Ward at +19.21% (compared to +9.27%). This arrangement would be non-compliant to an excessive degree and we cannot endorse this proposal.
35. The remaining issue relating to fair representation is the non-compliance of the Te Aroha Ward at -13.31%. We have already concluded above that the three wards centred on the main towns do represent the broad communities of interest in the district and therefore provide an appropriate ward structure.
36. If the three wards are to be kept one option for dealing with the Te Aroha Ward's non-compliance extending the boundaries of the ward to take in part of one of the neighbouring wards.
37. However, a conclusion that can be drawn from the discussion of community of interest in paragraph 31, and the survey results in particular, is that the pull of, or connection with Te Aroha dissipates closer to that town than it does with the other main towns of the district. We note that the ward boundaries fall roughly half way between Te Aroha and Morrinsville, and between Te Aroha and Matamata. Given the apparently weaker pull of Te Aroha we do not see extending the boundaries of the Te Aroha Ward to make it compliant to be a practicable option. To do so risks splitting the community of interest of either Matamata or Morrinsville and limiting effective representation.
38. We therefore uphold the Te Aroha Ward's non-compliance with the '+/-10% rule' under section 19V(3)(a) as compliance would limit effective representation of communities of interest by dividing a community of interest between wards.

Communities and community boards

39. Section 19J of the Act requires every territorial authority, as part of its review of representation arrangements, to determine whether there should be community boards in the district and, if so, the nature of those communities and the structure of the community boards. The territorial authority must make this determination in light of the principle in section 4 of the Act relating to fair and effective representation for individuals and communities.
40. The particular matters the territorial authority, and where appropriate the Commission, must determine include the number of boards to be constituted, their names and boundaries, the number of elected and appointed members, and whether the boards are to be subdivided for electoral purposes. Section 19W also requires regard to be given to such of the criteria as apply to reorganisation proposals under

the Local Government Act 2002 as is considered appropriate. The Commission sees two of these criteria as particularly relevant for the consideration of proposals relating to community boards as part of a representation review:

- Will a community board have an area that is appropriate for the efficient and effective performance of its role?
- Will the community contain a sufficiently distinct community of interest or sufficiently distinct communities of interest?

41. Community boards in Matamata-Piako District were disestablished in 2013. The then Commission's reasons for upholding the council's proposal to disestablish them were as follows:

We believe the key issues to be addressed are the requirement for effective representation of communities of interest and the contribution community boards can and, in a number of cases around the country, do make to the governance of their district. In relation to effective representation, we note that Matamata-Piako has a relatively high level of councillor representation for districts in the 20 – 50,000 population range. We also agree with the Council's assessment that the district is compact relative to many other districts in the country facilitating ward-wide representation by councillors. These characteristics of Matamata-Piako District are seen by the Council to have led to a degree of duplication of roles between it and the community boards.

We believe an essential factor enabling a positive contribution by community boards to the governance of their district is a strong and open relationship between councils and community boards and that there is mutual respect for the role of both parties. If both parties are not able to demonstrate this, it is unlikely that community boards will be able to make the contribution they potentially can and their communities expect. We note the three boards were established in 1989 and we presume played a useful role initially. However roles appear to have evolved since that time and the Council now believes there is an unnecessary level of duplication. Several of the appellants also acknowledged there were now more constraints on board activities. In light of these changes, it appears to us that in the case of Matamata-Piako District the community boards do not make the contribution to the governance of the district that they potentially could. It seems this may also be a perception held by many in the respective communities. We note, in addition to the relatively low number of submissions on this issue, that since the 1998 elections at least one of the boards has not had sufficient candidates to require an election and in two triennial elections all three boards were in this situation.

If the Council does not seek to maximise the potential contribution its community boards could make to the governance of Matamata-Piako District, it appears to us to be of questionable value to retain the boards in these circumstances. We have therefore decided to endorse the Council's proposal to disestablish the three community boards. We believe if the Matamata-Piako District community believes this is the wrong decision it will make its concerns known at the upcoming elections. We note that 10% of electors of any community are able to petition for the establishment of a community board at any time under Schedule

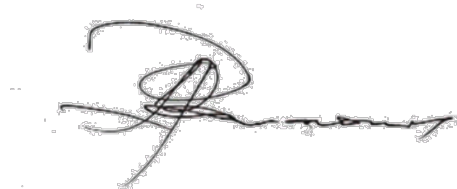
6 of the Local Government Act 2002. Our decision is also made in light of the commitment made by the Council to continue to work with and support the existing network of community organisations.

42. In the current review the council decided not to re-establish community boards. There was one appeal against the council's decision seeking the re-establishment of the boards. The appellant argued that community boards do perform a useful role and that the council had not adequately taken over the roles previously undertaken by the boards.
43. The reasons stated by the council for not re-establishing community boards were broadly similar to its reasons for seeking to dis-establish them in 2013. Not unexpectedly it argued that the council is doing what community boards would otherwise be doing.
44. Our conclusion is that the reasons cited by the then Commission in 2013 hold today and we have therefore decided not to re-establish community boards in Matamata-Piako District.
45. We would, however, reiterate the comment made in 2013 *"that 10% of electors of any community are able to petition for the establishment of a community board at any time under Schedule 6 of the Local Government Act 2002"*. This process if used would enable support for community boards to be tested on a wider basis and for a more focused debate to occur.

Commission's determination

46. Under section 19R of the Local Electoral Act 2001, the Commission determines that for the general election of the Matamata-Piako District Council to be held on 12 October 2019, the following representation arrangements will apply:
 - (1) Matamata-Piako District, as delineated on SO 58040 deposited with Land Information New Zealand, will be divided into three wards.
 - (2) Those three wards will be:
 - (a) Morrinsville Ward, comprising the area delineated on SO 58043 deposited with Land Information New Zealand
 - (b) Te Aroha Ward, comprising the area delineated on SO Plan 58042 deposited with Land Information New Zealand
 - (c) Matamata Ward comprising the area delineated on SO Plan 58041 deposited with Land Information New Zealand.
 - (3) The Council will comprise the mayor and 11 councillors elected as follows:
 - (a) 4 councillors elected by the electors of Morrinsville Ward
 - (b) 3 councillors elected by the electors of Te Aroha Ward
 - (c) 4 councillors elected by the electors of Matamata Ward.
47. As required by section 19T(b) of the Local Electoral Act 2001, the boundaries of the above wards coincide with the boundaries of current statistical meshblock areas determined by Statistics New Zealand and used for Parliamentary electoral purposes.

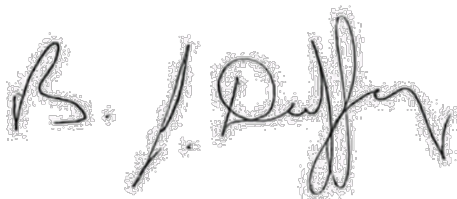
Local Government Commission



Commissioner Pita Paraone (Chair)



Commissioner Janie Annear



Commissioner Brendan Duffy

9 April 2019

Consultation Update 2019/20

Trim No.: 2145758

Executive Summary

This report provides an update to Te Manawhenua Forum on the development of the Annual Plan 2019/20 (AP) and the 10 consultation documents. The special consultative procedure where the public is invited to make submissions has been undertaken for the 10 documents but was not used for the draft AP due to there being no material or significant changes from what was projected in the Long Term Plan (LTP).

Consultation ran from 20 March to 22 April 2019 with 90 submissions received (including 4 late submissions). The hearing and deliberations were held on Wednesday 15 May.

Council made decisions on all of the submissions at the hearing. The AP and consultation documents will be formally adopted by Council on 26 June 2019.

Recommendation

That:

1. The information be received

Content

Background

The purpose of the AP is to outline any significant variation to what was proposed in the LTP 2018-2028.

Council heard and considered all submissions on the 10 consultation documents (below) and has made decisions in relation to the matters raised.

- Fees and Charges
- Draft Policies Reserve Management Plan (RMP)
- Earthquake Prone, Dangerous and Insanitary Buildings Policy
- Gambling Venue Policy
- TAB Venue Policy
- Legal Highs Policy
- Dog Control Bylaw
- Wastewater Bylaw
- Land Transport Bylaw
- Public Safety Bylaw

The only document not adopted by Council was the Dog Control Bylaw as Council has decided to review Tui Park to see if it is a viable option as an off-leash dog exercise area for Te Aroha.

Some other minor amendments occurred for the Fees and Charges where Council amended the aerodrome fees to \$10 per day for direct debit payments, \$15 for cash and the yearly one off fee be reduced to \$130.

All other documents were adopted as proposed.

Issues

There were no changes to the budgets or the Annual Plan as a result of submissions.

Analysis

Communication, consultation and decision making processes

The draft AP and the draft consultation documents were presented to the Te Manawhenua Forum at their meeting on 5 March.

The associated documents went through the special consultative procedure. Submissions for the RMP were open from 20 February until 22 April, the remaining 9 documents were open from 20 March to 22 April. Advertisements were run in the Piako Post and Matamata Chronicle and copies and submissions forms were made available to print at our offices and libraries. A number of letters were also sent to targeted groups that Council considered may be affected by the various changes. On the closure of consultation, the submissions were collated and a hearing was held on 15 May where those who wished to present their submission to Council were given the opportunity to do so.

Timeframes

The striking of the rates and the AP must be adopted by 30 June 2019.

Financial Impact

There has been no financial impact on the AP as a result of consultation.

Attachments

There are no attachments for this report.

Signatories

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	Don McLeod Chief Executive Officer	

District Plan Update

Trim No.: 2145472

Executive Summary

Ally van Kuijk will give a presentation to bring the Forum up to date on the District Plan Review.

Recommendation

That:

1. The information be received.

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

Plan Changes under appeal

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

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

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

Plan Changes notified for submission

Plan Change 50 – “Hobbiton Movie Set Development Concept Plan”. This plan change was notified for submission on 4th April 2018 and 15 submissions were received. The summary of submissions was notified for further submission on 20th June 2018 and four further submissions received. A panel of hearing commissioners considered submissions at a hearing on 8-9 April 2019; the hearing will be reconvened on 29 May 2019 to allow the right of reply by the applicant and for the Panel to commence its deliberations on the plan change.

Private Plan Change 51 – “Development Concept Plan for Milk Processing Site, Waharoa” was notified for submission on 27 September; six submissions were received, including from Ngati Haua and Council. One further submission was also received. All matters raised in submissions were addressed, allowing Council to approve the plan change in January. Following an Environment Court appeal period ending in March 2019, the plan change will become operative on 5th June.

Plan Change 52 – “Development Concept Plan Milk Processing Factory, SH 26, Tatanui (Tatua)”. This plan change was notified for submission on 4th April 2018. Four submissions were received, including from Ngati Haua and Council. No further submissions were received. The applicant then worked with submitters to address the concerns raised in their submissions with the aim of avoiding a hearing. Council approved the plan change on 24th April 2019, and it is now subject to an Environment Court appeal period that ends on 13th June. Should no appeals be received, Council will be asked to make the plan change operative later in 2019.

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

Proposed Plan Changes

Plan Change 49 – “Waharoa Zoning and Development”. A scoping report has been presented to a Council workshop for Plan Change 49, which will evaluate the District Plan rules and zoning for Waharoa. The plan change aims to revitalise the town and provide for its residents, and also allow industry to develop whilst mitigating its effects on the town and surrounding environment. The plan change is currently on hold due to an application to the government-funded Provincial Growth Fund.

Plan Change 53 – “Settlements”, will evaluate the zoning and rule provisions for the district’s small settlements. Initial scoping visits have been carried out, and background research is being completed.

Plan Change 54 – “Papakainga” will evaluate the District Plan’s provisions for Papakainga and will look at updating them in conjunction with the new Tangata Whenua section of the Plan which is to be introduced by the National Planning Standards. The Plan Change was launched at Kai a Te Mata Marae on 27th May.

Ngāti Haua Iwi Environmental Management Plan

Te Rautaki Tāmata Ao Turoa o Hauā, the Ngāti Hauā Iwi Environmental Management Plan, was finalised in September 2018. Ngāti Hauā Iwi Trust hosted a workshop at Rukumoana Marae on 24th May at which the key components of the Plan were presented.

Attachments

There are no attachments for this report.

Signatories

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