



# AGENDA

## **Matapihi Southern Pipeline Advisory Group meeting Monday, 13 March 2023**

**I hereby give notice that a Matapihi Southern Pipeline Advisory Group meeting will be held on:**

**Date: Monday, 13 March 2023**

**Time: 2pm**

**Location: Hungahungatoroa Marae  
24 Hungahungatoroa Road  
Matapihi  
Tauranga**

*Please note that this meeting will be livestreamed and the recording will be publicly available on Tauranga City Council's website: [www.tauranga.govt.nz](http://www.tauranga.govt.nz).*

**Marty Grenfell  
Chief Executive**



# Terms of reference – Matapihi Southern Pipeline Advisory Group

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## Membership

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**Four representatives appointed by the hapū, namely two representatives from Ngāti Tapu and two representatives from Ngāi Tūkairangi**

Anthony Fisher (Ngāi Tūkairangi)  
Josh Gear (Ngāti Tapu)  
Hauata Palmer (Ngāti Tapu)  
Ngareta Timutimu (Ngāi Tūkairangi)

**Four representatives appointed by Tauranga City Council ('Council') (these members will be appointed for a term subject to Council triennial elections and must include one appointed or elected representative)**

Commissioner Shadrach Rolleston  
General Manager: Infrastructure\* - Nic Johansson  
Team Manager: Te Pou Takawaenga\* - Keren Paekau  
Director of City Waters\* - Wally Potts

*\* In respect of Council staff appointees, if the appointee is absent and another staff member has been appointed to act in their role, the person acting will be deemed to be the appointee's alternate*

**Co-chairs**

Two members appointed as co-chairs

- Anthony Fisher
- Commissioner Shadrach Rolleston

**Quorum**

Four members comprised of at least:

- Two hapū members - one representative from Ngāti Tapu and one representative from Ngāi Tūkairangi;
- Two Council members - a Commissioner (or an elected member) and an appointed staff member.

**Decision-making**

Decision-making shall be made by a resolution at a meeting of the Advisory Group. If consensus cannot be reached then the discussions will continue.

**Meeting frequency**

Shall meet as necessary in order to carry out its functions, but it will be no less than four times per year.

**Reporting**

The Advisory Group will:

- Meet with the hapū Ngāti Tapu and Ngāi Tūkairangi and Council's governing body (appointed or elected members) at least once per year. Will report on key discussion points, outcomes and actions following each meeting.
- Any recommendations from the Advisory Group will be considered either by the Council and/or any standing committee as it deems appropriate.

The Advisory Group has the discretion whether:

- The minutes and agenda be made publicly available on Council's website.
- Unconfirmed minutes be circulated to the hapū and

Council members  
Provide reports for the benefit of the wider Tauranga community by way of newsletter or other media communication in consultation and with the approval of Council's Community Relations Team and respective hapū Ngāti Tapu and Ngāi Tūkairangi.

**Meeting venue**

To alternate between marae and Council venues, or as appropriate to a meeting venue as agreed.

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## 1. Background

A Memorandum of Understanding (“**MOU**”) was signed between mana whenua hapū representatives from Ngāti Tapu and Ngāi Tūkairangi and the Council on 31 August 2022 to establish the Matapihi Southern Pipeline Advisory Group (“**Advisory Group**”). The MOU is attached to this Terms of Reference.

## 2. Ko ngā mātāpono (Guiding principles)

2.1 Ko ngā mātāpono hei Arataki i ngā whakahaere a te Advisory Group: *The Advisory Group is guided by the following principles:*

**(a) Rangatiratanga**

Ko Ngāti Tapu me Ngāi Tūkairangi ngā mana whenua o Matapihi. *The hapū Ngāti Tapu and Ngāi Tūkairangi have authority over Matapihi.*

**(b) Kaitiakitanga**

Te tino haepapa kia tiakina te oranga mana motuhake o Matapihi mō ngā uri whakatupu. *The obligation to care for and protect the health and wellbeing of Matapihi for future generations.*

**(c) Wairuatanga / Mauri**

Kei a Matapihi tonu tōna mauri, tōna wairua, hei oranga mōna. *Acknowledging and understanding that for tangata whenua, the existence of mauri and spiritual dimension to Matapihi requires attention and nourishment.*

**(d) Whānaungatanga**

Ka ū tonu ngā hononga i waenganui i ngā hapū me te kaunihera o Tauranga Moana i runga i te aronui me te mārāma ki ngā tumanako, me ngā uara o tētahi ki tētahi, me te mōhio anō he tino taonga a Matapihi. *Maintaining relationships between hapū and Council built on mutual respect and acceptance of each other's interests and values, including an acknowledgement that Matapihi is regarded as a significant place.*

**(e) Tāutuutu**

Te whai i te ara o te tāutuutu e taea ai e te katoa te tuku koha mai. Tū atu, tū mai. *Pursuing a unity of reciprocity where both parties are able and encouraged to contribute and speak.*

## 3. Purpose

3.1 The purpose of the Advisory Group is to provide strategic oversight and direction over the management of the Southern Pipeline. To achieve this, the Advisory Group will:

(a) Recognise and acknowledge the history, character, landscape and unique contribution of Matapihi and what it has done for the wider Tauranga.

(b) Build and maintain an ongoing relationship with the hapū Ngāti Tapu and Ngāi Tūkairangi and community at Matapihi as expressed by mana whenua in relation to the Matapihi peninsula.

- (c) Cooperate in partnership in conjunction with the guiding principles (above).
- (d) Actively work together using shared knowledge and expertise.
- (e) Engage early on issues of known interest to either of the parties.
- (f) Enable and support the use of te reo and tikanga Māori.
- (g) Acknowledge that the parties' relationship is evolving.
- (h) Have regard for the interests of the Tauranga community.

## **4. Functions**

- 4.1 The Advisory Group is informal in nature and is NOT established as a committee, subcommittee or other subordinate decision-making bodies of Council under clause 30(1) of Schedule 7 of the Local Government Act 2002 and does not have any delegated decision-making powers.
- 4.2 The Advisory Group may make recommendations relating to the following:
  - (a) Advise and provide input into the maintenance, development, upgrade and overall day to day operation of the Southern Pipeline.
  - (b) Provide future planning solutions:
    - i. Consider and provide future planning solutions.
    - ii. Consider the schedule of upcoming works for the Southern Pipeline prior to works beginning.
    - iii. to Council through the Long-Term Plan and Annual Plan processes for the amount of funding to the Advisory Group to carry out its purpose and functions.
    - iv. to Council and/or any standing committee as it deems appropriate.
- 4.3 Maintain a relationship with the Wastewater Management Review Committee, including the Ngāi Te Rangi representative who is a member of that committee.
- 4.4 A report from Council to be provided to the Advisory Group informing:
  - (a) Council's future / long-term plans or view of Tauranga City in respect to wastewater and how it may impact the southern pipeline and Matapihi. This may include (although not an exhaustive list):
    - Predicted areas of growth;
    - Future housing development and infrastructure connection;
    - City plan changes or new legislative requirements;
    - Future plans for the pipeline.
  - (b) The report can be submitted as a staff update.
- 4.5 The Advisory group will be responsible for:
  - (a) Determining how the project funds and community purpose funds will be prioritised and allocated (refer to schedule 1 of the Memorandum of Understanding for details of the funding arrangements);
  - (b) Providing and presenting an annual monitoring report to council at the end of each financial year to identify how and why the fund has been allocated; and
  - (c) Identify potential priorities for funding in the following financial year in the annual monitoring report.

## **5. Membership**

- 5.1 The Advisory Group shall be comprised of eight members being:
  - (a) Four representatives appointed by the mana whenua hapū. These are two representatives from Ngāti Tapu and two representatives from Ngāi Tūkairangi; and

- (b) Four representatives appointed by Council including at least a Commissioner (or an elected member) and appointed staff members.

## **6. Co-chairs**

- 6.1 The Chairperson representing the Council will be appointed by the Council and the Chairperson representing the hapū will be appointed by the hapū.
- 6.2 Only one person can chair a meeting at any one time.
- 6.3 Given alternate venues between the Marae and Council venues, or as appropriate to a meeting venue as agreed, the corresponding host will chair the meeting.
- 6.4 Both Co-Chairs will:
  - (a) Attend pre-agenda briefings and split any other duties outside of meetings, e.g. spokesperson for the Advisory Group.
  - (b) Jointly oversee and coordinate all activities of the Advisory Group within their specific terms of reference and delegated authority, providing guidance and direction to all members and liaising with Council staff in setting the content and priorities of meeting agendas.
  - (c) Be accountable for ensuring that any recommendations from the Advisory Group are considered by the Council.

## **7. Powers**

- 7.1. Power to Recommend
  - (a) To Council and/or any standing committee as it deems appropriate.

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- 1 OPENING KARAKIA**
- 2 APOLOGIES**
- 3 PUBLIC FORUM**
- 4 ACCEPTANCE OF LATE ITEMS**
- 5 CONFIDENTIAL BUSINESS TO BE TRANSFERRED INTO THE OPEN**
- 6 CHANGE TO ORDER OF BUSINESS**
- 7 DECLARATION OF CONFLICTS OF INTEREST**

## 8 BUSINESS

### 8.1 Matapihi Wastewater System Report March 2023

**File Number:** A14465334

**Author:** Anahera Dinsdale, Governance Advisor  
Wally Potts, Director of City Waters

**Authoriser:** Nic Johansson, General Manager: Infrastructure

#### PURPOSE OF THE REPORT

1. To report on the Wastewater System at Matapihi and the Southern Pipeline
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#### RECOMMENDATIONS

That the Matapihi Southern Pipeline Advisory Group:

- (a) Receives the report "Matapihi Wastewater System Report March 2023".
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#### ATTACHMENTS

1. Matapihi Wastewater System Report - 2 March 2023 - A14465318 [↓](#) 

2/03/2023

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## Matapihi Wastewater System Report

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### Purpose

- To Report on the Wastewater System ant Matapihi and the Southern Pipeline.

### Background

- The system is made up of the following parts:
  - The Southern Pipeline
  - The Air Valves
  - The local Pump stations

### Executive Summary

- There are no problems or issues at this present time
- The critical Air Valves located across from the school have been replaced

### Update

- (a) The ongoing reliability issue with the two Combination Air valves located across the road from Te Kura has been resolved by changing from the Val-matic Air Valves to the Vent-o-mat model 100RGXII1641. This is a more robust design.
- (b) A new pump station has been added at the Hungahungatoroa Marae, in conjunction of a new dwelling being built
- (c) Downer now has two power cords that can be used to supply power to pump station from a portable generator, if there is a power cut in the area.
- (d) The third-party provider of the Pump Station Alarm Interface "Iota" had an outage to the network. This ended up with Downer having to visit each site and reset the pump control panel to get the system working again.
- (e) We experienced some communications issues with the Vodafone Sim Cards installed at each pump station to communicate the status of the pumpstation to TCC and Downer. This has now been resolved.
- (f) We have installed the Heed level Sensors which are an independent high level alarm system in two critical manholes on the Southern Pipeline. On the 19<sup>th</sup> of October one of raised an alarm and Downer attended site and resolved the issue.

### Preventative Maintenance Plan

- Monthly visual inspection of important Southern Pipeline Air Valves
- Monthly Strip and Clean critical Air Valves
- Annual Strip and Clean of all Air Valves
- Annual inspection of Odour Filters

Author: Mike Davies, Mechanical Engineer – Maintenance, Tauranga City Council

Matapihi Wastewater System Report

**9 DISCUSSION OF LATE ITEMS**

**10 CLOSING KARAKIA**