

Ōtorohanga District Council

Notice is hereby given that an ordinary meeting of the Ōtorohanga District Council will be held in Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Tuesday, 27 August 2024 commencing at 10.00am.

Tanya Winter, Chief Executive

20 August 2024



PUBLIC AGENDA

Ōtorohanga District Council membership

Chairperson	His Worship the Mayor, Max Baxter
Deputy Chairperson and Kāwhia Tihiroa Councillor	Deputy Mayor, Annette Williams
Kāwhia Tihiroa Councillor	Kit Jeffries
Kio Kio Korakonui Councillor	Rodney Dow
Ōtorohanga Councillor	Katrina Christison
Ōtorohanga Councillor	Steve Hughes
Rangiātea Councillor	Jaimee Tamaki
Rangiātea Councillor	Roy Willison
Waipā Councillor	Roy Johnson
Wharepūhunga Councillor	Cathy Prendergast

Please note

All attendees at this meeting are advised that the meeting will be electronically recorded (audio and video) for the purpose of webcasting to the Council's YouTube channel. Every care will be taken to maintain privacy however attendees are advised they may be recorded as part of the general meeting proceedings.

The reports attached to this Open Agenda set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions DO NOT represent Ōtorohanga District Council views or policy until such time that they might be adopted by ŌDC resolution. This Open Agenda may be subject to amendment by the addition or withdrawal of items contained therein or the taking of items in another order.

For use in both opening and closing meetings

A Member will provide the words of their preference or may choose to use the following:

Mā te whakapono	<i>By believing and trusting</i>
Mā te tūmanako	<i>By having faith and hope</i>
Mā te titiro	<i>By looking and searching</i>
Mā te whakarongo	<i>By listening and hearing</i>
Mā te mahi tahi	<i>By working and striving together</i>
Mā te aroha	<i>By all being done with compassion</i>
Ka taea e tātou	<i>We will succeed</i>

For use in blessing food

A Member will provide the words of their preference or may choose to use the following:

Nau mai e ngā hua o te wao	<i>I welcome the gifts of food from the forest</i>
O te ngakinga	<i>From the cultivated gardens</i>
O te wai tai	<i>From the sea</i>
O te wai māori	<i>From the fresh waters</i>
Hei oranga mō tātou	<i>For the goodness of us all</i>
Tūturu whakamaua	<i>Let this be my commitment to all!</i>
Kia tina! Tina! Hui e! Tāiki e!	<i>Drawn together and affirmed!</i>

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3	Anchor organisations (Te Punga o Te Hapori)	Open
4	Growth planning	Public excluded
5	Monthly discussion with the Chief Executive.	Public excluded

This Open Agenda was prepared by Manager Governance, Kaia King and approved for distribution by Chief Executive, Tanya Winter on 20 August 2024.

Commencement of meeting**Te tīmatanga o te hui**

The Chairperson will confirm the livestream to YouTube is active then declare the meeting open.

Opening prayer/reflection/words of wisdom**Karakia/huitao/whakataukī**

The Chairperson will invite a member to provide opening words and/or karakia.

Apologies**Ngā hōnea**

A Member who does not have leave of absence may tender an apology should they be absent from all or part of a meeting. The meeting may accept or decline any apologies. For clarification, the acceptance of a Member's apology constitutes a grant of 'leave of absence' for that specific meeting(s).

Staff recommendation

That Ōtorohanga District Council receive and accept the apology from ... for ... (non-attendance, late arrival, early departure).

Public forum**Hui tūmatanui**

Public forums are designed to enable members of the public to bring matters, not necessarily on the meeting's agenda, to the attention of Council. Requests to attend the public forum must be made to on the form available on Council's website: otodc.govt.nz/about-council/meetings/speak-at-public-forum. Alternatively, please call 07 873 4000.

Speakers can speak for up to five (5) minutes. No more than two speakers can speak on behalf of an organisation during a public forum. At the conclusion of the presentation, elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker. Following the public forum, no debated or decisions will be made during the meeting on issues raised in the forum unless related to items already on the agenda.

No requests to be heard had been received when this agenda was distributed.

Late items**Ngā take tōmuri**

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

Should a late item be raised, the following recommendation is made: *That Ōtorohanga District Council accept the late item due to to be heard*

Declaration of conflict of interest**Te whakapuakanga pānga taharua**

Members are reminded to stand aside from decision making when a conflict arises between their role as an elected member and any private or external interest they may have.

A conflict can exist where:

- The interest or relationship means you are biased; and/or
- Someone looking in from the outside could have reasonable grounds to think you might be biased.

Should any conflicts be declared, the following recommendation is made: *That Ōtorohanga District Council receive the declaration of a conflict of interest from for item ... and direct the conflict to be recorded in Ōtorohanga District Council's Conflicts of Interest Register.*

Confirmation of minutes**Te whakaū i ngā meneti**

The unconfirmed Minutes of the previous meeting is attached on the following page.

Staff recommendation

That Ōtorohanga District Council confirm as a true and correct record of the meeting, the open Minutes of the meeting held on 23 July 2024 (document number 774093).

OPEN MINUTES



Ōtorohanga District Council

Te Kaunihera ā-Rohe o Ōtorohanga

Open Minutes of an ordinary meeting of the Ōtorohanga District Council held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on **Tuesday, 23 July 2024 commencing at 10.00am.**

Tanya Winter, Chief Executive

25 July 2024

Elected Member attendance register

Chairperson	His Worship the Mayor, Max Baxter	Attended
Deputy Chairperson and Kāwhia Tihiroa Councillor	Deputy Mayor, Annette Williams	Attended
Kāwhia Tihiroa Councillor	Kit Jeffries	Attended
Kio Kio Korakonui Councillor	Rodney Dow	Attended
Ōtorohanga Councillor	Katrina Christison	Attended
Ōtorohanga Councillor	Steve Hughes	Attended
Rangiātea Councillor	Jaimee Tamaki	Attended
Rangiātea Councillor	Roy Willison	Attended (late arrival)
Waipā Councillor	Roy Johnson	Apology
Wharepūhanga Councillor	Cathy Prendergast	Attended

Senior staff in attendance

Chief Executive	Tanya Winter	Attended
Group Manager Business Enablement	Graham Bunn	Attended
Group Manager Engineering & Assets	Mark Lewis	Attended
Group Manager Regulatory & Growth	Tony Quickfall	Attended
Group Manager Strategy & Community	Nardia Gower	Attended
Chief Advisor	Ross McNeil	Attended

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OPEN WORKSHOP

Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Bill – options analysis

PUBLIC EXCLUDED WORKSHOP

Monthly discussion with the Chief Executive²

APPROVAL PROCESS

These Minutes were prepared by Kaia King (Manager Governance) and approved for distribution by Tanya Winter (Chief Executive) on 25 July 2024. The Minutes were approved as a true and correct record by Ōtorohanga District Council resolution ... on

¹ Withheld under the Official Information Act 1982 in accordance with clause s9(2)(b)(ii).

² Withheld under the Official Information Act 1982 in accordance with clause s9(2)(g)(i).

OPENING FORMALITIES

COMMENCEMENT OF MEETING | TE TĪMATANGA O TE HUI

His Worship the Mayor declared the meeting open at 9.59am.

OPENING PRAYER/REFLECTION/WORDS OF WISDOM | KARAKIA/HURITAO/WHAKATAUKĪ

Councillor Tamaki provided the opening karakia.

Councillor Prendergast provided the following words of wisdom:

“The animal kingdom is a boundless source of inspiration and wisdom. By observing and learning from the best qualities of various creatures, we can enrich our own lives. From ants, we understand the power of persistence and teamwork, while dolphins show us the value of communication and empathy. Elephants exemplify family bonds, and lions teach us about leadership and protection. Bees demonstrate purpose and contribution, and dogs embody unconditional love and loyalty. Butterflies remind us of the potential for transformation and growth. By incorporating these lessons into our own lives, we can lead more fulfilling and meaningful journeys.”

APOLOGIES | NGĀ HŌNEA

Resolved C240: That Ōtorohanga District Council receive and accept the apology for non-attendance from Councillor Roy Johnson.

His Worship the Mayor | Councillor Prendergast

PUBLIC FORUM | HUI TŪMATANUI

No requests to be heard had been received at the publication of this agenda.

LATE ITEMS | NGĀ TAKE TŌMURI

There were no late items.

DECLARATION OF CONFLICT OF INTEREST | TE WHAKAPUAKANGA PĀNGA TAHARUA

There were no declarations made.

CONFIRMATION OF MINUTES | TE WHAKAŪ I NGĀ MENETI

Resolved C241: That Ōtorohanga District Council confirm as a true and correct record of the meeting, the open minutes of the Ōtorohanga District Council meeting held on 25 June 2024.

Councillor Dow | Councillor Christison

Matters arising: Councillor Jeffries requested an update on the matter raised by Mr Charlie Telfer in the previous Public Forum. ODC’s Mark Lewis advised the Roading Manager had met with Mr Telfer to discuss options for the parking area on Huipūtea Drive.

RECEIPT OF MINUTES | TE RIRONGA O NGĀ MENETI

Resolved C242: That the Ōtorohanga District Council receive:

- a. the unconfirmed open minutes of the Ōtorohanga Community Board’s meeting held on 1 July 2024.
- b. the unconfirmed open minutes of the Kāwhia Community Board held on 4 July 2024.

Councillor Hughes | Deputy Mayor Williams

HIS WORSHIP THE MAYOR’S VERBAL REPORT | TE PŪRONGO Ā-WAHA A TE KAHIKA

His Worship the Mayor spoke on the rebranding breakfast where the Ōtorohanga District Development Board unveiled the new branding of ‘Elevate’. His Worship met with the Ministry of Social Development on the funding for the Mayors Taskforce for Jobs (MTFJ). He advised of his resignation as the Chair of the MTFJ.

DECISION REPORTS | NGĀ PŪRONGO WHAKATAU

Item 152 – Compliance and Enforcement Policy

ŌDC’s Tony Quickfall took the report as read and spoke to the Executive Summary matters. He advised the Policy was based on best practice and ŌDC’s direction to have a ‘light touch’.

Councillor Jeffries had emailed several queries prior to the meeting. Mr Quickfall advised there was an operational risk identified with not having a Policy. He stated that if the risk was greater or if there were a high number of enforcement actions, then reporting would be provided to the Risk and Assurance Committee. He reiterated that the enforcement actions were low and limited to regulatory functions.

Mr Quickfall spoke about the possibility of a shared service with other councils for enforcement, noting a potential issue with response times and a lack of local connection. He advised another option was to look at in-house staff resourcing, and preliminary discussions were underway.

He spoke to the enforcement of the parking bylaw, noting the direction that Council gave that signage and location options were to be addressed prior to consideration of any further enforcement controls. He

noted there was \$10k allocated in the recently adopted Long Term Plan to investigate shared services if required.

In response to a query from Councillor Christison, Mr Quickfall spoke on the process for complaints that were the responsibility of a separate agency e.g. Waikato Regional Council. He stated the ŌDC Facebook page was monitored but not every message was responded to due to resourcing limits. He noted an auto-generated message was sent for all direct messages advising of response timeframes.

Councillor Willison attended the meeting at 10.19am.

Resolved C243: That the Ōtorohanga District Council receive and endorse the Compliance and Enforcement Policy (document number 769218).

Councillor Prendergast | Councillor Jeffries

Item 153 – Statement of proposal for consultation on the Ōtorohanga District Council Local Alcohol Policy review

ŌDC’s Andrew Loe (Policy Advisor) took the report as read. In response to a query from Councillor Dow, Mr Loe stated the definition of ‘Healthcare Facilities’ would be included in the Policy for clarity. Councillor Dow also commented on the requirement for outdoors licence closing an hour before indoors closing and the impact on staff managing the venues.

In response to a query from Councillor Jeffries, Mr Loe confirmed there was no requirement in the Policy that requires a business to be open during the hours stipulated on the licence.

Resolved C244: That the Ōtorohanga District Council approves the Statement of Proposal and draft Local Alcohol Policy for public consultation from 24 July to 26 August 2024.

Councillor Dow | Councillor Christison

Item 154 – Request to endorse the Homes for our Community: the Ōtorohanga District Housing Plan and appoint Councillor representatives to the Advisory Group

ŌDC’s Nardia Gower outlined the background to the development of the Plan. She noted ŌDC had adopted housing focused actions as a result of the Housing Group’s submission to the Long Term Plan.

Councillor Jeffries noted he had been involved in the Housing Group and the development of the Plan. He noted the Plan was to be a ‘living document’. Ms Gower advised the action plan was still under development, but the Plan as presented included the commitment ŌDC had already made.

His Worship queried if Councillor Jeffries wanted to be the ŌDC representative considering his involvement in the project to date. Councillor Jeffries stated he would be happy to continue. His Worship then called for expressions of interest for the alternate representative and Councillor Christison was the only member who indicated interest.

Resolved C245: That the Ōtorohanga District Council:

- a. Endorse the ‘Homes for our Community: the Ōtorohanga District Housing Plan’; and
- b. Appoint Councillor Kit Jeffries as the Council Representative and Councillor Katrina Christison as the alternate Council Representative on the Housing Advisory Group and the Community Delivery Committee currently referred to as the Housing Group.

His Worship the Mayor | Councillor Hughes

Item 155 – Application for Temporary Road Closure – Targa NZ 2024 Rally

ŌDC’s Paul Strange (Manager Roding) took the report as read noting no objections were received. Deputy Mayor Williams advised one of her staff members who resided on one of the Rally sections had been approached by a Rally representative who had an in-depth conversation to alleviate any concerns.

Resolved C246: That the Ōtorohanga District Council:

- a. Approve the Temporary Road Closure, in accordance with Sections 319(h) and 342, and Section 11 of Schedule 10 of the Local Government Act 1974, of the following roads:
 - i. Haurua and Waitomo Valley Roads on Friday 25 October 2024 from 8am till 12 noon.
 - ii. Mangamahoe, Honikiwi and Turitea Roads on Friday 25 October 2024 from 8.40am till 4.40pm (affecting no exit roads - Te Raumauku and Bromley Roads).
 - iii. Kāwhia Harbour Road on Friday 25 October 2024 from 9.55am till 5.55pm (affecting no exit roads - Te Kauri, Berntsen, Kihi, Rakanui, Whenuaapo, Owhiro and Waipuna Roads, and also affecting Hauturu Road).
 - iv. Barber Road on Saturday 26 October 2024 from 8.10am till 12.10pm
 - v. Ōtewā, Tauraroa Valley, Maihihi, Paewhenua and Mangatutu Roads on Saturday 26 October 2024 from 9.25am till 1.25pm (affecting no exit roads - Pukemapou, Millard, Wall, Grice and also affecting Lurman Road).
 - vi. Bayley, Ngaroma, and Wairehi Roads on Saturday 26 October 2024 from 10.15am till 5.40pm (affecting no exit roads - Wynyard, Tolley, Waipari Roads and also affecting Hingaia, Mangawhio, Waipari, Aotearoa and Taupaki Roads).
 - vii. Aotearoa, and Kahorekau Roads on Saturday 26 October 2024 from 12.15pm till 4.15pm.
 - viii. Pukewhau and Mangare Roads on Saturday 26 October 2024 from 12.35pm to 4.35pm (affecting no exit road - Landing Road).
- b. Authorise public notification of the approved road closure before the event, as required by the Local Government Act 1974.

Councillor Jeffries | Councillor Prendergast

INFORMATION ONLY REPORTS | NGĀ PŪRONGO MŌHIOHIO ANAKE

Item 157 – Community Facilities activity update

ŌDC’s Jared le Fleming (Manager Community Facilities) took the report as read. In response to a query from Councillor Christison, Mr le Fleming advised the picnic table rollout was postponed until the weather improved. He noted two new tables were installed in Kāwhia before the weather deteriorated.

In response to a query from Councillor Jeffries, Mr le Fleming spoke on the challenges and timing of the screening planting at the Kāwhia Cemetery noting the area was compacted clay soils which may require topsoil to be added before planting could commence.

In response to a query from Deputy Mayor Williams, Mr le Fleming advised ŌDC’s assets team were registering all community facilities assets into a database. Once completed the database would inform the asset management plan and maintenance programs.

Resolved C247: That the Ōtorohanga District Council receive the report titled ‘Community Facilities Activity Update for the Month Ending 30 June 2024’ (document number 769037) from Jared le Fleming, Manager Community Facilities.

Councillor Dow | Deputy Mayor Williams

Four members of the public joined the meeting for the following item.

DECISION REPORTS | NGĀ PŪRONGO WHAKATAU

Item 156 – Gift of land for a rural park and development of concept plans and feasibility study for the future use of the property

ŌDC’s Ross McNeil acknowledged the email queries received from Councillor Jeffries prior to the meeting. He then outlined the background and the options contained in the staff report.

His Worship the Mayor sought an indication from Members if they were comfortable with accepting the gift of land. Members indicated their acceptance in principle. His Worship spoke to the unbudgeted cost to undertake a feasibility study and requirements for public consultation around the potential development of the multi-use sports park facility.

Councillor Dow noted organisations, such as Trust Waikato, had budget to assist with the development of feasibility studies and could potentially be approached to considering funding.

ŌDC’s Tanya Winter acknowledged Mr McNeil for the staff report noting it was one of the most complex reports presented for consideration. She stated this was the opportunity for Members to ask any question for clarity due to the matter’s complexity. She advised that if ŌDC agreed to accept the gift in principle, then the next step would be to draft a Heads of Agreement for consideration by the Gifters.

Councillors Christison, Dow and Prendergast spoke in favour of accepting the gift of land. Councillor Hughes spoke on the danger of going to consultation on such a significant proposal in the current economic

climate and noted the wording would need to ensure clarity that the wider development would be over 30 years.

Deputy Mayor Williams spoke on the need to ensure that the original intent of the relocation of the Riding for Disabled would not be held up. Councillor Jeffries spoke on the generosity of the gift.

Resolved C248: That the Ōtorohanga District Council:

- a. Accepts the gift of land on Ōtewā Road with the intended long-term purpose of the land being the establishment of a Multi-Purpose Sports Park (incorporating equestrian activities with the Ōtorohanga Riding for Disabled Association assured right of access as long as they continue operating), subject to:
 - Agreement being reached with the Gifters on the respective terms and conditions of the land gift, and;
 - A feasibility study, which defines the scope of the Multi-Purpose Sports Park and includes concept plans setting out the proposal, be undertaken to determine the achievability and sustainability of the Multi-Purpose Sports Park and sets out a plan for the future use and management of those Ōtorohanga Town reserves impacted by this option, and;
 - The cost of undertaking the feasibility study being borne by Council as part of the agreement referenced in a), and that \$50,000 be allocated for this work and funded from the Concept Plans Implementation Budget.
- b. Accepts that this option means that consultation on the draft Ōtorohanga Reserves Strategy and Management Plan will be delayed while the feasibility study is undertaken and changes to the proposed draft Strategy and Management Plan are finalised before representing to Council.
- c. Authorises the Mayor, Deputy Mayor and Chief Executive to enter into a formal agreement with the Gifter, in a form to be agreed, to facilitate the acceptance of the land gift on the basis that:
 - It specifies the process to determine the exact location and area of land to be gifted to Council, including identifying and addressing any physical or other constraints affecting the land that may be of relevance to Council’s ownership responsibilities.
 - There is no cost to Council in the preparation of the land for gifting or the acceptance of the land as a gift for community recreation purposes.
 - Prior to accepting the land gift a feasibility study is undertaken on the achievability of Option 1 or Option 2 (whichever is the confirmed option), where the cost associated with Option 1 is not covered by the Council, while the costs associated with Option 2 will be covered by Council.
 - A pragmatic method, other than through the Reserves Act 1977, is agreed for securing the land for community purposes in perpetuity so as to minimise any unnecessary administrative or other constraints or costs on Council.
 - There is no housing development on the gifted land, other than what might be necessary to support the development and management of the property.
 - The Gifter holds the land in Trust for up to three years pending the satisfactory completion of prerequisite due diligence work.

- The Ōtorohanga Riding for the Disabled will be assured right of access for as long as they continue operating, with their area of use to be agreed and their tenure and activities being in accordance with Council’s community leases policy.
- There is no expectation that Council will provide any significant support to the development, management or operation of the property or any facilities thereon, and any request for funding or other significant support from Council will be considered on a ‘no obligation’ case-by-case basis.
- Any other matter relevant to fulfilling the purpose of the land gift and/or protection of Council’s interests be added at the discretion of the Mayor, Deputy Mayor and Chief Executive by agreement with the Gifter.

His Worship the Mayor | Deputy Mayor Williams

The meeting adjourned for a short break at 11.27am and recommenced at 11.32am. Councillor Willison was not in attendance.

OTHER BUSINESS | ĒTAHI ATU TAKE

COUNCILLOR UPDATES ON MEETINGS ATTENDED ON BEHALF OF ŌTOROHANGA DISTRICT COUNCIL

Councillor Jeffries attended a meeting between stakeholders and ŌDC staff on wandering stock at Aotea and Kāwhia. He spoke on a new medical hub in Kāwhia and the availability of a mobile dentist.

Councillor Willison rejoined the meeting at 11.35am.

Councillors Dow, Hughes, Christison, Prendergast and Willison attended the Ōtorohanga District Development Board rebranding breakfast. Councillors Hughes and Christison attended the Ōtorohanga Community Board meeting while Councillor Jeffries attended the Kāwhia Community Board meeting.

Councillors Hughes and Christison attended the BioChar launch at His Worship’s farm. Councillor Dow met with the Olivers and Murphys on the possibility of the gift of land. Councillor Christison spoke on the sponsorship from Egmont Seeds for a project at the Ōtorohanga Cemetery to install a wildflower meadow under the trees. She also met with ŌDC’s Jared le Fleming and Ōtorohanga Community Board member Jo Butcher at the potential sites for the fitness equipment installation.

Deputy Mayor Williams attended the Smarter Futures Leadership Summit held at the University of Waikato. Councillor Willison attended the Ōtorohanga College hostel commemoration event and advised a booklet was being produced by the end of the current year. He also advised the Ōtorohanga College Board of Trustees had agreed to let the Hostel to the Ōtorohanga Housing Committee.

Councillor Tamaki attended the Mauri o Waiwaiā wānanga around the freshwater management with NIWA (National Institute of Water and Atmospheric Research). She has been working with the whānau from Rereāmanu Marae around the reserve. She spoke on the Hauora Hub out at Kāwhia, which was mentioned by Councillor Jeffries, noting that this was in partnership with Dr John.

Councillor Tamaki also attended a hui with Te Nehenehenui around co-governance and te reo, mātauranga Māori and education. She attended a hui with Te Whare o Ngā Tai o Kāwhia, who is a representation of

marae that fall under Te Nehenehenui post-settlement around climate change with Waikato Regional Council.

Councillor Prendergast spoke on the North King Country Development Trust’s (NKCDT) Mentors evening, Farmers Nite, and Legendary Te Kuiti meeting. She noted the NKCDT were offering another Institute of Directors ‘Financial Essentials’ day in Te Kuiti. The cost was \$250 per person with the majority of the cost subsidized by the NKCDT. She noted the Waikeria Community Impact Forum received a 12 month report which showed the development to date had not affected Ōtorohanga township but the next stage of recruitment was expected to have an impact.

His Worship the Mayor spoke on the Festival of the Future and the Mayoral lunch sponsored by the Mayors Taskforce for Jobs and hosted by Wellington Mayor Tori Whanau. Several Ōtorohanga College students were visiting the city and His Worship joined them for a dinner.

RESOLUTION REGISTER

Resolved C249: That Ōtorohanga District Council confirm the removal of Resolutions C220, C221, C222, C223, C224, C225, C226, C227, C228, C229, C231, and C233 from the Register.

His Worship the Mayor | Councillor Prendergast

PUBLIC EXCLUDED | TAKE MATATAPU

Item 158 – Resolution to exclude the public for Item PE14: Waikato Regional Airport Ltd – Appointment of Directors, and Item PE15: Chief Executive’s Key Performance Indicators for 2024/25

Resolved C250: That Ōtorohanga District Council exclude the public from the following parts of the proceedings of this meeting confirming:

- a. This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act where a risk of prejudice is minimised by the holding of the whole or the relevant part of the proceedings of the meeting in public; and,
- b. The general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter and the specific grounds for the passing of this resolution are as follows:

General subject of each matter to be considered	Ground(s) under section 48(1) for the passing of this resolution	Interest
Item PE14: Waikato Regional Airport Ltd – Appointment of Directors	Section 9(2)(b)(ii)	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information

Item PE15: Chief Executive’s Key Section 9(2)(a)
Performance Indicators for 2024/25

To protect the privacy of natural persons, including that of deceased natural persons.

His Worship the Mayor | Councillor Jeffries

The public were excluded at 11.54am. His Worship adjourned the meeting at 11.54am for a workshop.

PUBLIC EXCLUDED WORKSHOPS

Ōtorohanga North framework plan

ODC’s Tony Quickfall and consultant Sam Foster (BECA) presented.

The meeting adjourned for the lunch break at 12.47pm and recommenced at 1.26pm for the public excluded session. The public were re-admitted to the meeting at 1.52pm.

CLOSING FORMALITIES

CLOSING PRAYER/REFLECTION/WORDS OF WISDOM | KARAKIA/HURITAO/WHAKATAUKĪ

Councillor Willison provided a closing karakia.

MEETING CLOSURE | KATINGA O TE HUI

His Worship the Mayor declared the meeting closed at 2.00pm.

OPEN WORKSHOP

Local Government (Electoral Legislation and Maori Wards and Maori Constituencies) Amendment Bill – options analysis

ODC’s Graham Bunn presented.

PUBLIC EXCLUDED WORKSHOP

Monthly discussion with the Chief Executive

The meeting day ended at 3.52pm.

Receipt of Minutes**Te rironga o ngā meneti**

The unconfirmed Minutes of the meetings of the Ōtorohanga and Kāwhia community boards are attached on the following page.

Staff recommendation

That Ōtorohanga District Council receive the unconfirmed Minutes of the meeting of:

- a. the Ōtorohanga Community Board (document number 775429); and,
- b. the Kāwhia Community Board (document number 775349).

OPEN MINUTES



Ōtorohanga Community Board

Te Poari Hapori o Ōtorohanga

Minutes of an ordinary meeting of the Ōtorohanga Community Board held in the Waikōwhitiwhiti Room (Council Chamber) at Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on **Monday, 5 August 2024 commencing at 4.00pm.**

Tanya Winter, Chief Executive

6 August 2024

Membership

Chairperson	Councillor Katrina Christison	Attended
Deputy Chairperson	Peter Coventry	Attended
Member	Kat Brown-Merrin	Attended
Member	Jo Butcher	Attended
Member	Councillor Steve Hughes	Attended
Member	Tori Muller	Apology

Quorum

A majority of members (including any vacancies).

Senior staff in attendance

Chief Executive	Tanya Winter	Attended
Group Manager Business Enablement	Graham Bunn	Attended via Zoom
Group Manager Engineering & Assets	Mark Lewis	Attended
Group Manager Regulatory & Growth	Tony Quickfall	Apology
Group Manager Strategy & Community	Nardia Gower	Apology
Chief Advisor	Ross McNeil	Apology

Order of business

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Opening prayer/reflection/words of wisdom Karakia/huritao/whakataukī	4
Apologies Ngā hōnea	4
Public forum Hui tūmatanui	4
Late items Ngā take tōmuri	4
Declaration of conflict of interest Te whakapuakanga pānga taharua	4
Confirmation of minutes Te whakaū i ngā meneti	1 July 2024 4

Decision reports | Ngā pūrongo whakatau

Item 31: Removal of two trees at Ōtorohanga Girl Guide Hall and Ōtorohanga Medical Centre	5
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Information only reports | Ngā pūrongo mōhiohio anake

No reports.	
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Public excluded | Take matatapu

No reports.	
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Board projects

Project 1: Picnic in the park (project closed)	
Project 2: Ōtorohanga hauora and connectivity trail	5
Project 3: Ōtorohanga kai forest (project closed)	
Project 4: Ōtorohanga dog park	5

Order of business

Other business | Ētahi atu take

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Closing formalities

Closing prayer Karakia	6
Meeting closure Katinga o te hui	6

Workshops | Hui awheawhe

Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Bill – options analysis	6
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Opening formalities

Commencement of meeting | Te tīmatanga o te hui

Chairperson Christison declared the meeting open at 4.00pm.

Opening prayer/reflection/words of wisdom | Karakia/huritao/whakataukī

Chairperson Christison provided the following words of wisdom: “A thriving community is built on the foundation of inclusivity, sustainability, and a shared vision for the future. As leaders our role is to empower every voice, support local initiatives, and create spaces where both people and nature flourish. By fostering connections among community, we pave the way for a vibrant, resilient community that stands as an example of what’s possible when we come together with purpose and care.”

Apologies | Ngā hōnea

Resolved O80: That the Ōtorohanga Community Board receive and accept the apologies from Board Members Jo Butcher and Tori Muller for non-attendance.

Councillor Hughes | Deputy Chairperson Coventry

Public forum | Hui tūmatanui

No requests to be heard had been received.

Late items | Ngā take tōmuri

There were no late items.

Declaration of conflict of interest | Te whakapuakanga pānga taharua

There were no declarations.

Confirmation of minutes | Te whakaū i ngā meneti

Resolved O81: That the open minutes of the Ōtorohanga Community Board meeting held on 1 July 2024, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Board Member Brown-Merrin | Councillor Hughes

Decision reports | Ngā pūrongo whakatau

Item 31: Removal of two trees at Ōtorohanga Girl Guide Hall and Ōtorohanga Medical Centre

ŌDC’s Jared le Fleming (Manager Community Facilities) spoke to the staff report providing a summary of the submissions received. Mr le Fleming had emailed the submitter who was in opposition regarding their queries. Councillor Hughes queried if the submitter had responded to the email, and Mr le Fleming stated no reply was received in response. In response to a further query, Mr le Fleming stated the smaller tree would be trimmed and the root system was not affecting any infrastructure.

Deputy Chairperson Coventry noted the submission process was valuable.

Resolved O82: That the Ōtorohanga Community Board approve the removal of the two Oak trees located at the Girl Guide Hall and Ōtorohanga Medical Centre.

Deputy Chairperson Coventry | Board Member Brown-Merrin

Information only reports | Ngā pūrongo mōhiohio anake

There were no reports.

Public excluded | Take matatapu

There were no reports.

Board projects

Project 1: Picnic in the park (project closed)

Project 2: Ōtorohanga hauora and connectivity trail

Chairperson Christison advised she had met with Board Member Butcher and ŌDC’s Jared le Fleming and a report would be presented to the Board for consideration before the end of the year.

Project 3: Ōtorohanga kai forest (project closed)

Project 4: Ōtorohanga dog park

Board Member Butcher was not in attendance.

Other business | Ētahi atu take

Board Member updates

No updates were provided.

Community Board discretionary fund

No distributions were made.

Resolution register

Resolved O83: That the Ōtorohanga Community Board approve the removal of Resolution O72 from the Register.

Councillor Hughes | Deputy Chairperson Coventry

Closing formalities

Closing prayer | Karakia

Deputy Chairperson Coventry provided a closing prayer.

Meeting closure | Katinga o te hui

Chairperson Christison declared the meeting closed at 4.08pm.

Workshops | Hui awheawhe

Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Bill – options analysis

Presenter: Graham Bunn

Open to the public

The meeting day concluded at 4.24pm.

OPEN MINUTES



Kāwhia Community Board

Te Poari Hapori o Kāwhia

Open Minutes of an ordinary meeting of the Kāwhia Community Board held in the Kāwhia Community Hall, Jervois Street, Kāwhia on Thursday, 1 August 2024 commencing at 4.00pm.

Tanya Winter, Chief Executive

6 August 2024

Elected Member attendance register

Chairperson	Geoff Good	Attended
Deputy Chairperson	Hinga Whiu	Attended
Member	Dave Walsh	Apology
Member	Richard Harpur	Attended
Member	Councillor Kit Jeffries	Attended

Quorum

A majority of members (including any vacancies).

Senior staff in attendance

Chief Executive	Tanya Winter	Attended
Group Manager Business Enablement	Graham Bunn	Attended via Zoom
Group Manager Engineering & Assets	Mark Lewis	Apology
Group Manager Regulatory & Growth	Tony Quickfall	Attended
Group Manager Strategy & Community	Nardia Gower	Apology
Chief Advisor	Ross McNeil	Attended
Policy Advisor	Andrew Loe	Attended

Order of business

Opening formalities

Commencement of meeting Te tīmatanga o te hui	4
Opening prayer/reflection/words of wisdom Karakia/huritao/whakataukī	4
Apologies Ngā hōnea	4
Public forum Hui tūmatanui	• Steven Morris 4
Late items Ngā take tōmuri	4
Declaration of conflict of interest Te whakapuakanga pānga taharua	4
Confirmation of minutes Te whakaū i ngā meneti	• 4 July 2024 4

Decision reports | Ngā pūrongo whakatau

No reports.

Information only reports | Ngā pūrongo mōhiohio anake

No reports.

Public excluded | Take matatapu

No reports.

Board projects

Project 1: Kāwhia storyboards	5
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Other business | Ētahi atu take

Board Member updates	5
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Order of business

Closing formalities

Closing prayer Karakia	6
Meeting closure Katinga o te hui	6

Workshops | Hui awheawhe

Concept Plans priority projects	Open to the public	6
Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Bill – options analysis	Open to the public	7

Opening formalities

Commencement of meeting | Te tīmatanga o te hui

Chairperson Good declared the meeting open at 4.03pm.

Opening prayer/reflection/words of wisdom | Karakia/huritao/whakataukī

ŌDC's Kaitakawaenga – Iwi Relations Advisor, Cassidy Temese provided the opening karakia.

Apologies | Ngā hōnea

Resolved K73: That the Kāwhia Community Board receive and accept the apology from Board Member Dave Walsh for non-attendance.

Councillor Jeffries | Deputy Chairperson Whiu

Public forum | Hui tūmatanui

Steven Morris spoke on the state of the Kāwhia Community Hall following an event held last weekend. He also spoke on the management of the Hall.

Late items | Ngā take tōmuri

There were no late items.

Declaration of conflict of interest | Te whakapuakanga pānga taharua

There were no conflicts.

Confirmation of minutes | Te whakaū i ngā meneti

Resolved K74: That the open minutes of the Kāwhia Community Board meeting held on 4 July 2024, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Board Member Harpur | Deputy Chairperson Whiu

Matters arising: Councillor Jeffries queried the installation of the Kāwhia turnoff signage and ŌDC's Andrew Loe advised the signs were being manufactured with installation to occur in August weather permitting.

Decision reports | Ngā pūrongo whakatau

There were no reports.

Information only reports | Ngā pūrongo mōhiohio anake

There were no reports.

Public excluded | Take matatapu

There were no reports.

Board projects

Project 1: Kāwhia storyboards

Mr Frank Thorne joined the meeting via Zoom. He advised the stories were ready and the finalisation of the imagery was underway. He noted some organisations had approved the use of the images without payment but with appropriate referencing. He stated the Kāwhia Museum were having trouble locating two images. Once the images were finalised, the storyboard designs would be presented to the Board for endorsement.

Deputy Chairperson Whiu noted a query from the last meeting about the inclusion of Pakeha stories and Mr Thorne advised the stories were solely from Ngāti Hikairo and tangata whenua. He noted a second project could explore local street names.

Other business | Ētahi atu take

Board Member updates

Board Member Harpur spoke on the new Health Centre and the response from ŌDC to a service request he logged via the website noting the response was received within 40 minutes of being logged.

Deputy Chairperson Whiu spoke on the Community Organisation Grants Scheme (COGS) fund noting there were no applications from the Kāwhia/Aotea community in 2024.

Councillor Jeffries spoke on the ŌDC consideration on the receipt of a gift of land from two Ōtorohanga families.

Chairperson Good thanked Deputy Chairperson Whiu for chairing the previous two Board meetings. He spoke on the Aotea Ratepayers Society annual general meeting. He also spoke on a meeting with Aotea horse owners along Morrison Road to address wandering stock issues. Mr Good advised he will attend the

Local Government New Zealand (LGNZ) Community Board Conference later in August, noting Councillor Jeffries would be attending the main LGNZ conference at the same venue. He sought comments from Board Members on the 'Community Champions' idea highlighted in the King Country News noting there were plenty of people in Kāwhia who were unsung heroes.

Community Board discretionary fund

No allocations were made from the discretionary fund.

Kāwhia Reserve fund

ŌDC's Andrew Loe advised that following a query from Board Member Walsh at the previous meeting, staff had drafted guidelines for the allocation of the Kāwhia Reserve Fund. He provided a hard copy of the guidelines which will be presented to the Board for review at the next meeting.

Resolution register

No changes were made to the Register.

Closing formalities

Closing prayer | Karakia

ŌDC's Kaitakawaenga – Iwi Relations Advisor, Cassidy Temese provided the closing karakia.

Meeting closure | Katinga o te hui

Chairperson Good thanked departing ŌDC staff member, Andrew Loe noting his guidance to the Board over the previous years. With leave from the Chair, two members of the public present, Hano Ormsby and Daisy Scott, also thanked Mr Loe for his support over the years. Chairperson Good delegated the closing of the meeting to Mr Loe who thanked the Board and community members for their words. He then declared the meeting closed at 4.38pm.

Workshops | Hui awheawhe

Concept Plans priority projects

Open

ŌDC's Ross McNeil spoke to a handout.

**Local Government (Electoral Legislation and Māori Wards and Māori Constituencies)
Amendment Bill – options analysis**

Open

ŌDC's Graham Bunn spoke to a PowerPoint presentation on the options available to Council under the amendment legislation.

His Worship the Mayor's verbal report**Te pūrongo ā-waha a te kahika**

His Worship will provide a verbal update at the meeting.

Staff recommendation

That Ōtorohanga District Council receive the verbal update from His Worship the Mayor, Max Baxter.

Decision reports**Ngā pūrongo whakatau**

DISCLAIMER: The reports attached to this Open Agenda set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions DO NOT represent Ōtorohanga District Council policy until such time as they might be adopted by formal resolution. This Open Agenda may be subject to amendment either by the addition or withdrawal of items contained therein.

Item 158 Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024

To Ōtorohanga District Council

From Graham Bunn, Group Manager Business Enablement

Type **DECISION REPORT**

Date 27 August 2024



1. Purpose | Te kaupapa

1.1. To consider whether to retain or disestablish the Rangiatea Māori ward.

2. Executive summary | Whakarāpopoto matua

2.1. The Coalition government has reversed the previous governments legislation on Māori wards and have enacted new legislation to revert to the previous system of establishing Māori wards.

2.2. Local Authorities are required to pass a resolution by 6 September 2024 on whether they will:

- a) disestablish a Māori ward(s) and run a shortened representation review or
- b) affirm their decision to establish a Māori ward and hold a binding poll as part of the 2025 election.

2.3. These are the only two legal options Central Government is permitting.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council:

- a) Affirms the resolution to establish an Ōtorohanga District Māori ward (Rangiatea ward) by Ōtorohanga District Council on 20 April 2021.
- b) Requests the Electoral Officer hold a poll alongside the 2025 Election on whether the Ōtorohanga District should have a Māori ward.

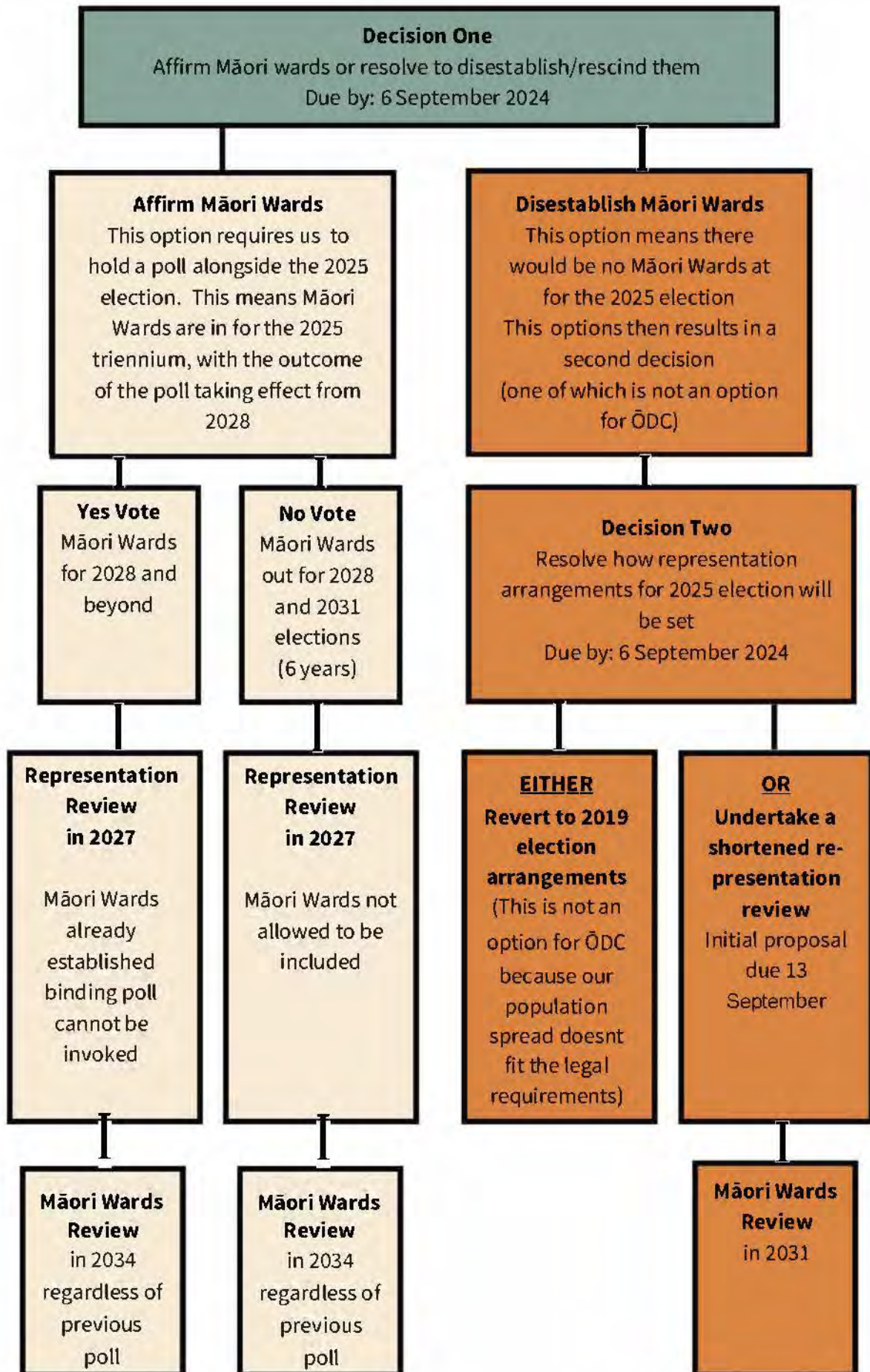
4. Context | Horopaki

4.1. Ōtorohanga District Council (ŌDC) introduced a Māori ward in 2021, with the election of two Rangiatea ward representatives. The two representatives were elected at large, meaning the Rangiatea ward covers the whole district.

4.2. The background to this decision came on the back of the Labour Government passing the Local Electoral (Māori Wards and Māori Constituencies) Amendment Act 2021, which eliminated the poll provision for establishing Māori wards. On the back of previous establishment of a Māori ward(s) and

as a result of this legislation, at the 2022 local body elections a total of six of the eleven regional councils (54.5%) had Māori constituencies and 29 of the 67 territorial (43.3%) had a Māori ward(s).

- 4.3. The Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024 (the Amendment Act) passed by the current coalition government reintroduces:
 - a) The ability for binding polls to be held on proposals to establish or continue a Māori ward(s) and constituencies; and
 - b) For polls to be held as a result of petitions of electors.
- 4.4. The Amendment Act also includes in Schedule 1 of the Local Electoral Act 2001 transitional provisions for local authorities that have established, or resolved to establish, a Māori ward(s) without a binding poll since 2020. Schedule 1 requires those local authorities to:
 - a) Affirm the decision to establish a Māori ward(s) and hold a binding poll at the 2025 elections or alternatively
 - b) Reverse their Māori ward(s) decisions this year with no requirement for a poll at the 2025 elections.
- 4.5. At a high level, the Schedule 1 transitional provisions require local authorities to take the following steps:



Resolving to disestablish the Māori ward

- 4.6. If a local authority that established a Māori ward(s) prior to the 2022 election resolves to disestablish its Māori ward(s), it must also resolve by 6 September 2024 either to:
- Revert to the representation arrangements that applied at the 2019 election (the 2019 election arrangements), if it can meet the requirements set out in the Act by providing fair and effective representation of communities of interest, i.e. the +/- 10 rule; or
 - Undertake a shortened representation review.
- 4.7. Ōtorohanga District Council cannot revert to the 2019 representation arrangements as above. ŌDC have been advised by the Local Government Commission that both the Waipā (-12.58%) and Wharepūhanga (-14.51%) wards do not comply with the +/- 10% rule when the 2023 population estimates are used. As a result, should ŌDC decide to disestablish its Māori ward it would have to carry out a shortened representation review.
- 4.8. A shortened representation review must follow the same steps as a normal representation review but using the timetable set out in clause 21 to 28 of Schedule 1. The timetable for a shortened review commences with ŌDC adopting its initial proposed representation arrangements by **13 September 2024** and concludes when the Commission considers resolutions, submissions and appeals and objections and makes its determination before 11 April 2025.
- 4.9. A decision by a local authority under Schedule 1 to disestablish its Māori ward(s) takes effect for the 2025 and 2028 elections.

Resolving to affirm the decision to retain the Māori ward, and hold a Binding Poll at the 2025 Election

- 4.10. Where a poll is held alongside the 2025 election to determine whether the Ōtorohanga District should have a Māori ward, that poll result is binding for the following two electoral terms:
- A 'yes' result means that Māori ward(s) must remain part of the local authority's representation arrangements for the 2028 and 2031 elections.
 - A 'no' result means that Māori ward(s) must **not** form part of the local authority's representation arrangements for the 2028 and 2031 elections but will remain in place for the 2025 election.
- 4.11. For local authorities that hold a poll alongside the 2025 election, the next opportunity to reconsider a Māori ward(s) is ahead of the 2034 elections. Regardless of the outcome of a potential poll in 2025, changes to Māori ward representation in 2034 could happen in the following ways:
- 4.12. ŌDC could make a decision to retain or disestablish its Māori ward. Either decision could then be subject to a further poll if a petition of at least 5% of electors is received within the requisite timeframes. If this occurs ŌDC will be required to hold a poll on the matter.; or
- 4.13. ŌDC could resolve itself to hold a poll on whether it should retain, establish or disestablish its Māori ward.
- 4.14. If no changes are made ahead of the 2034 election, then the 2025 election poll result continues to have effect for future elections beyond 2034, unless one of the actions in paragraph 4.10 above takes place.

When will the next representation review be required?

- 4.15. The timing of ŌDC's next representation review will depend on which action ŌDC chooses to take under the Schedule 1 transitional provisions, and on the outcome of any poll on whether a Māori ward will be retained or disestablished.
- 4.16. Where a poll held in conjunction with the 2025 elections results in the retention of a Māori ward the requirement for the next representation review follows ŌDC's regular review schedule, which means it must undertake a representation review in 2027.
- 4.17. Where a poll held in conjunction with the 2025 elections results in the disestablishment of the Māori ward, ŌDC must undertake a representation review in 2027, however the consideration of Māori wards will be excluded.

5. Considerations | Ngā whai whakaarotanga**Significance and engagement**

- 5.1. Schedule 1 does not set out any criteria for local authorities to consider when deciding whether or not to disestablish a Māori ward(s).
- 5.2. The special consultative procedure does not apply to decisions to affirm or to disestablish a Māori ward(s).
- 5.3. Schedule 1 is otherwise silent on how local authorities should engage with their communities on this issue. Each local authority should abide by their Significance and Engagement Policy and take into account the decision-making and consultation requirements of the Local Government Act 2002.
- 5.4. Section 81 of the Local Government Act 2002, dealing with contributions to decision-making processes by Māori, states that a local authority must establish and maintain processes to provide opportunities for Māori to contribute to the decision-making process of the local authority.
- 5.5. ŌDC met with its Iwi partners on 12 August 2024 to discuss the options available and the implications for Māori representation in the future. The direction from the hui was that the preferred option was to affirm the decision to establish a Māori ward and to hold a binding poll at the 2025 elections.

Impacts on Māori

- 5.6. Irrespective of this decision, there could be significant impacts for Māori representation on ŌDC with the retention or disestablishment of a Māori ward being decided by poll.
- 5.7. Article two of Te Tiriti guarantees Māori the right to make decisions over resources and taonga they wish to retain. Decisions that local authorities make can impact on resources including lands, waters, and taonga. Examples include Resource Management Act (RMA), zoning, placement of infrastructure and levels of service.

Risk analysis

- 5.8. Local authorities make decisions and undertake actions that affect Māori which can and do give rise to breaches of te Tiriti. There is a real risk that with no guaranteed Māori representation on ŌDC, it could lead to making decisions that aren't adequately informed.

Policy and plans

5.9. The Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024 (the Amendment Act) gives guidance on how to implement the legislation.

Legal

5.10. The Amendment Act is silent on what penalties could be applied to councils that don't meet the requirement of the new legislation.

Financial

5.11. There would be costs associated with either the 'shortened representation review' or the 'binding poll'. Staff have received indicative costs from Electionz of approximately \$16K to run a binding poll. This would not include any Council costs, such as staff time, comms etc.

6. Discussion | He kōrerorero

Option 1: Disestablish the Māori ward and run a shortened representation review.

6.1. This option would involve reversing the decision to establish a Māori ward and running a shortened representation review commencing 13 September 2024. It would mean that there would be no Māori ward for the 2025 and 2028 elections.

Option 2: Affirm the Māori ward/constituencies and hold a binding poll for the 2025 election.

6.2. This option would involve affirming the decision to establish a Māori ward and running a binding poll as part of the 2025 election. This option would allow the Māori ward to be retained for the 2025 election. A 'Yes' vote would mean the Māori ward would be further retained for the 2028 and 2031 election. A 'No' vote would mean the Māori ward would be disestablished for the 2028 and 2031 election.

Recommendation option and rationale

6.3. The recommended option is Option 2: Affirm the Māori ward and hold a binding poll for the 2025 election.

6.4. While neither option is ideal, Option 2 reinforces ŌDC's previous decision to establish a Māori ward prior to the 2022 elections. It also allows ŌDC to retain the Māori ward for the 2025 Elections.

Item 159 Waikato Water Done Well - Proposal for Regional Council Controlled Organisation (CCO) for the Delivery of Water Services

To Ōtorohanga District Council

From Mark Lewis, Group Manager Engineering & Assets

Type **DECISION REPORT**

Date 27 August 2024



1. Purpose | Te kaupapa

1.1. To consider and decide on the Waikato Water Done Well recommendations from the Waikato Joint Mayors and Chairs Forum.

2. Executive summary | Whakarāpopoto matua

- 2.1. Under the banner ‘Waikato Water Done Well’ (WDDW), the Waikato Joint Mayors and Chairs Forum seeks to support individual councils to make informed decisions on the merits of aggregating water services, regionally or sub-regionally. The attached report, together with the accompanying technical report, (Appendices 1 and 2 respectively) have been developed by a Project Team and is the output of work mandated by the Forum.
- 2.2. The Project Team’s report recommends Ōtorohanga District Council (ŌDC) agrees to being a participating council that will co-design an aggregated model for the delivery of water services staged by function and governed by a professional board from the outset. Stage 1 will be the establishment of an entity providing functional services to participating councils. The end point as Stage 2 (to deliver on the vision, outcomes and success measures) is an aggregated, fully regulated water services entity that aligns with the Government’s intentions and expectations as reflected in ‘Local Water Done Well’.
- 2.3. The aggregated model covers capital work delivery and asset management functions, with the majority of the water operations activity staying with ŌDC in the first stage as detailed in the table 5.1 (Technical Report)
- 2.4. In the interests of efficiency, councils who are unwilling or unable to commit by mid-September 2024 to the proposed incremental approach, and the ultimate goal of an aggregated, fully regulated water services delivery entity, should exit this workstream (noting they will continue to be informed of the work underway). It will be up to these councils to individually determine how they will meet the requirements of Local Water Done Well and demonstrate the commitment to deliver water services in a manner that meets the requirements of central Government.
- 2.5. Commitment to the incremental approach is non-binding and ŌDC may withdraw at any time throughout the process, keeping in mind that ongoing investment will be required by ŌDC once an agreed position is reached (reflected as a Heads of Agreement). The funding level is unknown at this

time and will be subject to the number of councils that commit. However, it will become known before ŌDC has to make any final decisions.

- 2.6. To support an informed decision on committing to an aggregated model staff recommend fully assessing whether ŌDC can continue to deliver water services in a standalone model (Status Quo). This will mean reaching the threshold of being financially sustainable and meeting the legislative requirements to be outlined in the mandatory water services delivery plan.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council:

- a) Receives the report titled 'Waikato Water Done Well – Proposal' from the Waikato Water Done Well Project Team (document number 776676) and the accompanying technical report (document number 776675).
- b) Agrees to the vision, outcomes and success measures for the Waikato being adopted in principle. These are set out in section 3 of the technical report.
- c) Agrees to being a participating council that will co-design an aggregated model for the delivery of water services staged by function and governed by a professional board from the outset. Stage 1 will be the establishment of an entity providing functional services to participating councils. The end point as Stage 2 (to deliver on the vision, outcomes and success measures) is an aggregated, fully regulated water services entity.
- d) Advises the Joint Chairs of the Waikato Joint Mayors and Chairs Forum of their decision.
- e) Instructs the Chief Executive to negotiate a proposed Heads of Agreement (HoA) to bring back for Council approval by the end of October 2024 (with the intention of the HoA being signed in November 2024). Noting that the HoA is a non-binding agreement between participating councils, entered into on a good faith basis to show a commitment to progress in the manner proposed and that the framework will inform the development of more formal documentation.
- f) Notes that, if Council does not confirm ŌDC as a participating council in the proposed aggregated model, it will exit the Waikato Water Done Well workstream but be kept informed of the work underway.
- g) Instructs the Chief Executive to investigate the stand alone option for Ōtorohanga District Council to continue to deliver water services and to provide the assessment prior to Council signing the HoA.

4. Context

- 4.1. Water reform has been a constant in water services delivery since 2020 when the then Government announced its “3 Waters” project, putting continued pressure on councils to meet central Government policy changes.
- 4.2. With the change of government in October 2023, “3 waters” (then named “Affordable Water”) was consigned to the history books and the new policy announced by the Coalition Government was “Local Water Done Well” (LWDW), being a key part of the National Party’s election campaign. Since the election councils have again been required to change to meet these new policy requirements. It is fair to say that water reform in any shape or form continues to consume significant Council time and resources.
- 4.3. Under LWDW, all councils are required to look at addressing any infrastructure deficits and raise standards of delivery to meet new regulatory requirements. There are similarities between Affordable Water and LWDW but the main point of difference is that water assets will stay under the control of local authorities, be it as a continued in-house council function or under a council controlled organisation (CCO).
- 4.4. There are multiple independent reports commissioned over the last decade (or more) that show three waters can be delivered more cost-effectively if councils leveraged scale.
- 4.5. ŌDC must consider all the options to deliver water services, and although there are several variants there are only two main options: a joint CCO with other councils or continue to deliver the services as a standalone (i.e. status quo).
- 4.6. Under the banner ‘Waikato Water Done Well’, the Waikato Joint Mayors and Chairs Forum (which includes Mayors, the Regional Council Chair, and Chairs of Iwi organisations from across the region) has approved a workstream to support individual councils to make informed decisions on the merits of aggregating water services, whether regionally or sub-regionally. The attached report, together with the accompanying technical report, (Appendices 1 and 2 respectively) have been developed by a Project Team and is the output of work mandated by the Forum.
- 4.7. The work, which has been co-ordinated through CoLab, covers the CCO model, but ŌDC staff have not carried out a full analysis on continuing as we are. Note that Council’s recently adopted Long Term Plan reflects the continued in-house delivery of water services because work on a new water services delivery framework was not sufficiently progressed.
- 4.8. ŌDC is invited to be a participating council helping co-design a regional aggregated model for the delivery of water services staged by function and governed by a professional board from the outset. The process comprises two stages: Stage 1 will be the establishment of an entity providing functional services to participating councils. The end point as Stage 2 (to deliver on the vision, outcomes and success measures) is an aggregated, fully regulated water services entity that aligns with the Government’s intentions and expectations as reflected in ‘Local Water Done Well’.
- 4.9. The aggregated model covers capital work delivery and asset management functions, with the majority of the water operations activity staying with council in Stage 1. How this looks for ŌDC is detailed in the table 5.1 (Technical Report). It is important to note that under an aggregated model for water

services, Council will need to maintain asset management and project delivery capacity to support other functions, such as roading, community facilities, flood protection and coastal assets.

- 4.10. Individual councils will need to enter into an agreement (a non-binding Heads of Agreement - HoA) to be part of progressing work on the aggregated (CCO) model, although any council can withdraw at any time. To keep to the workstream timelines councils are asked to make a decision about committing to the collaborative project (or not) by mid-September 2024, with the HoA to be finalised later in the year. Any council not able to meet the decision deadline or who chooses 'opting out' of the project will still be kept informed of progress. That said, provision is likely to be made to allow these councils to 'opt-in' at a later date should that prove necessary. The mechanics of this have yet to be worked through.
- 4.11. While commitment to and continued participation in the incremental (staged) approach is non-binding, once a council enters into the joint agreement the duty to cover their share of the costs remains if they decide to opt out. The required funding level is unknown at this time and will be subject to the number of councils that commit in mid-September. However, these costs will become known before ŌDC has to make any final decisions.
- 4.12. Staff recommend that analysis of the status quo (continue as we are) option is completed prior to any joint agreement being signed. For the status quo option to be successful the analysis must demonstrate the threshold of being financially sustainable and meeting the legislative requirements (to be outlined in the mandatory water services delivery plan) can be achieved. This test will apply for any council opting out of the joint project. Undertaking the status quo analysis will help give Council and our communities confidence that whatever option (CCO or Status Quo) is decided it is the best option for us.
- 4.13. Until such time as the status quo assessment is finalised and a preferred option established, it is beneficial that ŌDC continue to be involved in discussions and design of a CCO model. With both workstreams undertaken concurrently, staff are able to bring both options back to Council for a decision in October 2024.

5. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 5.1. In 2020 ŌDC were faced with a similar decision under the previous water reform when councils were asked to enter non-binding MoU to opt into water reform. It was determined at the time through a legal opinion that signing an MoU did not trigger the explicit requirements of the local Government Act for the need for public consultation on the proviso that ŌDC were satisfied that they have a reasonable understanding of the community's needs. Given the current process also involves a non-binding agreement (HoA) between councils, it is reasonable to assume there is no requirement for public consultation until such time that a formal proposal for a change in water services delivery arrangements is ready for Council consideration. This does not preclude Council from keeping its stakeholders and communities informed as this exploratory project progresses.

Impacts on Maori

- 5.2. Iwi leaders are part of the governance oversight of this project, so Māori interests are reflected in the vision, outcomes and success measures for the project. Specifically, WWDW is underpinned by giving effect to Te Mana o te Wai, which is about restoring and preserving the balance between the water, the wider environment and the community.

Risk analysis

- 5.3. The drivers for aggregation are both financial and non-financial. Financial sustainability, work programme delivery, relationships with iwi/mana whenua and responding to Government legislative requirements are all elements of Council's top risks. Water experts across Waikato councils, and externally (including contractors), advise risks and opportunities will best be managed/mitigated and captured by councils working together. However, Council must consider all the options before making any formal decision on whether the CCO model is best for Ōtorohanga district and an analysis our current (status quo) model will help inform any future decisions.

Policy and plans

- 5.4. Timing constraints meant Council's Long Term Plan 2024-34 reflects continued in-house water services delivery. This will not change unless Council proposes a change to the management and delivery of water services. If a change is proposed, then a LTP amendment may be required if the timing sits outside the standard LTP review cycle. Such a change may require amending other plans and policies (e.g. financial policies and bylaws).

Legal

- 5.5. Councils are required by law to periodically review the cost-effectiveness of how they meet their communities' needs for good-quality local infrastructure, local public services and performance of regulatory functions. This staff report and the attached report address this requirement in relation to water services.
- 5.6. As part of the legislation guiding the LWDW Government directive ŌDC must explore all options in order to ensure delivery of financially sustainable water services.
- 5.7. As previously mentioned, the proposed HoA is not legally binding, although Council will be expected to fulfil its responsibilities under the agreement. Should the WWDW process result in a recommendation to establish a water services CCO, and Council proposes to be part of it, then a specific statutory process will need to be followed, including public consultation.

Financial

- 5.8. The capital investment projected for water services in the LTP is just over \$22m. Early indications from the WWDW project indicate significant savings through an aggregated (CCO) water services model. Ongoing work is expected to firm up both expected costs of establishing and operating a CCO and the savings to be derived from it.
- 5.9. Progressing the WWDW project does have costs associated with it. Assuming Council opts to remain in the process there will be a funding commitment. This is not currently known, but it is expected to be

part of the proposed HoA, which Council will consider before making any final decisions about continuing in the project. Council has not budgeted for these costs.

6. Options | He kōrerorero

6.1. The recommendations outlined in the Project Team report provide the basis for the options Council has to consider. Those recommendations are that Council:

- a) Agrees to the vision, outcomes and success measures for the Waikato being adopted in principle.
- b) Agrees to being a participating council that will co-design an aggregated model for the delivery of water services staged by function and governed by a professional board from the outset. Stage 1 will be the establishment of an entity providing functional services to participating councils. The end point as Stage 2 (to deliver on the vision, outcomes and success measures) being an aggregated, fully regulated water services entity.
- c) Instructs the Chief Executive to negotiate a proposed Heads of Agreement (HoA) to bring back for Council approval by the end of October 2024 (with the intention of the HoA being signed in November 2024). Noting that the HoA is a non-binding agreement between participating councils, entered into on a good faith basis to show a commitment to progress in the manner proposed and that the framework will inform the development of more formal documentation.
- d) Notes that if Council does not confirm ŌDC as a participating council in the proposed aggregated model it will exit the Waikato Water Done Well workstream but be kept informed progress.
- e) Instructs the Chief Executive to investigate the stand-alone option for Ōtorohanga District Council to continue to deliver water services and to provide the assessment prior to Council considering and signing the proposed HoA.

Option 1: Approve the recommendations as outlined and commit to the incremental approach and the ultimate goal of an aggregated, fully regulated water services delivery entity

6.2. ŌDC will continue to the next stage of negotiating the proposed HoA and present it to Council for consideration along with the alternative option of standing alone (status quo). At that point Council will know the details of the proposed arrangement, including the funding requirements to ensure ŌDCs continued involvement.

Option 2: Don't approve the recommendations as outlined, and decline to commit to the incremental approach and the ultimate goal of an aggregated, fully regulated water services delivery entity

6.3. If Council does not approve being a participating council in the proposed aggregated model, it will exit the Waikato Water Done Well workstream but be kept informed of the work as it progresses.

Recommended option and rationale

6.4. It is recommended that ŌDC remain involved in the WWDW workstream and proceeds to negotiate the HoA, while concurrently undertaking a separate analysis on the standalone (status quo) option.

6.5. This option maintains ŌDC involvement in the joint project at no risk and low cost. Once the proposed HoA is drafted Council will know what the ongoing requirements of the project are, including the expected resourcing/funding commitment.

7. Appendices | Ngā āpitihanga

Number	Title	Document number
1	Report from the Waikato Water Done Well Project Group	776676
2	Waikato Water Done Well technical report	776675

Waikato Water Done Well

Ōtorohanga District Council

Report:	Waikato Water Done Well – Proposal
Meeting Date:	27 August 2024
Prepared by:	Vaughan Payne and Waikato Water Done Well Project Team
Endorsed by:	Don McLeod (Chief Executive Matamata-Piako District Council and Waikato Water Done Well CE Working Party Lead) Tanya Winter, Chief Executive

Purpose

To enable Ōtorohanga District Council to consider and make informed decisions with respect to the Waikato Water Done Well recommendations.

Recommendations

It is recommended that Ōtorohanga District Council:

1. **Receive:** receive this report, the material presented and the **attached** technical report
2. **Approve:** approve the following recommendations relating to future water services by Ōtorohanga District Council by no later than mid-September 2024:
 - a) **Strategic direction:** That the council agrees to the vision, outcomes and success measures for the Waikato to be adopted in principle. These are set out in section 3 of the attached technical report but also included in the Appendix to this report for ease of reference.
 - b) **Co-design a staged aggregated model:** That the council agrees to being a participating council that will co-design an aggregated model for the delivery of water services staged by function and governed by a professional board from the outset. Stage 1 will be the establishment of an entity providing functional services to participating councils. The end point (to deliver on the vision, outcomes and success measures) is an aggregated, fully regulated water services entity (or as termed in the service delivery models recently announced by the Minister, a multi-council owned water organisation).
 - c) **Advise Forum Chairs of decision:** That the council formally advise the Joint Chairs of the Waikato Joint Mayors and Chairs Forum (via the Co-Lab project team) of their decision in relation to the above recommendations by mid-September 2024.
 - d) **Heads of Agreement:** That the council formally instruct its Chief Executive to negotiate a Heads of Agreement (**HoA**) to bring back for council approval by the

end of October 2024 (with the intention of the HoA being signed in November 2024). The HoA will be a non-binding agreement between participating councils, entered into on a good faith basis to show a commitment to progress in the manner proposed. The framework will inform the development of more formal documentation.

3. **Next steps:** subject to the above recommendations being approved, a HoA will be negotiated and brought back to the council for approval before the end of October 2024. If the council does not approve being a participating council in the proposed aggregated model, it will exit the Waikato Water Done Well workstream but be kept informed of the work underway.

Background

4. Councils are required by law to periodically review the cost-effectiveness of how they meet their communities' needs for good-quality local infrastructure, local public services, and performance of regulatory functions.
5. Under Local Water Done Well, all councils are required by the government to look at how they can address any infrastructure deficits and raise standards of delivery to meet future regulatory requirements (economic, environmental and water quality).
6. One of the first requirements for councils under Local Water Done Well is that they submit a water services delivery plan by August 2025. Councils must adopt these plans by resolution. The plans require councils to describe the current state of water services and demonstrate publicly their commitment to deliver water services in a way that:
 - a) ensures regulatory and quality standards are met
 - b) is financially sustainable; and
 - c) supports the council's housing growth and urban development, as specified in its long-term plan.
7. Plans can be submitted individually or jointly. The information requested of councils is extensive and includes detail around the anticipated or proposed model for future water services delivery, together with the implementation plan for the proposed model (including timeframes and milestones).

Regional and Local Context

8. Under the banner 'Waikato Water Done Well', the Waikato Joint Mayors and Chairs Forum seeks to support individual councils to make informed decisions on the merits of aggregating water services, regionally or sub-regionally. This report (together with the accompanying technical report) is the output of work mandated by the Forum.
9. Across Waikato councils LTP24s indicate circa \$7.5 billion is budgeted to be invested in three waters over the next decade alone. Of this, nearly \$5 billion relates to capital works. Some further capital commitments were recommended to councils but were not included in final 10-year budgets, largely because of affordability concerns. Under the current regime, the Waikato will continue to have infrastructure deficits.
10. There are multiple independent reports over the last decade (or more) that have been commissioned at a national and local level and show three waters can be delivered more cost-effectively if councils leveraged scale. The analysis set out in the attached technical

report and this cover report continues to support that. Using a very conservative efficiency target of around 1% per year (compare with the efficiency target of 4% per annum set by the Watercare Board), savings of around \$338 million across the whole of Waikato could be achieved from a fully aggregated water services entity, over 10 years. The main driver of the efficiency savings relates to capital works planning and delivery, being \$185 million.

11. Successive governments have long recognised the benefits of scale. While the legislation is still being developed, Local Government Minister Simeon Brown has personally confirmed to Forum members at a meeting held in mid-June 2024 that the government is looking for a more joined-up approach to water services delivery, including in the Waikato.
12. The drivers for aggregation are both financial and non-financial. Water experts across Waikato councils, and externally (including contractors), advise risks and opportunities will best be mitigated and captured by councils working together.
13. This is not just about debt capacity, although that is a challenging issue for growth councils, in particular. Nor is it about whether councils can 'afford' their three waters capex forecast over the course of their LTPs. Even if councils can 'afford' to deliver within their debt limits, under the status quo projections show this will not be affordable for all communities.
14. Affordability for ratepayers, and the legal obligations of councils to review cost-effectiveness of arrangements, is a fundamental premise of this work.
15. While each council has its own challenges, the top challenges and risks across all councils (as rated by Chief Executives) are:
 - a) Workforce availability (staff and suppliers)
 - b) Capital works delivery
 - c) Compliance (Waikato Regional Council and Taumata Arowai)
 - d) Consenting (renewals and/or new)
 - e) Community affordability (where revenue needs are greater than acceptable water rates)
16. There are also some common opportunities to be realised, including:
 - a) better use of standardised data and consistent technology
 - b) working together to foster and promote innovation
 - c) increased leverage for procurement and contracting
 - d) better local career paths for the regional waters workforce and enhancing attractiveness for others to enter the sector
 - e) forming sound and effective relationships with Iwi at a level that aligns with current entities (Waikato River Authority, Hauraki Gulf Forum and Waihou, Piako, Coromandel Catchment Authority). Note this approach would not change any existing commitments to Iwi from any Council.

Challenges for Ōtorohanga District Council

17. The challenges that have been identified specific to Ōtorohanga District Council are:

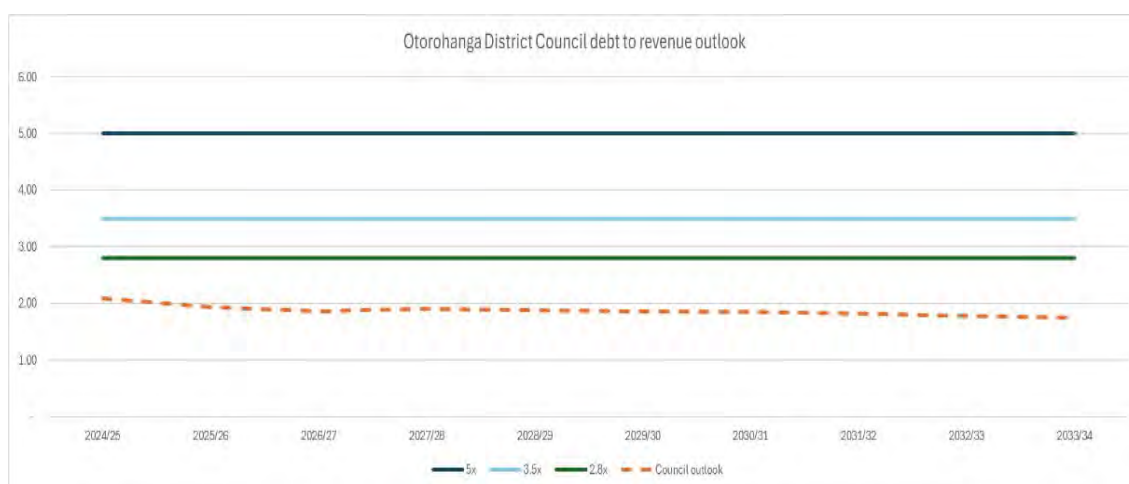
Council / key problem	Debt capacity	Community affordability	Workforce availability	Capital works delivery	Business continuity	Compliance	Consenting
Ōtorohanga District			✓	✓		✓	✓

The following expands on the challenges across the Waikato councils.

18. **Debt capacity:** Waikato councils fit into, basically, two categories:

- a) Growth councils (Hamilton, Waikato and Waipa): these councils are running out of the ability to borrow funds from the Local Government Funding Agency (LGFA) because they will surpass the debt to revenue ratio covenant. To give councils increased access to borrowing, LGFA has recently confirmed where councils form a water services CCO (whether wholly owned by one council or by more), it will extend borrowing up to 5 times revenue. This is subject to the parent council(s) providing financial support and meeting other prudent credit criteria (yet to be confirmed). This borrowing will be separate from the parent(s) council borrowing. In addition, for high growth councils, LGFA is reviewing whether it can increase debt limits to 3.5 times revenue. This is subject to LGFA board approval on a bespoke basis.
- b) Other Waikato councils: albeit there is significant growth in other councils, the pressure on the debt to revenue covenant is not as large as the growth councils. Debt capacity is not an issue for Ōtorohanga District Council.

19. An important point is that the need to set up a CCO for debt funding purposes is often confused with the need to establish an aggregated waters services CCO which would provide relief for all the issues raised in this report, and not just an individual council's need to be able to borrow funds.

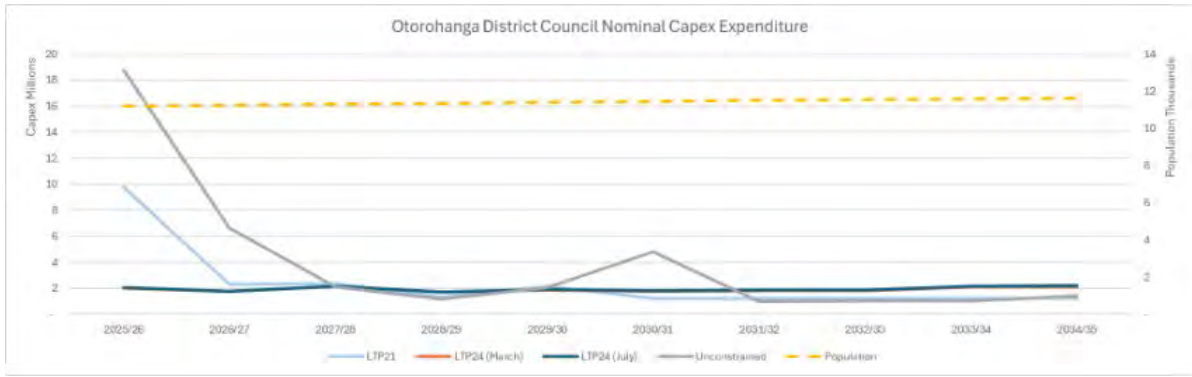


20. **Community affordability:** Based on a benchmark of water services becoming unaffordable if water rates exceeds 2% of household mean income, the below (based on current LTP information) demonstrates that Ōtorohanga is affordable and will remain so over the next 10 years based on projected water charges. It is also worth noting that in the context of New Zealand, Watercare (in accordance with its Statement of Intent)

monitors customer affordability with reference to a target of being no more than 1.5% of Aucklanders' household income.

Council	2024 Average Water Charges	2024 Mean Household Income	2024 Affordability	2035 Average Water Charges	2035 Mean Household Income	2035 Affordability
Hamilton	1,589	\$122,485	1.3%	5,281	\$195,968	2.7%
Hauraki	1,714	\$93,971	1.8%	4,860	\$150,348	3.2%
Matamata-Piako	1,539	\$106,012	1.5%	2,193	\$169,613	1.3%
Ōtorohanga	974	\$105,383	0.9%	1,652	\$168,606	1.0%
South Waikato	1,613	\$108,224	1.5%	2,337	\$173,152	1.3%
Taupō	1,655	\$110,702	1.5%	3,350	\$177,116	1.9%
Thames Coromandel	1,890	\$79,530	2.4%	3,049	\$127,243	2.4%
Waikato	2,310	\$129,602	1.8%	7,921	\$207,355	3.8%
Waipā	2,021	\$120,903	1.7%	3,470	\$193,437	1.8%
Waitomo	2,651	\$89,164	3.0%	4,634	\$142,657	3.2%

21. **Workforce availability:** the retention and recruitment of staff with the requisite skills, together with procuring contractor expertise are challenges that each Council faces. The workforce in water is an aging workforce. Even for those councils who do not consider financial sustainability to be an issue, there is the risk of not having the staff with the capability and capacity to maintain the requisite levels of service.
22. **Capital works delivery:** The capital investment projected for Ōtorohanga District Council in LTP24 is just over \$22m. In response to a survey on how confident the Chief Executive is that LTP 2024 reflects the future investment required by Ōtorohanga District Council, particularly in relation to supporting growth through capital expenditure, with 9 being very high confidence and 1 being very low, the Chief Executive rated this as being 7.
23. Furthermore, in response to a survey as to how confident they are that LTP2024 reflects future investment requirement by their council to meet future regulatory requirements, including any fees payable to regulators (including economic) (using the same scale as above), the Chief Executive rated this as 7.
24. The capital works delivery as set in LTP21, March 2024 (draft figures provided by councils) and July 2024 (as approved by council) is set out below together with the unconstrained amount of capital investment that was identified from feedback from council staff in the context of the last reform. This is then plotted against the population growth.



25. **Compliance:** compliance issues for 23/24 specific to Ōtorohanga District Council are set out in the table below.

Council	Waikato Regional Council ¹			Taumata Arowai ²	Summary
	Water	Wastewater	Stormwater		
Ōtorohanga	2	1	2	✓	✓

26. **Consenting:** Unanticipated costs associated with consent renewals have been identified as a challenge for Ōtorohanga District Council.

Opportunity for Ōtorohanga District Council to address challenges

27. Aggregation provides Ōtorohanga District Council with an opportunity to mitigate the risks that these challenges present. Further, aggregation provides a significant opportunity for a more strategic and cost-effective approach to consenting (noting one third of all water consents in the region expire by 2030). This is because there are seven councils in the Waikato River catchment who could, for example, have strategic conversations with the consent authority and Iwi partners about giving effect to Te Ture Whaimana through ‘nutrient balancing’ between all the wastewater treatment plants within the catchment, or potentially between Ōtorohanga District Council’s own plants.
28. The recommendation at paragraph 2(b) above in respect of Waikato Water Done Well is for participating councils to take an incremental and pragmatic approach to developing a regional entity which is flexible to cater for different needs across the region, and equitable so that over time, everyone (i.e. each community) wins.

Residual impact on Ōtorohanga District Council

29. On a wider regional level, it is acknowledged the residual impacts of moving some functional services from some individual councils to a regional entity are unknown at this stage. However, a long-term perspective is required to ensure a delivery model is adopted that is sustainable (with affordability being a component of this). The pathway principles set out in the attached technical report include a principle in relation to risk, and that risks associated with aggregation (including residual risk to councils) are managed and mitigated.

¹ Number of ‘regimes’ with moderate to significant non-compliance in 23/24 year. WRC only recorded Hauraki, Matamata Piako, South Waikato and Waikato councils as having significant non-compliance over the last year.

² Have supplies without protozoa or bacteria barriers or no residual disinfection in the 23/24 year

30. Together, we can develop a financially sustainable model which better provides the water services infrastructure our communities and region need, and which meets regulatory requirements and government and community expectations.
31. In the interests of efficiency, councils who are unwilling or unable to commit by mid-September 2024 to an incremental approach, and the ultimate goal of an aggregated, fully regulated water services delivery entity, should exit this workstream (noting they will continue to be informed of the work underway). It will be up to these councils to determine how they will meet the requirements of Local Water Done Well and demonstrate the commitment to deliver water services in a manner that meets the requirements of central government.

Next steps

As per the recommendations, the next step is for councils to inform the Joint Chairs of the Forum of their decision in relation to the recommendations. If council wishes to be a participating council, the CE will be taken to have the mandate to negotiate the HoA which will be brought back to council for consideration and approval in October 2024.

Appendix - Strategic framework



Waikato Water Done Well

*Ki te kotahi te kākaho, ka whati; ki te
kāpuia, e kore e whati*

*A single reed is vulnerable, but a
bunch of reeds together is
unbreakable*

Kīngi Tawhiao



August 2024

Authored by:
Vaughan Payne, Sinead Hart, Rohan Matuku

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1. Introduction

The Waikato is known nationally for its leadership in managing water, being courageous and innovative to ensure better long-term outcomes for Lake Taupō, the Waikato and Waipā rivers, Hauraki Coromandel rivers and Tīkapa Moana/Hauraki Gulf. Working with their Iwi partners, Waikato councils are now seeking to find a pragmatic solution to water infrastructure that, over time, meets the needs of each council, their communities and the requirements of central government.

Under the banner ‘Waikato Water Done Well’, the Waikato Joint Mayors and Chairs Forum (**Forum**) seeks to support individual councils to make informed decisions on the merits of aggregating water services, regionally or sub-regionally.

This report builds on the work presented to the Forum on 11 March 2024 and sets out what is being presented to councils in the context of step 5 of the Waikato collaborative roadmap (refer Figure 1.1 below) and the recommended way forward. This report should be read in conjunction with the cover report prepared for each council.



Figure 1.1 Waikato Collaborative Roadmap

We acknowledge the leadership and direction of the Chief Executive Working Party and the wider Chief Executive Forum in the development of this report and the recommended way forward. Against the national timeline and developments, extensive work has been carried out across Waikato Councils to work through the above roadmap. Details of the methodology applied in developing this report are included in Appendix 1.

2. National context

Local Water Done Well empowers local decision-making about future water services delivery but in the context of increased government oversight requirements. Local Water Done Well is being implemented in three stages:

- a) **Stage 1** involved the repeal of all prior water services legislation with effect from 17 February 2024.
- b) **Stage 2** is currently underway being the Local Government (Water Services Preliminary Arrangements) Bill (**Bill#2**). This was introduced into Parliament in May 2024. The Select Committee returned its report on the Bill on 18 July 2024. A summary of Bill#2 (with the proposed amendments from the Select Committee) is included in Appendix 2. The Bill is due to be passed into law in late August 2024. Key points to note are that it:

- Requires councils to submit water services delivery plans within 12 months of the Bill being passed into law (i.e. by late August 2025)
- Provides for foundation "economic regulation" through information disclosure requirements for specified entities
- Introduces a streamlined process for consulting on the establishment of a jointly owned water services council-controlled organisation (**CCO**)

Preparing water services delivery plans will require significant effort from councils. Chief Executives are currently considering how to ensure a consistent and cost-effective approach across Waikato councils who wish to adopt such an approach.

c) **Stage 3** will commence in December 2024. Bill#3 will provide the enduring settings for Local Water Done Well including:

- a comprehensive economic regulatory regime; and
- a comprehensive range of options, tools and models (service delivery models) that councils can choose from in relation to delivering water services.

Bill#3 is expected to be introduced into law by mid-2025 but the policy intent informing it was made known on 8 August 2024. Key points are that:

- All water service providers (i.e. councils or water organisations) must meet minimum requirements including;
 - i. meeting regulatory standards (economic, environmental and water quality)
 - ii. being financially sustainable
 - iii. operating within a new planning and accountability framework – this will require a water services strategy every 3 years and an annual water services report within three months of the financial year end. Information on water services will no longer form part of the long term plan even where services are kept in-house
 - iv. acting consistently with statutory objectives
- The water services delivery model choices available to councils include:
 - i. delivering water services in-house through a separate business division or unit
 - ii. establishing a wholly owned water organisation
 - iii. establishing a joint arrangement with other councils, including a water organisation that is owned by three or more councils or owned wholly or partly by a consumer trust
 - iv. councils design alternative arrangements that meet the minimum requirements
- Additional requirements for any water organisation are that:
 - i. it must be a company (subject to exemption)
 - ii. its activities must be limited to providing water services (subject to exemption)
 - iii. it can only be owned by councils or consumer trusts
 - iv. it must have restrictions against privatisation
 - v. Board appointments must be competency based but with no council staff or elected members on the board
 - vi. shareholders must prepare a statement of expectations at least every three years (must include information on strategic priorities and specific requirements / obligations that relate to Treaty settlements or other arrangements in place with local Iwi).

A large amount of the narrative around the service delivery options has focused on debt capacity as this is a key driver for growth councils. The need to set up an individual council CCO for debt funding purposes is often confused with the need to establish an aggregated waters services organisation (or CCO) that can provide relief for the issues raised in this report, not just an individual council's need for increased borrowing.

2.1. Increasing regulation

Bill#3 will provide for comprehensive economic regulation and consumer protection, with the regulator being the Commerce Commission. The Commerce Commission will have a range of regulatory tools, including mandatory information disclosure, designed to promote efficient practices and protections for consumers. The first focus of the Commerce Commission is stated to be monitoring whether sufficient revenue is being collected by water service providers for their investment needs. These initial requirements for information disclosure are expected to be set six months after the commencement of legislation (by early 2026).

The effect of the above is that water services is moving to whole of system regulation rather than the current 'end of pipe' regulation. Simply put:

- a) The taking of water and discharge of wastewater and stormwater (end of pipe) will continue to be regulated (Regional Council) and, in the Waikato context, must align with existing Treaty settlements requiring improved freshwater outcomes
- b) Drinking water and wastewater treatment will become more heavily regulated (Taumata Arowai) (but Taumata Arowai taking a proportionate, cost effective and efficient approach in its functions and duties)
- c) Infrastructure and service quality standards can be introduced covering investment in network and treatment plants - whether over investment or under investment (including requiring action to be taken to improve performance) (Commerce Commission)
- d) The cost of providing water services will be regulated through mandatory information disclosure requirements imposed on water services providers and scrutiny of the price charged to end users (Commerce Commission).

The Commerce Commissioner will also have regulatory tools to set revenue thresholds (minimum and maximum) and monitor and enforce financial ring-fencing. Depending on performance, it may also be given power (for specific providers) to place limits on revenue, similar to price quality regulation that applies in the electricity market. Under the new regulatory regime, planning and building infrastructure based on perceptions of what is acceptable to ratepayers will not be sustainable.

Councils will need to adapt their water services business to meet the above requirements. This will require significant investment to demonstrate compliance through robust data and asset management systems.

The importance of data to demonstrate performance and compliance, and ensure risks are being appropriately managed, is highlighted by the most recent Taumata Arowai report released on 27 June 2024. The findings in this are that the quality of data (particularly for network performance) and completeness of reporting needs to improve so that Taumata Arowai can understand whether risks are being appropriately managed, and sector performance is improving over time. The report also notes a lack of information about networks is likely to impact the ability of operators to properly manage the relevant networks. It notes this is likely to result in an increase in safety risks and costs because operators are more likely to be undertaking reactive maintenance than planning for, and investing in, resilient networks.

2.2. Timeline challenges

Water services delivery plans require councils to state their proposed model and implementation plan for delivering water services by August 2025. The policy intent explaining the available options, tools and models has been announced but the legislation will only be passed into law a few months before the submission date for the water services delivery plans (mid-2025).

Similarly, Bill#2 requires financial sustainability by 30 June 2028. This includes meeting regulatory requirements, which will include the comprehensive economic regulation regime that will only be passed into law in mid-2025.

Councils may not be able to make a final decision about the end model now. But there is sufficient information for councils to start addressing immediate risks and opportunities.

3. Strategic direction

To ensure clarity on the desired end point, **council members are asked to approve in principle the strategic direction for Waikato water services in the long term** (being through at least a 10-to-15-year lens). To this end, the following strategic framework is recommended.



Figure 3.1 Waikato strategic direction for water services

4. Findings

4.1. Local findings

The Waikato comprises diverse councils, communities and needs. Table 4.1 summarises the water services drivers of each council as assessed by each council's Chief Executive.

Council / key problem	Debt capacity	Community affordability	Workforce availability	Capital works delivery	Business continuity	Compliance	Consenting
Hamilton	✓	✓	✓				✓
Waikato	✓	✓	✓	✓	✓	✓	✓
Waipā	✓	✓					
Taupō		✓	✓	✓		✓	✓
Thames-Coromandel				✓		✓	
Matamata-Piako			✓	✓		✓	✓
Hauraki		✓	✓	✓	✓	✓	✓
South Waikato		✓	✓	✓		✓	✓
Waitomo		✓	✓	✓		✓	
Ōtorohanga			✓	✓		✓	✓

Table 4.1 Water services drivers for each Council

The following paragraphs summarise each need as it relates to councils, individually or collectively.

4.1.1. Debt capacity

Growth councils have an immediate need to access increased borrowing to support growth. Of the councils in the Waikato, three have identified this as a key driver for change. For other councils, while debt capacity is not a driver currently, a significant amount of their debt headroom is taken up by waters. This limits their ability to borrow for other community initiatives.

4.1.2. Community affordability

Seven of the 10 councils in the Waikato have identified community affordability as an issue (whether now or in the future). LTPs point to significant increases in revenue being required to meet future infrastructure investment and regulatory requirements. In just three years, there have been significant increases in projected expenditure between the LTP21 and LTP24 (refer Figure 4.1 below). In respect of rates revenue and development contributions, such increases are being balanced against what is deemed to be affordable to customers.

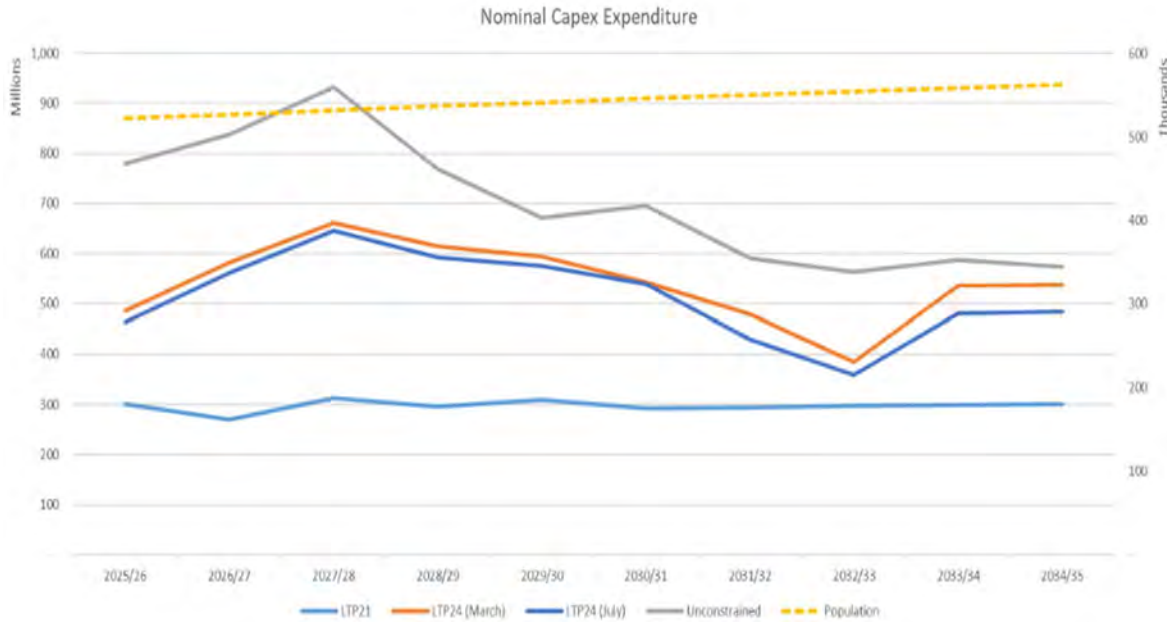


Figure 4.1 Population and capital works projections

Chief Executives were asked to rate how confident they are that their LTP24 reflects the future investment needs of their council, particularly in relation to supporting growth through capital expenditure. In response, all Chief Executives rated their confidence as being between medium to high, with the majority being close to very high.

There is no official definition of unaffordable water in New Zealand, but indicators suggest that there is an affordability challenge if water services are more than 2% of household income. Taking this measure, some Waikato communities increasingly face unaffordable water services. It should be noted that Watercare adopt a lower measure of 1.5% and other councils such as Thames Coromandel have adopted a higher measure of 2.5%.

Table 4.2 below has been completed based on:

- a) revised FY24 and FY35 water charges from Councils
- b) 2024 household average incomes from Infometrics (excluding Matamata-Piako and Waitomo which are unavailable); and
- c) 2035 household average income based on an annual 4.81% increase (which is the output of earlier DIA work)

The figures in Table 4.2 are likely to be conservative as in some LTPs, Councils say they will limit average 10-year rate increases for affordability (e.g. to 6% on average). This results in high increases in years 1 -3 and lower increases in the outer years to make the average work, thus understating the likely increases needed for the outer years. This pattern is reinforced by Figure 4.1 above.

Council	2024 Average Water Charges	2024 Mean Household Income	2024 Affordability	2035 Average Water Charges	2035 Mean Household Income	2035 Affordability
Hamilton	1,589	\$122,485	1.3%	5,281	\$195,968	2.7%
Hauraki	1,714	\$93,971	1.8%	4,860	\$150,348	3.2%
Matamata-Piako	1,539	\$106,012	1.5%	2,193	\$169,613	1.3%
Ōtorohanga	974	\$105,383	0.9%	1,652	\$168,606	1.0%
South Waikato	1,613	\$108,224	1.5%	2,337	\$173,152	1.3%
Taupō	1,655	\$110,702	1.5%	3,350	\$177,116	1.9%
Thames Coromandel	1,890	\$79,530	2.4%	3,049	\$127,243	2.4%
Waikato	2,310	\$129,602	1.8%	7,921	\$207,355	3.8%
Waipā	2,021	\$120,903	1.7%	3,470	\$193,437	1.8%
Waitomo	2,651	\$89,164	3.0%	4,634	\$142,657	3.2%

Table 4.2 Affordability across Councils 2024 and 2035

4.1.3. Workforce (staff and suppliers)

Critical waters staff and contractors report being under pressure given the ageing workforce, competition (from other potential employers including offshore) and an environment of ongoing uncertainty. Smaller councils, where operations can be highly dependent on a few individuals, are at risk of staff recruitment/retention. Civil construction contractors must also deal with the peaks and troughs in workflow that arise from each council's LTP capital works programmes. Their ability to deliver is increasingly challenged given their current state resources. They advise it will take 2-3 years to gear up for programmes bigger than what is currently in the market.

4.1.4. Capital works delivery

The investment needs of councils vary, but the regional priorities by expenditure are summed up by the following diagram in order of priority of spend:



Figure 4.2 Regional priority spend

In terms of asset condition, overall:

- Less than half (44%) of wastewater networks are rated as average or better
- On average 20% (11 Olympic sized swimming pools) of treated water is lost per day before it reaches customers

-
- c) Over the last decade, Waikato councils have been able to progressively increase their capacity to deliver capital work programmes. In the three years ending 20/21, an average of 78% of actual capex budgets was spent. More recent reports on capex budgets versus actual spend indicate this gap continues to close. However, we need to be mindful of the role recent significant inflationary pressures play in closing this financial gap i.e. an increase in spend does not necessarily equate to a proportional increase in programme delivery. According to Infometrics, water services infrastructure is estimated to cost 30% more to build than three years ago.
 - d) Figure 4.1 above demonstrates that the amount of capital works being projected is decreasing despite population growth increasing. A large gap continues between the investment in capital works provided for in LTPs and the investment that staff say is necessary (refer to 'unconstrained' line in Figure 4.1).
 - e) The key challenge for many councils is getting the work done. The reasons for under delivering on the LTP programmes are generally due to:
 - Resourcing - availability of appropriately skilled internal and external resources
 - Procurement - supply chain management, lead-in time for materials, tendering and approvals, stakeholder agreement
 - Project life cycle management – resource consent delays, business case approvals, scheduling, land purchases associated with developer led timelines, incorrect investment appraisals, unforeseen technical issues.

4.1.5. Business continuity

Waikato District Council's contract with Watercare will terminate at the end of June 2026. Waikato District Council is now assessing alternative options for delivering water services to its ratepayers from 1 July 2026. It must have certainty on how it will provide services (or the tender process it will engage in to procure services) by November 2024. The benefits of the Watercare arrangement have included improved service levels, delivery of capital projects, innovation and new ideas, and sharper procurement. This is a pointer to what may be achieved through aggregation in the Waikato.

4.1.6. Compliance

Complying with regulations and resource consents is a basic expectation.

- a) **Drinking water:** except for Hamilton and Waipā, all councils had supplies without protozoa or bacteria barriers or residual disinfection in the 2023/24 year.
- b) **Water supplies:** except for Taupō, Waipā, Hamilton and Waikato, there were moderate to significant non-compliance issues with water takes.
- c) **Wastewater:** except for Waipā and Hamilton, there were moderate to significant non-compliance issues with wastewater discharges.
- d) **Stormwater:** except for Taupō, Waipā, Waitomo and Hamilton, there were moderate to significant non-compliance issues with stormwater discharges.

Council	Waikato Regional Council ¹			Taumata Arowai ²	Summary
	Water	Wastewater	Stormwater		
Thames Coromandel	2	2	9	✓	✓
Hauraki	1	5	4		✓
Matamata-Piako	2	4	4	✓	✓
Taupō		3		✓	✓
South Waikato	1	2	1		✓
Waitomo	2	3			✓
Ōtorohanga	2	1	2	✓	✓
Waipā					
Hamilton					
Waikato		6	6		✓

Table 4.3 Compliance issues across Waikato Councils

Chief Executives were asked to rate how confident they are that their LTP24 reflects the future investment needs of their council to meet future regulatory requirements (including fees payable to regulators). In response, all Chief Executives rated their confidence as being between medium to high, the majority being highly confident.

4.1.7. Consenting

Almost one third of all consents are due to expire within the next six years (2030). From this group, 44 are related to wastewater discharge and 72 are associated with water abstraction. Within the next 10 years there are at least 30 moderate to high-risk consents that need renewing.

4.2. Financial findings

Financially, not all councils need a CCO at this time, but all can benefit. Over the next decade, a majority of Waikato households will face significant rate increases under the status quo. The proposed water rate increases and affordability impacts are included in Table 4.2 above.

4.2.1. Modelling

The financial modelling shows that aggregation requires less revenue than a standalone scenario to achieve the same outcomes. The decision-making body of any aggregated model can then determine whether the savings can be applied to reducing rates for customers or reinvestment in assets.

Across Waikato councils LTP24s indicate circa \$7.5 billion is budgeted to be invested in three waters over the next decade alone. Of this, nearly \$5 billion relates to capital works. Some further capital commitments were recommended to councils but were not included in the final 10-year budgets, largely because of affordability

¹ Number of 'regimes' with moderate to significant non-compliance in 23/24 year. WRC only recorded Hauraki, Matamata Piako, South Waikato and Waikato councils as having significant non-compliance over the last year

² Have supplies without protozoa or bacteria barriers or no residual disinfection in the 23/24 year

concerns. While the scope of capital works programmes may be reviewed once there is clarity on the national standard being developed for wastewater discharge, even with a 20% reduction, the scope of the programme remains significant. As noted earlier, the Waikato has unique Treaty settlements requiring improved freshwater outcomes which will also be relevant in informing capital works programmes.

There are multiple independent reports over the last decade (or more) that have been commissioned at a national and local level which show three waters can be delivered more cost-effectively if councils leveraged scale. In the context of comparing rates across councils in a standalone position versus in an aggregated mode, this has proved difficult based on LTP data as councils collect revenue differently. Therefore, the comparison is not like with like, or kina with kina. Because of this, efficiency savings have been used as the metric to measure the benefits of aggregation across the requested spatial options. With the inclusion of approximately \$100m additional spending in the model spread over 10 years to help drive efficiencies (spend to save), the efficiency savings set out in Figure 4.3 are projected in each of the spatial options identified over 10 years, with this being around \$338 million in a regional fully aggregated water organisation. This is based on a very conservative assumption of about 1% per annum efficiency target across all expenditure. The modelling shows that by FY34, efficiency savings is approximately 10% of projected spending, growing to 15% over the subsequent 8 years.

The assumption of 1% is conservative when compared with the 5% per year assumption that is included in other independent reports and with the 4% per annum efficiency target set for Watercare by its Board.



Figure 4.3 Efficiency savings across spatial options (fully aggregated)

The main driver of the efficiency savings relates to capital works planning and delivery, being \$185 million. Applying the same efficiency target of 1% to the projected capital expenditure for the different spatial options results in the projected efficiency savings in Figure 4.4 below.



Figure 4.4 Efficiency savings across spatial options (capital works)

4.2.2. Borrowing

The current model of borrowing through the Local Government Funding Agency (**LGFA**) is cost-effective and practical for councils and CCOs (that can borrow). Council backing is required for LGFA to provide funding to any water organisation established. Any model adopted in the Waikato should be designed to retain the ability to borrow through LGFA.

The service delivery options choices announced in August 2024 are:

- a) In-house (business unit or division)
- b) Single council owned water organisation
- c) Multi-council owned water organisation
- d) Mixed council / consumer trust owned
- e) Consumer trust owned

Councils are free to choose alternative arrangements subject to meeting the minimum requirements relating to regulatory requirements and being financially sustainable. From a borrowing perspective, the position is:

- a) High-growth councils may be able to borrow up to 350% revenue (subject to LGFA AGM in October 2024 and applications on a bespoke basis).
- b) A single council owned water organisation will be able to borrow up to 500% revenue (subject to prudent credit criteria and parent council financial support). This borrowing will be separate from the parent(s) council borrowing.
- c) A multi-council owned water organisation will be able to borrow up to 500% revenue (subject to prudent credit criteria and parent councils financial support). This borrowing will be separate from the parent(s) council borrowing.
- d) A multi-council owned water organisation without council guarantee or any water organisation that is not wholly owned by councils, will not be able to borrow through LGFA (in the short term in any event). Accordingly, these are not practical options for now.

Based on the guidance issued by DIA, any water services organisation needs to be a company. This, together with the need to obtain borrowing from LGFA, points to a limited liability company that is owned by all those councils who wish to aggregate as the recommended vehicle.

4.3. Local concerns ('showstoppers')

A significant effort has been made to identify local concerns for each council that need to be addressed in any future model. Local concerns are generally over and above financial considerations. Examples of local concerns include:

- a) Local voice and influence
- b) Prioritisation of local needs
- c) Meeting Treaty settlement obligations
- d) Asset ownership

All the showstoppers can be addressed as part of the proposed pathway forward (an aggregated model, staged by function over time). However, the way local concerns are addressed in the 'end point' model must align with the minimum requirements that will be set by legislation, including the additional requirements for a water services organisation. Again, as noted above, these requirements include that the water organisation:

- a) have no staff or elected members on board
- b) be a company
- c) be limited to water services activity
- d) be owned by a council and / or a consumer trust (for the reasons set out under borrowing above, a consumer trust is not a practical or cost-effective option in the Waikato)
- e) have a Board appointed on competency
- f) have restrictions against privatisation

In short, leadership will be required to balance local concerns into the design of a water organisation that meets the minimum requirements. The end model design parameters to achieve this balance are included in **Appendix 3**.

Summary of findings

The interconnection between all the above challenges and findings is summarised in Figure 4.5 below.



Figure 4.5 Challenges to delivering levels of service

Affordability is a key consideration of every council. This determines the level of revenue gathered from ratepayers, developers and so on. In turn, this determines how much can be borrowed under a council's debt to revenue policy. The overall funding envelope will determine the extent of a council's financial ability to meet compliance requirements, and to also address investment needs, whether they relate to growth, levels of service, resource consents and/or renewals. Whether a council has financial constraints or not, it must have access to a skilled and capable workforce (internal and external) to have confidence it can and will deliver services to the requisite level.

A way forward

4.4. A safe start

Not all councils need a fully aggregated water organisation now, but it is highly likely all councils and communities will need and benefit from one at some point.

Councils with debt as a driver are motivated to move faster. However, increasing debt capacity is not the only challenge these councils face. While debt capacity may be increased by these councils having their debt to revenue ratio increased to 350% (as is to be proposed at the LGFA October AGM) and / or establishing a single council owned water organisation (refer to as a standalone local CCO in Figure 5.1 below), this in isolation will not unlock the collective benefits projected in the financial modelling and the non-financial opportunities set out in section 5.1.2 below. Furthermore, the cost of the intended borrowing will need to be considered as part of assessing affordability to ratepayers / consumers. As noted above, multiple reports over multiple years show there are benefits to be unlocked by aggregating water infrastructure. All communities will benefit at different stages and so, over time, everyone wins.

If councils accept aggregation and scale provide the ability to collectively address the challenges they face, then the question is not whether to aggregate but rather what is the process that gives councils a safe pathway towards an aggregated model.

Previous government reform and other attempts at establishing fully aggregated water services entities in a non-incremental manner have been unsuccessful. This is largely due to what we have identified as 'showstoppers' or the local concerns, as set out in section 4.3 above. While 'showstoppers' can be addressed as part of the pathway forward, strong leadership (by both governance and management) will be necessary to balance such concerns while achieving the benefits of aggregation.

In addition, we understand that councils will not be prepared to make a firm commitment on the final form of any fully aggregated entity until there is further clarity on the applicable legislation, tools and options. However, doing nothing is not a cost-effective option. There is an opportunity now for councils to take a first, sensible and 'no-regret' step towards unlocking the opportunities of a joined-up approach to water infrastructure.

Based on the above, it is recommended Waikato councils consider and adopt an incremental model now that:

- a) positions them to leverage immediate opportunities for their communities and unlock some benefits in the short-term
- b) gets councils as far along the road to the vision and achieving the strategic outcomes as practicable at this time and
- a) has a built-in process that enables the model to evolve to meet councils' future long-term needs and respond to legislation as it develops.

To this end, it is recommended councils co-design an aggregated model that is staged by function and governed by a professional board from the outset. Stage 1 is a short-term solution involving the establishment of an entity that provides functional services to participating councils (a jointly owned contracting model). However, the pre-agreed end point (Stage 2) is an aggregated fully regulated water services entity.

Details of each stage are included below.

4.4.1. Stage 1 Description

Stage 1 of the staged aggregated model is the establishment of an entity that provides functional services to participating councils.

Key components of Stage 1 are:

- a) Councils agree on the long-term end point to achieve the strategic direction, being a fully regulated regional entity (referred to as a multi-owned council water organisation in more recent guidance), co-designed by councils in accordance with agreed design parameters set out in Appendix 3 (as updated to reflect the legislative requirements for any water organisation)
- b) The entity formed at Stage 1 will be jointly and equally owned by all participating councils
- c) The functional services (asset management, capital works delivery, consenting, project planning and design, procurement) will be provided to councils under the terms of a services agreement
- d) Councils will retain the role of water service provider (and so will remain the regulated provider)
- e) Councils retain decision-making in relation to price setting, ownership of assets and investment priorities

A regional entity established under Stage 1 will not achieve balance sheet separation on its own. Growth councils who need additional debt capacity now could achieve balance sheet separation under Stage 1 through a standalone local CCO, while remaining a participant in the regional model and working collaboratively to achieve the long-term end point. The expectation would be for the operations of each local CCO to merge into the fully regulated regional entity at the time Stage 2 is implemented.

The roles and responsibilities at Stage 1 are identified in Table 5.1 below.

Responsibility	Council (or local CCO)	Regional CCO
Assets ownership	✓	X
Prices / tariffs– entitlement to revenue, set prices, billing	✓	X
Funding sources / mechanisms - ability to borrow	✓	X
Decision re investments in service area	✓	X
Regulated entity – accountable and liable compliance and consenting (including economic regulatory compliance)	✓	X
Operations	✓	X
Capital works delivery	Monitor Services agreement	✓
Programme management		✓
Procurement		✓
Consenting		✓
Project planning and design		✓
Asset management		✓
Education and training		✓

Table 5.1 Stage 1 roles and responsibilities

Figure 5.1 provides an indicative structure for the regional CCO, including how a local CCO could fit within a regional model at Stage 1.

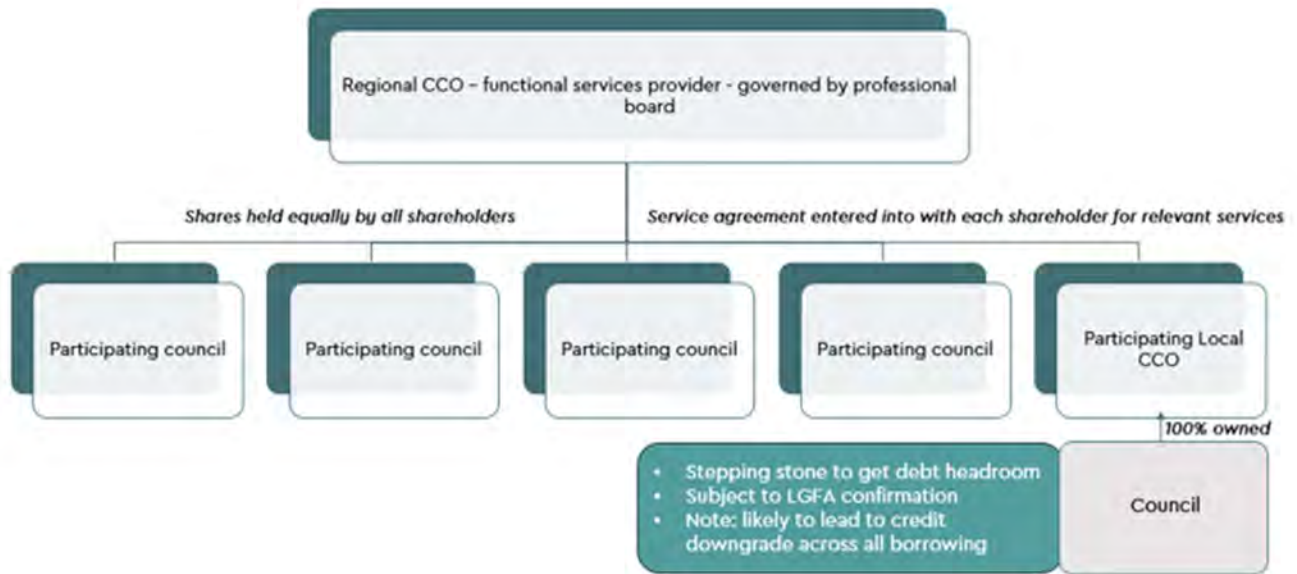


Figure 5.1 Stage 1 Indicative Regional CCO Structure

4.4.2. Stage 1 Opportunities

Stage 1 will not unlock all the benefits of aggregating water infrastructure but there are significant benefits that can be obtained without councils having to address any of the local concerns (showstoppers) at this point.

Table 5.2 lists the immediate needs of the Waikato in relation to water services and how Stage 1 can capture these opportunities. The potential efficiency savings from a combined approach to capital works is addressed at section 4.2.1; based on a 1% per annum efficiency target, this projects a potential \$185 million in savings over 10 years across the Waikato region. Again, this efficiency target is considered to be conservative.

Need	Immediate opportunity
A stronger workforce	<ul style="list-style-type: none"> To rebuild, develop, retain a highly skilled and adaptable workforce with clear career paths in the water industry
Deliver capital works more efficiently and cost effectively	<ul style="list-style-type: none"> To strengthen capital works delivery by having a single team focused delivering projects on time and in budget To provide supply chain with certainty of pipeline and enable supply chain management To smooth costs as councils not competing for same resources
Improve resilience and compliance	<ul style="list-style-type: none"> For infrastructure to be planned and developed in a more resilient manner through a single AMP informed by a single strategic AMP
Smarter consenting	<ul style="list-style-type: none"> To evolve from council boundary, ad hoc consent applications to strategic integrated investment planning that take a whole of catchment approach, and looks to whole of river health

Need	Immediate opportunity
Better data to make better decisions	<ul style="list-style-type: none"> To have a consolidated system capturing standardised data and supporting improved decision-making, effective prioritisation, proactive maintenance and capital works planning. This would address the risk identified by Taumata Arowai about network providers and the need for quality of data (particularly for network performance) and completeness of reporting needing to improve
Focused Governance	<ul style="list-style-type: none"> Consistency of governance where a professional board of directors is appointed and is focused on (and accountable for) creating efficiency and delivery

Table 5.2 Needs and immediate opportunities captured at Stage 1

4.5. The end point

Any staged model must provide clarity on the long-term (5/10/15 year) end point councils collectively want to reach. The end point which aligns with the strategic direction adopted by participating councils (refer section 3 above) is a regulated regional water organisation, co-designed by councils in accordance with agreed design parameters (refer Appendix 3 as amended to reflect proposed legislative requirements).

4.5.1. Stage 2 Description

To achieve the strategic outcomes, the (end point) regional entity must be able to borrow in its own name and so must:

- a) have an independent professional board
- b) have control of waters services assets³
- c) be able to make decisions about investments⁴
- d) be able to set the price and tariff structures for water services across the service area in accordance with pricing principles set by participating councils. Balance sheet separation will only be unlocked if the entity is entitled to the revenue from water services.

Appendix 3 further sets out the design parameters for the end point fully regulated entity.

Councils may need to move into a fully regulated end point at different times and so the design of the end point can provide flexibility for this (subject to there being sufficient scale to go live).

4.5.2. Stage 2 Opportunities

Stage 2 seeks to extend the benefits captured during Stage 1 by developing an aggregated model that is positioned to achieve the outcomes (as demonstrated by the success measures) set out in the strategic framework at Section 3 to this report. For residual councils, the following needs will also be met:

³ The ownership of assets is a matter that will be addressed once there is clarity on the options that will be made available to councils via legislation.

⁴ Having regard to a prioritization framework pre-approved by participating councils and a statement of expectations

Need	Long term opportunity
Removing water debt from council balance sheet	<ul style="list-style-type: none"> Where balance sheet separation is achieved, the increased borrowing will reduce the need for increased revenue from customers. From a council perspective, it will also open up balance sheet capacity within the council for its residual activities
Preparing for economic regulation	<ul style="list-style-type: none"> Providing councils with a ring-fencing solution in terms of water services activity. Enables councils to prepare for economic regulation by removing water services from their main business and transferring into an organisation designed to respond to regulatory requirements.

Table 5.3 Needs and opportunities captured at Stage 2

5. The transition pathway

5.1. Pathway principles

The proposed principles that will inform the pathway to implement the strategic direction are:

- Sustainability:** focusing on long term financial and non-financial benefits
- Pragmatic:** balanced and pragmatic approach to reach end goal
- Simplicity:** people understand what is proposed and why
- Flexibility:** design and timing are flexible to cater for different needs
- Commercial robustness:** independent professional board accountable to shareholders and clarity as to respective roles
- Equitable:** everyone wins at some stage
- Cost effective:** choices made that are the most cost effective
- Risk:** risks associated with aggregation (including residual risk to councils) are managed and mitigated

Figure 6.1 summarises the application of these principles to stages 1 and 2.

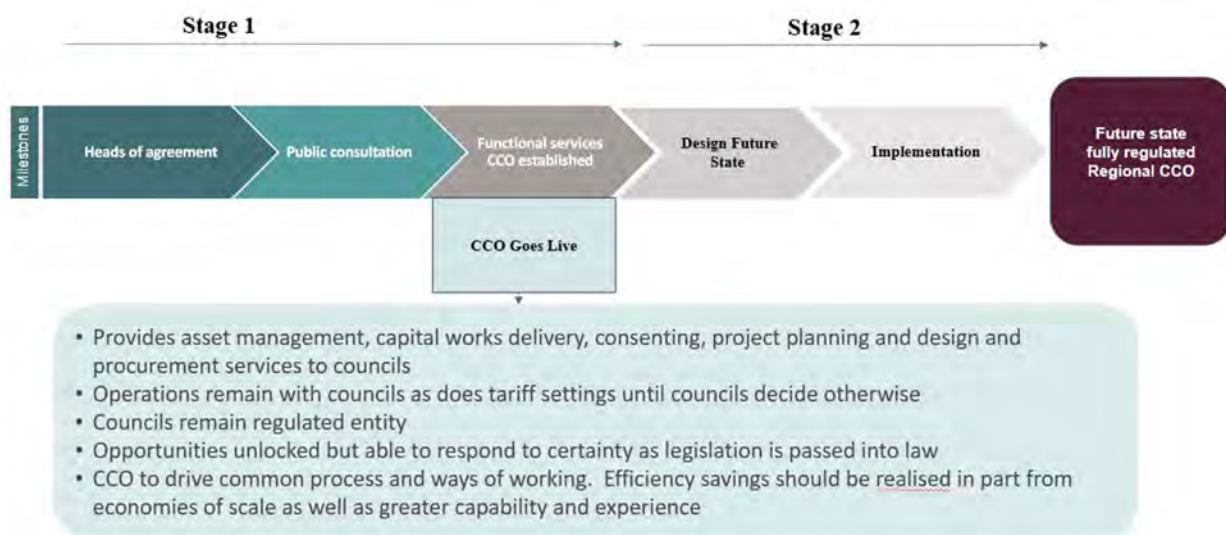


Figure 6.1 Overview of Transition Pathway

5.2. Stage 1 pathway

The first step to implementing Stage 1 is through a Heads of Agreement entered into by participating councils setting out the key terms of the relevant governance documentation. To ensure the detail required for the transition from current state to a functional services aggregated entity is captured and agreed (including managing risk to the residual business of council), it is recommended Chief Executives be given a mandate to commence negotiating a Heads of Agreement now.

The Heads of Agreement will be a non-binding agreement between participating councils, entered into in good faith to show a commitment to progress in the manner proposed. The content of the Heads of Agreement will include:

- a) identifying the key governance documents (constitution, shareholders' agreement, letter/statement of expectations) and the key terms to be covered in those documents e.g. share allocation, voting rights and board appointment process
- b) steps necessary to establish the Stage 1 functional services aggregated entity
- c) roles and responsibilities between councils and aggregated entity and decision-making framework
- d) consultation process to be adopted (i.e. whether new streamlined consultation process to be used)
- e) transition pathway for evolving into the Stage 2 fully regulated aggregated entity (including any applicable conditions) e.g. process for Board to develop an establishment plan for a fully regulated aggregated entity,
- f) key matters on which shareholder approval to be obtained for Stage 2 e.g. process principles for developing establishment plan, pricing principles, prioritisation framework, any share reallocation if assets are to transfer at the 'end point'
- g) any exit ramps if a council no longer wishes to be a participating council after the formal governance documentation has been adopted

The agreed framework will inform the development of more formal documentation. Councils that do not enter wish to be participating councils at the Heads of Agreement stage will exit this workstream but will be kept updated on the development of the Heads of Agreement.

5.3. Stage 2 pathway

The pathway to Stage 2 will be embedded in the design of the staged model. This will be achieved through the governance documentation developed during Stage 1. These documents will empower a professional board to develop an establishment plan for a fit-for-purpose organisation that gets councils to the 'end point'. At this time (which will be after mid-2025) legislation will be in place to inform the Board's establishment plan. This plan will need approval from the shareholding councils based on the process set out in the relevant documentation.

5.4. Timing

For the sake of waters staff, it is important to maintain momentum. Uncertainty created by various reforms has gone on for too long. This report has outlined pragmatic steps that can be taken now on a no regrets basis. What is proposed enables current needs to be addressed while having the flexibility to adapt as we get legislative certainty.

To retain Waikato District Council as a participant in the functional services aggregated entity, Waikato District Council has advised it needs a good faith commitment from councils as to the establishment of a stage 1 aggregated entity by November 2024. This will allow Waikato District Council sufficient time to put alternative arrangements in place before expiry of its contract with Watercare (end of June 2026).

Considering this, and balancing with the requirement of water services delivery plans to be submitted by August 2025 (subject to extensions of time in limited circumstances), the indicative timing for Stage 1 and Stage 2 development is as follows:

- a) **November 2024:** non-binding good faith Heads of Agreement in place
- b) **Q1 2025:** governance documentation is approved and adopted by participating councils
- c) **Q2 2025:** Stage 1 functional services entity established, establishment board and establishment Chief Executive in place
- d) **Post Q2 2025:** The timeframe for agreement of the establishment plan for Stage 2 will be a matter for shareholding councils to agree between themselves (in conjunction with the Board) as will the timeframe for the implementation of that plan.

The above timeline enables participating councils to manage and respond to the timeline challenges set out in section 2.2 above.

6. Next steps

6.1. Recommendations adopted

If the recommendations are adopted:

- a) A Heads of Agreement will be negotiated and brought back to the council for approval before the end of October 2024. The Heads of Agreement is intended to be a non-binding document.
- b) Formal commitment to Stage 1 will only occur when the governance documentation is approved and adopted by a participating council (likely to be by the end of Q1 2025). The process to design and develop Stage 2 will be embedded in the governance documentation, together with any exit ramps agreed by the shareholding councils.

6.2. Recommendations not adopted

If the recommendations are not adopted, and a council does not approve of being a participating council in the proposed aggregated model, it will exit the Waikato Water Done Well workstream but be kept informed of the work underway.

Appendix 1 - Methodology

1. The focus of the work undertaken for Waikato Water Done Well has been on:
 - a) potential spatial options for aggregation
 - b) “showstoppers” (a summary of the concerns raised by Forum members in relation to an aggregated entity)
2. Following a meeting of the Joint Forum on 11 March 2024, it was agreed that:
 - a) further work would be carried out on the spatial options, including a workshop with key Council staff to test the outputs from the financial modelling
 - b) developing design parameters to address the “showstoppers”
 - c) a proposal be submitted to the Forum on 22 July 2024
3. Since March 2024 numerous meetings have been held to move through steps 3 and 4 of the Waikato collaborative roadmap. This has been at a time when resources are already stretched, reflecting a strong desire across the region to arrive at the right pathway forward.
4. Council representatives of the Forum attended a briefing with the Local Government Minister Simeon Brown on 12 June 2024. At this, the Minister personally confirmed to the Forum that the government is looking for a more joined-up approach to three waters delivery, including in the Waikato.

Step 3 of roadmap - Financial assessment

5. The process informing the Waikato financial modelling undertaken at step 3 of the roadmap is set out below.

Spatial options

6. Based on feedback, the scope of the spatial options was increased to include the whole Waikato (excluding HCC) option. Accordingly, the four spatial options are:
 - a) Whole of Waikato
 - b) Waikato river catchment
 - c) Hauraki Coromandel catchment
 - d) Whole of Waikato (excluding HCC)

Vehicle options

7. Key requirements to achieve the strategic outcomes are that the end entity is one that can achieve balance sheet separation from councils and, in the short term, can borrow through the Local Government Funding Agency (**LGFA**). As LGFA can only lend to councils and CCOs, the entity will need to be a form of CCO that can access borrowing through LGFA and retain the current cost of borrowing.
8. The service delivery options that announced by the Department of Internal Affairs in August 2024 are:
 - a) In-house (business unit or division)
 - b) Single council owned water organisation
 - c) Multi-council owned water organisation
 - d) Mixed council / consumer trust owned

- e) Consumer trust owned
9. Guidance is that councils are free to choose alternative arrangements subject to them meeting the regulatory requirements and being financially sustainable.
 10. Based on the requirement for any vehicle to achieve balance sheet separation and retain the ability to borrow from LGFA, the legal form that aligns with the options announced is the multi-council owned water organisation. As per guidance, any such organisation needs to be company and, again to ensure the ability to borrow from LGFA, must be owned by councils.
 11. A limited liability company is consequently the recommended vehicle.

Financial modelling

12. The process applied to develop the Waikato financial model and confirm the assumptions which underpin it are as follows:

Steps in relation to development of financial model	
a)	as directed by the Forum, the Project Team has leveraged off past work done by councils and DIA in relation to water services delivery and has optimised existing resources available
b)	the financial model built by DIA's NTU financial modelling team in the context of the former Entity A (Wai Tamaki ki Te Hiku) Funding and Pricing Plan was used as the starting point
c)	the assumptions underpinning that model (version 1 assumptions) were reviewed by a project working group appointed by the Forum and Waikato CEs and updated (version 2 assumptions)
d)	the updated assumptions were then further tested with a small number of CFOs from across the Waikato (version 3 assumptions)
e)	the version 3 assumptions were tested with the wider CFO Forum in April 2024
Steps in relation to collation of data	
f)	Data is input based on the 10-year financial information for waters related activity (capex and opex) as included in the Long-Term Plan 2024 / enhanced Annual Plan

13. In addition to the above, the following steps have been undertaken to inform the recommendations:
 - a) A workshop with the CFOs to discuss, in addition to the assumptions, the data being input into the financial model and the metrics for measuring a comparative analysis of councils going alone versus an aggregated model. In overview, it was agreed that financial modelling should be completed using the LTP 2024 data rather than any unconstrained programme of work. This is because unconstrained is not realistic in either scenario due to issues around deliverability and capacity.
 - b) Further meetings to discuss the appropriate metrics that should be applied to compare options
 - c) Quality assurance carried out by council finance staff and Co-Lab in relation to the financial model
 - d) Input and direction from the CE Working Party on 8 April and 31 May in relation to financial modelling and showstoppers
 - e) Input and direction from the Waikato CE Forum on 19 April, 17 May in relation to financial modelling and showstoppers

- f) Further input and direction from the Waikato CE Forum on 21 June in relation to the strategic direction, findings and recommendations to be put to the Forum, with a follow up meeting on 5 July 2024
- g) Direction from the Forum Reference Group on 26 April and 15 June LTP Confidence survey across the CEs

Step 4 of roadmap – Design parameters (showstoppers)

- 14. Showstoppers are those local concerns over and above financial concerns raised by Forum members in relation to an aggregated entity. These were captured from discussions across CEs and tested with the Forum Reference Group.
- 15. Following workshops with the CE Forum, the concerns have been distilled into the below groups:
 - a) Local voice and influence
 - b) Distributional impacts
 - c) Service delivery, scope and standards
 - d) Transition considerations
- 16. For completeness, the table of concerns is included below.

Overarching groups identified	Concerns captured in grouping
Local Voice and influence	<ul style="list-style-type: none"> • Timeframe to price harmonization (formerly known as cross-subsidisation) • Enabling local voice • Governance • Prioritisation of communities • Community perception re assets being ‘given away’ • Ability to influence pricing • Iwi buy in and influence in decision making
Distributional impacts	<ul style="list-style-type: none"> • Timeframe to price harmonization • Prioritisation of communities • Water metering
Service delivery, scope and standards	<ul style="list-style-type: none"> • Ability to create scale and mode quickly • Stormwater – in or out
Transitional considerations	<ul style="list-style-type: none"> • Ability to create scale and move quickly • Stranded costs • Costs involved in standing up a CCO

Appendix 2 - Summary of Bill#2 (as at the date of this report)

1. The Local Government (Water Services Preliminary Arrangements) Bill was introduced into Parliament in May 2024. The Select Committee returned its report on 18 July 2024. The Bill is due to be passed into law in August 2024. It is the second stage in the Government's Local Water Done Well following repeal of the previous Government's water services entity model in February 2024.
2. The content of the Bill largely aligns with previous Ministerial announcements.
3. There are effectively three matters provided for in the Bill (not including provisions specific to Watercare). These are:
 - a) Water services delivery plans (**Plans**) (once off occurrence)
 - b) Foundational information disclosure
 - c) Streamlined provisions for consultation
4. Bill#2 will require councils to prepare and submit water services delivery plans (Plans) within 12 months of the Bill being passed into law. Plans must be submitted to the Secretary for Local Government (CE of Department of Internal Affairs (DIA)) for approval, but the Minister of Local Government can give a time extension in limited circumstances. Any extension of time granted by Minister to submission date must specify for how long
5. In broad terms, the Plans must identify the current state of a council's water services, and show how the council will deliver those services in a way that:
 - a) meets relevant regulatory quality standards for stormwater, wastewater and water supply networks
 - b) is financially sustainable
 - c) ensures compliance with drinking water quality standards; and
 - d) supports housing growth and urban development objectives.
6. More specifically, the Plans ask for councils to describe:
 - a) Current state of network
 - b) Current levels of service
 - c) Areas that receive water services in the district and those that don't, together with infrastructure associated with provision for population growth and development capacity
 - d) Whether water services comply with current regulatory requirements (and to what extent) and will comply with anticipated future regulatory requirements. Must describe any non-compliance (actual or anticipated) and how the proposed model for future delivery will address
 - e) Details of capex and opex required to deliver water services and for regulatory requirements
 - f) Financial projections for period of plan – opex, revenue, capex, debt.
 - g) Assessment of current condition, lifespan and value of network
 - h) Asset management approach
 - i) Issues, constraints and risks, together with impact on delivery
 - j) Anticipated or proposed model for delivering water services (including any joint arrangement or to continue to deliver alone)
 - k) How will revenue be separated from other functions

-
- l) What consultation was undertaken to develop the information re the anticipated or proposed model for delivering water services
 - m) Plan to make financially sustainable by 30 June 2028
 - n) Implementation plan for proposed model
 - o) Any other information set in rules by Secretary for Local Government under the Act within 3 months of Act being in force
 7. **Period covered:** Plans must cover at least 10 financial years, with more detailed information for the first three financial years. Plans cover 10 years from 2024/2025 financial year, but MAY include information for additional 20 years if helps to identify future investment requirement
 8. **Approval:** Plans must be adopted by resolution of council and certified as true and accurate by the Chief Executive.
 9. **Joint arrangements:** Councils can prepare a joint Plan with other councils. Joint arrangements must cover all water supply and wastewater services of the participating councils, but a council can choose to retain for itself delivery of some or all of its stormwater services, if it wishes. A key decision for councils when preparing their plan will be whether to continue delivering services alone, or enter into a joint arrangement with other councils, whether through a CCO or some other arrangement. If a CCO with other councils is preferred, there is a streamlined consultation process.
 10. **Implementation plan:** Plans must include an implementation plan for delivering proposed model or arrangements and if the proposal is to deliver water services alone, the actions that ensure financial sustainability by 30 June 2028. Implementation plans must include:
 - a) process for delivering the proposed model or arrangements
 - b) commitment to give effect to the proposed model or arrangements once plan is accepted
 - c) name of each council that commits to delivering the proposed model or arrangements
 - d) time frames and milestones for delivering the proposed model or arrangements
 11. **Post submission:** Minister is required to decide on whether Plan is compliant as soon as reasonably practicable after submission. Further:
 - a) Councils are required to give effect to proposals for future delivery once plan accepted - objective is to get councils to start actioning plans
 - b) Secretary given power to monitor compliance with plans
 - c) Plans can be changed post approval where amendments significant or is a change is to the proposed model set out in the original plan – amended plan must be submitted within 18 **months of Bill becoming law**
 12. **Statutory backstop:** A Plan will only be approved by the Secretary if it complies with the legislative requirements. If the Secretary is not satisfied the Plan is compliant, he can ask the council (or councils where the Plan is joint) to amend it and resubmit by a specified date. The Minister can appoint a Crown facilitator or Crown water services specialist in specific circumstances. The Crown facilitator can assist with preparation of the Plan and facilitate any negotiations between joint parties to an arrangement. The Crown water services specialist can prepare Plans on behalf of a council or direct a council to adopt a Plan that the specialist has prepared (which could effectively remove the council's lead role in the process).
 - a) Notice to be given before a Crown facilitator of water services specialist is appointed
 - b) Minister also has the power to appoint a Crown facilitator if plans not given effect to by Councils

Additional information: disclosure requirements

13. The Bill's explanatory note states that "foundational information disclosure" will be provided through Plans "to lay the groundwork for comprehensive economic regulation". It also enables the Commerce Commission to require a council or a CCO to publicly disclose a wide range of information such as financial statements, asset values and valuation reports, pricing information, contracts, related party transactions, financial and non-financial performance measures, asset management plans, and quality performance measures and statistics.

Streamlined consultation

14. The Bill provides for an alternative consultation and decision-making process (modifying the existing processes in the Local Government Act 2002).
15. The important features of these alternative arrangements are:
 - a) Councils do not have to consider "all reasonably practicable options". They may identify two options only - being the status quo and the proposed new arrangement
 - b) Councils are only required to consult once, and do not have to consult on any amendments to the LTP that are required as a result of a decision relating to a CCO
 - c) Councils may conditionally approve an LTP plan amendment subject to the agreement by other parties to a joint arrangement
 - d) Councils may (but are not required to) consider the impact of a joint CCO on communities in the areas covered by the joint arrangement (not just their own districts)
 - e) principles for public consultation in LGA apply to alternative consultation process for joint arrangement
 - f) information made publicly available must include how proposal is likely to affect rates, debt, levels of service and charges for water
 - g) Councils will be temporarily exempt from having to consider the cost-effectiveness of current arrangements for meeting the community's needs, under section 17A of the Local Government Act 2002
 - h) For councils that opted to defer their LTPs, they can combine consultation on a CCO and their LTPs for 2025-2034.

Appendix 3 – Design parameters

Category	Design of future state fully regulated Regional CCO must:
Local voice and influence	<ul style="list-style-type: none"> • identify factors to be prioritised for further development – capture for statement of expectations • identify mechanisms for local voice/ influence/representation – noting the requirement to have a consumer complaints process under economic and consumer protection regulation • confirm integration of Treaty settlement arrangements as a key design principle
Distributional impacts	<ul style="list-style-type: none"> • have a phased pricing pathway/transition as a key design principle • provide for further work required on possible conditions of entry (to mitigate concerns over past investment) • agree consistent public messaging (officer and Elected Members) around the value of the model, scale of savings
Service delivery, scope and standards	<ul style="list-style-type: none"> • be flexible to account for regulatory uncertainty • have options for stormwater that align with government policy
Transition considerations	<ul style="list-style-type: none"> • approach LGFA to determine if borrowing will be available for aggregation establishment costs • recommend each council manage their own stranded costs – with time for this to be managed and transition pathway principles • provide for a staged model including ability for councils to ‘opt-in’ post establishment
Credit rating separation and increased borrowing	<ul style="list-style-type: none"> • align with design parameters set out in Bill#3 to achieve increased debt capacity but still enable LGFA borrowing. Model options and parameters currently being developed. May require councils to ring fence water services revenue and debt in a separate model and dilution of council control • enable residual councils’ balance sheets to be opened up to meet other community expectations which are currently limited

Item 160 Local Alcohol Policy hearing

To Ōtorohanga District Council

From Kaia King, Manager Governance

Type **DECISION REPORT**

Date 27 August 2024



1. Purpose | Te kaupapa

1.1. To confirm the date for the hearings and deliberations of the Local Alcohol Policy.

2. Executive summary | Whakarāpopoto matua

- 2.1. A review of the Policy commenced in November 2023 and the revised Policy is currently out for consultation until 26 August 2024. The Statement of Proposal indicated Hearings and Deliberations would be held on 10 September 2024. This is a scheduled time for an elected member workshop day. The rationale for this date was the expected number of submissions and potential for community interest.
- 2.2. With one week before the submission period closes, two submissions have been received. However, the alternative date of 24 September 2024 (ŌDC meeting) has a number of external speakers and reports. To ensure ŌDC have sufficient time to hear and consider the submissions, staff recommend a meeting of ŌDC be held on 10 September 2024 specifically for the hearing and deliberations process.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council confirm a meeting will be held on Tuesday, 10 September 2024 commencing at 10am specifically for the hearing and deliberations of submissions to the Local Alcohol Policy.

4. Context | Horopaki

- 4.1. The Local Alcohol Policy is a regulatory tool to help manage the harm caused by excessive or inappropriate consumption of alcohol which affects all our community.
- 4.2. No substantive amendments have been made to the Policy; however, changes have been incorporated to update the format of the Policy.

5. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 5.1. Council's Significance and Engagement Policy requires a consultation process to be undertaken. There is a statutory duty to use the special consultative procedure to seek community views and input on the draft Policy.

Impacts on Maori

- 5.2. Key stakeholders including local iwi have been provided the opportunity to submit through the consultation process.

Risk analysis

- 5.3. If this policy review is not completed the Policy will no longer meet the legislative requirements specified in the Act.

Policy and plans

- 5.4. There are no policies or plans that are impacted by the recommendation in this report, other than the Policy itself.

Legal

- 5.5. The proposed changes to the Policy can only be made after the public consultation using the special consultative procedure as provided for in section 83 of the LGA.

Financial

- 5.6. The cost of this review process will be covered by current operational budgets.

6. Discussion | He kōrerorero

- 6.1. The hearings and deliberations date contained in the Statement of Proposal will ensure public notification of the provisional Local Alcohol Policy with a final adoption by 26 November 2024. An extension to the timeline will result in a final adoption on 10 December 2024. Both options will achieve a final adopted Policy prior to the Christmas period.

Option 1: Confirm the hearings and deliberations date of 10 September

- 6.2. The date of 10 September 2024 has already been held in elected member diaries for a potential workshop day if required. There are no other workshops required on this date. The Statement of Proposal has indicated the hearings and deliberations are to be held on 10 September 2024 with formal approval for public notification of the Provision Local Alcohol Policy to be considered by ŌDC at the 24 September 2024 meeting.
- 6.3. This process allows for any changes made by ŌDC following the hearings and deliberations to be made and presented to ŌDC for consideration prior to the lead staff member's leaving date.

Option 2: Confirm the hearings and deliberations date of 24 September

6.4. Holding the hearings and deliberations at the ŌDC meeting will impact on the amount of pre-reading and timing at the meeting. Despite the lower number of submissions than the previous consultation period, staff are recommending a separate date to avoid any chance of the deliberations process being impeded by a full agenda of reports and speakers.

Recommended option and rationale

6.5. Option 1: To ensure ŌDC have sufficient time to read, hear and consider the submissions, staff recommend a separate meeting of ŌDC be held on 10 September 2024 specifically for the Local Alcohol Policy hearing and deliberations process. This will ensure ŌDC also have sufficient time to read and consider the reports prior to the 24 September 2024 meeting.

7. Appendices | Ngā āpiti hanga

Number	Title	Document number
No appendices.		

Item 161 Concept Plans – Prioritisation of Projects

To Ōtorohanga District Council.

From Ross McNeil, Chief Advisor.

Type **DECISION REPORT**

Date 27 August 2024



1. Purpose | Te kaupapa

1.1. To confirm a prioritised plan for the implementation of the Kāwhia/Aotea/Ōpārau, Rural Ōtorohanga and Ōtorohanga Town Concept Plans and the supporting staff resource.

2. Executive summary | Whakarāpopoto matua

2.1. The recent adoption of the Kāwhia/Aotea/Ōpārau and Rural Ōtorohanga Concept Plans means the focus now shifts to implementation, together with the previously adopted Ōtorohanga Town Concept Plan. The available budget is \$600k/year for three years.

2.2. A prioritised programme for each Concept Plan has been prepared (see Appendices 1, 2 and 3). As there is insufficient funding/resourcing available to progress all the short-term projects signalled across these plans a single collated prioritised programme has been prepared (Appendix 4). Council is asked to consider and confirm this overall programme.

2.3. Implementation of these Concept Plans is reliant on staff resourcing. Council is asked to confirm ongoing resourcing in line with the Concept Plans implementation budget.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council:

- a) Confirm the proposed Concept Plans Implementation Programme, subject to any amendment.
- b) Confirm that the staff resourcing supporting the implementation of the Concept Plans continue until June 2027 and that the annual budget (up to \$75,000) for this resource be funded from the Concept Plans implementation budget as was confirmed in the 2024-34 Long-Term Plan.

4. Considerations | Ngā whai whakaarotanga

Significance and engagement

4.1. The Concept Plans have all been developed through an extensive partner, stakeholder and community consultation and engagement process during which broad timeframes for the delivery of projects have been presented and endorsed. Therefore, no further consultation/engagement is required for this

collated prioritisation process. However, individual projects will require further work to define scope, cost and approvals, and in some cases further community engagement may be necessary before a final decision to proceed can be made.

Impacts on Māori

- 4.2. Mana whenua have been project partners in the development of all three concepts plans and the projects confirmed in those plans reflect mana whenua input. However, some projects may have greater interest to/impact on iwi/Māori in which case mana whenua will be involved in finalising project details before proceeding.

Risk analysis

- 4.3. Some projects have been confirmed in these Concept Plans because there are specific risk and/or resilience issues that need to be managed. Generally, projects will need to be scoped, costed and consenting or other approvals identified before they can proceed. Inherent in this process will be the identification and management of risk.
- 4.4. Successful delivery of concept plan projects is heavily reliant on staff resourcing. It is important that sufficient funding/resourcing is available in this regard.

Policy and plans

- 4.5. The development and implementation of Concept Plans is a core element in achieving Council strategic direction as set out in the 2024-34 Long-Term Plan (LTP). Significant aspects across all concept plans align with or help give effect to other policies and plans. Examples include the Economic Wellbeing Strategy; Reserves Strategy; District Plan and Climate Change Response Plan.

Legal

- 4.6. Statutory and/or other legal considerations, such as consenting, will be a factor for many projects and these will need to be identified through the scoping process and factored into delivery plans before final decisions on proceeding are made. This consideration will apply whether projects are to be led by Council or another group/organisation.

Financial

- 4.7. The LTP includes a budget to support the implementation of the Concept Plans, with \$600,000 available each year for the first three years (total \$1.8M). It is anticipated that this funding will support Council-led projects, but opportunities to secure external funding will be explored. Funding for projects led by other groups/organisations will be a matter for those entities to secure. Where there are mutual benefits, consideration will be given to providing Council funding. In some cases, community-led projects will be eligible for funding through Community Boards or Council's community grants programme. Where appropriate, Council staff will assist community groups in their funding endeavours.

5. Discussion | He kōrerorero

- 5.1. The proposed prioritised Concept Plans implementation programme is the product of a prioritisation process undertaken for each of the three Concept Plans. The projects derived from the Ōtorohanga Town Concept Plan have been endorsed by the Ōtorohanga Community Board and primarily reflect a continuation of the projects commenced in 2023. The projects drawn from the Kāwhia/Aotea/Ōpārau Concept Plan reflect a prioritisation process undertaken by the Kāwhia Community Board that focused on projects flagged to be progressed over the coming three years. The projects from the Rural Concept Plan reflect a prioritisation process undertaken by the Councillors from the Ōtorohanga District rural wards, also focusing on projects flagged to be progressed in the short term.
- 5.2. Despite the sizeable budget approved by Council there is insufficient funding and resourcing to progress all the projects across the Concept Plans. Therefore, a prioritisation process had to be undertaken. Work on progressing priority projects from the Ōtorohanga Town Concept Plan commenced in 2023, with those projects expected to continue. In light of that 'head start' Council may consider allocating a greater share of the budget to progressing projects from the Kāwhia/Aotea/Ōpārau and Rural Concept Plans.
- 5.3. There are considerable unknowns about many projects, and these can only be addressed/clarified through a deliberate scoping process to determine such things as likely costs, funding sources, consenting requirements and dependencies. Until this work is undertaken there is no certainty that any particular project can or will progress. For this reason, the prioritised programme provides an order for which projects will be considered, assessed and progressed (or not), rather than a definitive list of things that will happen. Progress with the scoping process will be shared with the relevant Community Board or Council, and progress on implementation will be reported quarterly.
- 5.4. The delivery of concept plan projects is critically reliant on staff resourcing, which was set at \$50,000 annually for two years (starting July 2023) following the adoption of the Ōtorohanga Town Concept Plan. However, with two additional Concept Plans now in implementation phase, the level of staff resourcing needs to be increased and timeframes extended. It is recommended that the annual staff resourcing budget be increased to \$75,000 until June 2027.

Option 1a: Council confirms a single prioritised programme supporting the implementation of all three Concept Plans

- 5.5. This is the preferred option given Council is committed to progressing the implementation of all Concept Plans in line with partner, stakeholder and community expectations.
- 5.6. A prioritised coordinated approach means those projects deemed the highest priority irrespective of their location, with some weighting towards the Kāwhia/Aotea/Ōpārau and Rural Concept Plans given the Ōtorohanga Town Concept Plan (ŌTCP) implementation started last year and resourcing has already been allocated. The ŌTCP priorities are those already underway.
- 5.7. Taking a coordinated approach maximises a limited staff resource.

Option 1b: Council confirms an increased budget for staff resourcing to support the implementation of all three Concept Plans

- 5.8. Currently, \$50k/year is budgeted for dedicated staff resourcing to support the implementation of the Ōtorohanga Town Concept Plan. While that will continue, extra funding is now needed with two additional Concept Plans moving to implementation.
- 5.9. It is recommended that the staffing budget be increased by 50% to \$75k/year for the next three years (2024-2027). Having a prioritised programme covering all Concept Plans will help ensure the most efficient and effective use is made of staff time.

Option 2a: Council accepts that the implementation of each concept Plan will occur on an ad-hoc, uncoordinated basis

- 5.10. Having three separate programmes, albeit individually prioritised, creates unnecessary tension, whereby advocates of each Concept Plan (i.e. the respective Community Boards and Ward Councillors) are competing for staff time to advance ‘their’ projects. This is not an option that staff support.

Option 2b: The staffing budget supporting Concept Plan implementation is maintained at \$50k/year for the next three years

- 5.11. Council has confirmed three years of funding for Concept Plans implementation, so it makes sense to maintain a staffing budget in line with that. However, the current staffing resource has been focused on ŌTCP projects only, so unless additional budget is confirmed the risk is progress on key ŌTCP projects slows to ensure some progress can be made on the new Concept Plans. Given there is insufficient funding to progress all Concept Plan projects the added consequence of slowing the momentum already established is not something that staff believe our partners, stakeholder and community want.

Recommended option and rationale

Option 1a/1b: Council confirms a single prioritised programme supporting the implementation of all three Concept Plans. This is the recommended option as it ensures the recently adopted Concept Plans receive the right focus and a fair allocation of budget, and an appropriate level of resourcing is available to support their implementation.

6. Appendices | Ngā āpitihanga

Number	Title	Document number
1	Ōtorohanga Town Concept Plan – Priority Projects	N/A
2	Kāwhia/Aotea/Ōpārau Concept Plan – Priority Projects	N/A
3	Rural Ōtorohanga Concept Plan – Priority Projects	N/A
4	Concept Plans Prioritised Programme - Draft	N/A

Ōtorohanga Town Concept Plan – Project Priorities for 2024/25 – July 2024

1. Continuing the projects started in 2023:
 - a. Ōtorohanga Reserves Strategy and Management Plan
 - b. Huipūtea Reserve Development Plan
 - c. Multi-purpose Community Hub (Concept Review/Due Diligence)
 - d. Interconnected walking/cycling network (progressed through the Reserves Strategy)
 - e. Investigate Business/Industrial Land/Growth areas
 - f. Explore Waka Kotahi funding
 - g. Ōtorohanga Sports Hub (led by Sport Waikato)
 - h. Te Ara a Waiwaia – Storyboards (led by Mana Whenua)
 - i. Climate Change Response Plan (use CCR as a lens over all Council does as well as a stand-alone project)
 - j. Weave Nature through Town (a consideration for all projects involving planting)
2. Ōtorohanga Naming Protocol – joint project with mana whenua
3. Explore future of Ōtorohanga swimming pool as part of the Community Facilities Asset Management Plan
4. Establish an enabling regulatory framework/District Plan review
5. Investigate feasibility of a local Resource Recovery Centre

Kāwhia/Aotea/Ōpārau Concept Plan - Project Priorities - Ranked

<i>Wider Kāwhia/Aotea/Ōpārau Area</i>	Rank
1. Consider how to celebrate sites of cultural significance. Bilingual signage, storytelling trails and education opportunities. How to manage and collate information of culturally significant sites. Access to wāhi tapu sites policy. Street trees and planting programme through Kāwhia and Aotea.	1
2. Develop/Implement Economic Development Strategy - Identify opportunities for growth and investment to support economic activity; Develop online marketing campaign to help increase tourism opportunities (via social media and websites).	1
3. Develop Urban Design Plan and Jervis Streetscape Upgrade: Visual amenity including art. Signage plan. Speed management. Street tree planting. Catchment management (integrated). Street crossing points. Street furniture.	1
8. Develop fitness/recreation loop around town/waterfront.	1
1. Develop Reserve Concept Plan for Omimiti Reserve and consider: How to facilitate events, including creation of a stage. Playground facilities and opportunities. Seating and water fountains. Skatepark maintenance. Courts and recreation opportunities. Public toilets and facilities.	1
2. Develop Reserve Concept Plan for Aotea Beach Reserve and consider: Upgrades to toilet facilities. Provision of shade/shelter, drinking water and BBQ area. Opportunities for recreation such as a basketball court. Improvements to beach access. Management of parking and access. Community noticeboard, wayfinding and historical education opportunities. Enable opportunities for food trucks/coffee carts to operate. Planting and community garden opportunities.	1
1. Explore alternative access to Ocean Beach/Te Puia Springs from Tom French Grove and bylaw restricting vehicle access around Kāwhia headland. Consider options for protection of the beach including fencing and signage.	2
1. Develop a reserves management strategy for the area that considers: Restoration, regeneration & planting opportunities. Memorial planting opportunities. Parking and access. Fencing and protection. Pest management. Recreation and amenities including public toilets. Opportunities for community gardens.	2
1. Papakāinga framework to support papakāinga development across the district.	2
7. Undertake a CPTED assessment to increase safety in town	2
2. Boardwalk along parts of Pouewe Street and Kaora Track.	3
1. Opportunities for community planting throughout town and surrounds.	3
4. Consolidate community noticeboards and information boards.	3
2. Provide educational resources, programs, signage to help inform visitors and locals about the unique ecosystem and natural features of the area.	4
1. Explore opportunities for charging of EVs and e-bikes (Kāwhia).	4
6. Consolidate community noticeboards and information boards.	4
2. Upgrade and restore Community Hall, including possible relocation.	4

2. Formalise walking connection between Te Puia/Ocean Beach, Kāwhia and Aotea.	5
3. Investigate freedom camping bylaw and identification of suitable freedom camping sites.	5
1. Support and advocate for economic opportunities in the town centre, including: Opportunities for reuse of vacant buildings. Provision of ATM services in town. Enabling food trucks and coffee carts to operate.	5
5. Develop a beach access management plan.	5
3. Establish public transport services or shuttles for school students, youth and residents.	6
3. Identify opportunities for improved boat ramp access.	6
2. Explore opportunities to provide for charging for EVs and e-bikes and formalise parking spaces (Ōpārau).	7
1. Three waters capacity and needs assessment.	In Progress
1. Develop a Climate Change Response plan to address climate risk assessment including flooding, sea level rise and coastal erosion	In Progress
2. Develop Waste Management and Minimisation Plan for the District to consider: Improvements to the Kāwhia waste management and recycling centre.	In Progress
<i>Kāwhia projects to be/being progressed by ŌDC</i>	
3. Investigate need for additional footpaths and cycleways or shared path where roadway is constrained.	ŌDC
2. Develop Wharf Concept Plan to consider: Wharf access. Prioritisation of use between recreation and commercial activity. Parking and pedestrian access/safety.	ŌDC
4. Support redevelopment opportunities for the Kāwhia Sports Club.	In Progress
5. Review Karewa boat ramp access and parking.	In Progress
<i>Kāwhia/Aotea projects to be progressed if community led</i>	
1. Establish Gateway signage into Kāwhia/Aotea. Create a bilingual wayfinding and signage strategy. Story-telling trail that identifies sites of cultural significance i.e. Horoure Pā.	In Progress
<i>Ōpārau projects to be progressed if community/agency led</i>	
3. Opportunity for storytelling and photo opportunity at the bike fence adjacent Ōpārau Roadhouse and creation of gateway signage.	Community
1. Traffic calming and speed reduction along Kāwhia Road approaching Ōpārau Roadhouse and management of road layout and intersection design to improve safety for all users.	NZTA
1. Opportunities for community planting and restoration along the Ōpārau River.	Community

Shaded projects reflected in the overall Concept Plans Implementation Programme (proposed)

Rural Ōtorohanga Concept Plan - Project Priorities - Ranked - August 2024

		Rank
5. Develop Waste Management and Minimisation Plan for the District to consider needs of the rural community.	ōDC	In Progress
1. Develop/Implement Economic Development Strategy - Identify opportunities for growth and investment to support economic activity; Develop online marketing campaign to help increase tourism opportunities (via social media and websites).	ōDC	In Progress
1. Develop a Climate Change Response Plan to address climate risk assessment including flooding, sea level rise and coastal erosion	ōDC	In Progress
6. Upgrade access to Mangatutu 'Reserve'.	ōDC	In Progress
2. Review flood risk assessment of the: Waipā River. Waikato River. Awaroa River	ōDC	1
2. Papakāinga framework to support papakāinga development across the district.	ōDC	1
4. Pest control and weed management plan for Council administered/owned land	ōDC	1
5. Develop community facility on Ōtewa Road providing for Riding for the Disabled.	Community	1
3. Work with Schools and Community Halls to understand maintenance needs for safe access and parking,	ōDC/ Schools	2
2. Undertake a condition and needs assessment of the community halls and playcentres to understand level of support required.	ōDC	2
4. Stocktake and review of rural reserves	ōDC	2
3. Establish local community civil defence response groups and support the development of their emergency response plan.	ōDC	2
4. Investigate growth opportunities to sustain communities that have existing facilities (halls, schools, playcentres).	ōDC	2
1. Identify areas around schools and community halls for community gardens and kai forest e.g. Ōtorohanga kai forest programme.	Community	3
5. Investigate freedom camping bylaw and identification of suitable freedom camping sites.	ōDC	3
1. Progress Arts, Culture and Heritage initiatives, including: How to celebrate sites of cultural significance. Bilingual signage, storytelling trails and education opportunities. How to manage and collate information of culturally significant sites. Access to wāhi tapu sites policy. Street trees and planting programme through rural areas	Mana Whenua/ ōDC	3
1. Work with schools and community halls to understand maintenance needs for safe access and parking	Schools/ Halls + ōDC	3
1. Seal driveway access to Wharepūhunga Playcentre. (To do while sealing in the area)	ōDC	3
2. In areas seeing increased cycling activity undertake assessment of safety requirements to minimise conflict between vehicles and cyclists.	ōDC	3
5. Funding support for upkeep of Arohena Hall.	Community	3

3. Set up a mobile book and toy library	ŌDC books/ Community toys	4
1. Develop active modes plan to connect schools and key community facilities.	ŌDC	4
1. Kauri Dieback project for Te Kauri Park Scenic Reserve.	Community / DOC	4
1. Repair and upgrade signage and access to Te Kōpua Mission site at Tihiroa	Community	4
1. Investigate opportunities to support community relationships between Aotearoa Marae, Arohena School and Community Hall.	Community	4
3. Provide Council support to farmers navigating central government regulatory requirements	ŌDC	5

Shaded projects reflected in the overall Concept Plans Implementation Programme (proposed)

Ōtorohanga District Concept Plans Implementation¹ – Proposed Projects for 2024/25

Project	Concept Plan Source	New/Existing Project?	Led by?
Ōtorohanga Reserves Strategy and Management Plan	Ōtorohanga Town	Existing	ŌDC
Hui-pūtea Reserve Development Plan	Ōtorohanga Town	Existing	ŌDC
Multi-purpose Community Hub (Concept Review/Due Diligence)	Ōtorohanga Town	Existing	ŌDC
Interconnected walking/cycling network (progressed through the Reserves Strategy)	Ōtorohanga Town	Existing	ŌDC
Investigate Business/Industrial Land/Growth areas	Ōtorohanga Town	Existing	ŌDC
Explore Waka Kotahi funding	All	Existing	ŌDC
Ōtorohanga Sports Hub (led by Sport Waikato)	Ōtorohanga Town	Existing	Sport Waikato
Te Ara a Waiwaia – Storyboards (led by Mana Whenua)	Ōtorohanga Town	Existing	ŌDC
Climate Change Response Plan (use CCR as a lens over all Council does as well as a stand-alone project)	All	Existing	ŌDC
Weave Nature through Town (a consideration for all projects involving planting)	All	Existing	ŌDC
Ōtorohanga Naming Protocol	All	New	Mana Whenua
Explore future of Ōtorohanga swimming pool as part of Community Facilities Asset Management	Ōtorohanga Town	New	ŌDC
Establish an enabling regulatory framework/District Plan review	All	New	ŌDC
Investigate feasibility of a local Resource Recovery Centre	Ōtorohanga Town	New	ŌDC
Develop/Implement Waste Management and Minimisation Plan for the District to consider needs of all communities.	All	Existing	ŌDC
Develop/Implement Economic Development Strategy	All	Existing	ŌDC
Develop a Climate Change Response Plan to address climate risk assessment including flooding, sea level rise and coastal erosion	All	Existing	ŌDC
Upgrade access to Mangatutu 'Reserve'.	Rural	Existing	ŌDC

¹ Collation of the top ranked projects from the Ōtorohanga Town, Kāwhia/Aotea/Ōpārau and Rural Ōtorohanga Concept Plans

Progress Indicator	Not Started	Started	Good Progress	Substantially Complete
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APPENDIX 4

Review flood risk assessment of the Waipā River, Waikato River, Ōpārau River and Awaroa River	All	New	Waikato Regional Council
Papakāinga framework to support papakāinga development across the district.	All	New	ŌDC
Pest control and weed management plan for Council administered/owned land	All	Existing	ŌDC
Develop community facility on Ōtewa Road providing for Riding for the Disabled.	Rural	New	Community
Consider how to celebrate sites of cultural significance	All	New	Mana Whenua
Work with Schools and Community Halls to understand maintenance needs for safe access and parking,	Rural & Kāwhia/Aotea /Ōpārau	New	ŌDC
Undertake a condition and needs assessment of the community halls and playcentres to understand level of support required.	Rural & Kāwhia/Aotea /Ōpārau	New	ŌDC
Stocktake and review of reserves	Rural & Kāwhia/Aotea /Ōpārau	New	ŌDC
Establish local community civil defence response groups and support the development of their emergency response plan.	All	New	ŌDC
Investigate growth opportunities to sustain communities that have existing facilities (halls, schools, playcentres) – Rural Hamlet concept.	Rural	New	ŌDC
Develop Urban Design Plan and Jervois Streetscape Upgrade.	Kāwhia/Aotea/ Ōpārau	New	ŌDC
Develop fitness/recreation loop around town/waterfront.	Kāwhia/Aotea/ Ōpārau	New	ŌDC
Develop Concept Plan for Omimiti Reserve	Kāwhia/Aotea/ Ōpārau	New	ŌDC
Develop Concept Plan for Aotea Beach Reserve	Kāwhia/Aotea/ Ōpārau	New	ŌDC
Investigate need for additional footpaths/cycleways or shared path where roadway is constrained (include as part of sea wall renewal project).	Kāwhia/Aotea/ Ōpārau	New	ŌDC
Support redevelopment opportunities for the Kāwhia Sports Club.	Kāwhia/Aotea/ Ōpārau	Existing	ŌDC
Review Karewa boat ramp access and parking.	Kāwhia/Aotea/ Ōpārau	Existing	ŌDC

Progress Indicator	Not Started	Started	Good Progress	Substantially Complete
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Item 162: Approval of the Traffic Bylaw 'Freedom Camping' amendments

To Ōtorohanga District Council

From Andrew Loe, Policy Advisor

Type **DECISION REPORT**

Date 27 August 2024



1. Purpose | Te kaupapa

1.1. To align the provisions of the Traffic Bylaw 2005 with recent changes to rules controlling Freedom Camping using a motor vehicle.

2. Executive summary | Whakarāpopoto matua

- 2.1. The Self-Contained Motor Vehicles Legislation Act was enacted in June 2023, substantially amending the Freedom Camping Act 2011 (the Act) following lobbying by local government and residents of ‘tourist hotspots’ to strengthen the provisions of the Act. The legislation includes self-contained campers, “slide on campers” and camping trailers, but does *not* include tents which can be managed under local bylaws.
- 2.2. In 2019 an estimated 245,000 people freedom-camped throughout New Zealand, 63% of whom were international visitors. Of particular concern were the actions of some freedom campers travelling in cars or vans that were not self-contained and the unmonitored voluntary standard for self-contained vehicles.
- 2.3. Due to this new legislation, it is now necessary to amend Council’s Traffic Bylaw because inconsistencies have arisen from the changes introduced by the Self-Contained Motor Vehicles Legislation Act.
- 2.4. In this instance, Council can make changes to bylaws to clarify rules about freedom camping without using the special consultative procedure. i.e. by resolution of Council. However, these changes can only be to maintain the status quo, or the effect of existing rules. The introduction of additional restrictions, rules or camping areas which constitute more than a minor amendment would likely require a full community consultation process.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council confirm the amendments to the Traffic Bylaw 2025 to clarify rules controlling Freedom Camping using a motor vehicle.

4. Context | Horopaki

- 4.1. The Act was introduced in 2011 for the purpose of regulating freedom camping on public land throughout New Zealand. It defined ‘freedom camping’ and ‘self-contained vehicles’ as well as allowing councils to create bylaws, warrant enforcement officers and issue infringement notices to regulate freedom camping in their districts.
- 4.2. Similar powers were also conferred on government departments such as New Zealand Transport Agency Waka Kotahi and Department of Conservation Te Papa Atawhai that administer public land.
- 4.3. In the years following the introduction of the Act, freedom camping continued to grow in popularity with New Zealanders and visitors from abroad. During 2019 an estimated 245,000 people freedom-camped, 63% of whom were international visitors. The provision of facilities for freedom camping struggled to keep up with this growth leading to concerns from those local bodies who had popular destinations in their districts and outright anger from some disgruntled residents who lived close to tourist hotspots.
- 4.4. To protect the image of our tourism and address these concerns, the Self-contained Motor Vehicles Legislation was enacted in June 2023 strengthening the provisions of the Act.
- 4.5. There was frequent criticism of freedom campers who stayed in cars or vans that were not self-contained and the unmonitored voluntary standard for self-contained vehicles. Changes were introduced to place robust standards on vehicles deemed to be self-contained and a regulated certification process now exists. Enforcement was also strengthened with additional offences and penalties for inappropriate disposal of waste; damaging the environment; refusing to leave a local authority area; and a doubling of the infringement fee to \$400.00.
- 4.6. It is important to note that this legislation applies to freedom camping in vehicles (cars, campers and campervans), “slide on campers” and camping trailers. Freedom camping in tents is not controlled under the Self Contained Motor Vehicles Legislation but is controlled by local council bylaws. At this stage ŌDC does not have a freedom camping bylaw that applies to tenting.
- 4.7. The amended Act provides for a two-year transition period, allowing for the gradual phasing out of vehicles certified under the old rules. After that period only vehicles that have been certified by an approved certification authority will be considered self-contained under the Act.
- 4.8. The inconsistencies that the new legislation created for Council’s Traffic Bylaw arose from a new national rule. Freedom camping on local authority land in self-contained vehicles is permitted unless a bylaw forbids it and, Freedom camping on local authority land in a non-self-contained vehicle is prohibited unless a bylaw allows it.
- 4.9. The Traffic Bylaw 2005 allows for freedom camping on Council land in self-contained and non-self-contained vehicles district-wide, apart from the urban areas of Ōtorohanga, Kāwhia and Aotea.
- 4.10. To maintain the status quo new definitions, a new part 9A and community maps have been added to the bylaw to clearly define where freedom camping in motor vehicles is permitted, and which areas are restricted.

- 4.11. The upcoming summer 2024/25 will be the third summer since the country emerged from the threat of COVID-19 restrictions. Overseas visitor numbers are slowly increasing, and the number of travellers freedom camping in vehicles will rise proportionately.
- 4.12. Although incidents requiring Council staff to educate visitors on freedom camping in motor vehicles are few, it is necessary to have Council's bylaw updated to be compliant with the new legislation. This will also allay concerns raised by the New Zealand Motor Caravan Association over the current freedom camping restrictions in Council's Traffic Bylaw. Further to the complications introduced by the recent amendments to the Act, the terminology and phrasing used in the current Bylaw has caused problems of interpretation and misunderstanding for travellers.

5. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 5.1. Although amending a bylaw would normally be subject to the special consultative procedure, the Self-Contained Motor Vehicles Legislation Act allows for changes to the Traffic Bylaw 2005 without Council being required to conduct community consultation. This exemption applies to changes made to remove inconsistencies and maintain the status quo of existing rules and controls.

Impacts on Māori

- 5.2. These amendments do not introduce any rules or controls that will impact on Māori.

Risk analysis

- 5.3. It is in the interest of residents, visitors and staff that Council's bylaws remain consistent with new legislation. The New Zealand Motor Caravan Association, who are a significant stakeholder in this district and a vocal lobby group, has raised concerns that Council's bylaw is out of step with the Act. There is potential for Council's reputation as a tourist destination to be questioned and a compliance risk if the bylaw is outdated and unenforceable.

Policy and plans

- 5.4. The proposed amendments are not in conflict with other Council policies and plans.

Legal

- 5.5. Changes to the existing bylaw are provided for in the empowering legislation under section 11B(4) Self-Contained Motor Vehicles Legislation Act 20233.

Financial

- 5.6. The cost of adopting this Policy will be absorbed into current operational budgets

6. Discussion | He kōrerorero

Option 1: Take no action

- 6.1. In this case the 'do nothing' option is not practicable. Staff and residents will be placed in a situation where they have no ability to act or request action be taken when a breach of the bylaw occurs.

Furthermore, the law-abiding majority of travellers will not have accurate information on those locations where freedom camping in a motor vehicle is permitted.

Option 2: Adopt a Freedom Camping Bylaw

6.2. In discussions with elected members, it was acknowledged that there was no desire to abandon the existing bylaw in favour of a Freedom Camping Bylaw. One of the matters to consider when adopting a new bylaw is whether or not there is a problem of sufficient scale that a bylaw is required to manage it, and Council receives very few complaints about freedom camping. This option is not supported.

Option 3: Maintain the status quo

6.3. Adopting the proposed amendments will maintain the status quo. Freedom camping in self-contained vehicles and non-self-contained vehicles will still be allowed in all the locations where it is currently permitted and the restrictions on freedom camping in a motor vehicle in urban areas remain in place. One minor adjustment has been made to restrict the number of consecutive nights that a camping vehicle can stay in Tom French Reserve, Te Puia Road, Kāwhia to two nights. This is the favoured option.

Recommended option and rationale

6.4. The recommended option is that Ōtorohanga District Council adopt the amendments to the Traffic Bylaw 2005 to clarify rules controlling Freedom Camping using a motor vehicle.

6.5. This will align rules contained in the Traffic Bylaw 2005 with nationwide controls for Freedom Camping stipulated in the Freedom Camping Act 2011 and its subsequent amendments.

7. Appendices | Ngā apitihanga

Number	Title	Document number
1	Traffic Bylaw 2005 including Freedom Camping Amendments 2024	774927



WEAVING THE
FUTURE, TOGETHER
KOTAHITANGA
ŌTOROHANGA DISTRICT COUNCIL

Traffic Bylaw 2005

inc Freedom Camping Amendments 2024

ŌTOROHANGA DISTRICT COUNCIL

DATE August 2024



Te Kaunihera ā-Rohe o
Ōtorohanga
District Council
Where kiwi can fly

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Ōtorohanga District Traffic Bylaw 2005

Adopted pursuant to a resolution passed by Ōtorohanga District Council at its meeting held on 12 October 2005.

Amended in accordance with Ōtorohanga Community Board resolution of 10 July 2008 and adopted by Ōtorohanga District Council at its meeting held on 5 August 2008.

Amended in accordance with Ōtorohanga Community Board resolution of 12 May 2011 and adopted by Ōtorohanga District Council at its meeting held on 31 May 2011, to take effect from 1 July 2011.

Amended in accordance with Ōtorohanga Community Board and Kāwhia Community Board resolutions and adopted by Ōtorohanga District Council at meetings held on 23 October and 11 December 2018, with the changes to have immediate effect.

THE ŌTOROHANGA DISTRICT COUNCIL, in exercise of its powers under the Local Government Act 1974, *the Local Government Act 2002*, *the Land Transport Act 1998* and *the Land Transport Rule: Setting of Speed Limits 2003* and *the Freedom Camping Act 2011* and their respective amendments and regulations, and all other Acts authorising it to make Bylaws, **HEREBY MAKES THE FOLLOWING BYLAW:**

1. SHORT TITLE, COMMENCEMENT AND APPLICATION

This Bylaw may be cited as the “The Ōtorohanga District Council Traffic Bylaw 2005”.

This Bylaw shall come into force on the 1st day of November 2005.

This Bylaw shall apply to all property owned by, or under the control and management of the Ōtorohanga District Council.

2. REVOCATIONS

The following Bylaws in so far as they apply in the Council’s district, are hereby revoked:

“The Ōtorohanga District Council Traffic Bylaw 2002”

All approvals, permits, and other acts of authority which originated under any Bylaws hereby revoked, and all applications, other acts of parties and generally all documents, matters, acts, and things which so originated and are continuing at the commencement of this Bylaw, shall for the purpose of this Bylaw inure as if they had originated under Bylaw and shall where necessary be deemed to have so originated.

The revocation of the Bylaws specified in sub-clause (1) above shall not prevent any legal proceedings, criminal or civil, being taken to enforce those Bylaws and such proceedings shall continue to be dealt with and completed as if the Bylaws had not been revoked.

3. INTERPRETATION

In this Bylaw, unless the context otherwise requires:

“**BEACH**” means: that area of sand between high and low water level.

“**BICYCLE**” means: a vehicle having at least two wheels and designed to be propelled solely by the muscular energy of the rider.

“CARRIAGE WAY” means: the area of road extending from one kerb to the opposite kerb.

“COUNCIL” means: the Ōtorohanga District Council and includes any person authorised by the Council to act on its behalf.

“COURTESY VEHICLE” means any vehicle provided at no charge for the transportation of patrons of licensed premises.

“CERTIFICATE OF SELF-CONTAINMENT” has the meaning given by the **Freedom Camping Act 2011**

“FOOTPATH” means: a path or way principally designed for, and used by, pedestrians; and includes any footbridge or grass berm.

“FREEDOM CAMP” has the meaning given in section 5 **Freedom Camping Act 2011**

“GRASS BERM” means: that area of footpath, which is laid out in grass.

“GRASS VERGE” means: that area of public road, excluding the footpath, which is laid out in grass.

“HEAVY MOTOR VEHICLE” means: a motor vehicle (other than a motor car that is not used, kept, or available for the carriage of passengers for hire or reward) the gross laden weight of vehicles exceeds 3,500 kilograms, but does not include a traction engine or a vehicle designed solely or principally for the use of fire brigades attendance at fires.

“ITEM” includes but is not limited to any vehicle; sign; merchandise stand; household furnishings, appliances, fixtures or fittings; building materials, skip bins, and produce.

“KĀWHIA AOTEA COMMUNITY” means: the area delineated as such on SO Plan 374676 approved by Land Information NZ, 24 August 2006 and as may be amended from time to time, by due legal process.

“LARGE PASSENGER VEHICLE” means: any passenger service vehicle other than a small passenger service vehicle.

“LAND TRANSPORT RULE” - Setting of speed limits 2003:

“LANE” [in relation to any road] means: a longitudinal strip of the road at least 2.5 metres wide (or 1.2 metres in the case of cycles) intended for the passage of traffic which is separated from other parts of the road by a longitudinal line or lines of paint or raised studs; but does not include any area on either side of the road on which diagonal lines have been painted. A two-way road divided by a centreline is deemed to be marked in lanes.

“LIVESTOCK” means: any horse, cattle, sheep, pig, goat, mule, ass, donkey, or alpaca, of whatever age or sex and whether in a domestic or wild state and includes any other animal farmed by man for profit.

“MOTORCYCLE” means: a motor vehicle running on 2 wheels, or not more than 3 wheels when fitted with a sidecar; and includes any vehicle with motor cycle controls declared by the Secretary for Transport to be a motorcycle; but does not include a moped.

“MOTOR VEHICLE” means each of the following:

(a) a motor vehicle within the meaning of section 2(1) of the Land Transport Act 1998:

(b) a unit used for camping that is not itself a vehicle but is capable of being—

(i) transported by means of being loaded onto a vehicle; and

(ii) used for camping whether or not it is loaded onto a vehicle

“MOBILITY PARKING PERMIT” is a permit issued by CCS Disability Action that is to be displayed in vehicles operated by disabled persons for which certain parking concessions are available.

“OWNER” [in relation to a motor vehicle] means the person lawfully entitled to possession thereof, except where:

- (a) The motor vehicle is subject to a bailment that is for a period not exceeding 28 days; or
- (b) The motor vehicle is let on hire pursuant to the terms of a rental-service licence - in which case "owner" means the person who, but for the bailment or letting on hire, would be lawfully entitled to possession of the motor vehicle; and "owned" and "ownership" have corresponding meanings.

“ŌTOROHANGA COMMUNITY” means: the area delineated on S.O. Plan 374679 approved by Land Information NZ, 24 August 2006 and as may be amended from time to time, by due legal process.

“PARKING SPACE” means: a space or section indicated by and lying within markings made by the Council for the accommodation of a vehicle.

“PASSENGER SERVICE VEHICLE” means: a vehicle used or available for use in a passenger service for the carriage of passengers; but does not include a vehicle specified as an exempt vehicle in Part II of the First Schedule to this Act or in regulations referred to in that Part.

“PERSON” includes a corporation sole and also a body of persons, whether corporate or unincorporated.

“POLICE OFFICER” includes any member of the Police appointed under the Police Act 1958.

“PRESCRIBED SIGNS, LIGHTS AND NOTICES” [or any phrase containing the word **“PRESCRIBED”** with one or more of the words “Signs” “Lights” and “Notices”] means: a sign, light or notice, as the case may be, prescribed by Regulations made pursuant to Section 77 of the Transport Act 1962.

“RESERVE” includes every reserve under the Reserves Act 1977 and any open space, plantation, park, garden or grounds set apart for public recreation or enjoyment which is now or hereafter may be under the management of the Council.

“ROAD” includes:

- A street; and
- A motorway; and
- A beach; and
- A place to which the public have access, whether as of right or not; and
- Council parking areas; and
- Service lanes; and
- Bridges; and
- Culverts; and
- Ferries and fords forming part of any road, street, or other place as aforesaid.

“SCOOTER” means: a platform fitted with wheels, steering mechanisms, and brakes used to support a person and propelled by a person.

“SKATEBOARD” means: a platform fitted with wheels used to support a person and is propelled by a person.

“SELF-CONTAINED” in relation to a motor vehicle, means that the vehicle has a valid certificate of self-containment

“SERVICE LANE” means: any lane laid out or constructed either by the authority of the council or the Minister of Lands for the purpose of providing the public with a side or rear access for vehicular traffic to any land

“SMALL PASSENGER VEHICLE” means: any passenger service vehicle that is designed or adapted to carry 12 or fewer persons (including the driver)

“SPEED LIMIT” means the same as the Land Transport Rule: Setting of Speed Limits 2003.

“TAXI” means: a small passenger service vehicle that is being operated under a passenger service licence but is not for the time being exempt from the provisions of any of rules 3(1), 12(1), 16(1), and 19 of Part I of the Third Schedule to the Transport Services Licensing Act 1989.

“TRAFFIC SIGN” means: a sign of one of the classes described in the Fourth Schedule of the Traffic Regulations 1976 and includes the support to which the sign is attached.

“URBAN TRAFFIC AREA” has the same meaning as in the Land Transport Rule: Setting of Speed Limits 2003. and is identified in the speed restriction maps appendixes I-I4 as the 50km area

“VEHICLE” means: a contrivance equipped with wheels, tracks or revolving runners upon which it moves or is moved; but does not include:

- A perambulator or pushchair;
- A shopping or sporting trundler not propelled by mechanical power;
- A wheelbarrow or hand trolley;
- A child’s toy, including a tricycle and cycle, provided, in either case, no road wheel (including any tyre) has a diameter exceeding 355 mms;
- A pedestrian-controlled lawnmower;
- Any pedestrian-controlled agricultural machinery not propelled by mechanical power;
- Any article of furniture;
- Any invalid wheelchairs not propelled by mechanical power;
- Any other contrivance specified by the Minister of Transport by notice in the New Zealand Gazette;
- Any skateboard.

PART I – PARKING RESTRICTIONS

4. **PARKING RESTRICTIONS PRESCRIBED IN FIRST SCHEDULE AND/OR IDENTIFIED ON TRAFFIC MAPS** - No person shall stop, stand, or park, or cause to be stopped, stood, or parked, any vehicle, or specified class or description of vehicle, in contravention of the restrictions, limitations and prohibitions identified on the Traffic Maps and/or described in the First Schedule to this Bylaw.
5. **EXEMPTIONS TO PARKING RESTRICTIONS AND LIMITATIONS** - No parking time restriction or parking time limit shall apply to any vehicle with a residents parking permit displayed and issued pursuant to Part VII of this Bylaw for that portion of road where that vehicle is parked.
6. **PLACING SIGNS AND MARKINGS** - The Council shall by prescribed markings, signs, notices or devices erected or placed in a conspicuous position in or on any road or other area controlled by it, indicate where on the road, other area or portion thereof, the stopping, standing or parking of any vehicle, or specified class or description of vehicle whether attended or unattended, is prohibited, limited or restricted.
7. **COUNCIL MAY AMEND SIGNS AND MARKINGS** - Any of the signs, markings, notices or devices referred to may from time to time be supplemented, altered or removed, but while maintained, shall apply to all vehicles other than those specifically excluded on the sign, marking, notice or device.
8. **UNLAWFUL PARKING** - No person shall cause, allow, permit or suffer any vehicle to be parked in any parking space except in accordance with or pursuant to the provisions of this Bylaw and of any resolutions, schedules, or traffic maps made there under.
9. **EFFECT OF THIS BYLAW ON OTHER LAWS** - Nothing in this Bylaw creating, constituting or appointing parking areas shall relieve any person from any obligation to observe or comply with any law, Bylaw or regulation prohibiting or regulating the stopping, standing or parking of vehicles close to, or within any fixed distance of, a pedestrian crossing, vehicle entrance, fire hydrant, corner, bend, safety zone or intersection.

9A. FREEDOM CAMPING IN ŌTOROHANGA DISTRICT

Freedom Camping in self-contained motor vehicles and non-self-contained motor vehicles **is allowed** on roads and reserves controlled or managed by Ōtorohanga District Council subject to the following exceptions:

- (a) Freedom Camping in self-contained motor vehicles and non-self-contained motor vehicles **is not allowed** in the urban areas of Ōtorohanga, Kāwhia and Aotea as detailed in the First Schedule (page 15) and shown on the maps in Appendix XIV and,
- (b) Part 9A **does not apply** to Freedom Camping in self-contained motor vehicles and non-self-contained motor vehicles on those sections of State Highways 3, 31 and 39 within Ōtorohanga District that are under control of New Zealand Transport Agency and on conservation land managed by the Department of Conservation.

PART II - SPEED RESTRICTIONS

10. **SPEED RESTRICTIONS PRESCRIBED IN SECOND SCHEDULE AND/OR TRAFFIC MAPS** - No person shall exceed the prescribed Bylaw speed limit, on any road, service lane, off-street parking area, bridge, beach, culvert, reserve, or place – under its control and identified on the Speed Restriction Maps and/or described in the Second Schedule

to this Bylaw.¹ *Note This Bylaw does not apply to state highways under the control of the New Zealand Transport Agency.*

- 11. EXEMPTIONS TO SPEED RESTRICTIONS** - In the interests of public safety the provisions of clause 10 of this Bylaw shall not apply to:
- (a) Any vehicle being used as an ambulance and at the time is engaged on urgent ambulance business; and
 - (b) Any firefighting, or other rescue vehicle, being used in an emergency; and
 - (c) Any vehicle engaged in urgent New Zealand Police Business.

PART III -COUNCIL PROPERTY RESTRICTIONS

- 12. VEHICLES ON FOOTPATHS ETC** - No person shall stop, stand or park any vehicle in or upon any footpath, grass verge, grass berm or public place, except:
- (a) On a specified parking verge as identified in the First Schedule and the appropriate Traffic Maps; or
 - (b) With the written consent of Council; or
 - (c) In compliance with a public notification by Council; or
 - (d) When it is the only practicable thing to do having regard to traffic conditions existing at the time. This clause shall be interpreted by Council - in accordance to the facts, and whose decision shall be final.
- 13. OTHER ITEMS ON FOOTPATHS ETC** - No person shall stand, park, place or leave any item or permit or allow any such item to remain in or upon any footpath, grass verge, grass berm or public place in a manner that may in the opinion of the Environmental Services Manager, affect the safe and/or efficient operation of that footpath, grass verge, grass berm or public place; or create a nuisance or health hazard, or detract from the amenity or character of the neighbourhood, except:
- (a) With the written consent of Council; or
 - (b) In compliance with a public notification by Council; or
 - (c) In compliance with clause 12.
- 14. APPROVED USES OF FOOTPATHS ETC** - Notwithstanding the provisions of clause 13, items in the form of outdoor furniture, merchandise stands and/or footpath signs may be displayed on footpath place fronting that owners retail or service establishment, provided that:
- (a) No less than 2.0 metres of the footpath width shall remain clear of obstructions for pedestrians at all times; and
 - (b) Kerb and channel crossings for pedestrian or other access to footpaths remain unobstructed; and
 - (c) The outdoor furniture, merchandise stands and/or footpath signs are not permanently fixed to the footpath space; and
 - (d) The outdoor furniture, merchandise stands and/or footpath signs are removed from the footpath whenever the retail or service establishment is closed for business; and

¹ Pursuant to section 22AB of the Land Transport Act 1998 and section 145 of the Local Government Act 2002 and the Land Transport Rule: setting of Speed Limits 2003

- (e) The outdoor furniture and footpath signs are presented and maintained to a high standard of cleanliness and repair at all times (the furniture shall not be of soft plastic material); and
 - (f) The outdoor furniture and merchandise stands are to be placed beside the shop frontage and the footpath signs are to be placed at the kerbside (where possible at either end of an identified parking space); and
 - (g) No person is prohibited or restricted from exiting their vehicle from any identified parking space; and
 - (h) The maximum number of items allowed per business is four (one café table and two chairs counted as one item) with no more than three items of furniture (i.e. 3 tables and 6 chairs).
- 15. NO HORSES OR VEHICLES ON FOOTPATHS ETC** - No person shall ride, drive, lead, propel, wheel, or take any vehicle, or horse across or along any footpath or berm within the Kāwhia or Ōtorohanga urban areas; except:
- (a) At an authorised vehicle crossing; or
 - (b) With the written consent of Council²; or
 - (c) When it is the only practicable thing to do having regard to traffic conditions existing at the time.
- 16. RESERVE RESTRICTIONS** - No person shall park, ride or drive any motor vehicle, cart or bicycle or skateboard or scooter or drive, ride or lead any horse or other livestock on any part of any reserve which is not for the time being set aside specially for or to allow such purpose.³
- 17. COSTS OF DAMAGES RECOVERABLE** - Where damage occurs to a footpath, berm, grass verge or public place because of a breach of Sections 12-15, the cost of repairing the footpath, berm, grass verge or public place may be recovered from the owner or person in charge of the vehicle, horse or item causing that damage.
- 18. VEHICLE CROSSINGS AND ENTRANCEWAYS** - The purpose of this clause is to set out the requirements for the construction, maintenance and use of vehicle crossings and entranceways across kerbs, footpaths, berms and water channels in both urban and rural roadways.
- Clauses (b) – (e) shall take effect from Council's adoption of the 2011 review of this Bylaw and shall relate to crossings and entranceways constructed, repaired, reconstructed or renewed from that date.
- (a) Except with the permission of an authorised officer, no person shall drive, ride, propel or wheel any motor vehicle across any kerbs, footpaths, berms and water channels in both urban and rural roadways otherwise than by means of a crossing or entranceway (whether permanent or temporary) properly constructed under the provisions of this Bylaw or constructed in accordance with the Bylaws of the Council in force at the time of construction.
 - (b) Except with the prior approval of the Council, no person shall construct any crossing or entranceway, including a temporary crossing or entranceway, on any road or repair, reconstruct, renew or do any work whatsoever in connection with any existing crossing.

² Council will approve as a temporary measure any place other than an authorised vehicle crossing when protection of the footpath or berm has been undertaken to ensure no damage will occur to the footpath or berm. This protection may be wooden planks 50mm thick held and laid close together, steel plates or some other form of approved material.

³ Ibid

- (c) Any person designing the construction, repair, reconstruction, or renewal of any crossing or entranceway, including a temporary crossing or entranceway, shall make application in writing to the Council and the Council may:
- i) Consent to the applicant, or an agent carrying out the work or part thereof, to such standards as the Council may from time to time determine.
 - ii) Ensure that such work or part thereof is carried out to such standards as the council may from time to time determine or
 - iii) Refuse to carry out or to permit such work to be carried out if the existence of such crossing or entranceway causes or may be likely to cause any danger or obstruction in any public place.
 - iv) Require the applicant to provide a bond for an amount specified by the Council on terms and conditions determined by the Council for the estimated cost of the proposed work.
- (d) If in the opinion of the Council any crossing or entranceway, including a temporary crossing or entranceway, is in an unsafe state of repair or is incorrectly located or constructed, the Council may by notice in writing, require the owner or occupier of any premise to which such crossing or entranceway provides access, to undertake such work as shall be necessary in the opinion of the Council to remove or upgrade the crossing or entranceway and do the required repair work to such standard as the Council may from time to time determine.
- (e) If in the opinion of the Council any crossing or entranceway, including a temporary crossing or entranceway, is in an unsafe state of repair or is incorrectly located or constructed, the Council may after issue of written notice remove or repair such crossing or entranceway and the owner or occupier of the premises to which such crossing or entranceway provides access shall be liable for the actual costs of the removal or any repair work.

PART IV- ONE WAY STREET RESTRICTIONS

- 19. ONE WAY STREETS** - Every person in a vehicle on a road described in the Third Schedule to this Bylaw shall travel only in the direction specified for that road.⁴

PART V – SKATEBOARD, SCOOTER AND ROLLERBLADE RIDING RESTRICTIONS

20. RIDING PROHIBITED AREA DESCRIBED IN FOURTH SCHEDULE

No person shall, at any time, ride any skateboard, or scooter, or use any roller blades, on any carriage way, access way, footpath, public place or reserve described in the Fourth Schedule and identified in Appendix V of this Bylaw.

Section 19(1) of this Bylaw shall not restrict or prevent the use of any wheelchair, pushchair, pram, trolley, cart or other device constructed for and used for the purpose of assisting transportation of disabled persons, young children or personal effects.

Persons in breach of this Bylaw may risk impounding of any skateboard, scooter, or roller blade and be required to supply details necessary for infringement registration purposes. The owner of an impounded item may retrieve it from the Council Offices or the Police Station during normal business hours, after the expiry of 5 working days from the day of impounding. A fine not exceeding \$20.00 per item impounded may apply.

⁴ Subject to the erection of the prescribed signs

PART VI – SPECIFIC CLASSES OF VEHICLE RESTRICTIONS

- 21. ROADS OR TRAFFIC LANES RESTRICTED TO SPECIFIC CLASSES OF VEHICLES DESCRIBED IN FIFTH SCHEDULE** - No person in charge of any class of vehicle specified in the Fifth Schedule shall use the prohibited roads described therein.⁵

PART VII - RESIDENT PARKING PERMITS

- 22. GRANTING OF RESIDENT PARKING PERMITS** - Council may by resolution grant a resident parking permit and prescribe such a fee as it thinks fit to cover the reasonable costs involved with granting such a permit.
- 23. SPECIFICATIONS** - Every permit and every resolution granted in accordance with clause 21 shall specify:
- (a) The roads, or parts thereof, where that permit shall apply; and
 - (b) The hours and days of the week that that permit shall apply; and
 - (c) The vehicle registration plate number for which that permit shall apply; and
 - (d) The expiry date of that permit; and
 - (e) Any other matter that Council considers relevant.
- 24. REQUIREMENTS** - No parking permit shall exempt any vehicle from any parking time restrictions in force unless:
- (a) It is affixed to the windscreen of that vehicle it applies to; and
 - (b) It is applicable to the time and place that the vehicle is parked; and
 - (c) It is current.
- 25. RELACEMENT PERMITS** - If a person issued with a permit obtains a different vehicle - that vehicle may be issued with a new permit at no extra cost provided the original permit is returned to Council.

PART VIII - GENERAL

- 26. ENGINE BRAKING RESTRICTIONS** - No person shall use engine braking as a method of slowing down within either the “Ōtorohanga Community” or “the Kāwhia Community”⁶.
- 27. ENFORCEMENT OFFICERS** - The enforcement of the provisions of this Bylaw may be carried out by either Police Officers, on behalf of the Council, or where appropriate, by in Enforcement Officer appointed or authorised in writing by the Chief Executive.
- 28. NOTICES** - Any notice, order, or document which is required by this Bylaw to be served or given or sent to any person shall be deemed to have been duly served, given, or sent if delivered to such a person or left at his or her residence or workplace or posted to such a person at his or her last known address.
- 29. OFFENCES** - Every person commits an offence against this Bylaw who;
- a) Fails to comply with any control, restriction, limitation or prohibition made pursuant to this bylaw, or

⁵ Pursuant section 22AB of the Land Transport Act 1998 and subject to the erection of prescribed signs.

⁶ Pursuant to section 145 of the Local Government Act 2002, and s13 of the Bylaws Act 1910

b) Fails to comply in all respects with any prohibition, restriction, direction or requirement indicated by the lines, markings, traffic signs and other signs or notices laid down, placed, made or erected on or upon any road, public car park, reserve or other places controlled by the Council under any of the provisions of this Bylaw, or

c) Fails to comply with any condition, duty, or obligation, imposed by this Bylaw.

30. PENALTIES - Every person who commits an offence against a clause in this Bylaw is liable under the enabling legislation, to penalties and fines as set out below;

a) Every person who fails to comply with any control, restriction, limitation or prohibition made pursuant to this bylaw under Section 242(4) of the Local Government Act 2002, is liable on summary conviction to a fine not exceeding \$20,000.

b) Every person who fails to comply with any control, restriction, limitation or prohibition made pursuant to this bylaw under Freedom Camping Act 2011 commits an offence under the Freedom Camping Act 2011 and is liable to the penalties and fines as set out in the Freedom Camping Act 2011 and the Freedom Camping (Penalties for Infringement Offences) Regulations 2023.

c) Every person who fails to comply with any control, restriction, limitation or prohibition made pursuant to this bylaw under the Land Transport Act 1998 commits an offence under the Land Transport Act 1998 and the Land Transport (Road User) Rule 2004 and is liable to the penalties and fines as set out in the Land Transport Act 1998 and the Land Transport (Road User) Rule 2004.

d) A person may not be subject to proceedings under this Bylaw, if that person is also, for the same facts, being proceeded against for a breach of the Land Transport Act 1998.

31. DEFENCES - A person is not in breach of this Bylaw if that person proves that the act or omission complained of:

a) Took place in compliance with the directions of an enforcement officer, a parking warden or a traffic control device; or

b) Was performed by an enforcement officer or a parking warden and was necessary in the execution of that person's duty.

32. EXEMPTED VEHICLES

a) This Bylaw shall not apply to emergency vehicles being used in an emergency or doctors, district nurses and midwives who are attending an emergency.

b) This Bylaw shall not apply to vehicles operated by the Council or for the Council during the necessary fulfilment of Council's statutory functions, duties or powers.

c) This Bylaw shall not apply to vehicles operated by Utility providers whilst engaged in emergency repair work to a public utility service.

33. POWER TO AMEND SCHEDULES BY RESOLUTION – Council may from time to time by resolution substitute or make additions or alterations to any Schedule or Traffic Map of this Bylaw.

FIRST SCHEDULE – PARKING RESTRICTIONS

Pursuant to s72(1) k of the Transport Act 1962 **Council Hereby Declares** the following parking, standing, and stopping restrictions, limitations, and prohibitions apply to any vehicle or specified class or description of vehicle on any road, or portion of a road, or other area, controlled by the Council, and specified as follows:

* Unless otherwise stated time limits specified in this schedule shall apply between the hours of 8:00am and 6:00pm - Monday to Saturday inclusive EXCEPT for those parking restrictions applying to Maniapoto Street, Ōtorohanga and Jervois and Omimiti Streets in Kāwhia, which shall apply seven days per week.

Ōtorohanga District Parking Restrictions		
Type of Restriction	Applicable to: (Specified Type of Vehicle)	Applicable to: (Specified Area/Road)
<p>MAXIMUM PARKING TIME LIMIT 120 MINUTES</p> <p>No person shall allow any vehicle to stop, stand or park for a longer period than one hundred and twenty minutes, on any of the following roads or portions of roads</p>	<p>All Vehicles</p> <p>EXCEPT any vehicle displaying a current resident parking permit, issued pursuant to Part VII of this Bylaw for that portion of road.</p>	<p><i>Ōtorohanga Community</i></p> <ul style="list-style-type: none"> (i) Any part of Ballance Street as identified on “Traffic Map 16 & 17” (see Appendix X). (ii) Any part of Tuhoro Street as identified on “Traffic Map 21” (see Appendix X). (iii) Any part of Ranfurly Street as identified on “Traffic Map 17” (see Appendix X). (iv) Any part of Wahanui Crescent as identified on “Traffic Maps 17 & 21” (see Appendix X). (v) Any part of Maniapoto Street, seven days a week, as identified on “Traffic Maps 16, 17, 21 & 26 (see Appendix X). <p><i>Kāwhia Community</i></p> <ul style="list-style-type: none"> (i) Any part of Omimiti Street as identified on “Traffic Map 104” (see Appendix XI). (ii) Any part of Jervois Street as identified on “Traffic Map 104” (see Appendix XI). (iii) All parking spaces in the Jervois Street Carpark area as identified on “Traffic Map 104” (see Appendix XI).
<p>MAXIMUM PARKING TIME LIMIT 60 MINUTES</p> <p>No person shall allow any vehicle to stop, stand or park for a longer period than sixty minutes, on any of the following roads or portions of roads</p>	<p>All Vehicles</p> <p>EXCEPT any vehicle displaying a current resident parking permit, issued pursuant to Part VII of this Bylaw for that portion of road.</p>	<p><i>Ōtorohanga Community</i></p> <ul style="list-style-type: none"> (i) Any part of Maniapoto Street, between the hours of 8:00am – 8:00pm seven days a week, as identified on “Traffic Map 21 (see Appendix X). (ii) Any part of Hinewai Street as identified on "Traffic Map 16". (iii) Any part of Ranfurly Street as identified on "Traffic Map 17". (iv) Any part of Maniapoto Street, between the hours of 3:00pm – 11:00am seven days a week, as identified on “Traffic Maps 16, 21 & 26” (see Appendix X). <u>Note</u> This is a bus stop between the hours of 11:00am - 3:00pm, <p><i>Kāwhia Community</i></p> <p>Nil</p>

First Schedule- Parking Restrictions CONTINUED

Ōtorohanga District Parking Restrictions		
Type of Restriction	Applicable to: (Specified Type of Vehicle)	Applicable to: (Specified Area/Road)
MAXIMUM PARKING TIME LIMIT 30 MINUTES	All vehicles	<i>Ōtorohanga Community</i>
No person shall allow any vehicle to stop, stand or park for a longer period than thirty minutes, on any of the following roads or portions of road	EXCEPT any vehicle displaying a current resident parking permit, issued pursuant to Part VII of this Bylaw for that portion of road.	(i) Any part of Maniapoto Street, between the hours of 8:00am – 8:00pm seven days a week, as identified on “Traffic Map 21 (see Appendix X),
		(ii) Any part of Wahanui Crescent as identified on “Traffic Maps 17 & 21” (see Appendix X).
		(iii) Any part of Balance Street as identified on “Traffic Map 16” (see Appendix X).
		<i>Kāwhia Community</i>
		Nil
MAXIMUM PARKING TIME LIMIT 15 MINUTES	All Vehicles	<i>Ōtorohanga Community</i>
No person shall allow any vehicle to stop, stand or park for a longer period than fifteen minutes, on any of the following roads or portions of roads		Nil
		<i>Kāwhia Community</i>
		Nil
MAXIMUM PARKING TIME LIMIT 10 MINUTES	All Vehicles	<i>Ōtorohanga Community</i>
No person shall allow any vehicle to stop, stand or park for a longer period than five minutes, on any of the following roads or portions of roads	EXCEPT any vehicle displaying a current resident parking permit, issued pursuant to Part VII of this Bylaw for that portion of road.	(i) Any part of Maniapoto Street as identified on “Traffic Map 21” (see Appendix X).
		(ii) Any part of Bell Lane as identified on “Traffic Map 22” (see Appendix X).
		(iii) Any part of Tuhoro Street as identified on “Traffic Map 22” (see Appendix X).
		<i>Kāwhia Community</i>
		Nil

First Schedule- Parking Restrictions CONTINUED

Ōtorohanga District Parking Restrictions		
Type of Restriction	Applicable to: (Specified Type of Vehicle)	Applicable to: (Specified Area/Road)
AMBULANCE BAY	All Vehicles except Ambulances	<i>Ōtorohanga Community</i>
The following portions of roads are hereby constituted an Ambulance Bay and no person shall allow any vehicle other than an Ambulance to stop, stand or park, on any of the following roads or portions of roads 24 hours a day.		(i) Any part of Hinewai Street as identified on "Traffic Map 11" (see Appendix X).
		<i>Kāwhia Community</i>
		<i>Nil</i>
ANGLE PARKING	All Vehicles	<i>Ōtorohanga Community</i>
The following areas are hereby constituted as angle parking areas and all vehicles must park in accordance with markings and signs indicating this designation		(i) Any part of Turongo Street as identified on "Traffic Maps 15, 16 & 20" (see Appendix X).
		(ii) Any part of State Highway 31 as identified on "Traffic Map 25" (see Appendix X).
		(iii) Any part of Ranfurly Street as identified on "Traffic Maps 11, 16 & 17" (see Appendix X).
		(iv) Any part of Wahanui Crescent as identified on "Traffic Map 22" (see Appendix X).
(v) Any part of Pine Street as identified on "Traffic Map 26" (see Appendix X).		
	<i>Kāwhia Community</i>	
	i) Any part of the Council car park on the corner of Jervois and Omimiti Streets as identified on "Traffic Map 104" (see Appendix XI).	
	ii) Any part of Tainui Street as identified on "Traffic Map 104" (see Appendix XI).	
	iii) Any part of Pouewe Street as identified on "Traffic Map 104" (see Appendix XI).	
	iv) Any part of Rosamond Terrace as identified on "Traffic Map 103" (see Appendix XI).	

First Schedule- Parking Restrictions CONTINUED

Ōtorohanga District Parking Restrictions		
Type of Restriction	Applicable to: (Specified Type of Vehicle)	Applicable to: (Specified Area/Road)
COURTESY VEHICLES The following portions of roads are hereby constituted a Courtesy vehicle stand and no person shall allow any vehicle to stop, stand or park, on any of the following roads or portions of roads	All Vehicles except Courtesy Vehicles	<i>Ōtorohanga Community</i>
		Any part of Wahanui Crescent, between the hours of 6:00pm – 6:00am seven days a week, as identified on Traffic Map 21 (see Appendix X).
		<i>Kāwhia Community</i>
		<i>Nil</i>
BUS STOPS The following portions of roads are hereby constituted bus stops and restricted to use for stopping, standing or parking by Large Passenger Vehicles and no person shall allow any vehicle to stop, stand or park, on any of the following roads or portions of roads	All Vehicles except Large Passenger Vehicles	(i) Any part of Bledisloe Avenue, between the hours of 8:00 – 4:00pm Monday - Friday inclusive, as identified on “Traffic Maps 3, 4 & 7” (see Appendix VI). (ii) Any part of Hinewai Street, between the hours of 8:00 - 4:00pm Monday - Friday inclusive, as identified on “Traffic Map 8” (see Appendix VI). (iii) Any part of Maniapoto Street, between the hours of 11:00am – 3:00pm seven days a week, as identified as such on “Traffic Maps 16, 21 & 26” (see Appendix X). <u>Note</u> This is a 60 minute parking area outside these hours. (iv) Any part of Phillips Avenue, Monday -Friday inclusive, as identified on “Traffic Map 28” (see Appendix VIII). (v) Any part of Rangipare Street as identified on “Traffic Map 18” (see Appendix VII). (vi) Any part of Bell Lane as identified on “Traffic Maps 17 and 21” (see Appendix X). (vii) Any part of Wahanui Crescent as identified “Traffic Maps 17, 21& 22 (see Appendix X).
		<i>Kāwhia Community</i>
		(i) Any part of Rosamond Terrace as identified on “Traffic Map 103” (see Appendix XI)
MOBILITY PARKING SPACES The following portion of streets are hereby constituted as mobility parking spaces for the exclusive use of any vehicle operated by a person who has been issued a Mobility Parking Permit. The permit must be displayed and clearly visible from outside of the vehicle.	All Vehicles except those clearly displaying a Mobility Parking Permit.	<i>Ōtorohanga Community</i>
		(i) Any part of Hinewai Street as identified on “Traffic Map 11” (see Appendix X). (ii) Any part of Wahanui Crescent as identified on “Traffic Maps 17 & 21” (see Appendix X).
		<i>Kāwhia Community</i>
		(i) The designated parking space adjacent to the entrance to the Kāwhia Medical Centre. (ii) The designated parking space in the Jervois Street Carpark.

First Schedule- Parking Restrictions CONTINUED

Ōtorohanga District Parking Restrictions		
Type of Restriction	Applicable to: (Specified Type of Vehicle)	Applicable to: (Specified Area/Road)
FREEDOM CAMPING USING A MOTOR VEHICLE	Self-contained Motor Vehicles	<i>Ōtorohanga Community</i>
The following roads and portions of roads are hereby constituted as a no stopping area between the hours of 10:00pm and 7:00am seven nights a week and no person shall Freedom camp using a motor vehicle on any of the following roads (or portions of roads) and reserves	Non- self-contained Motor Vehicles	All roads and reserves within the Ōtorohanga Community. Refer to Appendix XIV, SO 374679 Ōtorohanga
		<i>Kāwhia Aotea Community</i>
		All roads and reserves within the Kāwhia Aotea Community. Refer to Appendix XIV, SO 374676 Kāwhia Aotea
MAXIMUM NIGHTS STAY	Self-contained Motor Vehicles	Tom French Reserve, Te Puia Road, Kāwhia
A maximum stay of two consecutive nights only is allowed for Freedom Camping using a motor vehicle on any of the following roads (or portions of roads) and reserves	Non-self-contained Motor Vehicles	
RIGHT OF WAYS	All Vehicles	Any part of the Ōtorohanga District
No person shall stop, stand or park any vehicle in any right-of-way which is vested in or owned by the Council and Traffic signs or markings to this effect are erected.		
LOADING ZONES	All Vehicles – Except Goods Service Vehicles	<i>Ōtorohanga Community</i>
The following portion of road hereby constituted as a loading zone and no person shall allow any vehicle to stop, stand or park, on any of the following roads or portions of roads		(i) Any part of Lawrence Street as identified on “Traffic Maps 20 & 25” (see Appendix X).
		(ii) Any part of Maniapoto Street, seven days a week, as identified on “Traffic Map 21” (see Appendix X).
		<i>Kāwhia Community</i>
	Nil	
PARKING AREAS	All Vehicles	<i>Ōtorohanga Community</i>

The following portion of road is hereby constituted as a parking area.	(A 'No Trailer' restriction applies to Jerois Street Carpark as detailed below)	Ten (10) parking spaces located centrally within the cul-de-sac at the end of Glendon Place as identified on Traffic Map 14" (see Appendix VII).
		<i>Kāwhia Community</i>
		Jerois Street Carpark being that area located on the corner of Jerois and Omimiti Streets, as identified on "Traffic Map" 104 (see Appendix XI).

First Schedule- Parking Restrictions CONTINUED

Ōtorohanga District Parking Restrictions		
Type of Restriction	Applicable to: (Specified Type of Vehicle)	Applicable to: (Specified Area/Road)
SPECIFIED PARKING VERGE	All Vehicles	<i>Ōtorohanga Community</i>
The following portions of grass verges are hereby constituted as a specified parking verge and vehicles and/or trailers are permitted to stop, stand or be parked whether attended or unattended on any grass verge, where a traffic sign is erected - at all times		(i) Any part of Alex Telfer Drive as identified by "Traffic Map 5" (See Appendix VI).
		<i>Kāwhia Community</i>
		Nil

First Schedule- Parking Restrictions CONTINUED

Ōtorohanga District Parking Restrictions		
Type of Restriction	Applicable to:(Specified Type of Vehicle)	Applicable to (Specified Area/Road)
<p>NO STOPPING AT ALL TIMES</p> <p>The following portions of roads are hereby constituted as no stopping zones and no person shall allow any vehicle to stop, stand or be parked whether attended or unattended in any of the following 'No Parking' zones where a traffic sign is erected (in accordance with the provisions of the Fourth Schedule of the Traffic Regulations 1976) or marked on the road, except in conformity with the terms of any prohibition, limitation or restriction applying to that zone. This restriction shall apply 24 hours a day unless otherwise stated.</p>	<p>All Vehicles</p>	<p><i>Ōtorohanga Community</i></p> <ul style="list-style-type: none"> (i) Any part of Gradara Avenue as identified on "Traffic Map 2" (see Appendix VI). (ii) Any part of Domain Drive as identified on "Traffic Map 9" (see Appendix VI). (iii) Any part of Alex Telfer Drive as identified on "Traffic Maps 5 & 6" (see Appendix VI). (iv) Any part of Otewa Road as identified on "Traffic Map 30" (see Appendix IX). (v) Any part of Old Te Kuiti Road as identified on "Traffic Maps 30 & 32" (see Appendix IX). (vi) Any part of Kakamutu Road as identified on "Traffic Maps 1, 3 & 8a" (see Appendix VI). (vii) Any part of Hinewai Street as identified on "Traffic Maps 8" (see Appendix VI). (viii) Any part of Maniapoto Street, seven days a week, as identified on Traffic Maps 16, 17, 21 & 26" (see Appendix X). (ix) Any part of Phillips Avenue as identified on "Traffic Maps 24 & 27" (see Appendix VIII). (x) Any part of Main North Rd as identified on "Traffic Maps 12 & 13" (see Appendix VIII). (xi) Any part of Tuhoro Street as identified on "Traffic Map 21" (see Appendix X). (xii) Any part of Progress Drive as identified on "Traffic Map 23" (see Appendix VIII). (xiii) Any part of Wahanui Crescent as identified on "Traffic Maps 17, 21 & 22" (see Appendix X). (xiv) Any part of Harper Avenue as identified on "Traffic Map 11a" (see Appendix VIII). (xv) Any part of Ranfurly Street as identified on "Traffic Map 17" (see Appendix X). (xvi) Any part of Tutunui Street as identified on "Traffic Map 24a" (see Appendix VII). (xvii) Any part of McKenzie Avenue as identified on "Traffic Map 13a" (see Appendix XIII). (xviii) Any part of Pine Street as identified on "Traffic Map 26" (see Appendix X). (xix) Last 15 metres of the heads of Cul de sacs in Longview Crescent, Blucks Road and McKenzie Avenue, between the hours of 8:00am – 4:00pm Monday to Friday.
		<p><i>Kāwhia Community</i></p>

		<ul style="list-style-type: none"> (i) Any part of Kaora Street, as identified on “Traffic Map 106” (see Appendix XII). (ii) Any part of Jervois and Pouewe Streets, as identified on “Traffic Map 103” (see Appendix XI). (iii) Any part of Omimiti Street, as identified on “Traffic Map 104 & 103” (see Appendix XI). (iv) Any part of Rosamond Terrace and Fairchild Street as identified on Traffic Map 103” (see Appendix XI).
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First Schedule- Parking Restrictions CONTINUED

Ōtorohanga District Parking Restrictions		
Type of Restriction	Applicable to: (Specified Type of Vehicle)	Applicable to: (Specified Area/Road)
NO STOPPING AT ALL TIMES (Cont.)	Trailers only	<i>Ōtorohanga Community</i>
		Nil
		<i>Kāwhia Community</i>
		<ul style="list-style-type: none"> (i) Any part of Omimiti Street, as identified on “Traffic Map 104” (see Appendix XI). (ii) Any part of the Jervois Street Carpark on the corner of Jervois and Omimiti Streets as identified on “Traffic Map 104” (see Appendix XI).

SECOND SCHEDULE – SPEED RESTRICTIONS

Pursuant to s684(1)(13) of the Local Government Act 1974, the Local Government Act 2002 and the Land Transport Rule: Setting of Speed Limits 2003 **Council Hereby Declares** the following prescribed Bylaw speed limits to apply to any vehicle or specified class or description of vehicle on any road, or portion of a road, or other area, controlled by the Council, and specified as follows:

Ōtorohanga District Speed Restrictions				
Type of Restriction	Applicable to: (Specified Type of Vehicle)	Applicable to: (Specified Area/Road)	Legal Instrument	Previous Legal Instrument
20KM/HR MAXIMUM SPEED LIMIT	All vehicles including bicycles	<i>Ōtorohanga Community</i>	Ōtorohanga District Council Traffic Bylaw 2005 (1 November 2005)	Ōtorohanga District Traffic Bylaw 2002
20 kilometres per hour		(i) Any part of any reserve which is set aside to permit the driving of motor vehicles or riding of thereon.		
		(i) Any part of Whittington Lane as identified in Appendix I.		
		(ii) Any part of Bell Lane as identified in Appendix I.		
		(iii) Any part of Cowley Lane as identified in Appendix I.		
	(iv) The high level part of Karaka Road as identified in Appendix I.			
	(v) Any part of Alex Telfer Drive as identified in Appendix I.			
	(vi) The low level part of Gradara Avenue as identified in Appendix I.			
	(viii) Any part of Hunter Lane as identified in Appendix I.			
		<i>Kāwhia Community</i>		
		(i) Any part of Kāwhia beach south/west of the boat ramp, as identified in Appendix III.		
		<i>Aotea Community</i>		
		(i) Any Part of Maukutea Beach as identified in Appendix IV.		

Second Schedule – Speed Restrictions CONTINUED

Ōtorohanga District Speed Restrictions				
Type of Restriction	Applicable to (Specified Vehicle Type)	Applicable to (Specified Area/Road)	Legal Instrument	Previous Legal Instrument
50KM/H MAXIMUM SPEED LIMIT 50 kilometres per hour	All vehicles	<i>Ōtorohanga Community</i>	Ōtorohanga District Council Traffic Bylaw 2005 (1 November 2005)	Notice in the New Zealand Gazette 1 st August 2002, No 90, page 2438
		(i) Any part of Ōtorohanga Township identified in Appendix I.		
		<i>Kāwhia Community</i>		
		(i) Any part of the Kāwhia Township identified Appendix III.		
70KM/H MAXIMUM SPEED LIMIT 70 kilometres per hour	All vehicles	<i>Ōtorohanga Community</i>	Ōtorohanga District Council Traffic Bylaw 2005 (1 st November 2005)	Notice in the New Zealand Gazette 1 st August 2002, No 90, page 2438
		(i) Any part of Old Te Kuiti Road identified in Appendix I. (ii) Any part of Otewa Road identified in Appendix I.		
		<i>Rural</i> (i) Any part of Otewa Road identified Appendix I.		
80KM/H MAXIMUM SPEED LIMIT 80 kilometres per hour	All vehicles	<i>Ōtorohanga Community</i>	Ōtorohanga District Council Traffic Bylaw 2005 (1 November 2005)	Ōtorohanga District Traffic Bylaw 2002 Notice in NZ Gazette, 1 August 2002, No , page 2438
		Any part of Huiputea Drive identified Appendix I.		
		<i>Rural – At TeKawa</i> Any part of TeKawa Road identified in Appendix II.		

Second Schedule – Speed Restrictions CONTINUED

Ōtorohanga District Speed Restrictions				
Type of Restriction	Applicable to: (Specified Vehicle Type)	Applicable to: (Specified Area/Road)	Legal Instrument	Previous Legal Instrument
100KM/H MAXIMUM SPEED LIMIT	All vehicles	All Ōtorohanga District Council roads outside urban traffic areas listed in the second schedule have a speed limit of 100kph except for roads or areas that are; a) described as having a different speed limit in the second schedule of this Bylaw: or b) shown on a map as having a different speed limit, as referenced in the appropriate schedule of this Bylaw.	Ōtorohanga District Council Traffic Bylaw 2005 (1 November 2005)	Regulation 21(1) Traffic Regulations 1976
100 kilometres per hour				

THIRD SCHEDULE – ONE WAY STREET RESTRICTIONS

Pursuant to s72(1)(i)(a) of the Transport Act 1962 AND s682 and s684 of the Local Government Act 1974 **Council Hereby Declares** the following streets to be one way streets, in that any vehicle may only travel in the specified direction for that street

Ōtorohanga District One Way Street Restrictions		
Type of Restriction	Applicable to : (Specified Type of Vehicle)	Applicable to: (Specified Area/Road)
ONE WAY STREET	All Vehicles	<i>Ōtorohanga Community</i>
The following portions of roads are hereby constituted one-way streets and no person may travel upon them in a direction other than that indicated by traffic signs and Traffic Maps.		Nil
		<i>Kāwhia Community</i>
		Any part of Kaora Street as identified on “Traffic Map 106” (see Appendix XII).

FOURTH SCHEDULE – RIDING RESTRICTIONS

Pursuant to s682 and s684 of the Local Government Act 1974 **Council Hereby Declares** the following areas to be no riding areas at all times.

Ōtorohanga District Riding Restrictions		
Type of Restriction	Applicable to: (Specified Type of Vehicle)	Applicable to: (Specified Area/Road)
NO RIDING		<i>Ōtorohanga Community</i>
The following portions of roads are hereby constituted restricted and no person may ride or use any Skateboards, Scooters or Roller Blades in the following areas except with the written consent of the Council.	Skateboards, Scooters and Roller Blades	(i) Any part adjoining or bounding with Maniapoto Streets as identified in Appendix V.
		(ii) Any off-street parking area within the Ōtorohanga District.
		(iii) Any carriage way of any road within the Ōtorohanga Community.
		<i>Kāwhia Community</i>
		Nil

FIFTH SCHEDULE – ROADS RESTRICTED TO CERTAIN TYPES OF VEHICLES

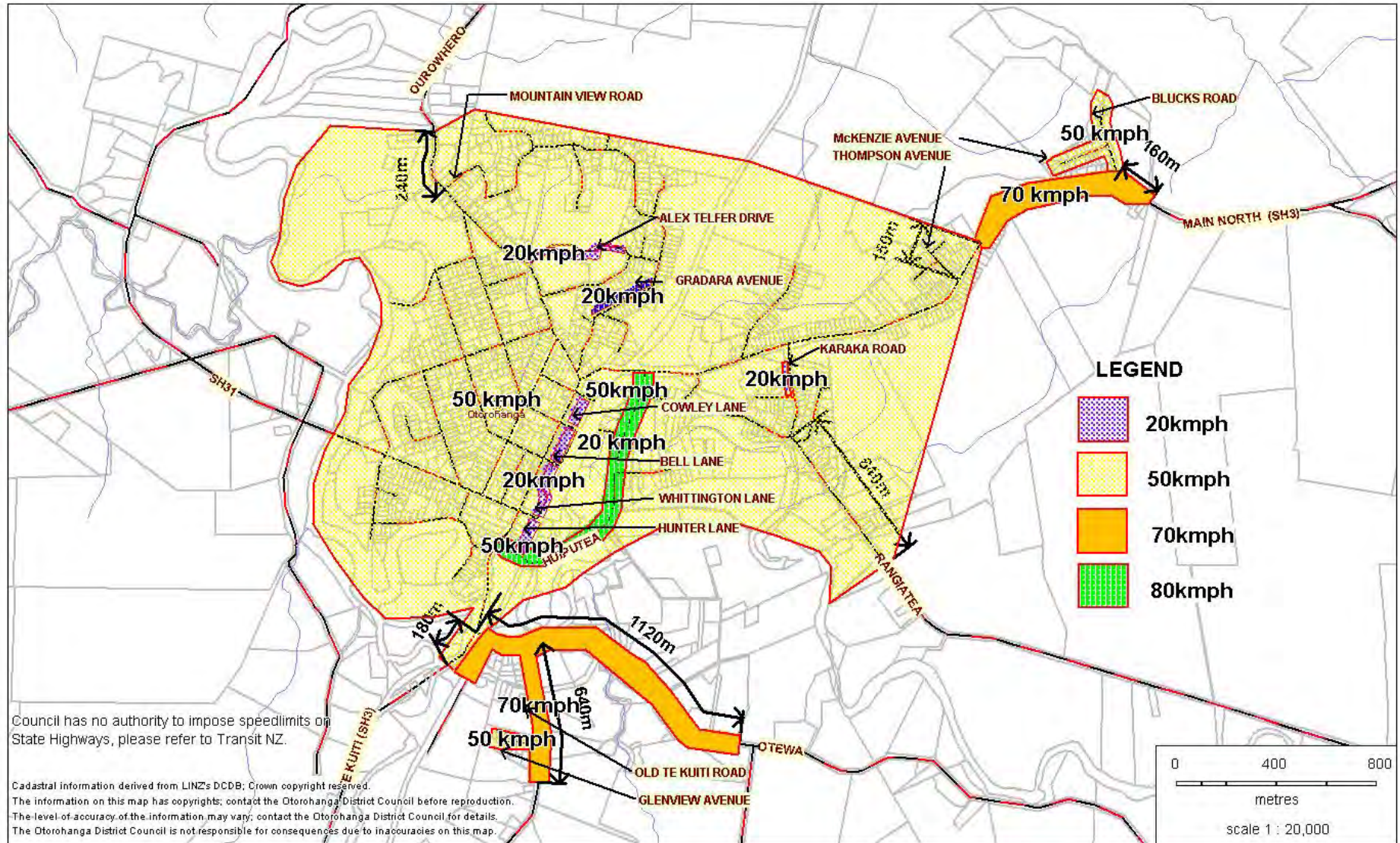
Pursuant to s682 and s684 of the Local Government Act 1974 **Council Hereby Declares** the following prescribed Bylaw speed limits to apply to any vehicle or specified class or description of vehicle on any road, or portion of a road, or other area, controlled by the Council, and specified as follows:

Ōtorohanga District Roads Restricted to Certain Types of Vehicles		
Type of Restriction	Applicable to: (Specified Type of Prohibited Vehicle)	Applicable to: (Specified Area/Road)
RESTRICTED ROADS	Nil	<i>Ōtorohanga District</i>
The following portions of roads are hereby constituted restricted and no person may drive a prohibited type of vehicle on them except with the written consent of the Council.		Nil
		<i>Kāwhia Community</i>
		Nil



APPENDIX I

OTOROHANGA DESIGNATED URBAN TRAFFIC AREA



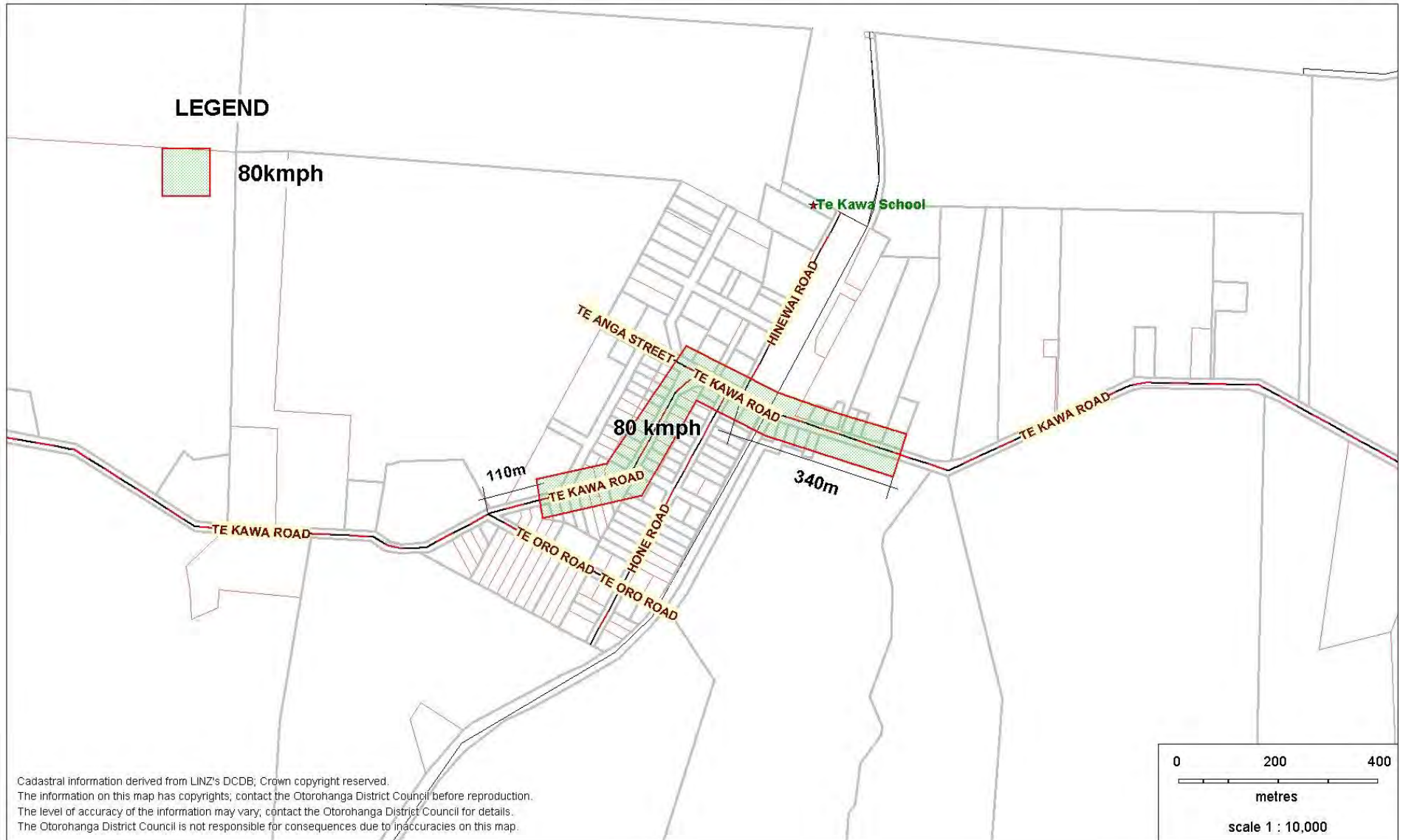


APPENDIX II SPEED RESTRICTIONS - TE KAWA



LEGEND

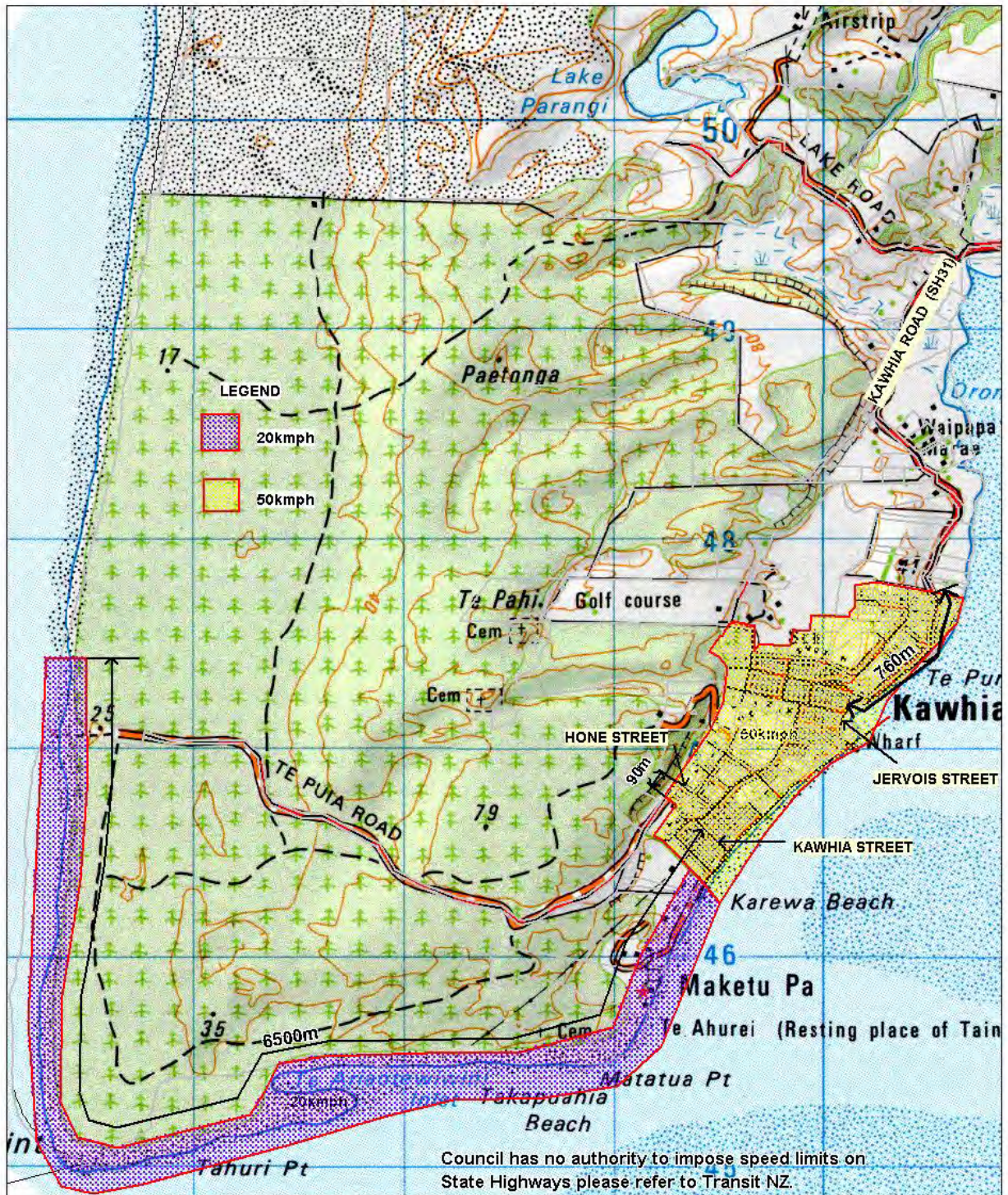
 80kmph



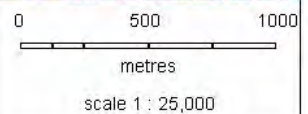
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APPENDIX III KAWHIA DESIGNATED URBAN TRAFFIC AREA



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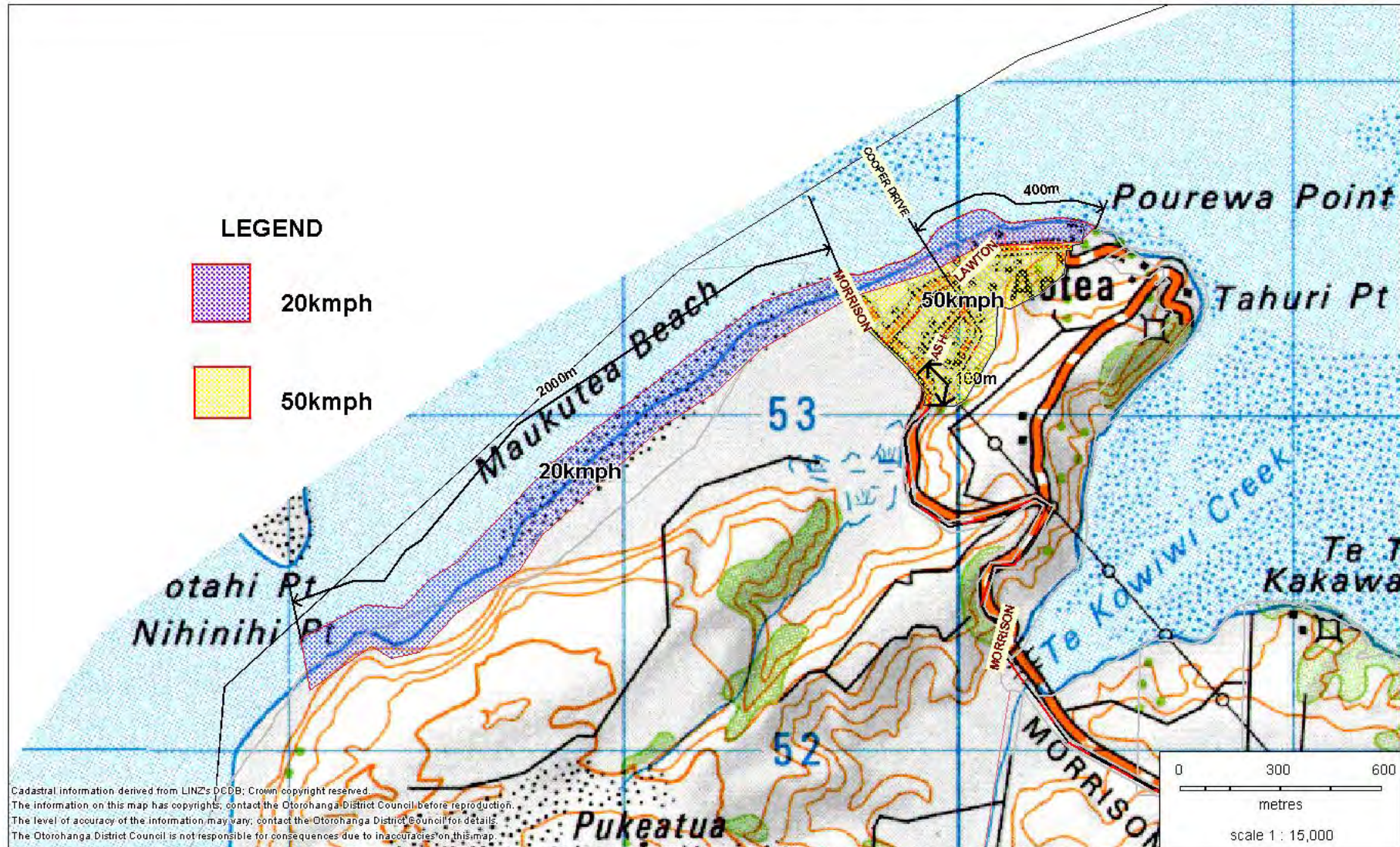


Otorohanga
District
Council

11/12/01

APPENDIX IV

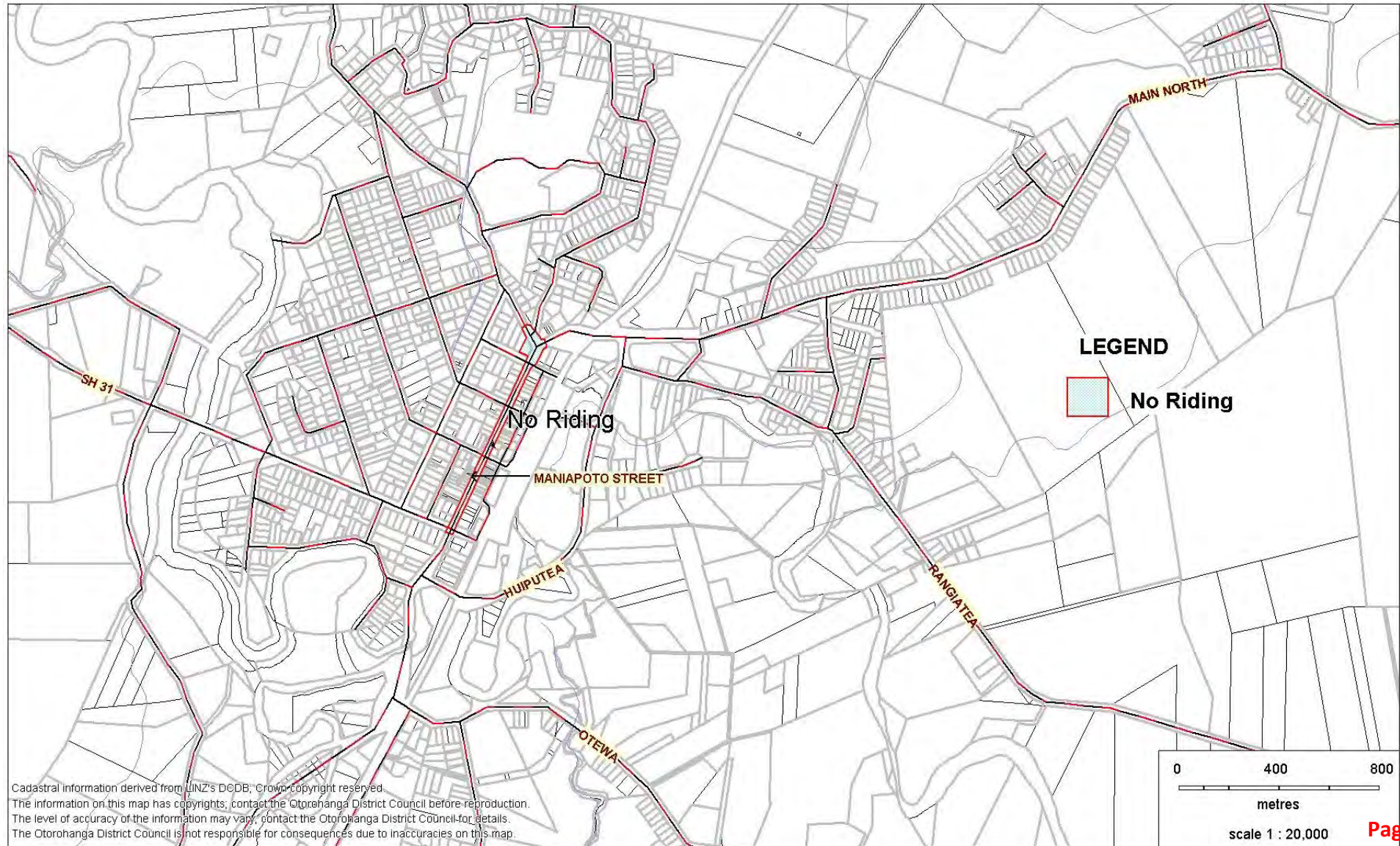
AOTEA DESIGNATED URBAN TRAFFIC AREA





APPENDIX V

Riding Restrictions

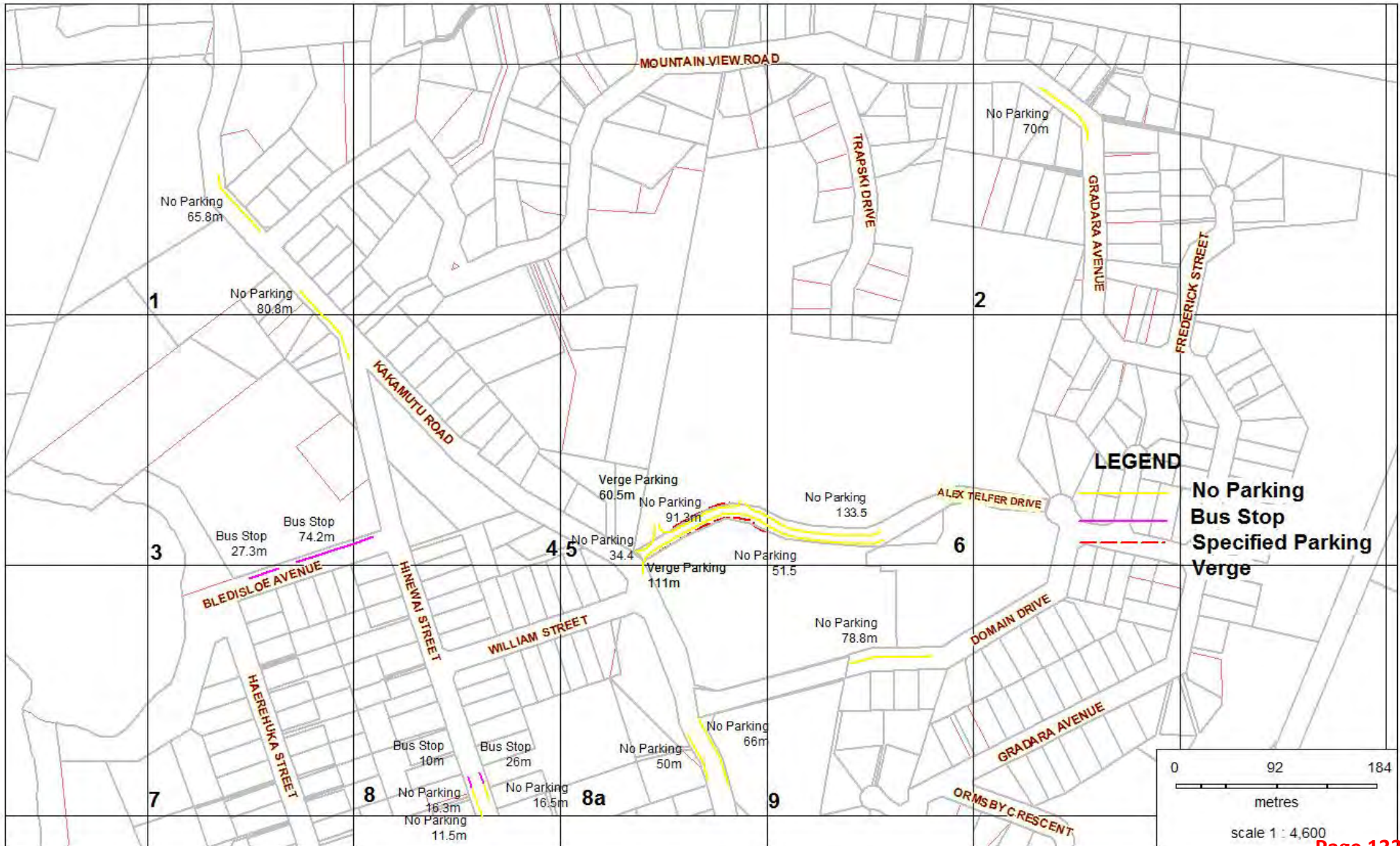


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APPENDIX VI - TRAFFIC RESTRICTIONS - OTOROHANGA

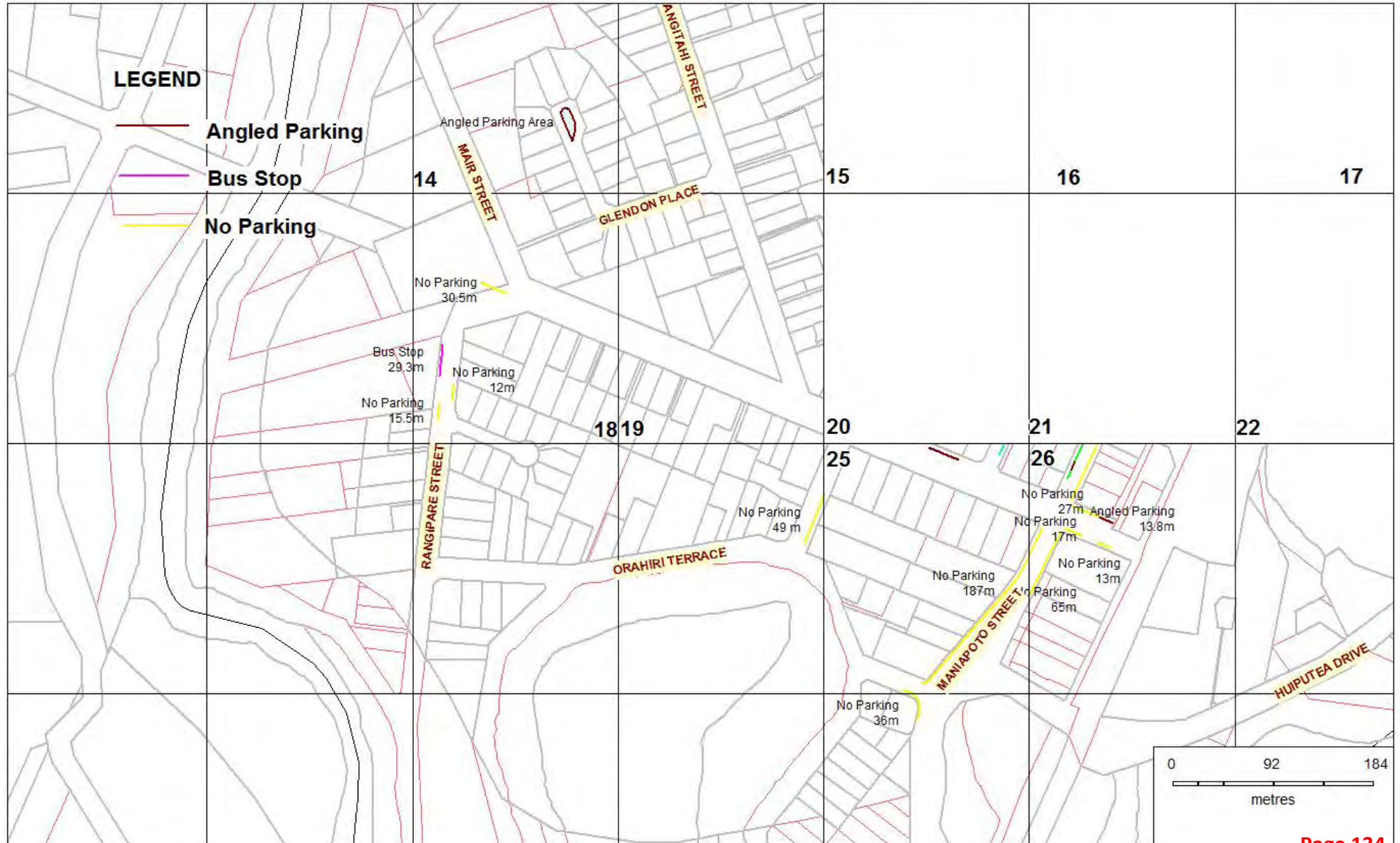
TRAFFIC MAPS 1-9





APPENDIX VII - TRAFFIC RESTRICTIONS - OTOROHANGA

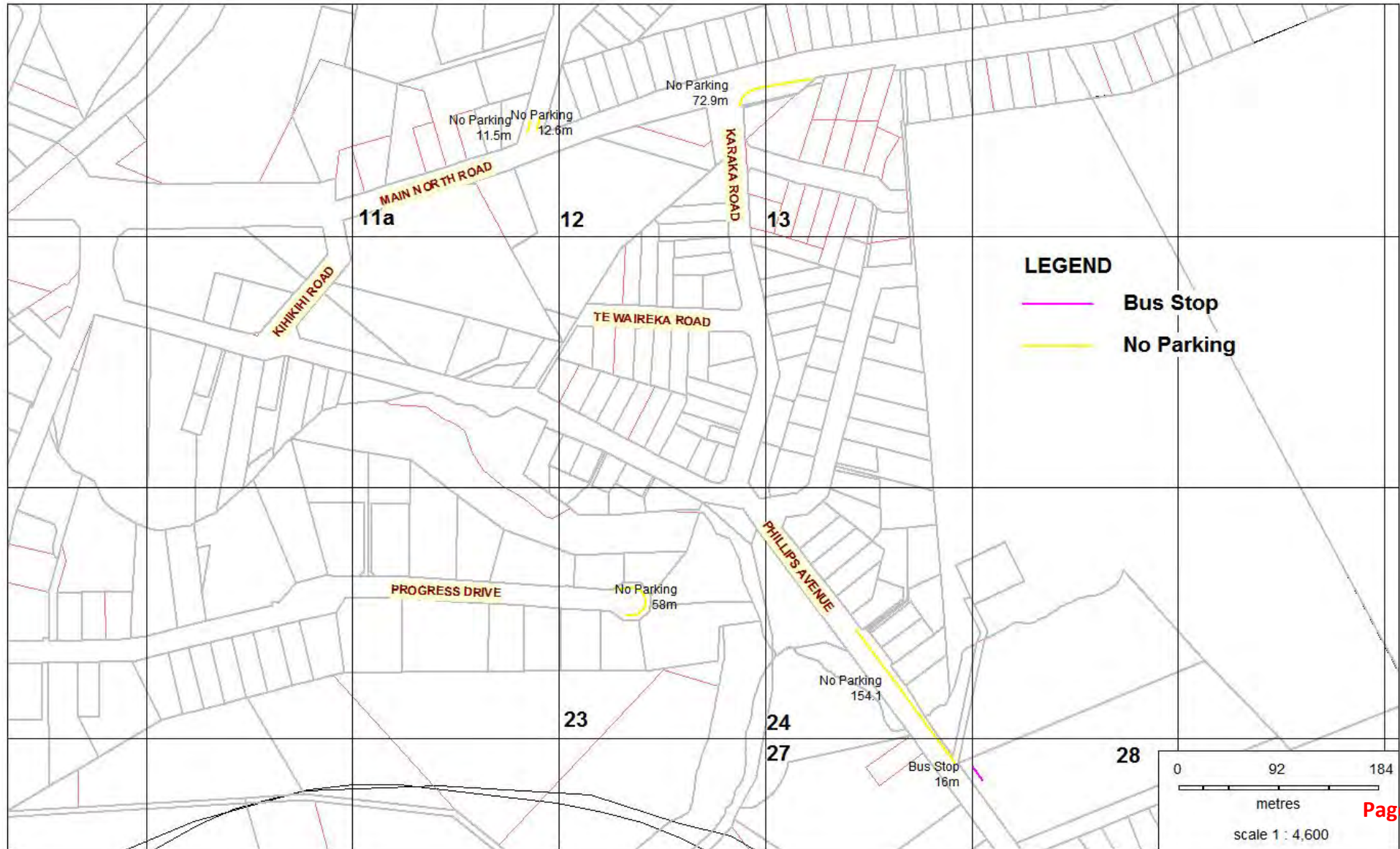
TRAFFIC MAPS 14-16, 18-20, 24A, 25 & 26





APPENDIX VIII - TRAFFIC RESTRICTIONS - OTOROHANGA

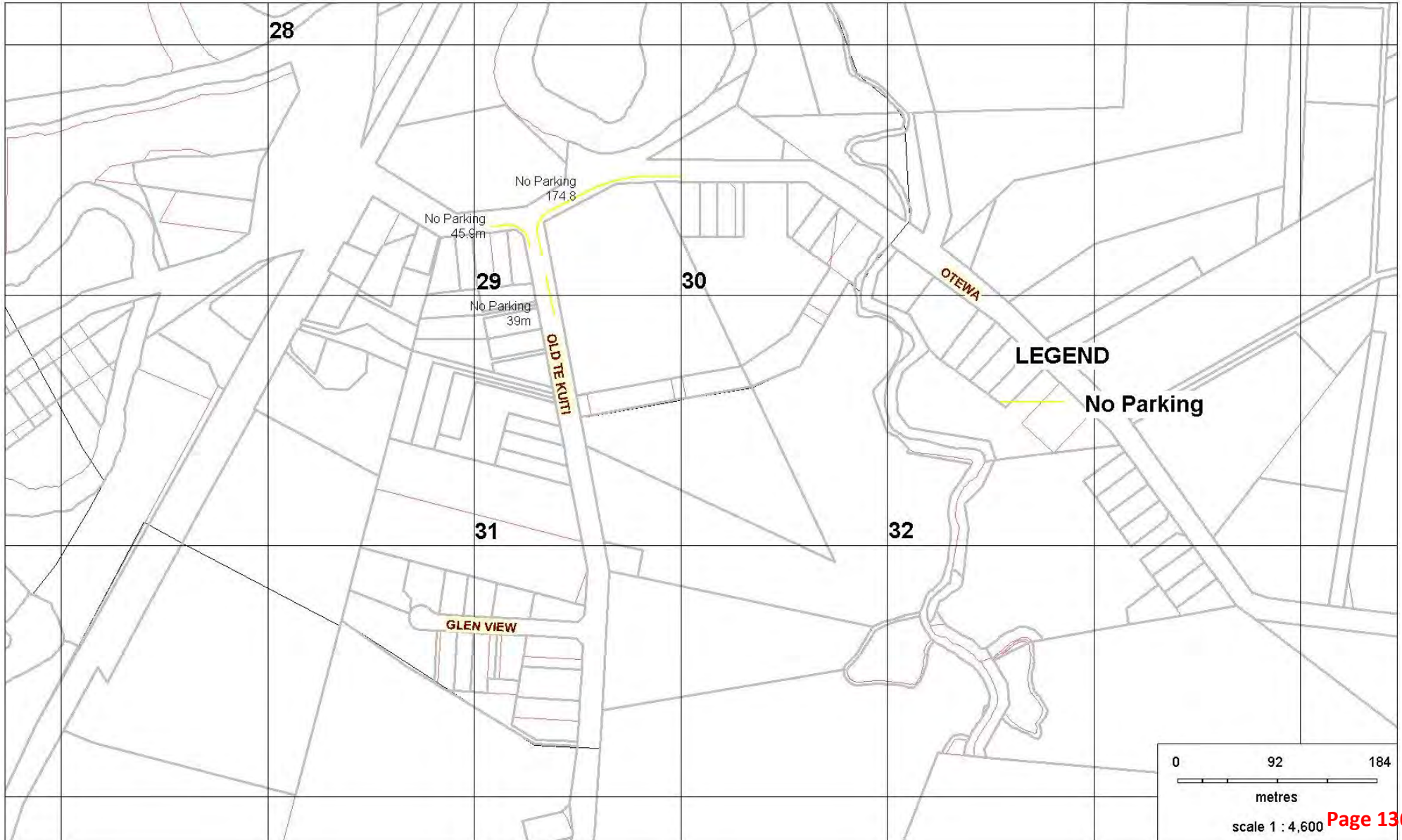
TRAFFIC MAPS 11A, 12, 13, 23, 24, 27 & 28

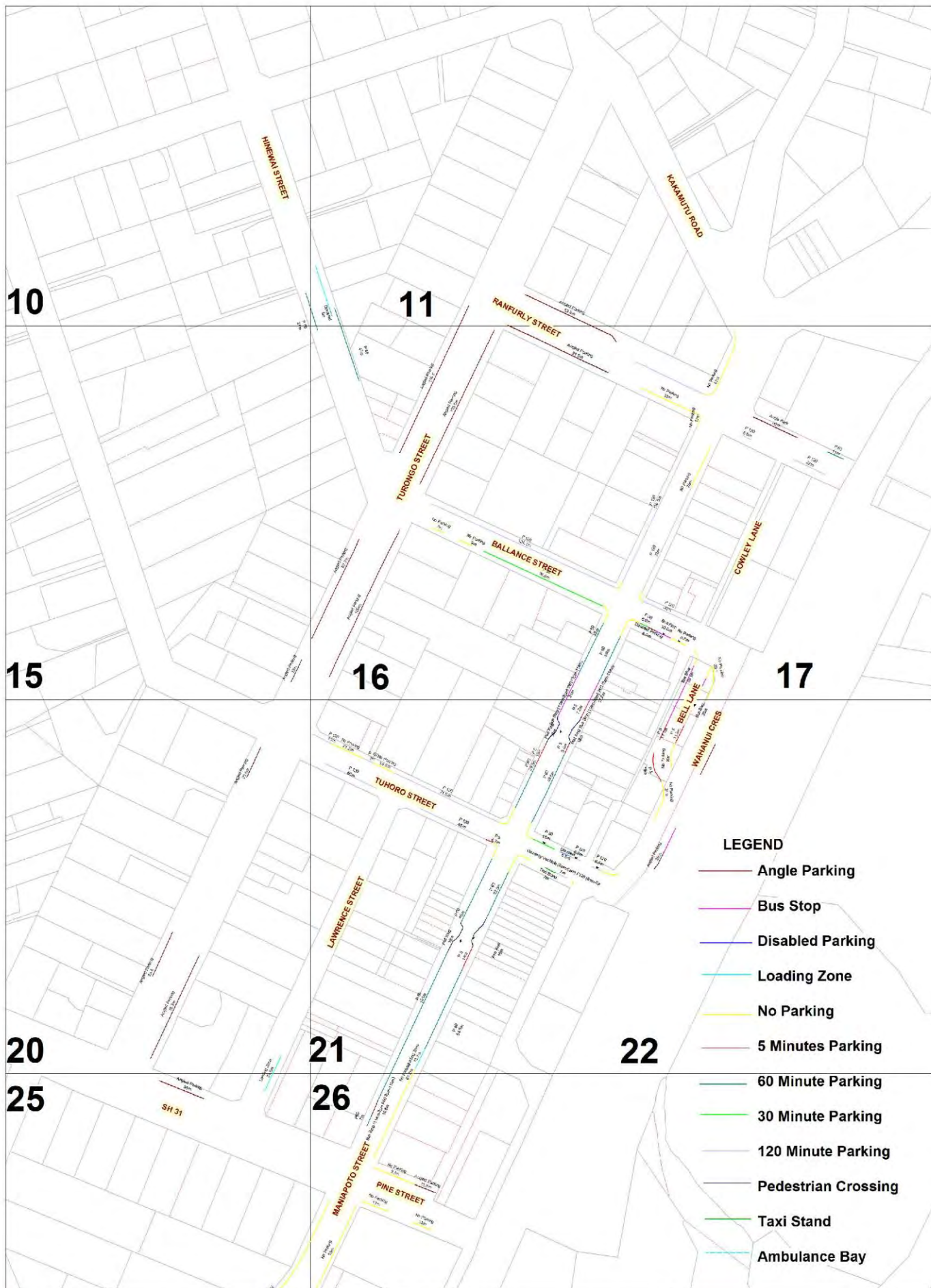




APPENDIX IX - TRAFFIC RESTRICTIONS - OTOROHANGA

TRAFFIC MAPS 29-32





Traffic Bylaw Kawhia Parking Restrictions Map 103





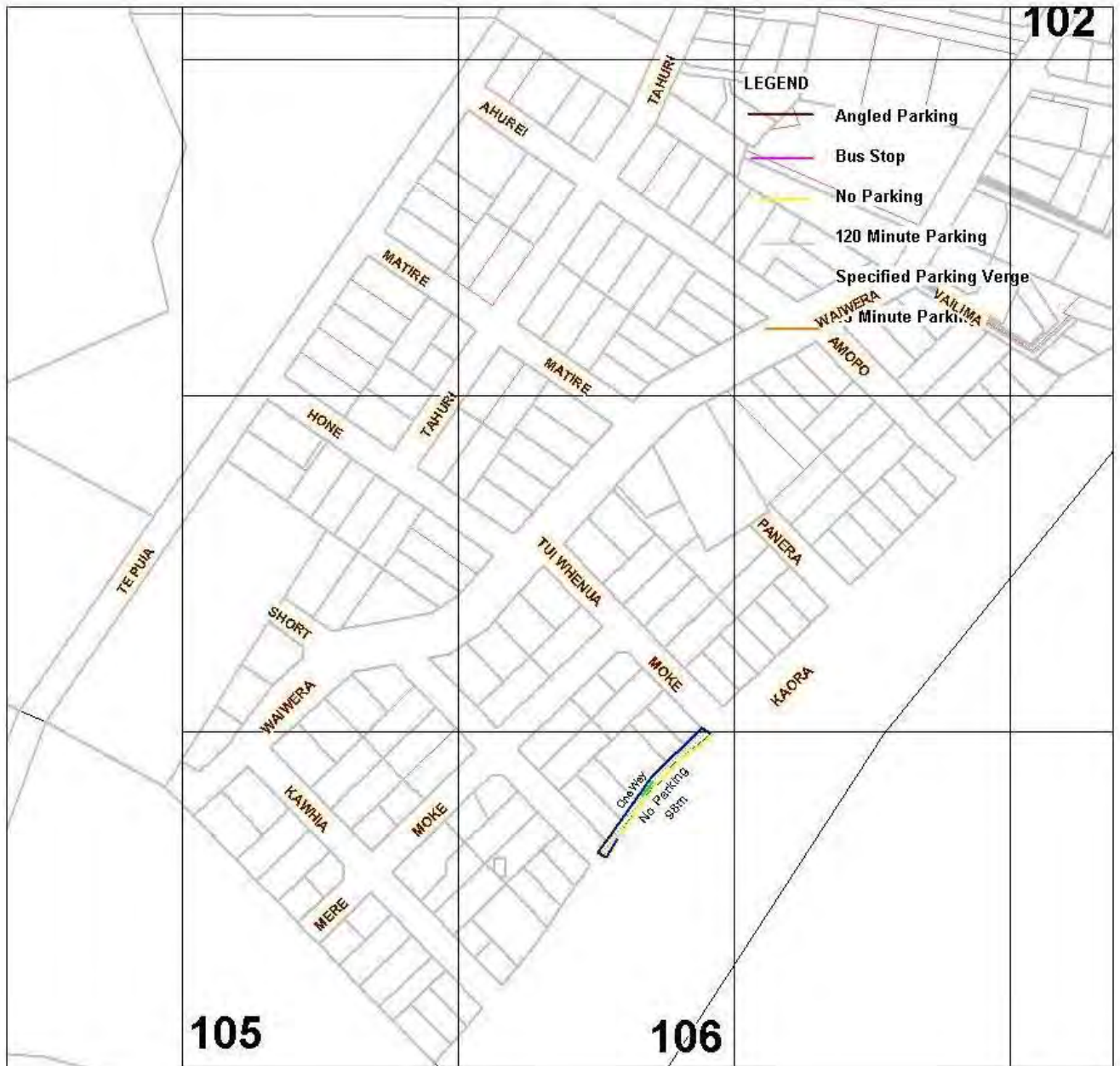
Traffic Bylaw 2018 Kawhia Parking Restrictions Map 104



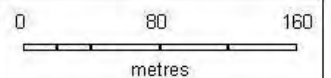


APPENDIX XII - TRAFFIC RESTRICTIONS - KAWHIA

TRAFFIC MAP 106

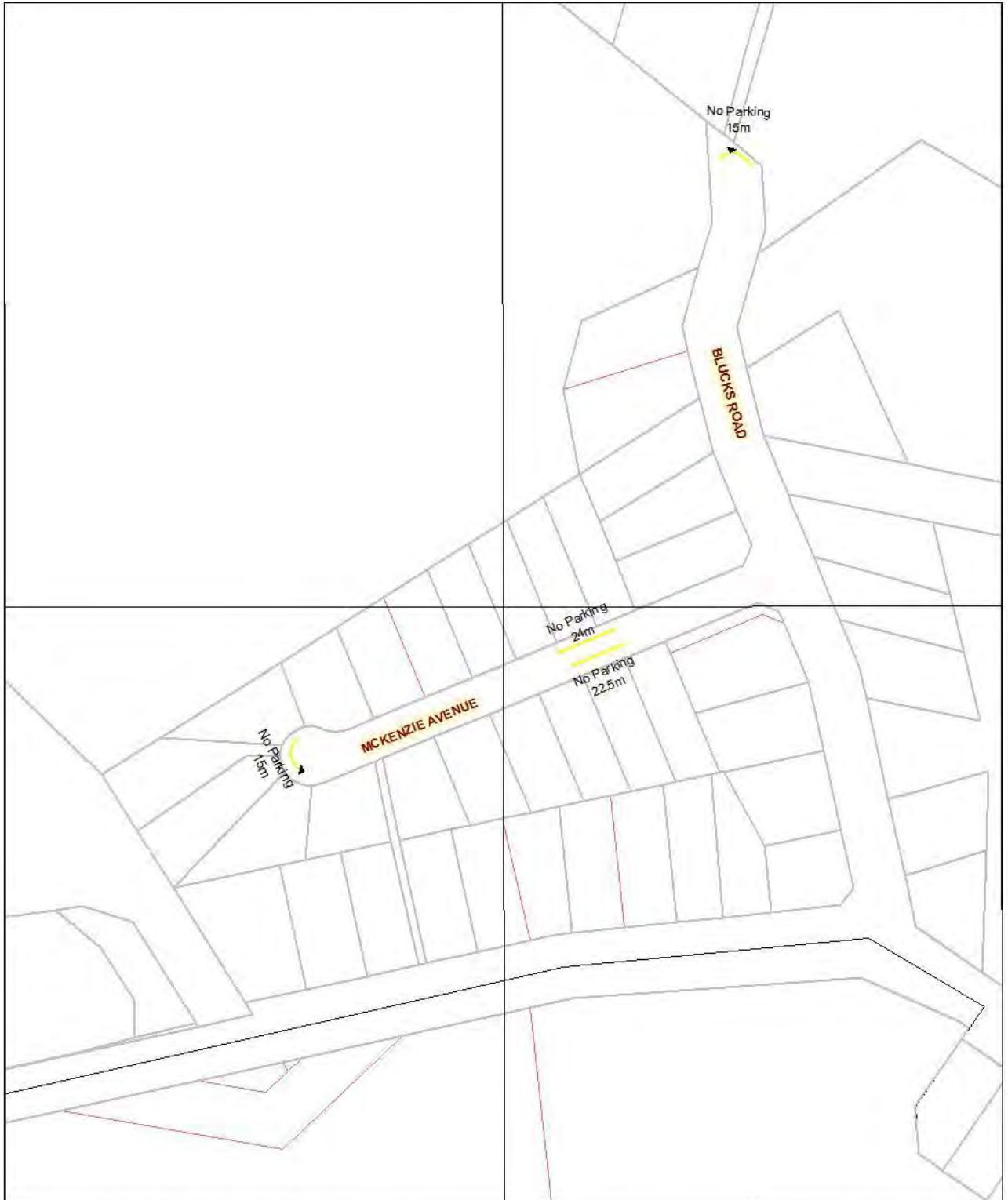


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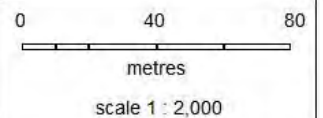




APPENDIX XIII - TRAFFIC RESTRICTIONS - OTOROHANGA TRAFFIC MAPS



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Item 163 Consideration of the Hamilton Waikato Tourism service proposal for 2024/25

To Ōtorohanga District Council

From Nardia Gower, Group Manager Strategy and Community

Type **DECISION REPORT**

Date 27 August 2024



1. Purpose | Te kaupapa

1.1. To present a revised service proposal from Hamilton Waikato Tourism (HWT) in response to the reduced funding offered through the adoption of Ōtorohanga District Council’s Long Term Plan 2024-34 (LTP).

2. Executive summary | Whakarāpopoto matua

2.1. Through the development of the Economic Wellbeing Strategy (EWS) and LTP, Ōtorohanga District Council (ŌDC) reassessed its funding levels for externally funded organisations, including HWT. The EWS revealed that tourism, while important, contributes only 1.7% to the district's GDP, compared to 3.5% for New Zealand and 4% for the Waikato region.

2.2. Consequently, ŌDC decided to reduce HWT's funding from \$75,000 to \$35,000 in the first year of the LTP, with further evaluation planned for funding following years. In response, HWT have proposed a reduced service offering, which maintains digital promotion of Ōtorohanga but withdraws several support services, including development, visitor statistics and national representation.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council declines the service proposal from Hamilton Waikato Tourism and retains the 24/25 budget of \$35,000 for the local delivery of tourism-related activities/services reporting on activities and outcomes to inform funding for 2025/26 and subsequent years.

4. Considerations | Ngā whai whakaarotanga

Significance and engagement

4.1. Through the LTP ŌDC reaffirmed their commitment to support tourism-related activities, with a reduced budget reflective of the research undertaken for the EWS. Accepting the HWT proposal or refocusing the budget on tourism-related activities/services is consistent with the LTP, so not an issue in terms of ŌDC’s Significance and Engagement Policy (SEP). However, if ŌDC was to redirect the funding to non-tourism-related activities, that such a decision should be supported by community consultation/engagement in accordance with our SEP.

Impacts on Māori

- 4.2. The options contained in this report do not have direct impact on iwi/Māori or on aspects of cultural significance such as taonga including wahi tapu, whenua and waterways.

Risk analysis

- 4.3. This report and subsequent decision options contain no specific risks associated with ŌDC's top risks. However, potential risk exists if ŌDC chooses to redirect the funding signalled in the LTP for purposes other than tourism-related and no community consultation/engagement is undertaken on the matter before a final decision is made. Should the HWT proposal be declined but funding retained and subsequently used to engage any alternative third-party service provider, then any risks associated with such arrangements will be assessed before any final agreements are in place.
- 4.4. There are advocacy and funding access opportunities that HWT (as a Regional Tourism Organisation) can undertake. If ŌDC does not maintain a funding arrangement with HWT then these opportunities may not be available.

Policy and plans

- 4.5. ŌDC's commitment to supporting the tourism sector was reflected in the LTP adoption and allocation of \$35,000 per annum.

Legal

- 4.6. Accepting or declining the offer from HWT does not trigger any specific legal issues or requirements as the previous service level agreement (SLA) formally ceased on 30 June 2024 with no clause that further agreements must be signed into. If ŌDC declines the HWT proposal alternative or new delivery arrangement may be entered into and, if so, these will be subject to separate agreement(s).

Financial

- 4.7. The budget associated with supporting local tourism activities/services was confirmed through the LTP. There are no financial implications for ŌDC within the scope of the proposal or redirecting the budget to support any related activities.

5. Discussion | He kōrerorero

- 5.1. HWT is the Waikato's Regional Tourism Organisation (RTO) whose role is to generate competitive economic benefit through visitor sector strategies focused on increasing visitor length of stay and spend. ŌDC has been a funding partner of HWT since 2011.
- 5.2. Through the last triennium HWT was funded through a public/private partnership with the region's tourism industry and six local authorities including Hamilton City, Matamata-Piako, Ōtorohanga, Waikato, Waipā, and Waitomo. HWT had six performance targets centred around:
- Commercial accommodation
 - Visitor expenditure
 - Business events

- Industry contribution
- Media and trade travel activity
- Capability building.

- 5.3. A report on HWT's performance against these targets is presented as a separate item.
- 5.4. Through the development and adoption of the EWS and the LTP, ŌDC considered the level of funding for HWT along with other external organisations.
- 5.5. The investigation undertaken for the EWS highlighted that tourism, while an important sector, is not a huge contributor to the district's Gross Domestic Product (GDP), at 1.7% of total compared to 3.5% for New Zealand and 4% for Waikato region.
- 5.6. Based on this information, when adopting the LTP, ŌDC resolved to reduce funding to HWT from \$72,338 per annum to \$35,000 for year one of the LTP, and to further investigate the value of the investment for the subsequent two years.
- 5.7. In response to ŌDC's reduced funding decision HWT have offered a reduced level of service proposal, attached as **Appendix 1** and summarised below:
- a) Ōtorohanga district and its operators would be retained on HWT's digital platforms (website and social media) with operators offered paid membership opportunities with associated benefits.
 - b) Services no longer offered would include development and capability support, visitor statistics and insights, national and international representation, new product development, travel trade support, or inclusion in media, incentive travel and business event opportunities.
- 5.8. Having reviewed the HWT proposal staff have sought the following clarifications:
- a) ŌDC's financial contribution to HWT allows the district's tourism operators to opt in to become a paid member of HWT.
 - b) HWT have stated that they are moving the "complex partnership matrix to a simpler membership model" which they are still in the process of refining but will continue to include exposure through HWT activities such as website and social media.
 - c) HWT are required to have industry contribution as part of their KPI's under the Service Level Agreement with their funding councils.
- 5.9. Waitomo District Council (WDC) also reduced their funding to \$30,000 per annum on the condition that \$40,000 per annum was obtained from tourism providers and related industry. While the other councils retained their level of investment.
- 5.10. Currently HWT have two Ōtorohanga tourist operators, five accommodation providers and free activities advertised on their website.
- 5.11. The Ōtorohanga District Develop Board, now trading as Elevate Ōtorohanga (Elevate) is funded \$290,000 per annum to deliver the following high-level outcomes.

- a) A district that has a strong, unique brand and is promoted well in supporting current and future economic activity and outcomes.
- b) to promote the social, economic, environmental and cultural well-being of communities in the present and for the future.
- c) To promote constructive relationships locally, regionally and nationally.

5.12. As part of their rebrand Elevate has launched an updated website that promotes district tourism attractions, accommodation, events and activities as well as non-tourism businesses.

5.13. Having considered the context from which HWT's proposal has emerged, staff have identified a series of options for ŌDC's consideration

Option 1: Accept the offer of reduced level of service from HWT

5.14. ŌDC accepts the reduced level of service for \$35,000 in 2024/25 and further investigates the value of ongoing investment in HWT using the results of this investigation to inform levels of funding for 2025/26 and subsequent years.

5.15. This option will mean that Ōtorohanga district and its operators would be retained on HWT's digital platforms and enables access to additional benefits for paid memberships.

5.16. This option is a significant reduction in the service provided by HWT from previous years.

5.17. During COVID-19 central Government injected money into the tourism sector through RTO's. Districts not represented by an RTO did not receive funding. This option would mean that Ōtorohanga District would be at risk of missing out should a similar Government response to an event reoccur.

5.18. RTO's build strong relationships with key central government agencies that support tourism and can be strong advocates for the sector, which may be beneficial during specific incidents/accidents/events e.g. civil defence emergencies. Supporting this option would mean that ŌDC or other partners would continue to be represented by an RTO.

Option 2: Decline the offer of reduced level of service from HWT and retain the budget for the local delivery of tourism-related activities/services

5.19. ŌDC declines the HWT offer of reduced level of service and instead invests the \$35,000 to support the tourism sector through the suggested methods listed below, reporting on activities and outcomes to inform funding levels for 2025/26 and subsequent years:

- a) Work with Elevate to define and support their deliverable 'A district that has a strong, unique brand and is promoted well in supporting current and future economic activity and outcomes' to ensure a strong marketing strategy for tourist attraction is developed and delivered with a focus on regional, national and global exposure.
- b) Undertake a stocktake of, and build on, the current cache of high-quality images and videos that can be used for marketing.
- c) Facilitate a networking event where tourism businesses can collaborate and create packages (e.g., accommodation + activities).

- d) Facilitate a capability-building event targeted at the tourism industry.
- e) Explore opportunities for collaboration/joint marketing with WDC and Waitomo operators to create a broader tourism circuit that encourages longer stays.
- f) Investigate data collection providers to measure year on year impact and understand visitor demographics, preferences, and behaviours, allowing for more targeted marketing and service improvements.

5.20. This option will retain the same financial level of investment in the tourism sector as committed in the LTP.

5.21. This option has a level of uncertainty given ŌDC has used the services of HWT since 2011.

5.22. If approved such actions would form part of the Economic Wellbeing Strategy prioritised action plan.

Option 3: Decline the offer of reduced level of service from HWT and re-allocate the budget to non-tourism activities.

5.23. ŌDC declines the HWT offer of reduced level of service and re-allocates the \$35,000 to non-tourism focused economic activity/deliverables.

5.24. The EWS identified a list of actions to be implemented over the coming years and, while co-funding for their delivery is a focus, additional ŌDC funding by way of reallocating this budget could accelerate outcomes.

5.25. This option represents a further reduction in tourism-targeted funding previously \$75,000 per annum to \$35,000 to nil. Not taking into account current funding to and deliverables of Elevate. This option is not aligned with our Significance and Engagement Policy or ŌDC’s intentions as reflected in the LTP, as the substantial decrease in service levels would require community engagement before such a decision is finalised.

Recommended option and rationale

5.26. Staff recommend Option 2 ‘Decline the offer of reduced level of service from HWT and re-allocate the budget to tourism-related activities/services’ based on the value derived from the proposal and the best outcome for Ōtorohanga district.

6. Appendices | Ngā apitihanga

Number	Title	Document number
1	Service proposal from Hamilton Waikato Tourism	-

25 July 2024

Mayor Max Baxter, Tanya Winter and Nardia Gower
Ōtorohanga District Council
17 Maniapoto Street
ŌTOROHANGA

Dear Mayor Max, Tanya and Nardia

Long Term Plan 2024-2034 : Service Level Agreement – alternative offer

Thank you for your letters received 5 and 23 July 2024 confirming Ōtorohanga District Council funding commitment to Hamilton & Waikato Tourism of \$35,000 for the 2024/25 financial year; down from \$72,338 in the 2023/24 financial year.

As communicated during the LTP hearing, HWT's board and shareholders have determined that a minimum investment of \$70,000 is essential to maintain the full suite of regional tourism services.

To ensure that Ōtorohanga District continues to benefit from some tourism support, HWT proposes a modified service level agreement. Under this arrangement, Ōtorohanga district and its operators would be retained on our digital platforms (website and social media) and offered membership benefits.

However, it is important to note this reduced funding would necessitate a significant reduction in services provided to Ōtorohanga district. Specifically, we would be unable to offer development and capability support, visitor statistics and insights, national and international representation, new product development, travel trade support, or inclusion in media, incentive travel, and business event opportunities, etc.

Our aim is to balance the reduced funding with the continued inclusion of Ōtorohanga District in the regional tourism offering, primarily through digital platforms.

As you've mentioned in your letter, this funding is for one year and to be reviewed for future years. To enable a robust review, clear and concise Key Performance Indicators need to be considered and agreed.

If this proposal is of interest, HWT would be pleased to develop a detailed Service Level Agreement outlining the specific services to be provided.

Yours sincerely



Richard Leggat
Chairman
Hamilton & Waikato Tourism



Nicola Greenwell
General Manager
Hamilton & Waikato Tourism

Information only reports**Ngā pūrongo mōhiohio anake**

DISCLAIMER: The reports attached to this Open Agenda set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions DO NOT represent Ōtorohanga District Council policy until such time as they might be adopted by formal resolution. This Open Agenda may be subject to amendment either by the addition or withdrawal of items contained therein.

Item 164	Hamilton & Waikato Tourism Annual Report - 1 July 2023 to 30 June 2024
To	Ōtorohanga District Council
From	Nicky Deeley, Manager of Community Development and Wellbeing
Type	INFORMATION REPORT
Date	25 August 2024



1. Purpose | Te kaupapa

- 1.1. To provide a twelve-month report on the results of the Hamilton & Waikato Tourism’s six performance targets and activities over the period 1 July 2023 to 30 June 2024.

2. Executive summary | Whakarāpopoto matua

- 2.1. Hamilton & Waikato Tourism (HWT) serves as the region's Regional Tourism Organisation (RTO), aiming to generate economic benefits through strategies focused on increasing visitor stay and expenditure.
- 2.2. HWT operates under a public/private partnership with local authorities. Over the last triennium, HWT pursued key performance targets, such as increasing visitor nights, spend, and promoting conventions, business events, and regional projects.
- 2.3. The attached HWT end-of-year report details HWT deliverables and the district's and region's tourism performance for 2023/24.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council receive the report ‘Hamilton & Waikato Tourism Annual Report - 1 July 2023 to 30 June 2024’ (document number 776845) from Nicky Deeley, Manager Community Development and Wellbeing.

4. Discussion | He kōrerorero

- 4.1. HWT is the region’s RTO whose role is to generate competitive economic benefit through visitor sector strategies focused on increasing visitor length of stay and spend.
- 4.2. HWT is a subsidiary company under the Council Controlled Organisation (CCO) of Waikato Regional Airport Limited, of which ŌDC is a shareholder.
- 4.3. Through the last triennium HWT was funded through a public/private partnership with the region’s tourism industry and six local authorities including Hamilton City, Matamata-Piako, Ōtorohanga,

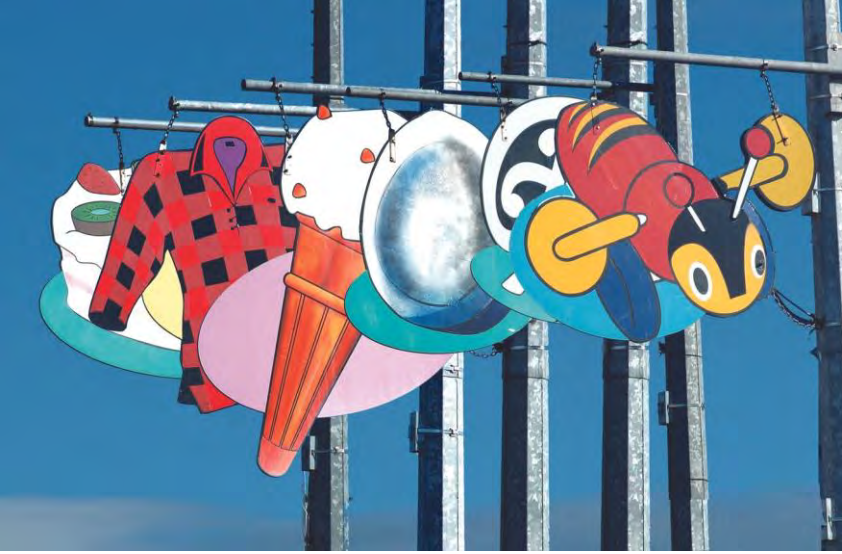
Waikato, Waipā, and Waitomo. HWT had six performance targets which were set in the ‘Schedule of Services for Local Government 2022-2023’.

- a) Industry contribution
- b) Commercial accommodation
- c) Visitor expenditure
- d) Business events
- e) Media and travel trade activity
- f) Capability building.

- 4.4. Ōtorohanga District Council has been a supporter of the Regional Tourism Organisation since its re-establishment in 2011.
- 4.5. This report is accompanied by the Hamilton & Waikato Tourism (HWT) end of year report (attached as Appendix 1) showing twelve months of activity and results, at both a district and regional level, against tourism activities and performance targets.
- 4.6. HWT’s report shows domestic visitation contributed \$17.2m per annum to the Ōtorohanga District, a reduction of 10% over the previous year period (June 2022- July 2023). International visitation contributed \$3.8m per annum, an increase of 27.4% from the previous 2022/23 year.
- 4.7. Council funded HWT \$72,338 for the 2023/24 year- this was the final year of a three-year service level agreement.

5. Appendices | Ngā apitihanga

Number	Title	Document number
1	HWT year end report – July 2023 to June 2024	N/A



The Mighty Waikato
Where magic runs deep

Ōtorohanga District Council
Year end report – July 2023 to June 2024

Hamilton & Waikato Tourism
Page 151

Regional Insights

(Jul23 – Jun24)

\$784m

Domestic

ELECTRONIC CARD
transactions -
6.9% share

\$124m

International

ELECTRONIC CARD
transactions -
3.6% share

SOURCE: MBIE: Tourism Electronic
Card Transactions (YE May 2024)

1.3m commercial
guest nights for the year

53% occupancy rate

SOURCE: Accommodation Data
Programme (YE May 2024)

88,400
delegates hosted at

653 events

SOURCE: Business Events Data
(YE March 2024)

12,000+ people
directly employed in tourism
in Waikato RTO area

\$47.2m tourism
employment earnings

SOURCE: Inland Revenue &
StatsNZ (YE May 2024)

**The Mighty
Waikato**

Where magic runs deep

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Activity overview

(Jul23 – Jun24)

24,500,000+

people reached through HWT marketing and PR activity

9

business event trade shows attended

8

domestic leisure marketing campaigns

55

service requests for event professionals

27

capability building videos

17

operator case studies

12

in-person/online workshops and events and online resources

1874

travel trade trained

20

regional conference bids

The Mighty Waikato

Where magic runs deep

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Otorohanga Insights

(Jul23-Jun24)

Commercial Accommodation

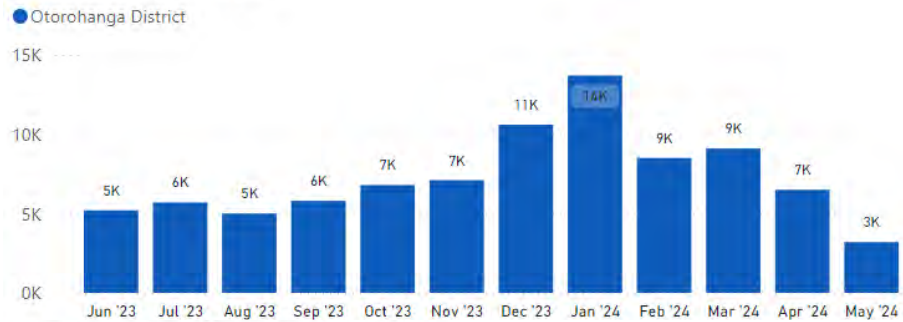
38.7% occupancy (NZ: 55%)

2 Average nights stayed

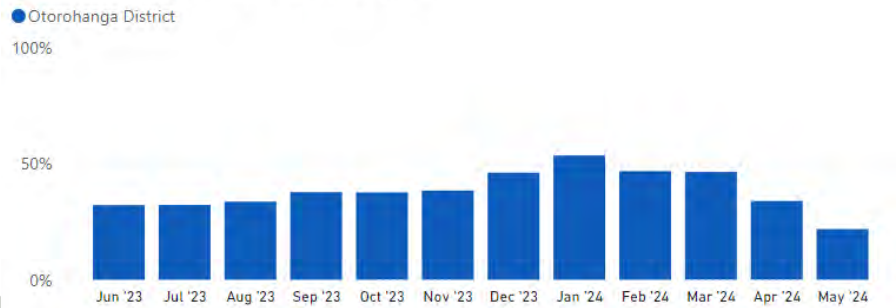
87,100 guest nights

Year End May 2024

Total Guest Nights by TA



Monthly Average Occupancy Rate by TA



Visitor Spend

Total Domestic Spend (\$M) -
YE May '24

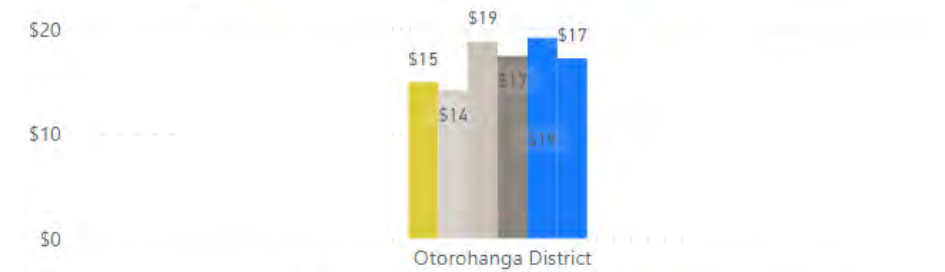
\$17.2

▼ -10.2%
YoY Change

6.9%
Market Share (12 Months)

4
RTO Rank

12 Months Ending Oct... ● 2019 ● 2020 ● 2021 ● 2022 ● 2023 ● 2024



Total International Spend (\$M) -
YE May '24

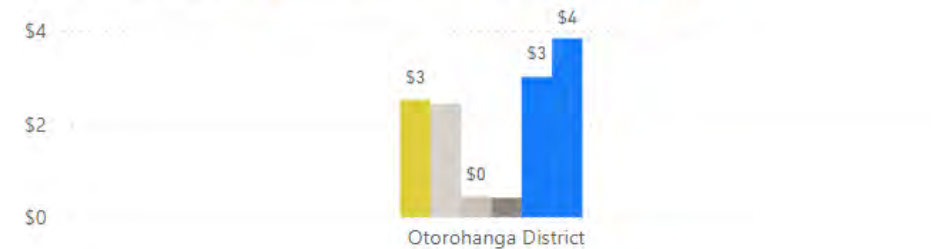
\$3.8

▲ 27.4%
YoY Change

3.2%
Market Share (12 Months)

6
RTO Rank

12 Months Ending Oct... ● 2019 ● 2020 ● 2021 ● 2022 ● 2023 ● 2024



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Kia kaha



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waikatoz.com

Item 165 Better Off Fund update – August 2024

To Ōtorohanga District Council

From Sashtree Montgomery, Community Programmes Coordinator

Type **INFORMATION REPORT**

Date 27 August 2024



1. Purpose | Te kaupapa

1.1. To provide an update on the projects funded by the Better Off Fund (BOF) and to support the presentation from Ōtorohanga College on outcomes to date of the BOF investment.

2. Executive summary | Whakarāpopoto matua

2.1. Ōtorohanga District Council secured \$2.66 million from the Government's \$2 billion fund for community development, focusing on transitioning from 3 Waters. Approved initiatives include:

- a) Mauri o Waiwaiā I te Awa o Waipā – Tōkiti Phase 1
- b) Kāwhia seawall defence
- c) Ōtorohanga College Improvements
- d) Ōtorohanga Ora contestable fund.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council receive the report titled 'Better Off Fund update – August 2024' (document number 776795) from Sashtree Montgomery, Community Programmes Coordinator.

4. Discussion | He kōrerorero

4.1. In April 2022 the then Labour-led Government offered a total \$2 billion to councils nationally to invest in their communities as they transition out of delivering 3 Waters (stormwater, wastewater, drinking water) and increase focus on wellbeing, climate resilience and community development.

4.2. Ōtorohanga District Council was allocated \$10.65 million which was offered over two tranches, with the first tranche total of \$2.66 million and the second \$7.99 million. In April 2023 the Government changed their proposal resulting in tranche 2 being removed from offer for all councils.

4.3. The government guidelines for applying to the BOF included community and iwi engagement to decide on projects to be funded. Following a robust process, four priority projects were identified. These were then recommended to, and subsequently approved by, Council at the September 2022 meeting.

4.4. The priority projects were submitted to Department of Internal Affairs (DIA) and approved as follows:

Mauri o Waiwaiā I te Awa o Waipā – Tōkiti Phase 1	\$100,000
Kāwhia Seawall Defence	\$730,000
Improving Ōtorohanga College	\$1,640,000
Ōtorohanga Ora – Contestable Fund	\$130,000

4.5. The four projects total \$2,600,000. Staff recommended that Council apply for the surplus \$60,000 as a staffing budget to administer the BOF, oversee the projects and undertake the reporting back to the Government. This remaining funding was approved.

5. PROJECT: Improving Ōtorohanga College

5.1. ‘Improving Ōtorohanga College’ is an externally led project. Outcomes include support for curriculum, infrastructure upgrades, staffing and a feasibility study of the hostel. The community’s desire for continued support of the College has been identified in the development of all concept plans, the economic wellbeing strategy and the 2024-2034 LTP.

5.2. This report is to support the presentation from Ōtorohanga College on outcomes to date from the BOF investment.

Progress to date

5.3. The College conducted a survey to ascertain what the students wanted to learn through modules not included in the regular curriculum. Based on the feedback more than 10 new modules have been delivered to date under the following subjects:

- e) Mechanics
- f) Hospitality
- g) Art Modules
- h) Digitech
- i) Information Technology
- j) Agriculture & Horticulture
- k) Physical Education & Health
- l) Food Technology
- m) Wood Technology

5.4. Resources to effectively educate students in various subjects have been purchased including equipment specifically to support the arts, technology, hostel feasibility study, music, photography, hall lighting and sound system, physical education, along with technology hubs to support general learning.

5.5. Work completed:

- a) Upgrade of computers in each classroom abbreviated to Computers on wheels (COW's)
- b) Placement of learning support staff within the College
- c) Hall lighting and sound equipment
- d) Hall kitchen
- e) Hostel Feasibility Study: In 2023 the College completed the feasibility study for the hostel and made the ultimate decision to close the hostel from 2024. The Ministry of Education now run regular buses to and from local education providers for impacted families and students.

5.6. Work yet to be completed:

- a) Design a leadership development programme for students
- b) Delivering modules
- c) Building infrastructure upgrades
- d) Continued employment of learning support staff
- e) Further technology upgrades

Funding

5.7. The total project is \$1.64 million. The College have claimed a total of \$641,143 to date. Council have paid the College this amount with a claim lodged to DIA to reimburse these funds.

6. Other projects

6.1. Staff have recently provided updates on the other three projects, so no further updates are required at this time.

Item 166 Sport Waikato Annual Report for 1 July 2023- 30 June 2024

To Ōtorohanga District Council

From Nicky Deeley, Manager of Community Development and Wellbeing

Type **INFORMATION REPORT**

Date 25 August 2024



1. Purpose | Te kaupapa

- 1.1. To provide an annual update on the results of Sport Waikato’s activities in relation to the promotion and support of sport and recreation in the district.

2. Executive summary | Whakarāpopoto matua

- 2.1. This report is accompanied by the Sport Waikato twelve-month report for 1 July 2023- 30 June 2024, attached as Appendix 1. Together they show the full years activities against outcomes aligned to their Regional Strategy for Sport and Recreation in the Waikato – Moving Waikato, which is underpinned by a focus on three key areas; Our People; Building Communities; and Regional Leadership.
- 2.2. Sport Waikato receives an annual operational grant of \$35,000 for contracted services to support outcomes in play, active recreation, and sport in the Ōtorohanga District. These projects and activities are numerous and are detailed within the attached appendices.
- 2.3. A further \$3,380 per annum is granted as a contribution for the delivery of the Waikato Regional Active Spaces Plan.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council receive the report ‘Sport Waikato Annual Report for 1 July 2023- 30 June 2024’ (document number 776828) from Nicky Deeley, Manager of Community Development and Wellbeing.

4. Discussion | He kōrerorero

- 4.1. This report is accompanied by the Sport Waikato twelve-month report for 1 July 2023- 30 June 2024. Together they show the full years activities against outcomes aligned to their Regional Strategy for Sport and Recreation in the Waikato – Moving Waikato, which is underpinned by a focus on three key areas; Our People; Building Communities; and Regional Leadership.
- 4.2. Council committed \$35,000 per annum for contracted services to support outcomes in play, active recreation, and sport in the Ōtorohanga District, and a further \$3,380 per annum as a contribution for

the delivery of the Waikato Regional Active Spaces Plan across the first 3 years of the 2024-2034 Long Term Plan

- 4.3. The contract service includes the delivery of their Regional Strategy for Sport and Recreation in the Waikato – Moving Waikato – which is underpinned by a focus on 3 key areas:
 - a) Our People: More adults, more children ‘Out there and active’
 - b) Building Communities: Helping communities to help themselves
 - c) Regional Leadership: Leading and delivering change.
- 4.4. The Sport Waikato Regional Connectivity Coordinator (West), Robbie Matthews, operates from Council premises once a week and connects with Council’s Nicky Deeley- Manager of Community Development and Wellbeing- on a regular basis to discuss projects, outcomes, activities and challenges which are captured in the attached appendices.
- 4.5. Amy Marfell is the Sport Waikato General Manager Regional Leader.

5. Appendices | Ngā apitihanga

Number	Title	Document number
1	Sport Waikato Report - July 2023 to June 2024	N/A

Otorohanga District Report

Date Range: 1 July 2023 – 31 June 2024

Contents

1. ORGANISATIONAL UPDATE/S – Rob Wadmore, Sport Waikato GM Regional Leadership.....	1
2. OTOROHANGA SPORT AND ACTIVE RECREATION PLAN MAJOR PROJECT UPDATES.....	2
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ORGANISATIONAL UPDATE/S – Rob Wadmore, Sport Waikato GM Regional Leadership

The work of Sport Waikato staff is guided by the Regional Strategy for Sport and Recreation in the Waikato – Moving Waikato – which is underpinned by a focus on 3 key areas: Our People; Building Communities; and Regional Leadership.



Like Council, the last twelve months has seen Sport Waikato planning for the future while maintaining the momentum of the present and building on what has been an encouraging couple of years in terms of achieving our strategic objectives of increasing the participation in Play, Active Recreation and Sport across the region. The success of our strategy hinges on our role as the provider of knowledge, data, expertise, and insights as well as our ability to form meaningful and productive partnerships such as our relationship with Council, to enable sound planning and decision making to take place. On this latter point, we are incredibly proud and appreciative of the work that Sport Waikato and Council has undertaken together, and we know that through our joint efforts, our shared goals will be achieved, and our communities will be enriched from the benefits gained from being physically active. We recognise that the current economic environment presents challenges for all organisations not least Council, and again we are grateful for your ongoing support of our mahi. Sport Waikato prides itself on being a supportive partner and one that can clearly demonstrate a good return on investment, and I trust that this is reflected in our latest and update and report.

Over the past 12 months, two key regional projects have been instigated by Sport Waikato (with support from our Territorial Local Authority partners) that will have a significant effect on physical activity participation and wellbeing in our region’s communities:




OTOROHANGA SPORT AND ACTIVE RECREATION PLAN MAJOR PROJECT UPDATES


STATUS	On Track 	Some Challenges 	High Risk 	Complete 
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Focus Areas	Progress	Further Considerations/ Proposed Future Actions	Status
<p>Opportunities for activity in the district are promoted via a central digital hub that is accessible to the community</p>	<p>The launch of our new regionwide Actively website is in the final stage with testing and data population having taken place. While the development has taken longer than expected, the importance of providing a great experience the first time to keep people coming back is priority. Final changes to the site are underway, and then we will go out to our current providers to ensure all listings are up to date before launch.</p>	<p>Sport Waikato will communicate the launch of the new Actively website via multiple social media channels and will also seek council support to help ensure a region wide reach and uptake.</p>	
<p>Support activity deliverers in the district to better understand the needs of the participant (with a particular focus on target groups of children and young people, women and girls, and deprived communities)</p>	<p>Tū Manawa Sport Waikato has actively supported the local education, community and sport and recreation sector in the region to access Tū Manawa funding opportunities to support the delivery of sport and recreation programmes, activations and play for children (tamariki 5-11 years) and youth (rangatahi 12-18). The fund aims to provide quality opportunities in play, active recreation and sport for those who are missing out.</p> <p>Within the Otorohanga district during this reporting period \$8035 has been allocated to two key initiatives:</p> <ul style="list-style-type: none"> • Otorohanga Pools – HER project • Otorohanga RDA <p>An additional \$87,433 was awarded regionally with Otorohanga District components included within the following successful applications</p> <ul style="list-style-type: none"> • Waikato Galaxy Touch • Maniapoto Sports & Cultural Association • King Country Rugby Union • Waikato Women’s Rugby League • Northern Cricket Community Connection Festivals <p>We are working with future applicants for the next round of funding by providing support and advice through the expressions of interest process.</p>	<p>Sport Waikato will continue to drive applications from the district, including but not limited to, sports clubs, recreation providers and education settings (e.g. primary and secondary schools).</p> <p>Sport Waikato are actively looking to support delivery within the Otorohanga District.</p> <p>We would also invite Council to consider applications to the fund for the purposes of any play, active recreation and sport delivery projects that they may wish to implement.</p> <p>Sport Waikato will continue to provide deliverers with connections and links to specific participation data, profiles and trends to assist with modifications in programming</p>	




	<p>Targeted Participation We are in conversation with Waitomo Golf club and Piopio Golf Club to grow female membership through alternative formats, such as "Sip & Swing" sessions that allow women to have a go at golf in a welcoming and inclusive environment.</p>	<p>and or delivery methods to ensure quality experiences.</p>	
<p>Grow local sector capability through the provision of targeted workshops and education initiatives</p>	<p>Growing Connections Conference - In November, Sport Waikato hosted the inaugural Growing Connections Through Play, Active Recreation, Sport and Curriculum Conference – a capability building event for primary, intermediate and secondary school principals, teachers, sports coordinators and sport staff as well as those leaders working in community sport and recreation settings (e.g., regional sporting organisations (RSOs) and clubs).</p> <p>Otorohanga School Attendees: <i>Kiokio, Maihihi, St Marys, Otorohanga Primary, Kinohaku, Otewa, Otorohanga South.</i></p> <p>Professional Learning in Primary Schools - Within the Otorohanga District Kaahui Ako, 5 school’s completed strength and needs analysis exercises. These help to identify and celebrate what is done well, but also to identify areas for support and development, within health, physical activity, and sport.</p> <p>Additionally, using Sport NZ’s Move Well resource, whole staff training opportunities were facilitated, with the aim being to help support competence and confidence within teachers to deliver quality HPE opportunities to students.</p> <p>Kahui Ako/Otorohanga District School Cluster - Sport Waikato facilitated Professional Development Workshops alongside leaders in the following schools:</p> <ul style="list-style-type: none"> • One on One HPE Planning school-wide – Maihihi, Piripiri • Supported re-imagined Maihihi • HPE planning whole School – Kinohaku • HPE Planning – Otorohanga Primary • St Mary’s Principal Support – Providing resources and guidelines for a Parent/Supporter Code of Conduct for Winter Sports 	<p>Sport Waikato will continue to connect the local sport and recreation sector with opportunities to enhance their capability and sustainability.</p> <p>We will look to targeted initiatives to support youth sport participation (e.g., Good Sports and Balance is Better), targeted participation (e.g. This is ME), and governance.</p>	





<p>Support Coach Development in the district in both school and community settings</p>	<p>Sport Development Initial engagement with Otorohanga College to identify leaders within the school around connecting, supporting and growing coaches and volunteers, with a key objective to have a more quality experience for volunteers and participants being integral to this engagement within these schools.</p> <p>Sport NZ ‘Active As’ Project – King Country Cluster Sport New Zealand Ihi Aotearoa have launched a new project between regional agencies and themselves supporting secondary schools and wharekura to provide quality active recreation and sport opportunities. 40 secondary schools and wharekura will be supported to design and implement their own physical activity initiatives through to December 2026.</p> <p>There are 4 King Country schools that have been selected to be part of this project. The King Country Cluster includes Taumaranui High School, Te Kuiti High School, Piopio College and Otorohanga College. Each school will receive between \$80 - \$100k every year for 3 years towards the project activities. These schools are 4 of only 40 schools in Aotearoa that have been selected to be part of this project.</p> <p>Schools are to design their own initiatives. Rangatahi voice should be at the heart of the Active As initiative to ensure akonga are able to be active the way they want to be. Schools are encouraged to consider through their design, the below points:</p> <ul style="list-style-type: none"> • Enhancing the wellbeing of rangatahi through physical activity • Increasing the physical activity levels of rangatahi, particularly those that are less active • Demonstrating the value of physical activity to educational priorities <p>Sport Waikato, as the regional support agency, have been providing professional learning and development and access to local support networks</p> <ul style="list-style-type: none"> • Have supported the identified schools rangatahi leaders at the two Sport NZ project workshops held late in 2023 • Supported schools to complete and present their projects to a panel for feedback 	<p>Continue to support RSO’s in working with their respective game deliverers to encourage the adoption of ‘Good Sports’ through their channels.</p> <p>Encourage other codes to adopt a similar philosophy within the district, through this example, to ensure a quality experience.</p> <p>Sport Waikato will continue to work alongside RSO’s to support them in their planning for further quality provision for sport across the region.</p> <p>Sport Waikato will continue to connect the local Secondary Schools with opportunities to enhance their participation in local sporting and active recreation opportunities. Sport Waikato will ensure Rangatahi have a voice within Play, Active Recreation and Sport within their local communities.</p>	
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	<ul style="list-style-type: none"> All schools have completed their presentations and their proposals have been approved by Sport NZ Sport Waikato staff have since met with the schools individually to discuss implementation of the project. <p>King Country Secondary School Sports Coordinator Cluster meeting The Cluster meeting hosted by Sport Waikato Sport Development, Secondary School lead and 'This is Me' teams. Representatives from Taumarunui, Piopio, Te Kuiti, Oparure, Otorohanga and Te Awamutu were at the meeting.</p> <p>These cluster meetings provide an opportunity for the Regional Connectivity Coordinator to present the concept of the Waitomo and Otorohanga District Sport and Active Recreation Advisory Group. Schools to identify youth from respective district schools to be a voice within this advisory group.</p> <p>Other topics of discussion included the Rural Travel Fund, that is managed by Councils, and the need for more support within this Fund for the rural districts. Travel presented as the biggest barrier for all the above schools. This Cluster have already been collaborating on a range of actions from the meeting including:</p> <ul style="list-style-type: none"> Initiating sharing of players to make up combined sports teams to ensure Rangatahi had an opportunity to participate in their chosen sport Initiating small game, fun opportunities to be able to have a go at sport within their lunchtime and PE spaces. Sharing concepts and brainstorming in this cluster space Coordinate King Country winter and summer interschool sport fixtures and programme 		
<p>Lead the development and review of the district sport and recreation plan, in collaboration with the District Council</p>	<p>Local PARs Plan The new edition of the plan is currently being developed (alongside Council staff) and will look to align with council's LTP processes. This evidence-based plan combines local and regional insights, including participation and demographic trends from clubs, organisations, and community members. Staff can access the data and trends already outlined in the draft plan.</p>	<p>The Regional Connectivity Coordinator will work alongside the steering group and bring in other staff to form the action plan that comes out of the new edition. Guidance will be sought from council staff on the consultation and</p>	




		adoption process over the next couple of months to ensure the plan aligns with LTP processes.	
<p>Drive key outcomes, alongside District Council staff, as identified in the district sport and recreation plan – including and with specific attention to local facilities projects</p>	<p>King Country Indoor Stadium (Gallagher Recreation Centre) Although not located within the Otorohanga district, this is a sub-regional stadium development that will provide benefits to the people of Otorohanga. The Sport Waikato Regional Connectivity Coordinator continues to promote the facility and opportunities within the facility to the wider community, including cross district opportunities (Regional), both now and into the future.</p>	<p>Sport Waikato will continue to support this project through the various stages as the Indoor Stadium is highlighted as a key infrastructure project in the Waikato Regional Active Space Plan.</p>	
	<p>Council 2022 - 2023 TCP Consultations Sport Waikato submitted to the below highlighted actions in the draft TCP</p> <p><u>Transport and Circulation</u></p> <ul style="list-style-type: none"> • Supports councils proposed investment into creating an interconnected walking and cycling network for Otorohanga • Supports the concept of improved safety and ease of access around town <p><u>Catalyst Projects</u></p> <ul style="list-style-type: none"> • Supports councils proposed investment into development of an Otorohanga Sports and Recreation Hub, recommend that council follows the process of the Sport NZ Hubbing Guide which has a focus on partnership, locally led engagement and the formation of robust and sustainable governance structures to ensure optimisation of community spaces before facility concepts are explored • Supports the revitalisation of the Memorial Pool upgrade as this is important for the community, with the need to apply a lens of optimisation <p>LTP 2024-2034 Consultations</p> <p>The Sport Waikato Regional Connectivity Coordinator was included on the Reserve Management Strategy and Plans working party and supported council to connect the sports clubs to attend the relevant consultation meetings to ensure that they understood the LTP process and the contribution they could have within this process.</p>	<p>Sport Waikato – through the Regional Connectivity Coordinator’s presence within this process can provide this neutral stance utilising insights, data, trends using regional and or national examples and case studies to ensure informed decisions are based on need.</p> <p>Sport Waikato to lead the below TCP assessed priority actions on behalf of Council</p> <ul style="list-style-type: none"> • Work with Otorohanga sports community to scope a Sports and Recreation Hub • Otorohanga Cycleways Project – Develop a district wide cycle trail network and interconnected walking and cycling network for Otorohanga. Includes Otorohanga to Waitomo 	





<ul style="list-style-type: none"> • 4 consultation meetings were held with the sports groups involving conversations regarding the Island Reserve, Otorohanga Domain and Otorohanga College • 1 meeting was held with Otorohanga College specifically to consider any community/school partnerships to be included in the Sports Hub concept <p>The Regional Connectivity Coordinator also attended a number of the other LTP consultations for the Multipurpose Community Hub and the Economic & Well Being Strategy as an opportunity to engage with community and share insights into other projects and possibilities that aligned with these concepts.</p> <p>This proved to be an excellent opportunity to engage with the wider community and share the Island Reserve development which was more a community recreational activities park focus than a straight sports park.</p>	<p>Cycleway and Bike Park (ODDB)</p> <p>Regional Connectivity Coordinator presently supporting an Otorohanga Community Board (OCB) working party with the development of fitness equipment on the river stop bank trail.</p> <p>Regional Connectivity Coordinator has connected the OCB working party and Parks and Reserves team around supporting the Huiputea Reserve development TCP action as well as the stop bank trail. Staged approach with goal of connecting the town green spaces.</p> <p>Regional Connectivity Coordinator connected and supported council to have positive and meaningful conversations with the identified major sports users around the potential to develop the Sports Hub concept and in particular the Island Reserve, Otorohanga Domain and Otorohanga College sports facilities.</p> <p>Sport Waikato will continue to support these projects through their various stages.</p>	
<p>Building Connection with Otorohanga Community Board and Otorohanga District Development Board</p>	<p>Continue to have conversations with and work alongside stakeholders to engage teams within stakeholder</p>	





<p>Regional Connectivity Coordinator has had several meetings with Michelle Hollands to consider collaboration opportunities within potential projects that the Development Board are working on within the Play, Active Recreation and Sport space e.g., Bike Park and developing a cycleways strategy.</p> <p>Continues to support the Community Board where needed with the Fitness Trail.</p>	<p>working parties to consider and embrace play, active recreation and sport in their planning and collaborative projects.</p> <p>Sport Waikato to lead the below TCP assessed priority actions on behalf of Council:</p> <ul style="list-style-type: none"> Otorohanga Cycleways Project – Develop a district wide cycle trail network and interconnected walking and cycling network for Otorohanga. Includes Otorohanga to Waitomo Cycleway and Bike Park (ODDB) <p>Regional Connectivity Coordinator presently supporting an Otorohanga Community Board (OCB) working party with the development of fitness equipment on the river stop bank trail.</p>	
<p>Hubbing Sport Waikato continues to work alongside both Council and Community to explore needs and options within and for the community, with current infrastructure, needs and feasibility also being considered. External consultants have been appointed to explore options further.</p>	<p>Sport Waikato will continue to connect the local sport and recreation sector (e.g., clubs) with opportunities to reflect on and enhance their sustainability.</p>	



	<p>The Sport Waikato Regional Connectivity Coordinator has used the opportunity to connect with the local sport and recreation sector, through the process of following up survey uptake, to have thought provoking conversations around opportunities to collaborate.</p> <p>Regional Connectivity Coordinator has been supporting Council around the potential Hubbing opportunity at the Island Reserve. Potential Community, Sport, Council and Iwi partnership – Otorohanga Community & Sports Hub.</p> <p>Otorohanga RDA had been looking at developing their facility at the Island Reserve. The Regional Connectivity Coordinator has been supporting them within the needs assessment around this. Discussions included potential to relocate and consider the concept of collaboration with other equestrian groups in the district. RDA are very interested in this concept and want to explore this opportunity.</p> <p>Discussions have now led to local gifters purchasing 20 acres of land on the edge of Otorohanga to facilitate an Otorohanga Equestrian Hub & Rural Park which will include RDA as a focus user but has the potential to include Otorohanga Pony Club, Otorohanga Adult Riding Club, Otorohanga Polox and other sport and recreational activities.</p>	<p>The Regional Connectivity Coordinator alongside council hosted a 'State of Sport' forum in August 2023. Inviting all sports into an environment where they can share the current state of their sport and what the future looks like. Attendees workshopped in small groups, shared insights and discussed potential opportunities going forward to collaborate.</p> <p>Regional Connectivity Coordinator supporting RDA with a feasibility study that they are undertaking with APR Consultants from Rotorua. Study to factor in the wider equestrian and community park opportunities.</p>	
<p>Provide stakeholders with district specific insights to support decision-making and enable community conversations</p>	<p>Voice of Tamariki (VOT) & Voice of Rangatahi (VOR)</p> <p>The Voice of Rangatahi (VoR) survey is a collaboration between Sport New Zealand and Regional Sports Trusts (RSTs). The RSTs and schools that take part have direct access to their own and regional data, which helps them establish what is working and what could be improved with physical activity at secondary schools.</p> <p>We worked with Otorohanga College to complete the Voice of Rangatahi survey alongside their students.</p> <p>We additionally collected end of season secondary school participant data on competition experience in rugby, football, netball, hockey, badminton, and basketball. Local plan reports - to continue review with data from Census 2018 (soon to be 2023), NZSSC (2022), ActiveNZ (2021 - boost) and support from</p>	<p>Encourage district schools to participate in the VOR surveys to ensure a local perspective and inform Sport Waikato support mechanisms moving forward.</p> <p>Encourage district schools to participate in the VOT surveys to ensure a local perspective and inform Sport Waikato support mechanisms moving forward.</p> <p>Continue to provide deliverers with connections and links to</p>	



	<p>community (2022), club (2022) and RSO (2022) surveys - and VoT (2022 and 2023), VoR (2022).</p> <p>District profile review being completed and updating required.</p> <p>Target demographic profiles</p> <ul style="list-style-type: none"> - Disabled - Māori - Pacifika - Asian - Women and Girls <p>Roll out of SportsEye/ActiveXchange to RSO's.</p>	<p>specific participation data, profiles and trends to assist with modifications in programming and or delivery methods to ensure quality experiences.</p> <p>Ensure relevant parties have access and are aware of these profiles to assist with decision making processes – particularly when organisations are considering applying to external funders.</p>	
	<p>SportsEye - Sport Waikato have partnered with data intelligence company ActiveXChange to assist with regional wide infrastructure, participation, and community profile mapping to help inform future planning for play, active recreation, and sport provision. Through partnership with Sport Waikato, council have access to the use of this resource.</p>	<p>We are collaborating with council staff to use this tool as evidence for projects. This has included playground surveying, community hall use, usage patterns of parks and reserves, and levels of service. We are further supporting the development of this platform with the ingestion of sport specific membership data.</p>	●
<p>Contribute to Council conversations about play, active recreation and sport via regular meetings and collaboration on key projects</p>	<p>Sport Waikato would like to thank the Otorohanga District Council for their willingness to allow the Regional Connectivity Coordinator a regular hot desk arrangement within council offices, specifically within the community facilities team, that has allowed for these types of conversations to take place on a regular basis.</p> <p>Season Transition Guidelines – Conversation with staff to raise awareness of this partnership document between council, RSO and Sport Waikato. The guidelines support the idea of limited season lengths, creating a window for field transition and maintenance between seasons and sports, and ultimately increasing players welfare through reducing competing demands for time, and increasing the quality of player experience.</p>	<p>Continue to have conversations with and work alongside Council to engage teams within Council to consider and embrace, play, active recreation and sport in their planning and collaborative projects.</p> <p>Sport Waikato to Work with identified council staff from across all business units who could further benefit from an Internal PD workshop to be arranged in 2024.</p>	●

	<p>Play Workshop – Council staff attended a regional Play Workshop, facilitated by Sport Waikato in 2023, to discuss the role, opportunities, values, and benefits of Play to further promote and meet community wellbeing aims.</p> <p>Waikato Regional Spaces & Places Forum – November forum centred around the development of the next Waikato Regional Active Spaces Plan and involved presentations on insights, accessibility (Be.Lab) and Sport NZ facility updates and environmental sustainability, followed by workshopping on these issues.</p>	<p>This will include a workshop around the opportunity to develop play concepts within their respective planning, projects, and activities.</p> <p>Follow up has included a questionnaire to Mayors, CEOs and technical staff regarding their understanding and usage of the WRASP document, for further workshopping online in December, and a 4th edition being published in 2023.</p>	
<p>Increase collaboration and connection between key stakeholders in play, active recreation and sport in the district through community partnerships</p>	<p>A key role of Sport Waikato staff is to support connections between key stakeholders in play, active recreation and sport to enhance community outcomes. Key projects where Sport Waikato is supporting this type of action is involvement in the King Country Indoor Stadium project and the District Sport and Active Recreation Advisory Group and scoping Hubbing opportunities.</p> <p>Regional Connectivity Coordinator presently working on 2 Hubbing opportunities within the Otorohanga District.</p> <ul style="list-style-type: none"> • Otorohanga Equestrian & Rural Park Hub – includes Otorohanga RDA, Otorohanga Pony Club, Otorohanga Adult Riding Club and Otorohanga Polocrosse Club and Community • Otorohanga Community & Sports Hub – Includes Reserve and Otorohanga Domain sports users <p>The King Country Rugby Union continues to be part of a Good Sports project alongside Thames Valley and Waikato Rugby to message the value of promoting climates of development through appropriate competition structures and delivery.</p>	<p>Continue to work alongside key stakeholders who activate play, active recreation and sport opportunities across the district.</p>	
<p>Identify opportunities to appropriately celebrate positive sport and recreation outcomes</p>	<p>In January 2024 – the Waikato Sport & Active Recreation Awards, hosted by Sport Waikato, were held at the Claudelands Event Centre.</p>	<p>Sport Waikato will continue to celebrate the success of positive sport and recreation outcomes</p>	



	<p>Following the success of the 2022 awards, despite being held under Covid Protection Framework, this community-focused celebration will recognise excellence across seven categories: Community Connection, Sport & Active Recreation Partnership, Outstanding Active Space Initiative, Commitment to Diversity & Inclusion, Community Unsung Hero, Community Coach, and Commitment to Youth Engagement.</p>	<p>within the Waikato Region, not least because they align with our strategic outcomes, but importantly these individuals, groups and initiatives often go unrecognised.</p>	
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REGIONAL SPORT WAIKATO PROGRAMME UPDATES

Programme	Programme Updates
<p>Waikato Regional Active Spaces Plan (WRASP)</p>	<p>Sport Waikato continues to guide the progression of facility development priorities projects, optimisation and governance initiatives outlined in the Waikato Regional Active Spaces Plan (WRASP), along with supporting partners with spaces and places planning advice, growing the region’s facilities planning network. Sport Waikato on behalf of the WRASP Advisory Group have engaged the services of Robyn Cockburn (Lumin) to assist with planning the next edition of the plan. During this reporting period we ran workshops with Regional Sporting Organisations, Funders and Venue Managers to assist the development of the 4th edition of the Plan which will help inform council’s ongoing decision making.</p>
<p>Regional Natural Bodies of Water – Network Plans</p>	<p>A Natural Bodies of Water Network Plan, co-funded by 10 Local and regional government partners, has begun with the purpose of guiding the way we interact with natural bodies of water and ensures the network of spaces providing opportunities for play, active recreation and sport remains sustainable into the future.</p> <p>Sport Waikato on behalf of the WRASP Advisory Group have engaged Visitor Solutions to develop the Waikato Natural Bodies of Water Network Plan which is a key recommendation of the Waikato Regional Active Spaces Plan (WRASP). This regional wide piece of work will be to develop a plan of natural bodies of water (lakes, rivers, oceans) accessible for a range of user groups including on-water activities (rowing, kayaking, sailing, waka ama, dragon boating) and include information about water quality and site management. This work will include developing an inventory of existing facilities and ancillary infrastructure currently supporting water sport, active recreation along with providing recommendations around investment. Territorial Local Authorities, the Waikato Regional Council and Sport NZ (through Sport Waikato’s partnership) have funded the project. This Network Plan will be released in August 2024. This work has identified over 5,000 assets (formal or natural) which currently assist with play, active recreation and sport opportunities across natural water environments, along with identifying participation trends. This work will help to inform further planning across these environments and regional collaborative opportunities.</p>
<p>Waikato Regional Water Safety Strategy 2023-2030</p>	<p>On December 1st, we were proud to launch the Waikato Regional Water Safety Strategy – a nation first and the beginning of the Waikato region’s targeted and collaborative efforts to reduce the number of preventable drownings in the region to 0 by 2030.</p> <p>The strategy, which was formed by a steering group comprising Sport Waikato representatives (CE and GM), Water Safety NZ CE, Swimming Waikato CE, a Waikato Tainui representative, 2 Waikato TLA CE Forum representatives (Waikato District Council CE and Hamilton City Council GM Community), Regional Director Ministry of Education – Waikato and the Waikato Regional Council Harbourmaster.</p>



	<p>We wish to thank Council for their endorsement of the strategy through the CE forum and look forward to working with Council, its staff, and Elected Members as we begin implementation.</p>
<p>Sideline Behaviour – Positive Vibes Only</p>	<p>Positive Vibes Only Campaign Implementation - WSSSA, Waikato Rugby, Waikato Hockey, ND Cricket, Netball WBOP, WaiBOP Football, Waikato Volleyball, Waikato Touch, Hamilton City Netball are working with their communities to highlight what a positive sporting experience looks like and how important adults are in influencing that experience</p>
<p>This Is ME</p>	<p>Sport Waikato has embedded accessibility and inclusion focuses into the renewal of local play, active recreation and sport plans. Equally this has been embedded into renewal process of the WRASP to ensure accessibility and inclusion are a key focus.</p> <p>In March, we launched a series of online modules to build the capability of providers to deliver quality opportunities to women and girls that meet their needs. So far, 45 people from a range of sports and active recreation opportunities have enrolled to complete the modules.</p> <p>In collaboration with the Marketing and Comms and Insights and Evaluation Teams, we have updated the regional profiles for targeted groups to help inform district decision-making and prioritisation, and to reinforce the need for targeted provision. The spotlight on women and girls was launched in March, with a profile of disability already released and the remaining profiles currently being designed.</p> <p>We have partnered with Be.lab (accessibility consultancy) to create a bespoke self-assessment tool to allow council partners to assess the accessibility of parks, playgrounds, and reserves as part of maintenance and renewal planning. The tool will be piloted later this year by South Waikato District Council and will be made available to other council partners via a staged approach from 2025.</p> <p>The Accessibility & Inclusion (Disability) Network continues to grow and provide a collaborative opportunity for service providers, physical activity providers, and agencies throughout the Waikato region who primarily cater to people with a disability. The aim remains to encourage greater connection, collaboration, and resource sharing. The network includes 14 representatives from 11 different disability organisations (Blind Low Vision; Halberg; Special Olympics; Parafed Waikato; Starjam; Enabling Good Lives Waikato; My Life My Voice; Equipotential; Enrich+, Hamilton City Council; Brain Injury Trust). At least 8 connections or partnerships have been formed (such as multisport days and all abilities events) to ensure more disabled people have a variety of opportunities to be active. So far, 100% of attendees have found the hui valuable and have identified collaboration as the main driver for participation.</p>



Item 167 Roothing Activity quarterly update – August 2024

To Ōtorohanga District Council
From Paul Strange, Manager Roothing
Type **INFORMATION REPORT**
Date 27 August 2024



1. Purpose | Te kaupapa

1.1. To provide a comprehensive overview of the state of our district’s road network, highlighting key developments, challenges, and progress made in maintaining and improving our vital transportation network.

2. Executive summary | Whakarāpopoto matua

2.1. Our roads connect our community. This report will cover various aspects of the roading infrastructure over the last quarter, including maintenance activities, capital projects, safety initiatives, budget allocations, and environmental considerations. It will also discuss how external factors such as weather impacts our forward works programming. We will also give a brief report on the previous financial year achievements and costings.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council receive the report titled ‘Roothing Activity quarterly update – August 2024’ (document number 775746) from Paul Strange, Manager Roothing.

4. 2023/24 - Delivered Roothing Programme



Significant achievements in 2023/24

- Lethbridge Bridge Deck \$500k completed

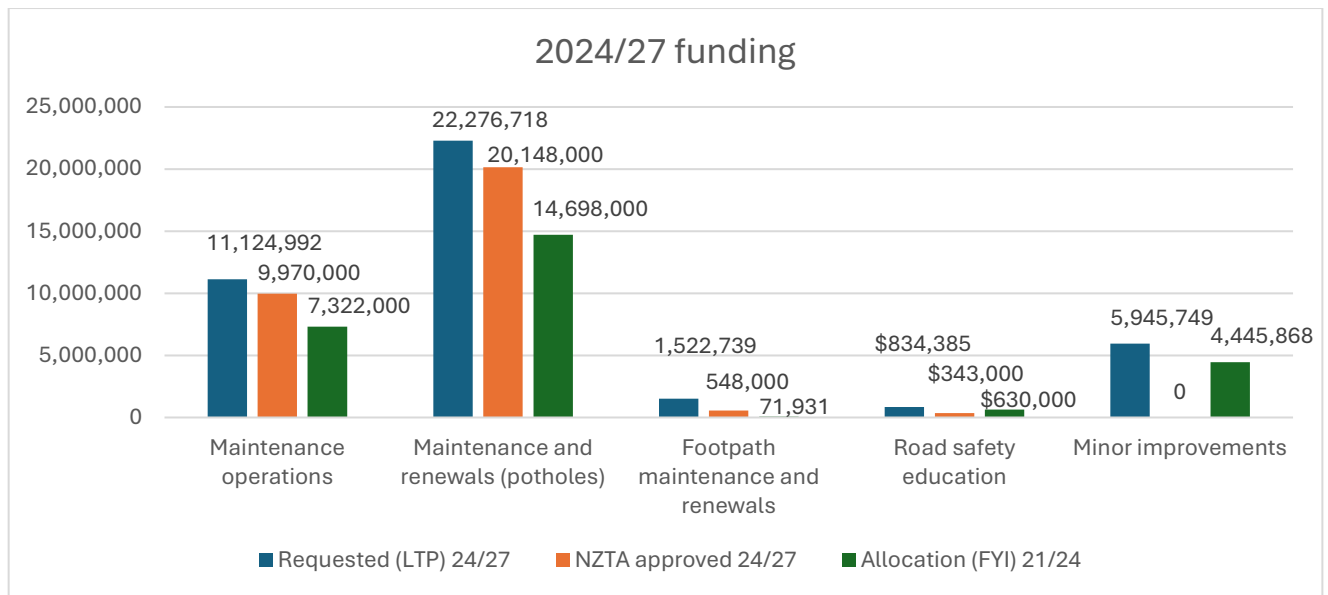


- Culvert upgrades \$922k, 93 culverts upgraded, including four major culverts replaced.
- Huiputea Drive, \$100k drainage works completed. Planning resurfacing ASAP (September).
- Reseals \$1.4M, 39.0kms completed including Ōtewā Road underpass asphalt resurfaced.
- Metal road resurfacing \$620k, 46.8kms completed in Area 4. (Harbour Rd, Kawhia)
- Pavement renewals and improvements at Te Tahi, Honikiwi, Waipapa and Huirimu Roads.
- Mangatutu Reserve carpark and track closure, met with interested parties, and tidied up the parking area, while stopping 4x4 vehicles from causing damage over a wider area.



- Minor events (slips and washouts) \$378k all work completed.
- No footpath, or kerb renewals completed.

2024/27 budgets allocation from NZTA (3 year block funding, NZTA+ Council funding)



Summary

- 4.1. Maintenance Operations and Renewals – While our funding is less than requested, it is more than we were funded previously so we can still incorporate some great improvements to our network. We also need to be able to cover a major environmental event as NZTA has changed their funding. This was outlined in the previous Roding quarterly update.
- 4.2. Footpaths - a major change in our renewal programme is required, but we can do better than our previous patching only work programme. Some reliance on Minor Improvements which is not clear yet. Reduced funding will have an impact on supporting the Town Concept Plan goals.
- 4.3. Road Safety – reduced programme still addressing alcohol, drugs, fatigue, micromobility (elderly) and restraints. Ceasing previous programmes for youth driver training, motorcyclists, cycling and rural intersections. The focus will be on our greatest risk areas, with a programme that maximises Council’s presence in the community.
- 4.4. Minor Improvements – still waiting for confirmation on this funding at the time of writing this report. We will need to limit reliance on this work to enhance our 2024/25 renewals.
- 4.5. Funding was histrionically split between operations and renewals. Funding now split between operations and potholes. No new funding exists.

5. 2024/25 work programme

Road maintenance contract

- 5.1. Overall, our maintenance and renewal programmes and budgets for the 24/25 year are developing, with some adjustments to accommodate reduced NZTA funding. No financial reporting this quarter.
- 5.2. The pre-seal repairs for 2024/25 are 60% completed, which puts us well placed for next summer’s reseals.

- 5.3. Safety improvements - none planned as budgets not confirmed.
- 5.4. Vegetation control is on track with a high cut mow completed in July/ August
- 5.5. No new slip events of note.
- 5.6. Cannon Road permanent repairs have been completed.

Area wide treatments

Road	Start	End	Estimate	Notes
Ngutunui Rd	1.20	3.80	\$785k	Start September/Oct - Possible Daytime Road Closure
Harbour Rd	6.80	7.80	\$380k	
Okupata Rd	0.30	1.10	\$380k	May defer till 25/26
Aotearoa Rd	7.00	8.40	\$375k	
Waipapa Rd	7.67	8.19	\$205k	
Waipapa Rd	11.62	12.08	\$140k	1 lane only

- 5.7. We are planning to overspend our annual budget (adjust from next year) to reduce chance of a winter of managing a slippery road. All roads above are causing current operational issues and increasingly unsafe surfaces in adverse weather.
- 5.8. Note that \$2M was removed from this area in the 2021/24 period to manage budgets. This has created a backlog we need to manage.

Reseals

- 5.9. Chipseals 45kms programmed.
- 5.10. Asphalt surfacing is planned for the rail underpasses at Huiputea Drive. Works will be disruptive and needs planning to reduce impacts. This is the only HGV (over 44 tonne) route through Ōtorohanga. Stormwater improvements to control gravel and silt entering the system have been completed.
- 5.11. New contract required for 2024/25 season. Planning three year total contract period to enable consideration of merged Maintenance and Reseal contract from July 2027.

District wide line marking

- 5.12. Full network remark completed in June/ July 2024.

Unsealed bulk metalling

- 5.13. Work has commenced in area 9 and area 3. Ngutunui and Wharepūhunga \$600k.

Urban footpath renewals

- 5.14. Footpath conditions assessments and defects list has been prepared for maintenance contractor to programme urgent repairs.
- 5.15. Footpath renewal programme was developed to encourage replacement of longer lengths of footpath and upgrading of paths in areas of greatest need. This was workshopped at the Kāwhia and Ōtorohanga Community Board meetings in June. The reduced NZTA funding has resulted in planned annual renewal

programme of \$400k being resized to \$125k. We have identified a backlog of around \$800k. We will also need to revisit with the Community Board, as the LTP indicated a much improved service, which we cannot now deliver.

Street light maintenance and renewals

- 5.16. Currently the street light maintenance is being undertaken as an “on request” service with The Lines Company. We have spent under \$5000 YTD so consider the cost of a tender to be unnecessary.
- 5.17. We are seeking approval from NZTA to install flags, the Ōtorohanga Kiwiana icons and decorative lighting on the State Highway Streetlights in the main street.

Bridges

- 5.18. Lethbridge Bridge deck replacement finished and tidied up works are complete.
- 5.19. Bridge report to Council on bridge restrictions and truck restrictions is planned for September 2024.

Drainage and stormwater Resilience

- 5.20. Planning 30 culvert and 2 major culvert renewals in 2024-25. Last year’s 93 culvert renewals have caused a noticeable reduction in our callouts during storms. We targeted our worst performing areas for these culvert renewals, and also improved roadside drainage in these same areas.
- 5.21. Planned water table renewal on all rural reseal sites. This will cause some issues with landowner mown rural berms but will reduce pavement failure in future. We will only recut the areas where we need to improve drainage if the berm is mown.
- 5.22. Future stormwater resilience will focus on critical infrastructure such as roads, bridges, utilities and buildings from erosion and damage caused by excessive water flow and flooding, ultimately reducing maintenance costs and enhancing the longevity of these assets.

6. Issues on the network

- 6.1. Ngutunui Road. The surface is slippery when wet from RP 1.20 to 3.80, we have installed temporary speed limit signage, and additional safety signage. The latest reseal treatment in 2020 was a failed attempt to stretch the life of a section of road that was at the end of its life. The result was unpredictable, rapid failure of the surfacing.



6.2. Te Puia Road, and Jervois Street, Kawhia, we have an issue with Boy Racers (antisocial car behaviour) in Kāwhia causing some concern. Police are involved.

Speed management

6.3. The Interim Speed Management Plan was considered and approved by Council in March 2024. The Speed Management Plan has been amended to reflect Council's resolutions. The Plan has been submitted to the NZTA / MOT Director for final approval. The Director has requested additional information, which we are working through.

Proposed Temporary Road Closures

6.4. Approved

- Hamilton Car Club Rally Sprint - Hoddle and Tauraroa Valley Roads, 18 August. Now cancelled.
- TargaNZ rally 2024, 25 October.

6.5. Upcoming

- Christmas parade 2024. No application received to date.
- Kāwhia Rowing Regatta, 1 January. Application underway.
- Anzac Day 2025, 25 April. Application pending.

NZTA updates

6.6. Awaiting Improvement Funding announcement.

Seal extensions

6.7. None planned

Item 168 Finance Report to 31 July 2024

To Ōtorohanga District Council

From Brendan O’Callaghan, Manager Finance

Type **INFORMATION REPORT**

Date 27 August 2024



1. Purpose | Te kaupapa

1.1. To provide a snapshot of progress against the 2024/25 budget.

2. Executive summary | Whakarāpopoto matua

2.1. The Financial Report for the month ended 31 July 2024 shows the operating surplus being up \$620k, because of the timing of subsidy income and other expenses.

2.2. Capital expenditure and loan repayments were under budget by \$210k. This predominately relates to the timing of some of the capital expenditure, offset by the recent property purchase.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council receive the report titled ‘Financial Report for the month ending 31 July 2024’ (document number 776507) from Brendan O’Callaghan, Finance Manager.

4. Discussion | He kōrerorero

Statement of Comprehensive Revenue and Expenses						
For the Period Ending July 2024						
	Actual	Budget	Variance			Full Year Budget
Revenue						
Rates income	7,612,855	7,583,668	-29,187	0%		15,260,320
Contributions	0	0	0	0%		10,001
Water by Volume Rates	-10,555	0	10,555	0%		2,238,000
Subsidies and Grants	166,532	416,976	250,444	60%		8,346,702
Other Income	77,293	52,738	-24,555	-47%		1,793,376
Other gains/(losses)	0	0	0	0%		0
Total Revenue	7,846,125	8,053,382	207,257			27,648,399
Expenses						
Employee Benefit Expenses	496,925	527,738	30,813	6%		7,192,546
Depreciation and Amortisation	267,494	267,494	0	0%		7,068,676
Other Expenses	512,636	1,217,380	704,744	58%		14,620,180
Finance Costs	-108,406	-17,001	91,405	-538%		221,123
Total Expenditure	1,168,649	1,995,611	826,962			29,102,525
Operating Surplus/(Deficit)	6,677,476	6,057,771	-619,705			-1,454,126

4.1. Overall there is a net surplus to the end of July of \$6,677,476, compared to the budgeted surplus of \$6,057,771. The variance in the surplus against budget is due to:

- Operating Revenue is down on budget by \$207k, due to \$250k down on budget in subsidies and grants. This is offset by \$25k over budget in other income and \$29k over budget in rates income.
- Subsidies and grants is down on budget by \$207k due to the timing of roading claims compared to the budget, with no claim being done for July due to the year-end processes. This has been offset by the claiming of subsidy from Mayor’s Taskforce for Jobs.
- Operating expenses is down on budget by \$827k, with other expenses being \$705k under budget and finance costs being \$91k under budget.
- Other expenses is down due to the timing of expenditure, particularly in the roading maintenance area, as well as the reversing of prior year accruals such as the audit fees.

4.2. Finance costs is under budget due to the reversal of the prior year interest accrual.

Statement of Financial Position			
For the period ending July 2024			
	Actual	Full Year Budget	YTD Last Year
Assets			
Current Assets			
Cash and Cash Equivalents	3,550,920	3,169,964	2,503,223
Trade and Other Receivables	6,896,174	2,295,271	9,026,675
Inventory	85,296	30,910	37,756
Total Current Assets	10,532,389	5,496,145	11,567,654
Non-current Assets			
Investments	7,799,282	7,847,284	7,799,282
Property, Plant and Equipment	392,391,452	405,131,826	392,391,452
Intangible Assets	5,179	157,214	5,179
Total Non-current Assets	400,195,914	413,136,324	400,195,914
Total Assets	410,728,303	418,632,469	411,763,568
Liabilities			
Current Liabilities			
Trade and Other Payables	1,394,923	2,714,955	4,593,631
Provisions	13,030	16,715	14,047
Employee Benefit Liabilities	34,008	447,614	343,912
Income in Advance	451,606	741,189	784,259
Total Current Liabilities	1,893,568	3,920,473	5,735,849
Non-current Liabilities			
Provisions	13,030	16,715	14,047
Employee Benefit Liabilities	34,008	447,614	343,912
Borrowings	12,447,613	6,222,616	6,447,613
Total Non-current Liabilities	12,494,651	6,686,945	6,805,572
Total Liabilities	14,388,219	10,607,418	12,541,421
Net Assets	396,340,084	408,025,051	399,222,147
Equity			
Retained Earnings	160,622,653	162,328,601	163,504,716
Reserve Funds	2,953,952	3,023,221	2,953,952
Revaluation Reserves	232,763,479	242,673,229	232,763,479
Total Equity	396,340,084	408,025,051	399,222,147

4.3. Overall, the balance sheet shows a healthy position at the end of July, with total current assets of \$10.5M, against total current liabilities of \$1.9M, giving a working capital of \$8.6M.

4.4. Current borrowings sit at \$12.4M, which is attributable to the timing of some capital purchases against the timing of rates income being received. All this debt is due to be repaid in September at which time we will pay down what we can based on budgeted cashflow requirements to minimise interest expenditure. We are currently designing a forecast cashflow/debt report and that will be provided in the future.

Combined Cost of Service Statement				
For the Period Ending July 2024				
	YTD Actual	YTD Budget	YTD Variance	Full Year Budget
Operating Revenue				
Activity Revenue	243,825	469,714	225,889	10,140,078
Targeted Rates	3,339,551	3,344,825	5,274	8,927,635
Development Contributions	0	95	95	10,001
General Rates	4,196,641	4,238,843	42,202	8,570,685
Other General Sources	298,150	531,099	232,949	12,902,812
	8,078,168	8,584,576	506,408	40,551,211
Operating Expenditure				
Land Transport	97,553	893,603	796,050	12,880,007
Water Supply	202,305	215,572	13,267	4,504,357
Sewerage Treatment and Disposal	69,155	63,187	-5,968	1,424,444
Flood Protection and Control Works	-9,776	25,824	35,600	182,165
Stormwater Drainage	26,309	10,457	-15,852	341,712
Community Services	188,219	322,022	133,803	5,266,150
Regulatory Services	39,057	183,579	144,522	3,285,240
Community Development	170,311	167,671	-2,640	2,101,971
Governance & Leadership	302,566	677,006	374,440	10,893,227
	1,085,698	2,558,921	1,473,223	40,879,273
Funding Required				
Capital Renewals	1,321,028	1,564,919	243,891	10,653,065
Capital Growth	25,897	-23,186	-49,083	424,997
Capital Level of Service	21,466	37,110	15,644	280,007
Loans Repaid	57,275	57,275	0	1,112,822
	1,425,665	1,636,118	210,453	12,470,891
Funding Applied				
Funding from Depreciation Reserves	0	5,083	5,083	5,700,479
Loans Raised	0	186,191	186,191	5,146,292
Capital Income	0	833	833	59,996
Transfer to and from Balance	-5,566,805	-4,581,644	985,161	1,892,186
	-5,566,805	-4,389,537	1,177,268	12,798,953

- 4.5. In the Combined Cost of Services statement, overall operating revenue is \$506k under budget. This predominately relates to Other General Sources, which is a result of internal charges not being as high due to combination of the timing of projects and the timing of the budget allocation. This is also due to Activity Revenue being \$226k under budget, again due to the timing of projects, particularly roading projects.
- 4.6. Operating expenditure is \$1.5M under budget, with this being spread across all the budget areas. This is due to the timing of budgets and associated projects, particularly in areas like roading.
- 4.7. Capital expenditure and loan repayments were under budget by \$210k. This is mostly related to timing of the budgets, as budget managers are still working through their work programmes for the timing of their budgets. This has been offset by the purchase of land in July 2024.

Councillor updates on meetings attended on behalf of Ōtorohanga District Council

Ngā kōrero hou a ngā Kaikaunihera

All councillors will be invited by the Chairperson to provide a verbal update to the meeting.

Resolution Register

Previous resolutions of Ōtorohanga District Council which are not yet finalised are outlined below.

#	Date	Resolution	Staff update
C128	25/06/24	Ōtorohanga District Economic Wellbeing Strategy 2024 d. Approve the Chief Executive to respond to all submitters to the draft Ōtorohanga District Economic Wellbeing Strategy based on the amended Summary Submission Report.	The response letters have been sent to submitters. Staff recommend this Resolution be removed from the Register.
C219	25/06/24	Kāwhia/Aotea/Ōpārau concept plan and Ōtorohanga Rural concept plan c. Directs the Chief Executive, in conjunction with the Ōtorohanga and Kāwhia Community Boards, to prepare a draft prioritised programme of work supporting the implementation of the Kāwhia/Aotea/Ōpārau, Ōtorohanga Rural and Ōtorohanga Town Concept Plans.	The draft prioritised programme of work is presented in a report on this agenda. Staff recommend this Resolution be removed from the Register.
C230	25/06/24	Approve the Chief Executive to respond to all submitters to the draft Long Term Plan 2024-2034 on the basis of the documentation adopted in resolutions (i) to (viii) above and the Submission Summary Report.	The response letters have been sent to submitters. Staff recommend this Resolution be removed from the Register.
C232	25/06/24	That the Ōtorohanga District Council: a. Confirm the Draft Ōtorohanga Reserves Strategy/Reserves Management Plan be presented for consideration at a future meeting of the Ōtorohanga District Council, b. Request the Chief Executive explore the opportunity raised by Councillor Dow, reporting	A report on the multi-purpose park proposal along with consideration of land to be gifted is the subject of a separate report on this agenda. Staff recommend this Resolution remain on the Register until the

back to the Ōtorohanga District Council meeting in July 2024 for consideration of potential inclusion in the Draft Ōtorohanga Reserves Strategy/Reserves Management Plan before it is approved for community consultation.

Strategy and Plan are confirmed at a future meeting.

- C147 25/06/24 That Ōtorohanga District Council:
- a. Approve the Arohena Rural Water Scheme (comprising of three separate water supplies: Huirimu, Kahorekau and Taupaki) to remain under permanent Boil Water Notices.
 - b. Authorise the Chief Executive to use Section 131 of Local Government Act to initiate a process that would close down the drinking water component of the Arohena Rural Water Supply Scheme and enable the three supplies to continue as a non-drinking water supplies.
- The response letter has been provided to Taumata Arowai. A further response has not yet been received.
- Staff recommend this Resolution remain on the Register until the process to close down the drinking water component has been initiated.
- C243 23/07/24 That the Ōtorohanga District Council receive and endorse the Compliance and Enforcement Policy (document number 769218).
- The Policy has been publicly notified.
- Staff recommend this Resolution be removed from the Register.
- C244 23/07/24 That the Ōtorohanga District Council approves the Statement of Proposal and draft Local Alcohol Policy for public consultation from 24 July to 26 August 2024.
- The consultation commenced in accordance with the Statement of Proposal.
- Staff recommend this Resolution be removed from the Register.
- C245 23/07/24 That the Ōtorohanga District Council:
- a. Endorse the 'Homes for our Community: the Ōtorohanga District Housing Plan'; and
 - b. Appoint Councillor Kit Jeffries as the Council Representative and Councillor Katrina Christison as the alternate Council Representative on the Housing Advisory Group and the Community Delivery Committee currently referred to as the Housing Group.
- The Housing Advisory Group were notified of both the appointments and the endorsement.
- Staff recommend this Resolution be removed from the Register.

C246 23/07/24 Application for Temporary Road Closure – Targa NZ 2024 Rally (*Refer to Minutes for further detail*). The second public notice will be placed within 2 weeks of the event.

Staff recommend this Resolution be removed from the Register.

Staff recommendation

That Ōtorohanga District Council confirm the removal of Resolutions C218, C219, C230, C243, C244, C245 and C246 from the Register.

Public excluded

Take matatapu

There are no reports.

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

The Chairperson will invite a Member to provide the closing words and/or karakia.

Meeting closure

Katinga o te hui

The Chairperson will declare the meeting closed.

Following a short break, workshops will commence. Please refer to the order of agenda for details.