

# OPEN AGENDA



## Ōtorohanga District Council

## Te Kaunihera ā-Rohe o Ōtorohanga

Notice is hereby given that an ordinary meeting of the Ōtorohanga District Council will be held at the Kahotea Marae, 50 Kahotea Road, Ōtorohanga on **Tuesday, 23 April 2024 commencing at 10.00am.**

Tanya Winter, Chief Executive

17 April 2024

### Membership

Chairperson

Deputy Chairperson and Kāwhia Tihiroa Councillor

Kāwhia Tihiroa Councillor

Kio Kio Korakonui Councillor

Ōtorohanga Councillor

Ōtorohanga Councillor

Rangiātea Councillor

Rangiātea Councillor

Waipā Councillor

Wharepūhunga Councillor

His Worship the Mayor, Max Baxter

Deputy Mayor, Annette Williams

Kit Jeffries

Rodney Dow

Katrina Christison

Steve Hughes

Jaimee Tamaki

Roy Willison

Roy Johnson

Cathy Prendergast

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 individuals' privacy; however, attendees are advised they may be recorded as part of the general meeting proceedings.

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**PUBLIC EXCLUDED | TAKE MATATAPU**

No reports.

**CLOSING FORMALITIES**

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**WORKSHOPS | HUI AWHEAWHE**

Please note that workshops will not be livestreamed but are open to the public to attend where indicated.

There are no scheduled workshops.

**PLEASE NOTE**

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 Council resolution. This Open Agenda may be subject to amendment either by the addition or withdrawal of items contained therein.

**OPENING FORMALITIES**

**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/HURITAO/WHAKATAUKĪ**

**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).

That Ōtorohanga District Council receive and accept the apology from Councillor Katrina Christison for non-attendance.

**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 the local authority. Requests to attend the public forum must be to the Manager Governance ([governance@otodc.govt.nz](mailto:governance@otodc.govt.nz)) at least **two working days before the meeting**. Requests should outline the matters that will be addressed by the speaker. A period of up to 30 minutes will be available for the public forum.

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 debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

At the finalisation of this agenda, no requests had been received.

**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 saying the reasons why the item was not on the agenda and why it cannot be dealt with at a later meeting as a full agenda item. It is important to note that late items can only be dealt with when exceptional 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 ...and confirm the order of the meeting as shown in the agenda with the late item ... 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.

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 Council's Conflicts of Interest Register.*

**CONFIRMATION OF MINUTES | TE WHAKAŪ I NGĀ MENETI**

The unconfirmed minutes of the 26 March 2024 and 4 April 2024 meeting are attached on the following page.

**Staff recommendation**

That Ōtorohanga District Council, confirm as a true and correct record of the meeting, the unconfirmed open minutes of the Ōtorohanga District Council meetings held on 26 March 2024 and 4 April 2024.

# OPEN MINUTES



## Ōtorohanga District Council

## Te Kaunihera ā-Rohe o Ōtorohanga

Minutes of an ordinary meeting of the Ōtorohanga District Council held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on **Tuesday, 26 March 2024 commencing at 10.00am.**

Tanya Winter, Chief Executive

10 April 2024

### Elected Members 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 via Zoom
Ōtorohanga Councillor	Katrina Christison	Attended
Ōtorohanga Councillor	Steve Hughes	Attended
Rangiātea Councillor	Jaimee Tamaki	Attended
Rangiātea Councillor	Roy Willison	Attended
Waipā Councillor	Roy Johnson	Attended
Wharepūhunga Councillor	Cathy Prendergast	Attended

### Ōtorohanga District Council 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

These draft Minutes were prepared by Manager Governance, Kaia King and approved by Chief Executive, Tanya Winter.

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**PUBLIC EXCLUDED | TAKE MATATAPU**

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**WORKSHOPS | HUI AWHEAWHE**

Please note that workshops will not be livestreamed but are open to the public to attend where indicated.

Monthly discussion with the Chief Executive Public excluded<sup>1</sup>

<sup>1</sup> 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

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

Councillor Willison provided an opening karakia.

Councillor Hughes provided the following words of wisdom: *“There will always be rocks in the road ahead of us. They will be stumbling blocks or steppingstones. It all depends on how you use them.”* from Fredrick Nietzsche.

**APOLOGIES | NGĀ HŌNEA**

There were no apologies as all members were present.

**PUBLIC FORUM | HUI TŪMATANUI**

No requests had been received.

**LATE ITEMS | NGĀ TAKE TŌMURI**

ŌDC’ Tanya Winter advised a late report was circulated to Members and recommended it be accepted due to the timing of the property purchase negotiations.

Resolved C169: That Ōtorohanga District Council:

- a) accept the late item ‘Item 124: Resolution to exclude the public for Item PE11: Additional financial delegation to the Chief Executive for a property purchase’: AND
- b) accept the associated public excluded agenda acknowledging elected members waive the two clear working day requirement; AND,
- c) acknowledge the urgency due to the recent negotiations undertaken with the property owner; AND
- d) confirm the order of the meeting as indicated in the agenda with the late items to be heard in the public excluded section of the agenda.

His Worship the Mayor | Deputy Mayor Williams

**DECLARATION OF CONFLICT OF INTEREST | TE WHAKAPUAKANGA PĀNGA TAHARUA**

Councillor Prendergast noted a declaration would be made in the public excluded session.

**CONFIRMATION OF MINUTES | TE WHAKAŪ I NGĀ MENETI**

Resolved C170: That Ōtorohanga District Council, confirm as a true and correct record of the meeting, the unconfirmed open minutes of the Ōtorohanga District Council meeting held on 27 February 2024.

Councillor Jeffries | Councillor Johnson

**RECEIPT OF MINUTES | TE RIRONGA O NGĀ MENETI**

C171: That Ōtorohanga District Council receive the unconfirmed Minutes from the Ōtorohanga Community Board meeting held on 4 March and the unconfirmed Minutes from the Kāwhia Community Board meeting held on 7 March.

Councillor Hughes | Councillor Jeffries

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

His Worship the Mayor attended meetings with Mayors Taskforce for Jobs, Ministry of Social Development, Local Government New Zealand Zone Two, Waikato Mayoral Forum, Waikato Mayors and Chairs hui. He had meetings with ŌDC’s auditors, Waipa Mayor Susan O’Regan, Waitomo Mayor and Chief Executive, and the NZ Police Waikato Area Commander.

His Worship met with The Lines Company and also Waikeria Prison management. He hosted the Tuia Wananga and attended the Maketū Marae poukai. He led the Chief Executive Review Committee and the elected member workshop day as well as holding discussions with the Kāwhia Community Board on the seawalls at Aotea and Kāwhia. He also met with the rural water scheme committees.

Resolved C172: That Ōtorohanga District Council receive the verbal report from His Worship the Mayor, Max Baxter.

His Worship | Councillor Prendergast

**DECISION REPORTS | NGĀ PŪRONGO WHAKATAU**

**ITEM 114: DRAFT FRAMEWORK FOR CLIMATE CHANGE RESPONSE PLAN**

ŌDC’s Ross McNeil spoke to the staff report and presentation. In response to a query from Councillor Christison, Mr McNeil advised ŌDC were investigating opportunities to partner with The Lines Company.

In response to a query from Councillor Jeffries, Mr McNeil stated the potential pollution of the Kāwhia, and Aotea harbours had been considered at a high level along with ground water impacts from sea level rises. In response to a further query, Mr McNeil advised engagement to date had occurred with Waka Kotahi NZTA and Waikato Regional Council. He stated staff were seeking people to participate in advisory groups who had strong connections into the communities and associated organisations.

In response to a query from Councillor Hughes, Mr McNeil stated the project would identify strategic assets as part of the context and then assess the capacity and capability before applying a model of expected changes. This work would form part of the conversation with the community.

In response to Councillor Johnson, Mr McNeil stated the data on existing levels and trends would apply district wide rather than a Council focus.

Resolved C173: That the Ōtorohanga District Council endorse the framework (structure) for developing the Ōtorohanga Climate Change Response Plan.

Councillor Jeffries | Councillor Hughes

**ITEM 115: KĀWHIA/AOTEA/ŌPĀRAU AND ŌTOROHANGA RURAL CONCEPT PLANS – ADOPTION OF DRAFTS FOR CONSULTATION**

ŌDC’s Ross McNeil took the report as read noting consultant Sam Foster from BECA was available via Zoom to answer any technical queries. Deputy Mayor Williams, Councillor Jeffries and Councillor Prendergast spoke in support of the draft concept plans.

Resolved C174: That the Ōtorohanga District Council approves, subject to final editorial changes, the release of the Draft Kāwhia/Aotea/Ōpārau and Ōtorohanga Rural Concept Plans for community feedback, with:

- a) The period of community engagement and submission period running concurrently with Council’s Long-Term Plan consultation process (dates to be confirmed);
- b) Submissions heard and all feedback considered by a joint meeting of the Kāwhia Community Board and Ōtorohanga District Council, supported by mana whenua representatives, for the draft Kāwhia/Aotea/Ōpārau Concept Plan, and a meeting of the Ōtorohanga District Council, supported by mana whenua representatives for the Ōtorohanga Rural Concept Plan. Both meetings to be held in May 2024.

Councillor Prendergast | Deputy Mayor Williams

**ITEM 116: 2024-2034 LONG-TERM PLAN – CONFIRMATION OF WORKSHOP DIRECTION**

ŌDC’s Graham Bunn took the report as read noting it was presented for formalise the direction provided by elected members during the series of workshops held during the development of the Long Term Plan.

Resolved C175: That the Ōtorohanga District Council confirm the direction provided to staff, as set out in the report, for the development of the 2024-2034 Long-Term Plan.

Councillor Christison | Deputy Mayor Williams

**ITEM 117: 2024-34 LONG TERM PLAN – APPROVAL OF THE CONSULTATION DOCUMENT AND SUPPORTING INFORMATION FOR PUBLIC CONSULTATION**

ŌDC’s Nardia Gower advised the final Plan was not yet ready for approval as it was still being reviewed and amended as part of the audit process. She provided a new staff recommendation and noted that although the consultation timeframes would be slightly amended, there was no timing change for the community event dates previously publicised.

Resolved C176: That the Ōtorohanga District Council

- a) acknowledge the changing timelines due to the audit process; and,
- b) defer discussion on Item 117 to allow for the finalisation of the Consultation Document; and,
- c) approve an extraordinary meeting of Ōtorohanga District Council to be held on Thursday, 4 April to discuss Item 117.

His Worship the Mayor | Deputy Mayor Williams

**ITEM 118: ŌTOROHANGA FINAL DISTRICT INTERIM SPEED MANAGEMENT PLAN 2024**

ŌDC’s Paul Strange took the report as read highlighting point 4.2 which states that all Ōtorohanga district speed limits under ŌDC bylaws were transferred to the National Speed Limit Register. Changes to the Register can only be made via a Plan amendment which was not an available option until a Plan was adopted and certified by the Director of Land Transport.

Deputy Mayor Williams sought confirmation that to make any amendments outlined in point 6.2 the only mechanism to do so was with an adopted Plan. Mr Strange confirmed this was correct.

Councillor Christison queried Huiputea and Old Te Kuiti Roads which were in the ŌDC bylaw and should have been transferred to the Register. ŌDC’s Tanya Winter confirmed these two roads had not been transferred and this was an error which could only be amended by the adoption of a Plan.

Councillor Christison queried the rationale for adopting a Plan when Minister Simeon Brown from central Government stated the rule to have a Plan no longer applies and he considered it undesirable to spend time and money developing a Plan. Deputy Mayor Williams noted letters from Ministers do not override current legislation and the only lawful way to make changes was to adopt a Plan.

His Worship the Mayor noted ŌDC had been requested to amend the speed limit on Ouruwhero Road in the previous meeting’s public forum. Mr Strange noted this could be done via the initial Plan adoption or



later via an amendment to the Plan. He noted a lot of time and money had been spent to develop the final draft Plan and recommended ŌDC proceed to adopt the Plan with any amendments required from the discussions.

Councillor Christison spoke on the enforcement of the current and proposed speed limits. Ms Winter stated ŌDC could only focus on the aspects it could control e.g. adopting the Plan, not adopting, or adopting an amended Plan.

Councillor Dow spoke against adopting the Plan.

Deputy Mayor Williams reiterated that the only mechanism to change speed limits was to adopt a Plan which would amend the Register. She proposed only certain roads been included in the Plan with all other roads to be deferred until further direction was provided by central Government. These roads were: Ouruwhero, Mangauika, Huiputea, Old Te Kuiti and Waitomo Valley roads. In addition, she proposed the urban school, Ōtorohanga Primary, remain in the Plan.

Councillors Hughes, Prendergast and Johnson spoke in favour of the amendments proposed by Deputy Mayor Williams. Councillor Jeffries suggested that ŌDC wait for central Government to make a decision on speed limits across New Zealand before making a change. His Worship reiterated that once adopted, the Plan (and therefore the Register) could be amended as required.

Resolved C177: That the Ōtorohanga District Council:

- a) **APPROVE** the Final Draft Speed Management Plan amended to the following roads:
  - URBAN SCHOOLS**
  - a. **Section 2.1.10** - Ōtorohanga Primary: Implement 30km/h variable signs during pick up and drop off times.
  - ROADS OF CONCERN**
  - b. **Section 4.1.5** - Ouruwhero Road: Extend a speed limit of 50km/h for 800 meters north of Kakamutu Street to 81 Ouruwhero Road then 80km/h to 1.5kms from the current 50km/hr sign.
  - c. **Section 4.1.2** - Mangauika Road: Implement a speed limit of 60km/h to join Waipā District Council boundary.
  - d. **Section 4.1.1** - Huiputea Road: Extend a speed limit of 50km/h and implement a speed limit of 60km/h.
  - e. **Section 4.1.3** - Old Te Kuiti: Extending a speed limit of 70km/h (previously posted).
  - f. **Section 4.1.6** - Waitomo Valley Rd: Implement a speed limit of 80km/h to boundary of Waitomo District Council.
- b) **DELAY** any amendment to the other roads contained in the Final Draft Interim Speed Management Plan as presented until direction is provided by the Government; and,
- c) **ADOPT** the final Draft Interim Speed Management Plan and proceed with submission for certification from the Director of Land Transport.

His Worship the Mayor | Deputy Mayor Williams

Councillor Dow requested his vote against be recorded.

Councillor Dow left the meeting.

INFORMATION ONLY REPORTS | NGĀ PŪRONGO MŌHIOHIO ANAKE

**ITEM 119: FINANCIAL REPORT FOR THE MONTH ENDING 29 FEBRUARY 2024**

ŌDC’s Brendan O’Callaghan took the staff report as read.

In response to a query from Councillor Jeffries, Mr O’Callaghan advised the under expenditure in water supply and community services activities were partly a result of savings due to staff vacancies or being on ACC. He advised there were also savings made from maintenance.

Resolved C178: That the Ōtorohanga District Council receive the report titled ‘Financial report for the month ending 29 February 2024’ (document number 744449) from Brendan O’Callaghan, Finance Manager.

Councillor Jeffries | Councillor Johnson

**ITEM 120: STATEMENT OF INTENT CO-LAB**

ŌDC’s Graham Bunn took the report as read. His Worship queried if the contribution required would be higher due to the work on Waikato water service options. ŌDC’s Tanya Winter advised approval had been given from the Department of Internal Affairs to use the transition funding from the Three Waters Reform to the Waikato water done well project. She noted two staff had been engaged to undertake the work and would be approximately \$20,000 per council for their expertise in this area.

In response to a query from Councillor Jeffries, ŌDC’s Tony Quickfall advised LIDAR contour mapping can work through vegetation. Ms Winter advised it was used to map systems for example a stormwater infrastructure plan could be developed based on LIDAR’s detailed modelling.

Resolved C179: That the Ōtorohanga District Council:

- a) Receives the report titled ‘Co-Lab Draft Statement of Intent 2024/25’ (document number 742206) from Graham Bunn, Group Manager Business Enablement.
- b) Receives the draft Co-Lab Statement of Intent for 2024/25 and endorses the direction set therein, subject to the following feedback (if any) for the company’s Board of Directors.
- c) Receives the Co-Lab Half-Yearly report for the period ended 31 December 2023.

His Worship the Mayor | Councillor Tamaki

**ITEM 122: BUILDING ACTIVITY ANNUAL UPDATE**

ŌDC’s Tony Quickfall advised report writer Phil Saunders was at a regional workshop. He took the report as read and provided a verbal update on the meeting held with Consentium who undertake building consents for Kainga Ora. They have issued 33 building consents in Ōtorohanga for houses to have internal

refits. He noted this was the first round of this type of consenting for the Ōtorohanga district.

In response to a query from Councillor Jeffries, Mr Quickfall confirmed Consentium were subject to the same audit processes as other building consent authorities such as ŌDC. In response to a further query about Council’s own IANZ audit, Mr Quickfall advised ŌDC staff were required to submit the resolution plan for the non-compliances by 31 March. IANZ would review and respond by 30 April. Mr Quickfall confirmed staff were not expecting any issues arising from this process. In response to a query from Deputy Mayor Williams, Mr Quickfall confirmed some of the non-compliances were quick fixes while others required more intensive changes e.g. transitioning to an online building platform. ŌDC’s Tanya Winter confirmed that other councils had received a similar audit outcome as the standards were continually being raised.

In response to a query from Councillor Hughes, Mr Quickfall noted swimming pools were added to the inspection cycle after being triggered by a consent or from information provided by staff or members of the public. He acknowledged that staff resources did not allow for door knocking to identify additions.

Resolved C180: That the Ōtorohanga District Council receive the ‘Building Control Activity annual report’ report (document number 744049), from Phil Saunders, Manager Building Control.

His Worship the Mayor | Councillor Hughes

**ITEM 123: CAPITAL PROJECTS REPORT FOR THE MONTH ENDING 29 FEBRUARY 2024**

ŌDC’s Robbie Whiteman took the report as read noting that despite some challenges, the overall program was still on schedule. In response to a query from Deputy Mayor Williams, he noted one project had been amended to re-line the pipe via deep excavation but staff were not expecting issues from the retention of the same pipe size rather than an increase to account for climate change related matters.

Resolved C181: That the Ōtorohanga District Council received the report titled ‘Capital Projects Report for the Month Ending 29 February 2024’ (document number 744142) from Robbie Whiteman, Manager Projects.

Councillor Christison | Councillor Jeffries

**OTHER BUSINESS | ĒTAHI ATU TAKE**

**COUNCILLOR UPDATES ON MEETINGS ATTENDED ON BEHALF OF ŌTOROHANGA DISTRICT COUNCIL**

Councillors attended an elected member workshop and an extra-ordinary ŌDC meeting.

Councillor Johnson attended the Poukai at Maketū Marae along with Councillors Willison, Tamaki, Jeffries and Prendergast, His Worship the Mayor, and Deputy Mayor Williams. Councillors Tamaki, Johnson, the Mayor and Deputy Mayor attended the Chief Executive Review Committee meeting.

Councillor Johnson attended the rural water scheme meeting along with Councillor Prendergast, His Worship the Mayor, and Deputy Mayor Williams. Councillors Hughes, Jeffries and Prendergast attended the Risk and Assurance Committee meeting with His Worship the Mayor.

Councillors Christison and Prendergast attended the LGNZ Zone Two meeting along with Deputy Mayor Williams. Councillor Prendergast also attended the North King Country Development Trust’s annual general meeting as ODC’s representative.

Deputy Mayor Williams joined His Worship and the Kāwhia Community Board for a discussion on the Kāwhia and Aotea seawalls. As ŌDC’s representative, she attended the Waikato Region Civil Defence Emergency Management Joint Management Committee.

Councillors Christison and Hughes attended the Ōtorohanga Community Board meeting while Councillor Jeffries attended the Kāwhia Community Board meeting. Councillor Christison also attended the Ōtorohanga Community Board event ‘Picnic in the Park’ and the Ōtorohanga District Development Board’s Business After Five event.

Councillor Willison noted a community recognition assembly would be held in May for the Ōtorohanga College Hostel. He attended the National Coastal Restoration Symposium’s visit to Maketū Marae.

Councillor Tamaki attended a Te Wananga workshop, met with Iwi FM and attended a Joint Management Agreement hui with Te Nehenehenui.

Councillor Jeffries attended the Waikato Region Hamilton Airport shareholders day.

**RESOLUTION REGISTER**

Resolved C182: That Ōtorohanga District Council confirm the removal of Resolutions C80, C113, C149, C160, C161 and C162 from the Register.

Councillor Jeffries | Councillor Prendergast

**PUBLIC EXCLUDED | TAKE MATATAPU**

**ITEM 124: RESOLUTION TO EXCLUDE THE PUBLIC FOR ITEM PE11: ADDITIONAL FINANCIAL DELEGATION TO THE CHIEF EXECUTIVE FOR A PROPERTY PURCHASE**

Resolved C183: That the 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 PE11: Delegations to the Chief Executive	Section 9(2)(b)(ii)	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.

His Worship the Mayor | Councillor Prendergast

The public were excluded from the meeting at 12.11pm and re-admitted at 12.19pm. The meeting adjourned for the lunch break at 12.19pm and recommenced at 1.00pm.

**INFORMATION ONLY REPORTS | NGĀ PŪRONGO MŌHIOHIO ANAKE**

**ITEM 121: WAIKATO REGIONAL AIRPORT LIMITED INTERIM REPORT TO 31 DECEMBER 2023**

Scott Kendall and Ben Langley from Waikato Regional Airport Limited (WRAL) attended the meeting and spoke to a PowerPoint presentation.

In response to a query from Councillor Jeffries, Mr Kendall advised the interest rates were at the BNZ Commercial rate. He noted WRAL had challenges in obtaining loans through the Local Government Funding Authority as each council would have to underwrite as a guarantor. This was impacted by debt ceiling constraints for most councils.

In response to a comment from Deputy Mayor Williams, Mr Langley stated that in an emergency a larger craft could land at the airport, however it would need to be unloaded to be able to depart. In response to a query, Mr Kendall stated the Piper Vision drone uses a chemical to disperse fog. This disruptive technology was supported by the Ministry of Business, Innovation and Employment. The biggest challenge to date arises from the fact that no two fogs were the same. However, Mr Kendall noted that the airport was a receiver of more diverted flights than were diverted away.

Resolved C184: That the Ōtorohanga District Council receive the Waikato Regional Airport Ltd (WRAL) Interim Report for the six months ended 31 December 2023.

Councillor Jeffries | Councillor Prendergast

## CLOSING FORMALITIES

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

Councillor Willison provided the closing karakia.

### MEETING CLOSURE | KATINGA O TE HUI

His Worship the Mayor declared the meeting closed at 1.44pm.

## WORKSHOPS | HUI AWHEAWHE

### MONTHLY DISCUSSION WITH THE CHIEF EXECUTIVE

This discussion was held with the public excluded.

# EXTRA-ORDINARY

# OPEN MINUTES



## Ōtorohanga District Council

## Te Kaunihera ā-Rohe o Ōtorohanga

Open Minutes of an extra-ordinary meeting of the Ōtorohanga District Council held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on **Thursday, 4 April 2024 commencing at 9.00am.**

Tanya Winter, Chief Executive

5 April 2024

### Membership

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	Apology
Rangiātea Councillor	Jaimee Tamaki	Attended
Rangiātea Councillor	Roy Willison	Apology
Waipā Councillor	Roy Johnson	Attended
Wharepūhanga Councillor	Cathy Prendergast	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
Group Manager Engineering & Assets	Mark Lewis	Attended
Group Manager Regulatory & Growth	Tony Quickfall	Attended
Group Manager Strategy & Community	Nardia Gower	
Chief Advisor	Ross McNeil	Attended

### Approval process

These Minutes were prepared by ODC's Manager Governance, Kaia King and approved for distribution by ODC's Chief Executive, Tanya Winter. Otorohanga District Council confirmed these Minutes as a true and correct record at their meeting held on ....

**ORDER OF BUSINESS**

<b>OPENING FORMALITIES</b>	<b>3</b>
<a href="#">Commencement of meeting   Te tīmatanga o te hui</a>	3
<a href="#">Opening prayer/reflection/words of wisdom   Karakia/huritao/whakataukī</a>	3
<a href="#">Apologies   Ngā hōnea</a>	3
<a href="#">Late items   Ngā take tōmuri</a>	3
<a href="#">Declaration of conflict of interest   Te whakapuakanga pānga taharua</a>	5
<b>DECISION REPORTS   NGĀ PŪRONGO WHAKATAU</b>	
<a href="#">Item 117: 2024-34 Long Term Plan – Approval of the Consultation Document and supporting information for public consultation</a>	5
<b>INFORMATION ONLY REPORTS   NGĀ PŪRONGO MŌHIOHIO ANAKE</b>	
No reports.	
<b>OTHER BUSINESS   ĒTAHI ATU TAKE</b>	
No other business.	
<b>PUBLIC EXCLUDED   TAKE MATATAPU</b>	
No reports.	
<b>CLOSING FORMALITIES</b>	
<a href="#">Closing prayer/reflection/words of wisdom   Karakia/huritao/whakataukī</a>	6
<a href="#">Meeting closure   Katinga o te hui</a>	7
<b>WORKSHOPS   HUI AWHEAWHE</b>	
There are no planned workshops.	



**OPENING FORMALITIES**

**COMMENCEMENT OF MEETING | TE TĪMATANGA O TE HUI**

His Worship the Mayor declared the meeting open at 9.02am.

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

Councillor Tamaki provided the opening karakia.

**APOLOGIES | NGĀ HŌNEA**

Resolved C185: That Ōtorohanga District Council receive and accept the apologies from Councillors Hughes and Willison for non-attendance.

His Worship the Mayor | Councillor Johnson

**LATE ITEMS | NGĀ TAKE TŌMURI**

There were no late items.

**DECLARATION OF CONFLICT OF INTEREST | TE WHAKAPUAKANGA PĀNGA TAHARUA**

There were no conflicts declared.

**DECISION REPORTS | NGĀ PŪRONGO WHAKATAU**

**Item 117: 2024-34 Long Term Plan – Approval of the Consultation Document and supporting information for public consultation**

His Worship acknowledged everyone involved who contributed to the development of the draft Long Term Plan. He specifically acknowledged Nardia Gower who led the project team, Brendan O’Callaghan who managed the budget process, Helen Williams who developed the comms plan and Anne McLeod who was the project lead.

ODC’s Ross McNeil (standing in for Nardia Gower who was sick) took the report as read, noting the intensive process which resulted in the documents presented for approval. He noted the changes made as a result of the audit process and the tabled Version 15 of the Consultation Document.

ODC’s Brendan O’Callaghan outlined the final changes made, referring to page 45 and page 41.

**Supporting documents**

Mr McNeil stated which of the supporting documents had been amended following the audit process. His Worship worked through the documents, seeking any comments or queries from councillors. There were no comments on the following:

- Draft Setting the Pathway
- Draft Setting the scene
- Draft statement of service performance
- Draft rating information
- Draft Treasury Management Policy.

**Draft Fees and Charges for 2024/25**

In response to a query from His Worship, ODC's Tony Quickfall advised the increase for applications to amend the Ōtorohanga District Plan covered the application initial assessment and processing. He advised the proposed Fee was now in alignment with neighbouring councils.

In response to a query from Councillor Christison on temporary road closure fee waivers, ODC's Mark Lewis advised any of the criteria would be sufficient and following a suggestion confirmed this would be amended by adding 'OR' at the end of each criterion for clarity.

In response to a query from Councillor Jeffries on the staff charge out rates, Mr Quickfall advised the charges were now aligned with neighbouring councils rather than the previous process which impeded the estimates process.

**Long Term Plan Consultation Document (CD)**

In response to a query from His Worship, ODC's Tanya Winter stated changes were made in response to queries raised by the auditors. These queries and suggestions were considered by the Leadership Team and accepted, accepted with modifications, or rejected. In response to a further query, Mr O'Callaghan advised if the CD was approved by Council, the audit team would provide their report to be included in the CD and once inserted would provide final confirmation. Once final confirmation was received the CD would be ready for public consultation.

Deputy Mayor Williams noted it would have been beneficial to have the auditors at the meeting to confirm they didn't anticipate any problems with the final confirmation. Mr O'Callaghan noted this request for the staff review of the Long Term Plan process.

In response to a query from Councillor Prendergast, Ms Winter advised the Office of the Auditor General provided direction to the auditors on specific areas to review e.g. climate change impact inclusion.

**Consultation and engagement process**

Mr McNeil advised the delay of the final Consultation Document meant the consultation and hearings dates had changed but the final adoption date of 25 June was not affected.

Resolved C186: That Ōtorohanga District Council:

- a. Approves, pursuant to section 93G of the Local Government Act 2002, the following documents as the supporting information for the 2024-34 Long Term Plan consultation, noting that many of these are still draft documents and are subject to final adoption by Council:
  1. The draft Community Outcomes/Council Direction titled 'Setting the Pathway (Te Ara)'
  2. The draft Groups of Activities and Services, noting that this information also includes-
    - i. draft performance measures
    - ii. information on the development of Māori capacity to contribute to decision-making processes
    - iii. any variations from the assessment of water and sanitary services and waste management policy; and,
  3. The draft Financial Information, including:
    - i. Financial Statements
    - ii. Statement of Accounting Policies
    - iii. Funding Impact Statement
    - iv. Rates Information
    - v. Long Term Plan Disclosure Statement
    - vi. Investment Policy
  4. The draft Significant Forecasting Assumptions
  5. The Draft Policies including:
    - i. The draft Infrastructure Strategy
    - ii. The draft Financial Strategy
  6. The draft Fees and Charges for 2024/25; and,
  7. The draft Ōtorohanga District Water Supply Asset Management Plan; and,
  8. The draft Ōtorohanga District Drainage (Wastewater and Stormwater) Asset Management Plan; and,
  9. The draft Ōtorohanga District Land Transport Activity Management Plan; and,
- b. Approves for consultation purposes, pursuant to sections 82 and 102 of the Local Government Act 2002, the following financial and funding policies subject to any amendments:
  1. the draft Revenue and Financing Policies
  2. the draft Policy on the Remission of Rates
  3. the draft Policy on the Remission and Postponement of Rates on Māori Freehold Land; and,
- c. Approves for consultation purposes the Significance and Engagement Policy pursuant to sections 76AA and 82 of the Local Government Act 2002; and,

- d. Adopts pursuant to, and in accordance with, sections 83 and 93A to 93G of the Local Government Act 2002, subject to any amendments, the draft Consultation Document as the Consultation Document for the 2024-2034 Long Term Plan; and,
- e. Authorises the Chief Executive to approve any minor editorial amendments required to finalise any of the documents listed for printing and distribution as part of the public consultation process; and,
- f. Approves public consultation on the Consultation Document, the draft Financial and Funding Policies, and the draft Significance and Engagement Policy, with the consultation period to run from 5 April 2024 to 6 May 2024; and submissions hearings to start 27 May 2023 and then deliberated on at an extra-ordinary Council meeting on Friday, 31 May 2024 (and on such further days as may be required); and,
- g. Endorses the engagement methods, as set out in the staff report, to be utilised during the public consultation process, and endorses the schedule of engagement sessions; and,
- h. Receives the Audit NZ audit opinion on the Consultation Document, and the letter of representation.
- i. Approves the Kāwhia and Ōtorohanga Community Boards’ involvement in the Hearing, Deliberation and Adoption process as outlined in Appendix 1

His Worship the Mayor | Deputy Mayor Williams

**INFORMATION ONLY REPORTS | NGĀ PŪRONGO MŌHIOHIO ANAKE**

There were no reports.

**OTHER BUSINESS | ĒTAHI ATU TAKE**

There was no other business.

**PUBLIC EXCLUDED | TAKE MATATAPU**

There were no reports.

**CLOSING FORMALITIES**

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

Councillor Tamaki provided a closing karakia.

**MEETING CLOSURE | KATINGA O TE HUI**

His Worship declared the meeting closed at 9.41am.

**WORKSHOPS | HUI AWHEAWHE**

There were no scheduled workshops.

**RECEIPT OF MINUTES | TE RIRONGA O NGĀ MENETI**

**Ōtorohanga Community Board**

The unconfirmed Minutes of the Board's meeting on 2 April 2024 is on the following pages.

**Kāwhia Community Board**

The unconfirmed Minutes of the Board's meeting on 4 April 2024 is on the following pages.

# OPEN MINUTES



## Ōtorohanga Community Board

## Te Poari Hapori o Ōtorohanga

Open 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 **Tuesday, 2 April 2024 commencing at 4.00pm.**

Tanya Winter, Chief Executive

4 April 2024

### Elected Member attendance

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

### Quorum

A majority of members (including any vacancies).

### Senior staff in attendance

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

These unconfirmed Minutes were prepared by Manager Governance, Kaia King and approved by Graham Bunn.

## 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
<b>Public forum   Hui tūmatanui</b>	4
<ul style="list-style-type: none"> <li>Trish Fisher (Ōtorohanga railway station 100<sup>th</sup> anniversary)</li> </ul>	
Late items   Ngā take tōmuri	5
Declaration of conflict of interest   Te whakapuakanga pānga taharua	5
Confirmation of minutes   Te whakaū i ngā meneti	4 March 2024
	5

### Decision reports | Ngā pūrongo whakatau

There were no reports.	
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### Information only reports | Ngā pūrongo mōhiohio anake

Item 27: Proposed Road Naming and Numbering Policy	6
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### Public excluded | Take matatapu

There were no reports.	
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### Board projects

Project 1: Picnic in the park 2024 (project closed)	6
Project 2: Ōtorohanga hauora and connectivity trail	6
Project 3: Ōtorohanga kai forest (project closed)	
Project 4: Ōtorohanga dog park	7



## Order of business

### Other business | Ētahi atu take

Board Member updates	7
Community Board discretionary fund	7
Resolution register	7

### Closing formalities

Closing prayer   Karakia	7
Meeting closure   Katinga o te hui	7

### Workshops | Hui awheawhe

Discussion on item(s) raised in public forum	7
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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

Board Member Brown-Merrin provided the following words of wisdom: *“Alone we can do so little. Together we can do so much”* by Helen Keller.

### Apologies | Ngā hōnea

Resolved O69: That the Ōtorohanga Community Board receive and accept the apologies from Board Members Jo Butcher and Tori Muller and Councillor Steve Hughes for non-attendance.

Deputy Chairperson Coventry | Board Member Brown-Merrin

### Public forum | Hui tūmatanui

#### *Trish Fisher on the Ōtorohanga Railway Station 100 year anniversary.*

Ms Fisher advised the event is scheduled for 8 June. The organising committee are looking to close Wahanui Crescent. She outlined the event activities and noted the estimated budget was just over \$11,000. She advised the committee had raised \$210 to date with funding requests made to several organisations. In response to a query from Board Member Brown-Merrin, Ms Fisher stated the outcome of the funding requests would be known by the end of April.

In response to an offer of a sound system from Deputy Chairperson Coventry, Ms Fisher noted the committee’s budget was for the ideal scenario and would look at opportunities to reduce costs if sufficient funding was not obtained.

#### *Bill Millar*

Mr Millar outlined several matters including the event at Orakau which he sought to be included on the history wall outside the ŌDC building. Chairperson Christison advised the wall belonged to Kiwiana and not ŌDC however she would initiate a discussion with Kiwiana. (staff lodged service request 2401061)

Mr Millar noted there was not 24/7 access to a unisex disabled public toilet in the Ōtorohanga township. Chairperson Christison advised ŌDC staff were intending to make changes to the existing public toilet to

accommodate a toilet as requested. There were matters to be worked through including security, ramp access etc. (staff lodged service request 2401071)

Mr Millar requested the tree outside the Ōtorohanga public toilets be removed and lawn tidied up and maintained. He also requested a ramp and footpath be created in front of the car parking area. Chairperson Christison advised that the car park may not be ŌDC property however this matter would be referred to staff. (staff lodged service request 2401072)

Mr Millar advised of a water leak by the Ōtorohanga Fire Station. Chairperson Christison queried if a service request had been raised. Mr Millar advised he had let the customer service team know. Chairperson Christison advised staff would follow the matter up. (staff lodged service request 24010731)

Mr Millar raised concern that the men’s urinals in the public toilets flushed all night and were wasting water. Chairperson Christison stated she hadn’t considered the matter but would follow up with staff. (staff lodged service request 2401074)

Mr Millar raised concern around the limestone being dragged onto the street outside Groundspread. Chairperson Christison advised staff will consider what action could be taken. (staff lodged service request 2401075)

**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 O70: That the open minutes of the Ōtorohanga Community Board meeting held on 4 March 2024, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Chairperson Christison | Board Member Brown-Merrin

**Decision reports | Ngā pūrongo whakatau**

There were no reports.

## Information only reports | Ngā pūrongo mōhiohio anake

### Item 27: Proposed Road Naming and Numbering Policy

ŌDC’s Andrew Loe took the report as read, noting the purpose was to bring the matter to the Board’s attention. He referred the Board to one matter that wasn’t in the report, the addition of road names already existing.

Resolved O71: That the Ōtorohanga Community Board receive the report titled ‘Item 25: Proposed Road Naming and Numbering Policy’ (document number 746548) from Andrew Loe, Policy Advisor.

Deputy Chairperson Coventry | Board Member Brown-Merrin

## Public excluded | Take matatapu

There were no reports.

## Board projects

### Project 1: Picnic in the park 2024 (project closed)

Board Member Brown-Merrin provided an update on her observations at the event. She said the event was well attended and there were lots of children playing. The Board were intending to publish a post to Facebook thanking those who contributed to the successful event.

Chairperson Christison acknowledged Envirowaste who dropped the rubbish bins off and picked them up.

Deputy Chairperson Coventry stated the climbing at the Harvest Centre that evening had a good turnout and thanked Board Member Muller for organising the event.

### Project 2: Ōtorohanga hauora and connectivity trail

Chairperson Christison advised the project team had plans of some basic equipment and had received quotes. The team were now liaising with ŌDC staff on installation matters.

### Project 3: Ōtorohanga kai forest (project closed)

**Project 4: Ōtorohanga dog park**

There was no update as Board Member Butcher was absent.

**Other business | Ētahi atu take****Board Member updates**

There were no updates.

**Community Board discretionary fund**

There were no grants given.

**Resolution register**

There were no previous resolutions in the Register.

**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 4.28pm.

**Workshops | Hui awheawhe****Discussion on item(s) raised in the public forum**

The Board discussed the matter raised by Trish Fisher and spoke in support of the project.

The Board considered the matters raised by Bill Millar and requested the Governance Manager to raise service requests for those items to ensure they were formally captured.

The workshops concluded at 4.32pm.

**Confirmation of Minutes**

These Minutes were confirmed by Board resolution ... on ...

# OPEN MINUTES



## Kāwhia Community Board

## Te Poari Hapori o Kāwhia

Minutes of an ordinary meeting of the Kāwhia Community Board held in the Kāwhia Community Hall, Jervis Street, Kāwhia on **Thursday, 4 April commencing at 4.00pm.**

Tanya Winter, Chief Executive

17 April 2024

### Membership

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	Apology
Policy Advisor	Andrew Loe	Attended
Group Manager Regulatory & Growth	Tony Quickfall	Attended

These Minutes were prepared by Manager Governance, Kaia King and approved for distribution by Policy Advisor, Andrew Loe.

## 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	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	<ul style="list-style-type: none"> <li>7 March 2024</li> </ul>

### Decision reports | Ngā pūrongo whakatau

No reports.	
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### Information only reports | Ngā pūrongo mōhiohio anake

Item 24: Civil Defence and Emergency Management: Kāwhia Community Response Plan	5
Item 25: Proposed Road Naming and Numbering Policy	5

### Public excluded | Take matatapu

No reports.	
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### Board projects

Project 1: Kāwhia storyboards	6
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### Other business | Ētahi atu take

Board Member updates	6
Community Board discretionary fund	6
Resolution register	6



## Order of business

### Closing formalities

Closing prayer   Karakia	7
Meeting closure   Katinga o te hui	7

### Workshops | Hui awheawhe

There were no workshops	
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## Opening formalities

### Commencement of meeting | Te tīmatanga o te hui

Chairperson Good declared the meeting open at 4.00pm.

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

Deputy Chairperson Whiu provided the opening karakia.

### Apologies | Ngā hōnea

Resolved K55: That the Kāwhia Community Board receive and accept the apology from Board Member Dave Walsh for non-attendance.

Chairperson Good | Deputy Chairperson Whiu

### Public forum | Hui tūmatanui

No requests 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 made.

### Confirmation of minutes | Te whakaū i ngā meneti

Resolved K56: That the open minutes of the Kāwhia Community Board meeting held on 7 March 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

Board Member Harpur noted an error on page 7 where he was attributed to a comment which was made by Board Member Walsh.

## Decision reports | Ngā pūrongo whakatau

There were no reports.

## Information only reports | Ngā pūrongo mōhiohio anake

### Item 24: Civil Defence and Emergency Management: Kāwhia Community Response Plan

ŌDC's Group Manager Tony Quickfall outlined the report and Cathie Shaw spoke to the Response Plan's development noting it was not intended to be prescriptive but a tool to assist in communication and planning. She advised the Plan was reviewed every six months to ensure it remained up to date.

In response to a query from Councillor Jeffries, Ms Shaw advised the community response group had representatives from the Kāwhia Fire Station, NZ Police, the local CDEM Welfare lead, the local doctor, and St Johns along with two representatives from Aotea. In response to a second query, Ms Shaw noted the intention was to hold a demonstration day with the Aotea community. In response to a third query, Ms Shaw advised the wider community communications included a 'telephone tree'. She noted the Red Cross alerting app was slowing being phased out.

Deputy Chairperson Whiu noted Tainui Live 95.4 was not in the list of radio stations.

Resolved K57: That the Kāwhia Community Board receives the 'Civil Defence and Emergency Management: Kāwhia Community Response Plan' for information.

Councillor Jeffries | Deputy Chairperson Whiu

### Item 25: Proposed Road Naming and Numbering Policy

ŌDC's Andrew Loe took the report as read and in response to a query from Councillor Jeffries noted the addition of macrons to existing road signs would be best addressed as project reviewing all street names in the community as opposed to responding to requests to change individual street names.

Resolved K58: That the Kāwhia Community Board receive the report titled 'Item 25: Proposed Road Naming and Numbering Policy' (document number 746548) from Andrew Loe, Policy Advisor.

Deputy Chairperson Whiu | Board Member Harpur

## Public excluded | Take matatapu

There were no reports.

## Board projects

### Project 1: Kāwhia storyboards

Deputy Chairperson Whiu advised Frank Thorne was still seeking permission to use some of the images and narratives. ŌDC's Andrew Loe advised staff were still trying to finalise the cross-checking of locations to ensure no utilities or road safety issues arose. In response to a query from Board Member Harpur, Ms Whiu stated there were 7 signs under development. Mr Harpur noted the need to ensure durability of the signs to reduce fading of the images.

## Other business | Ētahi atu take

### Board Member updates

Deputy Chairperson Whiu advised the sign coming up to the to the Ngutunui Road Intersection needed to be renewed. Two design options for new signage were provided to Members as handouts. The proposal utilised the photo frame design. ŌDC's Andrew Loe noted that northbound traffic would also see a new sign before the SH31 and SH39 intersection on Kāwhia Road. Both affected landowners had given permission for the installation of the new signage.

Deputy Chairperson Whiu commented on the Poukai rounds noting the good turnout to the events. She noted the toilets had 'tane' and 'wahine' but needed to be amended to 'wāhine' and 'tāne'. This amendment transferred the meaning from singular to plural.

Board Member Harpur spoke on the Long Term Plan seawall proposal being discussed by the community. Chairperson Good noted an Long Term Plan event was being held on 20 April and was an opportunity for the community to question staff and provide feedback.

Councillor Jeffries noted his activities including an elected members workshop, Poukai at Maketū Marae, ŌDC's Risk and Assurance Committee, meeting between His Worship the Mayor, senior staff and the Kāwhia Community Board on the seawall proposal. He commented on the consultation for the Long Term Plan, the Aotea Ratepayers meeting and reminded the Board about the ANZAC Day service at 1pm in Kāwhia.

Chairperson Good spoke on the Maketū Marae Poukai, the Coastal Restoration Conference and reminded the Board of the Aotea sunset service for ANZAC Day.

### Community Board discretionary fund

Chairperson Good noted the fund's budget was available until 30 June. There were no grants made.

### Resolution register

In response to a query from Board Member Harpur, ŌDC's Andrew Loe advised a bylaw may be needed to manage issues relating to fees and berthing at the wharf. Mr Loe stated the justification mechanism for

the setting wharf fees and charges would be the condition assessment and asset management plan for the wharf.

No changes were made to the Register.

## Closing formalities

### Closing prayer | Karakia

Deputy Chairperson Whiu provided the closing karakia.

### Meeting closure | Katinga o te hui

Chairperson Good declared the meeting closed at 5.15pm.

## Workshops | Hui awheawhe

There were no workshops.

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

His Worship will provide a verbal update.

## 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 124: Ōtorohanga Multi-Purpose Community Hub – Feasibility Study**

**To:** His Worship the Mayor and Councillors of Ōtorohanga District Council

**From:** Ross McNeil, Chief Advisor

**Date:** 23 April 2024

**Relevant community outcomes:** Engaged Thriving Vibrant



**1 Purpose | Te Kaupapa**

1.1 To consider the feasibility study for a multi-purpose community hub and confirm next steps.

**2 Executive Summary | Whakarāpopoto Matua**

2.1 A report on the feasibility of a possible Ōtorohanga multi-purpose community hub (facility) has been completed by Veros. It has involved extensive engagement with partners Ōtorohanga Support House Whare Āwhina (ŌSHWĀ), Ōtorohanga Club and mana whenua, and a wide range of stakeholders and community representatives. It has built on the work and direction of the Ōtorohanga Town Concept Plan, which signalled the need for a multi-purpose community, arts and culture facility based in the Ōtorohanga town centre.

2.2 The feasibility study assessed the need for and scope of a multi-purpose facility/hub through a co-design process aimed at establishing clarity on current issues (problems) and establishing benefits and critical success factors, which collectively support the case for investing in a multi-purpose Community Hub. The process involved mapping the existing community facility network and considering any planned facilities (and major developments of existing facilities).

2.3 Through the process three options were identified, with the preferred option (Option 2) being a Network of Community Hubs based on three existing sites/operations:

1. Library – being a Library, Arts, Culture and Connection Hub
2. Ōtorohanga Support House Whare Āwhina – being a Community Services Hub
3. Ōtorohanga Club hall – being a Civic Hub.

2.4 The strength of this option is that it builds on existing places/spaces, and their governance and management arrangements, and was considered to be substantially better (and cheaper) than building a new stand-alone facility. This option is supported by project partners.

2.5 Option 2 has been costed at a high level, with an estimated development cost of around \$5.35 million. These costings are based on specific assumptions and do not include broader operational costs, which should be further developed/tested before the project can proceed. The study considered potential external funding sources and further assessment of these, along with possible Council and partner

contributions, will be required, particularly given current economic conditions. It is unlikely that the project could proceed without significant external funding support.

- 2.6 The feasibility study has established the Network of Community Hubs project is both practical and feasible. However, it is recommended that further work is undertaken in conjunction with the relevant project partners on refining the proposal, including undertaking the appropriate due diligence, consideration of partner agreements and assessment of funding opportunities and requirements, and that a report on this work is considered by Council before any decision to proceed with the project is made.

### 3 Staff recommendation | Tūtohutanga a ngā Kaimahi

That the Ōtorohanga District Council:

- a Receives the Feasibility Report on an Ōtorohanga Multi-Purpose Community Hub completed by Veros, dated March 2024.
- b Endorses the Network Community Hub concept as reflected by Option 2 in the Feasibility Report, being:
  - i a Library, Arts & Connection Hub – based on developing the current Ōtorohanga Library site.
  - ii a Community Services Hub – based on developing the current Ōtorohanga Support House Whare Āwhina site.
  - iii a Civic Hub – based on developing the current Ōtorohanga Club hall facility, in agreement with the Ōtorohanga Club as owners of the property.
- c Directs the Chief Executive to work with the relevant project partners on refining the proposals, including (but not limited to) undertaking the appropriate due diligence, consideration of partner agreements and assessment of funding opportunities and requirements (capital and operating), and report on progress to Council via the Ōtorohanga Community Board.
- d Approves a budget of up to \$50,000, funded from the Concept Plans implementation budget, to progress the work identified in c above, with a final report on this work to be considered by Council before any decisions are made to proceed further with the project.

### 4 Context | Horopaki

- 4.1 The idea of a multi-purpose community facility arose during the 2021-2031 Long-Term Plan (LTP) process, when community/stakeholder feedback indicated the need for a new Town Hall (civic space) and space for fostering arts and culture. When finalising the LTP the Council signalled the development



of the Ōtorohanga Town Concept Plan as way of identifying and assessing the need for and location of a new multi-purpose community facility.

- 4.2 The Ōtorohanga Town Concept Plan (TCP) was finalised and adopted by Council in October 2022. It signalled a new community facility as a catalyst (major) project, which included a focus on arts and culture, and flagged two potential sites – the group of four properties owned by Council (Maniapoto and Lawrence Streets) and the Library/Village Green site. The TCP signalled the concept of a multi-purpose facility should be tested through a feasibility study to determine the nature and extent of need.
- 4.3 The importance of having independence and experience in the development of a feasibility study was acknowledged, and a procurement process was undertaken in mid-2023 to engage the services of a suitable experienced/qualified consultant. In August 2023 Veros were appointed to complete the feasibility study, with RW Architectural Design engaged to provide design input. A project steering group involving staff, elected members (Council and Community Board) and mana whenua representatives was established to support the project.
- 4.4 Veros followed a co-design process to directly inform the development of the feasibility study. That process brought together community, stakeholder and partner representatives and used a range of quantitative and qualitative assessments to test the need for and develop the form of a multi-purpose community facility/hub. That process covered the following:

- Workshop One: Problems and Benefits, local area mapping and needs identification (18 October 2023)
- Rangatahi Workshop: Youth engagement and options development (8 December 2023)
- Workshop Two: Options testing (14 December 2023)
- Community Survey: Options testing (23 January – 6 February 2024)

- 4.5 The co-design process identified three options (see below), with Option 2 – A Network Community Hub being preferred.



- 4.6 The feasibility report has been completed (attached) and it validates Option 2 – Community Network Hub as the best achievable (feasible) option. It is a comprehensive reference document covering the process followed, needs identification and assessment, mapping and assessment of existing community facilities, options identification, and assessment, expected level of investment and delivery arrangements, and suggested next steps.
- 4.7 An overview of the feasibility study has been presented at a workshop session with the Ōtorohanga Community Board, who have endorsed the process and outcomes. The Feasibility Study is presented to Council for consideration, endorsement, and direction as to the next steps for this project.

## 5 Considerations | Ngā whai whakaarotanga

### Significance and engagement

- 5.1 Progressing the multi-purpose community hub project is significant in terms of scope, scale and, particularly, the potential cost of implementation. The process of undertaking the feasibility study involved wide engagement with partners and stakeholders, and the options identified were tested with the community and the preferred option endorsed. In itself the receipt/adoption of the Feasibility Study is not significant as it does not commit Council to doing anything that would trigger the need to follow Council’s Significance and Engagement Policy.
- 5.2 It is accepted, however, that progressing the hub project would require further work to be undertaken before any detailed proposals can be finalised and a decision to proceed could be made by Council. Prior to making any significant decisions it is expected that Council will consult/engage with partners, stakeholders, and the wider community. Depending on the nature and extent of a decision (e.g. level of financial implications) the most appropriate approach would be to make those decisions as part of an annual plan or long-term plan process. However, Council would not be restricted to an annual or long-term plan process provided the nature and extent of any engagement/consultation was in line with the significance of the decision sought.

### Impacts on Māori

- 5.3 Māori are expected to directly benefit from the establishment of the proposed Hub. Council’s commitment to develop stronger relationships and partnerships with Iwi/mana whenua is well established and reflected by the direct involvement of Iwi/mana whenua in the feasibility study process. This has helped ensure desired outcomes are recognised and any adverse impacts or matters of significance are identified early and appropriately managed.

### Risk analysis: Council’s top risks

- 5.4 While not specifically recognised within Council’s top risks, the ability to progress the Hub project aligns positively with Council’s desire to ensure overall programme delivery and maintain productive Iwi relationships. In line with ensuring programme delivery is the importance of having a suitably experienced project manager engaged to oversee/direct and ensure the successful delivery of this project.

**Risk analysis: Other considerations**

- 5.5 Central to the successful delivery of the Civic Hub (assuming substantial funding may be provided by Council) will be securing an enduring agreement with the Ōtorohanga Club before any final commitments can be made and that aspect of the Hub project progressed. A tight control of costs, both capital and operating, will be essential if the full value of the Community Hub Network concept is to be realised. It may be prudent for Council to signal a minimum external funding level before any decision to proceed with construction or other significant elements of the project. Security of tenure (long term) for ŌSHWA may be a prerequisite for that organisation to secure long term external funding.

**Policy and plans**

- 5.6 Progressing a multi-purpose community hub aligns with the Ōtorohanga Town Concept Plan, and Council's commitment as reflected in current LTP and community outcomes (as reflected in the LTP).

**Legal**

- 5.7 The Feasibility Study does not trigger any specific legal issues or requirements. However, an enduring agreement with the Ōtorohanga Club will be required prior to committing any Council funding. Similarly, ŌSHWA will likely seek a long-term lease agreement with Council to maximise external funding opportunities and provide operational certainty for staff and customers. In addition, any external funding that Council may secure to advance the project will likely be subject to a legally binding agreement (e.g. funding received may have to be repaid if certain conditions are not met). Similarly, ŌSHWA or Ōtorohanga Club may seek external funding which comes with conditions that might impact on Council's interests in regard to this project. It is important that any such proposed arrangements are subject to appropriate legal review/oversight before being finalised.

**Financial**

- 5.8 The Feasibility Study has cost \$55,000, which has been funded from the approved Concept Plans implementation budget. Based on the high-level cost estimates provided in the Feasibility Study the Hub project will require significant resourcing, particularly financial – estimated at just under \$5.35 million (current costs) to deliver all three elements of the Hub concept. As indicated in the Study, there is scope to attract significant external financial support (capex) for the project. While securing this funding will be essential to enable the project to proceed, the time required to secure that funding can be lengthy resulting in project delivery cost increases through inflation. Any decision to proceed with the project (or a significant part thereof) will need to be mindful of this aspect, along with financial risks associated with scope creep (which increases cost pressure).
- 5.9 Funding the build/delivery costs for this project is a critical consideration, but so is the ongoing operational costs – not just for Council but all partners. These costs include staffing, utilities, rates, depreciation, and are largely unknown at this point but will need to be identified and fully assessed, including how they are to be funded before any commitment to proceed with the project can be made by Council.

## 6 Discussion | He Kōrerorero

6.1 As the preferred option, option 2 is based on the principle of ‘building on existing’ (see below), thereby maximising the value inherent in the existing facilities and associated governance and management arrangements. This option should deliver the greatest value/benefit in meeting the stated needs while minimising costs (i.e. significantly better than either Option 1 or Option 3).

### Library, Culture, Arts & Connection

Focused on

- increasing library capacity to perform as ‘community lounge’
- Providing multiple arts spaces for practicing artists
- Kitchen
- Workshop spaces for smaller scale community gathering and learning.



### Ōtorohanga Club

Secure long term community access to the Ōtorohanga Club to:

- Enable community access
- Improve the existing hall space to modernise the facility and provide acoustic enhancements.
- Investigate separate entrance to the facility
- Review signage, particularly alcohol signage



### Community Services

Focused on providing community support services: both existing and new

- Refurbishment of existing facilities to improve the function and flow
- Testing the feasibility of refurbishing Edmonds Judd building



6.2 Preliminary costings (total \$5.346 million excluding GST) to deliver the project are based on the estimated costs for developing each of the three elements. The nature and scale of the proposals are based on translating the identified needs into space requirements, which are reflected in the design concepts and then costed at a high level. These costings (see below) are based on current industry averages for similar buildings and development typologies and rely on assumptions that will need to be tested through future stages of the project. Refined pricing can only be established by progressing through more detailed planning, including funding, and design phases.

6.3 Library, Arts & Connection Hub - \$2.353 million (excl. land costs and GST) – facility owned and operated by Council.

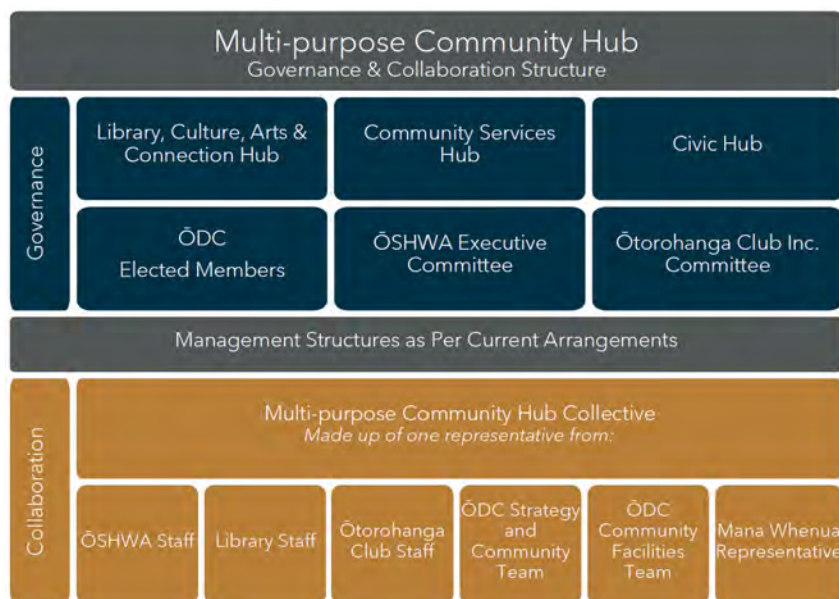
6.4 Civic Hub - \$0.818 million (excl. land costs and GST) – facility owned and operated by the Ōtorohanga Club, under an agreement with Council.

6.5 Community Services Hub - \$2.175 million (excl. land costs and GST) – building(s) owned/maintained by Council but operated by Ōtorohanga Support House Whare Āwhina, under agreement with Council.

6.6 Preliminary building operating costs (est. total \$107k) have also been identified based on an underlying assumption of \$80/m<sup>2</sup> per annum. However, this only relates to basic costs, such as rates, insurance etc. More detailed operating costings, including staffing, depreciation, etc, can only be identified through future stages of the project.

6.7 The strength of the Network Community Hub concept lies in its clear and collective purpose, but that also introduces complexities given the nature and purpose of the three organisations involved. Given a key outcome of the concept (project) is ensuring the best use of all three venues by the community,

there needs to be a collaborative model established that incorporates/builds on the well-established governance and management arrangements already in place at each existing facility. Having regard to these governance and management considerations, Veros have proposed the following model:



- 6.8 In their feasibility report Veros have identified potential funding avenues, for both capital and (possibly) operating costs. It is noted that current economic conditions are likely to mean funding opportunities are more constrained, that new funding avenues may open up based on Government priorities and that Council may be restricted (through eligibility) with some funding avenues. That said, for both ŌSHWA and Ōtorohanga Club there are separate funding avenues available. Veros recommend that Council maintain close relationships with possible funding agencies/organisations regarding this project.
- 6.9 Noting funding considerations/provisos, Veros have suggested that progressing the Hub concept as a single project (over a three-year period) will be the most cost-effective and efficient approach. Veros note, however, each element can be advanced as separate projects should that be a better option. For example, Council may wish to establish an external funding threshold/target, which lends itself to progressing each element as funding is confirmed (assuming constrained funding opportunities). It is expected that each project (hub) element can/will attract different external (non-Council) funding and to different levels, so these are matters better considered as part of a future phase of this project.
- 6.10 In their proposed programme, Veros indicate the Hub project could be consulted on by Council as part of the current LTP process. While the project is flagged in the LTP Consultation Document, there is insufficient detail about the project for it to be a specific consultation item. For example, details of funding (capital and operating) levels, and debt and rating implications would need to be known if the project was to be a focus for consultation. That information will become evident through a future phase, at which time it would be appropriate to gauge community views through a consultation process before any decision to proceed further was made.



6.11 In terms of next steps, Veros have suggested that Council continue to develop the relationships with project partners, including mana whenua, and progress the project in two phases (assuming a single project):

**Phase 1** – Planning, Design and Consenting - Secure funding to advance the project through due diligence and refinement to land on a final proposal; progress design package; secure required resource consent(s) (if any).

**Phase 2** – Delivery – Finalise construction plans/specifications, secure building consent(s) and undertake construction.

6.12 It is suggested that Phase 2 be undertaken as a fixed price design and build contract to limit project risk. It is recommended that the project be managed by a suitable experienced/qualified professional.

6.13 While the project could be delivered in two phases as suggested, there is merit in splitting out some aspects of Phase 1 creating a separate phase (Phase 0) and use this information to inform a decision whether to progress with Phase 1. Phase 0 would focus on working with the relevant project partners on refining the proposals, including (but not limited to) undertaking the appropriate due diligence, including consideration of partner agreements, assessment of funding opportunities and requirements (capital and operating) and review/refinement of project costings. This work would be led by staff with appropriate specialist assistance, with a budget of up to \$50,000 (funded from the Concept Plans implementation budget) and form the basis of a report back to Council. This work is likely to take up to six months to complete and could form the basis of community engagement/consultation (either before or as part of the 2025/26 Annual Plan process).

6.14 Having regard to 6.8 and 6.9 above, a revised indicative project programme could be:

Phase	Description/Matters to Consider/Deliver	Indicative Timing
0	Proposal refinement; due diligence; partner agreements/operational arrangements; funding opportunities/requirements – capital & operating; review project costings; Indicative project plan/programme and key milestones	May-November 2024
<b>Council Decision Point</b> – Progress with project? (consider need/desirability for community consultation)		December 2024
Community consultation on project proposal		March 2025 (or part of draft Annual Plan – April 2025)
<b>Council Decision Point</b> – Progress with project? (after community feedback assessed)		May/June 2025

Phase	Description/Matters to Consider/Deliver	Indicative Timing
1a	Secure Funding (for Phase 1)	June-December 2025
<b>Council Decision Point</b> – sufficient funding secured? Proceed with Project?		December 2025
1b	Finalise project management/governance arrangements; Design & Resource Consenting;	January-May 2026
<b>Council Decision Point</b> – Project delivery plan still achievable?		May/June 2026
2a	Secure Funding (for Phase 2)	June-December 2026
<b>Council Decision Point</b> – sufficient funding secured? Proceed with Project?		December 2026
2b	Final Design and Build – procure contractor and complete construction	January-November 2027
Project Completion		December 2027

6.15 Note: the above programme assumes the project proceeds with all three Hub elements being worked on/progressed concurrently and that the project steps are sequential. Progressing the Hub elements separately may mean some could be delivered earlier (e.g. Civic Hub), but the overall programme may take longer to complete. Similarly, where project steps can be run concurrently (or overlapped) the overall delivery time could be shortened, possibly substantially.

6.16 The feasibility study and report completed by Veros provides an excellent base from which to advance this project. It has established the nature and extent of community need and identified an option that is practical, achievable and represents the best value for money. Project partners – ŌSHWA Ōtorohanga Club and mana whenua are supportive of the project, but there is collective acceptance that further work on refining the proposal, including delivery and operational arrangements, and assessing funding opportunities/requirements is needed before the project can be substantially advanced. Direction on the project is now sought from Council.

## 7 Options analysis

### Option 1: Status Quo (Existing facilities and organisations carry on as present).

7.1 Rationale: Continue to rely on existing facilities/arrangements, with limited upgrades as may normally be expected.

#### Cons

- Does not deliver on the needs or opportunities identified through the Feasibility Study process.
- May see some existing facilities closed/services discontinued if individual groups are unable to continue their resourcing.

**Option 2: Network Community Hub - comprising a Library/Arts/Connection Hub, a Community Services Hub and a Civic Events Hub – This is the Preferred Option.**

7.2 Rationale: This is based on building on existing facilities and maximises investment and governance/management arrangements already in place. It also allows for the transition of community activities/services if/when the groups responsible for those choose or are unable to continue.

**Cons**

- Relies on the enduring goodwill, support, and agreement of separate entities, particularly the Ōtorohanga Club.
- Will require a higher level of coordination across multiple organisations.

**Option 3: Build a new Multi-Purpose Community Centre**

7.3 Rationale: This is based on building and operating a new facility that meet all of the needs identified through the Feasibility Study process.

**Cons:**

- A very high-cost option, which is unlikely to be delivered affordably.
- High likelihood of ‘Cannibalising’ use and funding of existing facilities/services, so may not itself be fully utilised.

**Recommendation option and rationale**

7.4 Option 2: Endorse the Network Community Hub - comprising a Library/Arts/Connection Hub, a Community Services Hub and a Civic Events Hub and proceed with refining the proposal, including (but not limited to) undertaking the appropriate due diligence, consideration of partner agreements and assessment of funding opportunities and requirements (capital and operating) and report on progress.

7.5 This option is based on building on what already exists in the community in order to meet the needs/outcomes identified through the feasibility study process. Therefore, this option offers the best value for money compared with Option 3 – Build New, as it avoids significantly higher funding requirements and the likelihood of facility duplication/underutilisation. Option 1 – Status Quo will not meet the identified community needs/outcomes.

**8 Appendices | Ngā Āpitihanga**

Appendix #	Name
1	Feasibility Report on an Ōtorohanga Multi-Purpose Community Hub completed by Veros, dated March 2024





# Ōtorohanga Multi-purpose Community Hub

## Feasibility Report March 2024

Ōtorohanga District Council



## Statement of Limitation

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Veros Property Services Limited are suitably qualified, knowledgeable and experienced in property related fields and have prepared business cases for similar projects. The business case is an aid to clients, and they accept the information contained within the report on the condition they make their own enquiries and obtain independent advice to verify the accuracy, correctness or completeness of the information presented.

PREPARED FOR:



PREPARED BY:



DOCUMENT ACCEPTANCE:

Action	Name	Signed	Date
Draft approved for issue:	Chase Cahalane		20/02/2024
Final approved for issue:	Adele Hadfield		01/03/2024

## Executive Summary

In 2022, with the help of the community, Ōtorohanga District Council completed the Ōtorohanga Town Concept Plan as the blueprint for the future of Ōtorohanga Town. The development of a Multi-purpose Culture, Community and Arts Facility was identified as a catalyst project in the Concept Plan.

As a result, Ōtorohanga District Council commissioned Veros to carry out a feasibility study for a Multi-purpose Community Hub.

This study tested the feasibility of developing a Multi-purpose Community Hub in Ōtorohanga and found that there was both an evidenced need for a hub and a response option that addresses that need in a manner that is pragmatic, cost effective and potentially transformative for the community.

A co-design process was used to work with the community to complete the study. During this process the following problem and benefit statements and critical success factors were developed and then subsequently tested to determine the need for and form of a Multi-purpose Community Hub in Ōtorohanga.

### Problems

- The existing spaces are not flexible, lacking one or more pieces of supporting infrastructure e.g., parking, technology, workspaces, size and kitchens.
- There is a lack of a communication about and connection between the existing network sometimes making it difficult for people to connect with the services that meet their needs.
- The lack of a single civic space makes it difficult to host larger events that create connectivity within the community.
- Art makers are spread across the district without a central space within the district to share, create, teach, display our culture, exhibit, and perform, for all art forms, pushing creativity outside of the district.

### Benefits

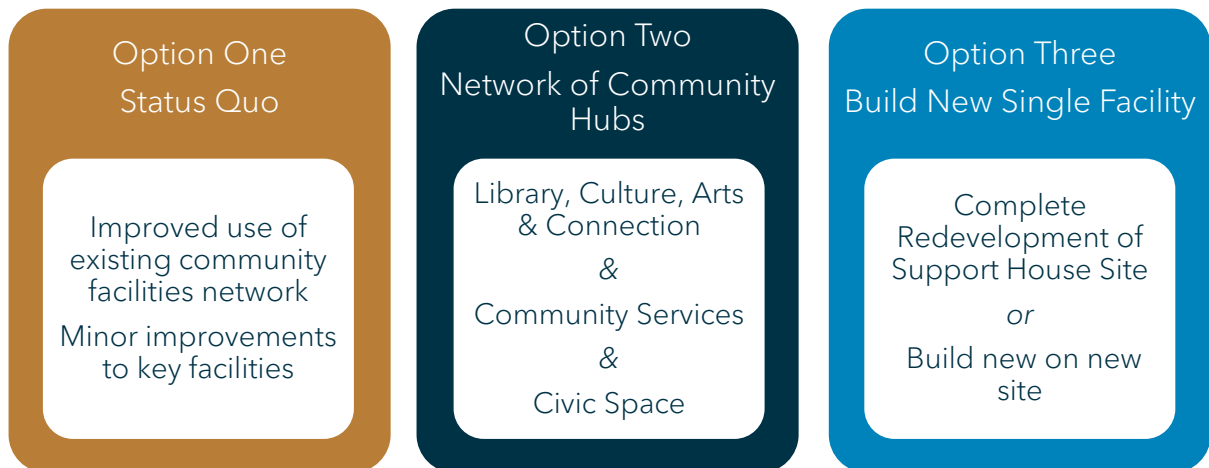
- Community spaces that reflect the morals and values of Ōtorohanga, are flexible, safe, fit for purpose welcoming space(s) with supporting infrastructure.
- A connected community that is also connected to accessible and well-resourced spaces and services that cater to the needs of the community.
- Places that everyone feels connected to that are owned and supported by people who connect and understand people.

### Critical Success Factors

- Making the most of what we have
- Fit for purpose
- Accessible
- Safe Spaces
- Welcoming
- Future Proofed



Three options were shortlisted for assessment:



After testing at the second co-design workshop and technically by the study team, **Option Two - Network of Community Hubs** was confirmed as the preferred option. This was then tested with the wider community using a community survey. The responses from the survey reconfirmed Option Two as the preferred option.

Option Two focuses on using the existing facilities

- Ōtorohanga Library
- Ōtorohanga Support House Whare Āwhina
- Ōtorohanga Club

To create a network of hubs that will support the Ōtorohanga community to achieve the benefits sought. This option also scored very well against the critical success factors.

Across the network there is a need to continue to work with the community to develop the option into a deliverable project.

Early preliminary costs are provided for each facility, the total investment required to transform the existing hubs into a Multi-purpose Community Hub has been approximated at \$5,346,501. This is a turnkey cost, including all costs to get to the point of opening the doors of the new hub. A funding approach is outlined in the report to assist Ōtorohanga District Council to deliver the project.

Option Two will also require new partnerships to be formed, the Governance and Collaboration section of this study outlines possible options for this and proposes an approach that provides for autonomous decision making by each facility while creating a collective that can work together to maximise the ability of the hubs to provide services collaboratively, delivering more than the sum of their parts.

This study recommends the further development of Option Two for delivery by the Ōtorohanga community.

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# 1 Methodology

We used a co-design process to complete the feasibility. We engaged with Mana Whenua and stakeholders and then used a range of quantitative and qualitative assessments to test the need and develop the form of a Multi-purpose Community Hub in Ōtorohanga.

The project started with a wide scope, considering the community needs for social service provision, civic space, and community gathering and multi-functional spaces. Two stakeholder co-design workshops, and a youth co-design workshop with Ōtorohanga College students were held. Stakeholders were identified by Ōtorohanga District Council (ŌDC) staff. This allowed us to develop a range of options and test how those options responded to the needs of the local community. The workshops also provided guidance to our wider research. These workshops were carried out as follows:

Workshop One: Problems and Benefits, local area mapping and needs identification (18 October 2023)

Rangatahi Workshop: Youth engagement and options development (8 December 2023)

Workshop Two: Options testing (14 December 2023)

Hosted over two sessions to encourage attendance and hosted at the Ōtorohanga District Council Chambers, the purpose of the first workshop, was to provide the community with the chance to define the needs and develop responses from the very start of the project. We heard:

- What the critical activities are for the potential Multi-purpose hub,
- who it should focus on serving,
- what it needs to include, and
- how it should work with other services and places that are already supporting communities across the district.

We then developed a series of problem and benefit statements, as well as critical success factors for the project. These were tested and refined with feedback from workshop attendees and project stakeholders.

Veros, Ōtorohanga District Council staff, and Taku Wairua facilitated a workshop with a group of approximately 60 rangatahi from Ōtorohanga College. This was a combined session as part of the co-design approach to developing the Ōtorohanga Economic Wellbeing Strategy and the Multi-purpose Community Hub. Rangatahi were provided with the problem statements developed following Workshop One and asked to design a community hub to respond to these problems. Themes from these responses were captured and utilised in option development.

Three options were developed, and initial concept designs drafted. These options were initially tested within the project management team, consisting of Ōtorohanga District Council elected members, staff, and Mana Whenua representatives. The options were then presented in the second co-design workshop and tested by participants against the previously developed problem and benefit statements, and the projects critical success factors. Summary reports for these workshops are appended to this report (Appendix 1, Appendix 2, and Appendix 3)

Veros also assessed the wider strategic context of Ōtorohanga District Council and the primary project stakeholders, taking into consideration the demographics of the area.

## 2 Strategic Assessment

### 2.1 Ōtorohanga District Council

#### 2.1.1 Long Term Plan

During the 2021-2031 Long Term Plan (LTP) the community supported change to the former community outcomes to reflect an investment in the district's future, including investment in community places and spaces and three waters infrastructure.

This has meant that, while Ōtorohanga District Council continues to prioritise and efficiently manage essential infrastructure services, there's a growing emphasis on wellbeing. Services that significantly contribute to the social, environmental, cultural, and economic wellbeing of the community are receiving increased attention.

In the LTP, the Community Facilities and Services group of activities includes Civil Defence (Emergency Management), libraries, parks and reserves, is focused on protecting and promoting public safety and wellbeing.

Ōtorohanga District Council also recognised it needed to work better to reflect arts, culture, and heritage as an important part of the identity of the district. Part of this work, enabled by the LTP, is the development the Ōtorohanga Town Concept Plan, Ōtorohanga Rural Concept Plan, and the Kāwhia/Aotea/Ōpārau Concept Plan. These plans intend to make the district's towns and villages more vibrant for residents and visitors, encourage investment and improve community facilities.





Recently ŌDC have been engaging with the community and stakeholders to inform the contents and key outcomes of the 2024 - 2034 LTP, set for consultation and adoption during 2024. The following diagram highlights the Ōtorohanga Community Outcomes which have been developed through this community engagement and will go to the community for feedback as part of the wider 2024 -2034 LTP consultation process. These community outcomes will guide ŌDC in providing for Ōtorohanga District's social, cultural, economic, and environmental wellbeing:

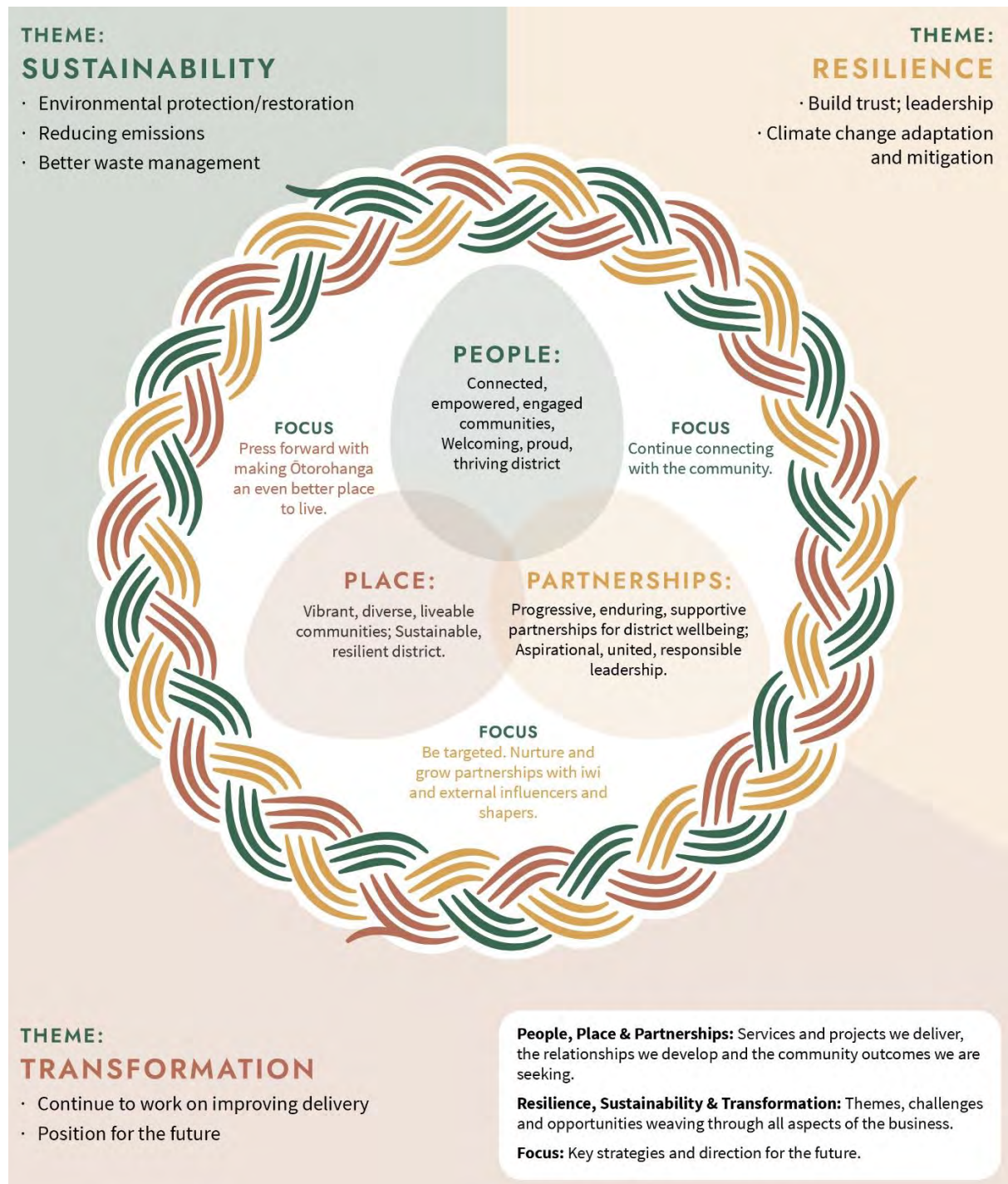


Figure 1 Ōtorohanga Community Outcomes. Ōtorohanga Long Term Plan 2024 - 2034 Development Documents



## 2.1.2 Ōtorohanga Town Concept Plan

Over a nine-month engagement process with the community and stakeholders, Ōtorohanga District Council developed the Ōtorohanga Town Concept Plan. This plan was adopted on 6 October 2022. It is a roadmap for the town's future development. It considers the feedback and suggestions from the community and addresses various issues and constraints that need improvement and presents opportunities for growth.

There are five project objectives:

- Environmental health
- Cultural foundations
- Social wellbeing
- Economic prosperity
- Sustainable and resilient land-use

Of most relevance to the Multi-purpose Community Hub project is the social wellbeing outcome:

*“Support and enable healthy, safe and connected individuals, families, whānau, hapū, iwi, and a range of communities and ensure they are able to set sustainable goals and achieve them through education, health care, strong community networks, inclusiveness, pride of place, financial and personal security, equity of opportunity, rights and freedoms.”*

The Ōtorohanga Town Concept Plan highlights that the community of Ōtorohanga holds its parks and community amenities in high regard. Pointing out that facilities that can merge services, locations and streamline space (minimising vehicular traffic) will foster crucial links throughout the town centre. Recreational spaces and community amenities serve as platforms that bolster and contribute to a robust, vibrant town character and culture by offering areas for active sports, leisurely recreation, meetings, social interactions, and learning.

Constraints to this include:

1. A disconnected network of community facilities
2. limited wayfinding
3. being away from the street and public view reduces their prominence in the community and making it difficult to find for visitors, tourists and for new community users (as is the case for the library).

Opportunities identified include

1. The development of a new multi-purpose community facility within the town centre.

The concept plan states that this facility *“could act as a learning centre including an upgraded library, host the main civic functions of a Town Hall, and host activities such as i-Site, tourism office, civic gatherings, performing arts, regular markets and meeting spaces for the community. This facility could also incorporate a dedicated destination creative space.”*

The Ōtorohanga Town Concept Plan directly addresses the absence of a civic hall following the demolition of the Ōtorohanga Town Hall in the late 1990s. The previous Long Term Plan process sparked discussions about the potential for a new town hall. Community engagement revealed mixed feelings about this idea. While there was limited enthusiasm

for a traditional town hall, which some viewed as outdated and overly formal, there was considerable support for a multi-functional community facility that could serve various purposes in addition to hosting civic events. Two main ideas emerged from these discussions:

1. **Ōtorohanga Sports and Recreation Hub:** a physical space, potentially comprising multiple facilities such as buildings, fields, and courts. It would necessitate collaboration between clubs and/or other organisations, either virtually or within the physical infrastructure, to share expertise in governance, management, and operations.
2. **Multi-purpose Culture, Community, and Arts Facility:** a versatile community facility located in the town centre, with a focus on culture and arts. In addition to serving the functions of a town hall, the facility would incorporate a variety of additional uses to cater to the current needs of the Ōtorohanga community and offer flexibility for future adaptations. Potential features could include a library and learning centre, a gathering space for civic functions and community meetings, space for performing arts, artist studios and/or a dedicated creative space, and office spaces with associated facilities including a kitchenette.

Economic wellbeing and prosperity are examined in the Concept Plan, with several constraints, challenges, and opportunities identified. The Ōtorohanga Economic Wellbeing Strategy, currently under development, seeks to address a number of these. A contributing factor to economic and overall wellbeing is the ability for an individual to access everything they need to meet their daily needs to live, work, learn, and play in Ōtorohanga. This highlights the need to ensure central and easily accessible community services and facilities. Through the engagement process for the Concept Plan, a community survey found that only 43% of respondents have their daily needs met in Ōtorohanga Township.

## 2.2 Project Stakeholders

A wide range of community organisations and service providers currently operate within Ōtorohanga, providing sporting and active opportunities, educational programmes, social services, culture and heritage preservation and education, arts, and more. This section explores those organisations that will likely use the proposed Multi-purpose Community Hub facilities, looking into what they do within the community, and their aspirations for the future.

### 2.2.1 Ōtorohanga District Library

More than just a place to borrow books, the library provides information access and programmes for the community to upskill, inform, and entertain users. The Ōtorohanga District Library is located at 27 Tūrongo Street and is accessible from the Village Green at 38 Maniapoto Street. Open from Monday to Friday from 9am to 5pm, and on Saturday from 10am to 12pm, the library provides free membership to all Ōtorohanga district residents and ratepayers, and is owned and operated by ŌDC.

The library offers a collection of books, DVDs, internet access, magazines, online databases, talking books, newspapers, eBooks, and eAudio books. In addition to these resources, the library and the library team also offer other useful services for the community including; internet access, photocopying, and scanning facilities. As a member of Aotearoa People's Network Kaharoa the library offers free, chrome-based wireless internet to all. The library also offers free computer mentoring sessions to upskill people on the use of devices.

Library staff are currently working with the Ōtorohanga Museum to establish display space within the library where cultural and heritage collections can be displayed. The exact location

of these displays is still being considered. However, it is envisaged that there will be displays in the main entrance lobby, the main library, and the programmes room.

Programmes are regularly run from the current multi-purpose space, known as the Programmes Room. The room is available for use during the library’s opening hours and can be booked directly with library staff. From this space a wide range of programmes are delivered to the community both on a regular, and an ad hoc basis. Community groups are also able to book and utilise the space, which sees several regular users and the occasional “one off” booking.

To gauge the usage of this space, a sample of the bookings was analysed. The sample taken is the 16-week period from 1 September 2023 to 25 December 2023. This period included a school holiday period where the space is utilised for school holiday programmes, as well as the General Election period, where the space was utilised as a voting poll station. The following observations were made:

### 2.2.1.1 Overview of usage

Days available (Mon - Sat)	96
Days used	68 (71%)
Total bookings	111
Total visitors/users	1352
On Average:	
Days used per week	4.25
Bookings per week	6.93
Visitors/users per week	84.5

### 2.2.1.2 Regular bookings and programmes

Pre-School	Storytime
	Wriggle & Rhyme
	Keva Contraptions
	MakeyMakey
Primary School Afterschool STEM programmes	Arduino
	LittleBits
	Meccano
	Lego
	Ozobot
Other regular bookings and programmes	Summer & Winter Holiday Reading Programmes
	Book Discussion Group
	Northern Health School
	Te Reo Māori group
	Ōtorohanga Family History Group

The library is a highly valued community facility that is well utilised.

- The library is at capacity in terms of the programme offerings it can provide
- it would like to extend its service offerings
- the single multi-purpose room does limit the space to a single user group at any one time
- additional capacity would enable programme extension and a higher level of usage by the community.

## 2.2.2 Ōtorohanga Support House - Whare Āwhina

Ōtorohanga Support House Whare Āwhina (ŌSHWĀ) Inc aims to enhance the well-being of Ōtorohanga by offering services and support that are empowering, nurturing and wraps around the individual and their whānau. Their vision is:

*“To support the journey of the people in our community. ‘He Āwhina, he tautoko i ngā pūrākau o ngā tangata’”.*

And mission is:

*“To enhance the well-being of individuals and families within the Ōtorohanga and Waitomo communities”.*

ŌSHWĀ seeks to provide professional, accessible facilities and services in partnership with Tāngata Whenua in accordance with the principles of Te Tiriti o Waitangi, provided in a culturally respectful and non-judgmental environment, collaborative, safe, and welcoming. ŌSHWĀ are governed by four strategic priorities:

1. A structure that serves the community into the future,
2. taking our place in the community,
3. relevant and responsive services, and
4. adequate resources to achieve our vision.

‘A secure base of operation’ is listed under the final strategic priority, and is critical to enable the ongoing and highly valued mahi to serve the ever-growing needs of the community.

When ŌSHWĀ outgrew 120 Maniapoto St, Ōtorohanga District Council purchased it and the adjoining property at 88 Maniapoto Street, and provided a lease to ŌSHWĀ, as well as a financial grant to cover the rental costs for both properties. Further information on the history of ŌSHWĀ, its formation, and how the current site location came about can be found attached, Section Appendix 4.

In 2023, ŌSHWĀ had 12 staff working across the seven services they directly facilitate. During 2024, they will launch an additional service to support housing those in need, this will require an additional two staff. ŌSHWĀ have also identified a community need for local mental health delivery, support groups, and parenting support.

Current Services Provided:	Contract or Funding Partner:
Integrated Safety Response - Whānau Support and Perpetrator Outreach Service	NZ Police/Ministry of Social Development (MSD) Western Coalition
Counselling	Oranga Tamariki/MSD, Pinnacle Health
Whānau Support	Oranga Tamariki/MSD
Emergency Housing Social Service Support	MSD
Foodbank	MSD / philanthropic funding / community donation of goods
Community Health Transport	Te Whatu Ora
Community Connector	MSD

ŌSHWĀ is also a community hub offering a local base for other external support services to operate from, these include (not limited to):

- Ōtorohanga Household Budgeting Service
- Citizens Advice Bureau
- ACC Counsellor
- Justice of the Peace
- Community Probation
- Whānau Pai
- Alcohol and other Drugs Practitioner
- Speech Therapist
- Supervised visitation.

For these services, security/safety and confidential reception services are provided by ŌSHWĀ.

ŌSHWĀ is a highly valued community service provider, who have experienced continual increases in service demand, and are predicting (based on data and experience) future growth for their services. The current facilities have capacity for some increased activity, but are not fit for purpose to support a safe and respectful environment for their staff and clients, or to allow ŌSHWĀ and their stakeholders to deliver services to the community to meet demand.

### 2.2.3 Ōtorohanga Club

The Ōtorohanga Club is a popular venue that offers a variety of services and facilities. It's a place where locals can enjoy dining, entertainment, and a place to socialise. In addition to its entertainment offerings, the Ōtorohanga Club also plays a significant role in the community. It also functions as the Ōtorohanga RSA. It is a place where people can gather, socialise, and participate in various activities, including a number of sporting activities the Club supports:

Club Sports Include:

- Men's Golf
- Ladies Golf
- Seniors Quiz
- Claybird Shooting
- Indoor Bowls
- 8Ball
- Fishing
- Outdoor Bowls
- Gulliver's Travels
- Snooker

Facilities include a bar and restaurant, dining areas, pool hall, and two areas available for community hire, and:

- An upstairs room that can accommodate 50 people
- A ground level event hall space that can accommodate 200 people seated at tables.

Since the old Ōtorohanga Town Hall was demolished in the late 1990's, the Club has fulfilled the role of 'town hall', as the largest indoor venue in town. To hire the facilities people or groups do not need to hold a membership with the Club, and there are currently several community groups, users, and regular events that use the facility including:

- Council
- i-Site
- Rotary
- Weddings
- Birthdays
- Funerals
- College Balls
- First Aid courses
- Dance classes.

The Ōtorohanga community have expressed a desire to have a formal civic hall, as captured through the Ōtorohanga Town Concept plan and through the co-design workshop series that informed this feasibility assessment. The Club supports the development of a partnership with Ōtorohanga District Council to formally position the hall as the civic hall for the township. The Club already offer discounted rates to community groups when making bookings of the hall and room facilities.

There is an opportunity for ŌDC to collaborate with the Club to explore and develop a formal solution to meet the civic hall needs of the community.

#### **2.2.4 Ōtorohanga Māori Wardens**

The Ōtorohanga Māori Wardens Charitable Trust Association is a wholly independent, standalone Māori Wardens entity working independently of the Waikato regional collective. All current members of the Ōtorohanga Māori Wardens Charitable Trust Association are approved and registered as warranted Wardens having legal responsibilities in law under the Māori Community Development Act 1962.

The Ōtorohanga Wardens undertake a range of community activities, but have a heavy focus on parole support. Direct and personalised support is provided to Maniapoto people who are currently imprisoned or recently released. These activities see the Ōtorohanga Wardens providing services across the wider Waikato region and seven prisons. The Ōtorohanga Wardens also provide and administer an accommodation block in Hamilton in support of the Maniapoto community.

Other key services include providing community outreach across the Ōtorohanga and wider Waikato area, with a strong focus on supporting Kaumātua in difficult times and through daily living, such as providing transport to appointments etc.

The current Ōtorohanga Wardens local base is a portacom building that they own, located on Council property (the Library site).

The Ōtorohanga Wardens are relatively happy with their current facility arrangements, and ongoing conversations with their membership is needed to understand if co-location with the Support House (as suggested in the preferred option of this assessment) and other social support organisations is in their best interest. However, they are very keen on futureproofing their presence in the community and open to discussions on what inclusion within the Multi-purpose Community Hub project would look like. Specific interest lies with the governance and day to day management of the facility and how this might affect the Wardens operations.

The current location of the Ōtorohanga Wardens provides anonymity for visitors, and places the office close to the communities first responders. A main road facility is certainly not required, and the Ōtorohanga Wardens would be more interested in a location with an exclusive entrance off Lawrence Street.

The Ōtorohanga Māori Wardens cannot currently confirm if they would join the multi-purpose hub development, but are very keen to continue conversations and eager to see what the results of their inclusion would look like. The Ōtorohanga Wardens acknowledge the synergy that would likely be found in co-locating community support services and that this would likely encourage a number of combined approaches to community service in the future.

There needs to be ongoing discussions with the Ōtorohanga Wardens as the project continues.

#### **2.2.5 Mana Whenua**

Ōtorohanga District Council's relationship with Mana Whenua contributes to building strong, healthy, and vibrant communities, and fostering resilience, belonging, and pride. ŌDC embraces its responsibilities under Te Tiriti o Waitangi and acknowledges that Mana Whenua hold special cultural and spiritual connections with the land and environment. This includes wahi tapu (sacred sites), taonga (treasures), water, and ancestral lands.

Ōtorohanga District Council hosted a hui with Mana Whenua early in the project process to hear what is important to consider through the project process. We heard that the

community need a multi-purpose centre with both internal and external hosting capacity, and the ability to flex to host small and large groups.

The facility needs:

- To capture a strong sense of culture
- be futureproof
- reflect Mana Whenua and Māori.

At this first hui, we heard that through working as partners, Mana Whenua and ŌDC have been able to bring a sense of mana into the Council Chambers, utilising meaningful mahi toi. We heard that because of this work, local Mana Whenua are able to see themselves reflected in the space and feel more comfortable working with ŌDC.

In February 2024, another hui with Mana Whenua helped assess the proposed preferred option and identify any issues. We heard that Mana Whenua largely support the proposed preferred option. However, concerns remained for some on the use of the Ōtorohanga Club for a civic hub, noting concerns with alcohol use. For some participants at the hui, it was noted that 'uplifting the mana' of the Club was a core requirement of its viability to perform that function.

It is imperative that Mana Whenua remain a partner in this project as it progresses to ensure that the detailed design phases capture a sense of culture and reflect Mana Whenua and Māori, similar to the examples seen in ŌDC Chambers and with the pou at the head of the Village Green.

### 2.2.6 Artist Collective

The 2021-2031 LTP identified a need to better reflect art and culture, and the Town Concept Plan identified that a multi-purpose community facility needed to have a culture and arts focus. A wide group of local artists assembled by ŌDC attended both the first and second co-design workshops for this project and were part of the one-on-one discussions (arts collective hui) with stakeholders to scope the project at the beginning of the process.

We heard that other than personal spaces, churches and halls were being used for music, and Laura's Studio 84 was being used as hireable display space, for yoga, and as a central creative space. The key needs raised by local artists included:

- Need for several multi-purpose spaces
- Noting that some spaces will need to be specific for certain works, such as wet spaces suitable for things like clay work.
- Networking and a space to show people what's out there and what they can do
- Need to have a vision for where the community is headed.
- Specific spaces for specific arts "there is a danger with trying to be too many things and do too many things".
- Find a common need that will benefit everyone
- Education workshop space is top priority
- Must be safe
- Must be in town to act as a hub for the satellites (wider network)
- A nice display space/gallery as a second priority
- Acoustics should be considered so music is provided for.



We also heard that art spaces and facilitating art:

- Helps to heal people - seeing it happen and doing it is more than 'clip-on' beauty
- art is community.

### 2.2.7 Creative Waikato

Creative Waikato is a not-for-profit arts organisation serving the Waikato. They support, uplift, and advocate for arts, culture, and creativity in the region. They provide advice, training, support, and opportunities for cultural wellbeing. Their vision is for a thriving Waikato region filled with diverse and transformative creative activity.

Representatives from Creative Waikato attended the arts collective hui and the co-design workshop series. Veros also hosted an online hui with Creative Waikato's CEO, Dr. Jeremy Mayall to further explore the needs and possible solutions for the arts in Ōtorohanga. We heard that in general, there are a lack of creative spaces and lack of investment from councils across the Waikato and New Zealand. Any council supported spaces that do exist are not well maintained. Lack of investment in community art space is highlighted in the differences in sport funding, with community sport funded at \$100m and only \$10m for art with no additional support.

#### 2.2.7.1 Priority for Creatives

Creative Waikato stated that wellbeing information and data show that there is value in access to the arts even when perceived and not necessarily used.

The needs of the sector are quite diverse due to the wide range of arts disciplines. Multi-faceted facilities need to be usable, functional and accessible (not expensive). Creative Waikato are working with Sport Waikato to develop solutions that add extra space to sports facility builds for art spaces.

They have identified some of the following needs

- Access to studio/ collaborative space/workshop and learning spaces/kitchen is important for Ōtorohanga.
- Maker spaces where people can be messy and be part of a community group.
- Offering long term bookable spaces, alongside shorter-term spaces which can be leased on an hourly basis.

A place where people can be loud is in high demand and short supply. A space that can be a recording studio and a musician/band rehearsal space where they can make plenty of noise.

Gallery space can be anywhere, and is not seen as a priority. However, any wall/window space that is available could and should be used to display local art.

#### 2.2.7.2 Networked approach

Creative Waikato noted that there is space in the wider network, plenty are underutilised. However, knowledge and information on spaces is hard to come by, as is access to many spaces. A trusted entity or person could oversee the hireable spaces in the community, inclusive of council and privately owned spaces to help activate many spaces and increase artists access to much needed creative and rehearsal spaces.

Hubbing a learning and creative community space with the library is a good fit.



### 2.2.7.3 Civic Space

Adding a removable stage, improving the acoustic properties, and providing better audio, visual, and lighting options to the Ōtorohanga Club Hall would dramatically increase the usability of this space for performances, shows, and rehearsal.

## 2.3 Investment Objectives

Evidencing need is critical in establishing a strong case for investment in and development of facilities that will have a meaningful impact on the community. The needs and desired benefits identified by the community set the parameters for the project's success. This section sets out information on some of the key drivers of the need for the development and investment in local facilities to deliver community social services, events, education, creative spaces, places to gather, and places where local culture can be put on display for all.

The following statements were developed through engagement and testing with Ōtorohanga community stakeholders:

### 2.3.1 Problem Statements

- The existing spaces are not flexible, lacking one or more pieces of supporting infrastructure e.g., parking, technology, workspaces, size and kitchens.
- There is a lack of a communication about and connection between the existing network sometimes making it difficult for people to connect with the services that meet their needs.
- The lack of a single civic space makes it difficult to host larger events that create connectivity within the community.
- Art makers are spread across the district without a central space within the district to share, create, teach, display our culture, exhibit, and perform, for all art forms, pushing creativity outside of the district.

### 2.3.2 Benefit Statements

- Community spaces that reflect the morals and values of Ōtorohanga, are flexible, safe, fit for purpose welcoming space(s) with supporting infrastructure.
- A connected community that is also connected to accessible and well-resourced spaces and services that cater to the needs of the community.
- Places that everyone feels connected to that are owned and supported by people who connect and understand people.

Note: in both the first workshop and the Mana Whenua hui it was clear that the renaming of and the mahi toi in the refurbished Council Chambers has made a significant impact on the sense of belonging now felt by Māori in this space

### 2.3.3 Critical Success Factors

The critical success factors identified are:

- Making the most of what we have
- Fit for purpose
- Accessible
- Safe Spaces
- Welcoming
- Future Proofed

### 2.3.4 Core Activities

The core activities identified are:

- **Social support** - community service delivery
- **civic gatherings & activities** - enables a variety of events
- **community gathering** - informal space with a kitchen at the heart
- **multi-functional, art and creativity**
- supporting arts and creativity
- workshops
- gatherings
- meetings of various sizes
- studio space.

Other key considerations:

- Spaces need to provide for all ages
- consider the wider network of spaces within the town
- Mana Whenua and other Ōtorohanga people's stories need to be woven through the spaces
- spaces are just spaces without the right people to manage and activate them and develop a sense of welcome and support.

## 3 Case for Investment

### 3.1 Understanding who lives in Ōtorohanga and what they are experiencing

To help understand who lives in Ōtorohanga and what they are experiencing, socio-demographic data for the Ōtorohanga area was gathered to provide evidence-based context to the Multi-purpose Community Hub development options, and preferred option. The socio-demographic data is attached as Appendix 5. All data has been sourced from the Ōtorohanga Town Concept Plan, NZ Police, the University of Auckland, Infometrics, and Stats NZ.

- It is expected that both Ōtorohanga township and the wider district will experience slow, but consistent population **growth of around 11.5%** from 2018 to 2048 (around 50 people per annum)
- Ōtorohanga District and township show a considerably **higher percentage of Māori residents (26%)** when compared to rest of New Zealand at 16.5% Māori. Similarly, the township has a significantly larger population of Māori than the balance of the district at 35% and 26% respectively
- the young persons not engaged in education, employment or training (**NEET) rate in Ōtorohanga District was 15.8%** the year to March 2023, down from 16% in the previous 12 months. In the year to March 2023, the NEET rate in Ōtorohanga District was higher than rest of New Zealand (11.2%) and in Waikato Region (12.2%)

- **access to the internet is much more limited** for residents of Ōtorohanga township (74.7%) over the wider District (78.4%) and New Zealand (86.1%)
- both the Ōtorohanga township and wider district are experiencing an **increasing trend in the number of crime victimisations** each year, with theft and related offences the most prevalent division of victimisations seen
- the Wellbeing Radar shows that the Ōtorohanga District outperformed wider New Zealand in the following wellbeing domains:
  - Civic engagement and governance
  - housing affordability
  - health
- Ōtorohanga District underperformed New Zealand in the following wellbeing domains:
 

<ul style="list-style-type: none"> <li>• Environment</li> <li>• income and consumption</li> <li>• jobs and earnings</li> <li>• knowledge and skills</li> <li>• safety and social connections</li> </ul>	<ul style="list-style-type: none"> <li>• household crowding rates</li> <li>• rental affordability</li> <li>• home ownership rate</li> <li>• mental health presentation rate</li> <li>• suicide rate</li> </ul>
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- Ōtorohanga underperforms compared to New Zealand in education qualifications, with 26% and 30.4% of people in Ōtorohanga District and township respectively having no qualification at all, compared to 18.2% for New Zealand. Whilst around 50% of residents in Ōtorohanga have achieved a secondary school qualification, Ōtorohanga well underperforms against New Zealand in tertiary education qualifications
- Ōtorohanga District scores among the higher 50% in deprivation on a whole, with the Ōtorohanga township scoring among the highest third or worst in terms of deprivation in New Zealand. Deprivation has been linked to poorer quality of life, and poorer health and wellbeing outcomes.

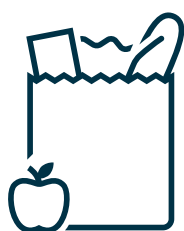
### 3.1.1 Social Service Needs

Examining the work of local social service / kai providers provides further insight and context to the demand for the social service needs in Ōtorohanga.

#### 3.1.1.1 Food Security Needs

There are currently two foodbank operations within Ōtorohanga, seeking to improve food security for community members in need. ŌSHWĀ provide a traditional foodbank service, with Toi Aringa Trust providing a Pataka Kai service, a non-clinical, non-invasive foodbank service.

Over a one-year period from 2022 to 2023 these services provided:



Community Service Provider	Packages	People receiving food	Timeline	
Toi Aringa - Pataka Kai	283	657	Mar-22	Apr-23
Ōtorohanga Support House Whare Āwhina	1016	3542	Jul-22	Jun-23
<b>Total</b>	<b>1299</b>	<b>4199</b>		

### 3.1.1.2 Other Social Services

Social services are provided in a wide variety of forms by several service providers in Ōtorohanga. Providers include churches, marae and iwi, as well as specific support services such as Thrive Ōtorohanga, the Māori Women's Welfare League, Maniapoto Marae Pact, ŌSHWĀ, and several others.

The following data provides a high-level overview of the work of ŌSHWĀ from July 2022 to June 2023. This data sample whilst not a collective, comprehensive Ōtorohanga wide sample, provides local context to the social service needs of Ōtorohanga.

#### Counselling



92 individuals

#### Integrated safety response



169 individuals

#### Family support



89 individuals

#### Emergency housing social service support



32 individual/families  
(partial year 7 months)

#### Community transport



138 individuals

#### Community connector



61 individual/families



## 3.2 Current & Planned Community Facilities

### 3.2.1 Existing Community Facility Network

The following images and tables map the existing community facility network across the Ōtorohanga township. The facility network for Kawhia and the wider Ōtorohanga District can be found within the full concept proposal by RW Architectural Design, attached in Section Appendix 6:

#### 3.2.1.1 Ōtorohanga Town



Figure 2 Community Facility Network Map, Ōtorohanga Town



# MAP KEY

Item #	Name	Activity
1	Otorohanga Club	Bar, restaurant, event space
2	Otorohanga Club Venue Hire	Venue hire
3	Otorohanga Support House - Whare Awhina	Community/social services
4	Food Bank	Community/social services
5	Otorohanga i-SITE Visitor Information Centre	Tourism information
6	Studio 84	Studio space for hire
7	Otorohanga Guide & Brownie Hall	Community gatherings, Workshops & events
8	Otorohanga Football Club	Football
9	Otorohanga Netball Centre	Netball
10	Otorohanga Tennis Club	Tennis
11	Bowls Otorohanga	Bowls & croquet
12	Otorohanga Sports Club	Sports, venue hire
13	Otorohanga Rugby Football Inc.	Rugby
14	Otorohanga Squash Club	Squash
15	Otorohanga Māori Womens Welfare League	Womans wellbeing and support
16	Wintec Otorohanga Regional Hub	Classroom learning
17	Otorohanga South School Hall	Sports, gatherings
18	Otorohanga College Gymnasium	Tae Kwon Do, fitness classes, Basketball, indoor Soccer, etc.
19	Otorohanga Memorial Pool Complex	Swimming & gym
20	Railway Station	Station, café (Origin Coffee Company)
21	Otorohanga Museum	History, heritage, culture preservation
22	Village Green	Community activities, culture
23	Otorohanga Kiwi House	Tourism & conservation (Bookable space - Tuatara Room)
24	The Business Collective	Bookable meeting/work space
25	Otorohanga District Library	Community activities & learning
26	Thrive Otorohanga Youth Trust	Community/social services
27	Otorohanga Kiwi Holiday Park	Tent & motor camp
28	Otorohanga Motor Camp	Campervan park
29	Otorohanga NZMCA Park	Campervan park
30	Otorohanga Lyceum Club	Womans social club
31	Fire Station	Fire & emergency
32	St. John Ambulance & Venue	Ambulance services & venue
33	Police Station	Law, order & emergency
34	Otorohanga Medical Centre	Acute & general medical services
35	Beattie Home	Elderly housing & care
36	Public Toilets	Toilets
37	Otorohanga District Council	Local government
38	Public Toilets	Toilets
39	Otorohanga Skate Park & Playground	Community recreation
40	Kiwiana Leisure Park Otorohanga	Mini putt, paint ball, batting cage
41	Tārewānga marae	Community/marae
42	Te Keeti marae	Community/marae
43	Te Kotahitanga marae	Community/marae
44	St David's Presbyterian Church	Religious facility
45	St Brides Anglican Church	Religious facility
46	Otorohanga Baptist Church	Religious facility
47	Our Lady of the Sacred Heart Catholic Church	Religious facility
48	Otorohanga Toy Library	Community



*Note - St David's Church also has a community hall facility where a number of community service functions and events are facilitated. The space can also be booked for use by members of the community, seating 90 people at tables. A commercial style kitchen is also available for community booking and use.*

*A number of the religious facilities are also utilised for a range of non-religious activities, specifically hosting a wide variety of musicians. It is however, recognised that the activities that can be accommodated are likely be limited to activities that fall within the specific churches' values.*

*The old Senior Citizens Hall has not been included in this list as the hall appears not to be available for community use at this stage. ŌDC previously held a lease for this facility and has now surrendered the lease of the senior citizens building to the Māori Trustee, who retain ownership.*

### **3.2.2 Planned Facilities**

#### **3.2.2.1 Ōtorohanga Equestrian & Community Park Hub**

The Ōtorohanga Equestrian and Community Park Hub initiative is a collaborative effort involving landowners, local residents, community groups, council partners, and business owners. The envisioned hub would serve multiple purposes in Ōtorohanga and has the potential to expand its services to the wider King Country region and beyond. The development of this hub would bring about economic, environmental, health, and lifestyle advantages.

The potential benefits identified by the proposed Ōtorohanga Equestrian and Community Park Hub project include:

- Enhancing the local area's reputation and creating effective marketing opportunities for Ōtorohanga, Waitomo, and King Country.
- Fostering unity among local districts by providing a venue for people to gather and engage in a variety of activities, thereby fostering a sense of community and district pride.
- Elevating the profile of Ōtorohanga Riding for the Disabled (RDA) and providing the opportunity for them to expand and diversify their services in a sustainable manner. This would secure the future of this important community organisation and ensure its continued provision of valuable services to the local community.
- Expanding local equestrian opportunities and establishing a development platform for a broader network of equestrian enthusiasts/groups in the King Country. This would benefit individuals of all ages and abilities and contribute to the health and well-being of the community.
- Providing increased opportunities to host rural activities/events such as field days, school and district pet days, young farmers competitions and events both locally and sub-regionally (i.e., the opportunity to revive the 'County Fair'), allowing communities to come together and celebrate rural life.
- Offering a reliable all-weather venue for community groups and organisations to hire for various events such as produce market days, concerts, barn dances, weddings, celebrations, and funerals.

### 3.2.3 Island Reserve Sports Hub - Community Sport Collaboration

The idea and desire to develop a sports hub facility in Ōtorohanga has been discussed for many years. The concept has been further explored through the Ōtorohanga Town Concept Plan, stating that *“There is strong support for a multi-purpose community facility with a focus on a sports hub for a wide range of sporting codes”*. The plan identifies Island Reserve as the preferred location for the hub.

Sports New Zealand define a sports and recreation hub as *“a partnership where organisations collaborate and share expertise, programmes, facilities and/ or services strategically, sometimes via an independently governed group, within a defined geographical area, to provide sustainable, quality sport and recreation experiences”*.

Ōtorohanga District Council and Sport Waikato in conjunction with sports groups are refining the scope and feasibility of the Island Reserve Sports Hub. This could be a physical facility, or collection of facilities including buildings, fields, courts etc. and will require clubs or other organisations to work in partnership either virtually or within physical infrastructure to share expertise in governance and management structure.

## 4 Options development

The co-design process informed the following options. The process and the options are outlined in this section.

### 4.1 Location

The engagement identified the need to focus on the Ōtorohanga town centre, where facility responses to the identified problem and benefit statements would have the opportunity to have a positive impact on the largest single portion of the district’s population.

It is acknowledged that many of the social services that are facilitated by ŌSHWĀ and their stakeholders are outreach services that service the wider district. Likewise, it is anticipated that users from the wider Ōtorohanga district and beyond will travel to utilise the multi-purpose hub network.



## 4.2 Service Provision & Spatial Assessment

The following spatial needs were identified throughout the engagement process of the project both through the co-design workshop series and direct stakeholder engagement.

		Space	Quantity	Spatial Requirement	Frequency of use	Notes
Community / Social Services Facility	Social Services	Meeting Room	x1	To seat 20 people boardroom style	2-3 meetings per week	- Could have an operable wall to enable multi-purpose use for smaller meetings/appointments
		Client Meeting Rooms	x8 min x10 ideally	To fit 4-6 people casually (low coffee table or single desk with soft furnishings).	Used regularly throughout the day by ŌSHWA staff and external organisations for client appointments. Currently have 6 rooms and are over-capacity. Noting that some rooms are used exclusively by some services (e.g. Budgeting services have a dedicated room which is only used for a total of 6 hours per week).	<ul style="list-style-type: none"> <li>- Sound proofing</li> <li>- Security needs, alarm button &amp; some form of visibility into the room that still maintains privacy (either frosted glass or a small window in).</li> <li>- Needs to consider physical distancing requirements</li> <li>- Must be separate from the staff office and staffroom areas</li> <li>- Provide lockable storage options in or near rooms for regular users so they can leave resources on site (e.g. parole, budgeting services, citizens advice, JP's, etc.).</li> </ul>
		Reception / waiting area	x1	To suit one reception space and a waiting area for up to 10 people	Throughout the day.	Needs to provide for some privacy from the main road (e.g. frosted glass).
		Programme Facilitation	x1	Workshop type programmes to accommodate 10 students and 2 facilitators.	Most weekdays	<ul style="list-style-type: none"> <li>- It is not critical that these workshops are facilitated on-site, and may require a kitchen for programmes (could be carried out at a nearby multi-purpose community facility).</li> <li>- Could look to utilise the large meeting room.</li> </ul>
	Staff Facilities	Small offices	x3	To suit one person	Used daily	- Sound proofing

	Open plan office	x1	Minimum of 10 desk spaces	Used daily - some desks for full time staff, some will be 'hot desks'. Also used by partner organisations	- must be separated from client spaces - This does not provide a desk for all employees to be in the office at the same time, acknowledging the FTE rather than total number of staff.
	Staff room and kitchen	x1		Used daily	- small staff room kitchenette and space for breaks.
	Toilet	x2	Staff only toilets	Used daily	
	Māori Wardens Office	x1	Office space able to accommodate 3 desk spaces	Used daily	- Needs to be accessible to Wardens 24/7.
Foodbank	Fridge / freezer	x1		Used daily	
	Dry store	x1		Used daily	
	Delivery bay	x1	Provision for space to producing over 1000 parcels per year.	Used daily	-Roller door accessible, able to move pallets from trucks into the facility for processing and storage
	Small commercial kitchen	x1		Used daily	- Small scale kitchen to enable food parcel preparation and the option for the foodbank to provide for community kai type events.
	Processing	x1		Used daily	- Preparation of an average of 20 food parcels per week
	Distribution	x1		Used daily	- Private client access
	Accessible Bathroom	x1		Toilet and shower space available to the public for extended hours.	Used daily
Access / Egress	Access on main road and private rear access	x1		Used daily	- Dual access to the facility from the main street, and from the rear of the building for those wanting more discretion. - The rear access needs to direct clients directly to the reception area intuitively. - Foodbank access to the distribution point needs to be from the rear.

Community Centre Facility		Parking	x10	x2 Short term parking for collecting parcels x2 Accessible carparks x4 Staff carparks x2 Client parks	Used daily		
		Loading Bay	x1	loading bay in-front of the roller door for vehicles dropping off or collecting large deliveries to and from the foodbank.	Used daily		
	Flexible multi-purpose and teaching space	Multi-functional space - Medium/Large	x1	Flexible room complete with relevant AV tech to enable art & craft workshop and classroom style learning, including online conferencing capability.			<ul style="list-style-type: none"> <li>- Able to seat up to 50 people classroom style (at tables) (est. 80m2)</li> <li>- To be fitted out with TV or projector, audio, tables, chairs, lockable storage and whiteboards.</li> <li>- Equipped with basins and with easy to clean flooring in order to accommodate arts practices that require use of water - e.g. painting, dying</li> <li>- Consideration to operable wall to enable dual bookings of smaller space.</li> </ul>
		Multi-functional space - Small	x1	Flexible room complete with relevant AV tech to enable art & craft workshop and classroom style learning, meetings, including online conferencing capability.			<ul style="list-style-type: none"> <li>- Able to seat up to 15 people classroom style (at tables) (est. 30m2)</li> <li>- To be fitted out with TV or projector, audio, tables, chairs, lockable storage, and whiteboards.</li> <li>- Equipped with basins and with easy to clean flooring in order to accommodate arts practices that require use of water - e.g. painting, dying</li> </ul>
	Doing Space	Artist Studios	x5	Studio spaces to cater for a variety of art disciplines that can be leased for medium to long term, or on a casual basis.	TBC		<ul style="list-style-type: none"> <li>- Access to studios for extended hours or 24/7 required</li> <li>- equipped with basins and with easy to clean flooring in order to accommodate arts practices that require use of water - e.g. painting, dying</li> <li>- Studios to range in size from 10m2 to 20m2.</li> <li>- At least one studio to cater to</li> </ul>

Civic Space				carving/small scale wood working (consideration to dust extraction etc.)
		Music rehearsal and recording space	x1	Studio suitable for up to six musicians
				- Good acoustic properties required to enable loud music and a good recording space (eliminating outdoor noise) - Est. 30m2
	Kitchen	Community Commercial Kitchen	x1	Kitchen designed for commercial food preparation and cooking class activities, with adjoining gathering/dining space to form the centre of the community centre facility
		Civic Hall Space	x1	A large hall space able to cater to 250+ people seated at tables. A place that can cater for a variety of events, including large community gatherings, large meetings, shows, performances, celebrations, and funerals.
				- onsite storage will help to enable regular users - Performances can be enabled by the provision of staging, and good audio, visual, lighting, and acoustics.

### 4.3 Early Option Development

Early consideration was given to the potential use of several existing facilities within the Ōtorohanga Township. Two of the long list options included the use of the current ŌDC office building, and the Te Pūkenga/Wintec facility at 130 Maniapoto Street. These were not taken through to the short list stage for the following reasons.

#### 4.3.1 Ōtorohanga District Council Offices

The Ōtorohanga District Council offices have limited capacity to host any features of a Multi-purpose Community Hub. Additionally, the site itself is constrained and not suitable for an extension of the existing facility to accommodate the Multi-purpose Community Hub.

#### 4.3.2 Te Pūkenga/Wintec facility

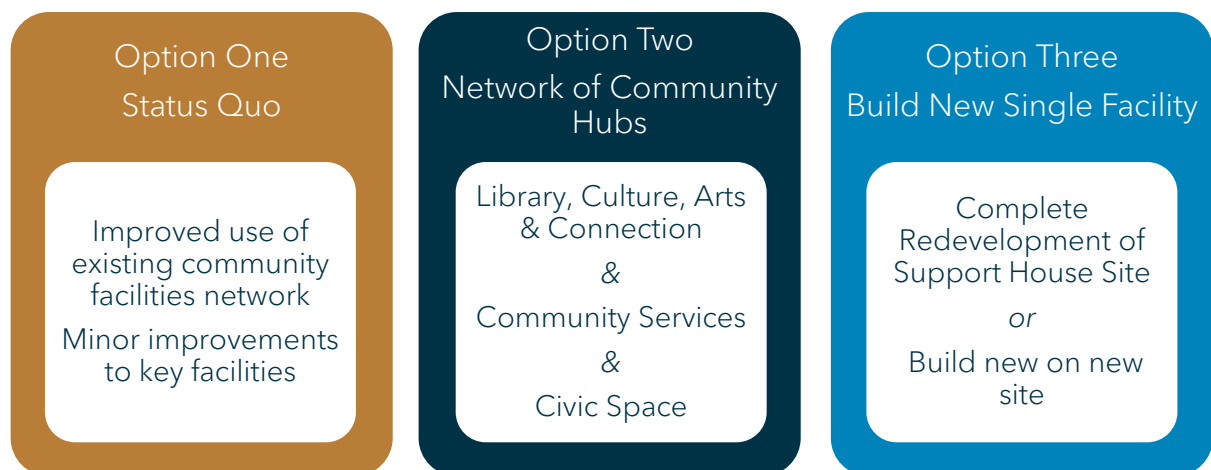
The Te Pūkenga/Wintec facility is a relatively large site, around the same size as the two buildings that ŌSHWĀ utilise, with a more modern fitout and a good-sized carpark at the rear. The facility is currently under-utilised, only hosting classes twice per week.

Te Pūkenga were not able to comment on the immediate plans for the future for the current facility, citing a current review, leaving immediate uncertainty for course delivery in Ōtorohanga, and therefore what Te Pūkenga/Wintec's needs will be for the facility. Staff did state that they would consider facilitating courses from sites such as the proposed Multi-purpose Community Hub, particularly whānau friendly sites, pointing out that a connection hub with the kitchen in the heart of the facility would be ideal.

With the current level of uncertainty on the availability of the site, this option was excluded for feasibility development. However, Ōtorohanga District Council should continue to discuss the use of the site with Te Pūkenga/Wintec.

### 4.4 Project Options

Following initial stakeholder engagement and the first co-design workshop, three emerging options were developed, with variations for Option Two and Option Three. These options are:



Through the second co-design stakeholder workshop, several participants indicated their desire to see a specific artist studio facility developed, ideally repurposing an existing space within the Ōtorohanga township. Participants indicated a space such as the old Farm Source facility, which was available for lease at the time, would be ideal for this purpose. To respond to this identified need, Veros have undertaken a limited assessment of the 'Artist

Community Studio Facility Option' based on the market availability at the time, and known lead-in times required for facility procurement.

#### 4.4.1 Option One - Status Quo

Option One would see no additional facility space added to the existing community facility network. Option One would include:

1. Minor maintenance works completed to improve the existing network of facilities
2. Improve information and communication of existing network.

#### 4.4.2 Option Two - Network of Community Hubs (Preferred Option)

This option is made up of three hubs:

##### **Library, Arts & Connection Hub - current Ōtorohanga Library site**

- Increase library capacity to perform as a 'community lounge' for gathering and learning
- Provide arts spaces to cater to multiple disciplines
- Kitchen at the core of the space
- Workshop and meeting spaces for smaller scale community gathering and learning.
- Retain and enhance the Village Green
- Provide car parking
- Design spaces that can open up to outdoor spaces

##### **Community Services Hub - Current ŌSHWĀ site**

- Refurbish existing facilities to improve the function and flow
- Responds to Support House needs by providing:
  - additional consultation spaces
  - additional food bank capacity
  - additional staff desk space
  - a dedicated boardroom meeting space
- Provision of a space for the Ōtorohanga Māori Wardens office, giving consideration to confidential access needs
- Provide car parking

## Civic Hub

Initial engagement and feedback from Workshop One demonstrated that the Ōtorohanga Clubs main hall area was currently used by members of the community as a community / civic hall. The Club offer free / discounted use to some community groups. However, some members of the community had expressed concerns at this location being utilised for civic type events. As such, Option Two initially presented two Civic Hub options:

- using the Ōtorohanga Club space (Option Two), or
- developing a new facility (Option Two (A)).

### *Option Two (Ōtorohanga Club)*

- Work with the Ōtorohanga Club to create a space that is considered a welcoming civic space for all alongside its Club functions
- Provide an independent and welcoming entrance with good flow
- the hall will cater for gatherings for up to 250 people seated
- Enhance the space so that it feels distinct and separate from balance of the Club, and is its own civic space.
- Uplift the mana of the space

### *Option Two (A)*

- Develop a welcoming civic hall facility on a new, central location.

## 4.4.3 Option Three - New Build

Option three focuses on building a new Multi-purpose Community Hub that responds to all identified needs presented in Option two, meeting the social service, community gathering and learning, and the civic hall space requirements on a single site. Two possible options to developing Option Three were investigated:

### *Option Three A:*

Complete redevelopment of the ŌSHWĀ & Edmonds Judd Site to create a new Multi-purpose Community Hub including multi-function spaces, artist studios, a central kitchen, community service provider facilities, foodbank facilities and a large function room able to fulfil the role of a civic hall space.

### *Option Three B:*

Acquire a new site large enough to create a new Multi-purpose Community Hub with the development including multi-function spaces, artist studios, a central kitchen, community service provider facilities, foodbank facilities and a large function room able to fulfil the role of a civic hall space.

#### 4.4.4 Artist Community Studio Facility Option

Artists at the second co-design workshop identified that there was a gap in the options presented. There was no resident studio space. They noted that this was an important inclusion for the Ōtorohanga Arts community. They outlined that it was important that this was a low-cost option, and the arts community would prefer to see the repurposing of an existing facility rather than a new development. An arts community survey was used to quantify the extent of need for resident artist studios.

This option involves procurement and repurposing of an existing facility within the Ōtorohanga Township into several artist studios, made available to local artists for a residential studio lease.

The vacant Edmonds Judd building located behind ŌSHWĀ provides the opportunity for renovation and use for studio artists. The facility is owned by Ōtorohanga District Council, who have no immediate plans for its use. This facility does however require remedial works, primarily to the envelope of the building, as water damage is occurring, likely due to a leaky roof, and/or issues with the facilities internal guttering. Other items, such as lighting and flooring, as well as ventilation and additional plumbing for cleaning facilities for studios all /need to be considered.

The artist survey did not elicit a significant response from the arts community, with less respondents than had attended the art collective hui (see section 4.5.5). The survey results showed limited interest in resident studio leases (three people). There was a wide range of arts represented by respondents, with over half being professional artists. All of the respondents saw the need for a community artist studios with no set lease duration, with most able to afford under \$75 rental per week.

To future proof this option, or any other use of the vacant Edmonds Judd building Ōtorohanga District Council should complete a building assessment to determine if there is value in remediating the building envelope to prevent any further damage. There is then an option to make the facility available to an artist collective at a community rate, leaving the responsibility for managing resident tenancy and fitout to the artists themselves. More work with the artist community is required to reach a solution that suits the community best.



## 4.5 Options Assessment

Advantages and disadvantages were developed for each option prior to the workshop by technical review and then added to at workshop 2 directly by participants.

### 4.5.1 Option One - Status Quo

#### Advantages

- Low-cost
- Information will improve awareness and potentially use of current facilities
- Supporting current places that are "fit for purpose"
- Well known amongst locals
- Feel concerned about rate increases, so low-cost appeals. Perhaps looking to business sponsorship.
- Lots of community groups underway and this spotlights their current work
- Is a fast option.

#### Disadvantages

- Will not provide additional flexible spaces for learning, meeting, workshops and doing
- Will not provide access to a large civic space
- Will not provide a space for artists to come together to share, create, teach etc.
- Current needs not met with this network, this option will not improve this
- Will require more major than minor works to bring most facilities up to standard
- Miss out on customisable or built for purpose spaces
- Not likely to be a destination space(s)
- Scattered and disjointed facilities = barriers to inclusion and feeling welcome, also splinters contacts
- Will not create such a buzz
- Availability to groups (not all sites usable by other groups due to activity type etc.)
- No feeling of cohesion within the community
- Funding opportunities - harder and trickier due to the spread
- Different rules and guidelines in each space
- Lack of central booking information

#### Additional Notes

- Important to name spaces clearly, along with information about what the space supports, and what functions. (Will need a centralised booking system and advertising). For example, the Library space could be used for exhibitions.
- Central directory online is needed to support user understanding of the spaces available and activities that can be undertaken in them.

## 4.5.2 Option Two - Network of Community Hubs

### Advantages

- Meets the needs of the community for small to large flexible spaces for learning, doing, and gathering
- Builds on and increases use of current Council owned property - making the most of existing assets
- Central locations that can work together
- Club willing to work on making their space more accessible and appealing to the community
- Has community ownership already and history of use
- Responds to social service needs
- Nice and close together, so easy to walk between
- Spreads the energy around the town centre
- Noting that the hubs do not need to be connected, as they each have quite a different focus
- Potential to build partnerships (e.g., the Club)
- Easy to brand the three spaces strongly
- Parking and access easier over three sites
- Council owns two of the buildings.

### Disadvantages

- The hubs are not located on the same site, potentially leading to a sense of disconnection
- Perception that the Club is not inclusive
- Existing Club building less flexible than new build
- Council do not own the Club, will need robust partnering agreement.
- 200 people seated is not big enough
- Club is a private entity
- Liquor laws
- The potential to limit collaboration
- St Davids community hall and kitchen might not get utilised to its potential
- Consider sustainability of existing buildings - aging population.
- Issues around Club members having access (they by right can access the whole building)
- Art area will be limited by existing building sizes and will possibly not be big enough
- Need a large, non-carpeted space for dancing groups on a regular basis.
- There are other locations where these activities could take place, rather than undertaking building extensions (RD1 building)
- Could lead to further underutilisation of community services and businesses

#### 4.5.2.1 Option Two (A)

Develop a welcoming civic hall facility on a new, central location

##### Advantages

- Can purpose build the space
- Ownership of the facility with ŌDC.
- Better to meet the needs of the community with Support House - Good for confidentiality, for clients, and for staff
- Meets the needs of the community for a large civic space
- Could utilise the front of the community services building for retail space - expanding and building support hub toward Lawrence Street

##### Disadvantages

- High-cost option
- Central site location options could be limited both by availability and budgetary constraints
- Longer lead-in time to be able to utilise the facility
- Creation of another large event space, competing with existing larger facilities.
- New civic hub is a high cost for an uncertain outcome/use
- Finding a site for a new civic hub would be difficult

##### Additional Notes

- Need to activate spaces and pay some of the community (particularly artists, youth, sports facilitators) as much of this work is voluntary, therefore not sustainable.

#### 4.5.3 Option Three

A) Complete redevelopment of ŌSHWA site or B) new build on new site

##### Advantages

- Ownership of the facility with ŌDC.
- Large single location of community facilities (one-stop shop)
- Can purpose build the space.
- Some people don't align with a church or the Club
- It's not just for functions etc. but is a hub.
- Long facility lifespan
- Option A enables operations as normal for service providers during development as the build could be staged

##### Disadvantages

- Longer lead-in time to be able to utilise the facility
- Creation of another large event space, competing with existing larger facilities
- Option A displaces community service providers through the development process
- High-cost option
- Option B central site location options could be limited both by availability and budgetary constraints.
- Cost of using the space can be prohibitive
- Feels premature - may be underutilised
- Unknown utilization

### 4.5.4 Testing Activity Fit

To test activity fit, an assessment was undertaken at the second co-design workshop to assess how each option responds to the projects benefit statements and critical success factors. Workshop participants were asked to assess the impact as either:

- High This option nails it
- Medium This option will contribute positively
- Low This option will have little to no impact
- Negative This option will have a negative impact.

The following table provides a summary of the combined ranked results:

	Option One	Option Two	Option Two (A)	Option Three (A)	Option Three (B)	
	Status-Quo	Network of Community Hubs	Network of Community Hubs with New Civic Hub	Build New Single Facility on SH Site	Build New Single Facility on New Site	
Totals	High	9	27	9	1	9
	Medium	13	19	24	14	6
	Low	22	1	10	21	13
	Negative	9	0	12	11	30
<b>Combined ranking results</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>5</b>	

The assessment was carried out by groups and individuals. Not all categories were assessed by each group or person, therefore the total number of results vary across each option and assessment category.

Option Two was assessed as having the highest alignment with the projects benefit statements and critical success factors with only 1 low response and no negative responses and therefore ranked as the preferred option. Option Three (B) was assessed as having the largest negative impact and was therefore ranked last. The balance of options sat between these two.

### 4.5.5 Testing the Options - Community Surveys

The options were tested with the wider community using a community survey. Another survey was used to gauge interest of the artist community for the development of an Artist Community Studio Facility Option, including the types of arts that need to be accommodated, and test how many artists would be interested in a residency within the facility.

#### 4.5.5.1 Community Survey - Preferred Development Option

The survey was carried out from 23 January to 6 February 2024. Thirty-four responses were received.

All Options were presented. Respondents were then asked if they liked the preferred development option, Option 2.

- 91.2% liked Option 2.
- 8.8% did not like Option 2.

The following section provides an overview of responses to each question.

What respondents' thought of Option Two:

*8 "I like it but think that having three parts to option 2 makes it difficult to truly have a say. The Community Service Hub should be priority #1, Club #2 and Library #3".*

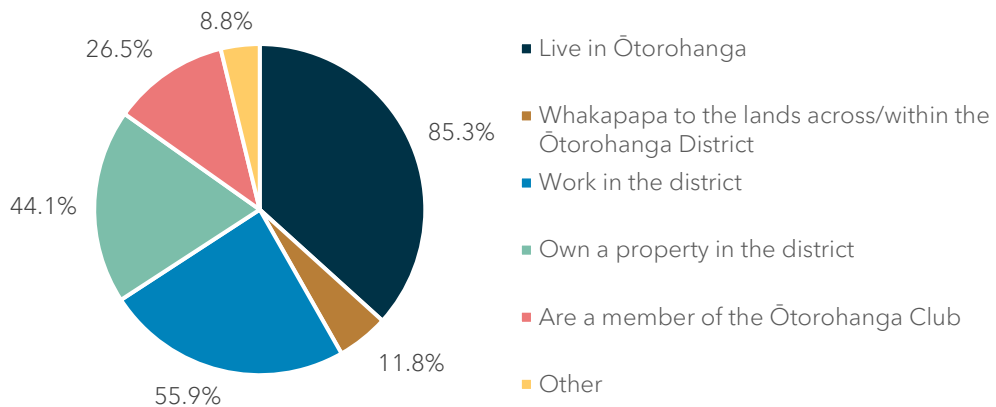
*"Utilises existing spaces and the spaces are still close enough to each other so as to not be disjointed and easily accessible to the wider community."*

*"I prefer option 1. However, option 2 is ok as long as it isn't expensive and the community groups it benefits contribute, rather than loading the cost on ratepayers".*

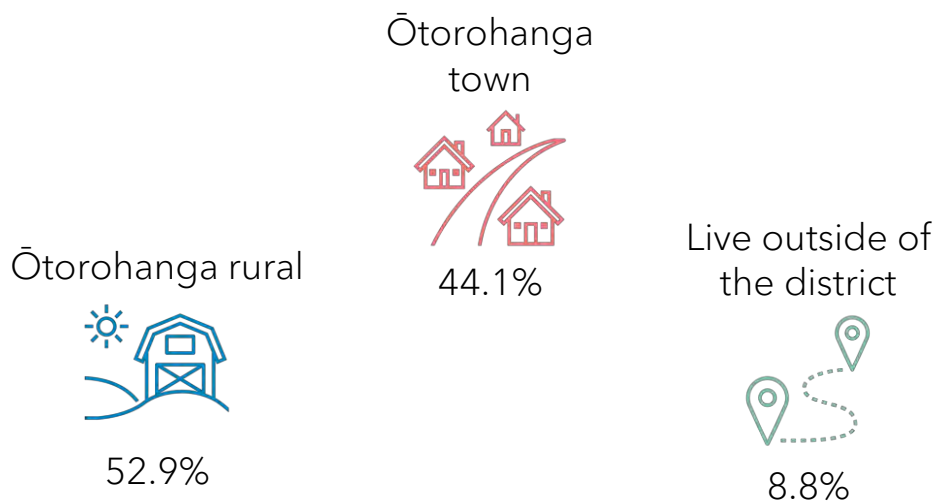
*"Places already delivering great services, making them more user friendly and diverse will enrich the community".*

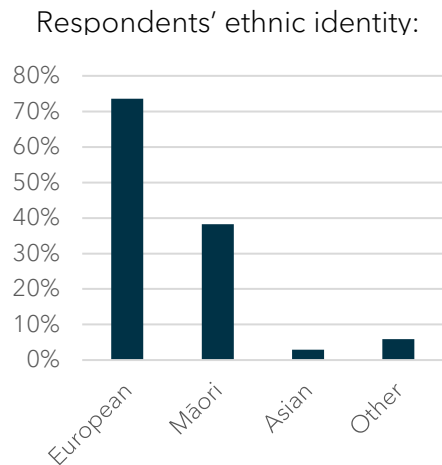
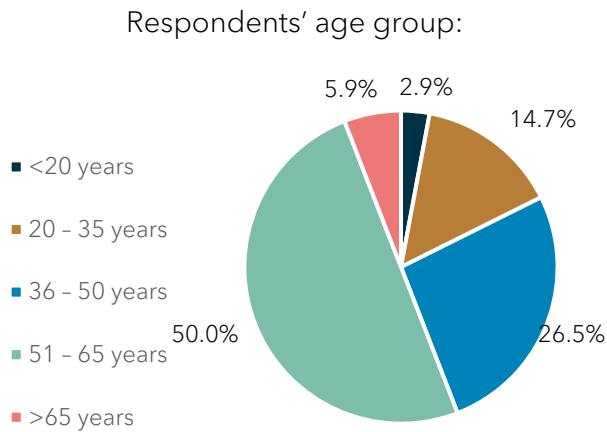
*"I think there needs to be a more cultural integration option or principle that sits within this work, how does the township work for mana whenua? What are Mana Whenua aspirations for the township? Where are the cultural narratives that showcase and connect the community to those proposed spaces and the 'why'?"*

Respondents' connections to Ōtorohanga:

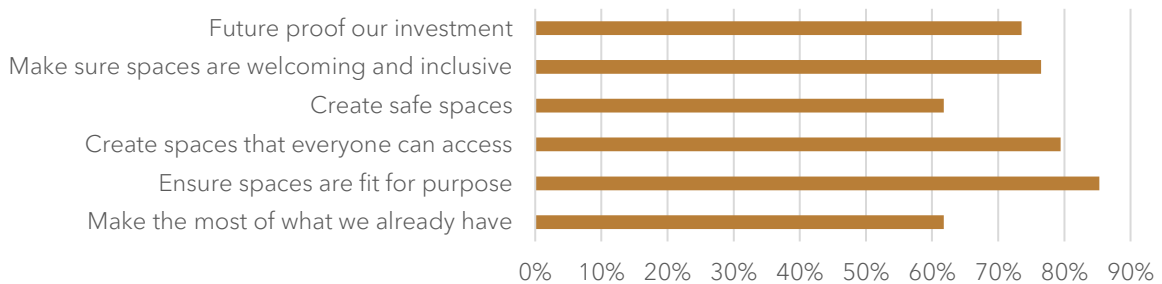


Where respondents indicated that they live:





What matters when creating community spaces:



What makes it challenging to do the things respondents want to do in our current community spaces:

- Existing spaces are not flexible and lack supporting infrastructure e.g., parking, technology, workspaces and kitchens 70.6%
- The lack of communication or information about activities and services sometimes makes it difficult for people to connect with services that best meet their needs 50.0%
- The lack of a civic space makes it difficult to host larger events that connect the community 55.9%
- Artists do not have a central space to share, create, teach, display culture, exhibit, and perform, pushing creativity outside of the district 50.0%
- There are no challenges, I can do the things I want to do in our current community spaces 5.9%

We further heard with regards to challenges with the current community spaces:

*"The Club is a large venue that should be able to cater for most events. It's not perfect but is existing infrastructure that could be used more effectively without spending a fortune on new facilities".*

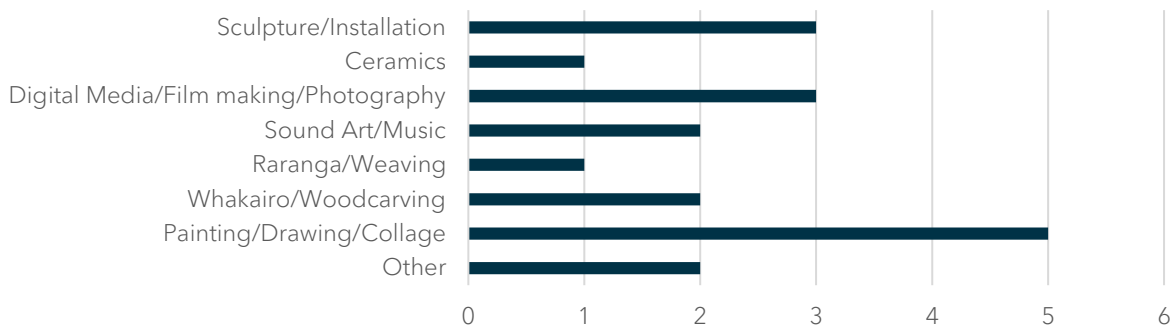
*"Truck and tractors constantly using the main street makes it difficult for safe pedestrian activities or to utilise the Main Street".*

#### 4.5.5.2 Artist Community Studio Survey

This survey was targeted at the arts community and ran from 23 January to 6 February 2024. Nine responses were received. Respondents represented a range of artistic disciplines, with painting/drawing, textiles, sculpture/installation, and sound art/music. Two of the artists are at the start of their artistic career, three have been making work for a few years and have staged a few shows/exhibitions, and four are professional artists.

As a result of the Artist Community Studio survey, it is recommended that the option to develop a specific artist community studio be put on hold at this stage. ŌDC should monitor the use of the artist spaces once the Library, Arts and Connection Hub is developed, and continue to monitor community desire for a specific artist community studio.

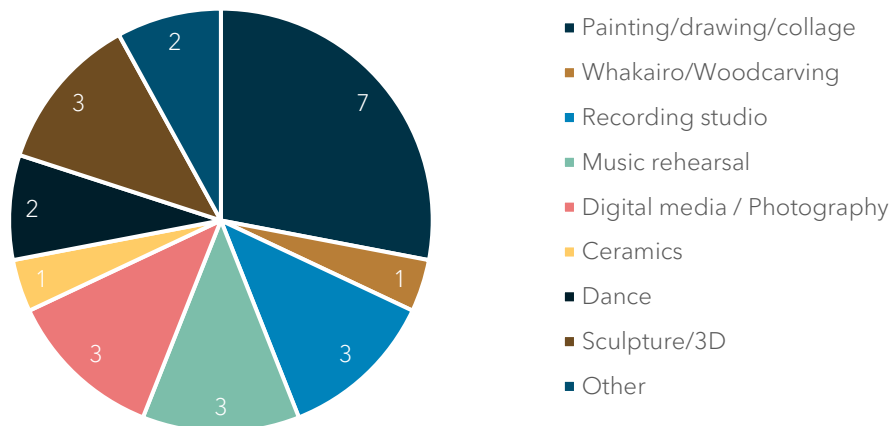
Art disciplines undertaken by responding artists are:



Screen-printing, textiles, dance, acting/performance art, and writing were not represented.

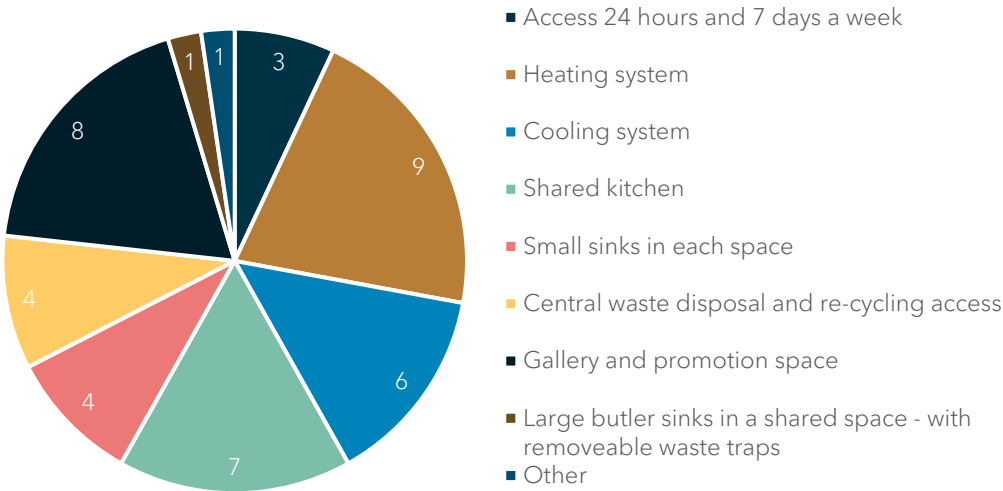
- Five of the respondents are part of an arts collective
- Six respondents have their own creative studio.
- All respondents believe a need exists for community provided long term hireable artist studios in Ōtorohanga.

Respondents were asked to indicate the top three choices for art disciplines that they believe need to be accommodated. The preferred disciplines are painting / drawing / collage. Other preferred disciplines were mixed:



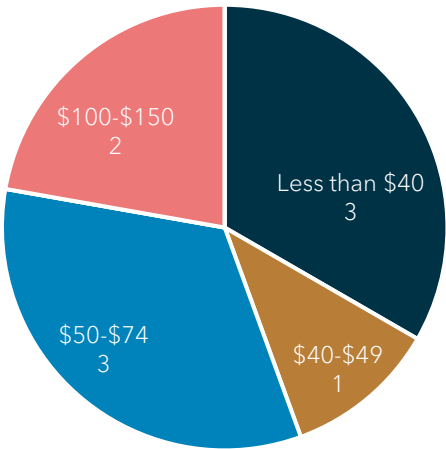


Must-have/necessary amenities included heating, cooling, kitchen, waste disposal and gallery/exhibition space:



When asked to consider the preferred residential term duration, eight (89%) of the respondents preferred a mix of long-term and short-term leases rather than set durations like 1 month or 1 year.

When asked how much respondents could afford to pay for a studio space on a weekly basis, most (67%) could afford \$74 or less per week for studio rental:



Three of the respondents indicated that they would be interested in hiring an artist studio if these spaces were developed.

## 4.6 Preferred Development Option

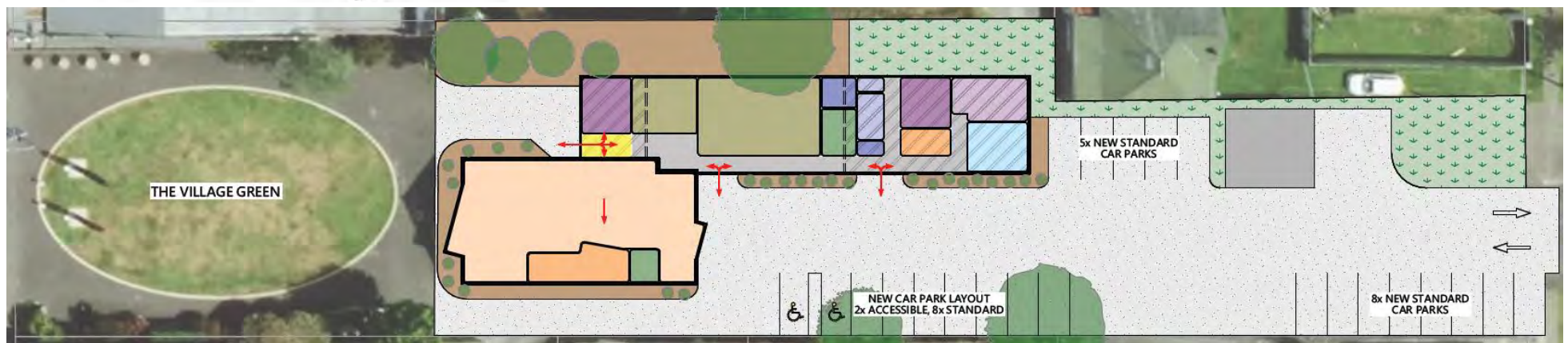
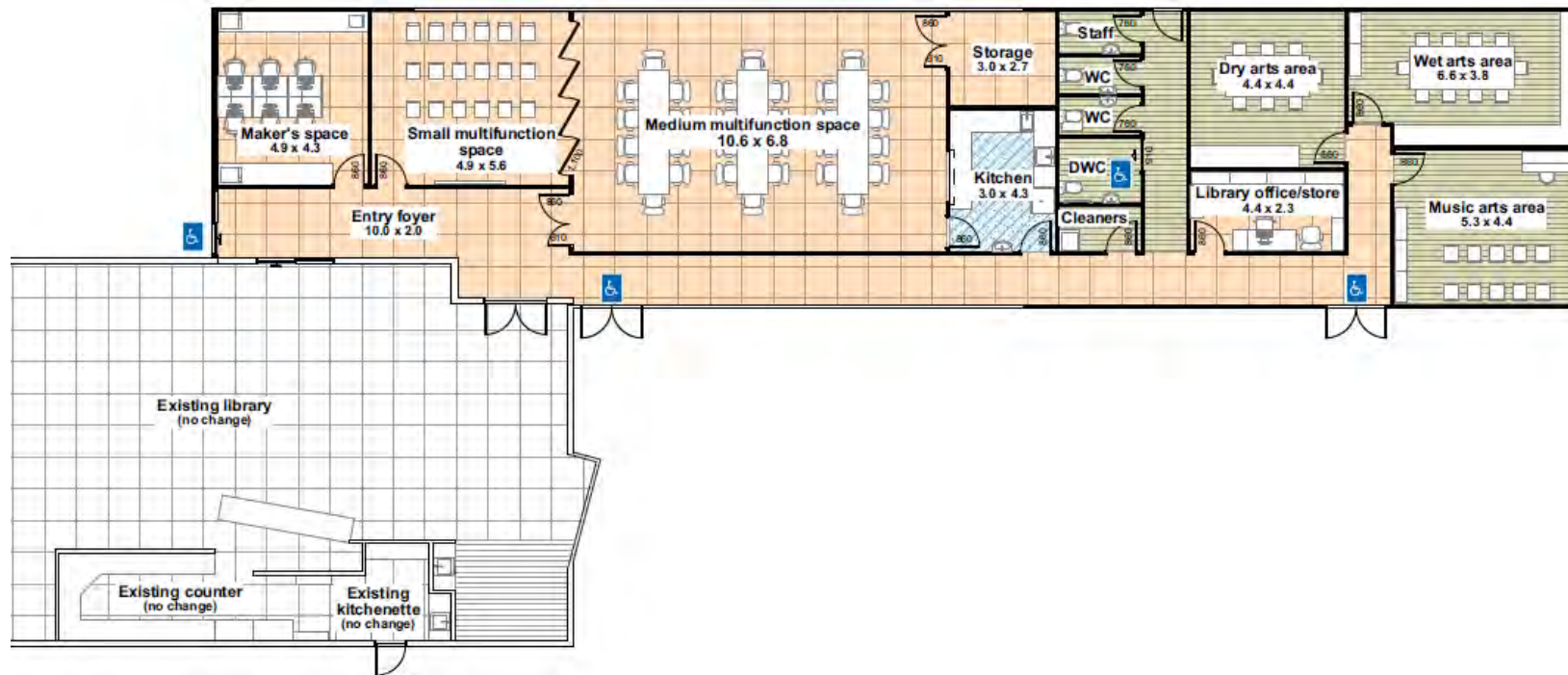
Following the first workshop and technical assessment, Option Two was identified as the emerging preferred option. Option Two focuses on a network approach using existing facilities:

- Library, Arts & Connection Hub – Current Ōtorohanga Library site
- Community Services Hub – Current ŌSHWĀ site
- Civic Hub – Current Ōtorohanga Club site

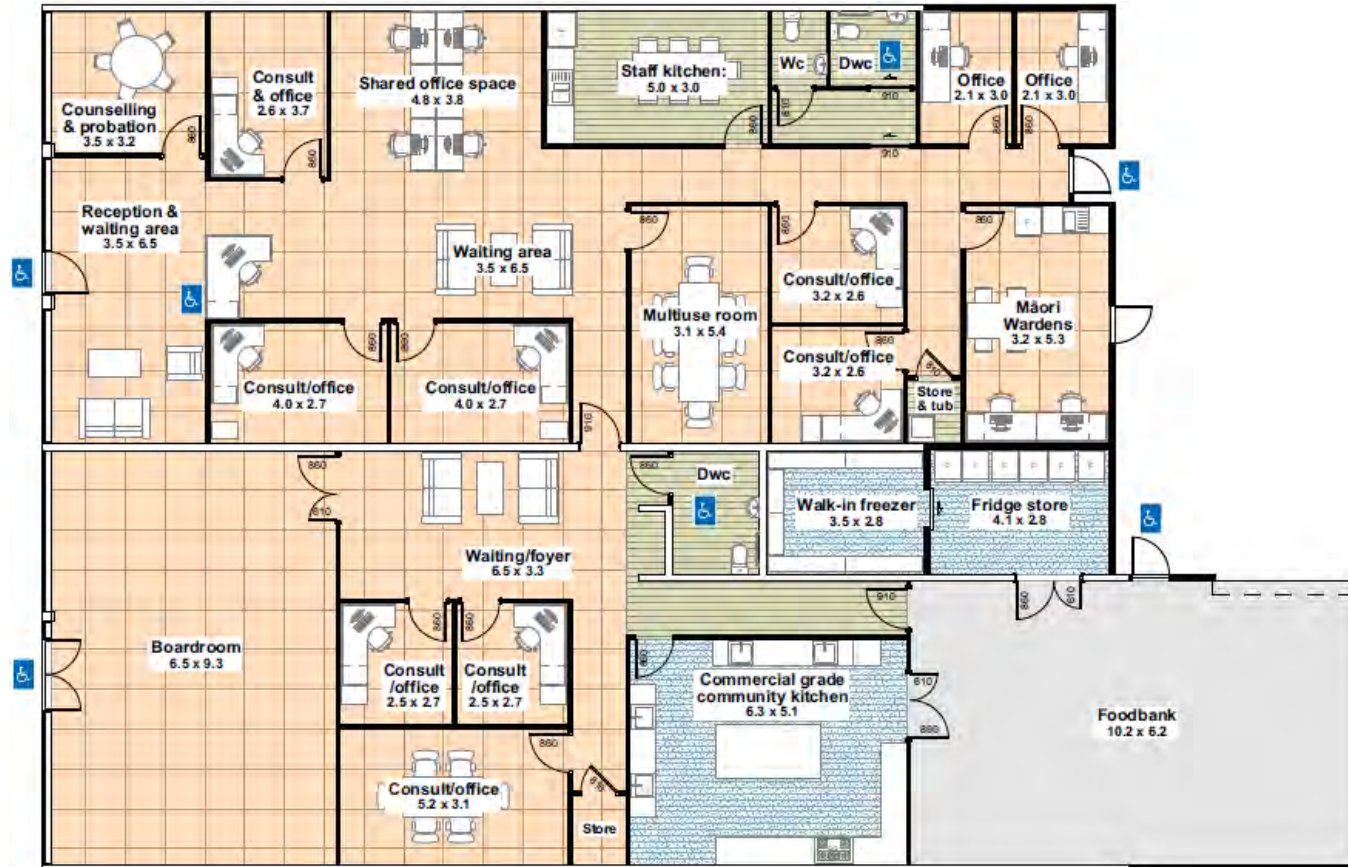
RW Architectural Design of Ōtorohanga developed a series of concept designs to meet the Service Provision & Spatial Assessments (section 4.2). These designs were tested with the project leadership team, consisting of senior Ōtorohanga District Council staff, elected members, and Mana Whenua representatives. The concept designs were further tested through the second co-design workshop, community survey, and then finally refined directly with ŌSHWĀ and Library staff. The second co-design workshop and community survey confirmed Option Two as the preferred development option.

The following diagrams are the designs developed by RW Architectural Design. The first design for each facility shows a concept level of detail that will require further refinement beyond the feasibility stage. The second design gives context to the facility location on the wider site. The full concept proposal by RW Architectural Design is attached to this document (Appendix 6).

#### 4.6.1 Library, Arts & Connection Hub - Current Ōtorohanga Library site



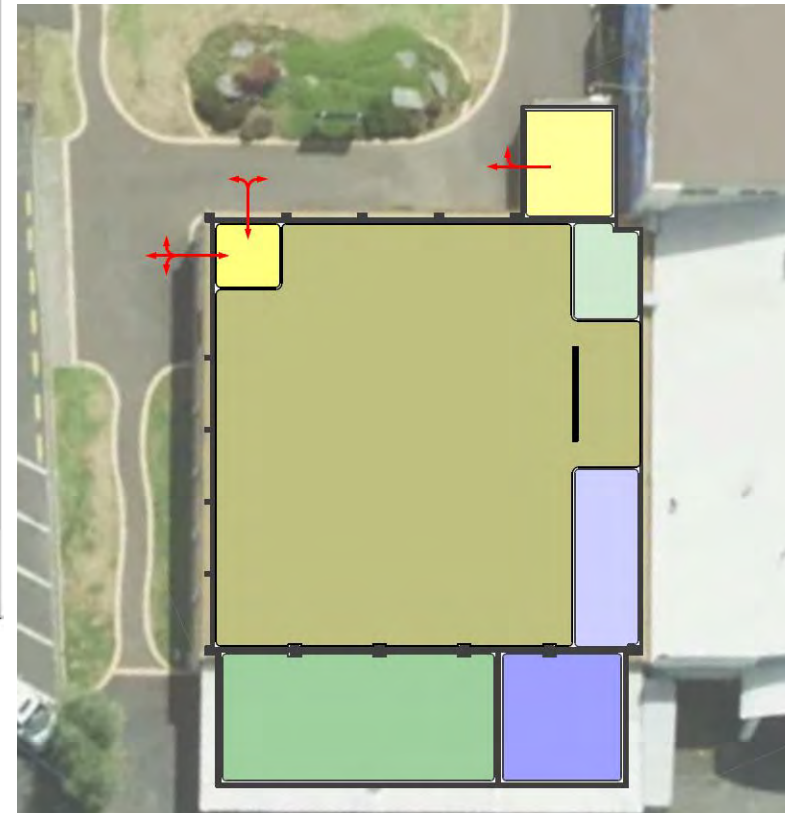
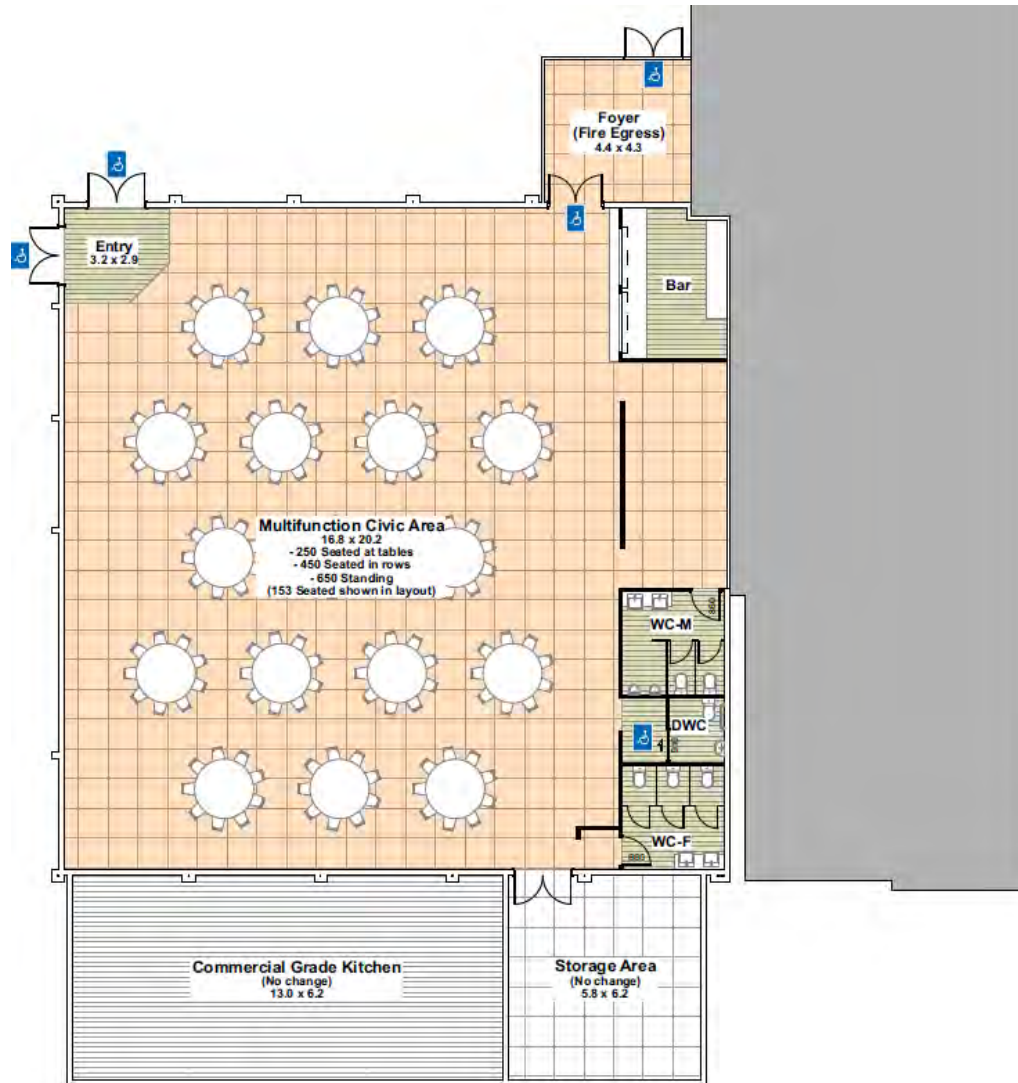
#### 4.6.2 Community Services Hub - Current ŌSHWĀ site







### 4.6.3 Civic Hub - Current Ōtorohanga Club site



### 4.7 Location Assessment

Development of the Multi-purpose Community Hub network within the Ōtorohanga Town Centre is in-line with the Ōtorohanga Town Concept Plan’s wider objectives as summarised in section 2.1.2. The following figure outlines the Option Two locations and connections.



Figure 3 Proposed development locations - Option Two

#### 4.7.1 Planning

A preliminary review of Ōtorohanga’s District Plan shows that all proposed activities are within the Urban Serviced Zone and some parts of the proposed activities fall within the pedestrian precinct area. The activities proposed are community or civic in nature and appear to generally align with the types of activities which are currently established within the Urban Serviced Zone. The pedestrian precinct area will need to be considered further as part of the design of the building in order to maintain an active and engaging street frontage. It is recommended a full planning assessment is undertaken in the next phase of the project.



### 4.7.2 Accessibility

#### 4.7.2.1 Walking and cycling

The preferred development option is highly accessible to the majority of the town’s residents by walking or cycling. State Highway 3 separates the Civic Hub from the other two facilities. This is consistent with the rest of the main street of Ōtorohanga township. Pedestrian access near the Civic Hub across the State Highway should be improved to provide safe access between the hubs. This should be guided by the implementation of the Ōtorohanga Town Concept Plan

#### 4.7.2.2 Parking

People raised parking as an issue within the town centre. The diagram below from the Ōtorohanga Town Concept Plan (2022) represents the average parking occupancy of the streets of Ōtorohanga town centre. The survey undertaken to inform this diagram was completed from Monday to Friday at 9.30 am, 12.30 pm and 3.30 pm over a two week period.



Figure 4 Average parking occupancy of the streets of Ōtorohanga town centre (Ōtorohanga Town Concept Plan 2022)

Demand split between each side of road is not provided. Whilst there are some data limitations to the specific locations within each street, this information indicates that there is on-street parking capacity on the streets adjoining the proposed facility locations, with the following utilisation reported:

Maniapoto Street (Balance St to Tohoro St.)	73%	Whittington Lane (Council Car park)	32%
Turongo Street	31%	Maniapoto Street (Tohoro St. to SH39)	44%
Lawrence Street	55%	Pine Street	20%

In addition to the on-street parking, each location has carparking on site. For the Community Services and Library, Arts and Connection Hubs, this parking will be limited, but still available for staff and some facility users.

## 5 Investment and Programme

The section sets out the required investment and identifies possible funding sources. The community hub is a multifaceted development, it is critical that the costs and financial management of building and operating the hub are sustainable. The costs used are preliminary costings based on current industry standards and are based on a set of assumptions that will need to be tested in future stages of the project.

### 5.1 Costs

The preliminary costings of the Multi-purpose Community Hub are based on current industry averages for similar buildings and development typologies. Refined pricing will come with site master planning and progression through preliminary and detailed design.

The following table provides a high-level overview of the total cost for the capital development project. The following three tables provide a high-level breakdown of costs for the **three separate projects**.

#### 5.1.1 Total Development Costs

For the three facilities, the total development costs are captured by the following project cost summary:

Total Development Cost Component	Cost
Land purchase	\$0
Preconstruction costs	\$310,663
Construction & design costs	\$3,995,125
Professional fees	\$607,383
Project contingency excluding construction	\$45,554
Client construction contingency	\$387,777
	<b>\$5,346,501</b>
Building operational costs (per-annum)	\$106,712

## 5.1.2 Community Services Hub

Initial Feasibility Analysis			
Existing Improvements	Community Services Hub		
Gross Site Area	1,177 m <sup>2</sup>		
Proposed Gross Building Area	Community Services Hub		515 sqm
	Parking / site works		250 sqm
	Total Area		765 sqm
<b>Development Costs</b>			
Land Purchase	1,177 m <sup>2</sup> @	\$0 /m <sup>2</sup>	\$0
Ground Lease (%)		0.00%	\$0
Project DD / Refinement	@	sum	\$35,000
Resource Consenting	@	2.0%	\$24,439
Design & Building Package	@	sum	\$100,000
Building Works (Turn Key - fit for purpose)			
Construction cost - excluding design	515 m <sup>2</sup> @	\$2,300 /m <sup>2</sup>	\$1,184,450
Fitout Costs	515 m <sup>2</sup> @	\$274 /m <sup>2</sup>	\$141,225
FF& E costs	515 m <sup>2</sup> @	\$230 /m <sup>2</sup>	\$118,325
Site Works	250 m <sup>2</sup> @	\$150 /m <sup>2</sup>	\$37,500
Detailed Design		3.0%	\$35,534
Cost Escalation		7.5%	\$91,499
Client Construction Contingency	@	10.0%	\$151,703
Other Consultant Fees	@	5.0%	\$75,852
Legal & Accountancy	@	\$50,000	\$50,000
Project Management	@	3.0%	\$75,000
Council Cost - Consents	@	3.0%	\$36,659
Marketing			\$0
Project Contingency - Excl. Construction	@	7.5%	\$17,813
<b>Development Costs (GFA) - Excluding Land Costs</b>			<b>\$2,174,998</b>
<b>GST</b>	@	15%	<b>\$337,734</b>
<b>Total Project Value - After GST</b>			<b>\$2,589,292</b>

### 5.1.3 Library, Arts & Connection Hub

Initial Feasibility Analysis			
Proposed Improvements	<i>Library, Arts &amp; Connection Hub</i>		
Gross Site Area	3,199 m <sup>2</sup>		
Proposed Gross Building Area	Library, Arts & Connection Hub		328 sqm
	Site works & Car Parking		1,300 sqm
	Total Area		1,628 sqm
<b>Development Costs</b>			
Land Purchase	3,199 m <sup>2</sup> @	\$0 /m <sup>2</sup>	\$0
Ground Lease (%)		0.00%	\$0
Project DD / Refinement	@	sum	\$35,000
Resource Consenting	@	2.0%	\$7,374
Design & Building Package	@	sum	\$80,000
Building Works (Turn Key - fit for purpose)			
Construction cost - excluding design	328 m <sup>2</sup> @	\$3,367 /m <sup>2</sup>	\$1,104,400
Fitout Costs	328 m <sup>2</sup> @	\$786 /m <sup>2</sup>	\$257,925
FF& E costs	328 m <sup>2</sup> @	\$279 /m <sup>2</sup>	\$91,600
Site Works	1,300 m <sup>2</sup> @	\$213 /m <sup>2</sup>	\$277,100
Detailed Design		3.0%	\$43,618
Cost Escalation		7.5%	\$10,141
Client Construction Contingency	@	10.0%	\$177,464
Other Consultant Fees	@	5.0%	\$88,732
Legal & Accountancy	@	\$50,000	\$50,000
Project Management	@		\$100,000
Council Cost - Consents	@	3.0%	\$11,061
Marketing			\$0
Project Contingency - Excl. Construction	@	7.5%	\$18,734
<b>Development Costs (GFA) - Excluding Land Costs</b>		-	<b>\$2,353,150</b>
<b>GST</b>	@	15%	<b>\$352,972</b>
<b>Total Project Value - After GST</b>			<b>\$2,706,122</b>

### 5.1.4 Civic Hub

Initial Feasibility Analysis			
Existing Improvements	Civic Hub		
Gross Site Area	1,200 m <sup>2</sup>		
Proposed Gross Building Area	Civic Centre		491 sqm
	Site area & car park		200 sqm
	Total Area		691 sqm
<b>Development Costs</b>			
Land Purchase	1,200 m <sup>2</sup> @	\$0 /m <sup>2</sup>	\$0
Ground Lease (%)		0.00%	\$0
Project DD / Refinement	@	sum	\$25,000
Resource Consenting	@	2.0%	\$3,850
Design & Building Package	@	sum	\$0
Building Works (Turn Key - fit for purpose)			
Construction cost - excluding design	491 m <sup>2</sup> @	\$392 /m <sup>2</sup>	\$192,500
Fitout Costs	491 m <sup>2</sup> @	\$482 /m <sup>2</sup>	\$236,200
FF& E costs	491 m <sup>2</sup> @	\$286 /m <sup>2</sup>	\$140,320
Site Works	200 m <sup>2</sup> @	\$0 /m <sup>2</sup>	\$0
Detailed Design		3.0%	\$17,071
Cost Escalation		7.5%	\$15,718
Client Construction Contingency	@	10.0%	\$58,609
Other Consultant Fees	@	5.0%	\$29,305
Legal & Accountancy	@	\$50,000	\$50,000
Project Management	@		\$35,000
Council Cost - Consents	@	3.0%	\$5,775
Marketing			\$0
Project Contingency - Excl. Construction	@	7.5%	\$9,006
<b>Development Costs (GFA) - Excluding Land Costs</b>	-	-	<b>\$818,353</b>
<b>GST</b>	@	15%	<b>\$122,753</b>
<b>Total Project Value - After GST</b>			<b>\$941,106</b>

### 5.1.5 Cost Assumptions:

- Base build - reflects base building structure (refurbishment in part) on a generally open plan basis.
- costs include a budget for fitout - reflecting works to suit specific use, such as /partition walls, shelving, acoustic dampening, etc.
- furniture and larger equipment costs relating to the space (FF&E) have been included as a turnkey solution.
- building areas are adopted from indicative spatial plan estimates
- costs include an estimate for consenting or council relates costs/fees
- costs reflective of current construction pricing - a 7.5% construction and design escalation allowance is included.

Exclusions:

- GST
- depreciation
- funding
- any specific design requirements building features / artworks
- seismic upgrades
- asbestos removal if any
- bad ground for the new extensions.

### 5.1.6 Ongoing Operations

The building operational costs are estimated \$80/m<sup>2</sup> per annum. This cost relates to building operating costs only (rates, insurances etc). This excludes any organisational management costs associated with the building and operations of the community hub, inclusive of staffing and utility costs, which will need to be assessed in a future phase of the project. The cost estimations for building operational costs per annum for the proposed developments are:

- Support Services Hub - \$41,232
- Library, Arts & Connection Hub - \$26,240
- Civic Hub - \$39,240

## 5.2 Funding

Research suggests that while this project may attract capital investment through a range of options, funding options may be somewhat limited due to a range of economic stressors, including reductions in the class four gaming funding available and increasing inflation. An additional limiting factor is the eligibility of Ōtorohanga District Council as a Territorial Authority to apply for some community grants, several funding organisations only make grants to charitable, not for profit organisations, with some making case by case exceptions. However, there is a strong underlying community objective to this project which meets several objectives of various community funders.

If funding availability is limited, the opportunity to stage the project over a number of years is available. However, this would likely result in higher development costs due to escalation, and project management over a longer period of time.

### 5.2.1 Central and Regional Government Funding Opportunities

The following table outlines some of the currently known central government funding opportunities. The coalition Government are still establishing policy and spending priorities. Ōtorohanga District Council need to remain in close contact with relevant ministries and monitor the funding environment that supports community initiatives like this project. A key possible avenue to monitor is the newly established Regional Infrastructure Fund. Criteria is set to be adopted by cabinet in March 2024.

Waikato Regional Council have a Regional Development Fund to support significant projects which promote regional economic development, and are achieved in a way that also enhance environmental, social, and cultural outcomes. This fund is currently on hold pending the 2024 - 2034 LTP process.

Fund	Organisation	Max Amount
Te Tahua Hapori Ngā Whakaurunga   Lottery Community Facilities	Community Matters   Department of Internal Affairs	Unknown
Kaupapa Hiranga Tahua   Lottery Significant Projects Fund	Community Matters   Department of Internal Affairs	\$3m+
Regional Cultural & Heritage Fund	Ministry for Culture and Heritage	Unknown
Arts Organisations and Groups Fund - \$50,000 to \$125,000	Creative New Zealand	\$125,000
Food Secure Communities   Community Food Hub Fund	Ministry of Social Development	Unknown - Would only support activities around the Foodbank. Requires a direct relationship.
Regional Infrastructure Fund	Ministry of Business, Innovation and Employment (Kānoa - Regional Economic Development and Investment Unit)	Unknown - Criteria to be adopted by cabinet in March
Regional Development Fund	Waikato Regional Council	Up to 50% of Project - Fund on hold pending LTP 24-34 adoption.

### 5.2.2 Community Funding Organisations

The Department of Internal Affairs 'Granted' online tool provides insights to the distribution of grants from gaming societies within the district. For the Ōtorohanga District, the value of grants into the community has been relatively low, with a total of \$179,375 provided from January 2019 to June 2023. Further, only four organisations have provided these grants, with only Pub Charity exceeding \$100,000 in value.

Most class four gaming grant providers limit distribution of funding to areas where the grant provider operate gaming machine venues. Of the four class four gaming grant providers that have allocated funding within the district, only Pub Charity have a venue inside the district. However, there are several providers in neighbouring towns Te Kūiti, Kihikihi, and Te Awamutu. These grant providers have been included in the following list.

A direct relationship between Ōtorohanga District Council and the grant providers will be critical to build awareness of the projects intended outcomes and alignment with their charitable purpose. This relationship will also help provide direction for making a successful application. Most grant providers indicate that they only make grants to charitable organisations. However, a review of the grants made do show a number of grants made to other Councils. Again, this is where a direct relationship will be beneficial.

An opportunity to explore a collaborative application for the Social Services Hub development could be explored with ŌSHWĀ to those funders that will only offer grants to registered charities.



Fund	Organisation	Max Amount
Significant Capital Projects Fund	Trust Waikato	up to 10% of the project costs
Ōtorohanga Charitable Trust	Ōtorohanga Charitable Trust	\$65,000 (estimated)
Philanthropic Donations	Philanthropic Entities	Unknown
DV Bryant Fund	DV Bryant Trust	Up to \$1m (estimated)
Len Reynolds Fund	*Len Reynolds Trust	Unknown
Lion Foundation Grant	**The Lion Foundation	\$400,000
Pub Charity Grant	**Pub Charity Limited	\$50,000
Youthtown Trust Grant	**Youthtown Incorporated	No limit
Blue Sky Community Grant	**Blue Sky Community Trust	\$65,000
ONE Foundation	First Sovereign Trust Limited	\$25,000
Community and Arts and Culture	Grassroots Trust Limited	No limit
Corporate Grants / Donations	Companies	Unknown
Community Fundraising	Community Groups	Unknown

\* Indicates funders that will only offer grants to registered charities

\*\* Indicates class four grant providers that have made grants within the Ōtorohanga District over the past five years.

In addition to gaming grants, community foundations are also a key source of funding toward community projects. Locally the Ōtorohanga Charitable Trust has made grants of up to \$65,000 supporting local community initiatives. Trust Waikato is a much larger charitable foundation that approved over \$16m in grants for 2023.

To support the fundraising process, Creative Waikato, and Momentum Waikato both provide advisory services and networking opportunities with funders for projects that align with their values and priorities. Ōtorohanga District Council should maintain a close relationship with both organisations and leverage their assistance where possible.

### 5.3 Programme

The following high-level development programme has been prepared for Option Two.

This programme assumes that project development will initiate at the adoption of the 2024-2034 Long Term Plan. Further, this programme assumes that the Multi-purpose Community Hub project will be undertaken as a single project, with project team procurement, design and build contractor procurement, detailed design, and construction of all three facilities occurring at the same time.

This approach can provide cost and time savings and also allows for more concise and targeted engagement through the detailed design process, as well as more efficient management by Ōtorohanga District Council. This approach will require a larger upfront investment.

Alternatively, the development of the three facilities can be staged. The programme would remain largely the same on a facility-by-facility basis. There would be cost increases and additional time required associated with this approach due to running multiple procurement, design, project management processes etc. However, this approach allows for development costs to be spread over time, and funding to be sought on a facility-by-facility basis.



### 5.3.1 Project Programme

Item	Mths	Year 1												Year 2												Year 3												Year 4				
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar		
Full Programme	39	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	■	
Feasibility	3	■	■	■																																						
Long term Plan Engagement	4			■	■	■	■																																			
Funding Phase 1	6			■	■	■	■	■	■	■	■	■																														
Engagement of Project Team – Consultant Procurement	2										■	■																														
Preliminary Design & Community/Mana Whenua Engagement	3											■	■	■																												
Design & Build Main Contractor Procurement	2																	■	■																							
Funding Phase two	6														■	■	■	■	■	■	■	■	■	■	■																	
Developed and Detailed Design Delivery	3																		■	■	■																					
Consent	2																				■	■																				
Construction Delivery - Civic Centre	4																										■	■	■	■												
Construction Delivery - Comm Hub	6																										■	■	■	■	■	■										
Construction Delivery - Arts Centre	10																										■	■	■	■	■	■	■	■	■	■	■					
Project Completion / Building Blessing & Handover	2																																				■	■				

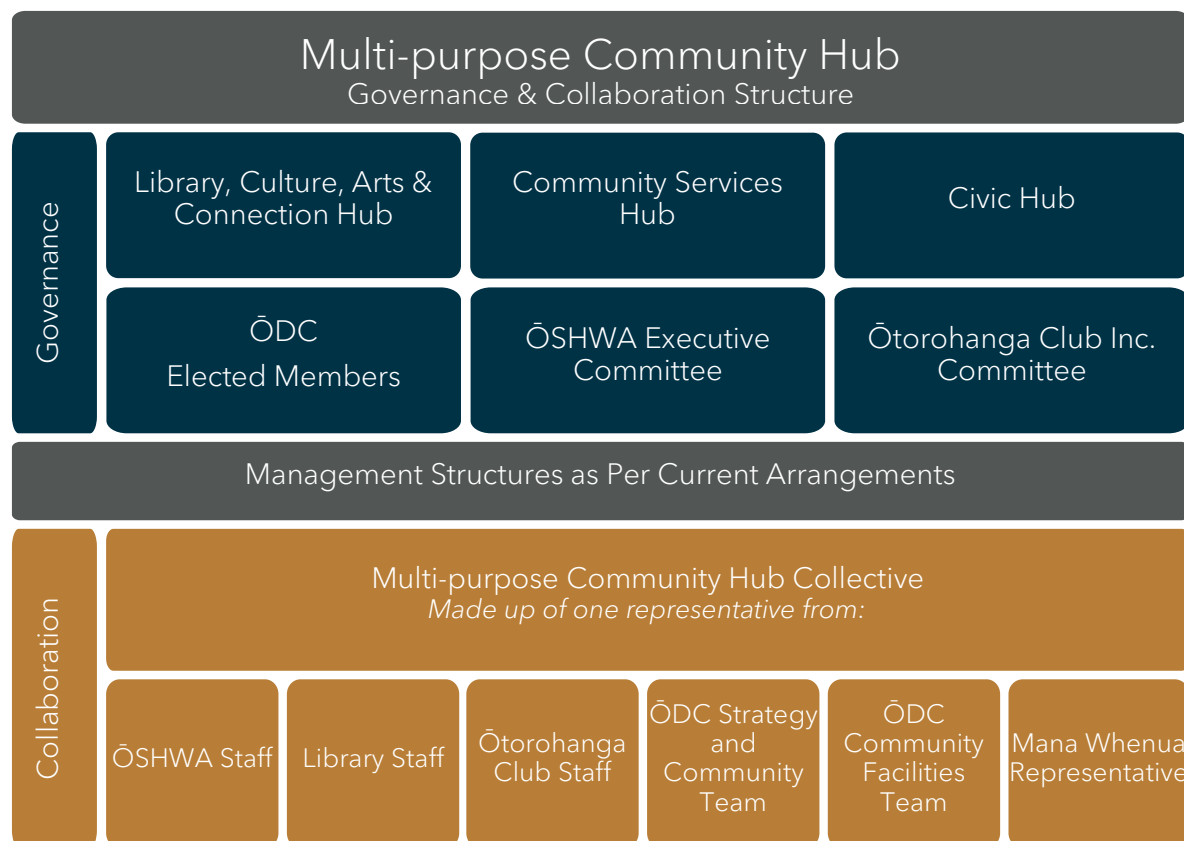
Funding phases have been structured with a lead-in engagement period, where ŌDC can look to introduce the project and prime funders, before making active funding applications. Phase 1 should see raising capital for the pre-construction costs, with Phase 2 seeking the balance to see the project through the construction phase to completion.

## 6 Governance and Collaboration

There are already well-established governance and management structures in-place at all three proposed Multi-purpose Community Hub facilities. As such, we recommend that these structures continue, with the addition of a Multi-purpose Community Hub Collective, made up of primary stakeholder representatives.

### 6.1 Structure

The following diagram outlines this proposed governance and management model:



The purpose of the Multi-purpose Community Hub Collective is to ensure that the Multi-purpose Community Hub maintains a collective purpose, meeting, and networking regularly to ensure that programming options are evaluated regularly, ensuring best use of all of the venues by the community.

### 6.2 Ōtorohanga Club - Civic Hub Access and Management Options

Three options are presented for consideration to ensure the availability and use of the Ōtorohanga Club's hall facility as a civic hub:

- 1) Service level agreement with a single capital investment.

Develop an agreement between Ōtorohanga District Council and the Ōtorohanga Club whereby Ōtorohanga District Council make a capital investment upfront to:

- Provide a contribution to the development costs
- Ensure a term for community access and use
- Secure base community charge rates for Civic Hub users that are consistent with other community halls within the Ōtorohanga District.

2) Service level agreement with annual operational expense grant.

Develop an agreement between Ōtorohanga District Council and the Ōtorohanga Club whereby Ōtorohanga District Council provide an annual operational grant to:

- Offset the initial development costs (Ōtorohanga Club to fund capital costs)
- Ensure community access/use for the term within the service level agreement
- Secure base community charge rates for civic hub users that are consistent with other community halls with similar facilities across the region.

3) A combination of both options one and two.

Develop a service level agreement to provide an initial capital investment in the Civic Hub development, as well as an annual operational expense grant, with the intention to:

- Provide a contribution to the initial development costs
- Ensure community access/use for the term of the service level agreement
- Secure base community charge rates for Civic Hub users that are consistent with other community halls within the Ōtorohanga District, with the intention that the grant contributes to the revenue difference between a commercial and community hire rate.

By providing a contribution toward the initial development costs of the Civic Hub development, Ōtorohanga District Council will be able to potentially fast track project completion and facilitate early community access to the Civic Hub in comparison to option two. They will also have more input to design, this is particularly important in the uplifting of mana requested by mana whenua. This would also provide Ōtorohanga District Council with the ability to provide an annual operational grant at a lesser value than what could be likely required for option two.

An initial five-year service level agreement is recommended to provide security and continuity of access to a Civic Hub to the Ōtorohanga Community. This would also provide a trial period, where the use of this Civic Hub can be assessed prior to a longer-term agreement. The agreement between Ōtorohanga District Council and Ōtorohanga Club needs to include detailed provisions for:

- User Fees
- Access and prioritisation
- Council investment
- Agreement term
- Area demarcation and management specifics for the Club area and the civic hall area
- Requirements for the sale and consumption of food and alcohol. Including preferential supplier agreements, licence requirements, and any food handling and related health and safety requirements
- Provisions to ensure uplifting of mana of the facility.

An example of a shared facility agreement for community use is the [Aquinas Action Centre](#) (Community Share Facility). Situated on the grounds of Aquinas College Tauranga, the facility features a single court gymnasium suitable for hosting sport, recreational and cultural activities outside of agreed school access hours. Bay Venues Limited, a Tauranga City Council, Council Controlled Organisation manage the facility bookings for the community, with the school day 'blanket booked' for exclusive school purposes and use. Bay Venues Limited have a number of these agreements across Tauranga.

### 6.3 Facility Booking

A key finding through the workshops was the lack of knowledge of the facilities available for community use. To avoid this continuing following the development of the Multi-purpose Community Hub, it is recommended that Ōtorohanga District Council implement an online booking management system where facility users can see, in real-time, the availability of all bookable facilities.

It is not anticipated that the community services hub is available for booking by community groups, rather that this facility is managed in-house directly by ŌSHWĀ and any other resident stakeholder group.

Booking practice of the Library and Ōtorohanga Club should be in-line with any standing facility agreement and have oversight of the Multi-purpose Community Hub Collective.

Adding wider community facility spaces to the online booking system would also provide the community with information on the available bookable spaces and a one-stop shop for booking. The opportunity to collect a small administrative booking fee could also seek to supplement the costs of implementing and administering the online booking system. The costs of a booking system have not been included in this feasibility report, and will need to be investigated when clarity over the spaces to be included is available.

An example of community facilities utilising a publicly visible booking system is the system utilised by Bay Venues Limited, managing facilities on behalf of Tauranga City Council. Each facility has its own page with facility information, and a booking calendar that provides the ability to book individual rooms. The following image is a screenshot of the [Aquinas Action Centre's](#) booking calendar:

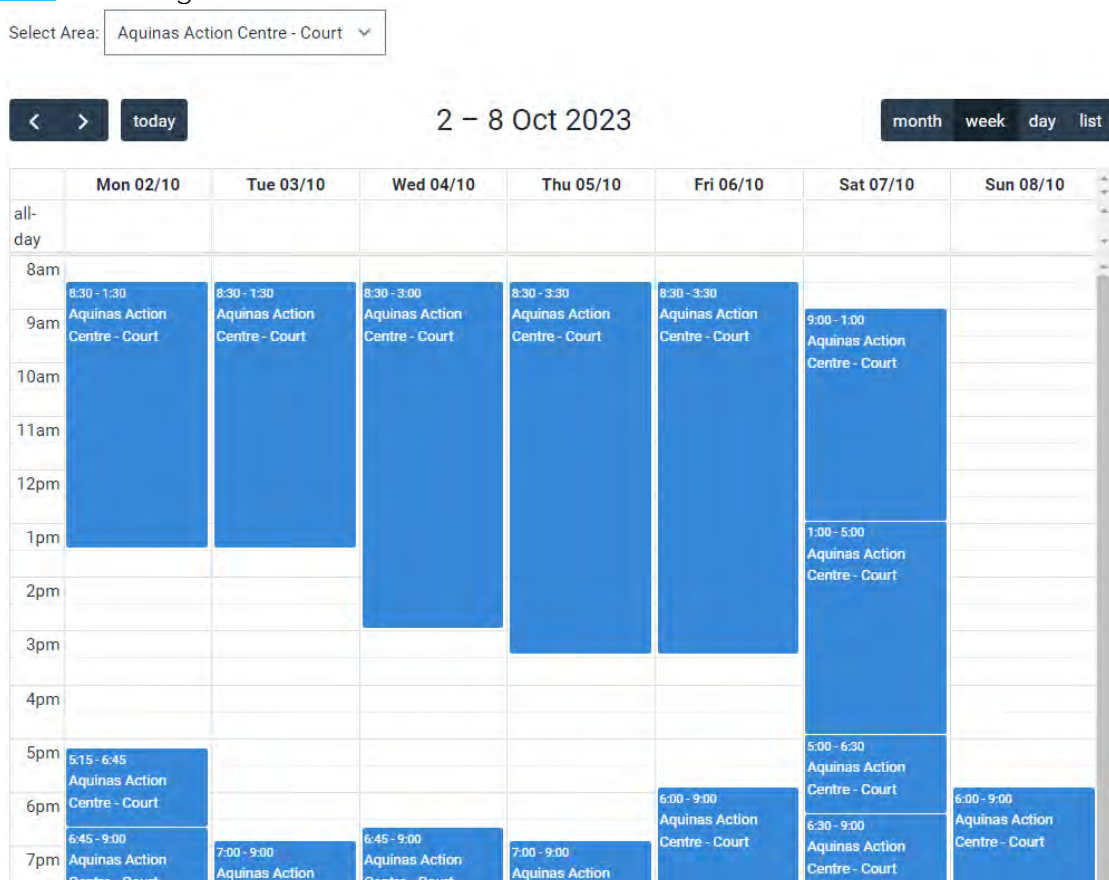


Figure 5 Venue hire booking and availability, Aquinas Action Centre (retrieved from bayvenues.co.nz, February 2024)

## 7 Next Steps

This section sets out the next steps to advance the project.

### 7.1 Working with Mana Whenua

Ōtorohanga District Council needs to consider a partnership model with Mana Whenua to ensure that the project helps to meet Mana Whenua aspirations within the Ōtorohanga township wherever possible. Opportunities within the facilities to showcase cultural narratives should be identified through the detailed design phase and integrated into the project. A clear example of this is the Pou located at the front of the Village Green space and the Ōtorohanga District Council administration building refurbishment.

### 7.2 Project Funding

A detailed Funding Plan needs to be developed. In the first instance, immediate funding (Phase 0) should be sought to advance the project through the Design Package and Consenting phases.

These phases will require approximately \$566,216.71 (plus GST) in funding. This includes:

- Project due-diligence and refinement
- Resource consenting
- Design & building package
- Project management (22 months)
- Project contingency at 7.5% (excluding construction contingency)

The balance of the project costs makes up the construction through to completion phases, and is captured by the project programme under Phase 2 funding. Most larger funding foundations and grant providers require consents to be issued prior to awarding funding. Therefore, it is imperative to have a relationship built with these funding sources prior to gaining building and resource consent, and then submitting funding applications in a timely manner to reduce the delay before construction can commence. The preliminary feasibility assessment is able to be distributed to funding organisations in support of any applications.

It is noted that funding will not likely be achieved from a single source. Primary/cornerstone funding will need to be secured to give the project momentum. Secondary funding can be sourced concurrently but is typically more achievable once sufficient primary funding has been secured.

### 7.3 Design / Consenting

Once sufficient funding is secured, we recommend the Design and Building Package and Consenting phases are undertaken.

The consenting phase involves progressing an initial design concept to a level that could be consented, including any third-party technical reports required to support an application. This phase is typically run concurrently with the Design and Building Package phase, in which the design is advanced sufficiently to be tendered under a design and build contract. This includes any third-party technical reports required. This is typically able to be run concurrently due to resource consent processing timeframes.

We highly recommend that the process is managed by a suitably qualified professional, with experience in the financial management of all the components of a development and not limited to procurement and construction management. Project management costs are

provided for within each of the facility feasibility costing assessments. Effective project management will be critical in ensuring that the overall design and development feasibility remains achievable and delivered in a timely manner.

### 7.4 Procurement

Following completion of the Design and Building Package and Consenting phases, we recommend that the design package is tendered to a number of suitable contractors on the basis of a fixed price lump sum, design and build contract.

Given the relatively simple nature of the project, and the limited appetite for pricing risk, the design and build procurement model is considered the most appropriate. Tendering to several reputable contractors will ensure competitive tension and allow ŌDC to secure a fair market rate for the construction of the project.

## 8 Appendices

- Appendix 1: Co-design Workshop One - Summary .....
- Appendix 2: Rangatahi Workshop Summary .....
- Appendix 3: Co-design Workshop Two Summary.....
- Appendix 4: History of Ōtorohanga Support House - Whare Āwhina.....
- Appendix 5: Understanding who lives in Ōtorohanga and what they are experiencing ....
- Appendix 6: Concept proposal - RW Architectural Design.....
- Appendix 7: Testing Activity Fit.....

## Appendix 1: Co-design Workshop One - Summary



# Ōtorohanga Multipurpose Community Hub Workshop One

On 18 October the first series of co-design workshops to support the feasibility study for the Ōtorohanga Multipurpose Community Hub were hosted at Council's Chambers. There were two sessions so people could manage work hours and childcare needs.

The purpose of the first workshop was to provide the community with the chance to define the needs and develop responses from the very start of the project. We heard:

- What the critical activities are for the potential multipurpose hub
- who it should be focused on serving
- what it needs to include, and
- how it should work with other services and places that are already supporting our communities across the district.

This document collates what was discussed throughout the workshops and provides initial problem and benefit statements. These statements are directly informed by the content and conversations that have come from the workshop.

## Contents:

1. An overview of existing community facilities
2. What our Community Wants/Needs
3. Priority Wants/Needs
4. Problem Statements
5. Benefit Statements
6. Focus and Feel





Workshop participants were provided with the list of facilities from the Ōtorohanga Town Centre Concept Plan. They were asked to provide comment, and add additional facilities that we should be aware of for the project both in Ōtorohanga town, and across the wider district and region.

## Town Centre Concept - Identified Facilities

Name	Activities	Facility/Activity Type
Ōtorohanga District Library	Community Activities & Learning	Public
Railway Station	Café (Origin Coffee Company)	Hospitality
Public Toilets	Bathroom	Public Toilets
Wintec	Classroom Learning	Education
Police Station	Law, Order & Emergency	Police
Fire Station	Fire & Emergency	Emergency
Place of Worship	Religion	Religious
Ōtorohanga Sports Club	Rugby, Netball	Club & Sports
Ōtorohanga i-SITE Visitor Information Centre	Tourism Information	Tourism
Kiwiana Leisure Park Ōtorohanga	Mini putt, Paint ball, Batting Cage	Tourism
Ōtorohanga Netball Centre	Netball	Club & Sports
Ōtorohanga Motor Camp	Camping Ground	Accommodation
Ōtorohanga College Hall	Taekwondo	Event/Club Hire
Ōtorohanga Kiwi Holiday Park	Tent & Motor Camp	Accommodation
Ōtorohanga NZMCA Park	Campervan Park	Accommodation
Ōtorohanga Table Tennis Club	Table Tennis	Club & Sports (no-longer)
Ōtorohanga Adult Riding Club	Horse Riding	Club & Sports (no facility)
Waitomo Golf Club	Golf	Club & Sports (now part of Ōtorohanga Club)
Ōtorohanga Country Line Dancing	Dancing	Club & Sports (Ōtorohanga Club)
Ōtorohanga Dance Company	Dancing	Club & Sports (Ōtorohanga Guide & Brownie Hall)
Waitomo Rockers - Rock & Roll Club	Music	Club & Sports (Ōtorohanga Club)
Ōtorohanga District Council	Local Government	Civic
Beattie Home	Elderly Housing	Health Care
Ōtorohanga Memorial Pool Complex	Swimming & Gym	Health & Recreational
Ōtorohanga Town Hall (1915)	Public Gatherings & Events	Civic

## Town Centre Concept - Identified Facilities

Name	Activities	Facility/Activity Type
Marae	Community & Whānau Activities, Learning, Celebrating, Grieving, Gathering	
Ōtorohanga Museum	History, heritage, culture preservation	Public
Ōtorohanga Lyceum Club	Womens' social club	Club & Sports
Ōtorohanga Kiwi House	Tourism & Conservation (Bookable space - Tuatara Room)	Tourism
St. John Ambulance	Ambulance Services	Emergency
Village Green	Community Activities	Public
Ōtorohanga Club	Bar, Restaurant, Event Space	Hospitality
School Halls	Community Gatherings, Workshops & Events	Education
Senior Citizens Hall	Social Club	Club & Sports
Ōtorohanga Football Club	Football	Club & Sports
Ōtorohanga Tennis Club	Tennis	Club & Sports
Ōtorohanga Support House - Whare Awhina	Community/Social Services	Community Service
Ōtorohanga Menz Shed	Mens' social club	Club & Sports
Ōtorohanga Māori Womens Welfare League	Womens' wellbeing and support	Social Service
Ōtorohanga Guide & Brownie Hall	Community Gatherings, Workshops & Events	Club & Sports
Ōtorohanga Employment Hub	Mayor's Task Force for Jobs.	Community Service (located The Business Collective)
The Business Collective	Bookable Meeting/Work Space	Venue Hire
Bowls Ōtorohanga	Bowls & Croquet	Club & Sports
Ōtorohanga Squash Club	Squash	Club & Sports
Ōtorohanga Memorial Pool Complex	Swimming pool & Gymnasium	Public
Studio 84	Studio Space For Hire	Arts

## Regional Facilities

The Red Shed, Karamaha	Art creation, education, exhibition	Community & Tourism
The Old Post Office Gallery, Kāwhia, NZ.	Art creation, education, exhibition	Community & Tourism
WSA (Waitomo Society of Arts)	Arts community group	
Waitomo Caves Museum	History, heritage, culture preservation	Public
Waitomo Caves	Tourist Attraction, Caving	Tourism
Kio Kio United Sports Club	Rugby & Rugby league, Power pulling, Tennis, Netball, and social functions.	Club & Sports
Kāwhia Library	Community Activities & Learning	Public
Otewa Hall	Hireable Civic Space	Civic
Kio Kio Community Hall	Hireable Civic Space	Civic
Kahotea Marae Foodbank	Community Service	Marae
Gallagher Recreation Centre	Indoor Sports & Gym	Club & Sports

# What our Community Wants/Needs

## Arts – Creative – The Making

- Artists: Sharing space, exhibition space, performance space
- Workshops
- Markets
- Outdoor workshop space for messy & noisy work
- Materials for creating & people to help teach
- Multi-function, multi-discipline workshop space for group work & education
- Creative spaces
- Space for individual work – studio space
- Space for group work
- Recording studio
- Kiln space – pottery
- A turangawaewae for our town – space for Rongoā specialists to practice
- Studio Space – carving – moulds
- Arts/crafts stalls/pre-made stalls in a garden square available for people to move in/out when wanted
- Community arts: workshops, rehearsal space, performance space, meeting space
- Discipline specific studio spaces: paint, glass, clay, tattoo, sculpture, print – all with materials and equipment.
- Emerging artists (professionalism)
- Exhibition space, outdoor wall-space for murals/street-art, outside stalls in a court

## Arts – Performing / Events

- Physical activities activation
- Visual artists & musicians
- Host cultural competitions e.g. kapa haka & Iwi games kī o rahi
- Musicians, poets, multimedia, storytelling & writers
- Outdoor performance area – live & projected
- Visual aids for what's on-stage – TVs in the waiting area
- Productions
- Exhibition
- Exercise
- Main street site for artists/musicians, social services, displays/info.
- Performance theatre arts school
- Host touring arts groups/bands: performance space
- Kapa haka performance & practice space
- Concerts
- Shows/performance
- Live music – chess club – recording – comedy club
- Project space for performing arts
- Music stage

## Health & Well Being

- Holistic Healing Space
- Drop-in centre – mums & youth
- Place for parents to go when it's raining
- Health & wellbeing clinics
- Connection, inclusivity, comfort
- Public showers 24/7
- Cooking classes
- QR codes providing the history of Ōtorohanga

## Youth

- Workspace for young people to play and learn
- Youth specific centre
- Encourage
- Nikora: arts classroom for young people
- Youth group
- Holiday projects
- Teen hub
- Youth: attending classes, community connection, learning, sharing, workshops
- Café – teaching
- Plunket







# What our Community Wants/Needs

## Community General

- Large gatherings of people
- Locals – community centre
- Occasion place for celebrations
- Sport (indoors)
- Meeting place – large groups
- Funerals & Clubs
- Space for permanent services to be based
- Fluid spaces for hosting events
- Educational space
- Social community events
- Peer support groups
- Community meeting space
- Place to hire for events
- Community gatherings
- Other community organisations together – sharing, participatory practice, workshops

## Learning / Workshops

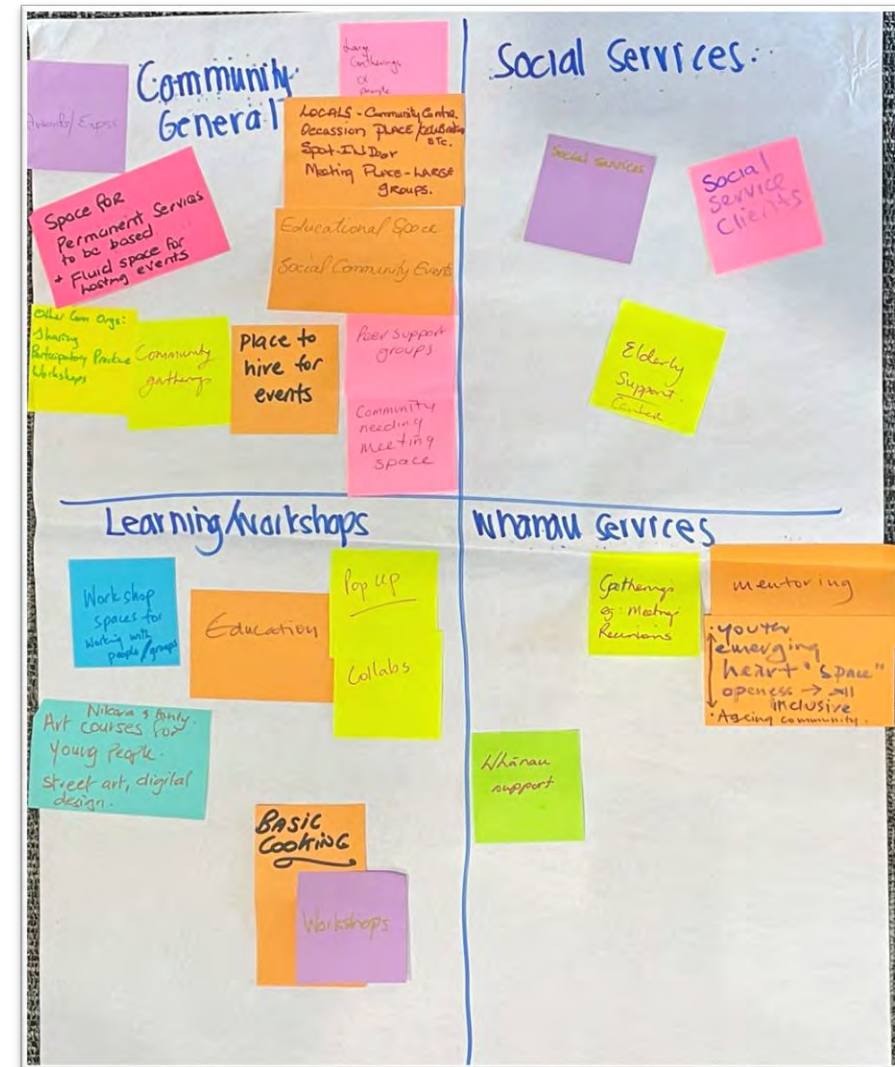
- Workshop spaces for working with individuals and groups
- Education
- Pop-up collabs
- Basic cooking
- Art courses for young people – street art & digital design

## Social Services

- Social services
- Social service clients
- Elderly support centre

## Whānau Services

- Gatherings (e.g. meetings and reconnections)
- Mentoring
- Whānau support
- Support through the lifespan, from youth to the aging community. Openness – all inclusive.



# What our Community Wants/Needs

Community Space
<ul style="list-style-type: none"> <li>A space to connect with other like-minded people to: socialise, be inspired, support others</li> <li>Lounge</li> <li>Village green &amp; Library</li> <li>Shared space: accountability, support, networking, help, professional development</li> <li>Look for concepts that are already working. Copy.</li> <li>Support groups and activities for kids/adults with special needs</li> </ul>
Tech / Specialty
<ul style="list-style-type: none"> <li>Recording Studio</li> <li>Multi-purpose rooms with up to date technology. E.g. studio/tv production space – film etc. Similar to Fairfield Intermediate</li> </ul>
Info / Connection
<ul style="list-style-type: none"> <li>Networking with facilities in other nearby areas</li> <li>Arts website</li> <li>A place to just ‘pop-in’ and see what’s happening</li> <li>Keep communicating</li> </ul>

Events
<ul style="list-style-type: none"> <li>Would love to have connectivity through joint events – arts festival with music!!!</li> <li>Performance space</li> <li>A place for musicians to perform, LOUD! – DJ’s, electronica, etc.</li> <li>Encourage performers to include Ōtorohanga on their circuit</li> <li>Regular event space with an organiser/coordinator</li> </ul>
Exhibition Space
<ul style="list-style-type: none"> <li>Looking for places to display and sell artwork at a local gallery</li> <li>Two types of gallery show spaces – One curated by invitation (high-level) national. One open to proposals from the community (local level)</li> <li>Currently artists are travelling out of district for exhibitions – should be local.</li> </ul>
Support for projects
<ul style="list-style-type: none"> <li>Event organiser/coordinator – regular things happening</li> <li>Think it would be good to get the local paper onboard – not everyone does Facebook.</li> </ul>

Workshop / Teaching
<ul style="list-style-type: none"> <li>Community classes</li> <li>Teaching / rehearsal space</li> <li>Cooking</li> <li>Looking to teach young artists, but need facility</li> <li>Arts facilitator</li> <li>Creation space for youth</li> </ul>







# What our Community Wants/Needs

## Feel

- Welcoming – Safe – Inclusive
- Space that captures the history of the area
- Past – Present – Future Focus
- Holistic wellbeing with a nurturing vibe
- Kid friendly
- Manaaki
- Aroha
- Rangatahi influence and engagement (e.g. design)
- Youth – Rangatahi led

## Spaces

- Safe parking
- Permanent space – small and large
- Healing Hub
- Hangout space
- Safe courtyard area
- Kitchen
- Multi-use space
- Host reception
- Network of buildings / spaces
- Green spaces
- Needs to flow inside and outside (not a rabbit warren)
- Needs to be a fluid space that has the ability to change for large or small groups
- Mobility accessible

## Doing

- Arts classes
- Workshops
- Massage, meditation, wellness classes etc.
- Performance
- Work Experience
- Learning and sharing of gifts

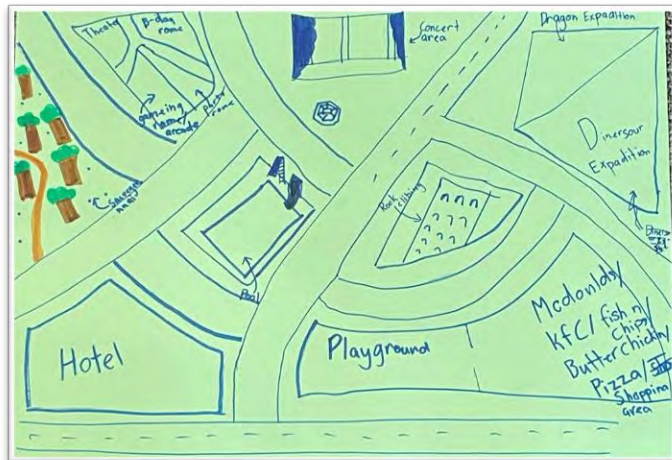
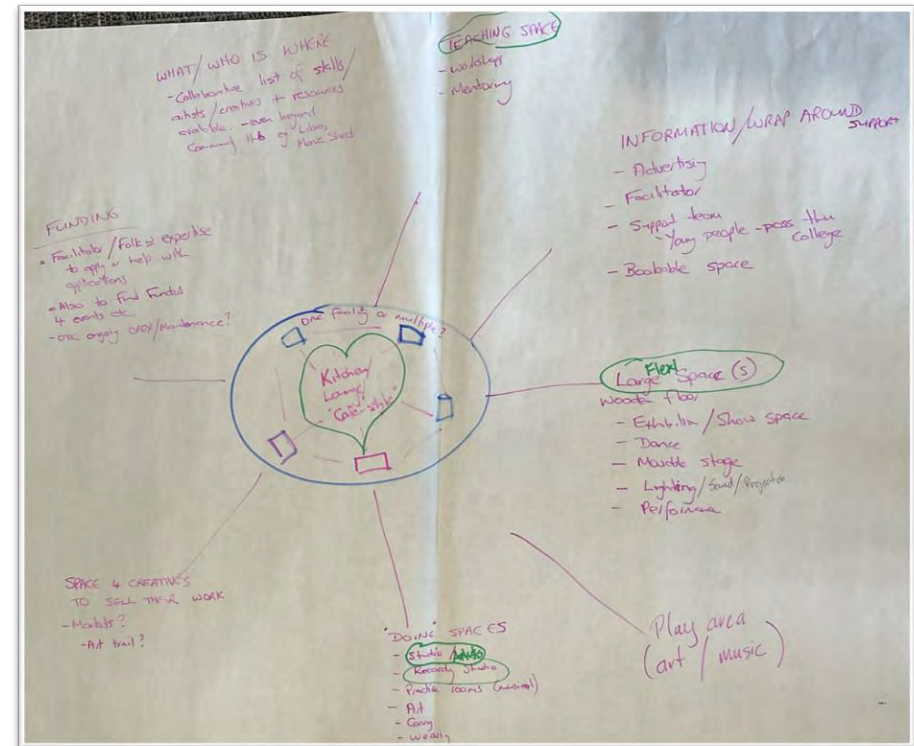
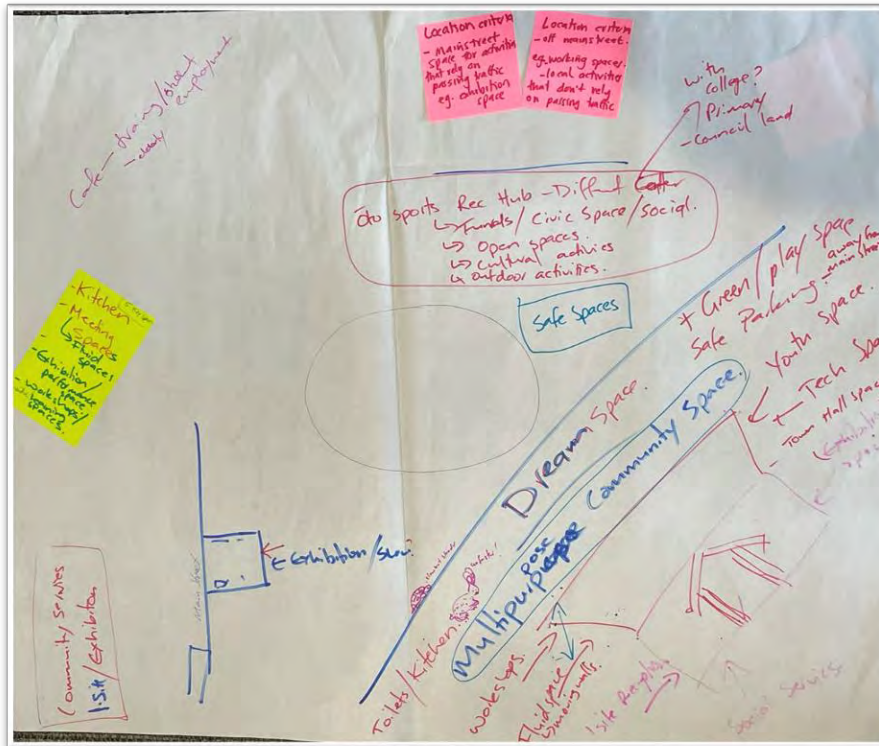




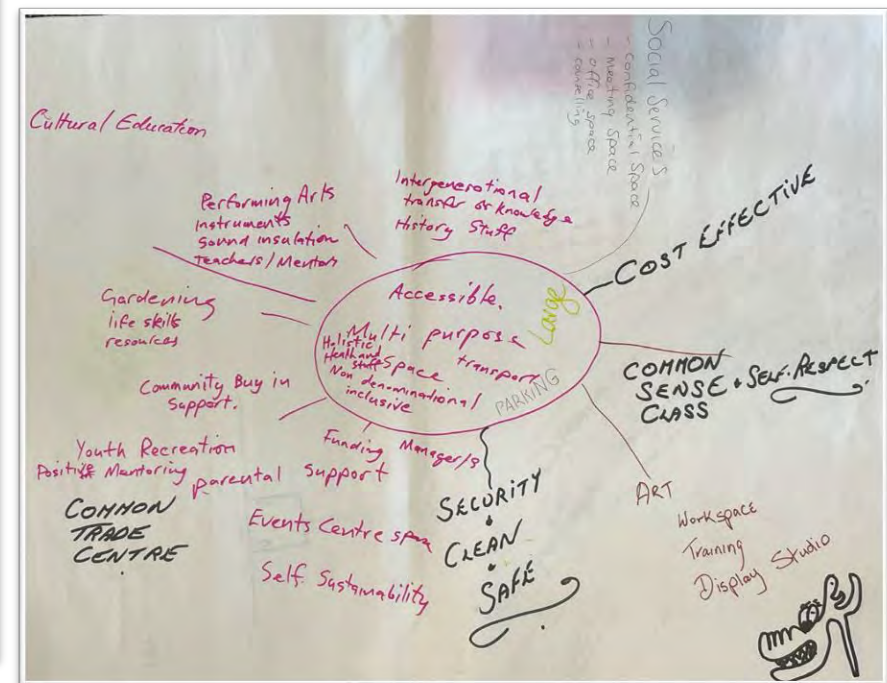
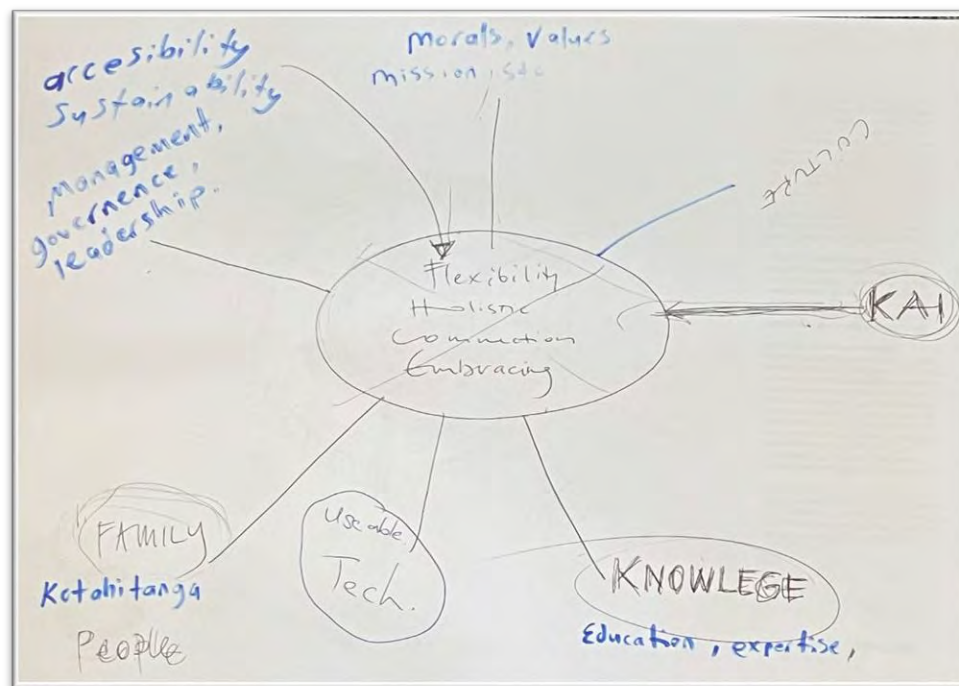
# Priority Areas

**What is a priority?**

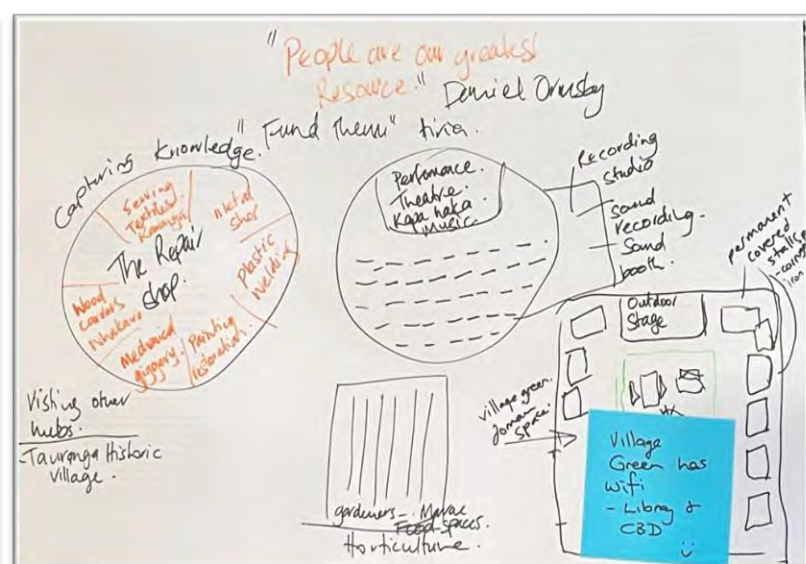
After identifying the community wants and needs, workshop participants were asked to consider what the priority features and facilities were that need to be addressed by this project. As groups or individuals, participants were asked to express this on paper however they saw fit. The most consistent responses are summarised on the following page, and have shaped the draft problem and benefit statements to provide direction toward the project outcomes.



Investing time and money into spaces already available but "NOT" usable to free up more availability inside this new hub. Example, fixing halls that aren't up to safety standards to make it usable again.







**SHORT TERM PLAN:**

- dual purpose spaces (already existing → saves \$\$\$)
  - library / Art gallery
  - 1 site / Art gallery
  - railway station / Art gallery
 } adjusted for tourists to visit
- Cielitas / music hubs
- town hall with kitchen and little theatre
  - serves special occasions, gatherings (music / theatre / Art gallery)
- leading tourists to these spaces to create an opportunity to sell local Art / maybe local music
- creating an Art festival with local musicians and Artists → diversify → bring in people from outside the area → \$\$\$ for the
- utilize every nook and cranny to it's maximum potential.

**LONGER TERM:**

- establish road and then decide on size and costing of new facility. Carvable central space. Easy to reach for an elderly. Good parking. ☺
- ADVERTISE ANYTHING HAPPENING at 1 site on door and in paper local and TR.
- KEEP IT AFFORDABLE!

**5 things:**

- be - design and re-use - good space
- affordable for all community groups!
- generate \$\$\$ from bringing in plenty of visitors (to artists)
- Art and school with Art spaces and support programmes
- keep it growing and expanding by REACTING every one in and around

- Priority Spaces**
- Kitchen**  
Core of community space to encourage gathering, collaboration, learning, and sharing of Kai
  - Teaching Space**  
Flexible, multi-purpose workshop and learning spaces, inclusive of relevant technology
  - Flexible Multi-Purpose Meeting Spaces**  
With operable walls to allow spaces
  - Large Civic/Town Hall Space**  
For large social events, cultural events, shows, funerals, performances, large meetings.
  - Doing Spaces**  
Artist studio space, recording studio, music practice space, carving, weaving.
  - Youth Space/Hub**  
A safe place for rangatahi and tamariki to gather, learn, collaborate and play.
  - Large Multi-Purpose Space**  
Large Flexible space with wooden floor to cater to; exhibition / show space, dance, performance space. Complete with movable stage, lighting, sound, projector (good AV).
  - Exhibition, Gallery, and Performance Space**



Theme / Values	
Good wraparound information distribution	Safe Spaces
Good Tech	Self Sustainable
Cost Effective	Accessible
Inclusive	Whānau/family
Better use of existing spaces (refurbish and manage / make available)	Good Acoustics
Kai	Security

## Current State (Problem Statements)

1. The existing spaces are not flexible, lacking one or more of supporting infrastructure e.g., parking, technology, work-spaces, size and kitchens.
2. There is a lack of a communication about and connection between the existing network sometimes making it difficult for people to connect with the services that meet their needs.
3. The lack of a single civic space makes it difficult to host larger events that create connectivity within the community.
4. Art makers are spread across the district without a central space within the district to share, create, teach, display our culture, exhibit, and perform, for all art forms, pushing creativity outside of the district.



## What our Community Wants/Needs Summarised (Benefit Statements)

1. Community spaces that reflect the morals and values of Ōtorohanga, are flexible, safe, fit for purpose welcoming space(s) with supporting infrastructure.
2. A community that is connected with each other and connected to accessible and well-resourced spaces and services that cater to the needs of the community.
3. Places that everyone feels connected to that are owned and supported by people who connect and understand people.

*Note: in both the first workshop and the Mana Whenua hui it was clear that the renaming of and the mahi toi in the refurbished Council chambers has made a significant impact on the sense of belonging now felt by Māori in this space*

## Focus & Feel

The space will reflect and honour the past. Cater to present needs. And serve those who will need it tomorrow.

A community space with a kitchen at the heart to promote coming together, collaboration, connection and community.

Spatial considerations:

- Parking
- Tech
- Green
- Activated
- Accessible
- Once space – Many spaces – Networked spaces

WEAVING THE  
FUTURE, TOGETHER  
KOTAHITANGA



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

## Appendix 2: Rangatahi Workshop Summary





WEAVING THE  
FUTURE, TOGETHER  
**KOTAHITANGA**  
ŌTOROHANGA DISTRICT COUNCIL

DRAFT Economic wellbeing strategy and  
multi-purpose community hub  
Rangatahi Workshop Feedback

ŌTOROHANGA DISTRICT COUNCIL

8 December 2023



## CO-DESIGN WORKSHOP FEEDBACK

As part of the co-design approach to developing the Ōtorohanga Economic Wellbeing Strategy and the multi-use community hub, we held a workshop with a group of approximately 60 rangatahi from Ōtorohanga College.

The workshop was held on 8 December from 9am to 1.30pm. Facilitation of the sessions was undertaken together with Veros Consultants, Ōtorohanga District Council, Ōtorohanga College and Taku Wairua, a group from a youth mentoring programme.



After the first session on the Economic Wellbeing Strategy which everyone did together, split across the 6 stations, the groups were put into rotation. They were moved between three tasks - the multi-purpose community hub, designing tags for Christmas bags for Kids in Need and playing games.

### Economic Wellbeing Strategy

The questions and outcomes for this first part of the session are shown below:

#### What is economic wellbeing:

It relates to everything and everyone, and includes things like:

- income,
- education,
- employment,
- housing,
- medical care,
- community safety,
- social support

It also means making sure our economic activities add to our quality of life, that we don't leave any one behind, and that whatever we do does not have a negative impact on our environment.

This strategy will set a direction of travel for council and others and show where they need to focus their effort and money to improve the community's wellbeing - so all of those things listed above.

#### Why are we talking to you?

NEET rate - Not in Education, Employment



For 15-24 year olds

The NEET rate for Ōtorohanga District is high and we want to understand why.

The questions were:

- Jobs are changing due to technology (AI, ChatGPT etc), so what do you think jobs will look like in the future?
- What job do you want to be able to do in the future?
- How can Ōtorohanga District Council, the college and others help you to do that?
- What else do you think is important?

The approach for the workshop was that the groups were spread across six stations and given the choice of butchers' paper, pens, Lego and wooden blocks to use. Interestingly they all used butchers' paper and pens.





Ideas for future jobs and jobs they want to do in the future:

<ul style="list-style-type: none"> <li>• Doctors/nurses/paramedics/midwife</li> <li>• Pro-athlete</li> <li>• Dairy Farmer / Farm Manager</li> <li>• Beautician/nails/lashes</li> <li>• Interior Designer</li> <li>• Entrepreneur/businessperson</li> <li>• Interviewer on TV/ Journalist</li> <li>• McDonalds</li> <li>• Electrician</li> <li>• Lawyer</li> <li>• Builder</li> <li>• Childcare</li> <li>• Vet/animal care</li> <li>• Teacher</li> <li>• Actor/singer/musician</li> <li>• Making podcasts/influencer</li> <li>• Baker</li> <li>• Boxer</li> </ul>	<ul style="list-style-type: none"> <li>• Artist</li> <li>• Adventure tourism</li> <li>• Digital designer</li> <li>• Mechanic</li> <li>• Marine biologist</li> <li>• Dairy farming</li> <li>• Archaeologist</li> <li>• Social worker</li> <li>• Stay at home parent</li> <li>• Hairdresser</li> <li>• Police</li> <li>• Lifeguard</li> <li>• working in a shop/MacDonalds/KFC</li> <li>• Café</li> <li>• Make up artist</li> <li>• Plumber/electrician</li> </ul>
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How can others help you to get there?

- Set up athletics club
- Provide places to study
- Provide free supplies for studying
- Scholarships
- Courses - university, Wintec and locally
- Making building materials and equipment accessible locally
- Teachers/ Study to work/train for qualifications
- Set up extra-curricular clubs to support particular skills e.g. debating club
- Getting work experience locally e.g. local beauty salon
- Free Wi-Fi
- Bring people into the college who are doctors/nurses, lawyers, farmers, beauticians etc so they can tell them what it is like to do their jobs and what they need to do to get there
- Free transportation to Wintec or further tertiary education
- Better library
- Mental health care
- Running tracks in parks
- Driving lessons/learn how to swim

Reflections following this part of the workshop

- Some of the youth found it difficult to say what they wanted to do for several reasons:
  - They just don't know what they want to do
  - They found it hard to think about the task as a reality task and one that they will be finding themselves in over the next few years - they approached it as if it was a task where they had to pretend
  - Some found it hard to be honest in front of their friends
  - Only existing jobs, careers were identified
  - They thought that working in McDonalds and KFC wasn't a "real" job.



## Multi-purpose community hub

The questions and outcomes for this part of the session are shown below:

### Problems raised by the community

- 1) The spaces we have don't always have parking, good technology, [work spaces](#) for artists, or a kitchen.
- 2) Our community spaces are not well [connected](#) and some people don't know all of what we have
- 3) We do not have a town hall space to hold big events
- 4) Artists don't have a good place to share, create art, teach, perform, and display their work.

### So, we need to design and build a community hub that

- 1) Is safe and welcoming
- 2) Is easy to get to (in a good central place)
- 3) Has spaces that meet the community's needs.

### Things that could happen in these spaces

#### Social support

- Things like budgeting support, counselling, food bank, housing support etc

#### Big events

- Events like performances, celebrations like weddings and birthdays, indoor markets and shows

#### Community gatherings

- Casual spaces with a kitchen at the heart where people can gather and share kai

#### Art and creativity

- Workshops
- Gatherings
- Meetings of various sizes
- Studio space

#### Other key considerations

- Spaces need to provide for everyone.
- Link to other spaces around town.
- Sharing stories from mana whenua and other across the spaces
- Having the right people to manage spaces to develop a sense of welcome and support.

### So, the spaces needed to support all of this are things like

- Kitchen
- Teaching space
- Flexible meeting spaces
- A large town hall space
- Doing and making spaces
- Youth spaces
- Exhibition and gallery spaces

## We need you to design a community hub for Ōtorohanga

This could be on one or more of these sites, or in a completely new place.

Use any resources to make, draw, build or tell us about your ideal community hub.

Be sure to include all of the spaces and features that are important for you!

Library Site



Otorohanga Support House - Whare Āwhina Site



Otorohanga Club Site





The approach for this part of the workshop was:

The groups were spread across three stations and given the choice of butchers paper, pens, lego and wooden blocks to use. For this session everything was used, the lego was used the most.



The key areas designed for the hub were:

- kitchen
- toilets
- outdoor areas/gardens/seating/outdoor bean bags
- café
- meeting rooms
- lounge/somewhere to hang out
- access to technology
- playground for older as well as younger kids
- art gallery
- spaces to get creative
- teenager centre/youth centre
- basketball courts (mentioned many times)
- storage
- stage and performance area
- gym
- water fountains
- parking
- swimming pool

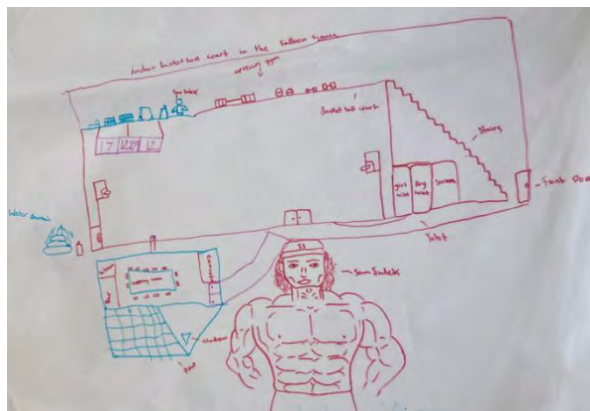
Some students designed a whole new building, others designed different spaces that were linked through walkways.

Recurring themes throughout the various designs showed the importance of the following to youth groups:

- Recreation spaces (e.g. basketball courts)
- Technology e.g. Wi-Fi
- Accessibility
- Age inclusivity - having amenities for all ages.
- Sustainability (community gardens where people can share etc.)
- Gender neutral facilities
- Amenities that they currently must leave the Ōtorohanga area for or are not available e.g. stage shows/performances
- Amenities that would attract people to visit Ōtorohanga
- Flexibility of spaces e.g. a shared stage area used for kapa haka, dance performances and concerts or a racetrack that's used for fun and for driving lessons.







## Appendix 3: Co-design Workshop Two Summary



# Ōtorohanga Multi-purpose Community Hub

## Co-Design Workshop Two

On 14 December 2023, the second co-design workshop to support the feasibility study for the Ōtorohanga Multi-purpose Community Hub was hosted at Council's Chambers.

The purpose of the second workshop was to review the options developed following workshop one and a series of one to one discussions with community groups and organisations. This included the review of spatial allocations for each activity, and an assessment of each option against the project benefit statements and critical success factors. We heard feedback on:

1. The current problem and benefit statements.
2. The emerging options
  - a. Advantages and disadvantages of each option
  - b. A spatial and site concept review of Option Two
3. Options Assessment against Critical Success Factors for each option.

At the close of the workshop the next steps of the process were covered.

This document collates what was discussed through the workshop and provides clarifications on some specific comments raised. The outputs of this workshop will now be used to deliver the final feasibility study report.

Thank you to all of the workshop participants including representatives from; Ōtorohanga District Council (ŌDC) elected members, ŌDC staff, Ōtorohanga Support House Whare Awhina, The Ōtorohanga Club, Ōtorohanga Museum, The Waitomo Club, Ōtorohanga Volunteer Fire Brigade, Creative Waikato, Sport Waikato, local artists (including musicians), Extreme Hip Hop, Kahotea Marae, Maniapoto FM, Māori Womens' Welfare League, Ōtorohanga District Development Board (ŌDDB), local teachers, RW Architects, The Business Collective and VJ Williams Funerals.







## Problem and Benefit Statements

Participants were asked to consider the project's draft problem and benefit statements, as well as the critical success factors when thinking about the advantages and disadvantages.

Some initial feedback was received on the problem statements, with one person providing feedback noting that problem statement 3 is not true (The lack of a civic space makes it difficult to host larger events that connect the community). This person further questioned problem statement 4 (Art makers are spread across the district without a central space to share, create, teach, display culture, exhibit, and perform, pushing creativity outside of the district).

With no additional feedback received, and previous feedback from workshop one considered, the Problem and Benefit Statements remain as read:

### Problem Statements

1. The existing spaces are not flexible, lacking one or more of supporting infrastructure e.g., parking, technology, work-spaces, size and kitchens.
2. There is a lack of a communication about and connection between the existing network sometimes making it difficult for people to connect with the services that meet their needs.
3. The lack of a single civic space makes it difficult to host larger events that create connectivity within the community.
4. Art makers are spread across the district without a central space within the district to share, create, teach, display our culture, exhibit, and perform, for all art forms, pushing creativity outside of the district.

### Benefit Statements

1. Community spaces that reflect the morals and values of Ōtorohanga, are flexible, safe, fit for purpose welcoming space(s) with supporting infrastructure.
2. A community that is connected with each other and connected to accessible and well-resourced spaces and services that cater to the needs of the community.
3. Places that everyone feels connected to that are owned and supported by people who connect and understand people.

*Note: in both the first workshop and the Mana Whenua hui it was clear that the renaming of and the mahi toi in the refurbished Council chambers has made a significant impact on the sense of belonging now felt by Māori in this space*



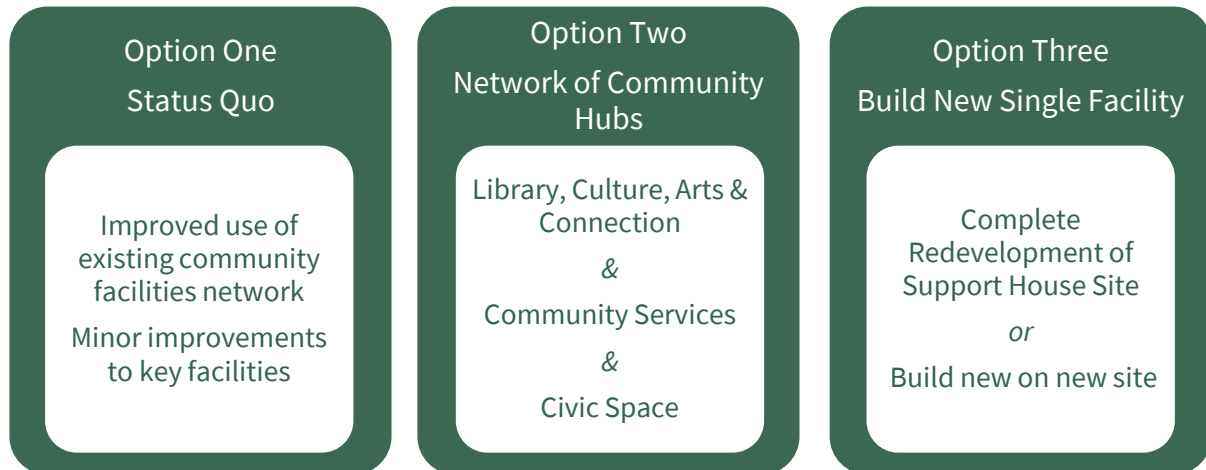


## Emerging Options Review

Three primary emerging options were developed, with variations for Option Two and Option Three. Participants reviewed the emerging options, focussing on:

- Identifying the advantages and disadvantages, and
- For Option Two, reviewing the spatial and site concepts.

The emerging options were:



## Testing The Advantages and Disadvantages of Each Option

Following a high-level overview of the emerging options, workshop participants were asked to consider the advantages and disadvantages of each option and extend on the advantages and disadvantages identified in earlier engagement and analysis.

With regard to the emerging options, high level feedback and questions received at this stage of the workshop are provided below. Responses, focused on clarifications are provided in *italics*:

- Where will OSHWA go during development for option two and option three (A - Complete redevelopment of Support House Site)?  
*To minimise operational disturbance, a suggestion made that a full redevelopment of the OSHWA site could see the rear of the site developed first, with OSHWA moving their operations to the newly developed part of the site, then redevelopment of the front of the site (closer to Maniapoto Road) completed.*
- Option One: what is the timeframe for smaller projects to support other creative entities. As the project develops, consideration on supporting smaller creative entities will need to be considered.  
*The project development programme for option one has not been considered.*
- Option Two: Can an organisation or group book a space permanently/full time? Using it full time as a workspace/studio.  
*This is not anticipated in the current form of this option due to the size and purpose of the Hub. However, the next stage of the feasibility study will explore how to respond to this need.*

The following sections provide a verbatim summary of the advantages and disadvantages for each of the emerging options.





## Option One – Status-Quo

Ōtorohanga's Current Community Facilities Network with:

- Minor works completed to improve the existing network of facilities
- Improve information and communication of existing network.

### Advantages

#### Previously identified advantages:

- Low-cost
- Information will improve awareness and potentially use of current facilities

#### Additional advantages from workshop:

- Supporting current places that are “fit for purpose”
- Well known amongst locals
- Feel concerned about rate increases, so low-cost appeals. Perhaps looking to business sponsorship.
- Lots of community groups underway and this spotlights their current work
- Is a fast option.

### Disadvantages

#### Previously identified disadvantages:

- Will not provide additional flexible spaces for learning, meeting, workshops and doing
- Will not provide access to a large civic space
- Will not provide a space for artists to come together to share, create, teach etc.

#### Additional disadvantages from workshop:

- Current needs not met with this network, this option will not improve this
- St Davids might not get utilised to its potential
- Will require more major than minor works to bring most facilities up to standard
- Miss out on customisable or build for purpose spaces
- Scattered and disjointed facilities = barriers to inclusion and feeling welcome, also splinters contacts.
- Will not create such a buzz
- Not likely to be a destination space(s)
- Availability to groups (not all sites usable by other groups)
- No feeling of cohesion within the community
- Funding opportunities – harder and trickier due to the spread.
- Different rules and guidelines in each space
- No central booking information.

### Additional Notes

- Senior Citizen Hall not on the map
- Don't be afraid to work with tribal land-owners. Have a consultation process that includes a mediation group
- Important to name spaces clearly, along with information about what the space supports, and what functions. (Will need a centralised booking system and advertising). For example, the Library space could be used for exhibitions.
- Central directory online is needed
- Needs to be combined with Option Two.





## Option Two - Network of Community Hubs

The creation of a network of hubs based around the Library, Support House, and Ōtorohanga Club:

### Library, Culture, Arts & Connection Hub

Focused on

- Increasing library capacity to perform as 'community lounge'
- Providing multiple arts spaces for practicing artists
- Kitchen
- Workshop spaces for smaller scale community gathering and learning.

### Community Services Hub

Focused on providing community support services both existing and new:

- Refurbishment of existing facilities to improve the function and flow
- Testing the feasibility of refurbishing Edmonds Judd building.

### Civic Space Hub

Test option for ŌDC to secure long term community access to the Ōtorohanga Club:

- Enable community access
- Improve the existing hall space to modernise the facility and provide acoustic enhancements.
- Investigate separate entrance to the facility
- Review signage, particularly alcohol signage.

## Advantages

### Previously identified advantages:

- Meets the needs of the community for small to large flexible spaces for learning, doing, and gathering
- Responds to social service needs
- Builds on and increases use of current Council owned property – making the most of existing assets
- Makes the most of existing assets
- Central locations that can work together.

### Additional advantages from workshop:

- Club willing to work on the negative perceptions the community has – keen to make it an inclusive space
- Noting that the hubs do not need to be connected, as they each have quite a different focus
- Has community ownership already and history of use
- Possibility of collaborating with the Kiwi-House upgrade and include local artists
- Nice and close together, so easy to walk between
- Opportunity to re-think the library's role – noting the trends seen in Hamilton and Rotorua
- Spreads the energy around the town centre
- Breathing space
- Potential to build partnerships (e.g. the Club)
- Easy to brand the three spaces strongly
- Parking and access easier over three sites
- Council owns two of the buildings.

## Disadvantages

### Previously identified disadvantages:

- The hubs are not located on the same site, potentially leading to a sense of disconnection
- Perception that the Club is not inclusive
- Existing Club building less flexible than new build
- Council do not own the Club, will need robust partnering agreement.

### Additional disadvantages from workshop:

- 200 people seated is not big enough
- Club is a private entity





- Liquor laws
- The potential to limit collaboration
- Building on = internal gutters
- Consider sustainability of existing buildings – aging population.
- Issues around Club members having access (they by right can access the whole building)
- Arts not big enough
- Gallery – small at front.
- Need a large, non-carpeted space for dancing groups on a regular basis.
- There are other locations where these activities could take place, rather than undertaking building extensions (RD1 building)
- Will lead to further underutilisation of community services and businesses

## Option Two (A) - Network of Community Hubs

As with Option Two, three hubs, based around the Library, Support House, but with a new civic hub location.

**New Civic Space** Test option to build a new civic hall to cater for gatherings for up to 250 seated. This option will require the acquisition of a new central site.

### Advantages

#### Previously identified advantages:

- Can purpose build the space
- Meets the needs of the community for a large civic space
- Ownership of the facility with ŌDC.

#### Additional Advantages from workshop:

- Could utilise the front of the community services building for retail space – expanding and building support hub toward Lawrence Street
- Better to meet the needs of the community with Support House – Good for confidentiality, for clients, and for staff

### Disadvantages

#### Previously identified disadvantages:

- High-cost option
- Central site location options could be limited both by availability and budgetary constraints
- Longer lead-in time to be able to utilise the facility
- Creation of another large event space, competing with existing larger facilities.

#### Additional disadvantages from workshop:

- New civic hub is a high cost for an uncertain outcome/use
- Finding a site for a new civic hub would be difficult

### Additional Notes

- Need to activate spaces and pay some of the community (particularly artists, youth, sports facilitators) as much of this work is voluntary, therefore not sustainable.





## Option Three - Build New Single Facility

Redevelop Support House Site or Build on New Site. Two initial options:

### Option Three A:

#### Complete redevelopment of the ŌSHWA & Edmond Judd Site

Test option to clear the ŌSHWA site to create a new multi-purpose community hub with the development including multi-function spaces, artist studios, a central kitchen, community service provider facilities, foodbank facilities and a large function room able to fulfil the role of a civic hall space.

### Option Three B:

#### New Site – New Facility

Test option to acquire a new site large enough to create a new multi-purpose community hub with the development including multi-function spaces, artist studios, a central kitchen, community service provider facilities, foodbank facilities and a large function room able to fulfil the role of a civic hall space.

### Advantages

#### Previously identified advantages:

- Can purpose build the space.
- Long facility lifespan
- Ownership of the facility with ŌDC.
- Large single location of community facilities (one-stop shop)
- Option A enables operations as normal for service providers during development.

#### Additional Advantages from workshop:

- Some people don't align with a church or the club
- Its not just for functions etc. but is a hub – Build it!

### Disadvantages

#### Previously identified Disadvantages from workshop:

- High-cost option
- Longer lead-in time to be able to utilise the facility
- Creation of another large event space, competing with existing larger facilities
- Option A displaces community service providers through the development process
- Option B central site location options could be limited both by availability and budgetary constraints.

#### Additional disadvantages from workshop:

- Cost of using the space can be prohibitive
- Potential lack of privacy for specialist
- Feels premature – may be underutilised
- Unknown utilization.

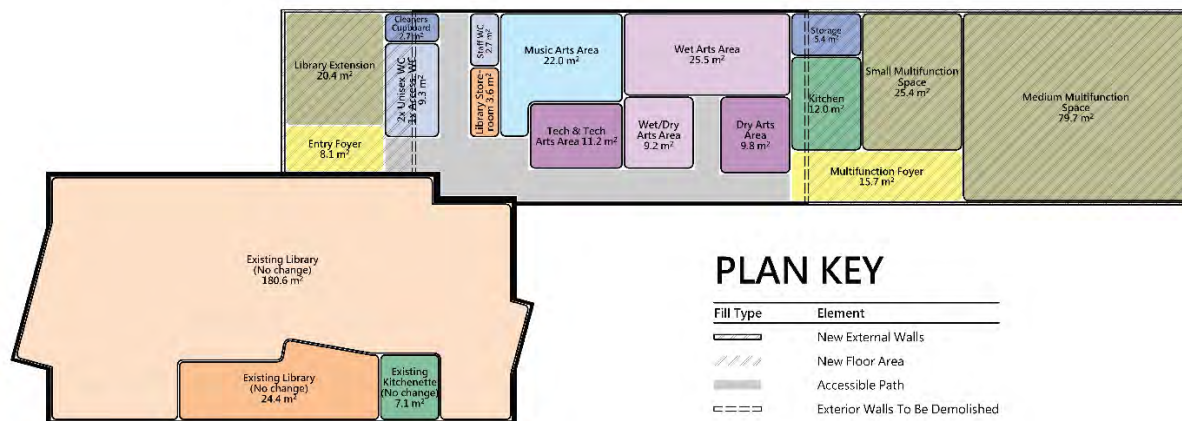




## Testing That the Spaces Respond to Need

For this activity, workshop participants were provided with spatial concept designs for Option Two and asked to review and provide feedback on the ability of these concepts to respond to the needs identified through the problem and benefit statements, as well as the projects critical success factors identified in Workshop One.

### Library, Arts & Connection Hub (based on current Library building)



Feedback and Questions from exercise are provided below. Clarification notes are in *italics*.

- Relocate the arts to the RD1 (old Farm Source) building
- Concern about the loss of Programmes space  
*The multi-functional space essentially replaces the programmes space*
- Is the Tech and Tech Arts area a library space?  
*This is a tech specific space, likely to house things such as a 3D printer for community use*
- Where do we run our pre-school programmes & STEM + our genealogy and digital assistance groups?  
*The multi-functional space*
- Can the shed be removed, and multi-functional space expanded more  
*Yes. There is the ability to expand further if required*
- Double story to add individual long term artist spaces for lease
- Could have arts and cultural experiences at the front extension space (to activate the greenspace)
- Soundproofing is key for the music space / Put in a dual door system to the music space so that noise doesn't impact other spaces as people enter and exit
- Could use commissions to give back to space
- We like this a lot – It is where people stop (tourists). We like that there is the sense you could go into the library and straight into arts spaces
- Extend the accessible path through the multifunctional foyer and through the rear multifunction space to the rear of the building to another access
- Create an archives area in the current library space
- Reshape the three wet/dry spaces to create two spaces, one wet, one dry
- Ensure there is enough storage for all artists
- Can an organisation or group book a space permanently/full time? Using it full time as a workspace/studio.  
*This is not anticipated in the current form of this option due to the size and purpose of the Hub. However, the next stage of the feasibility study will explore how to respond to this need.*



## Community Services Hub (based on current Support House building)



Feedback and Questions from exercise are provided below. Clarification notes are in *italics*.

- People would like further explanation as to why the old Edmonds Judd Building cannot be used
- Ensure more room than what is needed now is allocated to ensure the space is futureproofed
- Support House is so important. This is already known, and it is accessible
- More counselling/probation space needed
- Enclose the space, or provide a cover over the space in the centre of the concept.
- What is the extension area for?  
*In the light green space, this is general foodbank area. Space allocated is to cater to incoming goods, processing/sorting, storage (including cold-stores), parcel allocation and distribution*
- Why the commercial kitchen?  
*OSHW would like to prepare more community meals, and be able to provide for cooking workshops. Providing a commercial grade kitchen future-proofs the space for any potential growing need in food preparation*
- Where will OSHWA go during development.  
*Suggestion made that a full redevelopment could see the rear of the site developed first, with OSHWA moving in, then redevelopment of the front of the site (closer to Maniapoto Road).*



## Civic Hub (based on current Ōtorohanga Club building)



Note that this is a plan of the current Ōtorohanga Club facility. This was to ensure that no work was completed on an option that did not have community support. This was tested at Workshop Two and a design response, based on the feedback and analysis will be part of the next stage. Feedback and Questions from exercise are provided below. Where responses are provided, these are in *italics*.

- Will meet 95% of use
- Keen to see this open more to the broader community. Currently feels like a locked door.
- The number of people the space can cater too is too big. Actual numbers comfortably in the venue are:
  - 200 seated at tables for a buffet
  - 380-400 seated in rows
- The carparking will become a problem – Club members will want priority.
- Max capacity will be limited by fire requirements
- Duty manager of the bar is God, so events can be closed by the club, not council.
- Club liquor licence has more far-reaching problems. Is an agreement enough to cover / guarantee that the club can hold the function, or submit a licence request on time?  
*Licensing detail will be explored further. Options for events that include alcohol could include alcohol service under the club's licence, or an individual event licence application that is made in time, this is similar way to other civic spaces in the district and country*
- The kitchen needs a huge upgrade
- Add an entrance through the kitchen, linking the hall to the carpark



# Assessing Each Option Against the Benefit Statements and Critical Success Factors

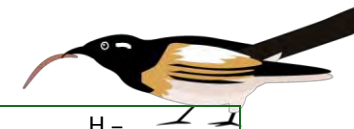
Workshop participants were asked to rank the development options and how well they think each option responds to the projects benefit statements and critical success factors utilizing the following key:

- High – This option nails it
- Medium – This option will contribute to it
- Low – This option will have little to no impact
- Negative – This option will have a negative impact

The assessment was carried out by groups and individuals. Not all categories were assessed by each group or person, therefore the total number of results vary across each option and assessment category.

Results are summarised in the following table. The number, against the HMLN ratings represents the total number of groups or individuals that provided that ranking

	Option One Status-Quo	Option Two Network of Community Hubs	Option Two (A) Network of Community Hubs with New Civic Hub	Option Three (A) Build New Single Facility on SH Site	Option Three (B) Build New Single Facility on New Site	
Benefit Statements	Community spaces that reflect the values of Ōtorohanga, are flexible, safe, fit for purpose welcoming space(s).	H –	H – 4	H – 1	H –	H – 1
		M – 3	M – 2	M – 3	M – 2	M –
		L – 2	L –	L –	L – 3	L – 2
		N – 1	N –	N – 2	N – 1	N – 3
	A connected community that is also connected to accessible and well-resourced spaces and services that cater to the needs of the community.	H –	H – 4	H – 1	H –	H – 1
		M – 2	M – 1	M –	M – 2	M – 1
		L – 3	L –	L – 3	L – 2	L – 2
		N – 1	N –	N – 1	N – 2	N – 3
	Places that everyone feels connected to that are owned and supported by people who connect and understand people.	H – 2	H – 1	H –	H –	H – 1
		M –	M – 5	M – 3	M – 1	M – 1
		L – 3	L –	L – 1	L – 3	L – 2
		N – 1	N –	N – 1	N – 1	N – 3



Critical Success Factors	Making the most of what we have	H - 4 M - 1 L - 1 N - 1	H - 4 M - 2 L - 1 N -	H - M - 5 L - N - 2	H - M - 1 L - 2 N - 2	H - M - L - 1 N - 5
	Ensuring spaces are fit for purpose	H - M - 2 L - 4 N - 1	H - 5 M - 2 L - N -	H - 2 M - 3 L - N - 1	H - M - 2 L - 2 N - 1	H - 2 M - 1 L - 1 N - 3
	Creating spaces that everyone can access	H - M - 1 L - 4 N - 1	H - 4 M - 2 L - N -	H - 1 M - 3 L - 1 N - 1	H - M - 2 L - 2 N - 1	H - 1 M - 1 L - 1 N - 3
	Creating safe spaces	H - 1 M - 2 L - 2 N - 1	H - 4 M - 3 L - N -	H - 1 M - 3 L - 2 N - 1	H - M - 2 L - 2 N - 1	H - 1 M - 1 L - 1 N - 3
	Making sure spaces are welcoming and inclusive	H - 2 M - 1 L - 1 N - 1	H - 3 M - 2 L - N -	H - 1 M - 3 L - 1 N - 1	H - M - 2 L - 2 N - 1	H - 1 M - 1 L - 2 N - 3
	Future proofing our investment	H - M - 1 L - 2 N - 1	H - 4 M - L - N -	H - 2 M - 1 L - 2 N - 2	H - 1 M - L - 3 N - 1	H - 1 M - L - 1 N - 4
	Totals	High Medium Low Negative	9 13 22 9	27 19 1 0	9 24 10 12	1 14 21 11
Combined ranking results		3	1	2	4	5

Option Two was assessed as having the highest impact against the projects benefit statements and critical success factors with only 1 low response and no negative responses and therefore ranked as the preferred option. Option Three (B) was assessed as having the largest negative impact and was therefore ranked last. The balance of options sat between these two.





## General Summary

The following statements reflect the general feedback from participants. All of these comments will be considered in the feasibility report.

- Option one doesn't seem like a viable option because the current network doesn't really service the needs of the community, but there are often services that already exist amongst the current network that people are not aware of. Therefore, some form of the information sharing in the option one proposal would be good to add for all options.
- Discussions were held on the ability for all community members to be able to access various facilities, such as churches, and the limitations on activities in many of these facilities.
- A centralised booking system would be considered useful for all options moving forward.
- Concerns were raised that with new developments or redevelopments, some of the existing facilities would see less use.
- With regard to the library redevelopment proposal (Option two), There was general feedback that perhaps there should be less rooms, but the same spatial allocation (i.e. bigger rooms).
- Some noted that a kitchen is not needed at this facility, a simple kitchenette would work.
- Many participants noted that arts would be better catered to in its own facility, repurposing another building, with the RD1/Farm source building focused on by many. A participant provided a Tuhoro Arts Centre concept in this facility post workshop for consideration.  
As at December 2023, a private lease on the RD1 (Farm Source) building was being negotiated. However, the concept will be taken into consideration, with viable options presented in the feasibility study.
- With regard to the option to develop the Ōtorohanga Club into a civic space, concerns were raised on the connection to the wider club. Participants wanted to see full separation, entrance, etc. so it can truly feel like a civic space. Currently there is no sound-proofing and you can hear everything that is going on in the club in the hall space (there was general consensus that sound-proofing is absolutely necessary).
- With regards to all options to develop a new facility on a new location, the majority of participants felt this would be unaffordable and unjustifiable.
- People generally want to see community spaces that are heavily subsidised or free to use
- Several participants raised their desire to see resident studio spaces made available to support the arts in Ōtorohanga. The majority voicing their preference to see an existing facility re-purposed to suit, rather than the development of a new building.
- One person said they pay \$50 a session for their music space and that is the upper limit they can handle with the funding available
- For the art spaces, participants spoke about how the Arts Council NZ funding and grants are massively under-utilised so that should be looked into.





## Appendix 4: History of Ōtorohanga Support House - Whare Āwhina

In 1991, Ōtorohanga police occupied a building at 36 Maniapoto Street and needed to make their service more accessible by moving to another building. However, it was clear to the police and other community support groups that a Support Centre was needed all under one roof.

A town meeting was held in July 1991 supporting the kaupapa and 36 Maniapoto Street was officially named the Support House in August followed by an official opening in November 1991. Within the house was a Community Constable Victim Support space, joined by the Citizens Advice Bureau. By June 1992, there was consideration to hire a coordinator to help raise awareness that the support house existed and offer space to other services to keep it open and funded.

In November 1992, it was announced that a local Foodbank will be included under the Support House roof to fulfil a community need and help with the current management of foodbank services. In the year 2000 following uncertainty about the future of the support house, a move was made to 120 Maniapoto Street. Since the move the Support house has been the home base for a number of services dictated by community need and availability of space at the time, including Sport Waikato, Citizens Advice Bureau, Kaitiaki Youth Group, and a weekly free legal service.

With the continued growth in community need, ŌSHWĀ's service offerings grew to meet demand, as did the size of the team. Having completely outgrown 120 Maniapoto St, the Ōtorohanga District Council stepped up to help, purchasing and the adjoining property at 88 Maniapoto Street, and providing a lease to ŌSHWĀ, as well as a financial grant to cover the rental costs for both properties.

# Appendix 5: Understanding who lives in Ōtorohanga and what they are experiencing

This section provides an overview of the socio-demographic data for the Ōtorohanga area, providing context to the Multi-purpose Community Hub development options, and preferred option. Given the considerable data resource utilised to inform the Ōtorohanga Town Concept Plan, this data was also captured and updated where more recent data sets were available. All statistics are provided through the Ōtorohanga Town Concept Plan, or Stats NZ and based on Census data unless otherwise stated.

## Age & Population

The population demographics for the Ōtorohanga District and Town are based on the 2018 census, Stats NZ database as well as MBIE’s Regional Economic Web Tool to show estimates and projections after the year 2018.



### Ōtorohanga Population 2023 Estimates

Township	3,320
District Wide	10,900

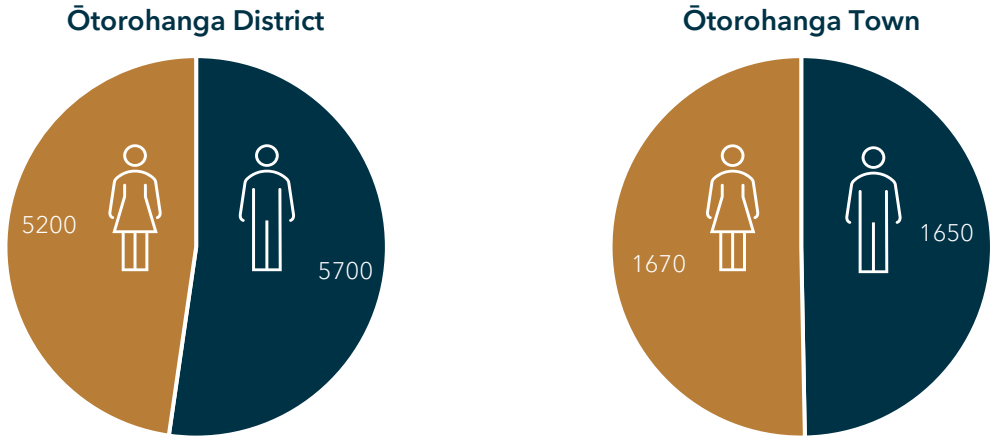


Figure 6 Ōtorohanga District and Town Population by Gender (2023)

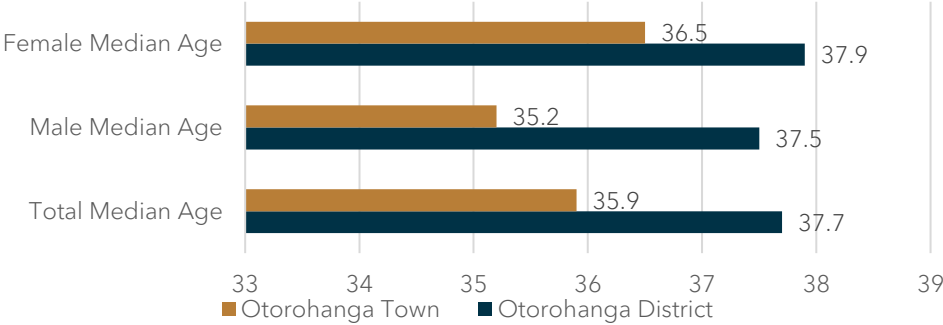


Figure 7 Population Median Age (2023)

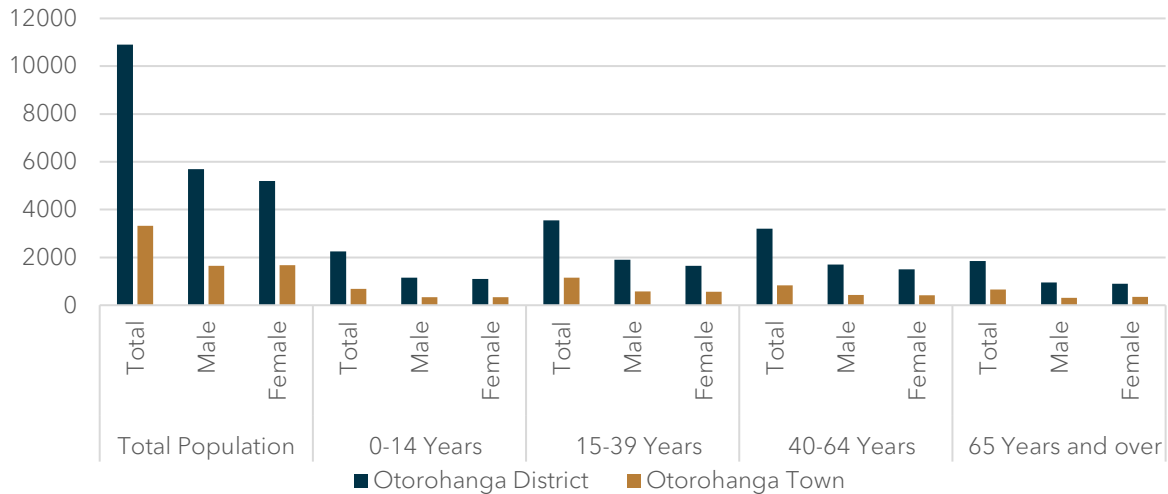


Figure 8 Ōtorohanga Town Population by Gender and Age (2023)

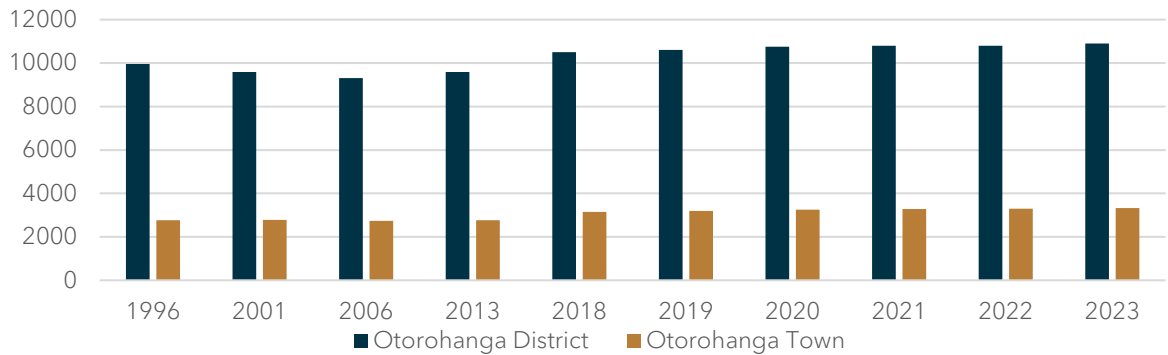


Figure 9 Ōtorohanga District & Town Population and Estimates, 1996 to 2023 (2018 base)

Ōtorohanga Town is the largest population centre within the Ōtorohanga District with a total current estimate of 3,320 residents. The Ōtorohanga District as a whole has a current estimate of 10,900 residents, around 1,200 more than the neighbouring Waitomo District.

At 37.7 years, the median age of the district is relatively consistent with the national median age of 37.4 years, with the Township of Ōtorohanga having a younger median age of 35.9 years.

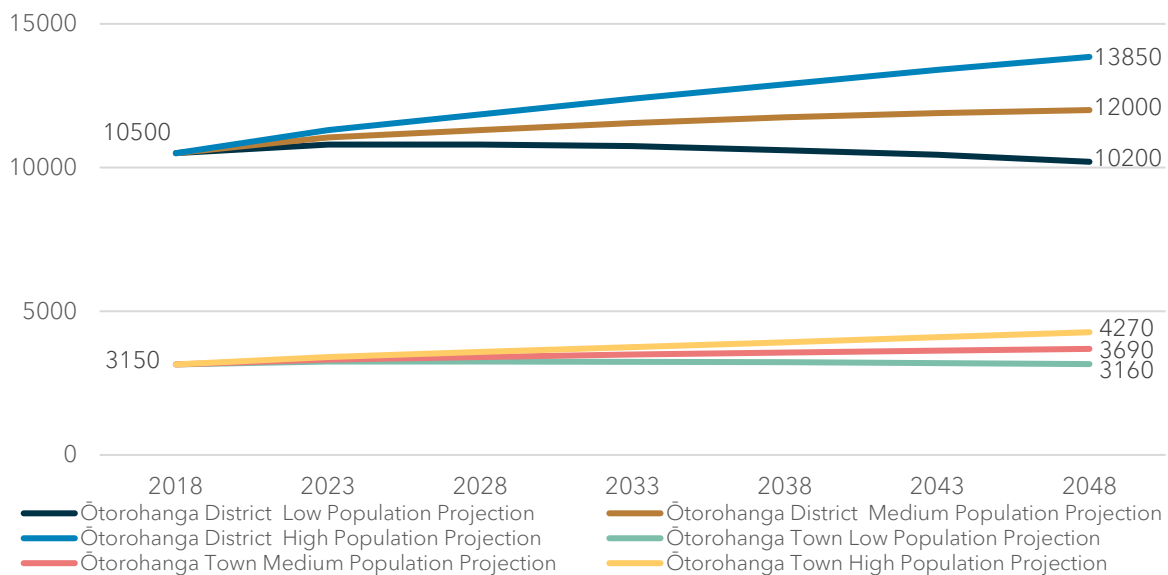


Figure 10 Ōtorohanga District & Town Population Projections (Stats NZ, as of January 2024)

Three alternative projections (designated low, medium, and high) have been produced for each area for the 2024 - 2034 LTP. At the time of release, the medium projection is considered the most suitable for assessing future population change. As such, it is expected that both Ōtorohanga township and the wider district will experience slow, but consistent population growth of around 11.5% from 2018 to 2048 (around 50 people per annum).

**Ethnicity**

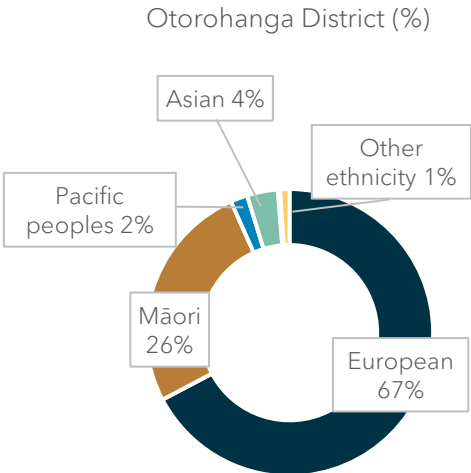


Figure 12 Ethnic Groups of People living in Ōtorohanga District (2018 Census)

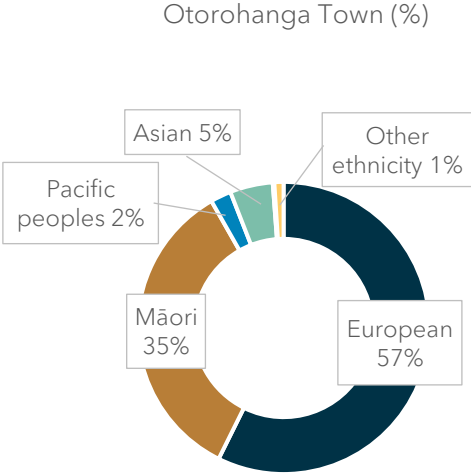


Figure 11 Ethnic Groups of People living in Ōtorohanga Town (2018 Census)

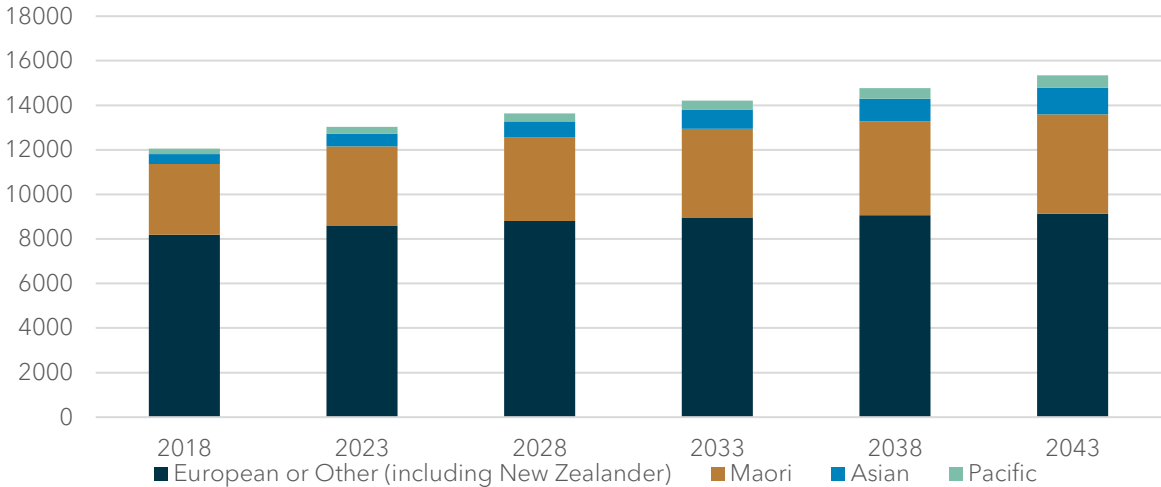


Figure 13 Ethnic Population Projections (Stats NZ, 2018 base using a medium population projection)

The ethnic makeup of both the Ōtorohanga District and township show a considerably higher percentage of Māori residents 26% when compared to rest of New Zealand at 16.5% Māori. Similarly, the township has a significantly larger population of Māori than the balance of the district at 35% and 26% respectively.

Compared to rest of New Zealand, Ōtorohanga has considerably lower rates of other ethnic peoples, including Pacific and Asian people, although the number and visibility of these different ethnicities is rising in the district.

These figures indicate a higher likelihood of demand and need for programmes and facilities that cater to and meet the needs of Māori, and that also reflect the culture and heritage of the local area.

## Work & Income

This section provides an overview of employment, unemployment, and income within the district.

### Employment

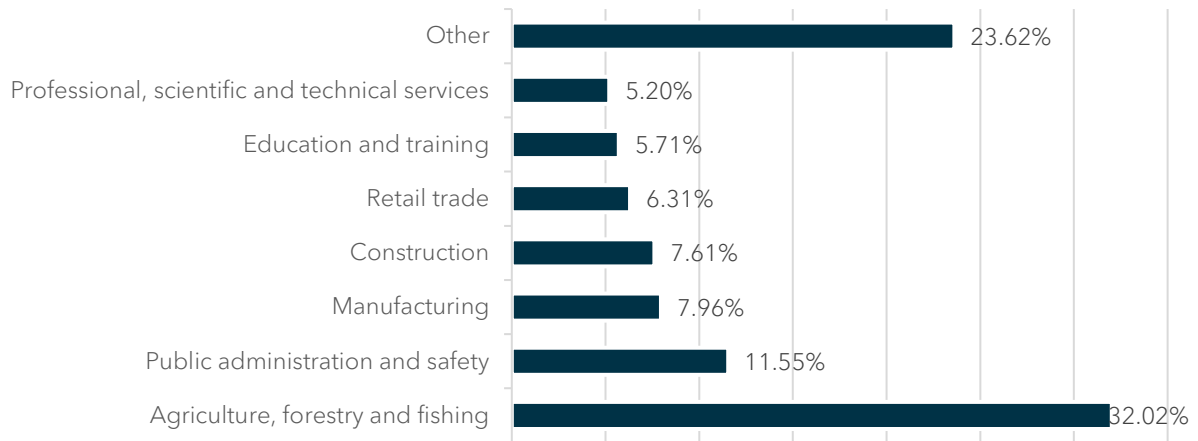


Figure 14 Employment by industry (Infometrics 2023)

In total there are 4,664 filled jobs in the Ōtorohanga District for the year 2023, a total growth rate for the year of 0.6%, well below the national growth rate of 2.5% for 2023. Industries that created the most new jobs in 2023 were:

Health care and social assistance	29	Rental, hiring and real estate services	8
Wholesale trade	17	Construction	7
Financial and insurance services	11		

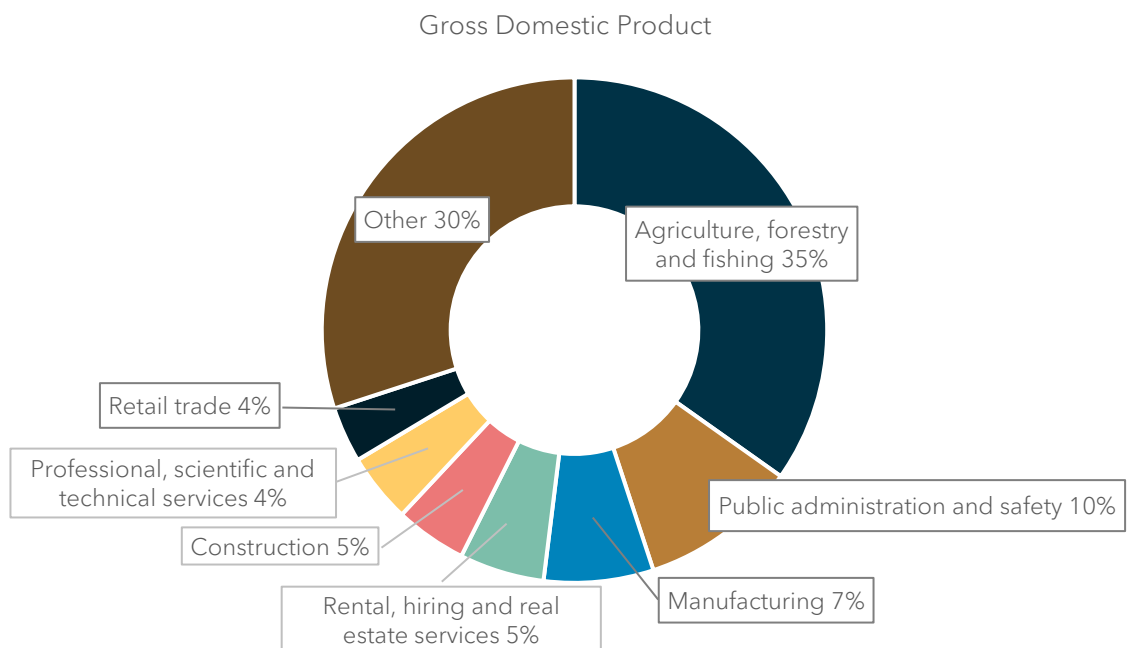


Figure 15 Gross domestic product (GDP) by industry, (Infometrics 2023)

## Unemployment

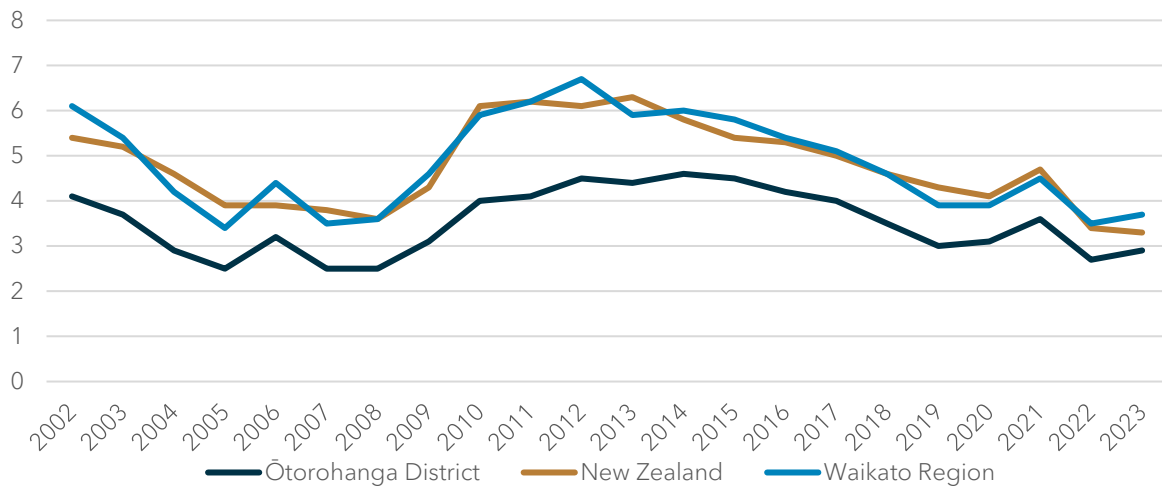


Figure 16 Unemployment Rates (Infometrics 2023)

The annual average unemployment rate in Ōtorohanga District was 2.9% in the year to March 2023, up from 2.7% in the previous 12 months.

In the year to March 2023, the annual average unemployment rate in Ōtorohanga District was lower than rest of New Zealand (3.3%) and Waikato Region (3.7%).

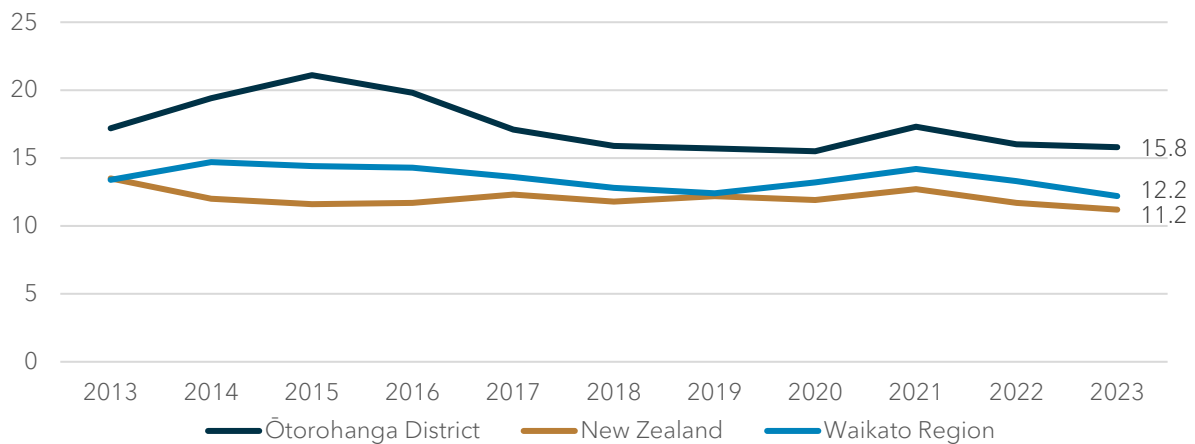


Figure 17 Annual NEET Rate Comparison (Infometrics 2023)

The NEET rate measures the proportion of people aged 15-24 years who are not employed or engaged in education or training.

The NEET rate in Ōtorohanga District was 15.8% in the year to March 2023, down from 16% in the previous 12 months.

In the year to March 2023, the NEET rate in Ōtorohanga District was higher than rest of New Zealand (11.2%) and Waikato Region (12.2%).

The NEET rate in Ōtorohanga District reached a peak of 21.1% in the year to March 2015 and has reduced considerably for the district, with a low of 15.5% in the year to March 2020.



## Income

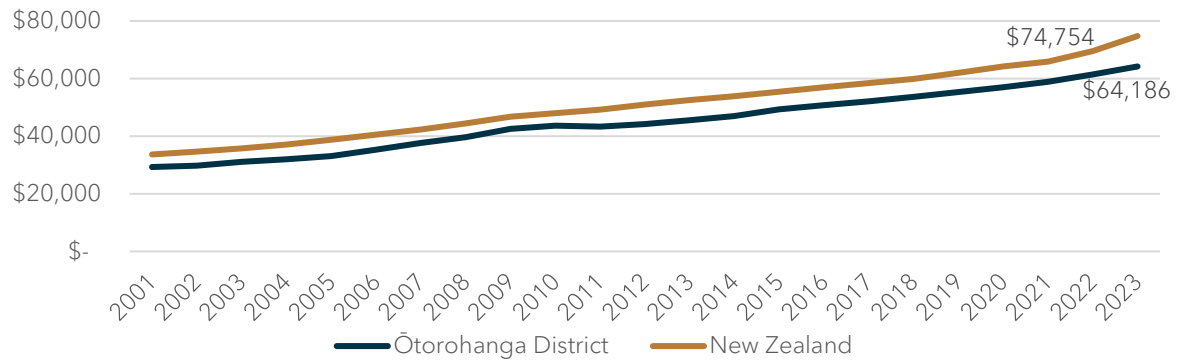


Figure 18 Mean Annual Earnings of Filled Jobs

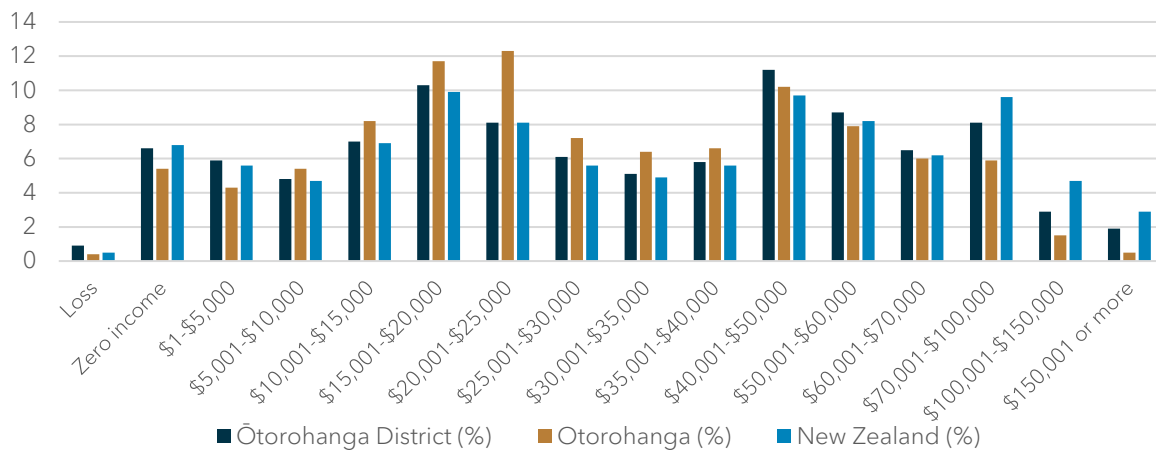


Figure 19 Total personal income (2018 Census)

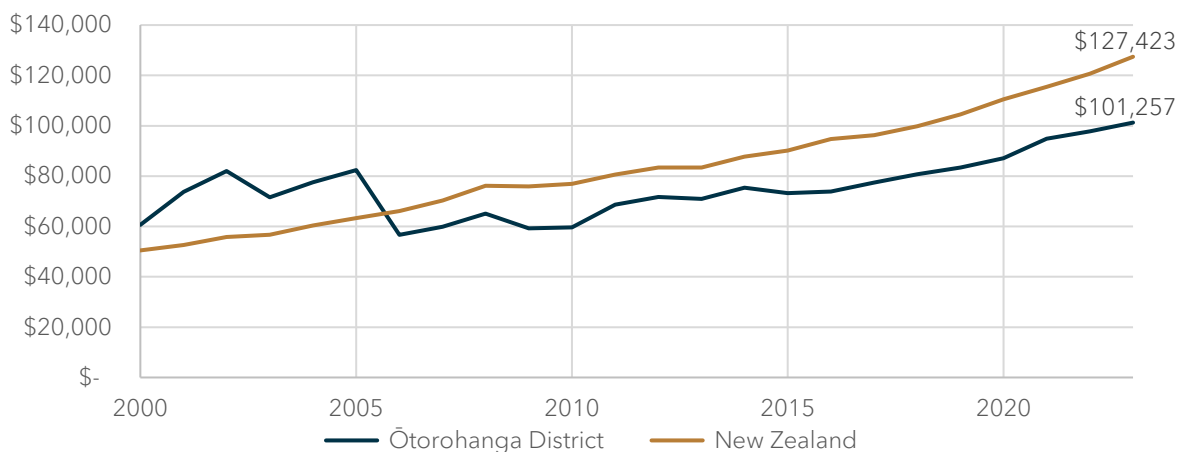


Figure 20 Mean household income (Infometrics, 2023)

Observations of income levels from filled jobs, personal income levels, and total household levels show that residents of Ōtorohanga as a whole are earning less than rest of New Zealand residents.

Mean annual earnings in Ōtorohanga District were \$64,186 in the year to March 2023, which was lower than in New Zealand (\$74,754). In Ōtorohanga District this equates to a 4.5% increase over the year to March 2023, compared with an increase of 7.4% for rest of New Zealand.

Per capita income in Ōtorohanga District was \$37,978 in 2023, which was lower than the rest of New Zealand average of \$47,927.

**Housing**

**Ownership and Affordability**

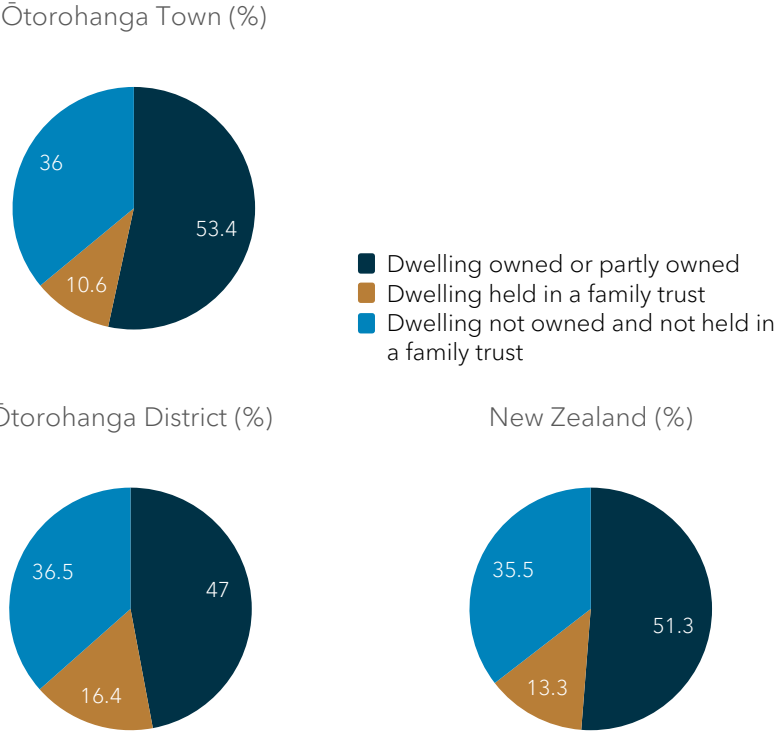


Figure 21 Home Ownership (NZ Stats, 2018 Census)

Home ownership rates for Ōtorohanga, both the township and district wide, are comparative to all of New Zealand. Dwellings not owned by a family trust or personally are between 35.5% and 36.5% for both.

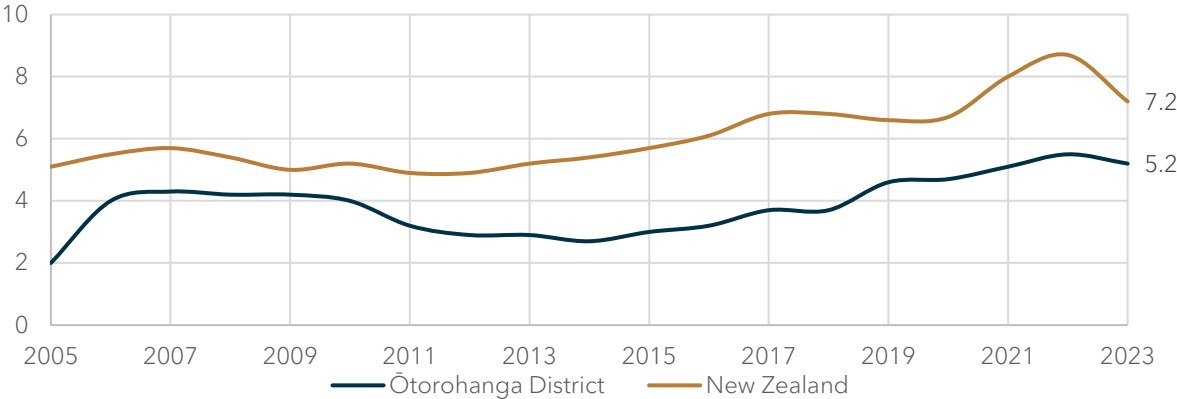


Figure 22 House value to income multiple (Infometrics, 2023)

In Ōtorohanga District the average house value was 5.2 times the average household income in 2023. Housing was more affordable than in rest of New Zealand at 7.2 times the average household income.

In March 2023, the average house price in the Ōtorohanga district was \$530,326, this sits well below the average house price sale in the Waikato Region of \$811,756 and rest of New Zealand at \$920,930.

Rent and Affordability

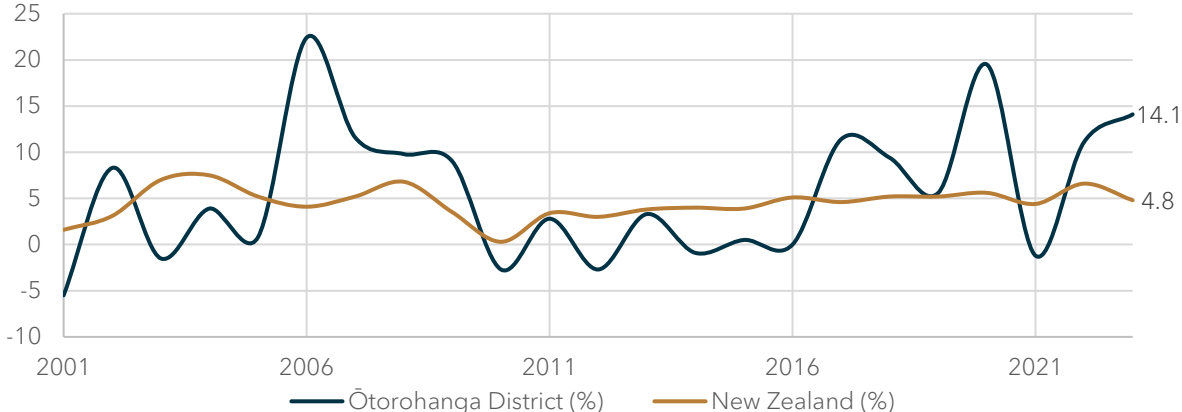


Figure 23 Average Weekly Rent Growth (Infometrics, 2023)

Average weekly rent in Ōtorohanga District was \$422 in 2023, which was lower than the New Zealand average of \$525.

Growth in average weekly rent in Ōtorohanga District was 14.1% for the year to March 2023, significantly higher than for rest of New Zealand (4.8%). Sizable fluctuations in average weekly rent in Ōtorohanga over time is partially attributed to the considerably smaller rental market, with a small number of homes having a large impact on the average rates. The average rental growth from 2001 to 2023 for Ōtorohanga District is 5.6%, slightly higher than New Zealand (4.5%).

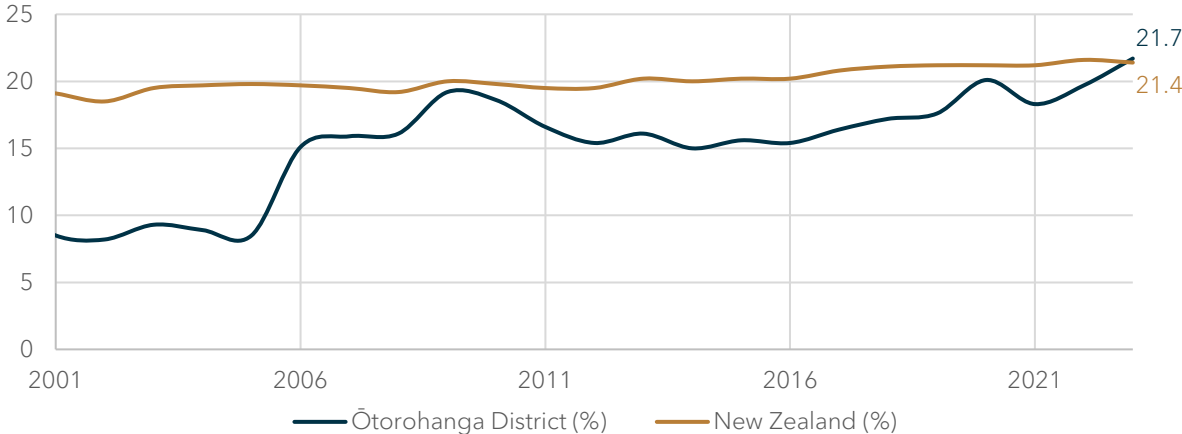


Figure 24 Rental affordability (Infometrics, 2023)

In Ōtorohanga District the average weekly rent accounted for 21.7% of the average household income in 2023, for the first time since 2001, this is slightly less affordable than in New Zealand (21.4%) when rent was more affordable in Ōtorohanga.

## Home Health

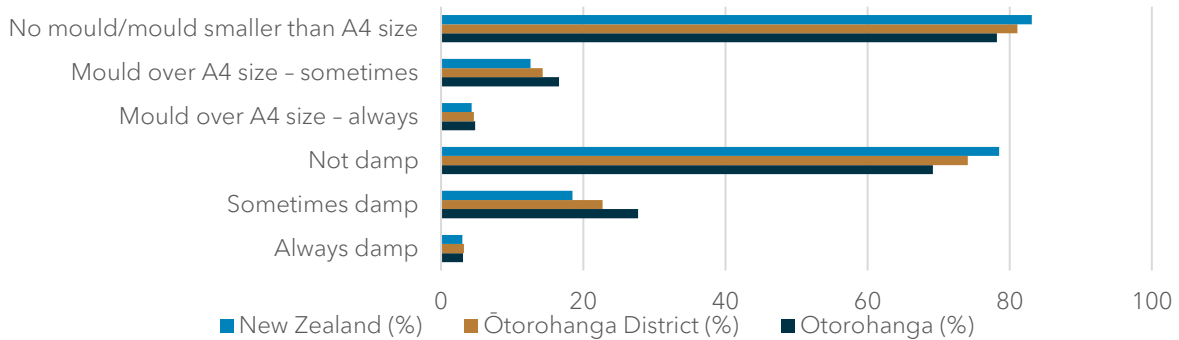


Figure 25 Home Dampness and Mould (NZ Stats, 2018 Census)

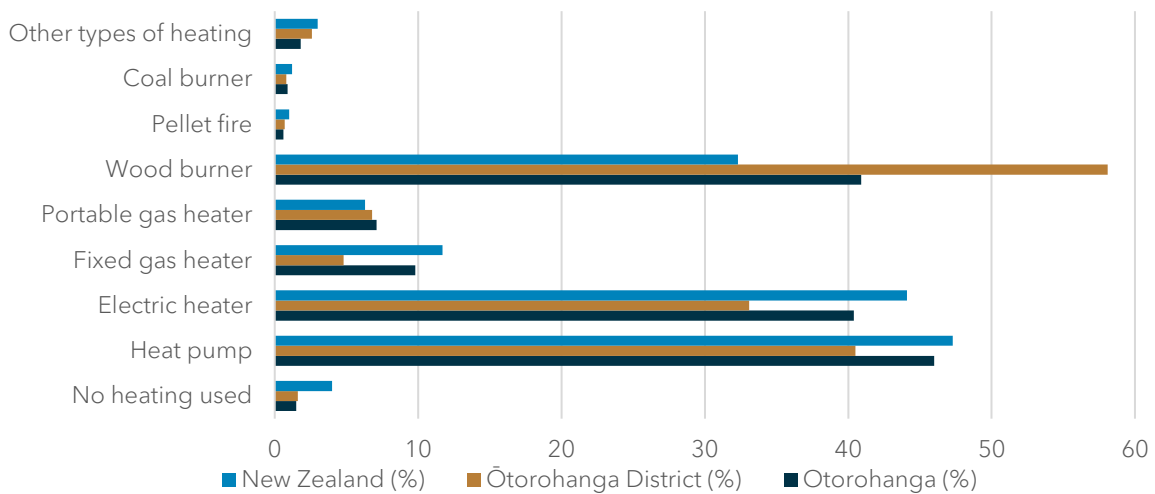


Figure 26 Home Heating Sources (Stats NZ, 2018 Census)

The most common home heating source for Ōtorohanga Town and New Zealand is the heat pump at 46% and 47.3% respectively. Ōtorohanga District as a whole utilises wood burners the most, at 58.1%, Ōtorohanga Town's second most frequent heat source.

## Connectivity Access

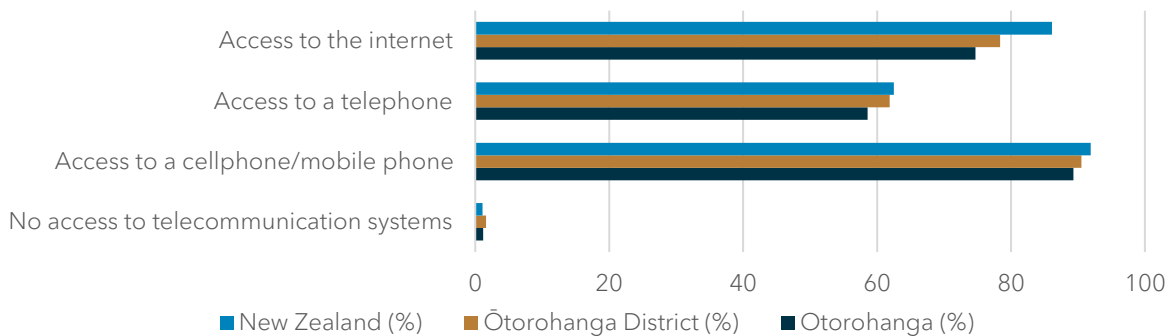


Figure 27 Connectivity Access (Stats NZ, 2018 Census)

Access to a phone is relatively consistent for Ōtorohanga and New Zealand at around 90%. However, access to the internet is much more limited for residents of Ōtorohanga township (74.7%) over the wider District (78.4%) and New Zealand (86.1%).

## Crime

Victimisation data recorded and reported by NZ Police represent the number of people who have been a victim of crime. The data shows the NZ Police area victimisation rates for Ōtorohanga township (as per the map below) as well as the wider Ōtorohanga District rates (area as per the district boundaries). Data is limited to four years and is also limited in some situations where the geographic location of the victimisation is unknown. Therefore, this data actual victimisation levels may be under-represented by the data.

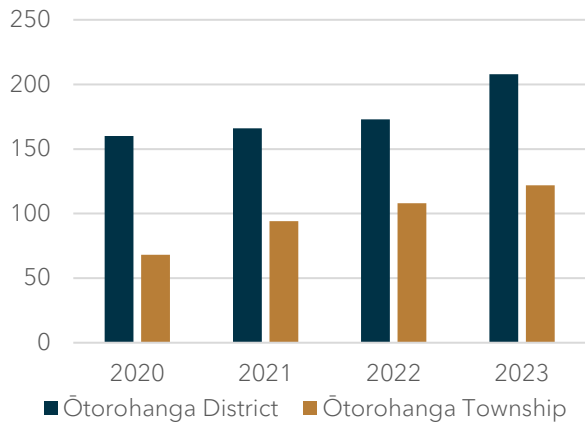


Figure 29 Victimisation data, 2020 - 2023 (NZ Police, 2024)



Figure 28 NZ Police Area Unit - Ōtorohanga (township)

Victimisation levels for the four years (01 January 2020 - 31 December 2023) are also reported by crime division, as defined by The Australian and New Zealand Society of Criminology (ANZSOC) Division.

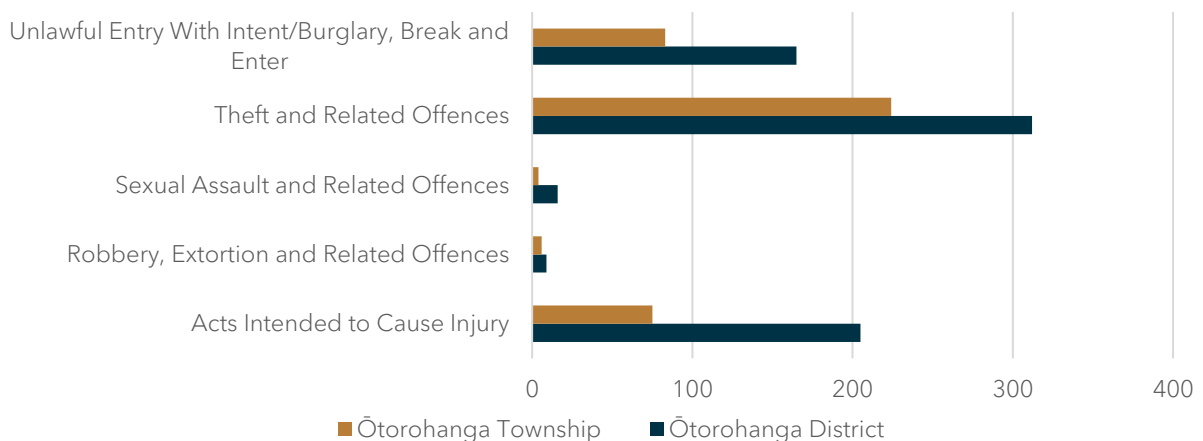


Figure 30 Victimisation levels by ANZSOC crime division, January 2020 - December 2023

Both the Ōtorohanga township and wider district are experiencing an increasing trend in the number of victimisations each year, with theft and related offences the most prevalent division.

## Health, Wellbeing, Activity, & Substance Use

The following graph and infographics observe the health-related census data as reported by Stats NZ and Infometrics for the Ōtorohanga area, compared with New Zealand.

### Smoking (Health)

Cigarette smoking is used by Te Whatu Ora as a proxy health indicator for New Zealand residents, and measures self-reported smoking behaviours, including consumption, addiction, quitting, second-hand smoke exposure, and knowledge and attitudes among the usually resident New Zealand population living in permanent private dwelling.

The census data collected for 2006, 2013, and 2018 shows that there are higher rates of smoking in Ōtorohanga district, 26.5%, compared to rest of New Zealand at 20.7%. Ōtorohanga town smoking rates are higher again, at 29.4%. Smoking rates in Māori are relatively consistent across Ōtorohanga District, township, and New Zealand at 45.3%, 44.4%, and 42.2% respectively.

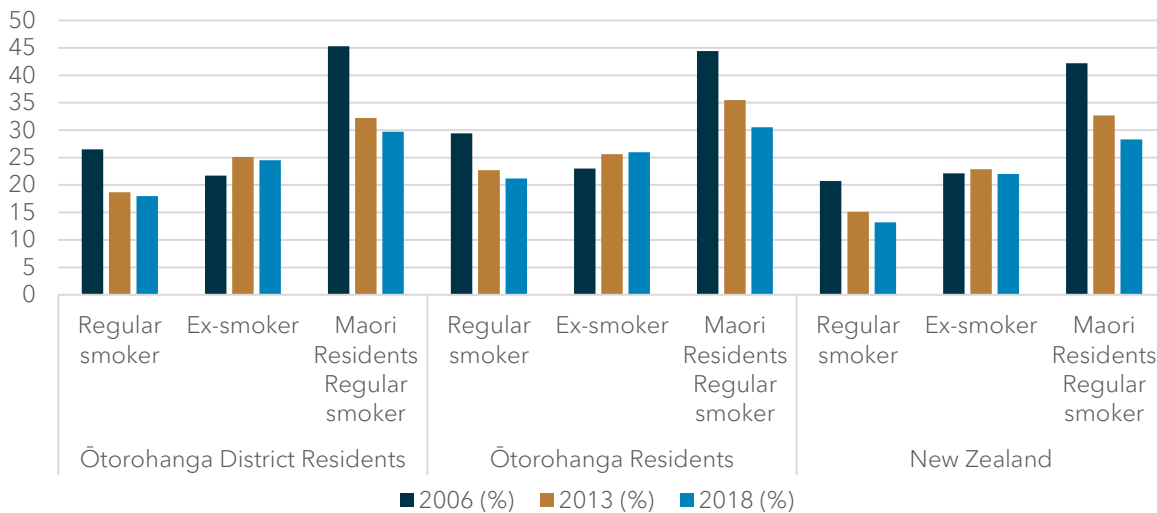




Figure 31 Smoking behaviour, Stats NZ Census Data (2023)

### Activity Limitations

  
**6.3%**  
of Ōtorohanga District residents have one or more activity limitations

  
**8.9%**  
of Ōtorohanga Town residents have one or more activity limitations

  
**6.5%**  
of NZ residents have one or more activity limitations

### Wellbeing

Infometrics' wellbeing framework uses thirty objective indicators of wellbeing across nine wellbeing domains. It focusses on outcomes for people and communities and shows how outcomes in each domain and indicator have changed over time. The following figure displays these measures for 2023 in a Wellbeing Radar for the Ōtorohanga District and New Zealand. The closer to the outside of the radar the better performing the metric.



## Wellbeing radar

2023

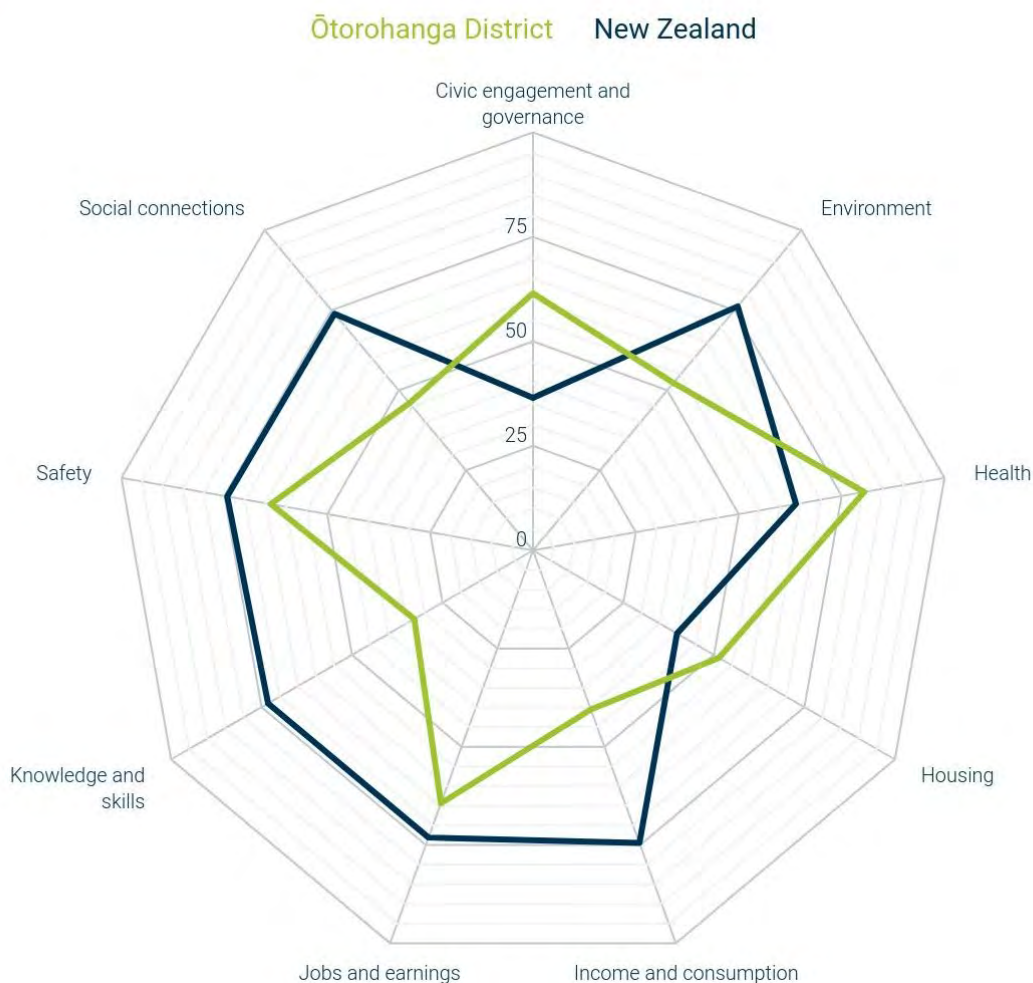


Figure 32 Wellbeing Radar, Infomatrix's Regional Economic Profile (Retrieved January 2024)

The Wellbeing Radar shows that the Ōtorohanga District outperformed wider New Zealand in the following wellbeing domains:

- Civic engagement and governance
- election turnout
- housing affordability
- health.

Ōtorohanga District underperformed New Zealand in the following wellbeing domains:  
Environment

- income and consumption
- jobs and earnings
- knowledge and skills
- safety and social connections
- household crowding rates
- rental affordability
- home ownership rate
- mental health presentation rate
- suicide rate.

## Education

The following graph displays the percentage of the community who have either no formal education qualification, achieved NCEA Level 1, 2, 3, 4 or an overseas secondary school qualification, or a tertiary qualification as their highest education qualification.

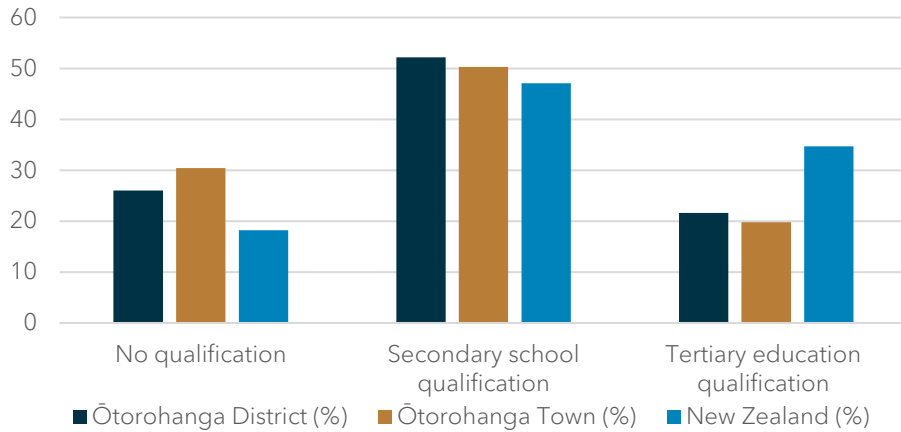


Figure 33 Highest education qualification, Stats NZ (2018 Census)

This data shows that Ōtorohanga underperforms compared to New Zealand in education qualifications, with 26% and 30.4% of people in Ōtorohanga District and township respectively having no qualification at all, compared to 18.2% for New Zealand. Whilst around 50% of residents in Ōtorohanga have achieved a secondary school qualification, Ōtorohanga well underperforms against New Zealand in tertiary education qualifications.

The following table provides an education level breakdown for 2018 census data for Ōtorohanga District, Ōtorohanga township, and New Zealand.

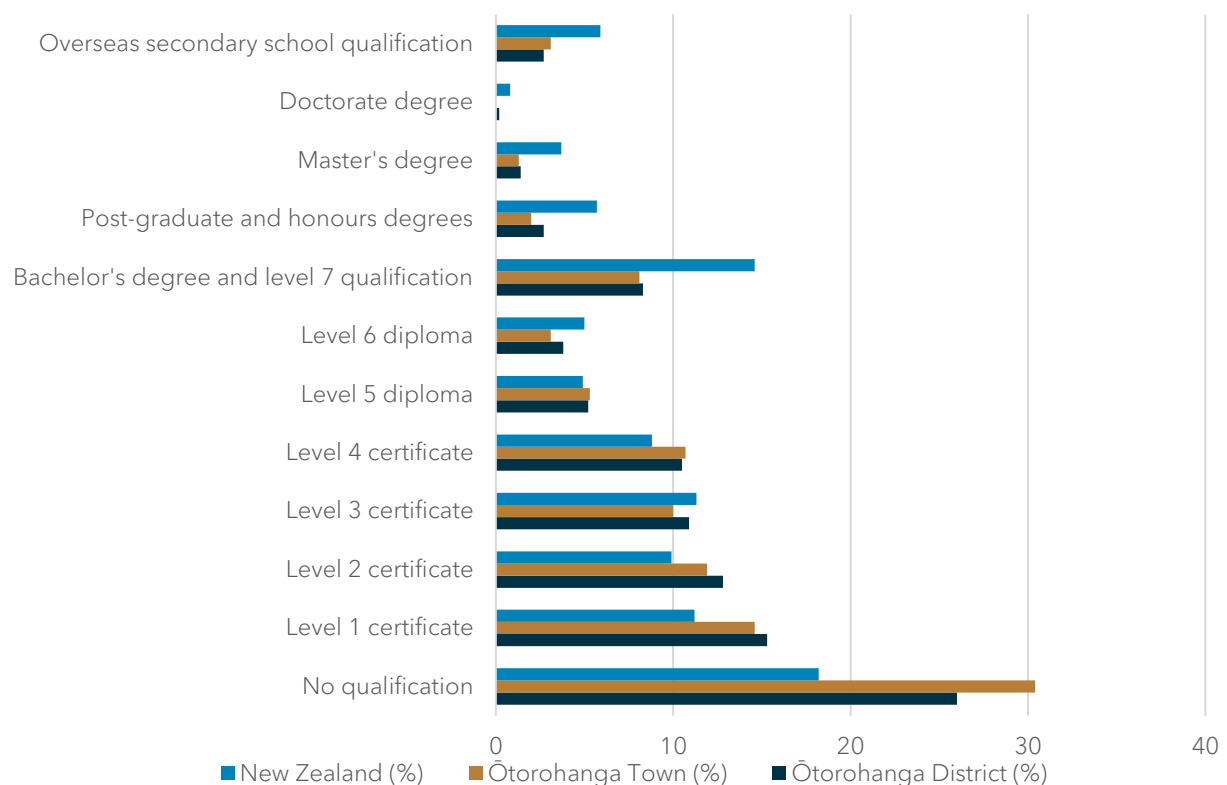


Figure 34 Highest education qualification, Stats NZ (2018 Census)

## Deprivation

The New Zealand Index of Multiple Deprivation (IMD) is a tool for identifying concentrations of deprivation in New Zealand. The IMD18 comprises 29 indicators grouped into seven domains of deprivation:

- Employment
- income
- crime
- housing
- health
- education
- access to services.

The following graphs show the average deprivation scores comparatively to the balance of New Zealand across these seven domains. First for the Ōtorohanga District as a whole, then for the three measurable areas that make up the Ōtorohanga township. The additional measure (IMD) displayed on these graphs is a combined average of the seven domains.



Figure 35 New Zealand Index of Multiple Deprivation, Ōtorohanga District (retrieved January 2024 from [imdmap.auckland.ac.nz](http://imdmap.auckland.ac.nz))

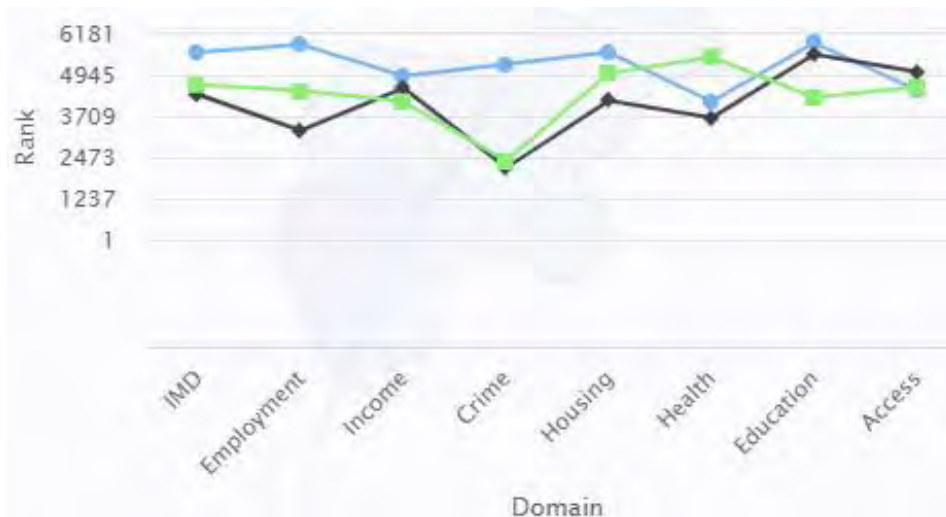


Figure 36 New Zealand Index of Multiple Deprivation, Ōtorohanga township (retrieved January 2024 from [imdmap.auckland.ac.nz](http://imdmap.auckland.ac.nz))

The IMD tool shows that the Ōtorohanga District scores among the higher 50% in deprivation on a whole, and the Ōtorohanga township scoring among the highest third or worst in terms of deprivation in New Zealand.

Deprivation has been linked to poorer quality of life, and poorer health and wellbeing outcomes. An example of this is the correlation between suicide and deprivation. The

following table observes both suspected and confirmed suicide rates for all of New Zealand from 2009 to 2022 by deprivation quintile. Quintile 1 = least deprived → Quintile 5, = most deprived. Both confirmed and suspected suicides in New Zealand show an increased overall rate correlating to a higher level of deprivation.

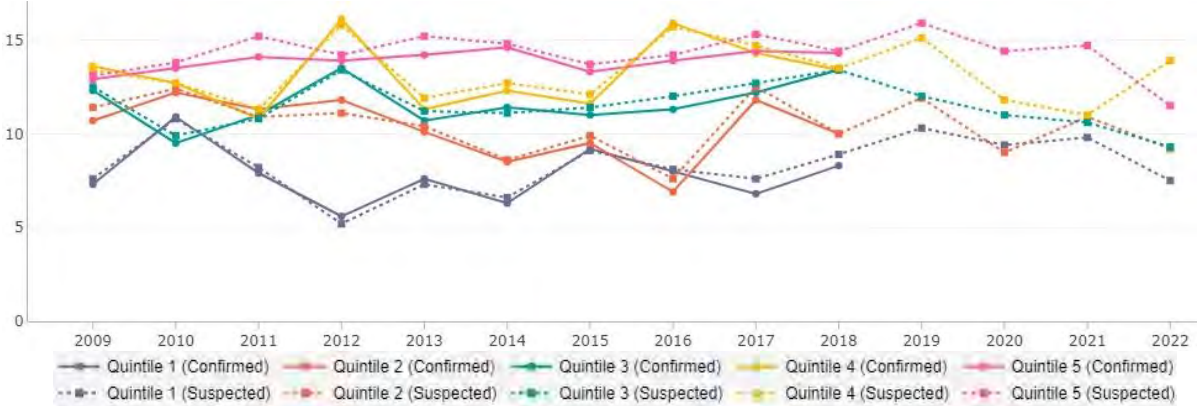






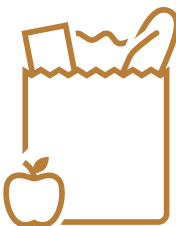


Figure 37 Number of suicide deaths in Aotearoa New Zealand by deprivation quintile, 2009-2022 (Te Whatu Ora’s Suicide Web Tool, October 2023).

### Ōtorohanga Support House Whare Āwhina - Community Impact

The following data provides a high-level overview of the work of ŌSHWĀ from July 2022 to June 2023.

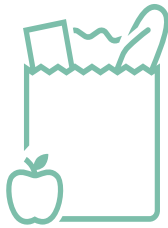
<p><b>Counselling</b></p>  <p>92 individuals</p>	<p><b>Family support</b></p>  <p>89 individuals</p>	<p><b>Integrated safety response</b></p>  <p>169 individuals</p>
<p><b>Emergency housing social service support</b></p>  <p>32 individual/families <i>(partial year 7 months)</i></p>	<p><b>Community transport</b></p>  <p>138 individuals</p>	<p><b>Community connector</b></p>  <p>61 individual/families</p>
<p><b>Foodbank</b></p>  <p>1883 total adults receiving food 28 total teens receiving food 1231 total children receiving food 1016 whole parcels provided <b>3542 total people receiving food</b></p>		

## Toi Aringa Trust - Pataka Kai

Established in July 2021 in response to the COVID-19 pandemic and to community demand, Toi Aringa - Pataka Kai is a non-clinical, non-invasive foodbank service based on aroha and dignity for all. Initially the service was based form Kahotea Marae, who are significant supporters of Toi Aringa - Pataka Kai. Now based from 14 Hinewai Street Ōtorohanga since October 2022, Toi Aringa - Pataka Kai continue to distribute kai to the Ōtorohanga community, as well as acting as a hub for distribution of kai to Kawhia Food Bank, Kihikihi and other areas as required.

From March 2022 to April 2023 Toi Aringa - Pataka Kai's impact included:

### Pataka Kai (Foodbank)



#### **657 total people receiving food & care packages**

283 whole parcels provided

Recipients being:

80% Māori

20% Pakeha (European) & other ethnicities.

Appendix 6: Concept proposal - RW Architectural Design





# MAP KEY

Item #	Name	Activity
1	Maniapoto Community Services	Community/social services
2	Waitomo Caves Museum	History, heritage, culture preservation
3	Waitomo Caves	Tourist attraction, caving
4	Kio Kio United Sports Club	Rugby & rugby league, power pulling, Tennis, netball, and social functions.
5	Otewa Hall	Hireable civic space
6	Kio Kio Community Hall	Hireable civic space
7	Les Munro Centre	Hireable civic space
8	Gallagher Recreation Centre	Indoor sports & gym
9	Honikiwi Hall	Hireable civic space
10	Ngutunui-Puketotara Community Hall	Hireable civic space
11	Tokanui Crossroads Hall	Hireable Civic space
12	Hiona Marae	Community/marae
13	Pūrekireki Marae	Community/marae
14	Rāwhitiroa (Ōwairaka) Marae	Community/marae
15	Rereamanu Marae	Community/marae
16	Kahotea Marae	Community/marae
17	Whakamārama Marae	Community/marae
18	Te Whakaaro Kotahi Marae	Community/marae
19	Te Kauae Marae	Community/Marae
20	Otewa Marae	Community/Marae
21	Turitea Marae	Community/Marae
22	Whawharua Hall	Hireable civic space
23	The Red Shed, Karamaha	Studio and gallery space
24	Waitomo Golf Club	Golf





## MAP KEY

Item #	Name	Activity
1	Waipapa marae	Community/marae
2	Maketū marae	Community/marae
3	Kawhia Library	Public library
4	The Post BOX Gallery	Art creation, education, exhibition
5	Ōkapu marae	Community/marae
6	Mōkai Kāinga marae	Community/marae
7	Mokoroa marae	Community/marae
8	Rākaunui marae	Community/marae





# MAP KEY

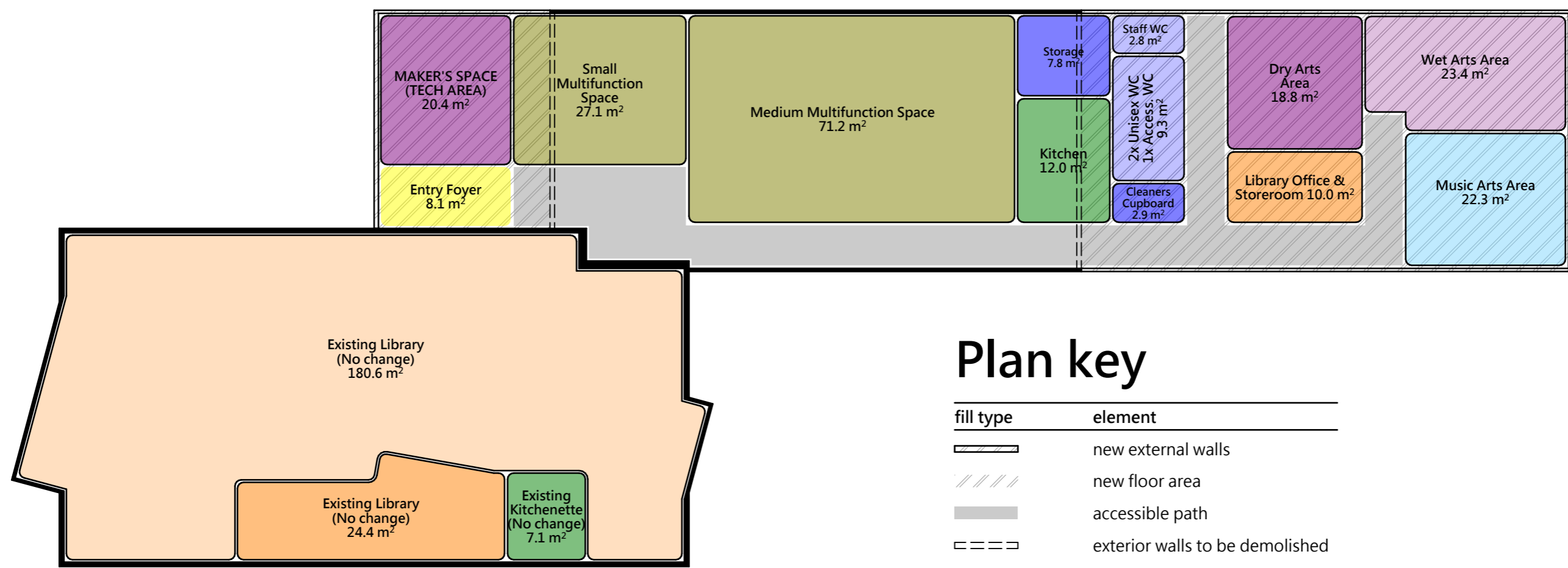
Item #	Name	Activity
1	Ōtorohanga Club	Bar, restaurant, event space
2	Ōtorohanga Club Venue Hire	Venue hire
3	Otorohanga Support House - Whare Awhina	Community/social services
4	Food Bank	Community/social services
5	Ōtorohanga i-SITE Visitor Information Centre	Tourism information
6	Studio 84	Studio space for hire
7	Ōtorohanga Guide & Brownie Hall	Community gatherings, Workshops & events
8	Ōtorohanga Football Club	Football
9	Ōtorohanga Netball Centre	Netball
10	Ōtorohanga Tennis Club	Tennis
11	Bowls Ōtorohanga	Bowls & croquet
12	Ōtorohanga Sports Club	Sports, venue hire
13	Ōtorohanga Rugby Football Inc.	Rugby
14	Ōtorohanga Squash Club	Squash
15	Ōtorohanga Māori Womens Welfare League	Womens wellbeing and support
16	Wintec Otorohanga Regional Hub	Classroom learning
17	Ōtorohanga South School Hall	Sports, gatherings
18	Ōtorohanga College Gymnasium	Tae Kwon Do, fitness classes, Basketball, indoor Soccer, etc.
19	Ōtorohanga Memorial Pool Complex	Swimming & gym
20	Railway Station	Station, café (Origin Coffee Company)
21	Ōtorohanga Museum	History, heritage, culture preservation
22	Village Green	Community activities, culture
23	Ōtorohanga Kiwi House	Tourism & conservation (Bookable space - Tuatara Room)
24	The Business Collective	Bookable meeting/work space
25	Ōtorohanga District Library	Community activities & learning
26	Thrive Ōtorohanga Youth Trust	Community/social services
27	Ōtorohanga Kiwi Holiday Park	Tent & motor camp
28	Ōtorohanga Motor Camp	Campervan park
29	Ōtorohanga NZMCA Park	Campervan park
30	Ōtorohanga Lyceum Club	Womans social club
31	Fire Station	Fire & emergency
32	St. John Ambulance & Venue	Ambulance services & venue
33	Police Station	Law, order & emergency
34	Otorohanga Medical Centre	Acute & general medical services
35	Beattie Home	Elderly housing & care
36	Public Toilets	Toilets
37	Ōtorohanga District Council	Local government
38	Public Toilets	Toilets
39	Ōtorohanga Skate Park & Playground	Community recreation
40	Kiwiana Leisure Park Ōtorohanga	Mini putt, paint ball, batting cage
41	Tārewānga marae	Community/marae
42	Te Keeti marae	Community/marae
43	Te Kotahitanga marae	Community/marae
44	St David's Presbyterian Church	Religious facility
45	St Brides Anglican Church	Religious facility
46	Ōtorohanga Baptist Church	Religious facility
47	Our Lady of the Sacred Heart Catholic Church	Religious facility
48	Ōtorohanga Toy Library	Community





# Ōtorohanga Hub Connectivity



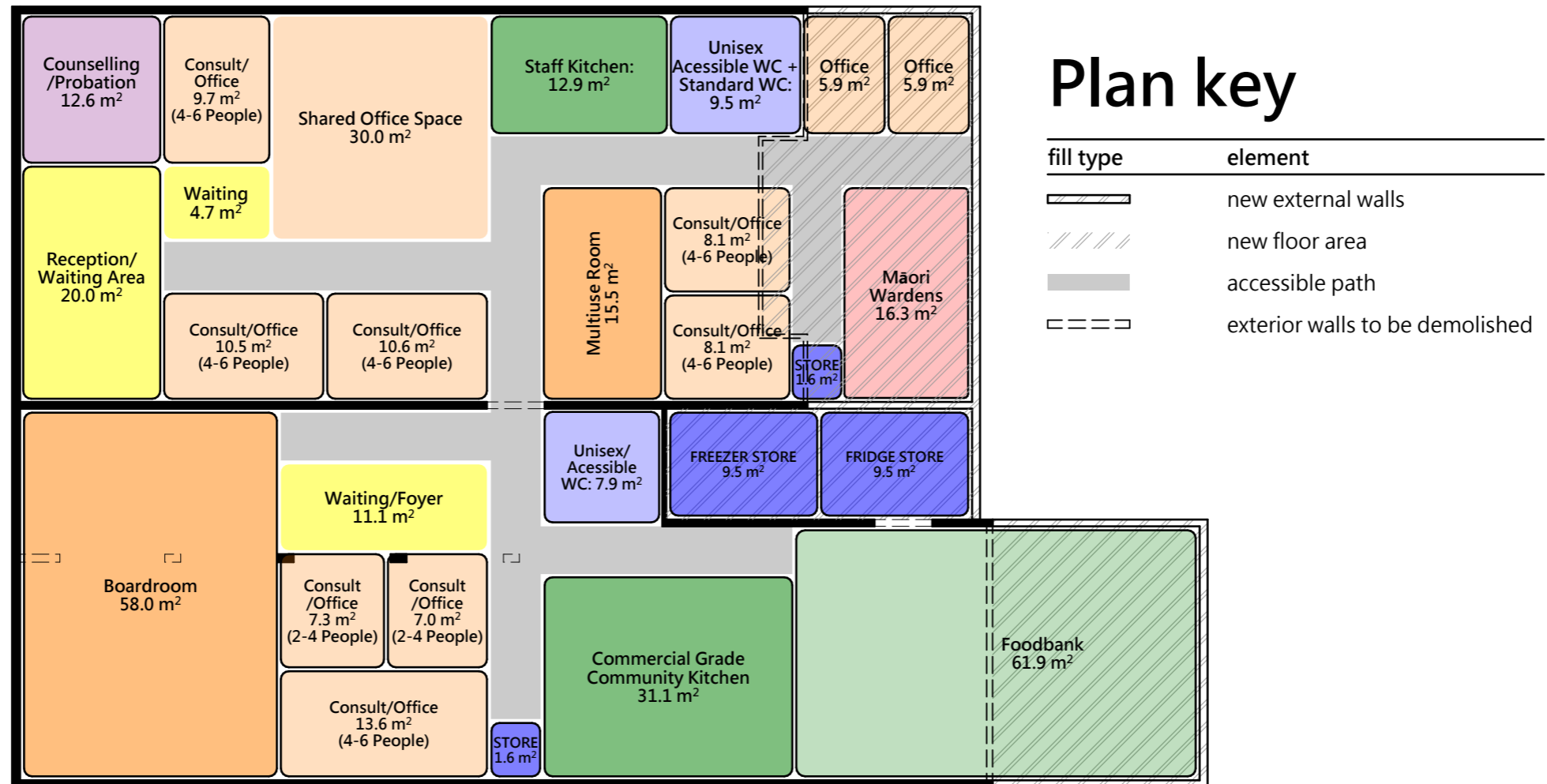


### Plan key

fill type	element
	new external walls
	new floor area
	accessible path
	exterior walls to be demolished

Scale 1:150





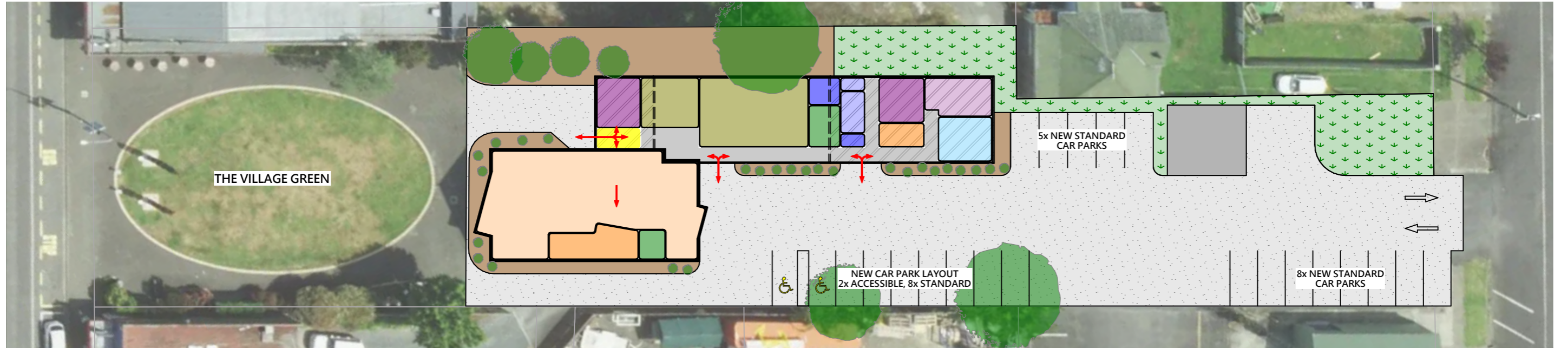
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Scale 1:150



Scale 1:400





# Community Services Hub - Overlay

Scale 1:200

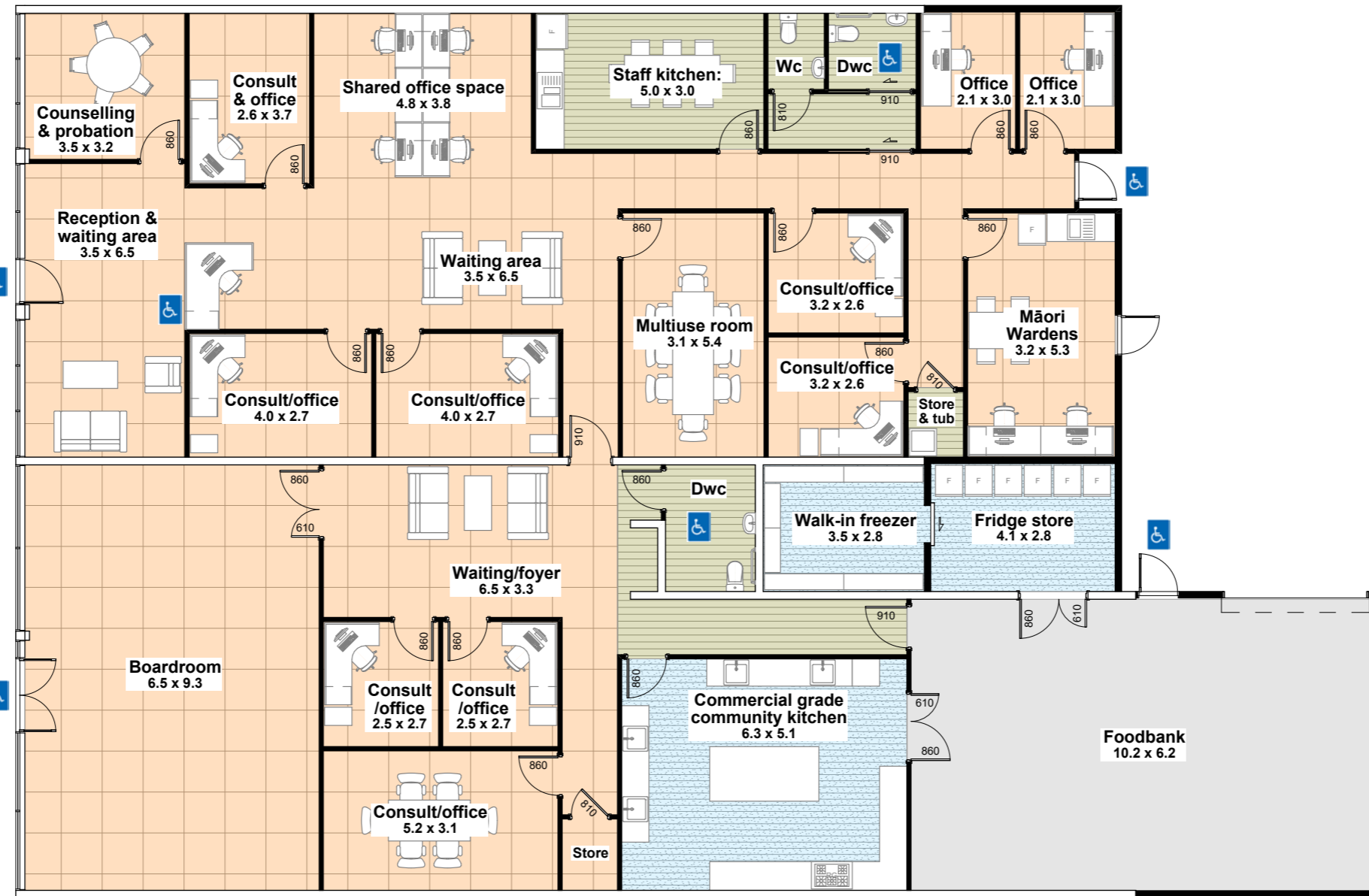




Scale 1:200



Civic Hub - Overlay



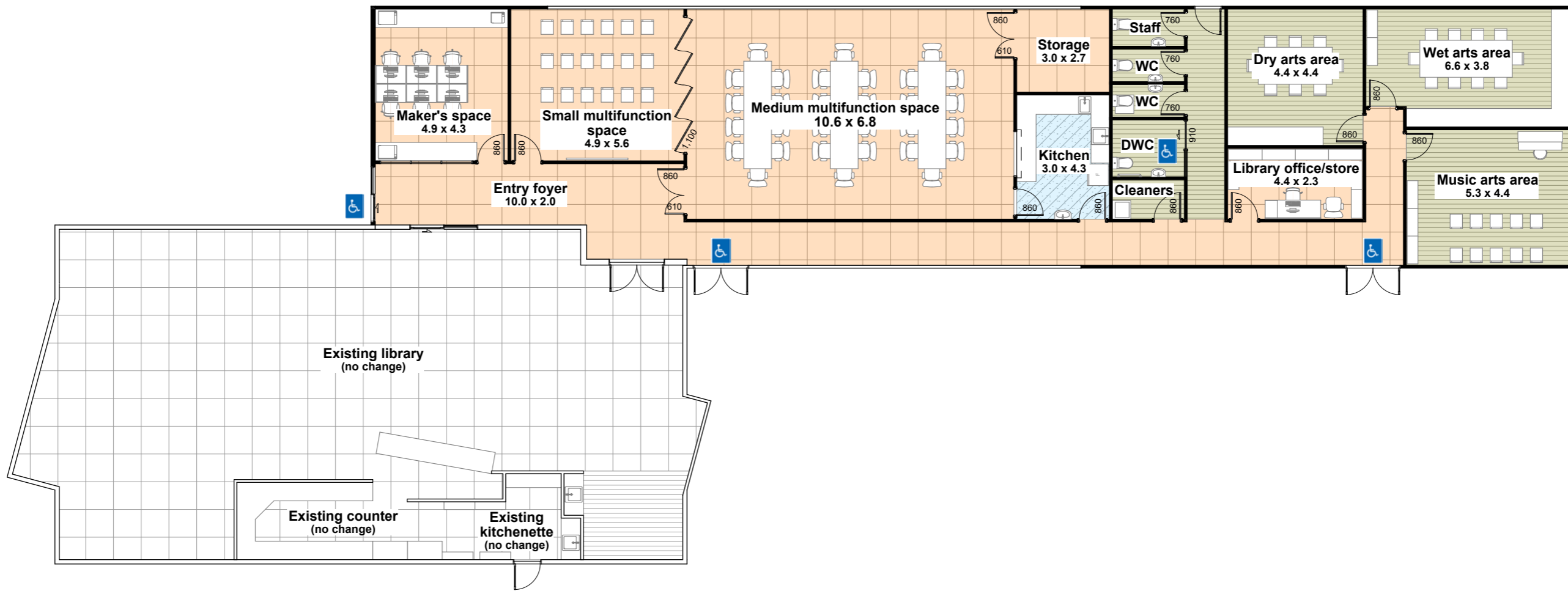
Scale 1:125

Proposed Community Services Hub Plan



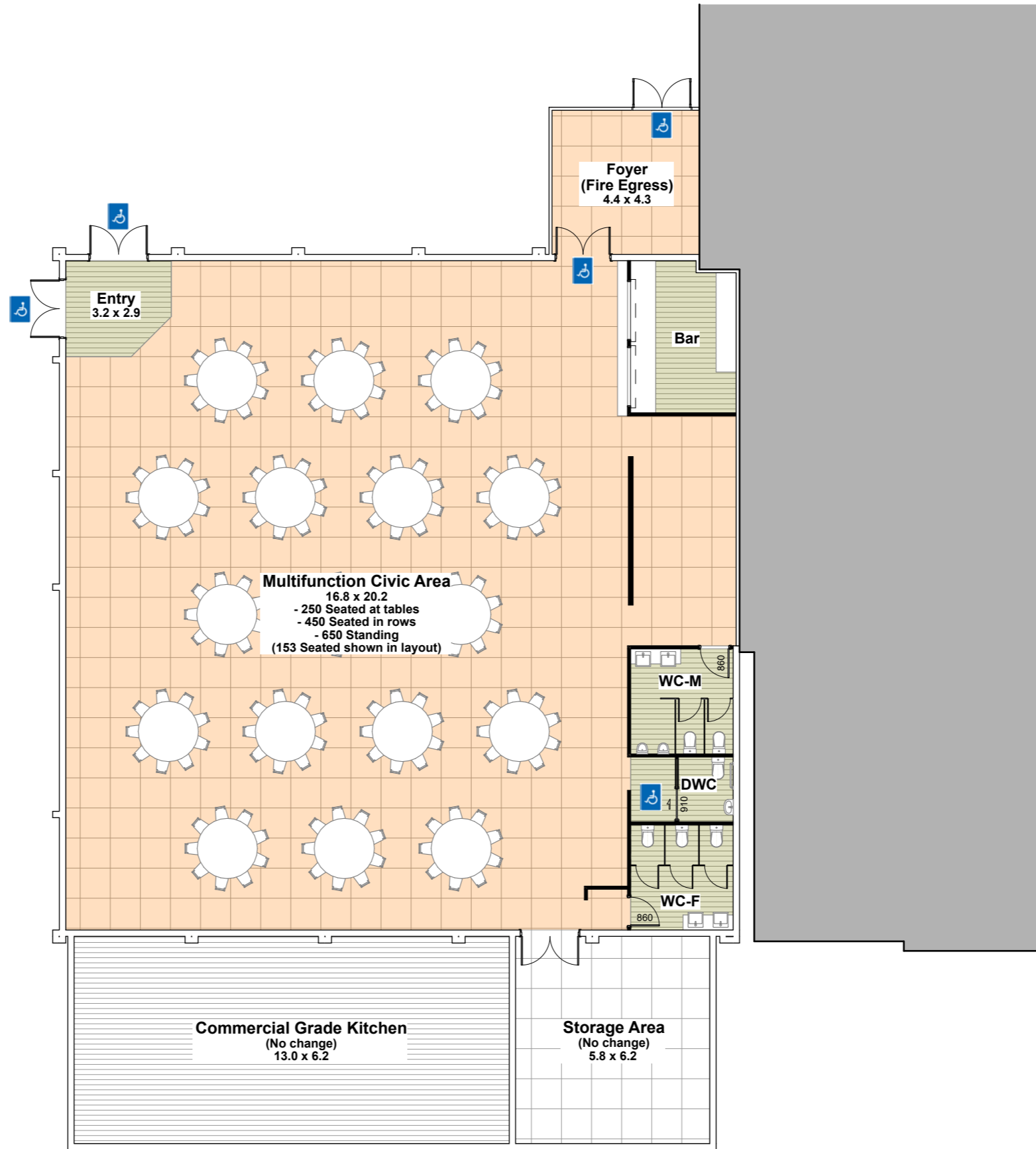


Proposed Library, Arts Connection Hub Plan



Scale 1:150





Scale 1:150

## Appendix 7: Testing Activity Fit

To test activity fit, an assessment was undertaken to assess how each option responds to the projects benefit statements and critical success factors. The following observations were made through the co-design workshop series using the key below:

High (H) - This option nails it

Medium (M) - This option will contribute to it

Low (L) - This option will have little to no impact

Negative (N) - This option will have a negative impact

		Option One	Option Two	Option Two (A)	Option Three (A)	Option Three (B)
		Status-Quo	Network of Community Hubs	Network of Community Hubs with New Civic Hub	Build New Single Facility on SH Site	Build New Single Facility on New Site
Benefit Statements	Community spaces that reflect the values of Ōtorohanga, are flexible, safe, fit for purpose welcoming space(s).	H -	H - 4	H - 1	H -	H - 1
		M - 3	M - 2	M - 3	M - 2	M -
		L - 2	L -	L -	L - 3	L - 2
		N - 1	N -	N - 2	N - 1	N - 3
	A connected community that is also connected to accessible and well-resourced spaces and services that cater to the needs of the community.	H -	H - 4	H - 1	H -	H - 1
		M - 2	M - 1	M -	M - 2	M - 1
		L - 3	L -	L - 3	L - 2	L - 2
		N - 1	N -	N - 1	N - 2	N - 3
	Places that everyone feels connected to, that are owned and supported by people who connect and understand people.	H - 2	H - 1	H -	H -	H - 1
		M -	M - 5	M - 3	M - 1	M - 1
		L - 3	L -	L - 1	L - 3	L - 2
		N - 1	N -	N - 1	N - 1	N - 3
Critical Success Factors	Making the most of what we have	H - 4	H - 4	H -	H -	H -
		M - 1	M - 2	M - 5	M - 1	M -
		L - 1	L - 1	L -	L - 2	L - 1
		N - 1	N -	N - 2	N - 2	N - 5
	Ensuring spaces are fit for purpose	H -	H - 5	H - 2	H -	H - 2
		M - 2	M - 2	M - 3	M - 2	M - 1
		L - 4	L -	L -	L - 2	L - 1
		N - 1	N -	N - 1	N - 1	N - 3

	Creating spaces that everyone can access	H -	H - 4	H - 1	H -	H - 1
		M - 1	M - 2	M - 3	M - 2	M - 1
		L - 4	L -	L - 1	L - 2	L - 1
		N - 1	N -	N - 1	N - 1	N - 3
	Creating safe spaces	H - 1	H - 4	H - 1	H -	H - 1
		M - 2	M - 3	M - 3	M - 2	M - 1
		L - 2	L -	L - 2	L - 2	L - 1
		N - 1	N -	N - 1	N - 1	N - 3
	Making sure spaces are welcoming and inclusive	H - 2	H - 3	H - 1	H -	H - 1
		M - 1	M - 2	M - 3	M - 2	M - 1
		L - 1	L -	L - 1	L - 2	L - 2
		N - 1	N -	N - 1	N - 1	N - 3
	Future proofing our investment	H -	H - 4	H - 2	H - 1	H - 1
		M - 1	M -	M - 1	M -	M -
		L - 2	L -	L - 2	L - 3	L - 1
		N - 1	N -	N - 2	N - 1	N - 4
Totals	High	9	27	9	1	9
	Medium	13	19	24	14	6
	Low	22	1	10	21	13
	Negative	9	0	12	11	30
	<b>Combined ranking results</b>	<b>3</b>	<b>1</b>	<b>2</b>	<b>4</b>	<b>5</b>
		Option One	Option Two	Option Two (A)	Option Three (A)	Option Three (B)

The assessment was carried out by groups and individuals. Not all categories were assessed by each group or person, therefore the total number of results vary across each option and assessment category.

## **Hamilton**

25 Ward Street, Hamilton 3204

PO Box 112, Hamilton 3240

07 838 2887

## **Tauranga**

78 Second Avenue, Tauranga 3110

PO Box 324, Tauranga 3144

07 579 9747

## **Rotorua**

1072 Haupapa Street, Rotorua 3010

PO Box 1027, Rotorua 3040

**[veros.co.nz](http://veros.co.nz)**

**[info@veros.co.nz](mailto:info@veros.co.nz)**



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**Item 125: Waikato Biodiversity Accord**

**To:** His Worship the Mayor and Councillors of Ōtorohanga District Council

**From:** Tony Quickfall, Group Manager Regulatory and Growth

**Date:** 23 April 2024

**Relevant community outcomes:** Sustainable Engaged Connected



**1 Purpose | Te Kaupapa**

1.1 To provide an update on a proposed Waikato Biodiversity Accord (“the accord”) and seek a Council decision on becoming a signatory to the accord.

**2 Executive Summary | Whakarāpopoto Matua**

2.1 One of the goals in the Waikato Regional Council (“WRC”) Strategic Direction is to develop a Regional Biodiversity Strategy and to prepare a regional accord to underpin the development of the strategy.

- a The development of a Regional Biodiversity Strategy is a statutory requirement under the [National Policy Statement for Indigenous Biodiversity](#) (NPSIB).
- b This requirement for a Regional Biodiversity Strategy is unlikely to be affected by the Government’s position on a suspension of any new Significant Natural Areas for three years.
- c The accord is a first step in developing the Regional Biodiversity Strategy and signals an intent from all councils in the Waikato Region (who have respective biodiversity obligations) and partner organisations.

2.2 Staff recommend signing the accord, subject to the recommended amendments, and review following further Government direction on indigenous biodiversity.

**3 Staff recommendation | Tūtohutanga a ngā Kaimahi**

That the Ōtorohanga District Council:

- a Agree to becoming a signatory to the Waikato Biodiversity Accord, subject to:
  - i Waipā District Council, Waitomo District Council, mana whenua iwi, QEII National Trust, Department of Conservation and Waikato Regional Council all becoming signatories; and
  - ii The inclusion of the following amended principle and new objective that limits Council’s cost and resourcing commitments to Council’s staffing capacity and budget:

Amended Principle: *Coordinate efforts across jurisdictional boundaries, integrating resources, funding, and actions for greater impact on biodiversity conservation and enhancement while working within resource and financial constraints.*

New Objective: *An Efficient and Effective Strategy process and implementation, that recognises the varying capacity of Accord partners and stakeholders to participate; and*

- b Authorise the Chief Executive to assess and accept any further inconsequential amendments to the Accord that may be put forward from other stakeholders; and
- c Require the Chief Executive to review Council’s signatory status of the Waikato Biodiversity Accord, following clear Government direction on its review of the National Policy Statement Indigenous Biodiversity.

#### 4 Context | Horopaki

- 4.1 The NPSIB requires all regional councils to prepare a Regional Biodiversity Strategy that sets out a vision for landscape-scale restoration of indigenous biodiversity. The purpose of a Regional Biodiversity Strategy is to “*promote the landscape-scale restoration of the region’s indigenous biodiversity*”. The Regional Biodiversity Strategy **must** include certain specified content and **must** be developed by the WRC, “*in collaboration with*” territorial authorities, tangata whenua, communities, and other identified stakeholders. This presents an opportunity to deliver a coordinated approach to manage indigenous biodiversity in a way that reflects community aspirations.
- 4.2 Commitments in the coalition agreement for the new Government include commencing a review into the implementation of the NPSIB. This creates some uncertainty regarding the impact on biodiversity work programmes, particularly in relation to any future district plan changes. The indications are that preparing a Regional Biodiversity Strategy is unlikely to be significantly impacted by a review of the NPSIB. The Waikato Regional Policy Statement (WRPS) direction for biodiversity and the enduring intent of national direction provide a basis for parties to work together on biodiversity objectives. An Accord and Regional Biodiversity Strategy are practical methods to achieve greater collaboration.
- 4.3 WRC currently has no overarching strategy that shows what the region’s biodiversity goals are, methods for achieving the goals, and measures that ensure success. While work is going on in the biodiversity space, there is no clear description of who is doing what, what the outcomes are and how to make the best use of limited resources. This is in contrast to many other regional councils that have biodiversity strategies to guide their biodiversity work and establish a framework for working together with their communities and partners.
- 4.4 WRC’s Strategic Direction 2023-2025: Takatū Waikato – Making a Stand for the Waikato aims to achieve “*people working together to protect and restore our unique local native plants and animals, and the indigenous ecosystems they live in*”. The specific goals to 2025 for the Biodiversity and Regional Biodiversity Strategy priority include:
  - a Work with partner agencies to have an agreed region-wide biodiversity accord in place; and

- b Progress a prioritised strategic pathway for our region that protects and restores biodiversity out to 2050 and beyond.
- 4.5 The Waikato Biodiversity Accord is the first step in this process with the aim of gaining commitment from Accord parties to work together to develop a regional biodiversity strategy. This work is **not** funded through the Ōtorohanga District Council’s current or proposed long term plan. As such, Council must be cognisant of resource and financial commitments which may arise from being a signatory to the Accord.
- 4.6 Under the NPSIB:
- a WRC is the lead agency and “owner” of the Regional Biodiversity Strategy and must prepare the strategy “in collaboration with territorial authorities, tangata whenua, communities, and other identified stakeholders”.
  - b WRC has the statutory role of monitoring indigenous biodiversity and developing a monitoring plan.
  - c WRC has a lead role in biodiversity information gathering.
  - d Local authorities must “have regard to” a Regional Biodiversity Strategy.
  - e If requested by a territorial authority, the relevant regional council must “assist the territorial authority in undertaking its district-wide assessment”.
  - f There are specific requirements on local authorities which are now on-hold, or uncertain, following the Government’s announcement of a review of the implementation of the NPSIB and moratorium on any new Significant Natural Areas.

**Outline of the accord and engagement approach**

- 4.7 The Waikato Biodiversity Accord is in the form of a voluntary, non-statutory document whereby signatories (Accord parties) agree to work together to coordinate and align the activities of management agencies, in working towards the development and implementation of a Regional Biodiversity Strategy. This includes Māori worldviews on indigenous biodiversity being considered alongside agency, stakeholder, and wider community perspectives and considers incentive opportunities specific to Māori land.
- 4.8 Similar examples of accords already exist in the Waikato region, including the Waipa Peat Lakes and Wetlands Accord, Waikato District Lakes and Freshwater Wetlands Accord and the Lake Taupo Accord. Other regional councils have also developed specific biodiversity accords.
- 4.9 In addition, there will almost certainly be overlaps in both geographic coverage (cross-boundary) and operational implementation of biodiversity effort between Ōtorohanga, Waitomo and Waipā District Councils; Waikato Regional Council; Department of Conservation; QEII Trust; and mana whenua iwi. Further to this, the NPSIB includes a **requirement** for local authorities to undertake an integrated approach to managing biodiversity.

**Progress to date**

- 4.10 To date, WRC’s engagement on the accord has been on two levels:

- a Face-to-face wānanga with collaborative partners at staff level; and
  - b Targeted reporting to iwi and partner governance groups.
- 4.11 WRC's timeline provides for adopting of the accord in June, and other council/partner decisions in April/May. Some of the dominant themes and needs identified for feedback during these wānanga which informed the drafting of the Accord were:
- a keeping the Accord simple, high level and focused on how the partners will work together (i.e. excluding detailed actions as these belong later in the Regional Biodiversity Strategy;
  - b capturing the opportunity to work across artificial statutory boundaries which better reflects the interconnectedness of te taiao;
  - c fostering coordinated and collaborative mahi that achieves better biodiversity outcomes than working individually; and,
  - d incorporating basic tenets of trust, respect, transparency, and honesty to acknowledge the disproportionate effect that biodiversity policy can have on Māori landowners.
- 4.12 **Attachment 1** provides the current draft of the Waikato Biodiversity Accord (as at March 2023). Ōtorohanga District Council staff have added a highlighted principle and objective relating to resourcing and funding commitments.
- 4.13 Note that the final version of the Accord is subject to change through the stakeholder/partner considerations. To manage this:
- a It is recommended that Council authorise the Chief Executive to assess and accept any further *inconsequential* amendments, that may be put forward by other stakeholders, if Council accepts the version of the Accord presented in this report.
  - b If there are further *substantive* amendments that potentially impact Ōtorohanga District Council's position, then staff will bring a supplementary report to Council for consideration prior to signing.

## 5 Considerations | Ngā whai whakaarotanga

### Significance and engagement

- 5.1 The decision to become a signatory to the Waikato Biodiversity Accord is not a significant decision in respect of Council's significance and engagement policy.

### Impacts on Māori

- 5.2 WRC is engaging separately with mana whenua iwi as potential signatories to the accord. There is likely to be an inherent expectation of all mana whenua iwi in the Ōtorohanga District being a signatory.

### Risk analysis

- 5.3 An accord is, in principle, a sound management approach to provide a foundation for diverse agencies working towards a common goal (being the Regional Biodiversity Strategy). By and large, the proposed

Accord’s intent, principles and objectives carry relatively low risk for Ōtorohanga District Council becoming a signatory.

- 5.4 However, there is a commitment risk, in respect of expectation of signatories committing staff resources, and potentially costs, toward development of the Regional Biodiversity Strategy. Implementation of the Regional Biodiversity Strategy also remains unknown, and it is likely that there will be some implementation functions or requirements on all district councils. WRC has signalled a commitment from territorial authorities and other partners for some staff time over the next couple of years to help develop the strategy. This may involve attendance at workshops/hui, providing ideas and options and/or reviewing draft content for the strategy. While the time commitment is unknown, WRC advise that this will be tailored to the stakeholders and their capacity to engage.
- 5.5 To address this risk and reflect the intent of commitment, Ōtorohanga District Council staff recommend including a principle and objective (highlighted in Appendix 1 and the recommendation), to effectively work within each stakeholder’s financial and resourcing capacity.
- 5.6 There is further risk of uncoordinated activity if agencies, who may be instrumental to Ōtorohanga District Council’s management of biodiversity, do not sign the accord.

**Policy and plans**

- 5.7 Biodiversity management in Ōtorohanga District is principally undertaken through the Ōtorohanga District Plan (ŌDP). The ŌDP is due for a full statutory (10 yearly) review commencing 2024/25. As such, and given this timing, it is likely that the outcomes of the Regional Biodiversity Strategy will be able to be incorporated into the revised ŌDP.

**Legal**

- 5.8 There is (currently under the NPSIB), a statutory obligation to develop a Regional Biodiversity Strategy. The Accord is a non-statutory process mechanism to attain alignment of effort and outcome amongst the participating agencies.

**Financial**

- 5.9 As identified, there is a potential financial risk, in the sense that the financial commitment to help develop the Regional Biodiversity Strategy is at this stage, unknown. The proposed amendments should address this risk.

**6 Discussion | He Kōrerorero**

**Option 1: Do not Sign the Accord**

- 6.1 As a voluntary Accord, there is no obligation compelling any agency to become a signatory. Ōtorohanga District Council could still participate, have input into, and support development of the Regional Biodiversity Strategy without being a signatory to the Accord. However, the intent of the Accord is to develop “good faith” operating principles to ensure that agencies contribute proportionally and are all paddling the waka in the same direction. While not signing remains an option, this would not signal a good faith commitment to participate in the Regional Biodiversity Strategy development.



**Option 2: Sign the Accord (with amendments) – Preferred Option**

6.2 Signing the Accord would represent a good faith agreement to work towards development and implementation of the Regional Biodiversity Strategy. However, it would be in the interests of coordinated alignment, and NPSIB “integrated management”, for Waipā District, Waitomo District, Te Nehenehenui, QEII National Trust, Department of Conservation and Waikato Regional Council to also be signatories, given that there will be overlapping biodiversity extent and operational matters between these agencies and Ōtorohanga District Council.

**Option 3: Await the outcome of the Government’s review of the NPSIB implementation**

6.3 Government has signalled a review of the implementation of the NPSIB (which mandates the Regional Biodiversity Strategy). The first action of this review is a moratorium on establishing any *new* Significant Natural Areas. As such, there may be some merit in awaiting Government’s direction around the NPSIB review before committing to development and implementation of the strategy.

6.4 The indication at this time is that the requirement for a Regional Biodiversity Strategy is *unlikely* to be affected. The draft Accord is also a high-level collaboration arrangement, which could be expected to hold value even if the requirement for a Regional Biodiversity Strategy was rescinded.

**Recommendation option and rationale**

- 6.5 It is recommended that the Council agree to become a signatory to the accord, subject to:
- a Waipā District Council, Waitomo District Council, mana whenua iwi, QEII National Trust, Department of Conservation and Waikato Regional Council also becoming signatories; and
  - b Inclusion of a principle and objective that acknowledged resource and financial limits to participate; and
  - c Council authorises the Chief Executive to assess and accept any further inconsequential amendments; and
  - d Council reviews its signatory status following clear Government direction around the review of the NPSIB.

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**7 Appendices | Ngā ĀpitiHanga**

Appendix #	Name
1	Draft Waikato Biodiversity Accord

## APPENDIX 1: WORKING DRAFT 2– WAIKATO BIODIVERSITY ACCORD (MARCH 2023)

Note: ŌDC’s proposed amendments/additions are **highlighted**

### Purpose

The Waikato Biodiversity Accord seeks to unite organisations to work together to develop and implement a regional biodiversity strategy, and to support each other to make a positive commitment to ensure healthy, functioning indigenous biodiversity in the Waikato region.

### Principles

The actions of signatory parties to this Accord will be guided by the following principles:

<b>Collaboration and Partnership</b>	Emphasise shared responsibility, working together and forming partnerships as fundamental to achieving biodiversity goals.
<b>Integrated and Coordinated Approach</b>	Coordinate efforts across jurisdictional boundaries, integrating resources, funding and actions for greater impact on biodiversity conservation and enhancement <b>while working within resource and financial constraints.</b>
<b>Honesty, Trust and Accountability</b>	Maintain transparency, honesty and accountability in all biodiversity management actions and decisions, respecting the interests and mandates of signatories.
<b>Te Tiriti Principles</b>	Mana whenua are recognised as customary kaitiaki at place (rangatiratanga and kaitiakitanga) and kawa, tikanga, mātauranga and whakapapa are respected.
<b>Inclusiveness and Participation</b>	Ensure the involvement and participation of all signatories to foster a sense of collective responsibility for biodiversity management.
<b>Long-Term Commitment and Adaptability</b>	Commit to a long-term strategy, acknowledging the need for sustained efforts and adaptability when circumstances change.

### Objectives

A collaborative regional biodiversity strategy is developed with Accord signatories that has the buy-in of key stakeholders and meets the statutory requirements. The strategy will include:

- **A holistic approach** to the restoration of biodiversity and ecosystem services, recognising:

- the interactions between people and species;
- the connections between rural and urban environments;
- biological and physical connections within, and between, the terrestrial environment, freshwater and the coastal marine area; and
- biological and environmental changes associated with climate change.
- **Identification and prioritisation of high-value biodiversity areas** for restoration, research, management, and monitoring, protection, and enhancement, while considering all biodiversity values and ecosystem services.
- **Effective community** actions to build skills, knowledge and capability and enable people to be connected, active guardians of biodiversity.
- **Actions to protect and enhance the full range of regional ecosystems** for current and future generations.
- **Ensuring treaty partners, whānau, hapū, iwi and Māori organisations** are recognised as leaders and are central to the biodiversity system.
- **An efficient and effective strategy process and implementation that recognises the varying capacity and resource constraints of Accord partners and stakeholder to participate** [and enables sharing of costs and leveraging of resources across partner organisations].

## Commitment

We the undersigned agree to use the guiding principles and objectives in this Accord to strengthen our collaboration and build a strategy to improve the indigenous biodiversity of the Waikato region.

## Who

- |                                   |                                  |                                      |
|-----------------------------------|----------------------------------|--------------------------------------|
| ● Waikato Regional Council        | ● Tūwharetoa Māori Trust Board   | ● Matamata-Piako District Council    |
| ● Department of Conservation      | ● Te Arawa River Iwi Trust       | ● Ōtorohanga District Council        |
| ● Ministry for Primary Industries | ● Pare Hauraki                   | ● Waitomo District Council           |
| ● Te Nehenehenui                  | ● Waikato District Council       | ● Rotorua District Council           |
| ● Waikato Raupatu River Trust     | ● South Waikato District Council | ● Taupō District Council             |
| ● Raukawa Charitable Trust        | ● Waipā District Council         | ● Thames-Coromandel District Council |
| ● Te Kōpu ā Kānapanapa            | ● Hamilton City Council          | ● QEII National Trust                |
|                                   | ● Hauraki District Council       |                                      |

**Item 126: Annual report on dog control policy and practices**

**To:** His Worship the Mayor and Councillors of Ōtorohanga District Council

**From:** Jo Kete, Manager Building Support Regulatory

**Date:** 23 April 2024

**Relevant community outcomes:** Knowledgeable Engaged Responsive



**1 Purpose | Te Kaupapa**

1.1 To seek adoption of the Territorial Authority report on dog control policies and practices, prior to being made publicly available.

**2 Executive Summary | Whakarāpopoto Matua**

2.1 Section 10A of the Dog Control Act 1996 requires Ōtorohanga District Council to produce and publicise an annual report on dog control policy and practices. The report sets out various dog statistics for each financial year. Council must give public notice of the report and make it publicly available.

2.2 This report covers the financial year from 1 July 2022 to 30 July 2023, and usual practice is for Council to endorse the report for publication.

**3 Staff recommendation | Tūtohutanga a ngā Kaimahi**

That Ōtorohanga District Council receives the 'Animal Education and Dog Control Act 1996 Section 10A report' (appendix 1).

**4 Context | Horopaki**

4.1 This report is a legislative requirement under the Dog Control Act 1996.

- Section 10A, subsection 1 requires Territorial Authorities in respect of each financial year, to report on the administration of:
  - Its dog control policy adopted under section 10;
  - And its dog control practices.
- The report must include, in respect of each financial year, information relating to—
  - the number of registered dogs in the territorial authority district;
  - the number of probationary owners and disqualified owners in the territorial authority district;

- the number of dogs in the territorial authority district classified as dangerous under section 31 and the relevant provision under which the classification is made:
- the number of dogs in the territorial authority district classified as menacing under section 33A or section 33C and the relevant provision under which the classification is made:
- the number of infringement notices issued by the territorial authority:
- the number of dog related complaints received by the territorial authority in the previous year and the nature of those complaints:
- the number of prosecutions taken by the territorial authority under this Act.
- The territorial authority must-
  - Give public notice, as defined in section 5(1) of the Local Government Act 2002, of the report; and
  - Make the report publicly available, as described in section 5(3) of that Act.

## 5 Considerations | Ngā whai whakaarotanga

5.1 This is a statutory requirement to publicise Council’s actions to meet its duties under the Dog Control Act 1996.

### Significance and engagement

5.2 This report will be publicly notified in accordance with the Dog Control Act 1996 and does not trigger Council’s Significance and Engagement Policy.

### Impacts on Māori

5.3 There will be no impacts on Māori resulting from this report.

### Risk analysis

5.4 No specific risks have been identified by this report.

### Policy and plans

5.5 This report is not inconsistent with Council policies and procedures.

### Legal

5.6 It is a statutory requirement to prepare this report.

### Financial

This report has been prepared within operational budgets and there are no additional financial considerations.



## 6 Appendices | Ngā Āpitihanga

Appendix	Name
1	Section 10A report 2022/2023



# Council Report

To: Chief Executive  
From: Regulatory and Growth  
Subject: **Animal Education and Dog Control Act 1996 Section 10A report**  
Date: 2022-2023

## Purpose of the Report

To seek adoption of the Territorial Authority report on dog control policies and practices, prior to being made publicly available.

## Summary of Key Points

Section 10A of the Dog Control Act 1996 requires Territorial Authorities to report on dog related activity and policy annually.

The report covers periods between 1 July to 30 June

That the Chief Executive as delegated by Council;

- Receives the report
- Approves the report for publication in accordance with the Dog Control Act 1996

## Appendix

Appendix 1 - Summary of activity

## Legislative requirement

Section 10A of the Dog Control Act 1996 requires Territorial Authorities to report on dog related activity and policy annually.

Section 10A, subsection 1 requires Territorial Authorities to report on their dog control policy and activities annually. The report must be adopted by Council and made publicly available.

## Summary of Activity

As at 30 June 2023 Ōtorohanga District had 2166 registered dogs

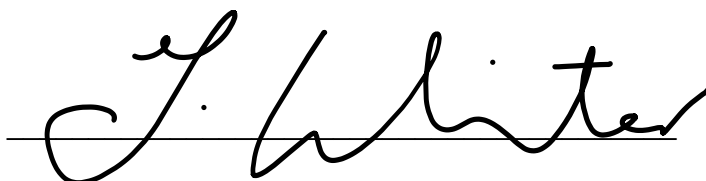
As at 30 June 2023 92.2% of dogs were registered

As at 30 June 2023 there are 56 menacing dogs registered

For June 2022-23 period there were 77 complaints about dogs responded to

For June 2022-23 there were 124 dogs impounded

Report approved for publication



15 March 2024

Date:





## **Appendix 1**

The information provided below sets out the statistical information required by Section 10(A)(2) of the Dog Control Act 1996

<b>Number of Registered Dogs in the Ōtorohanga District Council</b>	
	2022/2023
Number of dogs registered	2166

<b>Disqualified and Probationary owners</b>	
	2022/2023
Disqualified	0
Probationary	0
Total:	0

<b>Infringements and Prosecutions</b>	
	2022/2023
Number of infringements issued	19
Number of prosecutions taken for the period	0
Total:	19

<b>Dangerous and menacing dog with classification under the Act</b>		
		2022/2023
Dangerous	31(1)(b) Sworn evidence	1
Dangerous	31(1)(c) Owner admits	1
Menacing	33A(1)(b)(i) Observed behaviour	12
Menacing	33C(1) Schedule 4 (breed/type)	5
	Total:	19





General		
Description	Subcategory description	2022/2023
Enquiries		217
Registration Notices Issued		60
Rural registration checks		98
Urban registration checks		164
S.O.P Property Visits		8
Two Dog Property Visits		1
Dog Complaints		159
Stock Complaints		28
Street Patrols - Day		48
Street Patrols - Night		177
Microchipping		10
SPCA Welfare callout		0
Vet runs	Adoption - de-sexing	0
	sick/injured	0

Offenses		
Description	Subcategory description	2022/2023
Attack	Historic attack dog v animal	
	Historic attack dog v person	
	Urgent attach dog v animal	10
	Urgent attack dog v person	12
	Serious injury	1
Roaming Dogs		77
Impounded	Dogs impounded	124
	Dogs impounded - Registered	64
	Dogs impounded - Unregistered	60
	Impounded Dogs Released	78
	Impounded Dogs Destroyed	0
	Impounded Stock	26
Written/Verbal Warnings		91
Infringement Notices Issued		19



**Item 127: Ōtorohanga District Economic Wellbeing Strategy – Adoption of Draft for Consultation**

**To:** His Worship the Mayor and Councillors of Ōtorohanga District Council

**From:** Nardia Gower, Group Manager Strategy and Community

**Date:** 23 April 2024

**Relevant community outcomes:** Liveable Thriving Prosperous



**1 Purpose | Te Kaupapa**

1.1 To consider the draft Ōtorohanga District Economic Wellbeing Strategy and approve for consultation.

**2 Executive Summary | Whakarāpopoto Matua**

2.1 The draft Ōtorohanga District Economic Wellbeing Strategy (EWS), attached as Appendix 1, has involved extensive community/stakeholder/partner engagement, investigation, and analysis. The resulting identification and assessment of issues, challenges and opportunities has culminated in the development of an action plan aligned to key pou/pillars.

2.2 Subject to Council’s approval, the draft EWS will be released for public consultation to run for two weeks being 6 May to 20 May 2024, directly after the draft LTP 2024-34 consultation closing, with feedback/submissions considered by Council in early June 2024.

**3 Staff recommendation | Tūtohutanga a ngā Kaimahi**

That the Ōtorohanga District Council approve the proposed draft Ōtorohanga District Economic Wellbeing Strategy for community engagement/consultation for a two-week period starting Monday 6 May 2024, with feedback/submissions considered by Council in **early June 2024**.

**4 Context | Horopaki**

4.1 When Council adopted the 2021-2031 Long Term Plan (LTP) it confirmed the development of an Economic Development Strategy. Through conversations with communities in the development of other plans, such as the concept plans, the need to broaden the scope from economic development to economic wellbeing became apparent.

4.2 Economic wellbeing considers the wellbeing of people, culture, environment, and ecology as key parts of a thriving economy. It’s a shift in thinking from economic development, which is primarily focused on growth.

4.3 Work began on the EWS in September 2023 with the appointment of Veros to assist in its development.



- 4.4 The draft EWS process was completed using a co-design process involving over 100 people and organisations across the district and has been supported by a separate mana whenua advisory group. Councillors Christison, Prendergast and Tamaki have provided governance oversight throughout its development.
- 4.5 In addition to the above engagement the EWS development has involved investigation, data collection and analysis.
- 4.6 The result has culminated in the development of a Strategic Vision, Mātāpono/Principles, and Four Pou or Pillars under which sit the key challenges and strategic actions.

## **5 Considerations | Ngā whai whakaarotanga**

### **Significance and engagement**

- 5.1 This is the first time that the final draft EWS will be available to the public. Therefore, it is important that our communities, agencies, and key stakeholders have the opportunity to review and provide feedback, and for changes to be made (based on feedback) prior to its adoption by Council. The draft EWS has been developed through a collaborative co-design approach involving over 100 people and organisations across the district and as such it is a staff recommendation that the consultation does not follow the special consultative procedure and instead consult for a period of two weeks. This targeted approach to consultation is consistent with Council's Significance and Engagement Policy.
- 5.2 Partner agencies delivering economic development/wellbeing services (through Council funding support) will be advised directly of the opportunity to provide feedback on the draft EWS. Particularly as its adoption may alter the allocation of funding to, and key deliverables of, external agencies presently funded to deliver economic wellbeing outcomes.

### **Impacts on Māori**

- 5.3 Council's commitment to develop stronger relationships and partnerships with iwi/mana whenua is well established, and inherent in the development of the draft EWS which identifies iwi/mana whenua as partners in a number of key actions and shared outcomes.

### **Risk analysis**

- 5.4 While not specifically recognised within Council's top risks, the ability to specifically identify and deliver economic wellbeing outcomes through a collaborative approach aligns positively with Council's overall strategic direction and the community outcomes, along with maintaining productive iwi relationships.

### **Policy and plans**

- 5.5 Progressing the EWS aligns with Council's commitment as reflected in both its current and proposed LTP.

**Legal**

- 5.6 This proposal does not trigger any specific legal issues or requirements. Any changes in funding arrangements arising from the adoption of the EWS will be reflected in new/updated agreements.

**Financial**

- 5.7 The proposed draft EWS as currently presented would be delivered within Long Term Plan 2024-34 budget proposals. Specific projects identified in the Pou and action section of the EWS may require additional funding and, if not already developed through other plans/programmes, will not be undertaken until full scope, costings and funding requirements are known and approval is given by Council to progress.

**6 Discussion | He Kōrerorero**

- 6.1 The draft EWS sets out actions to respond to both challenges and opportunities to improve the economic wellbeing of the people of Ōtorohanga to achieve the vision of -

*The people and environments across Ōtorohanga district thrive, with opportunities for everyone to live their best lives.*

- 6.2 As a result of the co-design engagement and review of best practice it was identified that -

- Strong partnerships are needed to improve economic wellbeing
- Māori, key stakeholders, partners, and the community want a more direct relationship with Council.

- 6.3 A fundamental constraint of delivery of the proposed strategy is that new economic wellbeing activity needs to be resourced through existing funding which may require re-purposing of current vacant Council role and/or consideration to a reallocation of funding to external agencies. Funding of external agencies is a Council consideration through the Long Term Plan.

- 6.4 Once the EWS is adopted, inclusive of any changes arising from consultation, an implementation plan will be developed that will reflect a prioritisation of actions, which actions involve other agencies/organisations, and the role Council and others will play in their delivery. Actions relating to Council's normal business, or which are captured in other plans (e.g. road maintenance) will also be identified.

- 6.5 During the final adoption phase of the EWS, Council will be asked to consider the 2024-34 LTP budget allocation for economic wellbeing to give effect to the strategy's implementation.

- 6.6 The proposed draft EWS is now ready and, subject to Council's approval, will be released for public consultation to run directly after the draft LTP 2024-34 consultation closing.

- 6.7 Given the level of community/agency involvement in the co-design development of the draft EWS, and the timeframe for final 2024-2034 LTP adoption and subsequent budget decisions, it is staff recommendation that the consultation period for the draft EWS be two weeks from 6 to 20 May.
- 6.8 The survey/submission questions that will accompany the consultation are attached as Appendix 2.
- 6.9 It is proposed that the hearings of and deliberation on submissions will occur in early June for the strategy adoption and incorporation into the final 2024-2034 LTP adoption.

**Option 1: Approve the proposed draft Ōtorohanga District Economic Wellbeing Strategy for community engagement/consultation for a period of two weeks.**

6.10 Rationale:

- This is the preferred option given Council has a stated commitment to the development of this strategy in conjunction with community, partners and stakeholders, and future budget allocations are expected as an outcome.
- There is now high community/partner/stakeholder expectation that this strategy will be adopted and implemented.
- The development of the draft EWS has been through a co-design process, and as such is heavily based on input from partners, stakeholders and the community. There is no requirement to use a special consultative procedure which would require a four week consultation.

**Option 2: Do not approve the proposed draft Ōtorohanga District Economic Wellbeing Strategy for community engagement/consultation.**

6.11 Rationale:

- Council would only support this option if they were not comfortable with what is proposed in the draft Strategy, or they were concerned about timing and wanted to delay community consultation. Council has had the opportunity to consider the draft Strategy in public workshops and have provided feedback that they support the direction in the document. The timing of the consultation has also been discussed with no adverse feedback on that.

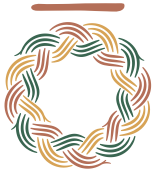
**Recommendation option and rationale**

- 6.12 Option 1: Approve the proposed draft Ōtorohanga District Economic Wellbeing Strategy for community engagement/consultation.
- 6.13 This is the recommended option given the significant investment already made in this project and the high community expectation of its completion. Stopping this project will not deliver any significant savings and taking this approach risks considerable reputational damage for Council.

## 7 Appendices | Ngā ĀpitiHanga

Appendix #	Name
1	Draft Ōtorohanga District Economic Wellbeing Strategy
2	Draft Survey/Submission Consultation Questions





WEAVING THE  
FUTURE, TOGETHER  
KOTAHITANGA  
ŌTOROHANGA DISTRICT COUNCIL

**DRAFT**

# Ōtorohanga District Economic Wellbeing Strategy

APRIL 2024





**This document was prepared by:**



**“It’s important to see where we can work together better – where we can meet up and where we align, let’s do that. ”**

**“Really going to focus on using whenua to grow food – it will help with the cost of living crisis and help to make our communities more self-sufficient and resilient – we think that horticulture is a huge opportunity.”**

**“Sometimes it is hard for people who are new to the district and new to New Zealand to settle here, especially as it is so different – I moved from Bombay to Ōtorohanga and found it hard.”**

**“So important for council to work with its partners – there is lots of good work happening but its not always well co-ordinated.”**

**“How do we put a seed in the ground and help it to grow – how we teach our communities to be more resilient.”**

**“If it benefits iwi it will benefit the whole community, so how can we work together better and smarter to make sure that this happens?”**

**“We need to ‘lift everyone up’ in the community.”**

The speech bubbles throughout this strategy are direct quotes from contributors.



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# SETTING THE SCENE

Change, uncertainty and innovation have dominated the past few years, and we predict change to continue in the world and across Aotearoa New Zealand. We have created the Ōtorohanga District – Economic Wellbeing Strategy to understand what we need to do as a Council, and with partners, to face the numerous economic, social, and environmental changes together, building on the many opportunities that exist. Doing so will help to create a more prosperous future for Ōtorohanga district, where our environment is valued and collective wellbeing is enhanced.

We are committed to weaving the future, together with our communities, and as such have spent time talking with and listening to our communities in the development of this strategy. Our people, our places, and our partnerships are central to our focus, as we weave the threads of resilience, sustainability, and transformation together. Ōtorohanga District’s community outcomes are:

## VISION:

**The people and the environments across Ōtorohanga District thrive, with opportunities for everyone to live their best lives.**



# SETTING THE SCENE

Council is already committed to the improvement of Ōtorohanga Districts economic wellbeing. A lot of what we do every day supports our communities and contributes to economic wellbeing, like:

## OUR NETWORK INFRASTRUCTURE

**OUR ROADS**



**STORMWATER**



**WATER**



**WASTEWATER SYSTEMS**



**OUR PARKS, POOLS + PLAY-GROUNDS**



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**OUR LIBRARIES + MUSEUMS**



**OUR COMMUNITY FUNDING**



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**PLANNING AND BUILDING WORK**



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our delivery of the Mayors Taskforce for Jobs employment programme through the Ōtorohanga Employment Hub

funding of

- the Ōtorohanga District Development Board
- Thrive
- Ōtorohanga Support House

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loaning money to

- local housing developments
- Ōtorohanga Kiwi House



contribution to the regional agencies Te Waka and Hamilton Waikato Tourism

This Ōtorohanga District – Economic Wellbeing Strategy first provides an overview of the impact of economic wellbeing supported by a shared vision and shared community aspirations. The Strategy then outlines a pathway towards our vision, through partnerships and collaboration, and further defining the role we play in economic wellbeing.

During the development of the strategy, community members who joined us in Kāwhia and Ōtorohanga clearly told us that this work needed to ‘lift everybody up’. This philosophy informed our shared vision for economic wellbeing across Ōtorohanga district.

Through workshops and conversations held to support the development of this strategy the community identified more than 50 organisations and agencies that have a potential role in the delivery of this vision. We will continue to collaborate and forge stronger relationships with these organisations as a critical part of the delivery this strategy and ultimately better economic wellbeing across the Ōtorohanga District.



# OUR WAY FORWARD

## ESTABLISHING STRONG FOUNDATIONS

The strategy sets out seven mātāpono/principles and four pou/pillars created with our communities to support the delivery of our vision. From the workshops and conversations, consistent themes emerged identifying the way we need to work and actions we need to take to respond to the challenges and opportunities before us now and in the future.

The strategy allows us to start down a pathway towards better economic wellbeing outcomes for everyone. We know that things change, and we will need to remain agile to ensure that we can maximise new opportunities and respond to new challenges along the way.



### PRINCIPLES

#### Te Ao Māori

We will work together, guided by our partners, to ensure that we consider a Māori world view when making decisions that affect our community and our environment

#### Sustainable and circular

We will act in ways that maintain and enhance our environments, reduce our impact on our natural resources and reduce waste

#### Leverage our existing strengths and resources

We will play to our strengths, leveraging off our rich culture, natural environments and identity, and our passion for our place

#### Future focussed

We will focus on the wellbeing of future generations as well as current

#### Innovation

We will be bold, take calculated risks, learn from others, and explore new opportunities to diversify our economy

#### Leadership and partnerships

We will seek to forge and strengthen partnerships with mana whenua, government, organisations, our community and others to deliver on the economic wellbeing aspirations of our district. We will be clear about our role in each activity from leading, supporting, funding or facilitating

#### Inclusive

Our approach towards economic wellbeing and the decisions we make will benefit everyone who lives, works and learns in the Ōtorohanga District

# WHAT IS ECONOMIC WELLBEING

## SETTING THE SCENE

Economic wellbeing considers the wellbeing of our people, culture, environment and ecology as key parts of a thriving economy. It's a shift in thinking from economic development, which is primarily focused on growth.

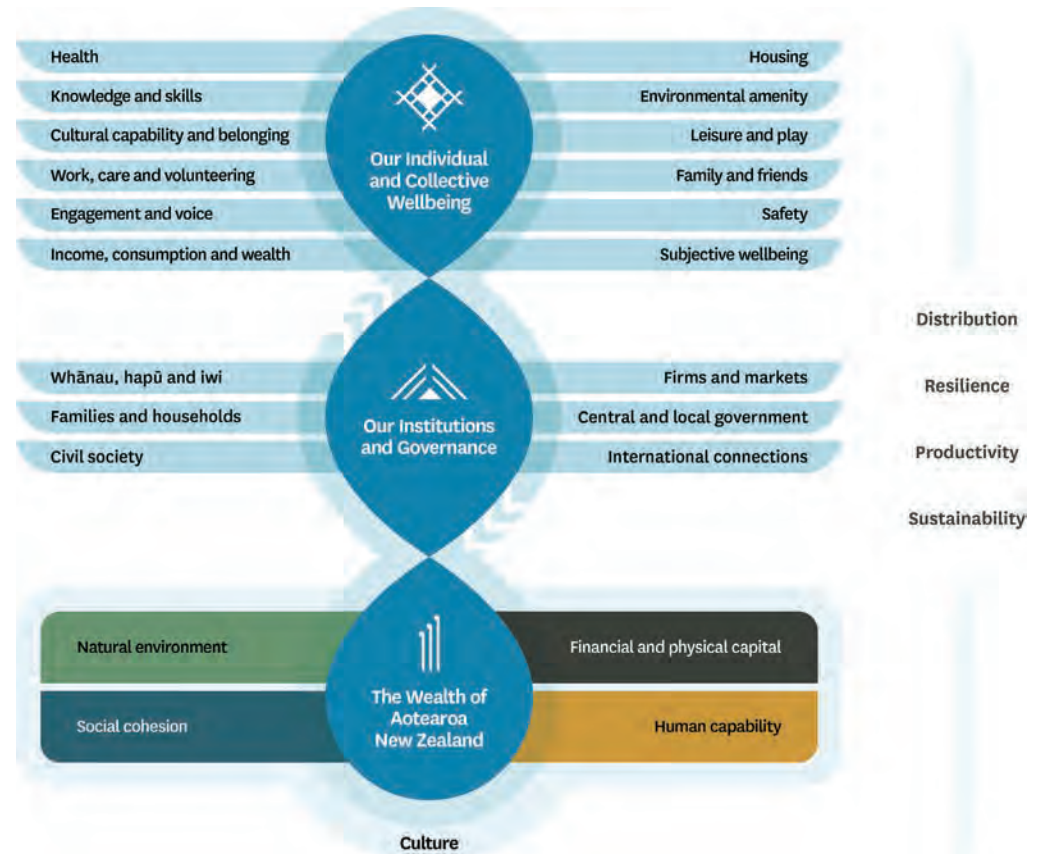
Economic wellbeing relates to everything and everyone, and includes income, education, employment, housing, medical care, community safety, access, equity, voluntarism, and social support as key components. It also means ensuring our economic activities improve our individual and collective quality of life, that we don't leave any one behind, and do not detract from our environment.

Economic wellbeing means being economically well at a district, town, rural, iwi, hapū, family and individual level. Our focus is on how we grow a more sustainable, balanced, and inclusive economy. A strong and sustainable economy also provides better work opportunities, higher wages, and a higher living standard across the community. It also builds business confidence, provides business opportunities and attracts more investment into the district.

The government uses the Treasury Living Standards Framework to help it take a holistic approach to decision making. This framework considers health, housing, safety and the environment alongside work, income and knowledge.

The Ōtorohanga District Economic Wellbeing Strategy takes the same holistic approach, this is much better aligned to the Māori world view and what our communities have told us is important.

Taking this approach means aspects such as time with family and friends, volunteering and health are equal to more traditional areas like income, work and wealth at individual, social and national levels when considering standards of living.



Treasury Living Standards Framework. Source: <https://www.treasury.govt.nz/information-and-services/nz-economy/higher-living-standards/our-living-standards-framework>

# WHY DO WE NEED AN ECONOMIC WELLBEING STRATEGY FOR ŌTOROHANGA DISTRICT?

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There are several key challenges the Ōtorohanga District economy currently faces that have effects at a global, national, regional and community level.

- **Technology** – technology is radically changing the ways in which we work and live. The introduction of artificial intelligence (AI) and its exponential growth will disrupt how we work and live and will alter the composition of the workforce. The correct infrastructure is needed to make the most of technology, both from an economic and community perspective.
- **The global Covid-19 pandemic** – the pandemic taught us that our world is truly interconnected. Our primary industry sector protected large parts of our economy from the impact of Covid-19. We must prepare for future disruptions that may take a different form.
- **Climate change** – climate change is already having an impact on our communities, our infrastructure and the cost of services. We need to consider how to build resilience into how we live, how we move around and how we deliver infrastructure and services.
- **Access to skills** – the Ōtorohanga District has a high number of people with no qualifications, and the number of people with higher qualifications is low when compared with the rest of New Zealand. We need to improve our educational outcomes to be able to improve economic wellbeing in our district. We have skill shortages in key industries like the agricultural sector. We need to continue to work with education institutions and our sectors to ensure we are addressing these issues.
- **Access to capital** - capital for starting or expanding businesses or projects is difficult to access. Lending institutions are becoming more cautious and high interest rates are a disincentive.

Our statistics show that while people across Ōtorohanga district are doing well, there are some that need more help to succeed. And we know that the starting line is not the same for everyone. A Berl report on inequality in New Zealand states

**“THE ARGUMENT PUT FORWARD BY SOME IS THAT IF EVERYONE IS GIVEN THE SAME OPPORTUNITIES AND WORKS HARD, THEN EVERYONE HAS THE SAME OPPORTUNITY TO ACHIEVE. THIS IS SIMPLY NOT THE CASE FOR THOSE WHOSE FINANCIAL SITUATION DOES NOT ALLOW THEM THE OPPORTUNITY TO FURTHER THEIR EDUCATION AND INVEST IN THEMSELVES”.**

<https://berl.co.nz/our-pro-bono/inequality-and-new-zealand>



# WHY DO WE NEED AN ECONOMIC WELLBEING STRATEGY FOR ŌTOROHANGA DISTRICT?

Improving economic wellbeing is a big and complex task. This strategy will help us focus on our agreed priorities, further define the role that Council could play, and ensure any investment improves economic wellbeing outcomes for all to achieve our shared vision.

## This strategy and its actions:

1. Identifies economic wellbeing priorities, ways to leverage our existing strengths and resources, opportunities for innovation and diversifying our local economy.
2. Explores ways to nurture and support a more resilient inclusive and more circular local economy.
3. Helps to clarify Council's role in economic wellbeing, where and how we can invest to make a difference across all pou/pillars.
4. Highlights Council's direct role as an anchor organisation for change.
5. Identifies ways for us to come together through events and spaces to continue to build our community, making sure that those who are new, feel welcome and involved.
6. Explore opportunities to harness better wellbeing for te tangata me te taiao (for people and environment).
7. Identifies ways to invest, retain and attract people, increase opportunities to work together, partner, collaborate and seek opportunities for attracting external investment.
8. Explore synergies and shared goals we might have with iwi/Māori, rūnanga, businesses, other agencies/organisations, and communities of interest, and what opportunities a collaborative approach might offer.



# DISTRICT SNAPSHOT

## ABOUT US

Ōtorohanga is a proud King Country district big on heart and space. A small population of 10,900 people call Ōtorohanga District home. The Ōtorohanga District covers 1,976km<sup>2</sup>, from the Kāwhia and Aotea Harbours on the west coast, to the mighty Waikato River in the east.

Our district includes the communities of Ōtorohanga township and Kāwhia and Aotea villages. One third of employment is delivered through the primary industries of agriculture, forestry and fishing.

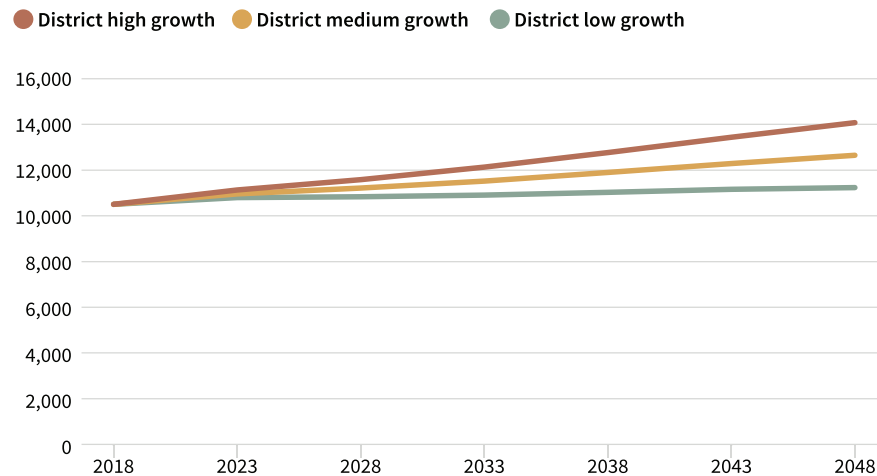
Ōtorohanga District falls within the rohe of a number of iwi and hapū including – Maniapoto, Raukawa, Ngāti Hikairo, Ngāti Apakura, Ngāti Mahuta, Ngāti Te Wehi, Ngāti

Uakau and Te Patupō, with at least 17 marae located in different parts of the district.

Most people (70%) live in the rural areas outside Ōtorohanga township and the Kāwhia and Aotea villages. There are 10,900 residents across the district with possibly 1000 to 1500 more people living here in the next 20 years.

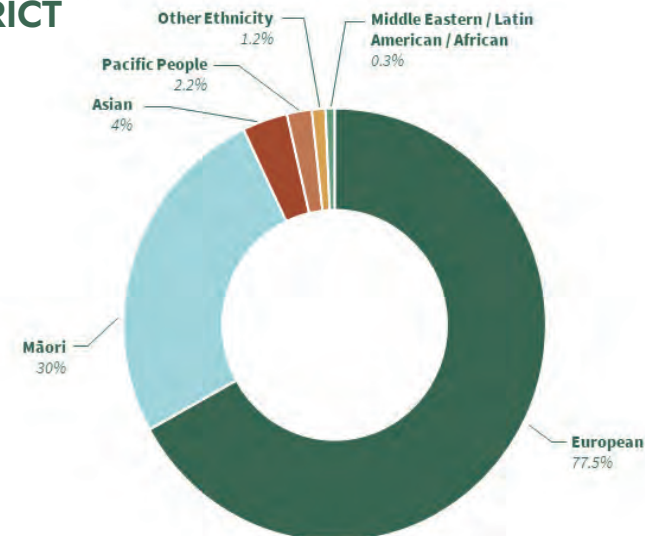
The ethnicity of Ōtorohanga district is also changing.

### ŌTOROHANGA DISTRICT POPULATION



Source: Waikato Regional Council Technical Report 2021/22, 2018-base Population, Family and Household, and Labour Force Projections for the Waikato Region, 2018-2068

### ETHNIC GROUPS OF PEOPLE IN ŌTOROHANGA DISTRICT



Source: Census 2018. Note that people can identify as more than one ethnic group, meaning that this graph will equal more than 100%.



# DISTRICT SNAPSHOT

## MĀORI ECONOMY

The Māori economy is a crucial contributor to Waikato region's economy (there is no Māori Economy information available at a district level so this data is provided at a regional level) and is expected to play a major role in New Zealand's financial future. While local data is limited, anecdotally it is thought Māori businesses have an important contribution to make to district growth and economic wellbeing.

**25%** OF THE WAIKATO REGION POPULATION AND JUST UNDER A THIRD OF THE DISTRICT'S POPULATION ARE MADE UP BY MĀORI.

HALF OF THE DISTRICTS MĀORI POPULATION ARE UNDER

**8%** OF THE REGION'S TOTAL GDP IS CONTRIBUTED BY MĀORI (ESTIMATED).

**25**  
YEARS + YOUNGER

(A MUCH YOUNGER AGE PROFILE TO THE REST OF THE REGION)

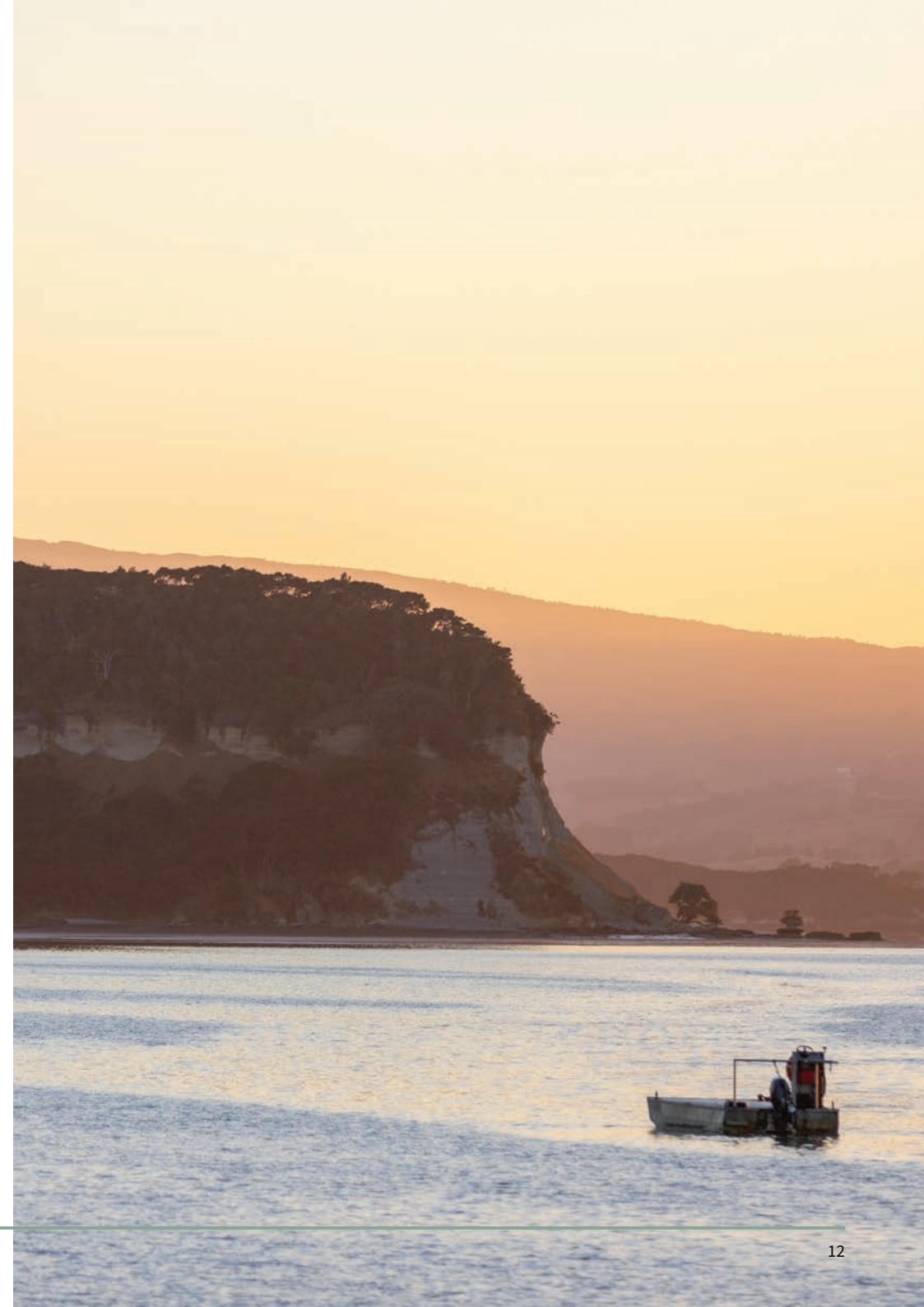
THE ESTIMATED VALUE OF MĀORI ASSETS AT 2022 WAS

**\$14.7**  
BILLION

Statistically, Māori are significantly impacted in terms of higher unemployment rates and lower incomes which can lead to poor housing and health outcomes. Māori school leavers in the region with NCEA level 2 or higher sit at 67%, which is below those of other secondary school leavers at 79%.

**Data source: Infometrics 2023**

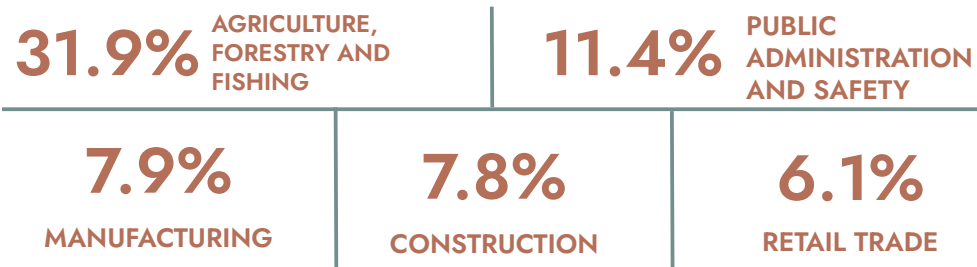
**"THE MĀORI ECONOMY IS A SOURCE OF A LARGE AND GROWING PART OF THE REGION'S CAPITAL AND LABOUR. THE POOR HEALTH AND EDUCATION OUTCOMES FOR MANY MĀORI ARE THEREFORE A HANDBRAKE ON THE ECONOMIC POTENTIAL OF THE REGION (AND THE COUNTRY AS A WHOLE), AND ADDRESSING THESE ISSUES COULD YIELD SIGNIFICANT BENEFITS."**



# DISTRICT SNAPSHOT

## EMPLOYMENT AND EARNINGS

The top five employment sectors for Ōtorohanga district in 2023



Mean Annual Earnings

**ŌTOROHANGA DISTRICT \$64,186** (COMPARED TO \$61,417 IN 2022)

**NEW ZEALAND \$74,754** (COMPARED TO \$69,585 IN 2022)

Mean earnings in the Ōtorohanga District increased by 4.5% to March 2023 compared to an increase of 7.4% in New Zealand. Our mean annual earnings 2023, were \$64,186 compared with \$74,754.

Unemployment in Ōtorohanga District was lower than the New Zealand average of 3.3% at 2.9% in 2023 although the number of 15–24-year-olds not in employment, education or training was 15.8%, which is higher than the New Zealand average of 11.2%.

**Data source: Infometrics 2023**





# DISTRICT SNAPSHOT

## HOUSING



AVERAGE HOUSE PRICES IN FEBRUARY 2024 (QV.CO.NZ)

**\$509,863**

ŌTOROHANGA DISTRICT

**\$760,839**

WAIKATO REGION

**\$925,812**

NEW ZEALAND

MEDIAN RENT (FEBRUARY 2024 TENANCY SERVICES)

**\$495**

ŌTOROHANGA DISTRICT

(COMPARED TO \$422 IN 2023)

**\$600**

NEW ZEALAND

RENT AFFORDABILITY IN 2023 (INFOMETRICS)

**21.7%**

ŌTOROHANGA DISTRICT

**21.4%**

NEW ZEALAND

HOUSING AFFORDABILITY IN 2023 - HOUSE VALUE TO INCOME (INFOMETRICS)

**5.5**

ŌTOROHANGA DISTRICT

**7.2**

NEW ZEALAND





# DISTRICT SNAPSHOT

## TOURISM

<b>\$11.9</b> MILLION	FROM THE TOURISM SECTOR TOWARDS GDP (Ōtorohanga District 2023)	<b>1.7%</b>	OF ŌTOROHANGA DISTRICT'S ECONOMIC OUTPUT COMPARED TO 1.2% IN 2022, PRIOR TO COVID-19 TOURISM CONTRIBUTED 1.3% IN 2018 AND 2019.
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IN 2023, ECONOMIC OUTPUT IN ŌTOROHANGA DISTRICT'S TOURISM SECTOR INCREASED BY

	WAIKATO REGION	NEW ZEALAND
<b>50.6%</b> COMPARED TO	<b>20.8%</b>	<b>35%</b>

In the 12 months to October 2023 visitors spent \$40million across the district. Domestic visitors contributed \$30million of this whilst international visitors contributed \$10 million. This was up 23% on the previous year and was also 10% more than 2019 pre-Covid.

Visitors to the Waitomo Caves are still 14% down compared to 2019 pre-Covid levels, however, 2023 saw a 28% increase from the previous year.

Data source: Infometrics 2023





# DISTRICT SNAPSHOT

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## CREATIVE SECTOR

Ōtorohanga town, Kāwhia and Aotea have a quietly busy artistic sector. Ōtorohanga, Kāwhia and Aotea have small art galleries/stores/spaces that showcase local artists. Māori artists across the district continue to nurture and grow and excel.

The Ōtorohanga Town Concept Plan identified the development of a Multi-Purpose Community Hub with a focus on enabling and platforming our arts and culture as a priority. Further work has defined this space as a hub to facilitate creative learning, host civic functions, showcase performing arts, support regular markets and future proof the delivery of a dedicated destination creative space.

The Creative Communities grant scheme is often oversubscribed, indicating an active creative sector. Over the last year we have been developing a stronger working relationship with Creative Waikato to improve the services to our local creatives.

By celebrating local creatives, we demonstrate Ōtorohanga District as a place where 'things happen', and where creatives can meet, share and thrive, further encouraging other creative people to move to the district.

Increasing the visibility of Ngā Toi Māori and art of other locals will alter and shift the main street's 'energy' as well as positively effecting the ways people can interact in the town centre.





# DISTRICT SNAPSHOT

## RANGATAHI (YOUTH)

Ōtorohanga has one of the most youthful populations in the Waikato.

**9** PRIMARY  
SCHOOLS

**1** SECONDARY  
SCHOOL

ŌTOROHANGA COLLEGE IS THE ONLY SECONDARY SCHOOL IN OUR DISTRICT

**300**  
STUDENTS

**9-13**  
YEARS

**56%**  
IDENTIFY AS MĀORI

There are a number of very active local organisations who support youth, one of the things we heard is that there would be benefit in better networking between these agencies.

Data source: Infometrics 2023





# DISTRICT SNAPSHOT

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## EDUCATION

While we perform well against the rest of New Zealand across Level 1 – Level 5 certificate levels, our higher education levels are significantly lower than New Zealand levels.

Over time this is improving across most education qualification levels.

Te Pūkenga / Wintec offer a regional campus for tertiary studies in Ōtorohanga town. At present this campus is not busy.





# DISTRICT SNAPSHOT

## GROSS DOMESTIC PRODUCT (GDP)

PRIMARY INDUSTRIES (AGRICULTURE, FORESTRY, FISHING AND MINING) CONTRIBUTED THE MOST TO THE ECONOMY



Although an industry may be growing rapidly, if it is small relative to a region's total economy its contribution to overall GDP growth may also be small. This section therefore investigates which broad industries made the largest contribution to the overall growth of Ōtorohanga District's economy taking into account their relative sizes.

- Agriculture, Forestry and Fishing made the largest contribution to overall growth in Ōtorohanga District between 2022 and 2023. The industry grew by 4.8% over the year and contributed 1.70 percentage points to the district's total growth of 4.2%.
- The next largest contributor was health care and social assistance (0.46 percentage points) followed by rental, hiring and real estate services (0.44 percentage points).
- The largest detractor from growth over the year was Education and Training which declined by 10.1% and contributed -0.24 percentage points to the total growth of 4.2%. Manufacturing (-0.15 percentage points) was the next largest detractor.

Data source: Infometrics 2023



# HOW THIS STRATEGY WAS DEVELOPED

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## WORKING TOGETHER

Aligned with the way we work together with our communities to weave the future, we held a series of community workshops in Ōtorohanga and Kāwhia including a workshop with students at Ōtorohanga College, as well as having kanohi ki te kanohi/face to face conversations with key partners and stakeholders to discuss the issue of economic wellbeing.

We heard from

**Ōtorohanga District Development Board (ŌDDB)**

**Te Waka**

**Waikato-Tainui**

**Creative Waikato**

**Fijian community**

**Te Pūkenga**

**Ōtorohanga Community including mental health advocates, retailers, hospitality, creatives and artists**

**Ōtorohanga College**

**Hamilton Waikato Tourism**

**Ngāti Maniapoto Marae Pact Trust**

**Te Nehenehenui**

**Mana Whenua representatives**

**Ōtorohanga Support House Whare Āwhina**

**Ōtorohanga Māori Wardens**

**Various retailers from the Ōtorohanga Township**

**Kāwhia Community including creatives, business owners, local iwi, creatives and artists**

**Ōtorohanga Timber Company**

We asked:

- What does economic wellbeing mean to you?
- What are our challenges?
- What are our opportunities?
- Where do you think Council can add the most value?
- Who else needs to be part of improving economic wellbeing across the community?

Conversations with Te Nehenehenui Trust, Ngāti Maniapoto Marae Pact Trust, and Waikato Tainui helped inform the development of this strategy. It is the aspiration of Council and these entities to continue to strengthen our respective relationships and to seek ways to work together to achieve common goals.

Additionally, the work we have completed on the Ōtorohanga Town Centre Concept Plan and through the development of the Kāwhia, Aotea, Ōpārau and Rural Concept Plans means that we are in a great position to understand the things that are important to our communities.

We used up to date statistics and information from various sources to make evidence-based decisions in relation to the direction of the strategy.

We have distilled all this down to the strategic direction outlined in this document to provide a pathway towards our vision.

**THE ŌTOROHANGA DISTRICT COMMUNITY IS VERY PASSIONATE ABOUT WHERE THEY LIVE AND WE WANT THE BEST FOR EVERYONE WHO LIVES THERE – HOW CAN WE HARNESS THIS PASSION AND DRIVE THE CHANGES WE NEED?**

# HOW THIS STRATEGY WAS DEVELOPED

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## WHAT OUR COMMUNITIES SAID WAS IMPORTANT

### The voices of Ōtorohanga

**Sports Park**  
**Circular economy**  
**Great public transport**  
**Complete Kiwi House**  
**Knowing our history/culture**  
**Affordable lifestyles, housing, food**  
**People of different cultures connecting**  
**Strong retail presence on Main Street**  
**People connection & wellbeing**  
**Affordable & available housing for all**  
**Employment opportunities**  
**Growth**  
**Education**  
**Attractive place to be**  
**Equitable & inclusive**  
**Te Whare Tapa Whā**  
**Mental health services**

### The voices of Kāwhia

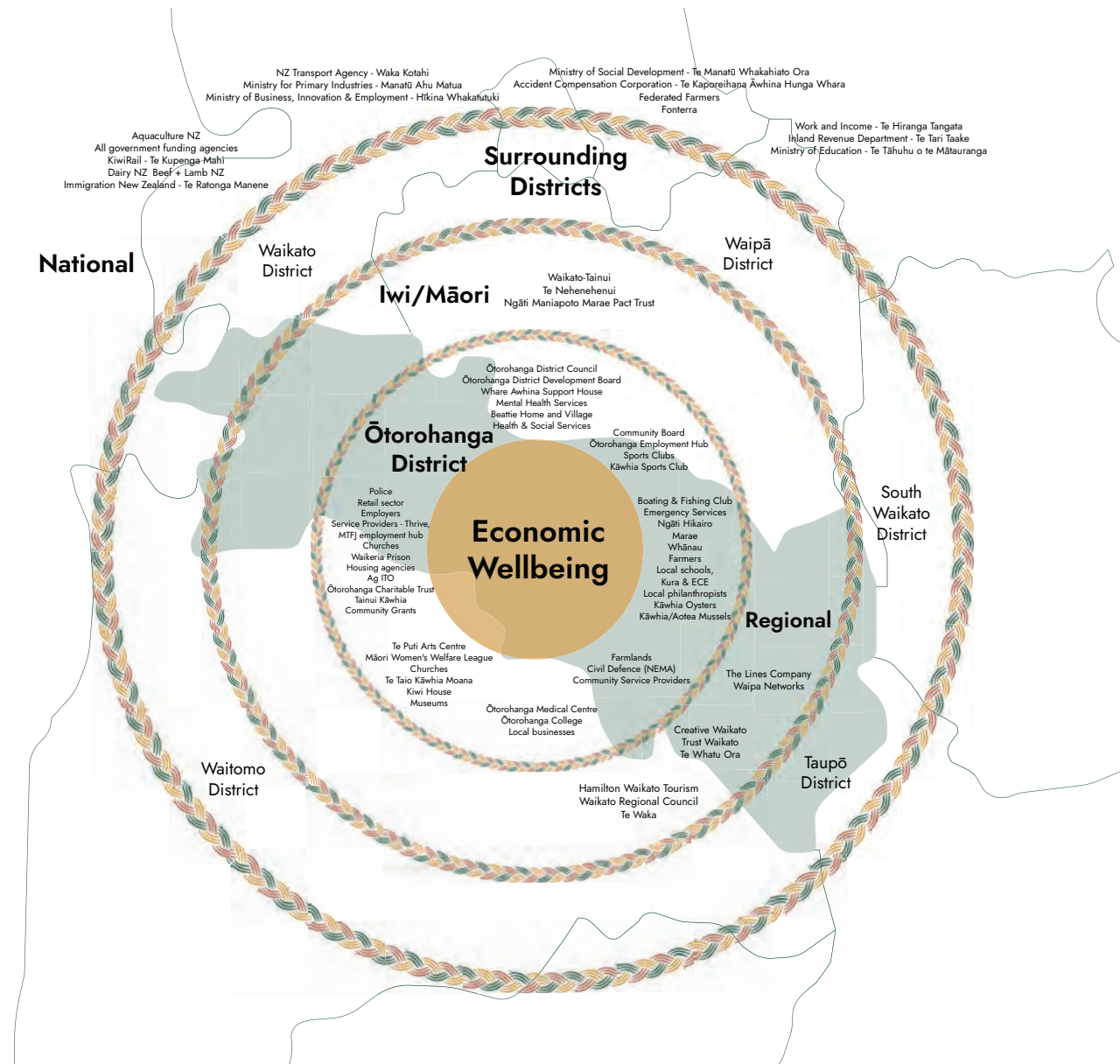
**Housing**  
**Health**  
**Grow & prosper**  
**Employment**  
**Hauora - healthy moana/environment**  
**Build local capacity and talent**  
**Community collaboration**  
**Arts**  
**Safety**  
**Rangatahi**  
**Resilience**  
**Education**



# HOW THIS STRATEGY WAS DEVELOPED

## OTHER PARTNERS

Here are the more than 50 organisations that our community identified as contributing to economic wellbeing. Ōtorohanga District Council will work with these and other partners to deliver the vision.



# CHALLENGES

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## INFRASTRUCTURE

### Climate Change

- Climate change and the impacts of extreme weather events, like cyclones and drought will detrimentally affect our communities, and the costs to mitigate and adapt to the challenges and to rebuild after these events will strain our resources.
- Climate change will continue to challenge our primary industries. It will affect our ability to provide resilient infrastructure networks and maintain accessibility. We have made a commitment in our Long Term Plan to progressively upgrade our infrastructure to address this – it will take time.

### Connecting people by road

- As a rural district with a dispersed population, we are acutely aware of the importance of having a well maintained, resilient roading network. An effective roading network is a key component of connecting people and enabling economic activity in the district.
- Costs for land transport have increased significantly in the past three years (between 30 - 50%).

### Enabling Public Transport

- The Ōtorohanga District is geographically large, and so heavily reliant on private motor vehicles to move around. Council helps to fund the regular connector bus service that travels from Te Kuiti through Ōtorohanga to Hamilton. However, the funding for this service is expected to cease from July 2024.
- There is no public transport service provided for the rural areas or for Kāwhia

### Electricity

- There are two lines companies that service Ōtorohanga District - Waipā Networks and The Lines Company. This means that cross district organisations need to build two relationships to discuss any power issues with two companies, that may have two different approaches to the same or similar issues. This can be time consuming and lead to uncertainty.



# CHALLENGES

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## INFRASTRUCTURE

**“SOME RURAL AREAS ARE STILL STRUGGLING WITH DIAL-UP INTERNET CONNECTION WHICH IS HOPELESS IF YOU ARE TRYING TO RUN A BUSINESS FROM HOME.”**

### Digital Connectivity

- Our digital connectivity (internet/phone access) needs to improve. Some of our communities still only have dial-up internet access. This presents challenges for those who work, study or access online services and information from home.

### Water Infrastructure

Getting our water infrastructure right and making sure that it is resilient and able to support future population growth is a priority. We still don't know what the future of water services looks like in detail, but access to water and the management of wastewater and stormwater are critical enablers of economic wellbeing.

- Across Aotearoa New Zealand the growing cost on councils and community to maintain and upgrade water infrastructure exceeds the only avenue to pay for it, which is through a rate funded mechanism. We expect that as the environmental and health standards for the delivery of quality water services continue to rise so too will the cost to customers.
- Finding efficient, affordable ways for delivery of water services is an issue we share with our neighbours and we will be encouraging ongoing regional conversations around making improvements. This may mean joining with others to get better economies of scale in the delivery of services. Until we have more detail about Local Water Done Well, it is difficult to determine Council's future role in water management.

### Social Infrastructure

- Schools, parks, libraries, pools, places to gather and services are all parts of a thriving community. We enjoy a wide range of social infrastructure, but not all of it is fit for purpose. The recent investigation of a need for a community hub found that our current facilities had limitations, in size and equipment and weren't well networked. It found that there was a need to invest in:
  - » upgrading the Support House to improve safety and cater for the growing need for social services
  - » extending the library to provide a wider range of activities and services
  - » working with the Ōtorohanga Club to provide a civic gathering space.This will take time and money to deliver in an already tight fiscal environment.



# CHALLENGES

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## ENVIRONMENT

The relationship between the environment and economic wellbeing is intricate and interconnected. A sustainable and healthy environment is fundamental to long-term economic wellbeing. Natural resources such as clean air, water, fertile soil, and biodiversity provide the foundation for primary industries like agriculture, as well as the long-term wellbeing of our communities

### Climate change

- Climate change presents challenges with sea level rise and resulting impacts on the Kāwhia Harbour. The people of Kāwhia are very proud of the harbour and see it as a key part of who they are and their sense of place. The health of the harbour is a key concern to the local community.

### Working with our environment

- In some areas we are not making the most of what our environment can enable. Waikato-Tainui are looking at how to work with local marae to unlock the economic potential of aquaculture and fisheries, and opportunities to build capability for green energy and incentivising youth to study in these areas through education grants focussed in the Kāwhia area.

### Ngā Awa / The rivers

- The Waikato Regional Council's State of the Environment Report 2022 provides good insight into the challenges the rivers flowing into and out of our district face.
- We need to focus on increasing employment opportunities for the community without negatively impacting the environment, especially our waterways. It will be important to understand the impacts of any new business and employment opportunities and utilise innovative ways to minimise any impacts, for example, through renewable energy production.



# CHALLENGES

## SUSTAINABILITY AND THE CIRCULAR ECONOMY

The government's Te Rautaki Para/ Waste Strategy, commits New Zealand to become a low emission, low waste economy by 2050, built upon a circular economy. Community workshops held at Ōtorohanga and Kāwhia identified the aspirations of the community to become more independent and resilient and to operate a circular economy.

A waste focused circular economy is based on three key principles.



Design out waste and pollution. Keep products and materials in use. Regenerate natural systems. Source: The Ellen MacArthur Foundation

Some of the benefits of taking a circular economy approach are

- long-term cost savings
- increased local job opportunities
- encouragement of technical innovation
- reducing the amount of harmful waste produced
- reversing our impacts on climate change.

Council and other large businesses in the community have a very real role to play in exploring ways to increase our social procurement. Social procurement is about creating more value and better outcomes through our purchasing of goods and services. This can look like buying local, opting for more environmentally sustainable methodologies, expecting there to be local learning and capability building opportunities built into our larger contracts. We challenge ourselves and others to do better in this space.

**“REALLY GOING TO FOCUS ON USING WHENUA TO GROW FOOD – IT WILL HELP WITH THE COST OF LIVING CRISIS AND HELP TO MAKE OUR COMMUNITIES MORE SELF-SUFFICIENT AND RESILIENT – WE THINK THAT HORTICULTURE IS A HUGE OPPORTUNITY.”**

**“RENEWABLE ENERGY IS REALLY IMPORTANT AND NEEDS TO BE BUILT INTO ANY STRATEGY ESPECIALLY FOR ‘CLEAN, GREEN KĀWHIA.’”**



# CHALLENGES

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## YOUTH/RANGATAHI

### Preparing youth for work

- Across the district, there are a high number of 15–24-year-olds that are not in education, employment or training compared to the region and nationally. In 2022, the figure for this was 16% compared to 11% for New Zealand. Some local employers have identified that employing people from out of the district and sometimes even from overseas to work in their businesses and take on apprenticeships is preferable to employing local young people because some of the local youth are not work ready.

**“IT IS IMPORTANT TO BRING RANGATAHI BACK TO THE AREA, BUT THERE NEEDS TO BE SOMETHING FOR THEM TO COME BACK TO – JOBS, TRAINING, SOMEWHERE TO LIVE.”**

**“THERE ARE LOTS OF GROUPS AND ORGANISATIONS DELIVERING GREAT THINGS IN EMPLOYMENT, YOUTH AND SO ON, IN THE DISTRICT BUT THEY DON'T SEEM TO WORK TOGETHER.”**





# CHALLENGES

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## YOUTH/RANGATAHI

### Secondary schooling

- Following a challenging ERO report for the Ōtorohanga College in 2018, the College has been working hard to improve education outcomes. The community acknowledge the great work underway and are keen to continue to support the school.
- Possibly as a result of past performance, our community have told us that many rangatahi leave the Ōtorohanga District schooling network at Year 8 and head to Te Awamutu or Hamilton to complete their secondary school education. Transport links from the district to Hamilton have made the journey easier, and many parents travel to and from Te Awamutu and Hamilton every day for work. In 2022, Te Awamutu college had 120 students that resided in the Ōtorohanga district area
- In 2023, secondary school zoning was reintroduced. While current students that are enrolled in out of district colleges will be allowed to remain, new enrolments will be restricted by zone boundaries. This is expected to slowly increase the number of students attending Ōtorohanga College giving the college greater access to Ministry of Education funding. This will support their continuing improvement of educational opportunities to the community.
- Due to the remoteness of some communities, access to the College for education is challenging. This was addressed partly through the provision of boarding facilities provided by the Ōtorohanga College Hostel, Kāinga Rua – Falloon House. In late 2023, the school announced that the hostel will not operate from 2024. Early in 2024, transport options are being investigated by the Ministry of Education. The closure of the hostel will be a real challenge for rangatahi living in the more remote communities including Kāwhia, who want to continue to attend Ōtorohanga College as well as an additional barrier for rangatahi who are struggling to stay at school.





# CHALLENGES

## HOUSING

### Access to housing

A lack of suitable, affordable, healthy housing and rental insecurity can lead to social issues that undermine economic wellbeing and wider individual, whānau and community wellbeing.

- Good housing, including rentals around Ōtorohanga town are in short supply. This is particularly challenging for businesses that need to bring employees into the district from other areas and find that rental housing is only available in other towns such as Te Awamutu and Te Kūiti. There are vacant houses in Ōtorohanga town, these could become part of the solution if we can understand why these houses are vacant and work together with landlords/owners to identify what needs to be done to make them available to the market.

### Supply of housing

- People told us they are keen for more sub-division to occur in Ōtorohanga and Kāwhia to support more housing development, along with improvements and upgrades to infrastructure to support those developments. Council partnered with the Ōtorohanga Timber Company to enable a 128-lot subdivision, by loaning \$4million to the developer, to improve housing options to help address housing shortages.
- A community-led housing plan is currently under development to focus this work. Our focus will be on delivering, advocating and supporting the actions identified through the district Housing Plan, together with our partners, key agencies and our community.
- The Community-led Ōtorohanga Housing Plan will sit alongside this strategy as a key component and contributor to economic wellbeing.

**“IT’S A REAL STRUGGLE TO FIND HOUSING IN ŌTOROHANGA, ESPECIALLY RENTALS.”**





# CHALLENGES

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## ECONOMY

### Primary Industries

- The primary industries - agriculture, forestry and fishing, employ the largest number of the district's residents (32% in 2023) and contribute the most to the district's economy (35% in 2023). However, the lack of employment diversity is a risk to the community, because if anything impacts the agriculture/dairy industry, which is our biggest earner, the ripples will affect many families across the district. For example, a lower dairy payout would have an impact across the district. Over any 12-month period the dairy industry is adjusting its forecast earnings to reflect this volatility. In December 2023, Fonterra stated: "It's still early in the year, with potential for further volatility in commodity prices".

### Tourism

- Tourism 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. The attractiveness and location of Ōtorohanga township means that tourist buses and independent travellers stop on their way to key out of district destinations including the Waitomo Caves. This benefits local cafes and retailers with more visitors in town, which also supports more employment.
- The popularity of Waitomo caves also provides employment opportunities for people from Ōtorohanga District.



# CHALLENGES

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## ECONOMY

### A reason to visit

- Plans are underway for the development of the Ōtorohanga Kiwi House (supported by a \$2m loan from Council). A longer-term local idea is to develop a mountain biking venture and potentially harbour-based activities in Kāwhia, which will all help to increase visitor numbers. However, a recent study by Horwath HTL on behalf of Hamilton Waikato Tourism, identified that even with these additional tourist offerings the numbers of tourists to our district will not support investment in accommodation infrastructure.
- There is no doubt that tourism is important to the district, but it will not be at a level in the short to medium term, that the district can rely on as a major contributor to our local GDP. We expect to continue our focus on making our town attractive to stop and spend time in that our businesses can then benefit from. We will be reviewing our level of tourism specific investment to increase support in other areas that will make the biggest improvements to our community's economic wellbeing.

### We are spending more and more in other districts

- People are shopping outside the district. Waipa and Waitomo are claiming an increasingly large portion of spend. This occurs for a number of reasons, one is that as a consequence of students attending out of district schools parents shop outside of Ōtorohanga while transporting their children. People working outside the district are spending outside the district – this is likely due to a combination of choice, price and convenience. We need to collectively address this challenge to make sure our businesses are sustainable and our mainstreet is strong.

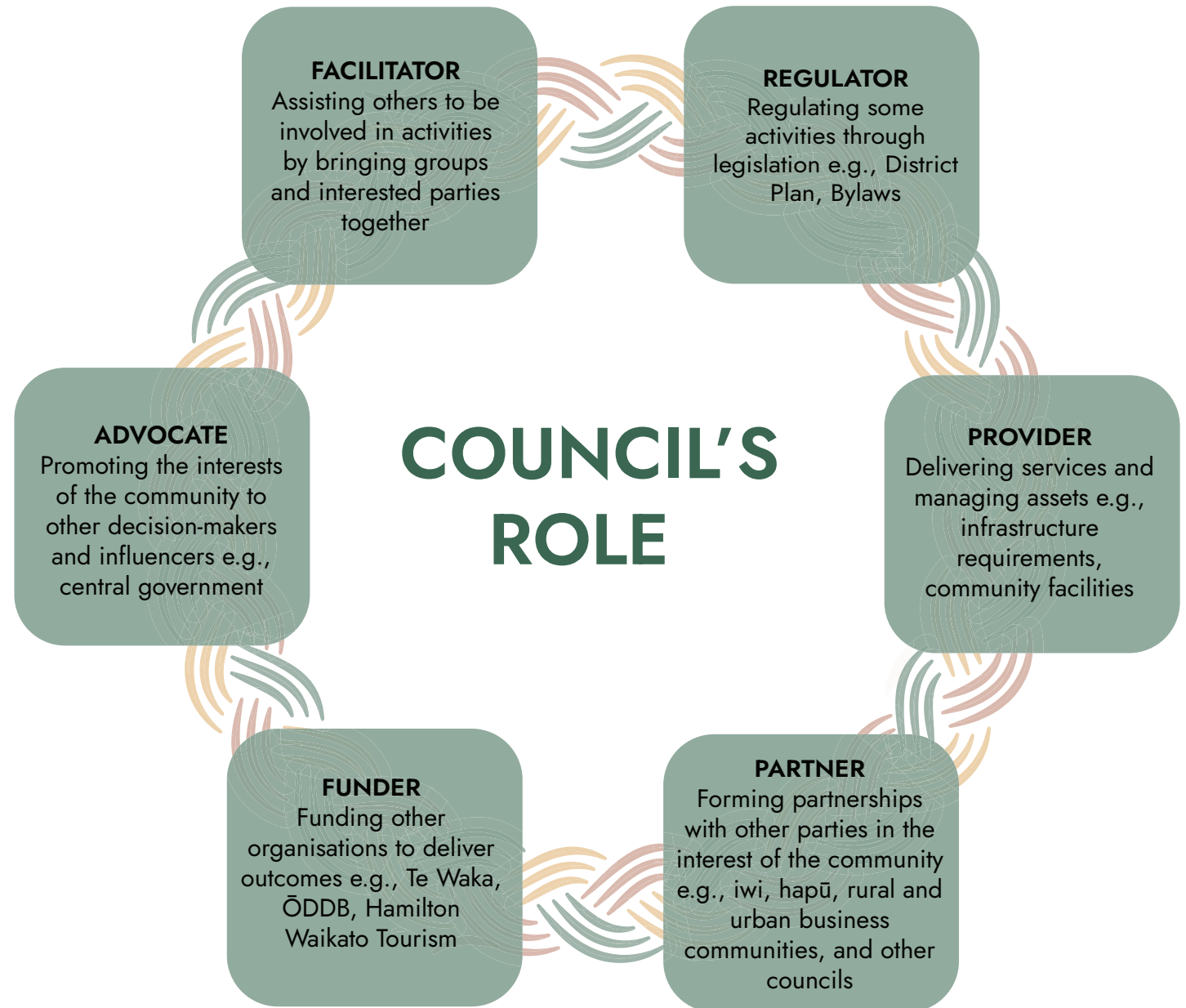




# WHAT WE ALREADY DO

## OUR MAHI

We already do a lot of mahi/work to support economic wellbeing. What we do and how we do it both influence the outcomes. The many roles that we play are



# WHAT WE ALREADY DO

## HERE ARE SOME MORE DETAILED EXAMPLES OF WHAT WE DO

We fund the following agencies to deliver specific programmes of work for us.

### Te Waka

Te Waka is a business-led and governed organisation established to drive economic growth in the Waikato. The work of Te Waka includes:

- Submitting on government policy
- Attracting investment to the Waikato region
- Conducting the Waikato Regional Business Sentiment Survey
- Providing access to business mentors, a business advisory service (specifically Soda Inc) and a digital boost programme as well as links to other services and tools that are available to businesses.

### Hamilton Waikato Tourism

Hamilton Waikato Tourism attracts domestic and international visitors to the region to contribute to economic, social, cultural and environmental benefits. Their work includes:

- Marketing to attract visitors to the region
- Encouraging visitors to stay longer and explore
- Capability building and working with operators – all operators across the region can attend, although attendance from Ōtorohanga is generally very low
- Responding after emergency events such as Cyclones Hale and Gabrielle – wherever tourists might be impacted.

### The Ōtorohanga District Development Board (ŌDDB)

The ŌDDB promotes the Ōtorohanga District as a great place to live and work by:

- Sharing our district and community story and success
- Supporting business to make positive and meaningful connections
- Providing business development opportunity and promotion.
- Leveraging our natural advantages to champion sustainable growth throughout the district.
- Operating the Ōtorohanga i-SITE and supports the Kāwhia Information Centre.





# WHAT WE ALREADY DO

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## AND MORE DETAILED EXAMPLES OF WHAT WE DO

We deliver

### **Mayors Taskforce for Jobs (MTFJ) Community Employment Programme**

MTFJ is a national group of Mayors working towards the vision of all young people under 25 being engaged in appropriate education, training, work or other positive activity in their communities. MTFJ runs advocacy projects and partners with other organisations to promote the economic wellbeing of young people. Partners include Ministry of Social Development (MSD), Tuia, Outward Bound, and Te Pūkenga.

One of MTFJ's most successful programmes has been the Community Employment Programme. In Ōtorohanga, this programme is delivered through the Ōtorohanga Employment Hub. It focusses on empowering young people aged between 16 and 24, as well as anyone facing job market challenges in our community, by offering pre-employment skills development, job search support and postplacement care along with driver licencing programmes and life skill development.

This programme is funded by MSD, through MTFJ to participating councils.



# WHAT WE ALREADY DO

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## WE ALSO

- Support Ōtorohanga College with a \$1.6 million investment from the Better Off Fund
- Support the Ōtorohanga Support House - Whare Awhina through an annual funding
- Support Thrive's youth service work through annual funding
- Partnered with Ōtorohanga Timber Company to enable a 128-lot subdivision by loaning \$4 million to the developer
- Supported the Kiwi House upgrade as one of our key tourist attractions with a \$2 million loan
- Administer the Creative Communities grant scheme
- Facilitate events which enable creatives and makers to mix, meet, unify, collaborate and take independent action towards their own public facing projects
- About to commence work on public art projects, like creating a linked collection of temporary gallery walls across the Ōtorohanga and Kāwhia townships by inviting retailers to 'donate' the use of a wall to showcase artwork and continue to improve connections between Council and our communities, by developing future plans together such as the Ōtorohanga Town Concept Plan and the Kāwhia, Aotea, Ōpārau and Rural concept plans
- Strengthen our relationships with iwi/Māori, and rūnanga including shared leadership team hui with Te Nehenehenui
- Invest time in community partnerships
- Provide housing for older persons
- Completed the Te Ara a Waiwaiā Riparian Planting project on the Waipā River in partnership with representatives from Waikato Regional Council, Waikato River Authority, Te Keeti and Te Kotahitanga Marae, Puniu River Care, local schools and a wide range of volunteers from our community.
- Constructed a 500m<sup>3</sup> water reservoir on Mountain View Road
- Provide an annual community grants fund of \$100,000
- Build and maintain infrastructure, over the last three years we have completed:
  - » 184km of resealing and 163km road metalling
  - » 2.2 km of footpath renewals
  - » 130 culvert replacements
  - » Laid 2.8km of new pipes for the Tihiroa Rural Water Scheme
- Invested in better information systems and processes to become much more customer focussed and enabling
- Provide a library service in Ōtorohanga and Kāwhia
- And much more....

# POU / PILLARS

## THE THINGS THAT WILL HELP IMPROVE OUR COMMUNITY'S ECONOMIC WELLBEING

The pou are the pillars that will respond to the challenges and make the most of our opportunities across the district and support and deliver on our vision. We have arranged actions under each. Most of our actions will be done in partnership with others and all our actions will apply our mātāpono / principles.



### PRINCIPLES

#### Te Ao Māori

We will work together, guided by our partners, to ensure that we consider a Māori world view when making decisions that affect our community and our environment

#### Sustainable and circular

We will act in ways that maintain and enhance our environments, reduce our impact on our natural resources and reduce waste

#### Leverage our existing strengths and resources

We will play to our strengths, leveraging off our rich culture, natural environments and identity, and our passion for our place

#### Future focussed

We will focus on the wellbeing of future generations as well as current

#### Innovation

We will be bold, take calculated risks, learn from others, and explore new opportunities to diversify our economy

#### Leadership and partnerships

We will seek to forge and strengthen partnerships with mana whenua, government, organisations, our community and others to deliver on the economic wellbeing aspirations of our district. We will be clear about our role in each activity from leading, supporting, funding or facilitating

#### Inclusive

Our approach towards economic wellbeing and the decisions we make will benefit everyone who lives, works and learns in the Ōtorohanga District



# POU / PILLARS

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## SKILLS + EDUCATION

Focusing on skills and education to make sure everyone in our community is prepared for life.

### Challenges addressed

- Youth / Rangatahi
- Housing
- Sustainability and the Circular Economy
- Economy
- Environment

Together with others we will work to ensure that rangatahi and the wider community have access to lifelong education, learning, retraining and apprenticeship opportunities that build knowledge and skills to prepare them for future opportunities and to live their best life. To ensure that everyone can access the services they need to support and improve their economic wellbeing and their ability to be as self-sufficient as possible.

Diversifying our economy is critical, to help to protect our community from economic impacts that may affect the primary industries that provide the largest sector of employment (agriculture).

The agricultural sector is facing a number of challenges that we need to address locally:

- Higher consumer expectations
- A greater focus on sustainability
- New technologies
- An increasingly complex global supply chain

New skills and innovation are needed to address these challenges. We also have an ageing rural workforce so a focus will need to be on attracting young people into agricultural jobs to support the future viability of the sector.



# POU / PILLARS

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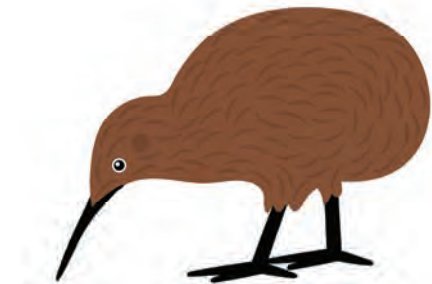
## SKILLS + EDUCATION

### ACTIONS

- Advocate for an audit of education and training opportunities already available to support our community in employment, how they can be accessed and ensure this information is well known.
- Advocate for a skills and education assessment and response plan to align to our needs and how they can be filled.
- Continue to work with and support Ōtorohanga College to prepare local school leavers for success, including linking with local career pathways, for example, the agricultural sector and the Ōtorohanga Timber Company.
- Encourage providers to make training opportunities accessible online.
- Make space available for training and study in more remote areas e.g., Kāwhia.
- Work with the primary sector to market the advantages of working in the agriculture industry and related sectors.
- Encourage different organisations and agencies to work more closely together to improve people's skills and knowledge to help prepare them for future opportunities.
- Work with Māori partners to understand where we can incorporate a Māori world view in our activities through the development of the Māori Engagement Framework.
- Identify opportunities and advocate for services that will support rangatahi and help to improve their future wellbeing including social services, mental health services, skills development and employment opportunities.

### How will we know we are successful

- More young people are working or in training in local businesses, thereby reducing the number of people not in education or training (NEET decreasing).
- Improving education qualification outcomes (Statistic NZ)
- Improving mean annual earnings (Infometrics data)





# POU / PILLARS

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## INFRASTRUCTURE, PLANNING + OUR ENVIRONMENT

Building resilient infrastructure in the right place, at the right time to support our community and ensure our environments flourish.

### Challenges addressed

- Infrastructure/ Rangatahi
- Sustainability and the circular economy
- Economy
- Environment

As a largely rural district we must have resilient and effective infrastructure, this includes roading, water, wastewater, telecommunications, internet and power networks. Resilient infrastructure built and available in the right place at the right time, is important to support our community's economic wellbeing, our ability to grow, and the health of the environment.

Working together with our partners, we will advocate on behalf of our community to improve infrastructure provision, to ensure that what is needed is what is delivered and to ensure that future infrastructure is planned for by those providers, to cater for future population growth and changing demands

All infrastructure delivery will consider and address any negative impacts on the environment and will be designed to ensure resilience against the future impacts of climate change.



# POU / PILLARS

## INFRASTRUCTURE, PLANNING + OUR ENVIRONMENT

### ACTIONS

- Identify other funding sources for infrastructure provision, especially any funding that may become available through central government and support others in applying for that funding.
- Identify the specific problems and aspirations for wastewater infrastructure across our district, especially where it impacts the health of our waterways and harbours (Kāwhia) and work with others to plan for and address the issues.
- Carry out systematic reviews of our processes, systems, planning rules and policies to become more enabling for business and more customer centric to line up our statutory and non-statutory tools to support economic wellbeing.
- Improve our direct relationships with businesses throughout the district and to understand how to work better for and with our business communities and where Council-owned infrastructure can further enable economic wellbeing.
- Investigate with and learn from others about new and innovative ways to provide infrastructure to support renewable energy.
- Identify areas where there are innovation-type projects underway, where Council can support and enable as well as learn and take those learnings to the rest of the community, and further afield.
- Work with other infrastructure providers and our partners to advocate on behalf of our community to deliver new infrastructure where it is needed and to encourage improvements to existing infrastructure, including
  - » to ensure that the district is well-connected through its roading network which is designed to be resilient to climate change.
  - » to advocate on behalf of our community with telecommunications and internet providers to ensure that everyone in our community has access to fast internet and a reliable cell phone service.
  - » Work together with the Waikato Regional Council to advocate for public transport options across the district Waikato Regional Public Transport Plan 2022-2032
  - » Explore with Waitomo District Council opportunities for joint tenders for roading, parks and reserves, IT/tourism

- Work with others who can influence and help with improving the health of our waterways and the harbour, including mana whenua, the community, regional council, business owners and government agencies.
- Work with our partners and prospective or expanding businesses to understand any impacts that there may be on the environment from the operation of their businesses, and how these can be minimised and managed, and encourage the use of renewable energy and other green initiatives, wherever possible.
- Connect with the Ministry for the Environment and other agencies to increase opportunities for introducing circular economy innovations into our rural and manufacturing industries.
- Work together and support other agencies who have sustainability aspirations and watch and learn how these projects could be applied more widely across the district e.g., renewable solar energy being used to help reduce energy poverty (Maniapoto Marae Pact Trust).
- Back our communities' ideas and innovations that support a low emission, low waste, circular economy and together with our partners provide and help them to access what they need to make this happen.
- Watch and learn from national and global leaders in this space for innovation that we can apply locally.
- Develop a Social Procurement Policy to increase our ability to create better outcomes through our purchasing of goods and services and advocate for other businesses to create their own.
- Work with our primary sector to understand and advocate for their changing business environment.
- Involve our communities in long term planning and preparation for climate impact as we create our first climate change response plan.

### How will we know we are successful

- Our community is connected through appropriate and robust infrastructure with capacity to support future population growth (delivery of our annual infrastructure programme – percentage)
- The quality of our harbours and waterways are improving (Regional Council water monitoring)





# POU / PILLARS

## THRIVING COMMUNITIES

Building more inclusive environments and enabling access to resources and opportunities so everyone can thrive. Helping people to “lift themselves up”.

Challenges addressed

- Youth / Rangatahi
- Housing
- Sustainability and the circular economy
- Economy

Helping our people to “lift themselves up” by enabling and supporting more diverse employment opportunities, promoting and supporting a circular economy, enabling the provision of affordable housing and providing easier and equitable access to the services that our community needs.

We will advocate on behalf of our community to other agencies for the services that they need, ensuring that the diverse requirements of the district are catered for, and that they are accessible to everyone. This includes the provision of health and mental health services, public transport, education and learning opportunities.

We will work with other agencies to identify what we can do to support and enable our community’s aspiration for a circular economy, ensuring that there is a just transition, so that no one is left behind.

Additionally, working more closely with our partners and other agencies to prepare for future civil emergencies with a focus on preparing and protecting all our community, wherever they live in the district

**“TWO OF THE KAUMĀTUA AT OUR MARAE NEEDED TO GET THEIR CARS REGISTERED BUT DIDN’T KNOW HOW TO DO THIS ONLINE, SO WE ORGANISED TRANSPORT FOR THEM TO THE WINTEC BUILDING, WHERE THEY WERE TAUGHT HOW TO DO THIS.”**





# POU / PILLARS

## THRIVING COMMUNITIES

### ACTIONS

- Work with community representatives and partners, identify and implement the steps towards a low emission, low waste, circular economy.
- Work with other agencies to improve access to the services that they need including health, mental health, education, public transport options, wherever they live.
- Support the delivery of those actions identified through the district Housing Plan that Council can contribute to.
- Encourage organisations that are delivering to similar outcomes to work more closely together so that resources can be shared/aggregated to improve the outcomes for the whole community (including preparation for civil emergencies).
- Work with rural marae and communities to ensure our kaumātua/older people have access to services that support their economic wellbeing.
- Work together with the older generations in our communities and agencies to connect kaumātua/older people to local businesses and key industries to create more opportunities to continue to share their skills and experience.
- Work closely with Taharoa C Block Corporation to align, where possible, strategic direction and investment in our district.
- Explore ways to build resilience by working together with economic development agencies to identify ways to provide diverse employment opportunities across our community.



### How will we know we are successful

- Our district operates a successful low emission, low waste, circular economy that benefits our community. (Volume of waste diverted from landfill – increasing / percentage of locals buying local – increasing / Council social procurement activity – increasing)
- Housing Plan outcomes are being achieved. (link to Housing Plan measures)



**“WHEN THE BANKS CLOSED, MANY OF THE ELDERS DID NOT KNOW HOW TO USE INTERNET BANKING AND ALSO THE INTERNET CONNECTION AT KĀWHIA IS NOT VERY GOOD. SO, WE ORGANISED A VAN TO TRANSPORT THE KĀWHIA RESIDENTS TO ŌTOROHANGA, TO THE WINTEC BUILDING, AND ARRANGED FOR A TUTOR TO COME AND TEACH THEM HOW TO USE INTERNET BANKING. THEN THEY WERE TRANSPORTED BACK HOME.”**

# POU / PILLARS

## STRONG TOWN + STRONG RURAL COMMUNITIES

Investing resources and time to facilitate vibrant, strong places and people.

### Challenges addressed

- Youth / Rangatahi
- Sustainability and the circular economy
- Economy

While Ōtorohanga town is the economic hub of the district, most of our community (70%) lives rurally. We will ensure that those who live rurally are included in our journey to improving the economic wellbeing of our whole community. It will be important for us to work across boundaries with our neighbours so that we give our community a voice for those things that matter to them and acknowledge that people are moving in and out of our district for work, learning and to access services.

Our district is culturally diverse, and we are home to many other nationalities including Pacifica communities, Filipino, Indian and Asian people amongst many others. We are proud that we have a community that is welcoming but must ensure that what we offer to new migrants is equitable and inclusive, so they become a part of our community. Making space for people to come together through a community hub and other community spaces will be important alongside holding community events. This will provide a sense of place for our community and opportunities to connect.

Our district economy needs to be resilient to the future impacts of climate change. We must focus on building those key alliances with others and work together within the district, across our towns/villages and our boundaries, to help our communities to be resilient for whatever the future holds.

We also need to look for ways to diversify our economy and employment sectors to prepare for any future impacts to the economy, both locally and globally. We want Ōtorohanga District to be seen as a great place to do, and to have, a business.

& JOHN HADDA  
EAR & WOMENSWEAR  
us in Otorohanga"... Since 1965



Photo used with permission of John Haddad.

# POU / PILLARS

## STRONG TOWN + STRONG RURAL COMMUNITIES

### ACTIONS

- Work with our economic development partners, agencies and community representatives to understand how we can diversify, and to identify other business opportunities that are available for our district (especially Kāwhia and surrounds), building resilience to economic impacts for everyone in our community for the future.
- Support Te Nehenehenui, Maniapoto Pact Trust, Raukawa, Ngāti Hikairo and Tainui Kāwhia and Waikato- Tainui, to achieve their aspirations when able and needed and also learn from their successes.
- Link with Waikato-Tainui to understand and support the delivery Whakatapuranga 2050 and the related five year plans as they relate to our district.
- Work with our partners, to support events and activations that connect our communities, to provide them with opportunities and places to come together, to celebrate our arts, events, and recreational activities.
- Investigate an event and activation contestable fund targeted at smaller events that increase the vibrancy of Ōtorohanga town and Kāwhia.
- Work with the Ministry for the Environment, local agencies and external providers to provide training to enable transitioning to a circular economy.
- Work with local marae, Waikato-Tainui and others to facilitate a Kāwhia Harbour Forum for locals to understand the economic opportunities presented by the Kāwhia Harbour.
- Increase our focus on intra-regional collaboration (with our neighbouring districts and Waikato Regional Council) to identify where we can collaborate more on programmes and advocacy.
- Continue to support the redevelopment of the Ōtorohanga Kiwi House.
- Continue to facilitate the development of a multi-purpose community hub in Ōtorohanga township that focuses on arts, connectivity, social services, and civic participation.

WOULD BE SO GOOD TO HAVE SOME MORE COMMUNITY EVENTS IN THE CENTRE OF TOWN, ESPECIALLY ON A SUNDAY, WHEN NO ONE IS WORKING SO THE WHOLE FAMILY CAN COME.

### How will we know we are successful

- Our economy and employment are diversifying with new business opportunities coming to the district. (Herfindahl – Hirschman Index – New business start up numbers)
- Ōtorohanga District is seen as a great place to do business, to have a business and a great place to live. (Business Confidence Survey – increasing)
- Together with our neighbours our community is prepared for the future impacts of climate change and the impacts on our economy. (Community survey – feeling prepared)





# MONITORING + REVIEW

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This strategy is a living document. It provides a pathway to our shared vision. We will regularly monitor both the delivery of our actions and the outcomes we are achieving and be ready to flex to deliver better outcomes. We will report progress to our communities as part of our Environmental Scan every three years to support the delivery of our Long Term Plan.





# Ōtorohanga District Economic Wellbeing Strategy - Community Survey

The Draft Ōtorohanga District Economic Wellbeing Strategy outlines what we need to do as a Council, and with partners, to face the numerous economic, social, and environmental changes together, building on the many opportunities that exist.

Doing so will help to create a more prosperous future for Ōtorohanga district, where our environment is valued, and collective wellbeing is enhanced.

Economic wellbeing considers the wellbeing of our people, culture, environment, and ecology as key parts of a thriving economy. It's a shift in thinking from economic development, which is primarily focused on growth.

Many of the activities and functions we do, provide and fund as a Council already contribute to and enable economic wellbeing. The focus of the Economic Wellbeing Strategy is on how we build on those things to grow a more sustainable, balanced, and inclusive economy.

A strong and sustainable economy also provides better work opportunities, higher wages, and a higher living standard across the community. It also builds business confidence, provides business opportunities, and attracts more investment into the district.

The Economic Wellbeing Strategy sets out seven mātāpono/principles which will guide Council's decision making and the way we work with others, and four pou/pillars created with our communities to support the delivery of our vision.

It identifies the way we need to work and actions we need to take to respond to the challenges and opportunities before us now and in the future. Most of our actions will be done in partnership with others.

We're keen to hear your feedback on the draft Economic Wellbeing Strategy. Please let your friends and family/whānau know about this survey. The more feedback we get, the better decisions we can make.

The survey closes 20 May 2024

[link to Draft Economic Wellbeing Strategy]

## 1. What is your connection to Ōtorohanga District?\*

Select all that apply

- I live in Ōtorohanga District
- I whakapapa to lands across/within the Ōtorohanga District
- I work in Ōtorohanga District
- I own a property in Ōtorohanga District
- I go to school in Ōtorohanga District
- Other (please specify)  
.....  
.....

## 2. If you live in the Ōtorohanga District, please tell us where you live\*

- Ōtorohanga town
- Ōtorohanga rural

- Kāwhia/Aotea/Ōpārau
- I live outside the district (please specify)

.....  
 .....

**3. Age Group\***

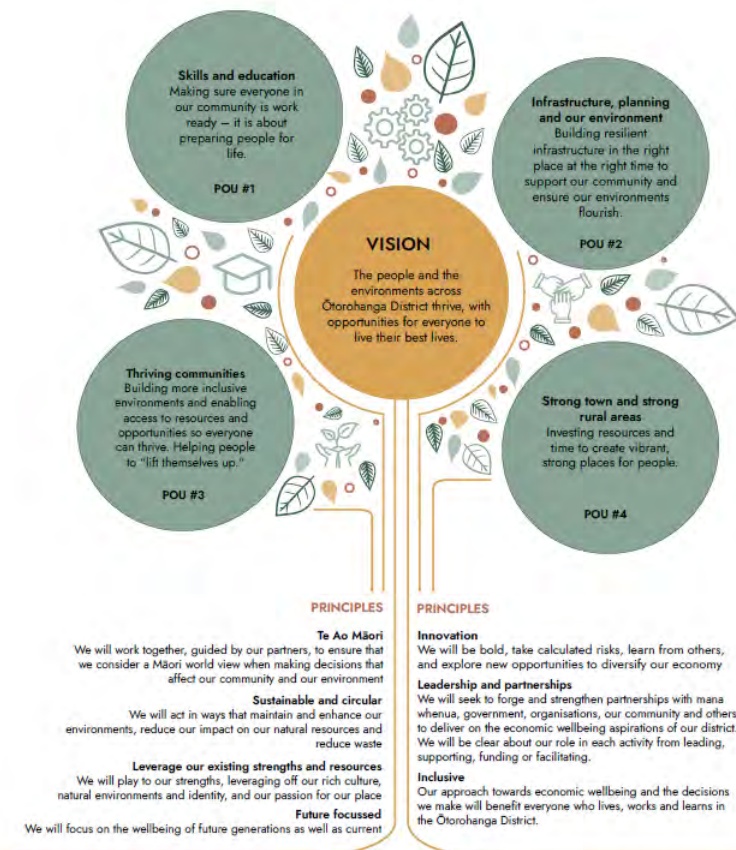
- <20 years
- 20 - 35 years
- 36 - 50 years
- 51 - 65 years
- > 65 years

**4. What ethnic group(s) do you identify with? Please select all that apply\***

- European
- Māori
- Pacific People
- Asian
- Middle Eastern, Latin American, African
- Other (please specify)

.....  
 .....

**Economic Wellbeing Strategy Vision and Mātāpono /Principles**



The vision for the Economic Wellbeing Strategy is *“the people and the environments across the Ōtorohanga District thrive, with opportunities for everyone to live their best lives”*

**5. Do you agree with the vision? \***

- Yes
- No
- Don't know

**6. Are there other things we should consider in the vision? Please share your thoughts**

.....

.....

The seven mā tāpono/principles are the foundations for the way we will act, they will guide all our decision making. They are based on what our communities said was important.

**Te Ao Māori** - We will work together, guided by our partners, to ensure that we consider a Māori world view when making decisions that affect our community and our environment

**Innovation** - We will be bold, take calculated risks, learn from others, and explore new opportunities to diversify our economy

**Sustainable and circular** - We will act in ways that maintain and enhance our environments, reduce our impact on our natural resources and reduce waste

**Leadership and partnerships** - We will seek to forge and strengthen partnerships with mana whenua, government, organisations, our community and others to deliver on the economic wellbeing aspirations of our district. We will be clear about our role in each activity from leading, supporting, funding or facilitating.

**Leverage our existing strengths and resources** - We will play to our strengths, leveraging off our rich culture, natural environments and identity, and our passion for our place

**Future focussed** - We will focus on the wellbeing of future generations as well as current

**Inclusive** - Our approach towards economic wellbeing and the decisions we make will benefit everyone who lives, works and learns in the Ōtorohanga District.

**7. Do you agree with the principles? \***

- Yes
- No
- Don't know

**8. Are there other mā tāpono /principles we should consider. Please share your thoughts**

.....

.....

# THE THINGS THAT WILL HELP IMPROVE OUR COMMUNITY'S ECONOMIC WELLBEING

## Four Pou/ Pillars

The pou are the pillars that will respond to the challenges and make the most of our opportunities across the district and support and deliver on our vision. The pou are:



**Skills and education** - Focusing on skills and education to make sure everyone in our community is prepared for life.

**Infrastructure, planning and our environment** - Building resilient infrastructure in the right place, at the right time, to support our community and ensure our environments flourish.

**Thriving communities** - Building more inclusive environments and enabling access to resources and opportunities so everyone can thrive. Helping people to "lift themselves up".

**Strong town and strong rural areas** - Investing resources and time to facilitate vibrant, strong places and people.

### 9. Do you agree with the pou/pillars? \*

- Yes
- No
- Don't know

### 10. Are there other pou/pillars we should consider. Please share your thoughts

.....

.....



## Economic Wellbeing Challenges

A number of challenges were identified through our stakeholder engagement workshops and technical analysis (see pages xx to xx). These include challenges around roading infrastructure, climate change, digital connectivity, environment, health of our harbours and awa/rivers, access to education and training, lack of employment diversity, access to and supply of housing, tourism, resilience and to operating a circular economy.

### 11. Do you agree with the challenges? \*

- Yes
- No
- Don't know

### 12. Are there other challenges we should consider. Please share your thoughts

.....

.....

### 13. Are there things that you don't consider to be challenges? Please share your thoughts

.....

.....

## Economic Wellbeing Strategy Actions

The draft Economic Wellbeing Strategy identifies actions under each of the pou/pillar. These are actions we need to take to respond to the challenges and opportunities before us now and in the future. Most of our actions will be done in partnership with others.

### 14. Do you agree with the actions? \*

- Yes
- No
- Don't know

### 15. Are there other actions we should consider? Please share your thoughts

.....

.....

### 16. Are there actions that you don't think we should include? Please share your thoughts

.....

.....

And lastly,

**17. General comments about the Draft Economic Wellbeing Strategy that you would like to share...**

.....

.....

DRAFT

**Item 128: Waste Management and Minimisation Plan 2024 – Summary of Submissions and Adoption**

**To:** His Worship the Mayor and Councillors of Ōtorohanga District Council

**From:** Jared le Fleming, Manager Community Facilities

**Date:** 23 April 2024

**Relevant community outcomes:** Engaged Supportive Liveable



**1 Purpose | Te Kaupapa**

1.1 To report on the results of the consultation and adopt the Waste Management and Minimisation Plan (WMMP 2024).

**2 Executive Summary | Whakarāpopoto Matua**

2.1 On 27 February 2024 Ōtorohanga District Council (ŌDC) approved the public consultation process for the draft WMMP 2024 commencing in March 2024.

2.2 Public consultation was completed via our online consultation platform (Connecting Ōtorohanga) and paper submissions were available at the Council office.

2.3 Ten submissions were received, and no one wished to present in person. All ten submissions were received via the online platform.

2.4 All submissions answered yes to the question, ‘do you support the overall direction of the plan?’.

2.5 None of the submissions suggested any changes be made to the document. The only comments made related to our current services. These comments are already addressed in the WMMP 2024 and as stated in the options will be analysed by staff.

**3 Staff recommendation | Tūtohutanga a ngā Kaimahi**

That the Ōtorohanga District Council adopt the Waste Management and Minimisation Plan 2024 (document number 750361).

**4 Background | Ngā Kupu Whakataki**

4.1 The WMMP 2018 was adopted by ŌDC on 24 July 2018. The Waste Minimisation Act 2008 (WMA) requires ŌDC to complete a Waste Assessment which includes a WMMP review at least every six years.

4.2 In December 2023 a Waste Assessment was presented to ŌDC. A resolution was passed to receive the Waste Assessment and to renew the WMMP 2018.

- 4.3 On 27 February 2024 ŌDC approved the Statement of Proposal ‘Review and Update of the Waste Minimisation and Management Plan 2018 – 2024’ for public consultation from 1 March to 31 March 2024 in accordance with the Local Government Act 2002.

## 5 Context | Horopaki

5.1 The WMA came into effect on 25 September 2008 and represents government’s approach to managing and minimising waste. The WMA recognises the need to focus efforts higher in the waste hierarchy in terms of reducing and recovering waste earlier in its life cycle, shifting the focus away from treatment and disposal.

5.2 The structure of the draft WMMP 2024 is set out in three parts,

- Where are we now: This part contains the background information that has informed the development of our WMMP. Most of this information is contained in the Waste Assessment.
- Where do we want to go: This contains the core elements of the strategy including vision, goals, objectives, and targets. It essentially sets out what we are aiming to achieve, and the broad framework for working towards the vision.
- How are we going to get there: The action plan sets out the proposed specific actions to be taken to achieve the goals, objectives, and targets set out in Part A. Part B also sets out how we will monitor and report on our actions and how they will be funded.

5.3 A WMMP must meet requirements set out in the WMA, including to:

- Consider the ‘Waste Hierarchy’ which sets priorities for how we should manage waste.
- Ensure waste does not create a ‘nuisance.’
- ‘Have regard to’ Te rautaki para (the New Zealand Waste Strategy) and other key government policies, which emphasise a circular economy for waste.
- Consider the outcomes of the ‘Ōtorohanga District Waste Assessment.’
- Follow the Special Consultative Procedure set out in the Local Government Act 2002.

## 6 Considerations | Ngā whai whakaarotanga

### Significance and engagement

6.1 Consultation was conducted under Section 82 of the Local Government Act 2002 – Principals of Consultation and in line with ŌDC’s Significance and Engagement Policy.

### Impacts on Māori

6.2 Iwi, hapū, marae, and hapori Māori were provided with an opportunity to provide input on the draft plan as part of the consultive process and within the consultation period.



**Risk analysis**

- 6.3 The risk to ŌDC if we do not adopt the WMMP 2024 is that it will fail to meet the legal requirements under the Waste Management Act 2008.

**Policy and plans**

- 6.4 The WMMP 2024 supports Te rautaki para (the New Zealand Waste Strategy) and also takes into consideration the Waste Hierarchy. Once adopted, the WMMP 2024 will replace the WMMP 2018.

**Legal**

- 6.5 Following ŌDC’s resolution to review the WMMP 2018, the WMA requires ŌDC to carry out the Special Consultative Procedure of the Local Government Act 2002 and then adopt a new WMMP.

**Financial**

- 6.6 The WMMP 2024 includes potential funding sources for each of the actions noted. Budgets to deliver the activities will be developed through the Annual Plan and Long Term Plan.
- 6.7 The cost to carry out the WMMP review including the Waste Assessment was \$18,000. This was funded from our Annual Waste Levy Funding Council receives from MFE.

**7 Discussion | He Kōrerorero**

**Option 1: Adopt the Draft Waste Management and Minimisation Plan 2024**

- 7.1 Following on from the ŌDC decision to put the draft WMMP 2024 out for consultation for the month of March; the consultation period has now ended, with no changes recommended in the submissions, and the draft WMMP 2024 can be adopted.

**Option 2: Do not Adopt the Draft Waste Management and Minimisation Plan**

- 7.2 Not adopting the draft WMMP 2024 would mean ŌDC is unable to meet the requirements set out in the WMA 2008.

**Recommendation option and rationale**

- 7.3 Option 1 – Adopt the Draft Waste Management and Minimisation Plan 2024
- 7.4 This ensures ŌDC can meet the legislative requirements as stated in the Waste Minimisation Act 2008.
- 7.5 Following the completion of the consultation on the draft WMMP 2024, as per the ŌDC resolution on 27 February 2024, there have been no submissions asking for changes to be made to the draft WMMP 2024.
- 7.6 Once the WMMP has been adopted, staff will then begin to map out a timeline to begin the implementation of the recommendation’s stated in the WMMP.

## 8 Appendices | Ngā Āpitihanga

Appendix #	Name
1	Submission summary
2	Submissions received
3	Draft Waste Management and Minimisation Plan 2024

### Appendix 1 – Submission summary

This report is a complete summary of the submissions received during the consultation period.

**Question 1: Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?**

Yes – 9

No - 1

Comments –

*Did you look back at the data collected from the Oto Town Concept Plan "engagement" with tangata whenua?*

*Replace plastic rubbish bags with a good heavy paper alternative like the old rubbish sacks.*

**Question 2: Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.**

**Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?**

Yes - 10

**Question 3: Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?**

Yes – 7

No - 3

Comments – If yes, what educational material/ activities you would like to see in the community?

*Pare kore. Te Ao Maori.*

*Fridge handy list of yes/no, info display with basic interactive test/game - maybe a prize pack, online resources.*

*Many people still seem unaware of what can and can't go in the recycling bins.*

**Question 4: Council plans to have a close look at our current kerbside collection to see how it could be more effective.**

What changes would you like to see being made to our kerbside collection?

Comments –

*Long term vision of sustainable practices for population growth.*

*Rubbish wheels bins.*

*I would like to see closed rubbish bins. This summer particularly we have really struggled with maggots. I have not noticed it in previous years and having to manage bags makes it difficult. They are also a mess when the animals get into them.*

*We only use the recycling kerbside collection, and it works very well.*

*Kerbside collection is a great reliable service.*

*No plastic bags that animals get into. Our plastic bins can also make a mess on windy days. Covered bins would be better.*

*Provide 3 bins per house 1. recycling (Yellow lid) 2. Land Fill (Red Lid) 3. Food scraps (Green Lid). Collect Yellow and Red on a rotating week basis and food each week, as other councils have.*

*Collection of clean tin foil. Anything placed in recycling bins that isn't recyclable should be left in the bin with a pamphlet or note advising the householder why it's not recyclable, rather than just putting it in the landfill truck.*

*Better designed/functional recycling trucks that allow staff to properly sort recycling into their correct groups.*

**Question 5: Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**

Yes - 10

Comments

*I would really love to have compost available as we do not want one on our own property and like you say it makes up a lot of our waste.*

**Question 6: Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment.**

Yes- 9

No - 1

**Question 7: Is there anything else you would like to comment on?**

*I would also appreciate a bigger recycling container. I recognise that some households may not use theirs so much, but we do and it's often full before the end of a week period. I would also appreciate a magnet for the fridge with how to recycle everything.*

*Effective food waste minimisation programme for business and residential would be welcome.*

*How will we pay for it?*

*We should be looking at converting Huntly power station to burning rubbish with low emissions to produce electricity as is done in Sweden.*



## Submission 1

**From:** [comms](#)  
**To:** [Jared Le Fleming](#)  
**Subject:** Anonymous User completed Tell us what you think - Proposed Waste Management and Minimisation Plan  
**Date:** Sunday, 31 March 2024 12:09:34 pm

---

Anonymous User just submitted the survey Tell us what you think - Proposed Waste Management and Minimisation Plan with the responses below.

### Full name

[REDACTED]

---

### Address

[REDACTED]

---

### Email

[REDACTED]

---

### Do you want to speak to the Councillors about your submission?

No

---

### Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?

Yes

Comment - Did you look back at the data collected from the Oto Town Concept Plan "engagement" with tangata whenua.

---

### Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.

### Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?

Yes

---

### Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?

Yes

If yes, what educational material/ activities you would like to see in the community? - Pare kore. Te Ao Maori.

---

### Council plans to have a close look at our current kerbside collection to see how it could be more effective.

**What changes would you like to see being made to our kerbside collection?**

Long term vision of sustainable practices for population growth.

---

**Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**

Yes

---

**Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment**

Yes

---

## Submission 2

**From:** [comms](#)  
**To:** [Jared Le Fleming](#)  
**Subject:** Anonymous User completed Tell us what you think - Proposed Waste Management and Minimisation Plan  
**Date:** Thursday, 28 March 2024 6:29:59 am

---

Anonymous User just submitted the survey Tell us what you think - Proposed Waste Management and Minimisation Plan with the responses below.

### Full name

[REDACTED]

---

### Address

[REDACTED]

---

### Email

[REDACTED]

---

**Do you want to speak to the Councillors about your submission?**

No

---

**Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?**

Yes

---

**Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.**

**Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?**

Yes

---

**Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?**

No

---

**Council plans to have a close look at our current kerbside collection to see how it could be more effective.**

**What changes would you like to see being made to our kerbside collection?**

Rubbish wheels bins

---

**Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**

Yes

---

**Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment**

Yes

---



## Submission 3

**From:** [comms](#)  
**To:** [Jared Le Fleming](#)  
**Subject:** Anonymous User completed Tell us what you think - Proposed Waste Management and Minimisation Plan  
**Date:** Monday, 4 March 2024 3:19:49 pm

---

Anonymous User just submitted the survey Tell us what you think - Proposed Waste Management and Minimisation Plan with the responses below.

### Full name

[REDACTED]

---

### Organisation name (if applicable)

[REDACTED]

---

### Address

[REDACTED]

---

### Email

[REDACTED]

---

**Do you want to speak to the Councillors about your submission?**

No

---

**Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?**

No

---

**Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.**

**Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?**

Yes

---

**Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?**

No

---

**Council plans to have a close look at our current kerbside collection to see how it could be more effective.**

**What changes would you like to see being made to our kerbside collection?**

wE ONLY USE THE RECYLING KERBSIDE COLLECTION AND IT WORKS VERY WELL.

---

**Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**

Yes

---

**Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment**

Yes

---

## Submission 4

**From:** [comms](#)  
**To:** [Jared Le Fleming](#)  
**Subject:** Anonymous User completed Tell us what you think - Proposed Waste Management and Minimisation Plan  
**Date:** Saturday, 2 March 2024 5:07:57 pm

---

Anonymous User just submitted the survey Tell us what you think - Proposed Waste Management and Minimisation Plan with the responses below.

### Full name

[REDACTED]

---

### Address

[REDACTED]

---

### Email

[REDACTED]

---

### Phone number

[REDACTED]

---

**Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?**

Yes

---

**Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.**

**Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?**

Yes

---

**Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?**

Yes

---

**Council plans to have a close look at our current kerbside collection to see how it could be more effective.**

**What changes would you like to see being made to our kerbside collection?**

No plastic bags that animals get into. Our plastic bins can also make a mess on windy days. Covered bins would be better.

---

**Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**

Yes

---

**Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment**

Yes

---

**Is there anything else you would like to comment on?**

How will we pay for it.?

---

## Submission 5

**From:** [comms](#)  
**To:** [Jared Le Fleming](#)  
**Subject:** Anonymous User completed Tell us what you think - Proposed Waste Management and Minimisation Plan  
**Date:** Friday, 1 March 2024 7:17:00 pm

---

Anonymous User just submitted the survey Tell us what you think - Proposed Waste Management and Minimisation Plan with the responses below.

### Full name

[REDACTED]

---

### Address

[REDACTED]

---

### Email

[REDACTED]

---

### Phone number

[REDACTED]

---

**Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?**

Yes

Comment - Replace plastic rubbish bags with a good heavy paper alternative like the old rubbish saks

---

**Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.**

**Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?**

Yes

---

**Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?**

Yes

If yes, what educational material/ activities you would like to see in the community? - Many people still seem unaware of what can and can't go in the recycling bins.

---

**Council plans to have a close look at our current kerbside collection to see how it could be more effective.**



**What changes would you like to see being made to our kerbside collection?**

Collection of clean tin foil. Anything placed in recycling bins that isn't recyclable should be left in the bin with a pamphlet or note advising the householder why it's not recyclable, rather than just putting it in the landfill truck.

---

**Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**

Yes

---

**Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment**

Yes

---

**Is there anything else you would like to comment on?**

We should be looking at converting Huntley power station to burning rubbish with low emissions to produce electricity as is done in Sweden.

---

## Submission 6

**From:** [comms](#)  
**To:** [Jared Le Fleming](#)  
**Subject:** Anonymous User completed Tell us what you think - Proposed Waste Management and Minimisation Plan  
**Date:** Thursday, 7 March 2024 5:50:19 pm

---

Anonymous User just submitted the survey Tell us what you think - Proposed Waste Management and Minimisation Plan with the responses below.

### Full name

[REDACTED]

---

### Address

[REDACTED]

---

### Email

[REDACTED]

---

**Do you want to speak to the Councillors about your submission?**

No

---

**Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?**

Yes

---

**Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.**

**Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?**

Yes

---

**Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?**

Yes

---

**Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**

Yes

---

**Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment**

Yes

---

## Submission 7

**From:** [comms](#)  
**To:** [Jared Le Fleming](#)  
**Subject:** Anonymous User completed Tell us what you think - Proposed Waste Management and Minimisation Plan  
**Date:** Thursday, 7 March 2024 3:11:21 pm

---

Anonymous User just submitted the survey Tell us what you think - Proposed Waste Management and Minimisation Plan with the responses below.

### Full name

[REDACTED]

---

### Address

[REDACTED]

---

### Email

[REDACTED]

---

**Do you want to speak to the Councillors about your submission?**

No

---

**Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?**

Yes

---

**Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.**

**Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?**

Yes

---

**Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?**

Yes

---

**Council plans to have a close look at our current kerbside collection to see how it could be more effective.**

**What changes would you like to see being made to our kerbside collection?**

I would like to see closed rubbish bins. This summer particularly we have really struggled with maggots. I have not noticed it in previous years and having to manage bags makes it's

difficult. They are also a mess when the animals get into them.

---

**Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**

Yes

Comment - I would really love to have compost available as we do not want one on our own property and like you say it makes up a lot of our waste.

---

**Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment**

Yes

---

**Is there anything else you would like to comment on?**

I would also appreciate a bigger recycling container. I recognise that some households may not use there's so much but we do and it's often full before the end of a week period. I would also appreciate a magnet for the fridge with how to recycle everything.

---



## Submission 8

**From:** [comms](#)  
**To:** [Jared Le Fleming](#)  
**Subject:** Anonymous User completed Tell us what you think - Proposed Waste Management and Minimisation Plan  
**Date:** Sunday, 3 March 2024 7:54:54 am

---

Anonymous User just submitted the survey Tell us what you think - Proposed Waste Management and Minimisation Plan with the responses below.

### Full name

[REDACTED]

---

### Address

[REDACTED]

---

### Email

[REDACTED]

---

### Phone number

[REDACTED]

---

**Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?**

Yes

---

**Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.**

**Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?**

Yes

---

**Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?**

Yes

If yes, what educational material/ activities you would like to see in the community? - Fridge handy list of yes/no, info display with basic interactive test/game - maybe a prize pack, online resources.

---

**Council plans to have a close look at our current kerbside collection to see how it could be more effective.**

**What changes would you like to see being made to our kerbside collection?**

Kerbside collection is a great reliable service.

---

**Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**

Yes

---

**Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment**

Yes

---

**Is there anything else you would like to comment on?**

Effective food waste minimisation programme for business and residential would be welcome.

---

## Submission 9

**From:** [comms](#)  
**To:** [Jared Le Fleming](#)  
**Subject:** Anonymous User completed Tell us what you think - Proposed Waste Management and Minimisation Plan  
**Date:** Saturday, 2 March 2024 10:47:50 am

---

Anonymous User just submitted the survey Tell us what you think - Proposed Waste Management and Minimisation Plan with the responses below.

### Full name

[REDACTED]

---

### Address

[REDACTED]

---

### Email

[REDACTED]

---

### Phone number

[REDACTED]

---

**Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?**

Yes

---

**Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.**

**Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?**

Yes

---

**Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?**

No

---

**Council plans to have a close look at our current kerbside collection to see how it could be more effective.**

**What changes would you like to see being made to our kerbside collection?**

Provide 3 bins per house 1. recycling (Yellow lid) 2 . Land Fill (Red Lid) 3. Food scraps (Green Lid) Collect Yellow and Red on a rotating week basis and food each week . as

other councils have.

---

**Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**

Yes

---

**Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment**

No

---

## Submission 10

**From:** [comms](#)  
**To:** [Jared Le Fleming](#)  
**Subject:** Anonymous User completed Tell us what you think - Proposed Waste Management and Minimisation Plan  
**Date:** Friday, 1 March 2024 7:15:32 pm

---

Anonymous User just submitted the survey Tell us what you think - Proposed Waste Management and Minimisation Plan with the responses below.

### Full name

[REDACTED]

---

### Address

[REDACTED]

---

### Email

[REDACTED]

---

**Do you think the Ōtorohanga community could be doing more to improve how we manage or minimise waste?**

Yes

---

**Our draft plan focuses on ways to reduce waste going to landfill through waste minimisation, sustainable processes, and recycling.**

**Do you support the overall direction of the Ōtorohanga Waste Management and Minimisation Plan?**

Yes

---

**Do you think that our community would benefit from having more general awareness and education around waste and waste reduction?**

Yes

---

**Council plans to have a close look at our current kerbside collection to see how it could be more effective.**

**What changes would you like to see being made to our kerbside collection?**

Better designed/functional recycling trucks that allow staff to properly sort recycling into there correct groups

---

**Food scraps make up a large part of what we throw out in our kerbside rubbish, which has negative environmental impacts. Do you think that we should be doing more to capture this food waste and compost it rather than sending it to landfill?**



Yes

---

**Would you like access to a resource recovery park (a centre that plays a useful role in diverting items that can be reused or recycled away from landfill). Yes/No, further comment**

Yes

---



WEAVING THE  
FUTURE, TOGETHER  
**KOTAHITANGA**  
ŌTOROHANGA DISTRICT COUNCIL

# DRAFT WASTE MANAGEMENT AND MINIMISATION PLAN 2024

PREPARED BY ŌTOROHANGA DISTRICT COUNCIL

January 2024



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# Introduction

## A new plan for our community

This Waste Management and Minimisation Plan (WMMP) sets out Council's plans to minimise and manage the waste in our district. Council has a key role in collecting, sorting, and transferring waste, but we will need to work in partnership with our community, businesses, and industry to achieve our goals.

Managing waste and ensuring good outcomes for the community can be a complex task. We need to look after the environment, take care of people's health, and make sure that this is done at an acceptable cost to the community. To achieve these outcomes will require all parts of the community to work together.

The Council has a statutory role in managing waste – we are required under the Waste Minimisation Act 2008 (WMA) to promote effective and efficient waste management and minimisation within Ōtorohanga. One of the key ways we do this is to adopt a Waste Management and Minimisation Plan (WMMP). We also have obligations under the Health Act 1956 to ensure that our waste management systems protect public health.

This WMMP sets the priorities and strategic framework for managing waste in Ōtorohanga. Once the plan is adopted, the actions will be carried forward into our long term and annual plans to ensure we have the resources to deliver the plan's goals and objectives. In line with the requirement of section 50 of the WMA, our WMMP needs to be reviewed at least every six years.

## The structure of our plan

This plan is in three parts –

**Where are we now:** This part contains the background information that has informed the development of our WMMP. Most of this information is contained in the Waste Assessment, which is included in the appendix.

**Where do we want to go:** This contains the core elements of the strategy including vision, goals, objectives, and targets. It essentially sets out what we are aiming to achieve, and the broad framework for working towards the vision.

**How are we going to get there:** The action plan sets out the proposed specific actions to be taken to achieve the goals, objectives, and targets set out in Part A. Part B also sets out how we will monitor and report on our actions and how they will be funded.







## 1.0 Where are we now

- There is currently not enough information available to calculate an overall figure of waste to landfill for the district, as so much of it is out of Council's control.
- Council provides kerbside collection services only to householders in the main townships; and with 69% of the district living rurally, there is little information on this large quantity of household waste.
- A waste audit of kerbside waste in 2020 showed that nearly half the waste sent to landfill in the kerbside collections was made up equally of paper and food/garden waste – two materials that shouldn't go to landfill and could instead have been recycled or composted.

### 1.1. What is waste and why is it a problem?

Most of the things we do, buy, and consume generates some form of waste. This not only costs money when we have to throw things away but also, if we don't manage the waste properly, it can cause problems with the environment and with people's health.

In this WMMP, terms like 'rubbish', 'recycling', and 'waste' will be used that may not be familiar to you or may mean something different to the way they are used here. Definitions are provided at the end of this draft WMMP in Appendix 1.

Our WMMP covers all solid waste in the district, whether it is managed by Council or not. This does not necessarily mean that the Council is going to have direct involvement in the management of all waste – but there is a responsibility for the Council to at least consider all waste in our district, and to suggest areas where other groups, such as businesses or householders, could take action themselves.

### 1.2. What informs our plan?

The plan must meet requirements set out in the Waste Minimisation Act, including to:

- Consider the 'Waste Hierarchy' which sets priorities for how we should manage waste (see figure 1).
- Ensure waste does not create a 'nuisance'.
- 'Have regard to' Te rautaki para (the New Zealand Waste Strategy) and other key government policies, which emphasise a circular economy for waste.



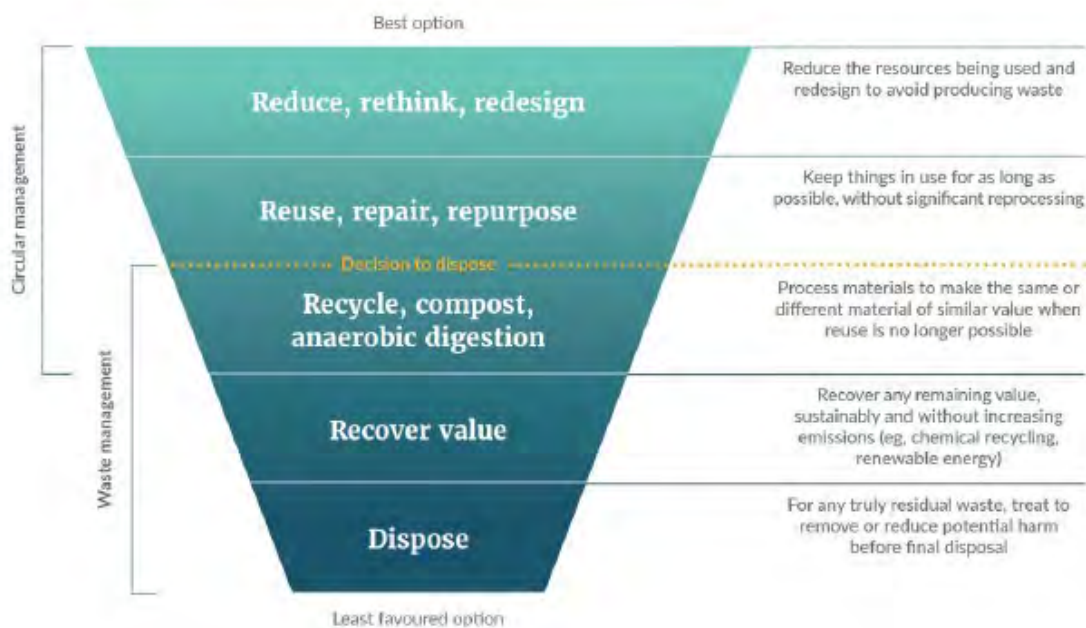


- Consider the outcomes of the ‘Ōtorohanga District Waste Assessment’.
- Follow the Special Consultative Procedure set out in the Local Government Act (2002).

## 1.2.1. The waste hierarchy

The ‘waste hierarchy’ refers to the idea that reducing, reusing, recycling, and recovering waste is preferable to disposal (which in New Zealand usually means a landfill). The waste hierarchy can be shown like this

Figure 1 - The Waste Hierarchy



Source: [www.mfe.govt.nz](http://www.mfe.govt.nz)

## 1.2.2. Other relevant strategies and plans

As well as aligning to Council’s LTP and Annual Plans, the WMMP must also support or align with other strategies and plans. Most importantly, this includes Te rautaki para (the New Zealand waste strategy).

Te rautaki para has a clear circular economy focus – this means that instead of the more commonplace process of making something, using it, and then either recycling it or sending it to landfill – we manage things in a circular way, as the diagram below shows.





Figure 2 - The Circular Economy



Source: [www.mfe.govt.nz](http://www.mfe.govt.nz)

### 1.2.3. Ōtorohanga District Council's strategic framework and community outcomes

Ōtorohanga is a fabulous district and we want to ensure that everyone who calls this place home is nurtured and enabled to be their best. We want the district to be dynamic, inclusive, and unique - a place where kiwi can fly and this means focusing on people, place and partnerships to achieve the outcomes:





These community outcomes underpin what we are all working to achieve as a district, and various strategies (including this Plan) aim to deliver these outcomes. Waste management is a specific part of Council’s sustainability theme; specifically, “implementing better waste management to contribute to the national goal of a circular economy”; while widely supporting all three themes of resilience (climate adaptation/mitigation), sustainability (environmental protection and emissions reduction) and transformation (improving service delivery and looking to the future).

Other key documents that feed into the strategic direction of Council include:

- Asset Management Plans
- Ōtorohanga Town Concept Plan
- Kāwhia, Aotea, Ōpārau Concept Plan and Rural Concept Plan
- Wellbeing Strategy

## 1.3. A new waste strategy

Since Ōtorohanga’s last WMMP was adopted, in 2018, central government has made progress on a number of waste issues:

- A new national waste strategy has been adopted, in 2023 – Te rautaki para – with a focus on a ‘circular economy’.
- New Zealand’s first emissions reduction plan has been completed, with the second in development – this has implications for waste, as organic waste like food and garden waste going to landfill creates greenhouse gas emissions.
- Legislation relating to waste is under review.
- The landfill levy has been increased and applies to a wider range of landfills than previously.
- Rules have been introduced for household kerbside collections, known as ‘kerbside standardisation’ – this puts certain requirements on Council relating to provision of household kerbside recycling and food scraps collections.
- Standards have also been set relating to how well household kerbside collections perform.
- Several ‘product stewardship’ programmes are being developed for things like tyres, farm plastics and chemicals, and e-waste (amongst others)
- Many products have been banned completely, such as plastic supermarket bags and produce bags.







Many of these changes have significant implications for the way that we manage our waste in Ōtorohanga and are going to mean changes to the way we have done things in the past.

## 1.4. A circular economy and te ao Māori approach

Ōtorohanga District Council recognises the importance of Te Tiriti o Waitangi as the founding document of Aotearoa/New Zealand, which establishes a relationship between the Treaty partners, these being Iwi/Māori and the Crown. We also recognise that not only is there an obligation on Council to engage with Iwi/Māori, but that it makes good sense to do so. By working in partnership with Iwi/Māori we want to ensure that everything we do is aimed at supporting the wellbeing of everyone in our community. Council has an appointed Iwi Liaison Officer as a part of this partnership.

## 1.5. Ōtorohanga's current waste situation

There is insufficient information available to calculate an overall figure for landfill disposal for Ōtorohanga district, as such a large proportion of the landfill waste is out of Council's control; collected at kerbside by private operators and/or handled at privately-run transfer stations or managed on site within the large rural population. The disposal rate of domestic kerbside refuse for Ōtorohanga has been calculated to be 58kg per capita per annum. This figure is only based on the data available, which is only for council's bag-based household kerbside rubbish collection.

Over half of the surveyed rubbish the district sent to landfill didn't need to go there – about half of it was garden waste or food scraps that could have been composted, and another 15% could have been recycled through the recycling collection or at transfer stations.

Organic waste (food scraps, garden waste, cardboard, timber, etc) going to landfill creates greenhouse gases, and much of this could instead be made into a useful compost product.

Compared to other districts, Ōtorohanga doesn't send that much waste to landfill. However, this is typical for a district with a large rural population, and little significant commercial operations. What we do know is that a large part of what is going to landfill doesn't need to be there.







## 1.6. Future demands and gaps

Like the rest of New Zealand, waste quantities in Ōtorohanga district are likely to keep increasing as the population and economy grows. This growth, along with several changes in the way waste is managed due to government policies and changes in the types of wastes we create, mean that improvements could be made to the way waste is managed, or could be managed in the future, in the Ōtorohanga district. The main areas where we could improve our effectiveness and efficiency in managing and minimising waste:

- Diverting more organic waste from landfill, where it creates greenhouse gases and could instead be turned into a useful product.
- Central government rules mean changes will need to be made to kerbside recycling collections, and Council will need to introduce a household kerbside food scrap collection to some areas.
- Central government has also set some targets for the district to achieve in diverting household kerbside waste through recycling and food scraps collections.
- The landfill that the district's waste currently goes to is an unlined facility and none of the gases created are captured.
- Council doesn't have much control over how the private sector handles waste and doesn't have enough information to know whether this is working well or not – this includes other types of landfills, transfer stations, and how rural areas are managing waste (both farms, and rural households).
- There is no facility to reuse, recover or recycle construction/demolition waste, nor many other difficult materials like textiles.
- Recycling has to be sent out of the district to be sorted and sold.
- In the past, mana whenua has not been involved much in waste management and minimisation.
- Disaster waste management is becoming an increasing issue across the country and there needs to be some plans in place.
- Additional waste minimisation education could help address many of the issues above.

Addressing these issues is a key focus of the WMMP.





## 2.0 Where do we want to go?

### 2.1. Our vision for the future

This section sets out what we want to try and achieve through our plan.

The vision for the Ōtorohanga District is:

“Through our focus on People, Places and Partnerships we will achieve a sustainable, low waste Ōtorohanga District, improving wellbeing for te tangata me te taiao - for people and environment’

#### 2.1.1. Objectives

Our vision will be realised through achieving a set of objectives outlined below:

- 1) To promote the concept of waste minimisation and circular economy to encourage individuals, households, and businesses to take responsibility for their consumption and waste. Providing leadership, information, and support to all groups.
- 2) To actively encourage community participation in all waste reduction and circular economy activities.
- 3) To target specific components of the waste stream in all sectors of the community and achieve optimum reduction, re-use, and recycling of them. Implementing the kerbside standardisation for recycling and food waste collections.
- 4) To understand our waste stream to enable measurement of changes and the effectiveness of reduction initiatives.
- 5) To progressively extend the range of waste stream components targeted and facilitate their reduction, re-use, or diversion to recycling.
- 6) To ensure that the costs of waste disposal are progressively apportioned to those who generate the waste.

#### 2.1.2. Targets

The targets will be calculated once the action plan has been agreed.





## 3.0 How will we get there?

The Action Plan sets out how Ōtorohanga could work towards the vision, goals, and objectives, and address the key issues and future demand. These are clear, practical initiatives that could be implemented, either by Council, the community, or jointly. While the action plan forms part of the WMMP, it is intended to be a useful 'living' document that can be regularly updated to reflect current plans and progress (under the Act, the plans can be updated without triggering the need for a formal review of the WMMP, as long as the changes are not significant and do not alter the direction and intent of the strategy as set out in Part A).

In some cases, further research might be required to work out the costs and feasibility of some projects. This might change how, when, or if they are implemented. Completing some other actions might depend on changing contractual arrangements with providers or setting up new contracts. These types of arrangements can be unpredictable, and this also might impact the nature, timing, or cost of these projects.

### 3.1. Council's intended role

The Council intends to oversee, facilitate, and manage a range of programmes and interventions to achieve effective and efficient waste management and minimisation within the district. The Council will do this through our internal structures responsible for waste management. We are responsible for a range of contracts, facilities, and programmes to provide waste management and minimisation services to the residents and ratepayers of Ōtorohanga district.





## 3.2. Summary of actions and proposed methods for achieving waste management and minimisation

### Regulation

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
R1	Introduce a local solid waste management bylaw that enables private waste operators to be licensed and, as a licence condition, require provision of data to Council and consenting to having waste audited.	General lack of data	<p>Having access to better data enables better management of waste streams and future identification of issues.</p> <p>Preventing the use of 240L wheeled bins for household rubbish collections will improve waste diversion.</p> <p>Te rautaki para goal 1 priority 1.1</p>	Regulator





## 3.2.1. Measuring and Monitoring

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
M1	Increase monitoring and surveying of rural wastes, e.g., quantities and material types.	More understanding and proactive management required for rural wastes – both from rural households, and from agricultural properties.	Better understanding across the board of non-household waste management and opportunities to move up the hierarchy.  Te rautaki para goal 1, priority 1.5; goal 2, priority 2.4	Regulator, Provider
M2	Undertake SWAP audits at RTS	General lack of data	Closer monitoring will ensure that users are being charged appropriately; that materials comply with acceptance criteria, and that Council can fulfil central government reporting requirements accurately.  Te rautaki para goal 1, priority 1.5; goal 2, priority 2.4	Regulator, Provider







## 3.2.2. Education and Engagement

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
EE1	More proactive and frequent general awareness raising and education about waste issues through a number of avenues.	Support action on many other issues. Additional waste minimisation education.	<p>Need for education/ engagement (i.e., demand) is proactively identified and addressed.</p> <p>Increased responsibility taken by various sectors for waste management within the community.</p> <p>Better understanding across the board of non-household waste management and opportunities to move up the hierarchy.</p> <p>Te rautaki para goal 1 priority 1.5; goal 3 priority 3.1 and 3.2.</p>	Provider





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EE2	Continue to seek wider engagement with industry, community, and other agencies through the central north island waste liaison group (e.g., C&D, health, retail, industry).	Improve the management of specific materials, moving up the hierarchy, by engaging with the sources – C&D waste, non-household recyclables, agricultural wastes, vapes, etc.	Improved understanding of needs in the region and service gaps, and who is best to address them.	Facilitation/Leadership, Funder, Provider
		Kerbside diversion performance standards and reporting requirements set by central government require changes in management for wastes outside Council’s direct control.	Collaboration with the community and industry would improve their engagement, understanding, and awareness of waste issues, and enable closer relationships with other agencies such as Te Whatu Ora.	Council could initiate groups and facilitate, possibly with low-level funding for project work.
		Reduced influence over the management of some wastes resulting from the new private RTS.	Increased responsibility taken by various sectors for waste management within the community.	Council could provide options that support these other sectors in moving up the hierarchy.
		Proactive disaster and medical waste management.	Better understanding across the board of non-household waste management and opportunities to move up the hierarchy.	Ideally this would continue to be progressed through the CWJC.

---





Te rautaki para goal 1, priority 1.5; goal 2, priority 2.4

### 3.2.3. Collection & Services

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
CS1	Extend kerbside recycling collection to offer three crates per household, implement by 2026.	Limited capacity in the kerbside recycling collection.	Maximises the effectiveness of kerbside recycling collection.  Te rautaki para goal 2, priority 2.1; goal 5 priorities 5.2 and 5.3	Provider
CS2	Consider the options available for a household kerbside food scraps or food and garden organics (FOGO) collection service and implement the preferred option by late 2026.	Compliance with central government requirements for kerbside standardisation and performance targets.  Reduce organic waste going to landfill.	Kerbside services would be aligned with central government's kerbside standardisation requirements.  Te rautaki para goal 2, priority 2.1; goal 5 priorities 5.2 and 5.3	Provider





CS3	Consider the options available for kerbside rubbish collection services and implement the preferred option by 2026.	<p>Low Council market share</p> <p>Lack of data on household waste quantities and flows</p>	<p>Maximises the effectiveness of diversion services.</p> <p>Provides Council with more understanding of kerbside diversion.</p> <p>Te rautaki para goal 2, priority 2.1; goal 5 priorities 5.2 and 5.3</p>	Provider
CS4	Work with product stewardship providers to encourage better service provision and awareness raising for key rural waste materials such as farm waste (containers and wrap), textiles, polystyrene.	<p>Management of specific materials needs to be improved, especially moving up the hierarchy, by engaging with the sources – C&amp;D waste, non-household recyclables, agricultural wastes, medical wastes etc. and reducing environmental harm.</p> <p>Other materials going to landfill such as cardboard, paper, and textiles from both residential and ICI sources.</p>	Te rautaki para goal 2, priority 2.3, 2.4; goal 4 priority 4.1; goal 5 priority 5.3; goal 6 priority 6.1;	Facilitation – ideally as a sub-regional initiative





## 3.2.4. Infrastructure

Infrastructure options have been categorised into infrastructure that addresses a specific material (such as C&D, or organic waste) and then into progressively increasing levels of alignment with circular economy principles and achieving a Circular Resource Network.

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
IN1	Establish a community resource recovery park in Ōtorohanga by 2025.	Provide diversion options for a range of materials that can't be captured through kerbside recycling or food scraps collection – e.g. green waste, reusable or untreated timber, reusable building and household items, batteries, hazardous waste, plastic wrap, e-waste, etc.	Enable the district to divert a range of materials that are reuseable, recoverable, or recyclable; but are not suitable for kerbside collection.  Te rautaki para goal 2, priority 2.3 and 2.4; goal 4 priority 4.1; goal 5 priority 5.3	Provider
IN2	Work sub-regionally to identify appropriate organic waste processing options, e.g., vermicomposting or anaerobic digestion for food scraps, or aerobic composting for FOGO.	Supports the implementation of household kerbside food scraps collections (by providing a processing outlet for the collected material).  Diverting organic wastes from Class 1 landfill disposal.	Enable the district to divert a range of materials that are reuseable, recoverable, or recyclable; but are not suitable for kerbside collection.	Strategic and/or facilitation/leadership and/or funder and/or provider







Te rautaki para goal 2, priority 2.3 and 2.4; goal 4 priority 4.1; goal 5 priority 5.3

### 3.2.5. Leadership and Management

Ref	Option	Issues Addressed	Impact on Current/Future Demand Alignment with Te rautaki para	Council's Role
LMI	Advocate to central government for extended producer responsibility.	Implementation of product stewardship addresses problem waste streams at the source, such as vape waste.	Using the provisions in the WMA will help to ensure that the true cost of waste management of a product is reflected in its price. Product stewardship schemes for difficult waste streams such as e-waste and tyres will help Council provide management options for these waste streams.  Te rautaki para goal 1 priority 1.1; goal 4 priorities 4.1, 4.2 and 4.3;	Facilitate/leadership - advocate to central government for stronger regulation and extended producer responsibility.  Work with other councils and agencies to support similar lobbying efforts.





			goal 5 priorities 5.1 and 5.3; goal 7 priority 7.1	
LM2	Respond to central government consultations, engagements, technical advisory groups, and information sharing opportunities via the CNIWLG.	Ōtorohanga-specific issues are considered and reflected in national strategies, plans, regulation, and actions.	Ensures that central government work supports local/regional work, and that local/regional issues are recognised.	Facilitate/leadership - advocate to central government.
			Te rautaki para goal 1; goal 2 priorities 2.1 and 2.4	
LM3	Work with mana whenua, community groups, and the private sector sub-regionally to progress opportunities for increased waste reduction and diversion.	TAs, mana whenua, community groups and the private sector working together will increase waste reduction and diversion.	Encourage the community to be more involved in waste minimisation, and potentially reduce waste and increase waste diversion.	Facilitate/leadership, funder: coordinate and support initiatives.
			Te rautaki para goal 1 priority 1.5; goal 2 priority 2.4; goal 4; goal 5 priorities 5.2, 5.3 and 5.4; goal 7 priority 7.1	
LM5	Support regional and national initiatives and organisations campaigning for better waste	Waikato-specific issues are considered and reflected in industry work programmes and	Ensures that national scale work supports local/regional work, and that Waikato councils are	Facilitate/leadership be involved, coordinate and support initiatives.





	management and minimisation such as WasteMINZ sector groups and the TAO Waste Manifesto via CNIWLG.	Waikato councils are aware and informed of work at the national scale.	well positioned to make the most of opportunities from these national initiatives and organisations.	
			Te rautaki para goal 1 priorities 1.1 and 1.5; goal 2 priorities 2.1, 2.2 and 2.3; goal 4 priorities 4.1, 4.2 and 4.3; goal 5 priorities 5.1 and 5.3; goal 7 priority 7.1	
LM6	Support regional and national projects improving waste management planning in disaster situations.	Proactive planning in place for disaster waste.	Proactive planning in place for disaster waste  Te rautaki para goal 1 priority 1.5	Facilitate/leadership - provide information as requested, and any other input required.
LM7	Support national sector organisations in lobbying for better vocational training and to encourage new recruits to the sector.	Relevant issues relating to staff and vehicle resources are incorporated in national-level work and addressed at a national level.	Ensures that Waikato-focused issues are incorporated in national-level work on these issues.  Te rautaki para goal 1 priority 1.5; goal 2 priority 2.1; goal 5 priority 5.2	Facilitate/leadership – provide support and information to national sector organisations.





## 3.3. Funding the plan

The Waste Minimisation Act 2008 (s43) (WMA) requires that the councils include information about how the implementation of this Plan will be funded, as well as information about any grants made and expenditure of waste levy funds.

### 3.3.1. Funding local actions

There are a range of options available to local councils to fund the activities set out in this plan. These include:

- Uniform annual general charge (UAGC) - a charge that is paid by all ratepayers.
- User Charges - includes charges for user-pays collections as well as transfer station gate fees.
- Targeted rates - a charge applied to those properties receiving a particular council service.
- Waste levy funding - The Government redistributes funds from the waste levy to local authorities on a per capita basis. By law 50% of the money collected through the levy must be returned to councils. This money must be applied to waste minimisation activities.
- Waste Minimisation Fund - Most of the remaining 50% of the levy money collected is redistributed to specific projects approved by the Ministry for the Environment. Anyone can apply to the WMF for funding for projects.
- Sale of recovered materials - The sale of recovered materials can be used to help offset the cost of some initiatives.
- Private sector funding - The private sector may undertake to fund/supply certain waste minimisation activities, for example to look to generate income from the sale of recovered materials etc. Council may look to work with private sector service providers where this will assist in achieving the WMMP goals.

Funding considerations take into account a number of factors including:

- Prioritising harmful wastes.
- Waste minimisation and reduction of residual waste to landfill.
- Full-cost pricing - 'polluter pays'.
- Public good vs. private good component of a particular service.
- That the environmental effects of production, distribution consumption and disposal of goods and services should be





consistently costed, and charged as closely as possible to the point they occur to ensure that price incentives cover all costs.

- Protection of public health.
- Affordability; and
- Cost effectiveness.

The potential sources of funding for each of the actions are noted in the WMMP. Budgets to deliver the activities set out in this plan will be carefully developed through our Annual Plan and Long Term Plan processes. The approach taken will be to implement as many of the activities as possible while controlling costs and, where possible, taking advantage of cost savings and efficiencies. It is anticipated that by setting appropriate user charges, reducing costs through avoided disposal, more efficient service delivery from joint working, and targeted application of waste levy money, the increased levels of waste minimisation as set out in this WMMP will be able to be achieved without overall additional increases to the average household cost.

### 3.3.2. TA Waste levy funding

Council receives, based on population, a share of national waste levy funds from the Ministry for the Environment.

The WMA requires that all waste levy funding received by councils must be “spent on matters to promote waste minimisation and in accordance with their WMMP”.

Waste levy funds can be spent on ongoing waste minimisation services, new services, or an expansion of existing services. The funding can be used on education and communication, services, policy research and reporting, to provide grants, to support contract costs, or as infrastructure capital. We intend to use our waste levy funds for a range of waste minimisation activities and services as set out in the Action Plan.

In addition, we may make an application for contestable waste levy funds from the Waste Minimisation Fund, either separately, with other councils, or with another party. The Waste Minimisation Fund provides additional waste levy funds for waste minimisation activities.







## 3.4. Monitoring, Evaluating, and Reporting Progress

### 3.4.1. Monitoring and Reporting

Monitoring will be carried out by Council staff to oversee the development and implementation of the WMMP. Reporting will be included in the Community Facilities Manager's quarterly Community Facilities Report to Council or appropriate alternative.

This WMMP contains four key actions with timeframes (in the infrastructure and services sections), as well as a set of waste minimisation targets (refer section 4.3).

Each of these actions and targets will be reported against in terms of progress regularly.





# Appendix

## A.1.0 Glossary of Terms

Term	Definition
C&D Waste	Waste generated from the construction or demolition of a building including the preparation and/or clearance of the property or site. This excludes materials such as clay, soil, and rock when those materials are associated with infrastructure such as road construction and maintenance but includes building-related infrastructure.
Cleanfill	A cleanfill (properly referred to as a Class 4 landfill) is any disposal facility that accepts only cleanfill material. This is defined as material that, when buried, will have no adverse environmental effect on people or the environment.
Disposal	Final deposit of waste into or onto land, or incineration.
Diverted Material	Anything that is no longer required for its original purpose and, but for commercial or other waste minimisation activities, would be disposed of or discarded.
Domestic Waste	Waste from domestic activity in households.
ETS	Emissions Trading Scheme
Food waste	Any food scraps – from preparing meals, leftovers, scraps, tea bags, coffee grounds.
Green waste	Waste largely from the garden – hedge clippings, tree/bush prunings, lawn clippings.





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Hazardous waste	Waste that can cause harm or damage, to people or the environment, like strong chemicals. Shouldn't go into landfills.
ICI	Industrial, Commercial, Institutional.
Landfill	Tip or dump. A disposal facility as defined in S.7 of the Waste Minimisation Act 2008, excluding incineration. Includes, by definition in the WMA, only those facilities that accept 'household waste'. Properly referred to as a Class 1 landfill.
LGA	Local Government Act 2002.
LTP	Long Term Plan.
Managed Fill	A disposal site requiring a resource consent to accept well-defined types of non-household waste, e.g. low-level contaminated soils, or industrial by-products, such as sewage by-products. Properly referred to as a Class 3 landfill.
MfE	Ministry for the Environment.
MGB	Mobile garbage bin – wheelie bin.
MRF	Materials Recovery Facility.
MSW	Municipal Solid Waste.
New Zealand Waste Strategy	A document produced by the Ministry for the Environment in 2010. Currently being reviewed.
NZWS	New Zealand Waste Strategy.
Putrescible, garden, greenwaste	Plant based material and other bio-degradable material that can be recovered through composting, digestion, or other similar processes.

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Recovery	Extraction of materials or energy from waste or diverted material for further use or processing; and includes making waste or diverted material into compost.
Recycling	The reprocessing of waste or diverted material to produce new materials.
Reduction	Lessening waste generation, including by using products more efficiently or by redesigning products; and  In relation to a product, lessening waste generation in relation to the product.
Reuse	The further use of waste or diverted material in its existing form for the original purpose of the materials or products that constitute the waste or diverted material, or for a similar purpose.
RRP	Resource Recovery Park.
RTS	Refuse Transfer Station.
Rubbish	Waste, that currently has little other management options other than disposal to landfill.
Service Delivery Review	As defined by s17A of the LGA2002. Councils are required to review the cost-effectiveness of current arrangements for meeting the needs of communities within its district or region for good-quality local infrastructure, local public services, and performance of regulatory functions. A review under subsection (1) must consider options for the governance, funding, and delivery of infrastructure, services, and regulatory functions.
TA	Territorial Authority (a city or district council).

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Transfer Station	Where waste can be sorted for recycling or reprocessing or is dumped and put into larger trucks for transport to landfill.
Treatment	Means subjecting waste to any physical, biological, or chemical process to change its volume or character so that it may be disposed of with no or reduced adverse effect on the environment; but  Does not include dilution of waste.
WA	Waste Assessment as defined by s51 of the Waste Minimisation Act 2008. A Waste Assessment must be completed whenever a WMMP is reviewed.
Waste	Means, according to the WMA:  Anything disposed of or discarded, and  Includes a type of waste that is defined by its composition or source (for example, organic waste, electronic waste, or construction and demolition waste); and  To avoid doubt, includes any component or element of diverted material, if the component or element is disposed or discarded.
Waste Assessment	A document summarising the current situation of waste management in a locality, with facts and figures, and required under the Waste Minimisation Act.
Waste Hierarchy	A list of waste management options with decreasing priority – usually shown as ‘reduce, reuse, recycle, reprocess, treat, dispose’.
WMA	Waste Minimisation Act (2008).

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WMMP	A Waste Management and Minimisation Plan as defined by s43 of the Waste Minimisation Act 2008.
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WWTP	Wastewater treatment plant.
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Zero Waste	A philosophy for waste management, focusing on Council/community partnerships, local economic development, and viewing waste as a resource. Can also be a target (but not in this case).
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**Item 129: Submission – Fast Track Approvals Bill**

**To:** His Worship the Mayor and Councillors of Ōtorohanga District Council

**From:** Tony Quickfall, Group Manager Regulatory and Growth

**Date:** 23 April 2024

**Relevant community outcomes:** Sustainable Engaged Responsible



**1 Purpose | Te Kaupapa**

1.1 To present and confirm Council’s submission on the Fast Track Approvals Bill.

**2 Executive Summary | Whakarāpopoto Matua**

2.1 The purpose of the Bill is to provide a streamlined decision-making process to facilitate the delivery of infrastructure and development projects with significant regional or national benefits. Parliament opened the Bill for submissions during March/April with submissions closing on 19 April.

2.2 Staff prepared a submission and circulated to elected members for feedback prior to lodgement. This report presents the submission, as lodged, to Council for the record.

**3 Staff recommendation | Tūtohutanga a ngā Kaimahi**

That the Ōtorohanga District Council retrospectively **confirm** the submission (included as Appendix 2) lodged in respect to the Fast Track Approvals Bill noting that the timing for submissions did not allow Council the opportunity to formally consider the submission prior to the closing date.

**4 Discussion | He Kōrerorero**

**Purpose of Bill**

4.1 The Fast-track Approvals Bill (the **Bill**) is an omnibus Bill introduced in accordance with Standing Order 267(1)(a). The purpose of the Fast-track Approvals Bill is to provide a streamlined decision-making process to facilitate the delivery of infrastructure and development projects with significant regional or national benefits. The Minister for Infrastructure (Chris Bishop) is on record as describing this Bill as the first phase of RMA reform aimed as “unlocking” economic development, including mining and petroleum exploration.

**Approvals covered**

4.2 The Bill provides a separate process for the approvals under the following Acts:

- resource consents, notices of requirement, and certificates of compliance under the Resource Management Act 1991:

- concessions under the Conservation Act 1987:
- authority to do anything otherwise prohibited under the Wildlife Act 1953:
- approvals under the Freshwater Fisheries Regulations 1983:
- concessions and other permissions under the Reserves Act 1977:
- an archaeological authority under the Heritage New Zealand Pouhere Taonga Act 2014:
- marine consents under the Exclusive Economic Zone and Continental Shelf (Environmental Effects) Act 2012:
- Crown Minerals Act 1991 (section 61 or 61B land access provisions):
- aquaculture activity approvals under the Fisheries Act 1996.

4.3 The Bill also makes a change to Environment Court processes under the Public Works Act 1981 for projects dealt with under the Bill.

**Treaty settlements**

4.4 The Bill specifies that all persons exercising functions under the Bill must act in a manner that is consistent with the obligations arising under existing Treaty of Waitangi settlements and customary rights recognised under the Marine and Coastal Area (Takutai Moana) Act 2011 and Ngā Rohe Moana o Ngā Hapū o Ngāti Porou Act 2019.

4.5 The Bill also contains information, engagement, and other procedural requirements for applicants, Ministers, and the expert panels in relation to particular Māori groups or interests (including Treaty settlement entities and Takutai Moana rights and title holders) at various application and decision-making points in the fast-track process.

**How projects will gain access to fast-track approvals process**

4.6 To access the fast-track approvals process (**FTA process**) project owners must apply to joint Ministers. Joint Ministers are:

- the Minister for Infrastructure (Chris Bishop), Minister of Transport (Simeon Brown), and Minister for Regional Development (Shane Jones), acting jointly; and
- in relation to an approval to do anything otherwise prohibited by the Wildlife Act 1953, includes the Minister of Conservation acting jointly with those other Ministers; and
- in relation to an approval under the Crown Minerals Act 1991, includes the Minister responsible for that Act or the appropriate Minister (within the meaning of that Act) acting jointly with those other Ministers.

4.7 Joint Ministers then refer the project to an expert panel (EP) to assess the details of the project.

4.8 The EP will then make a *recommendation only* (no decisions) back to joint Ministers.

- 4.9 The joint Ministers have the power to accept or reject the EP recommendations, impose any conditions, and determine if the approvals should be granted or declined.
- 4.10 Relevant councils *may* be consulted for feedback, but there is no right of participation or any ability to submit.
- 4.11 Regionally and nationally significant projects will have access to the FTA process. Ministers will have to assess the project against a set of criteria and determine if the project can be “fast-tracked” by referring it to an EP. The criteria are stated in the Bill and include whether the project is regionally or nationally significant. Projects that occur on certain types of land (without approval from the landowner) or in certain areas will be ineligible for the process.
- 4.12 The joint Ministers must seek and consider comments from other Ministers, local government, and relevant Māori groups when making this decision.
- 4.13 The joint Ministers have a broad discretion to decline projects access to the process, including if the joint Ministers consider that it would be more appropriate or efficient to go through the normal approval processes.

#### **How fast-track approval process will work**

- 4.14 The EP will assess the projects and make a recommendation (back to the joint Ministers) on whether the projects approvals should be granted or declined, and what conditions should be required. As proposed, activities that are listed as prohibited in district and regional plans are also eligible for fast tracking. Prohibited activities in the Ōtorohanga District Plan are limited to any new habitable buildings located within an extreme hazard risk area.
- 4.15 The EP is unable to seek public submissions and is not required to conduct a hearing. An EP will be required to seek and consider comments from other Ministers, local government, Māori groups, landowners, and other groups listed in the Bill.
- 4.16 When making recommendations, the EP is required to consider the purpose of the Bill above the purposes and provisions of the Acts approvals are required under.
- 4.17 Once an EP has provided a recommendation to the joint Ministers, the Ministers must consider the recommendations by the panel and decide whether to grant or decline the approvals. They may also direct an EP to reconsider conditions if new information is made available or direct the applicant to reapply.

#### **Appeal rights and judicial review**

- 4.18 The Bill does not limit or affect any right of judicial review. Appeals are available to the High Court on points of law only. No appeal can be made to the Court of Appeal from a High Court determination, but leave may be sought from the Supreme Court to bring an appeal in the Supreme Court against a determination of the High Court. After that, there is a route for an appeal by leave of the Supreme Court to the Court of Appeal. Appeals are limited to specific groups, which include applicants, people

who the EP sought comments from, and any person who has an interest greater than that of the general public.

**Our Submission**

- 4.19 Submissions closed on April 19. In preparing the Council’s submission, the key considerations were:
- Support for the general intent of the Bill as it applies to a fast track process for essential or critical infrastructure;
  - Expansion of projects eligible for fast track approvals to include *locally* significant infrastructure projects;
  - The potential to “bypass” normal checks and balances to enable and prioritise developments that might not otherwise occur, including the ability for listed prohibited activities to be eligible for fast track approval;
  - The consolidation of powers in “Joint Ministers” and ability to over-ride expert panel recommendations (which will be based on project merits and expert evaluation);
  - If a project is approved by the Joint Ministers, it comes back to the relevant councils to administer under relevant legislation (i.e. for RMA approvals, monitor conditions and enforce);
  - Council’s ability to recover any costs of participating in RMA approvals but not non-RMA approvals or administering approved projects.
- 4.20 Council’s submission sets out the concerns and is aligned with a submission from Waitomo District Council. The submission also endorses other “like submissions” which may raise the same concerns (anticipated to include similar submissions from other councils and professional institutions). There is no intention to present Council’s submission to the Select Committee.

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**5 Appendices | Ngā ĀpitiHanga**

Appendix #	Name
1	Flow chart of fast track decisions
2	Submission

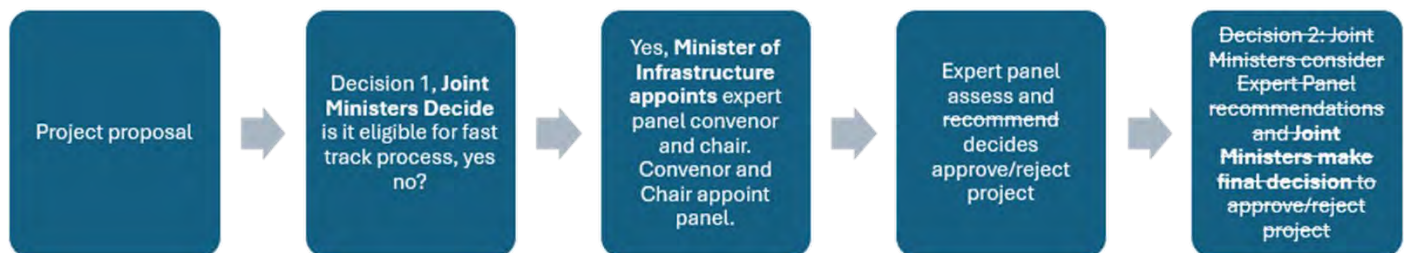


APPENDIX 1: FLOW CHART OF DECISIONS

Flow 1 – as proposed



Flow 2 – our submission



**APPENDIX 2: SUBMISSION AS LODGED**

Inquiries to: [Tonyq@otodc.govt.nz](mailto:Tonyq@otodc.govt.nz)

Our Reference: 750469

12 April 2024

**FAST TRACK APPROVALS BILL - SUBMISSION****To:**

Committee Secretariat  
Environment Building  
Parliament Buildings  
Wellington

**Submitter details:**

This submission is from Ōtorohanga District Council  
PO Box 11, Ōtorohanga 3940  
17 Maniapoto Street, Ōtorohanga

Ōtorohanga District Council does not wish to appear before the Panel to speak to its submission.

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**Our District**

Ōtorohanga District covers 1976 square kilometres, from the peaceful seaside towns of Kāwhia and Aotea in the west, to tranquil Lake Arapuni on the eastern boundary. There are two urban centres of Ōtorohanga and Kāwhia, surrounded by thriving rural communities. Ōtorohanga District is part of the King Country region, known by Māori as 'Te Rohe Potae' - "The Area of the Hat." Our district extends along the west coast of the North Island from Mount Pirongia in the north to the coastal town of Kāwhia in the south and stretches inland to Pureora Forest Park and the Waikato River to the east.

Geographically, the District comprises three distinct areas of approximately equal size. The eastern and western areas have predominantly more hills than the central area, which forms the southern limit of the Waikato Basin. Ōtorohanga is centrally placed, being within an easy driving distance of Auckland, Hamilton, Tauranga, Rotorua, Taupō and New Plymouth.

The local economy is primarily based on agriculture, with sheep, beef and dairy farming being the principle agricultural activities.

Ōtorohanga town has a population of approximately 3000 and is a service centre for the surrounding rural areas. Kāwhia is a small coastal holiday resort located on the shores of the Kāwhia Harbour, 57 kilometres west of Ōtorohanga via State Highway 31. Kāwhia has a permanent population of approximately 400, but the population increases to over 2000 at peak holiday periods. Kāwhia is the spiritual home of the Tainui



people who first settled there 600 to 700 years ago. The Kāwhia Harbour covers more than 6000 hectares, with five rivers feeding into it, and is a popular and productive fishing spot.

Our district also includes the small coastal settlement of Aotea, on the southern side of the Aotea Harbour.

### Our Council

Ōtorohanga District Council (ŌDC) administers the Local Government Act 2002 and all related functions on behalf of its ratepayers and residents. We work closely with Waitomo District Council and Waipā District Council and have a number of formal shared service agreements between these three councils including civil defence, animal control, and environmental health. Outside of the formal shared service agreements, all three councils closely collaborate on topics of mutual interest or where they can gain efficiencies of alignment.

ŌDC has a number of concerns in relation to the Fast Track Approvals Bill. These are set out as follows.

### Submission Comments

1. ŌDC supports the intent of the bill, particularly as it relates to the provision of essential or critical infrastructure. ŌDC supports a streamlined process to develop, maintain and upgrade essential or critical infrastructure at a national, regional, *and* local level.
2. ŌDC has a number of concerns over the drafting of the Bill and the likely or expected consequences and implementation. These concerns are:
  - a. A single “enabling development” focus around projects, with potential to bypass well established, court-tested, and accepted checks and balances around kaitiakitanga/environmental stewardship, and potentially enabling development projects that might not otherwise occur or which might result in significant impacts on environmental stewardship. ŌDC is particularly concerned about prohibited activities being eligible, and section 17(3)(f) with reference to eligibility criteria for fast-track including projects that “*support development of natural resources, including minerals and petroleum*”. This criteria is directly at odds with 17(3)(g) (*support climate change mitigation including the reduction or removal of greenhouse gas emissions*), and we would suggest also in contravention of New Zealand’s international climate change and carbon reduction obligations. We also note, there is no hierarchy amongst the fast-track referral criteria (some of which are competing or contrary), which we expect would lead to inconsistent, politicised (i.e. criteria picking and choosing), or perverse decisions around which projects are eligible for referral.
  - b. The consolidation of power in Joint Ministers and the Minister of Infrastructure, spanning: initial project approval for fast-track processing; selection and appointment of expert panel convenor and Chairperson; and ultimate decision making. Of particular concern is the potential politicisation of a decision by Ministers who may lack the necessary expertise or qualifications, rather than decisions on merit, such as those made by a panel of experts. We also note the absence of the Minister for the Environment from the Joint Ministers. This omission is at odds with the eligibility and decision criteria set out in the Bill for fast-track projects. We note the recently appointed panel of experts appears to also not have a balance of expert representation in respect of natural resources or environmental considerations.

- c. Administration impacts on local authorities if a project is approved (we understand this then falls to the relevant council(s) to administer under relevant legislation e.g. for RMA approvals, this would include monitoring and enforcement).
- d. The inability for councils, who will be implementing approved projects, to have meaningful and effective input and participation in setting any conditions, particularly where these conditions fall to councils to implement, action, or administer.
- e. The absence of any consideration of *locally* significant *infrastructure* projects as part of the criteria. ŌDC considers that, in addition to nationally and regionally significant projects, there may be *locally* significant *infrastructure* projects which merit a fast-track approvals process e.g. for reasons of significant local benefit (economic, resilience); efficiency (or process and approval costs); and outcomes.

### Recommendations/Submission

1. ŌDC supports and endorses submissions that raise similar concerns as set out in our submission.
2. ŌDC supports all clauses protecting Iwi/Māori rights and involvement in all decisions.
3. Delete part of section 17(3)(f) to read: “*support development of natural resources, ~~including minerals and petroleum.~~*”
4. Amend section 17 (fast-track eligibility criteria) to *either* provide a logical hierarchy of criteria or introduce an “overall balance” provision for weighing up all criteria including those which are competing.
5. Amend the Bill to ensure that prohibited activities are **not** eligible for fast-track approvals.
6. Amend the Bill to delegate final *decision-making* power on projects to the Expert Panel, rather than *recommendations* to Joint Ministers, as proposed.
7. Amend the Bill to include the Minister for the Environment as one of the Joint Ministers.
8. Amend the Bill to require the Expert Panel chair to be an Accredited Hearings Commissioner.
9. Amend the Bill to enable consideration of *locally* significant infrastructure projects for a fast-track consenting process.
10. Amend the Bill to:
  - a. *require* (“must” rather than “may”) the consideration of significant environmental effects in decision making; and
  - b. include criteria that enables significant environmental adverse effects to occur *only* if these are offset or mitigated *and* the local, regional, or national benefits of the project outweigh the significant effects that may occur.
11. Amend the Bill to provide for the agency responsible for implementing or administering the project (in terms of consent compliance), to actively and effectively participate (jointly) in condition drafting.

12. Retain the ability for local authorities to recover costs under schedule 3 and 4 (refer schedule 3, clause 14), **and** amend to ensure local authorities can recover costs for *any* fast-track application (not just RMA) that might require local authority involvement, advice, consultation, input, administration, or implementation.

END.

**Contact:**

Tony Quickfall

**Group Manager, Regulatory and Growth**

Ōtorohanga District Council

[tonyq@otodc.govt.nz](mailto:tonyq@otodc.govt.nz)



**Item 130: Adoption of the Mayoral Disaster Relief Fund Policy**

**To:** His Worship the Mayor and Councillors of Ōtorohanga District Council

**From:** Andrew Loe, Policy Advisor

**Date:** 23 April 2024

**Relevant community outcomes:** Connected      Enduring      Responsible      Resilient



**1 Purpose | Te Kaupapa**

1.1 To provide policy guidelines for the prompt establishment of a Mayoral Disaster Relief Fund which will provide financial support to individuals, families, small businesses, community groups and marae adversely affected by significant natural disasters.

**2 Executive Summary | Whakarāpopoto Matua**

2.1 This policy will provide guidance on the purpose and management of the Mayoral Disaster Relief Fund.

2.2 In the immediate aftermath of a natural disaster, contributions and donations will be offered to Ōtorohanga District Council (the Council), by the public, community groups and organisations. The Government, through the Minister of Emergency Management, and the Office of the Prime Minister may provide a financial contribution following an emergency event in a district.

2.3 To manage these contributions and as measure of sound governance it is a necessary to have policy guidelines and processes in place to administer and disperse these funds.

**3 Staff recommendation | Tūtohutanga a ngā Kaimahi**

That Ōtorohanga District Council adopt the Mayoral Disaster Relief Fund Policy (document number 727419).

**4 Context | Horopaki**

4.1 Following previous natural disasters councils and emergency management agencies have been offered a range of goods and services by members of the public, companies, and NGOs. While this generosity is always appreciated the appropriateness and timeliness of many goods can be a hindrance and a distraction to the relief effort. There have been many instances where goods had to be warehoused, at a cost to the receiving council only to be finally discarded as they were unable to be utilised in the response or recovery from the event.

- 4.2 The preferred medium for relief assistance is monetary gifts or grants. Easily transferred and applicable to a wide range of actions and requirements, a well-prepared fund can promptly distribute assistance to those in need.
- 4.3 Following a significant natural disaster, the Minister for Emergency Management, together with the Prime Minister and Minister of Finance, may authorise a contribution of up to \$100,000 (GST exclusive) for emergency relief funding. To receive these funds Council must establish a Panel and have processes to oversee fund expenditure.

## **5 Considerations | Ngā whai whakaarotanga**

### **Significance and engagement**

- 5.1 Adopting the Mayoral Disaster Relief Fund Policy does not trigger any specific consultative requirements, however the Risk and Assurance Committee have reviewed the draft policy and recommended that it be adopted. The Risk and Assurance Committee will have an oversight role to review the spending of any Panel raised to distribute money received by the Mayoral Disaster Relief Fund.

### **Impacts on Māori**

- 5.2 The adoption of this policy will expedite emergency and relief funding to affected parties including marae as detailed in the policy.

### **Risk analysis**

- 5.3 The Waikato Civil Defence Emergency Management Group has advised all councils to prepare a Disaster Relief Fund Policy as part of their readiness procedures for a major event.
- 5.4 For Council there is a possibility of reputational risk if preparations to receive and distribute donations are not in place, and staff may be diverted from essential duties to complete what is a foreseeable requirement.

### **Policy and plans**

- 5.5 The Policy is not inconsistent with other Council policies and plans.

### **5.6 Legal**

- 5.7 This policy is consistent with the purpose of the Civil Defence Emergency Management Act 2002 section 3 (c) 'provide for planning and preparation for emergencies and for response and recovery in the event of an emergency'.

### **Financial**

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

**Recommendation option and rationale**

- 5.9 The recommended option is that Ōtorohanga District Council adopt the Mayoral Disaster Relief Fund Policy.
- 5.10 Although Ōtorohanga District does not have a history of significant natural disasters it is wise to have this policy in place to allow for the prompt establishment of a funding Panel when resources and effort will be focussed on more pressing issues.
- 5.11 The establishment of a Panel and processes to oversee fund spending is a criterion to receive a financial contribution of up to \$100,000 of emergency relief from central government.

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**8 Appendices | Ngā ĀpitiHanga**

Appendix #	Name	Document #
1	Mayoral Disaster Relief Fund Policy	727419



# POLICY

## Mayoral Disaster Relief Fund Policy

### Approval and review details

<b>Approval authority</b>	Ōtorohanga District Council	<b>Effective date</b>	To be confirmed
<b>Administrator</b>	Group Manager Business and Administration	<b>Next review date</b>	To be confirmed

### Version history

Date	Version	Changes	By	Date Adopted
23 April 2024	1.0	Policy presented for approval	Policy Advisor	

## Purpose

The purpose of this policy is to provide guidance on the implementation and management of the Mayoral Disaster Relief Fund.

The Mayoral Disaster Relief Fund can be set up by Council following a significant natural disaster event to provide financial support to those individuals, families, small businesses, community groups and marae adversely affected.

A fund can only be created for a significant event or associated cluster of events, e.g. Cyclone Gabrielle or the Auckland Severe Weather Event, and every fund has a finite lifespan as detailed below.

Contributions to the fund may be made by Council, the public, or other community groups and organisations. The Government (Minister of Emergency Management, together with the Prime Minister or Minister of Finance) may provide a financial contribution per emergency event in a district. The financial contribution will need to be applied for following an emergency event.

The funding provided by the Government needs to be ring-fenced specifically for those affected by the emergency event. After six months, any unspent funds need to be returned to the Crown.

While Council has in place procedures for covering grants, it is desirable to have a specific policy for the Mayoral Disaster Relief Fund. This will provide coverage for all parties connected to the funds and include provisions for monitoring and reporting.

## Policy Statement

The key principle of this policy is to financially support affected individuals/families, community organisations, small businesses, and marae during times of hardship caused by a natural disaster event.

In the process of implementing and managing this policy, elected members, Council employees and members of the Mayoral Disaster Relief Fund panel will, at all times, respect the privacy of individuals and communicate in a courteous and professional manner.

## Reporting

A schedule of grants made under this policy will be reported to the Risk and Assurance Committee within six months of receiving the contribution.

A high-level report on payments made from the Mayoral Disaster Relief Fund (if a Government grant has been provided), including the purpose of these payments will be provided to the National Emergency Management Agency (NEMA) within six months of receiving the contribution.



## Implementation

1. Agreement in principle on the content of the policy has been provided from management and the Risk and Assurance Committee.
2. Following Council approval, implementation of this policy will include:
  - a. Notification to the Mayor and inclusion in future induction processes
  - b. Council officers with delegated authority to set up reporting mechanisms for the Risk and Assurance Committee and NEMA.
  - c. Inclusion of policy requirements in Council processes.

## Measurement and review

The effectiveness of the policy shall be measured through feedback from the Risk and Assurance Committee. The policy shall be reviewed at least once every five years, or within 12 months following an event should Council consider a policy review is necessary.

## Principles

This policy sets out the criteria, delegations, and responsibilities for administering the Mayoral Disaster Relief Fund.

The Fund will be managed in line with best practice, observing fairness and equity, and to withstand public scrutiny.

All decisions to grant funding from the Fund shall be conducted in accordance with the policy.

All decisions for funding shall be in accordance with the principles as set out in the Auditor General's "*Principles to underpin management by public entities of funding to non-Government organisations*" (*Appendix Two*).

Sufficient records shall be maintained to show that the funds have been expended in accordance with the policy.

## Mayoral Disaster Relief Fund Criteria

The Mayoral Disaster Relief Fund may be used to support and meet the needs of affected individuals, families, community organisations, small businesses, and marae. The aim of the fund is to help towards alleviating the emotional and financial stress experienced by the community resulting from a natural disaster event. The fund provides one off assistance for extraordinary circumstances, where a real need can be shown. Each local authority has discretion in setting its own criteria for how the funds are disbursed.

The Mayoral Disaster Relief Fund is intended to financially support affected individuals/families, community organisations, small businesses, and marae:

- experiencing financial hardship caused by a natural disaster event

- with basic needs, household goods and personal items (uninsured or underinsured)
- with clearing debris from properties that are not insured or are underinsured with replacement of structures that are not insured or are underinsured
- by assisting with insurance excess payments

Funds contributed to the Mayoral Disaster Relief Fund must not be used for Council's administrative or business costs.

The fund is a last resort measure when other appropriate sources of funding have been exhausted. Disaster relief funds are not intended to replace other existing funding sources, such as:

- Welfare - eligible costs are funded separately by the Government.
- Infrastructure - the Government will meet some costs of essential infrastructure.
- Insurance or costs covered by other funding sources.
- Other response costs – e.g. 60 percent funded by the Government (above the local authority's threshold) and 40 percent funded by the local authority.

## Delegations and Responsibilities

The Mayor will have delegated authority to approve applications to the Mayoral Disaster Relief Fund for grants and financial assistance, within the parameters of the Fund Criteria.

The Mayor is responsible for exercising good judgment in applying the Mayoral Disaster Relief Fund criteria, ensuring that expenditure is appropriate, transparent, and appropriate monitoring processes are in place.

The Group Manager Business Enablement is responsible for providing the Risk and Assurance Committee with a summary of expenditure from the Mayoral Disaster Relief Fund.

The Group Manager Business Enablement is responsible for reporting to the National Emergency Management Agency on the use of the Mayoral Disaster Relief Fund (if funds have been provided by the Government).

### Delegations to the Mayor for the establishment and management of a Disaster Relief Fund.

1. To announce the establishment of a fund and invite applications
2. To form a panel to assist with the decision making and oversight of the distribution of funds from the Mayoral Disaster Relief Fund
3. To determine the level of funding per application when setting up a Mayoral Disaster Relief Fund
4. To receive written applications based on the funding criteria and make a decision on whether to allocate funds
5. To approve a final report on expenditure outlining how funds were spent and the rationale for distributions

## Application Process for the Fund

Applications for the Mayoral Disaster Relief Fund must be in writing, on an approved application form submitted electronically through:

- Council's website, or
- emailed to Customer Services, or
- posted to Council's postal address or
- handed over the counter at one of Council's offices or public libraries.

Applications will remain open for a set period of time after a significant event as determined by the Mayor.

## Decisions on Funding

The Mayor will assess written applications based on the funding criteria and make a decision on whether to allocate funds. Advice may be sought from Council officers and sign-off is required from the Group Manager Business Enablement.

The Mayor will choose to determine the level of funding per application when setting up a Mayoral Disaster Relief Fund after a specific natural disaster event.

The Mayor will form a panel to assist with the decision making and oversight on the distribution of funds from the Mayoral Disaster Relief Fund. Members of the panel will be appointed at the Mayor's discretion. Meetings to determine the allocation of funding will be minuted.

Applicants will be advised in writing of the decision relating to their application.

Council contribution to the Funds in excess of the annual budget is unbudgeted expenditure and requires Council approval.

## Conditions of Receiving a Mayoral Disaster Relief Fund Grant

All grants provided must be used for the purpose for which they were given.

Recipients of a Mayoral Disaster Relief Fund grant may be required to meet certain conditions and provide supporting documentation to substantiate their claim.

## Appendix One: Government Policy Guidelines

The Minister for Emergency Management, together with the Prime Minister and Minister of Finance, may authorise a contribution of up to \$100,000 (GST exclusive) per event. Government contributions above \$100,000 (GST exclusive) per event will require Cabinet approval. As of April 2022, all contributions are announced as GST exclusive amounts.

### Once you receive or are made aware of a Relief Fund contribution

1. Your local authority/CDEM Group will receive a letter from the Director of Civil Defence Emergency Management, detailing the contribution amount and instructions on how to receive funds.
2. You will then be asked to prepare and submit a tax invoice to the Department of the Prime Minister and Cabinet (DPMC) for the contribution amount, plus GST.
3. To receive Government contribution to Relief Funds, local authorities/CDEM Groups are asked to set up a Relief Fund, publicise this and create a committee to oversee fund spending.
4. DPMC will make the payment to the local authority/CDEM Group after receiving the appropriate authorisation from joint Ministers or Cabinet (depending on the value of the contribution) and a tax invoice.

### Provide a report on their Relief Fund spending

To enable NEMA to understand local authorities' needs after an emergency and meet obligations regarding taxpayers' funds, local authorities who receive funding are asked to:

1. Report back on their expenditure within six months of receiving this fund. Any unspent monies must be returned to the Crown.
2. Provide a high-level report outlining how funds were spent and the rationale.
3. Engage with NEMA if there are any unspent monies six months after receiving the fund.

## Appendix Two: Principles to underpin management by public entities of funding to non-Government organisations

The Auditor-General expects public entities to show that they have entered into and managed funding arrangements with NGOs according to the following principles:

- **Lawfulness:** Have activities, resourcing, and accountability requirements been undertaken within the authority granted by Parliament?
- **Accountability:** Have public entities given full and accurate accounts of their activities? Are governance and management arrangements suitable to address any concerns?
- **Openness (transparency):** Is the nature of the funding arrangement, and the way in which it was entered into, clear to all parties?
- **Value for money:** Are resources used effectively and efficiently, without waste, and in a way that optimises the public benefit?
- **Fairness and Integrity:** Are public entities and NGOs that are involved in funding arrangements together meeting Parliament's and the public's expectations of an appropriate standard of behaviour in the public sector?

<https://oag.parliament.nz/2006/funding-ngos/part1>.



## 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 131: Community Facilities Activity Update for the Month Ending 31 March 2024**

**To:** His Worship the Mayor and Councillors of Ōtorohanga District Council

**From:** Jared le Fleming, Manager Community Facilities

**Date:** 23 April 2024

**Relevant community outcomes:** Empowered Enduring United



**1 Purpose | Te Kaupapa**

1.1 To update on the progress of the Community Facilities capital and operational works programme.

**2 Executive Summary | Whakarāpopoto Matua**

2.1 This report provides an update on the progress of the Community Facilities capital and operational projects and status of those projects to 31 March 2024.

**3 Staff recommendation | Tūtohutanga a ngā Kaimahi**

That the Ōtorohanga District Council receive the report titled ‘Community Facilities Activity Update for the Month Ending 31 March 2024’ (document number 750047) from Jared le Fleming, Manager Community Facilities.

**4 Discussion | He Kōrerorero**

**Ōtorohanga Museum**

4.1 Two Melia trees located in the front of the museum were removed and the stumps ground away following a request from Museum staff and approved by the Ōtorohanga Community Board. These two trees were causing issues due to their size. Root systems were lifting cobble stones causing trip hazards and limbs were needing constant trimming as they were encroaching onto the buildings.

**Community Facilities Asset Management Plan (AMP)**

4.2 The initial stage of generating Council’s first complete Asset Management Plan has been completed by our consultant. This is a comprehensive document covering the community facilities portfolio, staff will now work on refining the document.

*Percent Complete 100% / Budget Utilised 100%*

**Ōtorohanga Closed Landfill**

- 4.3 The recently contoured area on the closed landfill has now been fenced with post and rail fencing, which extends from the top of Waipā Esplanade to the bottom end, linking into the existing walkway carpark fencing.

*Percent Complete 100% / Budget Utilized 100%*

**Ōtorohanga Cemetery Earthworks**

- 4.4 Fencing has been completed. Mapping out the new berm layout is currently being carried out by staff. Now that earthworks are completed, programming is underway to reseal the driveway and carpark area.

*Percent Complete 98% / Budget Utilized 95%*

**Windsor Park**

- 4.5 The removal of a large poplar tree was carried out by contractors. The tree had been identified for removal by our arborist. This large tree was near the end of its lifespan as it had started losing limbs and the chance of it falling over was increasing.

*Percent Complete 100% / Budget Utilized 100%*

**Council Office AC Replacement**

- 4.6 Work is currently underway to replace the AC unit that services the Council Chambers. This requires a crane to lift the old unit off the roof and replace with the new unit.

*Percent Complete 50% / Budget Utilized 50%*

**Kāwhia Wharf**

- 4.7 Diving contractors have carried out an inspection and clean of the Kāwhia Wharf. This work also included a scan and removal of any debris on the seabed below the wharf. Staff will now review the report and plan any forward works needed. If there are any major issues noted, an update will be provided to the Kāwhia Community Board.

*Percent Complete 100% / Budget Utilized 90%*

**Windsor Park Toilet**

The toilet has been ordered and is currently under construction and due to be delivered in May. Staff are currently working on getting the services connections and toilet block footings constructed ready for the new toilet block's arrival.



**Parks Team Storage Shed**

- 4.8 A customised container has been ordered and will be placed in the back corner of the facilities depot on Progress Drive. This will allow for weather tight and secure storage. The container will be placed in the back corner of the yard sitting behind a secure fence which will also double as a sight screen.

**Ōtorohanga Swimming Pool Complex Interior Re-paint**

- 4.9 Painting of the changing rooms has now been completed. Contractors are currently in the process of replacing the worn air ducts in the indoor pool area.

**Council Office Courtyard**

- 4.10 The stump from the tree that was removed has now been ground and removed. Sand has been placed to fill the hole and once this settles the area will be cobbled before 30 June 2024.

**Kāwhia Cemetery Wall Repaint**

- 4.11 Contractors have now completed the repaint of the entrance wall of the Kāwhia Cemetery.

*Percent Complete 100% / Budget Utilized 98%*

**Menzshed Roof Replacement**

- 4.12 Contractors have now completed the roof replacement. The old iron was left onsite as Menzshed will repurpose it for other projects.

*Percent Complete 100% / Budget Utilized 100%*

**Jim Barker Memorial Playground Ship and Truck Re-paint**

- 4.13 The re-paint of ship and truck play equipment was completed prior to the Christmas school holidays.

*Percent Complete 100% / Budget Utilized 100%*

**Waste Minimisation and Management Plan (WMMP)**

- 4.14 Public consultation of the draft WMMP has been completed. At the April Council meeting submissions will be reviewed before a final WMMP is adopted.

**Kerbside Recycling Collections**

- 4.15 The new standardised kerbside recycling collections initiative is in place. This will ensure all councils across the country collect the same recycling materials kerbside. The only change from our previous collection materials is the addition of number 5 plastics.

**Resource Recovery Centre**

- 4.16 A project as part of the Ōtorohanga Town Concept Plans was to carry out a feasibility study for a resource recovery centre. At this stage staff have been unable to get this project underway and will look to carry this out in the next financial year.

**Tangi Te Korowhiti**

- 4.17 Tangi Te Korowhiti had a large limb fall onto the beach in Kāwhia. ŌDC staff worked alongside Ngāti Hikairo, Waikato Tainui Carvers and local contractors to ensure the safe removal of limb. The limb will now be used by Waikato Tainui carvers for various projects.

- 4.18 Members from Waikato Tainui Nursery also attended the site and gathered seeds from the fallen limb and will try and grow trees from these.



**Contract Renewals**

4.19 Below is a table of the current maintenance contracts due to expire this year.

Contract Number	Contract Name	Expiry date
1087	Kāwhia Mowing	30 June 24
1086	Kāwhia Toilet Cleaning	30 June 24
1043	Ōtorohanga Pool Complex Operation and Management	2 June 24
1129	Ōtorohanga Mowing	30 June 24

**Item 132: Financial Report for the month ending 31 March 2024**

**To:** His Worship the Mayor and Councillors of Ōtorohanga District Council

**From:** Brendan O’Callaghan, Manager Finance

**Date:** 23 April 2024

**Relevant community outcomes:** Prosperous Engaged Enduring



**1 Purpose | Te Kaupapa**

1.1 To provide a snapshot of progress against the 2023/24 budget.

**2 Executive Summary | Whakarāpopoto Matua**

2.1 The Financial Report for the month ended 31 March 2024 shows the operating surplus being up \$2.15M, because of the timing of subsidy income and other expenses.

2.2 Capital expenditure and loan repayments were under budget by \$246k. This predominately relates to the timing of some of the capital expenditure.

**3 Staff recommendation | Tūtohutanga a ngā Kaimahi**

That the Ōtorohanga District Council receive the report titled ‘Financial Report for the month ending 31 March 2024’ (document number 750672) from Brendan O’Callaghan, Finance Manager.

4 Discussion | He Kōrerorero

Statement of Comprehensive Revenue and Expenses					
For the Period Ending March 2024					
	Actual	Budget	Variance		Full Year Budget
<b>Revenue</b>					
Rates income	13,696,855	13,782,732	85,877	1%	13,797,880
Contributions	30,685	10,001	-20,684	-207%	10,001
Water by Volume Rates	1,092,459	1,208,721	116,262	10%	1,994,455
Subsidies and Grants	4,793,317	3,432,338	-1,360,979	-40%	5,829,621
Other Income	1,290,053	1,518,738	228,685	15%	2,200,293
Other gains/(losses)	0	0	0	0%	0
<b>Total Revenue</b>	<b>20,903,369</b>	<b>19,952,530</b>	<b>-950,839</b>		<b>23,832,250</b>
<b>Expenses</b>					
Employee Benefit Expenses	3,906,089	4,876,865	970,776	20%	6,452,369
Depreciation and Amortisation	5,139,207	5,139,207	0	0%	6,852,276
Other Expenses	9,544,923	9,761,241	216,318	2%	13,282,175
Finance Costs	62,941	77,645	14,704	19%	190,146
<b>Total Expenditure</b>	<b>18,653,160</b>	<b>19,854,958</b>	<b>1,201,798</b>		<b>26,776,966</b>
<b>Operating Surplus/(Deficit)</b>	<b>2,250,209</b>	<b>97,572</b>	<b>-2,152,637</b>		<b>-2,944,716</b>

4.1 Overall there is a net surplus to the end of February of \$2,250,209, compared to the budgeted surplus of \$97,572. This large surplus figure is due to the second instalment of rates for the years being invoiced, and the income recorded. The variance in the surplus against budget is due to:

4.1.1. Operating Revenue is up on budget by \$951k, due to \$1,361k up on budget in subsidies and grants, offset by \$229k under budget in other income. This represents a total of 4.7% of the year to date budget over, compared to 5.4% to the end of February.

- Other income is down, mostly in the user charges, particularly in regulatory income. This is due to the timing of the budget allocation versus the actual timing of invoicing.
- Subsidies and grants is up on budget by \$1,361k due to the timing of roading claims, with roading operating expenditure being up on budget year to date.

4.1.2. Operating expenses is down on budget by \$1,201k, with other expenses being down on budget by \$216k and employee benefit expenses being \$971k under budget. This represents 6.0% of the year to date budget, compared to 7.2% in February 2024.

- Employee Benefit Expenses is down due to the budgeted costs having been spread throughout the year, which includes budgets for some roles that have not been filled as at February.
- Other expenses are down on budget by \$216k, which is across several other expenses, particularly in some projects such as the Kāwhia/Rural Town Concept Plans.

<b>Statement of Financial Position</b>			
<b>For the period ending March 2024</b>			
	Actual	Full Year Budget	YTD Last Year
<b>Assets</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	6,311,147	4,528,626	1,161,185
Trade and Other Receivables	1,790,271	2,230,591	2,586,305
Inventory	75,010	30,038	86,459
Property Inventory	0	0	0
<b>Total Current Assets</b>	<b>8,176,429</b>	<b>6,789,255</b>	<b>3,833,949</b>
<b>Non-current Assets</b>			
Investments	7,799,282	631,321	683,320
Property, Plant and Equipment	392,391,452	388,937,554	387,296,717
Intangible Assets	5,179	55,012	10,139
<b>Total Non-current Assets</b>	<b>400,195,914</b>	<b>389,623,887</b>	<b>387,990,177</b>
<b>Total Assets</b>	<b>408,372,343</b>	<b>396,413,142</b>	<b>391,824,126</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Trade and Other Payables	1,299,650	2,652,540	365,418
Provisions	14,047	16,715	14,997
Employee Benefit Liabilities	26,791	435,000	323,489
Income in Advance	487,578	720,300	1,085,803
<b>Total Current Liabilities</b>	<b>1,828,067</b>	<b>3,824,555</b>	<b>1,789,707</b>
<b>Non-current Liabilities</b>			
Provisions	14,047	16,715	14,997
Employee Benefit Liabilities	26,791	435,000	323,489
Borrowings	9,447,613	447,613	4,447,613
<b>Total Non-current Liabilities</b>	<b>9,488,451</b>	<b>899,328</b>	<b>4,786,099</b>
<b>Total Liabilities</b>	<b>11,316,518</b>	<b>4,723,883</b>	<b>6,575,806</b>
<b>Net Assets</b>	<b>397,055,825</b>	<b>391,689,259</b>	<b>385,248,319</b>

4.2 Overall, the balance sheet shows a healthy position at the end of February, with total current assets of \$8.2M, against total current liabilities of \$1.8M, giving a working capital of \$6.3M. A large reason for this increase is the repayment of the loan provided to NKC Developments has also increased the cash at the end of February, compared to the timing of the loan repayments being due.

Combined Cost of Service Statement				
For the Period Ending March 2024				
	YTD Actual	YTD Budget	YTD Variance	Full Year Budget
<b>Operating Revenue</b>				
Activity Revenue	6,083,369	4,951,076	-1,132,293	8,029,914
Targeted Rates	7,093,455	7,419,734	326,279	8,205,468
Development Contributions	30,685	10,001	-20,684	10,001
General Rates	7,468,315	7,571,719	103,404	7,586,867
Other General Sources	4,657,694	9,415,638	4,757,944	11,028,567
	25,333,518	29,368,168	4,034,650	34,860,817
<b>Operating Expenditure</b>				
Land Transport	7,800,895	8,469,853	668,958	11,432,602
Water Supply	2,098,636	3,071,721	973,085	4,417,845
Sewerage Treatment and Disposal	648,337	770,611	122,274	989,935
Flood Protection and Control Works	229,036	308,161	79,125	200,261
Stormwater Drainage	193,308	250,622	57,314	314,700
Community Services	2,318,725	3,454,369	1,135,644	3,671,693
Regulatory Services	949,563	1,919,612	970,049	2,330,311
Community Development	1,016,070	564,029	-452,041	639,126
Governance & Leadership	5,192,058	4,937,962	-254,096	6,442,501
	20,446,628	23,746,940	3,300,312	30,438,974
<b>Funding Required</b>				
Capital Renewals	6,277,103	6,582,297	305,194	13,891,751
Capital Growth	552	125,006	124,454	250,000
Capital Level of Service	4,474,211	4,290,131	-184,080	3,364,596
Loans Repaid	2,206,377	2,206,377	0	2,478,782
	12,958,243	13,203,811	245,568	19,985,129
<b>Funding Applied</b>				
Funding from Depreciation Reserves	4,186,782	4,186,782	0	7,670,276
Loans Raised	0	1,315,341	1,315,341	8,773,788
Capital Income	46,468	66,253	19,785	90,000
Transfer to and from Balance	3,838,103	2,014,207	-1,823,896	-970,778
	8,071,353	7,582,583	-488,770	15,563,286

- 4.3 In the Combined Cost of Services statement, overall operating revenue is \$4.0M 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 offset by activity revenue being up on budget, mostly due to subsidies.
- 4.4 Operating expenditure is \$3.3M under budget, with this being spread across all the budget areas. This is due to the timing of projects, particularly in the road maintenance and asset maintenance areas, as well as items such as the Long Term Plan and Kāwhia/Rural Town Concept Plans.
- 4.5 Capital expenditure and loan repayments were under budget by \$246k. The bulk of this is related to capital projects and relates to the timing of projects compared to the budgeted timing.



OTHER BUSINESS | ĒTAHI ATU TAKE

COUNCILLOR UPDATES ON MEETINGS ATTENDED ON BEHALF OF ŌTOROHANGA DISTRICT COUNCIL

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

<b>RESOLUTION REGISTER</b>			
Earlier resolutions of the Ōtorohanga District Council which are not yet finalised are outlined below.			
#	Date resolved	Resolution	Staff update
C173	26/03/24	That the Ōtorohanga District Council endorse the framework (structure) for developing the Ōtorohanga Climate Change Response Plan.	It is recommended this resolution be removed from the Register.
C174	26/03/24	That the Ōtorohanga District Council approves, subject to final editorial changes, the release of the Draft Kāwhia/Aotea/Ōpārau and Ōtorohanga Rural Concept Plans for community feedback, with: <ul style="list-style-type: none"> <li>a) The period of community engagement and submission period running concurrently with Council’s Long-Term Plan consultation process (dates to be confirmed);</li> <li>b) Submissions heard and all feedback considered by a joint meeting of the Kāwhia Community Board and Ōtorohanga District Council, supported by mana whenua representatives, for the draft Kāwhia/Aotea/Ōpārau Concept Plan, and a meeting of the Ōtorohanga District Council, supported by mana whenua representatives for the Ōtorohanga Rural Concept Plan. Both meetings to be held in May 2024.</li> </ul>	The consultation has commenced. It is recommended this resolution be removed from the Register.
C175	26/03/24	That the Ōtorohanga District Council confirm the direction provided to staff, as set out in the report, for the development of the 2024-2034 Long-Term Plan.	It is recommended this resolution be removed from the Register.
C176	26/03/24	That the Ōtorohanga District Council <ul style="list-style-type: none"> <li>a) acknowledge the changing timelines due to the audit process; and,</li> <li>b) defer discussion on Item 117 to allow for the finalisation of the Consultation Document; and,</li> </ul>	The extra-ordinary meeting was held. It is recommended this resolution be removed from the Register.

		c) approve an extraordinary meeting of Ōtorohanga District Council to be held on Thursday, 4 April to discuss Item 117.	
C177	26/03/24	<p>That the Ōtorohanga District Council:</p> <p>a) APPROVE the Final Draft Speed Management Plan amended to the following roads:</p> <p>URBAN SCHOOLS</p> <p>a. Section 2.1.10 - Ōtorohanga Primary: Implement 30km/h variable signs during pick up and drop off times.</p> <p>ROADS OF CONCERN</p> <p>b. Section 4.1.5 - Ouruwhero Road: Extend a speed limit of 50km/h for 800 meters north of Kakamutu Street to 81 Ouruwhero Road then 80km/h to 1.5kms from the current 50km/hr sign.</p> <p>c. Section 4.1.2 - Mangauika Road: Implement a speed limit of 60km/h to join Waipā District Council boundary.</p> <p>d. Section 4.1.1 - Huiputea Road: Extend a speed limit of 50km/h and implement a speed limit of 60km/h.</p> <p>e. Section 4.1.3 - Old Te Kuiti: Extending a speed limit of 70km/h (previously posted).</p> <p>f. Section 4.1.6 - Waitomo Valley Rd: Implement a speed limit of 80km/h to boundary of Waitomo District Council.</p> <p>b) DELAY any amendment to the other roads contained in the Final Draft Interim Speed Management Plan as presented until direction is provided by the Government; and,</p> <p>c) ADOPT the final Draft Interim Speed Management Plan and proceed with submission for certification from the Director of Land Transport.</p>	<p>The Plan was submitted to the Director of Land Transport.</p> <p>It is recommended this resolution be removed from the Register.</p>
C186	04/04/24	Long Term Plan – refer to Minutes for full resolution	<p>The draft Long Term Plan was open for consultation as resolved.</p> <p>It is recommended this resolution be removed from the Register.</p>

Staff recommendation

That Ōtorohanga District Council confirm the removal of Resolutions C173, C174, C175, C176, C177 and C186 from the Register.

## **PUBLIC EXCLUDED | TAKE MATATAPU**

There are no reports.

## **CLOSING FORMALITIES**

### **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.

## **WORKSHOPS | HUI AWHEAWHE**

Workshops will begin following a short break following the meeting closure. Refer to the Order of Agenda for a list of workshops expected to be held.