



Otorohanga

District Council

*Otorohanga - where kiwi can fly
A dynamic, inclusive and unique district*

OPEN AGENDA

Ōtorohanga Community Board Te Poari Hapori o Ōtorohanga

Membership:	Chairperson	Upoko	Kat Brown-Merrin
	Deputy Chairperson	Upoko Tiriwā	Peter Coventry
	Board Member	Mema o te Poari Hapori o Ōtorohanga	Jo Butcher
	Board Member	Mema o te Poari Hapori o Ōtorohanga	Tori Muller
	Councillor – Ōtorohanga	Kaikaunihera – Ōtorohanga	Katrina Christison
	Councillor – Ōtorohanga	Kaikaunihera – Ōtorohanga	Steve Hughes

Notice is hereby given that an ordinary meeting of the Ōtorohanga Community Board will be held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Monday, 2 October 2023 commencing at 4.00pm.

Tanya Winter
CHIEF EXECUTIVE

25 September 2023

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.

Role of the community board

The Community Boards are a separate entity to the Council. The role of a Community Board is set out in Section 52 of the Local Government Act 2002.

- 1 Represent, and act as an advocate for, the interests of its community
- 2 Consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board
- 3 Maintain an overview of services provided by the territorial authority within the community
- 4 Prepare an annual submission to the territorial authority for expenditure within the community
- 5 Communicate with community organisations and special interest groups within in the community
- 6 Undertake any other responsibilities that are delegated to it by the territorial authority.

Delegations by Otorohanga District Council

The Council is authorised to delegate powers to the Community Boards. Council has made the following specific delegations, to be exercised in accordance with Council policy.

POWER TO ACT

Reserve Funds

Full decision-making authority on the use of Reserve Funds in accordance with the Terms of Reference for the fund.

- a. Ōtorohanga General Reserve Fund
- b. Ōtorohanga Community Board Property Development Reserve

Discretionary Fund

Full decision-making authority on the use of the Board’s discretionary fund in accordance with the Terms of Reference for the fund.

POWER TO RECOMMEND

Long Term Plan/Annual Plan/Policy Issues

Authority to make a submission to the Long Term Plan/Annual Plan process on activities, service levels and expenditure (including capital works priorities) within the Board’s area or to make a submission in relation to any policy matter which may have an effect within the Board’s area.

Advocacy/Submission to Other Agencies

Recommend to Council inclusions to submissions/advocacy to external organisations.

Quorum

A majority of members (including any vacancies).

Meeting frequency

Monthly or as required.

Community Board Member contact details

Kat Brown-Merrin	katbrownmerrin@otodc.govt.nz	021 139 3676
Peter Coventry	petercoventry@otodc.govt.nz	027 493 0117
Jo Butcher	jobutcher@otodc.govt.nz	027 500 8800
Tori Muller	torimuller@otodc.govt.nz	027 964 8000
Steve Hughes	stevehughes@otodc.govt.nz	021 161 8487
Katrina Christison	katrinachristison@otodc.govt.nz	021 153 0774

ORDER OF AGENDA

OPENING FORMALITIES	4
Commencement of meeting Te tīmatanga o te hui	4
Apologies Ngā hōnea	4
Late items Ngā take tōmuri	4
Declaration of conflict of interest Te whakapuakanga pānga taharua	4
Confirmation of minutes (4 September 2023) Te whakaū i ngā meneti	4
PUBLIC FORUM HUI TŪMATANUI	10
DECISION REPORTS NGĀ PŪRONGO WHAKATAU	
No reports.	
INFORMATION ONLY REPORTS NGĀ PŪRONGO MŌHIOHIO ANAKE	
Item 21: Ōtorohanga Town Concept Plan – Implementation plan update	11
PUBLIC EXCLUDED TAKE MATATAPU	
No reports.	
BOARD PROJECTS	
Project 1: Picnic in the Park	18
Project 2: Ōtorohanga Hauora and Connectivity Trail	18
Project 3: Ōtorohanga Kai Forest	18
Project 4: Ōtorohanga Dog Park	18
OTHER BUSINESS ĒTAHI ATU TAKE	
Board Member updates	18
Community Board discretionary fund	18
Resolutions register	19
CLOSING FORMALITIES	
Meeting closure Katinga o te hui	19
WORKSHOPS HUI AWHEAWHE	
Maru Energy Trust presentation to the Board.	Open

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.

Apologies | Ngā hōnea

Staff recommendation

That Ōtorohanga Community Board receive and accept the apology from Chairperson Brown-Merrin for non-attendance.

Late items | Ngā take tōmuri

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

That Ōtorohanga Community Board:

- a) *accept the late item ... due to ...; and,*
- b) *confirm the order of the meeting as indicated 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 Community Board 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 previous Board meeting are attached on the following page.

Staff recommendation

That the open minutes of the Ōtorohanga Community Board meeting held on 4 September 2023, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.



Ōtorohanga

District Council

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OPEN MINUTES

Ōtorohanga Community Board Te Poari Hapori o Ōtorohanga

Membership:	Chairperson	Upoko	Kat Brown-Merrin
	Deputy Chairperson	Upoko Tiriwā	Peter Coventry
	Board Member	Mema o te Poari Hapori o Ōtorohanga	Jo Butcher
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	Councillor – Ōtorohanga	Kaikaunihera – Ōtorohanga	Katrina Christison
	Councillor – Ōtorohanga	Kaikaunihera - Ōtorohanga	Steve Hughes

Minutes of an ordinary meeting of the Ōtorohanga Community Board held in the Council Chambers, Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Monday, 4 September 2023 commencing at 4.00pm.

Tanya Winter
CHIEF EXECUTIVE

6 September 2023

ORDER OF BUSINESS

OPENING FORMALITIES	3
Commencement of meeting Te tīmatanga o te hui	3
Apologies Ngā hōnea	3
Late items Ngā take tōmuri	3
Declaration of conflict of interest Te whakapuakanga pānga taharua	3
Confirmation of minutes (7 August 2023) Te whakaū i ngā meneti	3
PUBLIC FORUM HUI TŪMATANUI	3
DECISION REPORTS NGĀ PŪRONGO WHAKATAU	
Item 20: Removal of trees at Ōtorohanga Museum, 17 Kakamutu Street, Ōtorohanga	3
INFORMATION ONLY REPORTS NGĀ PŪRONGO MŌHIOHIO ANAKE	
No reports.	
PUBLIC EXCLUDED TAKE MATATAPU	
No reports.	
BOARD PROJECTS	
Project 1: Picnic in the Park	4
Project 2: Ōtorohanga Hauora and Connectivity Trail	4
Project 3: Ōtorohanga Kai Forest	4
Project 4: Ōtorohanga Dog Park	4
OTHER BUSINESS ĒTAHI ATU TAKE	
Board Member updates	4
Community Board discretionary fund	5
Resolutions register	5
CLOSING FORMALITIES	
Meeting closure Katinga o te hui	5
WORKSHOPS HUI AWHEAWHE	
There were no workshops planned.	

OPENING FORMALITIES

Commencement of meeting | Te tīmatanga o te hui

Chairperson Brown-Merrin declared the meeting open at 4.00pm.

Apologies | Ngā hōnea

RESOLVED O49: That the Ōtorohanga Community Board receive and accept the apology from Councillor Christison for non-attendance.

Coventry | Hughes

Late items | Ngā take tōmuri

There were no late items.

Declaration of conflict of interest | Te whakapuakanga pānga taharua

There were no declarations were made.

Confirmation of minutes | Te whakaū i ngā meneti

RESOLVED O50: That the open minutes of the Ōtorohanga Community Board meeting held on 7 August 2023, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Muller | Butcher

PUBLIC FORUM | HUI TŪMATANUI

No members of the public had requested to be heard.

DECISION REPORTS | NGĀ PŪRONGO WHAKATAU

Item 20: Removal of Trees at Ōtorohanga Museum, 17 Kakamutu Street, Ōtorohanga

Council’s Manager Community Facilities outlined the request from the Ōtorohanga Historical Society, and the recent maintenance undertaken by Council staff.

In response to a query from Councillor Hughes, Mr le Fleming advised further trimming would be required to keep the required clearance from the power lines. Councillor Hughes noted the tree’s fruit were toxic to humans, grew up to 12 meters and had a lifespan of 20 years which indicated future expense. He noted that in some parts of the United States of America the tree species are considered an invasive species.

Board Member Butcher agreed the trees were 20 years old and a decision was needed. Referring to the staff report, point 5.1 she suggested that any natives planted should ensure that no further issues were likely. Mr le Fleming stated a low growing native would be ideal.

Chairperson Brown-Merrin noted the Board project: Ōtorohanga Kai Forest and queried if the area would be suitable for that type of planting. Mr le Fleming advised that staff were not opposed in principle but further investigations and discussions with the Ōtorohanga Historical Society would be required.

RESOLVED O51: That the Ōtorohanga Community Board approve the removal of the two Melia trees situated outside the Ōtorohanga Museum, 17 Kakamutu Street, Ōtorohanga.

Butcher | Hughes

INFORMATION ONLY REPORTS | NGĀ PŪRONGO MŌHIOHIO ANAKE

There were no reports.

PUBLIC EXCLUDED | TAKE MATATAPU

There were no reports.

BOARD PROJECTS

Project 1: Picnic in the Park

Board Member Muller advised there were no further updates but noted the next event was to be held in November.

Project 2: Ōtorohanga Hauora and Connectivity Trail

Board Member Butcher advised discussions with Council staff to ensure alignment were ongoing.

Project 3: Ōtorohanga Kai Forest

Chairperson Brown-Merrin advised approval was granted from Waikato Police to install a community garden outside the Ōtorohanga Police Station. Planting was expected to be undertaken in September. She noted further sites were being considered.

Project 4: Ōtorohanga dog park

Board Member Butcher advised discussions with Council staff to ensure alignment were ongoing.

OTHER BUSINESS | ĒTAHI ATU TAKE

Board Member updates

No updates were received.

Community Board discretionary fund

Chairperson Brown-Merrin noted the grant made at the previous meeting.

Resolution Register

RESOLVED O52: That the Ōtorohanga Community Board confirm the removal of resolutions O46 and O47.

Coventry | Muller

CLOSING FORMALITIES

Meeting closure | Katinga o te hui

Chairperson Brown-Merrin declared the meeting closed at 4.12pm.

WORKSHOPS | HUI AWHEAWHE

There were no workshops.

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) 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 the agenda, no members of the public had requested to be heard.

DECISION REPORTS | NGĀ PŪRONGO WHAKATAU

There are no reports.

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 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 21: Ōtorohanga Town Concept Plan – Implementation plan update

To: The Chairperson and Members of the Ōtorohanga Community Board

From: Ross McNeil, Chief Advisor

Date: 2 October 2023

Relevant community outcomes: Engaged Vibrant Thriving



1 Purpose | Te Kaupapa

1.1 To provide an update on progress with implementing the Ōtorohanga Town Concept Plan (ŌTCP).

2 Executive Summary | Whakarāpopoto Matua

2.1 Progress has been made with four priority projects in the ŌTCP Implementation Plan:

- Huipūtea Reserve Development
- Ōtorohanga Reserves Management Strategy (and Reserve Management Plan(s))
- Ōtorohanga multi-purpose facility feasibility study
- Ōtorohanga Sports Hub.

3 Staff recommendation | Tūtohutanga a ngā Kaimahi

That the Ōtorohanga Community Board receive the report titled ‘Ōtorohanga Town Concept Plan – Implementation plan update’ (document number 716423) from Ross McNeil, Chief Advisor.

4 Discussion | He Kōrerorero

4.1 Progress has been made on four priority projects within the Ōtorohanga Town Concept Plan (ŌTCP) implementation programme. These projects and the progress made are outlined below:

Huipūtea Reserve Development Plan/Ōtorohanga Reserves Strategy

4.2 Resilio, who delivered the ŌTCP, have been engaged to undertake this work. A project working group comprising mana whenua, elected member and staff representatives has been convened to finalise the project scope and provide guidance throughout the project.

4.3 In addition to undertaking these projects, Resilio will also be developing the required reserve management plan(s) (which would otherwise be a separate project). This is considered the most effective and cost-efficient process given that much of the information developed for the Huipūtea Plan and Reserves Strategy will directly carryover into the relevant reserve management plan. These projects are expected to be completed in June/July 2024.

Ōtorohanga Multi-Purpose Facility Feasibility Study

- 4.4 A project scope has been developed (attached as Appendix 1), which includes consideration of the Otorohanga Club as an events facility (at the Club’s request). In accordance with Council’s Procurement Policy, a select group of consultants were invited to submit proposals for this work. Five high quality proposals were received and, following evaluation, Veros has been confirmed as the preferred consultant.
- 4.5 Funding from Lotteries has been sought for this work, with a decision expected in December. However, the priority placed on this project by the Board and Council means it is proceeding in any event. (Note that proceeding with the project does not disqualify it from receiving Lotteries funding).
- 4.6 The timing of this project will align with the timing of the development of the draft 2024-34 Long-Term Plan (LTP), so that Council has opportunity to hear from partners, stakeholders and the community and reflect the agreed outcome(s) in the adopted LTP. A project working group comprising mana whenua, elected member and staff representatives has been convened to provide guidance throughout the project.

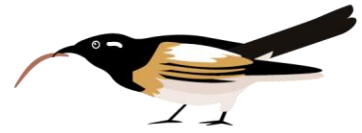
Ōtorohanga Sports Hub

- 4.7 Sport Waikato have been working with local sports clubs/organisations on opportunities for greater collaboration, coordination and use of resources (i.e., exploring/progressing the concept of a virtual Sports Hub). The next step for this project is convening a ‘State of Sport’ forum in October`. A similar forum was recently held in Te Kuiti – the purpose of which was to provide an ‘opportunity to unpack the sporting environment within the Waitomo District and consider potential needs and opportunities for the future as a collective voice’. The timing of an Ōtorohanga forum acknowledges that some clubs have facilities that are no longer fit for purpose (e.g., Netball) and some certainty is required to enable effective planning for better (new/upgraded) facilities.
- 4.8 Key milestones, including which groups will be engaged with and when, will be confirmed as part of the project establishment process for the Reserves and Multi-purpose Facility projects. The process for both projects will also allow for general community engagement and input. Resourcing requirements to support the development of Huipūtea and other reserves will be considered as part of the LTP process.

Ross McNeil
CHIEF ADVISOR

Appendices | Ngā ĀpitiHanga

Appendix #	Name
1	Ōtorohanga Multi-Purpose Community Facility Feasibility Study Brief



Ōtorohanga Multipurpose Community, Arts & Culture Facility - Feasibility Study Project Brief

Background/Context

During the development of Council's 2021-2031 Long Term Plan (LTP) the idea of a new town hall for Ōtorohanga re-emerged. The original Town Hall was demolished in the 1990s due to its poor structural condition and the high cost of upgrading it to ensure fit-for-purpose status. The Council's decision to demolish the Hall followed extensive review and public engagement. The intention was to replace the Hall with a community centre. Subsequently, a building to house the library and information centre (i-Site) was constructed on the rear of the site, with an open space (village green) developed at the front (adjoining Maniapoto Street). Periodically since the construction of the library/i-Site building the question of a new town hall/community centre facility has arisen, although no significant consideration or decision on the matter has occurred.

In the LTP process the Otorohanga Club submitted that the Club's premises were well placed/suited to deliver a town hall-type function for the community. In response the Council indicated that further consideration should be given to the need for and benefits of a community centre and that was best advanced through the development of the Ōtorohanga Town Concept Plan (ŌTCP) process.

After the adoption of the LTP in June 2021, the opportunity was taken to purchase the retail and commercial properties at 88 Maniapoto Street and 17 Lawrence Street Ōtorohanga. This was seen as a strategic acquisition as having both properties would give Council ownership of a contiguous block of four properties. With Ōtorohanga Community Board support, in approving the property purchases the Council confirmed that their long-term use should be considered as part of the ŌTCP process.

The Ōtorohanga Support House was a long-term tenant of the existing Council-owned property adjoining 88 Maniapoto. The purchase of 88 Maniapoto Street provided additional space for Support House to use on a short-term basis.

Through the ŌTCP process, the new town hall idea was replaced with the concept of a multipurpose community, arts and culture facility. While the scope of any new multipurpose facility was not significantly advanced through the ŌTCP process, two likely site options for such a new facility were identified – the four properties referenced above and the village green/library site.

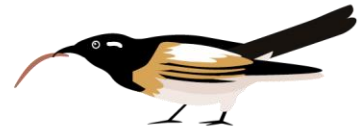
The confirmed ŌTCP signalled a multipurpose community facility as a key project, with the first stage being a feasibility study to determine the nature, location and funding requirements. The feasibility study is to be commenced in 2023.

After the adoption of the ŌTCP, the Otorohanga Club has indicated a desire to become an events centre for the community, and that this intention should be explored through a feasibility study process. In light of the Club's earlier position around town hall activities and this recent events centre consideration, any feasibility study on a multipurpose centre should also consider how the Club's facilities might meet community needs and opportunities.

Proposal

The Ōtorohanga District Council (ŌDC) proposes to undertake a feasibility study to assess the need for and viability of a multipurpose community, art & culture facility in the Ōtorohanga town centre.





The ŌTCP process identified a focus on culture and arts for the centre, however, it is intended that the feasibility study take a broader view of community needs and opportunities, and how they might be best provided for. This should include consideration of the delivery of local community (social) services.

The feasibility study will consider the role the Otorohanga Club facilities could play in meeting those needs and opportunities, including (but not limited to) events, community/group meetings and supporting/enabling community activities not otherwise appropriately provided for.

The Study will also consider the extent to which the recently refurbished Council office building could meet any identified community needs and opportunities.

Feasibility Study - Scope

The feasibility study process will:

1. Identify and assess the needs of the community for suitable activity, event and/or service space (in relation to a multi-purpose centre), including considering any wider benefits/opportunities a new facility might offer (e.g. delivery of social services; conducting information /training courses; wellbeing clinics, etc).
2. Having regard to Step 1. evaluate the following location options, incorporating an assessment of benefits, costs, issues, funding availability/accessibility, operating requirements/costs and risks:
 - a. A new building constructed on the block of four Council-owned properties at 88 and 120 Maniapoto and 15 and 17 Lawrence Streets
 - b. A new building constructed on the village Green/Library site on Maniapoto Street (including whether any new building incorporates the library or the existing Library building is extended)
 - c. Utilising the Otorohanga Club building (any parts therein, with or without modification), as directed by the Club.
 - d. Utilising the Ōtorohanga District Council building (ground floor meeting spaces).
 - e. Any practicable combination of the above.
 - f. Any other site(s) deemed suitable having regard to the identified and assessed needs, opportunities and constraints.
3. Engage with mana whenua, stakeholders and the community as part of Steps 1 and 2.
4. Identify a preferred option (or option combination) that best meets community needs and can be delivered having regard to feasibility.
5. Deliver a draft report for review, incorporating appropriate high-level plans/drawings, which reflects the process undertaken and the preferred (feasible) option(s), and in a format (once finalised) that could anchor any funding application(s) in support of progressing the preferred option(s).
6. Deliver a final report reflecting any agreed changes arising from the review of the draft report.

ŌDC is looking to establish a partnership with mana whenua to progress this project. Therefore, engagement with mana whenua in undertaking this feasibility study must be on that basis (i.e. not just a stakeholder).

In undertaking the feasibility study, it is accepted that certain assumptions will need to be made. These will need to be clearly reflected in the draft report, together with an appropriate level of sensitivity analysis.





The matters covered in Appendix 1 are expected to be considered as part of the study to the extent relevant and, where appropriate, reflected in the draft report. Note that this list is not exhaustive.

Stakeholders

The following stakeholders are expected to be engaged through the feasibility study process and their feedback appropriately reflected in the draft report (having regard to their status in relation to the project e.g. potential funder; potential user; project guidance; governance; etc).

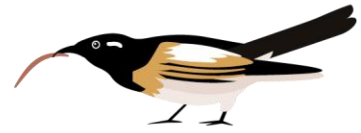
- Otorohanga Club
- Ōtorohanga Support House Whare Āwhina
- Ōtorohanga Community Board
- Ōtorohanga District Development Board
- Ōtorohanga Charitable Trust
- Lotteries
- Creative Waikato
- Creative New Zealand
- Ministry for Manatū Taonga / Ministry for Culture and Heritage
- Ōtorohanga Arts Community
- Regional funding agencies (e.g. Trust Waikato)
- Ōtorohanga District Council Elected Members/Ōtorohanga Community Board Member
- Ōtorohanga District Council Senior Leadership and key Staff
- Ōtorohanga schools/Ministry of Education
- Ōtorohanga Community
- Youth/Rangatahi
- Any other groups/individuals as considered appropriate.

Timeframes

ŌDC has started the process of developing its next Long-Term Plan (LTP) for the period 2024-2034. It is anticipated that the prospect of a new multi-purpose centre and/or substantial investment in existing facilities for this purpose will feature as part of the LTP process. On that basis any substantive engagement on practicable options should be part of Council's engagement on the draft LTP (likely to be March/April 2024).

Having regard to the above, the feasibility study should be completed as soon as reasonably practical, **but no later than the end of May 2024**. Assuming the outcome of the feasibility study is a new facility and/or investment in existing facilities, this timeframe will provide the opportunity for Council to include the outcome in the LTP prior to its adoption by 30 June 2024.





Appendix 1 – Matters expected to be considered in the feasibility study (to the extent relevant to this stage of the project):

Needs Analysis

A needs analysis covering the following:

- What activities could/should take place in a Multipurpose Centre?
- Is the need significant enough to justify a multipurpose centre?
- Who will use this facility?
- What are the benefits?
- What are alternate means of satisfying need?
- What are the impacts of proceeding or not proceeding?
 - Social
 - Economic
 - Environmental
 - Political
 - Cultural
- Staff required to operate the facility.
- What services will be offered?
- What other facilities exist in the area or surrounding areas? Could these be repurposed/sold in support of a new facility?
- What is the best location for the centre?
- What key activities/events could take place at this facility?

Design

The following design considerations (at a high level) should be addressed in the feasibility study:

- Location
- Cultural considerations
- Size (sqm)
- Capacity
- Layout
- Facilities
- Furniture & fittings
- Equipment
- Access
 - Disability Access
 - Entry access – e.g. key system, management of access
 - Parking
- Security
- Hosting Events
- Hosting Private Functions
- Health & Safety
- Hours/days of operation
- Sustainability/cost efficiency considerations (design and operation)

Operating Model/Staffing

Identify and assess options for the management of any new facility (e.g. Council; community organisation/trust; etc).

What will the staffing requirements be for this facility?

- Bookings
- Access
- Manager/Curator





- Maintenance/Cleaning

Cost Estimates

- Initial costs
 - Feasibility Study
 - Community engagement
 - Renovation/refurbishment/demolition
 - Building costs
 - Fittings & furniture
 - Landscaping
 - Design/incorporation of mana whenua representation
- Ongoing costs
 - Operations
 - Repairs & Maintenance
 - Overheads
 - Staffing
- Project management costs

Financial Analysis

- Cashflow (operating model)
- Sources of capital
- Income
 - Rental space
 - User charges
 - Koha
- Return on Investment

Advantages/Disadvantages

- Identify make or break issues
- Cultural considerations
- Market issues
- Organisational/Technical issues
- Financial issues
- Impact on neighbours

Risk Analysis of Preferred Solution

Project Impacts

- Social
- Environmental
- Cultural
- Economic
- Political

Requirements of Funding Agencies

Identify/assess requirements from potential funders.



PUBLIC EXCLUDED | TAKE MATATAPU

There are no reports.

BOARD PROJECTS

Board Members will provide verbal updates at the meeting.

Project 1: Picnic in the Park

Project 2: Ōtorohanga Hauora and Connectivity Trail

Project 3: Ōtorohanga Kai Forest

A request has been received from Councillor Christison to remove the project as an official Board Project. The project now has the Ōtorohanga District Development Board as the umbrella organisation to assist with fundraising efforts.

As the Board made a previous resolution, included below, staff recommend the resolution be rescinded.

RESOLVED O35: That the Ōtorohanga Community Board accept Ōtorohanga Kai Forest as Board project 3.

Councillor Hughes | Deputy Chairperson Coventry

Staff recommendation

That the Ōtorohanga Community Board rescind resolution O35 and remove the Ōtorohanga Kai Forest as a Board Project.

Project 4: Ōtorohanga dog park

OTHER BUSINESS | ĒTAHI ATU TAKE

Board Member updates

Board members who have attended meetings on behalf of the Ōtorohanga Community Board may give feedback to the Board. This is a discussion item only and no resolutions can be made from the discussion.

Community Board discretionary fund

Following the grant made in August, the Board now has \$4,000.00 excluding GST available to grant.

Date of grant	Resolution #	Recipient	Purpose	Amount (excl. GST)
07/08/23	O44	Blue Light	Transport costs	1,000
				\$1,000

Resolution Register

Previous resolutions of the Ōtorohanga Community Board which are not yet finalised are outlined below.

Resolution #	Date resolved	Resolution	Staff update
O46	07/08/23	That the Ōtorohanga Community Board approve the additional funding of \$4,400 excluding GST for the installation of the decorative lighting on Maniapoto Street, Ōtorohanga noting the total project cost of \$29,400 excluding GST from the Ōtorohanga General Reserve Fund.	The materials have been ordered and installation will be undertaken in accordance with Council’s operational processes. It is recommended this Resolution be removed from the Register.
O47	07/08/23	That the Ōtorohanga Community Board: a) Approve \$1,000.00 excluding GST as a one off grant to Blue Light towards the cost of a 50 seater bus to enable youth to attend the 2023 Rainbows End Fun Days. b) Note that Blue Light have been advised to apply for future grants to the Ōtorohanga District community grants fund.	The grant was made in accordance with the Board’s resolution. It is recommended this Resolution be removed from the Register.
O51	04/09/23	That the Ōtorohanga Community Board approve the removal of the two Melia trees situated outside the Ōtorohanga Museum, 17 Kakamutu Street, Ōtorohanga.	Removal will be undertaken in accordance with Council’s operational processes. It is recommended this Resolution be removed from the Register.

Staff recommendation

That the Ōtorohanga Community Board confirm the removal of resolutions O46, O47 and O51 from the Resolution Register.

CLOSING FORMALITIES

Meeting closure | Katinga o te hui

The Chairperson will declare the meeting closed.

WORKSHOPS | HUI AWHEAWHE

Maru Energy Trust are presenting to the Board.