



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Agenda

ŌTOROHANGA DISTRICT COUNCIL

24 June 2025

Notice is hereby given that an ordinary meeting of the Ōtorohanga District Council will be held in Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Tuesday, 24 June 2025 commencing at 10.00am.

Tanya Winter, Chief Executive

18 June 2025

OPEN TO THE PUBLIC AGENDA

Ōtorohanga District Council membership

Chairperson	His Worship the Mayor, Max Baxter
Deputy Chairperson/Kāwhia Tihiroa Councillor	Deputy Mayor, Annette Williams
Kāwhia Tihiroa Councillor	Kit Jeffries
Kio Kio Korakonui Councillor	Rodney Dow
Ōtorohanga Councillor	Katrina Christison
Ōtorohanga Councillor	Steve Hughes
Rangiātea Councillor	Jaimee Tamaki
Rangiātea Councillor	Roy Willison
Waipā Councillor	Roy Johnson
Wharepūhanga Councillor	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 ŌDC'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.

For use in both opening and closing meetings

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

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

For use in blessing food

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

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

Opening formalities	Ngā tikanga mihimihi	
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Public excluded**Take matatapu**

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Closing formalities**Ngā tikanga whakakapi**

Closing prayer/reflection/words of wisdom	Karakia/huritao/whakataukī	348
Meeting closure	Katinga o te hui	348

Workshops**Hui awheawhe**

1	Waikato Water Done Well shareholders agreement	Public not permitted
2	Monthly discussion with the Chief Executive	Public not permitted

This Open Agenda was prepared by Manager Governance, Kaia King and approved for distribution by Chief Executive, Tanya Winter on 18 June 2025.

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

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

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

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

Apologies**Ngā hōnea**

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

Should an apology be received, the following is recommended: *That Ōtorohanga District Council receive and accept the apology from ... for ... (non-attendance, early departure, late arrival).*

Public forum**Hui tūmatanui**

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

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

No members of the public have requested to be heard.

Late items**Ngā take tōmuri**

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

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

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

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

A conflict can exist where:

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

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

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

The unconfirmed Minutes of the ordinary and the extra-ordinary meeting are on the following pages.

Staff recommendation

That Ōtorohanga District Council confirm as a true and correct record of the meeting, the open Minutes of the meeting held on 27 May 2025 (document number 826762) and the open Minutes of the meeting held on 10 June 2025 (document number 828391).



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

ŌTOROHANGA DISTRICT COUNCIL

27 May 2025

Open Minutes of an ordinary meeting of the Ōtorohanga District Council held in Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Tuesday, 27 May 2025 commencing at 10.00am.

Tanya Winter, Chief Executive

3 June 2025

Ōtorohanga District Council attendance

Chairperson	His Worship the Mayor, Max Baxter	Attended
Deputy Chairperson/Kāwhia Tihiroa Councillor	Deputy Mayor, Annette Williams	Apology
Kāwhia Tihiroa Councillor	Kit Jeffries	Attended
Kio Kio Korakonui Councillor	Rodney Dow	Attended via Zoom
Ōtorohanga Councillor	Katrina Christison	Apology
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

Senior staff in attendance

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

Opening formalities	Ngā tikanga mihimihi	
Commencement of meeting	Te tīmatanga o te hui	5
Opening prayer/reflection/words of wisdom	Karakia/huitao/whakataukī	5
Apologies	Ngā hōnea	5
Public forum	Hui tūmatanui	5
Late items	Ngā take tōmuri	5
Declaration of conflict of interest	Te whakapuakanga pānga taharua	5
Confirmation of minutes (ŌDC 29 April)	Te whakaū i ngā meneti	6
Receipt of Minutes (KCB 8 May)	Te rironga o ngā meneti	6
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Decision reports	Ngā pūrongo whakatau	
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Public excluded	Take matatapu	
Item 246	Resolution to exclude the public for Item PE23 - Re-Appointment of Board Chair – Waikato Regional Airport Ltd	16

Closing formalities	Ngā tikanga whakakapi	
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Meeting closure	Katinga o te hui	16

Workshops	Hui awheawhe	
1	Monthly discussion with the Chief Executive	Public not permitted

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

His Worship the Mayor declared the meeting open at 10.00am.

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

His Worship the Mayor led Councillors and staff in a recitation of the karakia provided in the agenda.

His Worship provided the following words of wisdom: *"I have learned the best way to end something is to let it starve. No response, no action, no altercations, just don't feed it. That's where the true power lies."*

Apologies**Ngā hōnea**

Resolved C370: That Ōtorohanga District Council receive and accept the apologies from Deputy Mayor Williams and Councillors Dow and Christison for non-attendance.

His Worship the Mayor | Councillor Tamaki

Public forum**Hui tūmatanui**

No members of the public had requested to be heard.

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 C371: That Ōtorohanga District Council confirm as a true and correct record of the meeting, the open Minutes of the meeting held on 29 April 2025 (document number 821112).

Councillor Tamaki | Councillor Prendergast

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

Resolved C372: That Ōtorohanga District Council receive the following unconfirmed Minutes: Kāwhia Community Board – 8 May 2025 (document number 821188).

Councillor Jeffries | Councillor Tamaki

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

His Worship the Mayor attended the All of Local Government and Rural Provincial Sector meeting, rural water scheme meetings, elected member workshop day, Mayors Taskforce for Jobs meeting and the Waikato Water Done Well governance meeting.

Resolved C373: That Ōtorohanga District Council receive the verbal update from His Worship the Mayor, Max Baxter.

Councillor Prendergast | Councillor Johnson

Councillor Rodney Dow joined the meeting via Zoom.

Decision reports**Ngā pūrongo whakatau****Item 235: Local Water Done Well – Submission hearings**

ŌDC's Nardia Gower outlined the report, noting one submitter had requested to be heard.

Submitter: Thea King: Ms King spoke to her submission. She urged ŌDC to choose a model that keeps decisions local, retained ŌDC's commitment to Te Tiriti o Waitangi and honoured the relationships ŌDC has built with mana whenua. She expressed opposition to the CCO model.

Ms Gower noted Deliberations will be held on 10 June with the final decision being made at the 24 June meeting.

Resolved C374: That the Ōtorohanga District Council

- a) Receive the report 'Local Water Done Well – Submission Hearings' (document number 821468) including all submissions received on Council's consultation document - Kōrero Wai: Let's Talk Water - prior to the closing date of 6 May 2025 (refer Appendix 1)
- b) Thank Submitter 4 for their verbal submission on Council's preferred option for the delivery of water services within the district
- c) Note that deliberation on submissions will be held on 10 June 2025.

His Worship the Mayor | Councillor Hughes

Item 236 – Fees and Charges 2025/26

ŌDC's Graham Bunn noted the report seeks the adoption of the Fees and Charges for the 2025/26 financial year. He referred to the Kāwhia Community Centre fees and charges noting the hire charges would be re-considered by the Kāwhia Community Board at its next meeting. A subsequent report will be presented to ŌDC at the 24 June meeting.

Councillor Jeffries referred to the resource consent fees and charges noting there were considerable increases whereas most other fees have had no or small changes. He queried if staff had considered raises in alignment with the CPI. ŌDC's Brendan O'Callaghan, Manager Finance responded advising the CPI increase might work for some charges whereas other charges are set by different legislation where changes are limited. ŌDC's Tanya Winter noted some changes were to keep in alignment with neighbouring council fees and charges.

Councillor Jeffries referred to page 52, Ōtorohanga and Kāwhia water charges which had changed from a standard connection charge to a quote basis. ŌDC's Robbie Whiteman advised this change was to recover actual costs and noted some connections may cost less than the standard charge.

Councillor Jeffries requested an example of a sewer connection 'outside the Ōtorohanga urban area'. ŌDC's Graham Bunn advised there would only be the odd house outside the urban area where connection to sewer pipes were possible. Councillor Jeffries commented on the sewerage waste charge increase and with the screen being away for repair at the Ōtorohanga wastewater treatment plant, that trucks had to travel to either Te Kuiti or Te Awamutu and pay a higher charge. Councillor Jeffries queried the levy for lead acid batteries and if lithium batteries also needed to be identified.

Councillor Jeffries queried the increase of fees from \$2,500 to \$10,000 for designations and notices of requirements. ŌDC's Tony Quickfall noted the increase was related to the relevant legislation which stated that the charge be for 'actual and reasonable costs'. He noted a designation was undertaken by organisations for large developments and not individuals. Councillor Jeffries spoke on the increases in some costs and if the increases were driven by legislation or hadn't been increased in the past. Mr Quickfall stated the increases were driven by 'actual and reasonable costs' under the legislation.

Councillor Jeffries queried the \$400 fee for litter and how it would be enforced. Mr Quickfall advised infringements can be issued under the Litter Act. He noted central Government were intending to make amendments to increase enforcement.

Councillor Prendergast queried if the Department of Conservation (DoC) campgrounds were under ŌDC control or DoC. She queried the Arohena campground. ŌDC's Tanya Winter confirmed DoC own and manage the campground at Arohena however ŌDC were the regulatory body who issues the licence for the campground.

Councillor Dow queried the charge for tyres noting the Government have applied a levy for all new tire purchases for disposal costs. He sought confirmation that there was no double charging.

Councillor Johnson queried the flat fee for both disconnection and reconnection of water. He sought a future workshop to consider the matter.

Resolved C375: That Ōtorohanga District Council:

- a) Adopt the Fees and Charges 2025/26 (document number 821294) as presented in Appendix 1 of the staff report; and,
- b) Confirm that the current fees and charges for the Kāwhia Community Hall will continue to apply until a subsequent resolution is passed by ŌDC.

Councillor Jeffries | Councillor Hughes

Item 237 – Te Nehenehenui Joint Management Agreement draft Schedules

ODC's Cassidy Temese, Kaitakawaenga – Iwi Relations Advisor spoke to the staff report. ŌDC's Tony Quickfall noted there was one correction to the staff recommendation. Mr Temese advised the 30 May Co-Governance meeting was rescheduled and a new date had not been confirmed as yet.

In response to a query from Councillor Prendergast, Mr Temese confirmed the Te Nehenehenui joint management agreement (JMA) was the result of two separate pieces of legislation. ŌDC's Tony Quickfall noted ŌDC also had a JMA with Raukawa

Councillor Jeffries referred to point 4.4a of the staff report, querying the identification of significant sites and if they would be incorporated into the District Plan. Mr Quickfall advised once the sites are identified, Te Nehenehenui might not make all sites public via a District Plan Change. Councillor Jeffries then queried if there were exclusion zones for new developments near an identified site. Mr Quickfall advised the developer would discuss any required mitigation directly with iwi and ŌDC would use the agreed mitigation as part of the conditions of consent for the development.

His Worship the Mayor referred to point 4.2 of the staff report and the 12 month development of the Schedules. Mr Temese advised the development was outside the timeframe, but the extension had been agreed by the JMA Committee. ŌDC's Tanya Winter stated the extra time had been very beneficial for the development of the Schedules by allowing more conversations on how the Schedules will be enacted and identified constraints to implementation. Councillor Tamaki spoke on the development of the relationship between the JMA parties noting that relationship was the biggest key to the development of the Schedules.

Resolved C376: That Ōtorohanga District Council:

- a) Endorse the draft JMA schedules, as outlined in the attached document (Appendix 1), subject to any final minor amendments agreed to by the JMA Co-Governance Committee.
- b) Delegates the authority to ŌDC's JMA appointee, Councillor Tamaki, to approve the draft JMA schedules at the next TNN JMA Co-Governance Forum Meeting.

His Worship the Mayor | Councillor Willison

Item 238 – Māori Engagement Framework Implementation Plan

ODC's Cassidy Temese, Kaitakawaenga – Iwi Relations Advisor advised the Plan was developed to embed the recently adopted Framework in the organisation. Councillor Johnson referring to page 107, queried the formation of an advisory committee which was not budgeted and could be considered as part of the Annual Plan 2026/27. ŌDC's Nardia Gower advised the staff recommendation was to adopt the Implementation Plan whereas the complementary findings were for their information only and would be discussed with the incoming Council.

Resolved C377: That Ōtorohanga District Council adopts the Māori Engagement Framework Implementation Plan and delegates operational changes to the Chief Executive.

His Worship the Mayor | Councillor Tamaki

Item 239 – Te Korowai (CouncilMARK) Independent Evaluation Report and proposed Improvement Plan

ŌDC's Ross McNeil noted there were two elements to the item with the first receiving the independent report and the second to confirm the improvement plan. He noted the timing for the 3 to 5 years noted projects as an intention only. Those projects would be considered in the development of the next Long Term Plan.

Councillor Hughes queried the assessment summary and how the population mix was determined. Mr McNeil noted the source data derived from Stats New Zealand from the last Census. The selection was not limited to one ethnicity so people could choose more than one to identify with. Councillor Hughes referred to media training for elected members and staff, noting the recent sensationalist articles. Mr McNeil noted media training was part of the incoming elected member induction programme. Councillor Prendergast endorsed for the Plan noting the Governance/Leadership actions would be an ongoing process for the new Triennium.

Resolved C378: That Ōtorohanga District Council:

- a) Receive the Te Korowai (CouncilMARK) Independent Evaluation Report - November 2024; and,
- b) Endorse the proposed Te Korowai (CouncilMARK) improvement programme dated April 2025, subject to any final changes.

His Worship the Mayor | Councillor Dow

His Worship the Mayor adjourned the meeting for a short break at 10.59am and recommenced the meeting at 11.08am.

Item 240 – Proposed advertising for temporary road closure for the Targa NZ 2025 Rally

ŌDC's Paul Strange, Manager Rooding spoke to the staff report. His Worship the Mayor queried state highway closures and Mr Strange noted a state highway closure was between NZTA and the organisers. His Worship noted a detour would be through ŌDC roads. Mr Strange confirmed a detour would be through Ngutunui Road.

Resolved C379: That Ōtorohanga District Council, in accordance with Sections 319(h) and 342, and Section 11 of Schedule 10 of the Local Government Act 1974, approves the advertising seeking community feedback of the PROPOSED Temporary Road Closure on Thursday, 16 October 2025 in accordance with the application by Ultimate Rally Group.

His Worship the Mayor | Councillor Hughes

Information only reports

Ngā pūrongo mōhiohio anake

Item 241 – Community Led Ōtorohanga Housing Plan update – May 2025

ŌDC's Nardia Gower spoke to the staff report. She was joined by Michelle Hollands who is the Economic Development Manager from ELEVATE, a key stakeholder in the Plan.

His Worship the Mayor queried if the damp and mouldy dwellings were rentals only or including all dwelling types. Ms Gower noted a recent workshop with local developers highlighted that some new home builds have mould due to being too airtight. Councillor Jeffries noted one of the hurdles for increasing the available housing was due to the lack of suitable land.

Resolved C380: That Ōtorohanga District Council receive the report titled 'Item 241 - Community Led Ōtorohanga Housing Plan update May 2025' (document number 821540) from Nardia Gower, Group Manager Strategy & Community.

His Worship the Mayor | Councillor Jeffries

Item 242 – Community Facilities activity update for the month ending 30 April 2025

ŌDC's Jared le Fleming, Manager Community Facilities took his report as read but provided an overview of the contracts coming up for renewal. He noted the Memorandum of Understanding (MOU) with Waitomo District Council has been signed to undertake joint procurement for the waste contract.

Councillor Hughes queried footpath rehabilitation outside Mitre 10 following the removal of the Melia trees. Mr le Fleming advised the stumps would be ground down and the Roding team would reinstate the footpath.

Councillor Jeffries referred to the battery recycling facility to be installed at the Ōtorohanga Transfer station and if it would include lithium batteries and Mr le Fleming confirmed it would accept them.

Councillor Johnson queried farm chemical collection, in particular the frequency and publicity. Mr le Fleming stated the service was a one-off to establish need before long term funding was considered. He advised AgRecovery were given a budget and then reached out to farmers. He noted the available spots for on-farm collection were almost full. Councillor Jeffries queried if the collection included paint tins and Mr le Fleming advised paint tins would fall into household waste and not agricultural recovery.

Resolved C381: That the Ōtorohanga District Council receive the report titled 'Community Facilities activity update for the month ending 30 April 2025' (document number 821421).

Councillor Prendergast | Councillor Johnson

Item 243 – Update Bridge Weight Access Limits and Posted Restrictions – Ōtorohanga District 2025

ŌDC's Paul Strange, Manager Roding spoke to the staff report noting the district had 136 bridges.

His Worship the Mayor queried if the review showed any bridge that required immediate upgrading and Mr Strange confirmed the review did not highlight any areas for immediate action. He noted a plan of upgrades was contained in the Asset Management Plan. In response to a query from Councillor Johnson, Mr Strange confirmed all bridges other than the 23 indicated could take the required weight.

In response to comments from Councillor Dow, Mr Strange advised the assessment looked at the beams underneath the bridge, bridge span and the deck strength.

Councillor Dow left the meeting at 11.39am.

Councillor Hughes queried enforcement of bridge restrictions and Mr Strange noted this was a national problem and central Government were working with the industry. He advised there was electronic data on routes and load sizes.

Councillor Jeffries referred to the Waiharakeke bridge on Harbour Road which was owned 50:50 with Waitomo District Council and Mr Strange advised this was a historic agreement and that currently ŌDC manage the bridge in its entirety with the funding being divided.

Resolved C382: That Ōtorohanga District Council receives the report on the updated bridge weight access limits and posted restrictions for the Ōtorohanga District roading network.

Councillor Willison | Councillor Johnson

Item 244 – Finance report to 30 April 2025

ŌDC's Brendan O'Callaghan, Manager Finance spoke to the staff report noting an expert from the Institute of Directors had assessed the financial report presented to ŌDC and provided recommendations for improvement. He advised the recommendations would be progressed as appropriate.

In response to comments from Councillor Jeffries, ŌDC's Graham Bunn noted several items had not been forecast and referenced the land purchase near the treatment plan and the impact on the timing of loan due dates. Councillor Jeffries queried the difference in the operational expenditure compared to the Statement of Comprehensive Revenue and Expenses. Mr O'Callaghan stated the Statement included overheads and internal recovery. Councillor Jeffries queried the Cashflow Statement and Mr O'Callaghan advised he expected the year end balance to be approximately \$1 million surplus, but it was hard to predict as creditor and debtor payments were variable.

In response to a query from Councillor Prendergast, Mr O'Callaghan advised that the liability figure was impacted by the generation of an invoice which was not yet due for payment. Councillor Hughes noted the drop in water volume and Mr O'Callaghan advised that rural consumption had reduced. He noted one meter was reading high. He also noted that the recent readings done for the rural water schemes may show an increase due to the dry summer. Mr Bunn noted the rural water schemes often had two or three large consumers so if their usage changed, it had a significant impact on the scheme.

Resolved C383: That the Ōtorohanga District Council receive the report titled 'Financial Report for the month ending 30 April 2025' (document number 821265) from Brendan O'Callaghan, Finance Manager.

His Worship the Mayor | Councillor Hughes

Councillor updates on meetings attended on behalf of Ōtorohanga District Council

Ngā kōrero hou a ngā Kaikaunihera

Councillors Prendergast and Johnson attended their respective rural water scheme meetings. Councillors Tamaki and Willison attended both the Ōtorohanga Ora hui to allocate grants and Councillor Tamaki attended a hui with the owners of the land at the Kāwhia boat ramp parking area. Councillor Tamaki also attended an Education hui and a Te Nehenehenui hui. Councillor Willison also attended a hui following the storm damage to the Kāwhia seawall that protects Maketū Marae. He also attended several tangi. Councillor Prendergast attended the Te Korowai celebration. Councillor Hughes noted the Ōtorohanga Community Board meeting had been cancelled due to lack of a quorum.

Councillor Jeffries attended meetings with the Charter boat operators at Kāwhia and the Kāwhia Fitness Trail group. He attended the Kāwhia School youth engagement meeting and the Kāwhia Museum meeting. He also attended a Better Places Together workshop and the concept plan public open day. He attended the Kāwhia Community Board meeting and the Tihiroa rural water scheme meeting. He had a discussion with Terry Johnson on the Kāwhia security cameras.

His Worship the Mayor acknowledged the passing of local identity, Nan Owen.

Resolution Register

Rēhita tatūnga

Resolved C384: That Ōtorohanga District Council confirm the removal of Resolutions C287, C364, C365 and C366 from the Register.

His Worship the Mayor | Councillor Johnson

His Worship the Mayor adjourned the meeting for the lunch break at 12.12pm and reconvened at 1.00pm. Councillor Dow did not rejoin the meeting via Zoom.

Item 245 – Kiwi House – Progress report to 31 March 2025

ŌDC's Graham Bunn was joined for this item by Ōtorohanga Kiwi House (ŌKH) Board Chairperson, Kim Ingham and Interim General Manager, Richard Spittle.

Mr Spittle spoke on the activities undertaken since he commenced. Mr Bunn commented on the overdraft facility that ŌKH have applied for with BNZ. He noted it may be conditional up to a certain period of time noting the ŌDC loan commences repayment from 1 July 2026. He stated a report may be brought to ŌDC if required asking ŌDC to guarantee the overdraft facility in order to attract a better interest rate.

In response to a comment from Councillor Prendergast, Mr Spittle spoke on the soon to be completed annexe which has kitchen facilities where food and enrichment activities are prepared. He advised visitors will be able to view the activities through windows where the keepers have microphones and would be able to provide commentary on the activities they are undertaking. Mr Spittle commented on the website content focus to drive a lift in online bookings. He advised the ŌKH would be part of the new NZ 100% Pure campaign launch in mid-June. Ms Ingham commented on the new marketing manager's videos which were receiving up to 1 million views.

His Worship the Mayor queried the ŌKH Board's priorities and Ms Ingham stated the immediate focus was on getting the numbers right and then focussing on strategic planning and understanding their WHY. This would lead into new business strategies. She noted ŌKH were currently undertaking recruitment for the Manager role.

In response to a query from Councillor Johnson, Ms Ingham stated ŌDC could assist with advertising the 'locals' campaign over the next three months. This was the tourist quiet time, so the emphasis was on encouraging locals to view the completed developments. Councillor Jeffries queried the staff's comfort levels with the changes and Mr Spittle stated ŌKH were doing a lot of strategic work with their staff who were excited to be involved. He advised the staff were looking forward to the positive and significant change with the annexe coming online.

Councillor Tamaki thanked the ŌKH for looking after the taonga of the Ōtorohanga district. In response to a query from Councillor Willison, Mr Spittle noted the ŌKH were having conversations with farmers on creating safe farms and were holding conservation workshops.

Resolved C385: That Ōtorohanga District Council receive the Ōtorohanga Kiwi House Progress Report to 31 March 2025 (document number 821633).

Councillor Johnson | Councillor Willison

Public excluded**Take matatapu****Item 246 – Resolution to exclude the public for Item PE23 – Re-Appointment of Board Chair – Waikato Regional Airport Ltd**

Resolved C386: 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 PE23 - Re-Appointment of Board Chair – Waikato Regional Airport Ltd	7(2)(a)	To protect the privacy of natural persons, including that of deceased natural persons.

His Worship the Mayor | Councillor Tamaki

The public were excluded from the meeting at 1.26pm and re-admitted at 1.35pm.

Closing prayer/reflection/words of wisdom**Karakia/huritao/whakataukī**

His Worship the Mayor led those present in a recitation of the karakia provided in the agenda.

Meeting closure**Katinga o te hui**

His Worship the Mayor declared the meeting closed at 1.37pm.

Workshops**Hui awheawhe****Monthly discussion with the Chief Executive**

This discussion was held with the public excluded.¹

¹ Section 48(1)(9)(2)(ba)(i): Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information—would be likely to prejudice the supply of similar information, or information from the same source, and it is in the public interest that such information should continue to be supplied.



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

ŌTOROHANGA DISTRICT COUNCIL EXTRA-ORDINARY MEETING

10 June 2025

Open Minutes of an extra-ordinary meeting of the Ōtorohanga District Council held in Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Tuesday, 10 June 2025 commencing at 10.00am.

Tanya Winter, Chief Executive

17 June 2025

Ōtorohanga District Council attendance

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

Senior staff in attendance

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

Opening formalities	Ngā tikanga mihimihi	
Commencement of meeting	Te tīmatanga o te hui	4
Opening prayer/reflection/words of wisdom	Karakia/huitao/whakataukī	4
Apologies	Ngā hōnea	4
Late items	Ngā take tōmuri	4
Declaration of conflict of interest	Te whakapuakanga pānga taharua	4

Decision reports	Ngā pūrongo whakatau
There were no reports.	

Information only reports	Ngā pūrongo mōhiohio anake
Item 247 Preferred Model for Delivery of Water Services - Deliberations Report	4

Closing formalities	Ngā tikanga whakakapi	
Closing prayer/reflection/words of wisdom	Karakia/huritao/whakataukī	6
Meeting closure	Katinga o te hui	7

These Open Minutes were prepared by Manager Governance, Kaia King and approved for distribution by Chief Executive, Tanya Winter on 17 June 2025.

Commencement of meeting

Te tīmatanga o te hui

His Worship the Mayor declared the meeting open at 10.00am.

Opening prayer/reflection/words of wisdom

Karakia/huitao/whakataukī

His Worship the Mayor led Councillors in a recitation of the karakia provided in the agenda.

Apologies

Ngā hōnea

There were no apologies tendered.

Late items

Ngā take tōmuri

There were no late items.

Declaration of conflict of interest

Te whakapuakanga pānga taharua

There were no Declarations made.

Decision reports

Ngā pūrongo whakatau

There were no reports.

Information only reports

Ngā pūrongo mōhiohio anake

Item 247 - Preferred Model for Delivery of Water Services - Deliberations Report

ŌDC's Mark Lewis, Nardia Gower and Anne McLeod presented the report.

Mr Lewis noted no decision was required to be made at the meeting, but the submissions were presented for consideration. He then referred to the staff responses to submissions received noting they were included for feedback and would be confirmed at the 24 June meeting along with the final decision on the preferred option. He noted an alignment between the submissions and Council's objectives going into the process.

Councillor Jeffries queried if the response to submitters 2 and 4 should include reference to the enhanced opportunity for capital projects through greater capacity for debt funding by joining the proposed Council Controller Organisation (CCO). Councillor Dow questioned whether that would provide false hope as any capital projects would be prioritised against all the required projects by the CCO shareholders.

Deputy Mayor Williams commented on the small number of submissions received. She referred to the submitter who preferred enhanced status quo noting ensuring local voices were heard had been top of mind throughout the process. His Worship the Mayor noted the Mayors and CEs were discussing mana whenua representation on the proposed CCO.

Councillor Christison spoke about the \$1M loan to reduce the water deficit which was a burden on the Ōtorohanga community. She advised at the Ōtorohanga Community Board meeting the Board raised concern around the increases and following discussions and then decided to provide a recommendation to ŌDC that was different to the staff recommendation. The resolution also included a recommendation to communicate with the community on the state of the water and why the water rates were going up. Councillor Christison spoke on the increasing water prices encouraging people to install water tanks which would then push prices higher as consumption was reduced. His Worship commented on the same deficit issue which was faced by the rural water schemes especially should one of the larger water users pull out of the scheme.

Councillor Tamaki spoke on change communication needed to make sure that the community is reassured that the focus is on long term sustainability. She spoke on the importance of elected members communicating that reassurance.

Councillor Dow raised concern about admin costs and ŌDC's Tanya Winter advised the Chief Executives were working through a proposed structure and His Worship reiterated that ŌDC's stated intention was to be no worse off than under the enhanced status quo option. He stated that ŌDC needed to believe in the system in order to be comfortable with making a final decision in favour of the proposed CCO.

Councillor Hughes spoke on the Ōtorohanga Community Board meeting where staff presented a comparison of fixed and usage charges of similar small rural councils and noted ŌDC have been charging quite low in comparison. His Worship noted the deficits for Ōtorohanga were lower than those councils and there was always a balancing act. He also noted procurement, and staffing costs had changed considerably since 2020. Councillor Hughes advised the Ōtorohanga water deficit was increasing by approximately \$250k per annum while water regulations were increasing.

Councillor Jeffries commented on the difference of 'affordability' between ŌDC itself and the community. Ms Winter spoke on the balance that ensured assets were fit for the future to ensure safe potable water with wastewater being disposed of appropriately, on a price path that was realistic for the community. She noted central Government were intending to review councils forward works programme to ensure compliance with environmental and health regulations and assess if the budget has adequate provision to complete those works. Councillor Prendergast spoke on the level of expectation regarding accountability from the combined councils that the CCO Board would have to adhere to.

In response to a comment from Councillor Dow, Ms Winter noted staff had presented on the need to ensure enough revenue is received to keep water deficits low several times during the development of the Long Term Plan and the Waikato Water Done Well process. His Worship noted it was up to elected members to make courageous decisions in the best long term benefit for the community. Councillor Jeffries noted the receipt of four submissions on what was arguably the biggest decision to be made by ŌDC in recent years.

Resolved C387: That the Ōtorohanga District Council receive the report titled 'Preferred Model for Delivery of Water Services - Deliberations Report (document number 827430) noting:

- a) the staff recommendations/suggested responses to submitters; and,
- b) a decision on the final preferred water services delivery option for inclusion in ŌDC's Water Services Delivery Plan will be made on 24 June 2025.

His Worship the Mayor | Deputy Mayor Williams

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

His Worship the Mayor led Councillors in a recitation of the karakia provided in the agenda.

Meeting closure

Katinga o te hui

His Worship the Mayor declared the meeting closed at 10.35am.

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

The unconfirmed Minutes of the meetings of the Ōtorohanga Community Board and the Kāwhia Community Board are attached on the following page.

Staff recommendation

That Ōtorohanga District Council receive the following unconfirmed Minutes:

- Kāwhia Community Board – 5 June 2025 (document number 828507); and,
- Ōtorohanga Community Board – 9 June 2025 (document number 828147).



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

Kāwhia Community Board

5 June 2025

Kāwhia Community Board

Open Minutes of an ordinary meeting of the Kāwhia Community Board held in the Kāwhia Community Hall, 141 Jervois Street, Kāwhia on Thursday, 5 June 2025 commencing at 4.00pm.

Tanya Winter, Chief Executive

10 June 2025

Kāwhia Community Board attendance

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

Senior staff in attendance

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

These Open Minutes were prepared by Manager Governance, Kaia King and approved for distribution by Group Manager Regulatory & Growth, Tony Quickfall on 10 June 2025.

Opening formalities

Commencement of meeting	Te tīmatanga o te hui	5
Opening prayer/reflection/words of wisdom	Karakia/huitao/whakataukī	5
Apologies	Ngā hōnea	5
Public forum	Hui tūmatanui	5
Late items	Ngā take tōmuri	5
Declaration of conflict of interest	Te whakapuakanga pānga taharua	5
Confirmation of minutes	Te whakaū i ngā meneti	6

Decision reports**Ngā pūrongo whakataū**

Item 35	Kāwhia Community Centre hire charges for 2025/26	6
Item 36	Kāwhia Community Board Discretionary Fund	7

Information only reports**Ngā pūrongo mōhiohio anake**

There were no reports.

Public excluded**Take matatapu**

There were no reports.

Other business**Ētahi atu take**

Board Member updates	8
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Board projects	8
Community Board discretionary fund	9
Resolution Register	9

Closing formalities

Closing prayer/reflection/words of wisdom	Karakia/huritao/whakataukī	9
Meeting closure	Katinga o te hui	9

Workshops/briefings

CCTV cameras at Kāwhia	Open
Signage policies	Open
Better Places, Together	Open
Standing orders	Open

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

Chairperson Good declared the meeting open at 4.05pm.

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

Deputy Chairperson Whiu provided the opening karakia.

Apologies**Ngā hōnea**

Resolved K113: That Kāwhia Community Board receive and accept the apology from Board Member Walsh for non-attendance.

Chairperson Good | Board Member Harpur

Public forum**Hui tūmatanui**

No speakers had requested to be heard.

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 K114: That Kāwhia Community Board confirm as a true and correct record of the meeting, the open Minutes of the meeting held on 8 May 2025 (document number 817967).

Chairperson Good | Deputy Chairperson Whiu

Decision reports**Ngā pūrongo whakatau****Item 35 - Kāwhia Community Centre hire charges for 2025/26**

ŌDC's Graham Bunn noted the KCB rescinded the previous resolution recommending ŌDC adopt the fees and charges for the Kāwhia Community Centre. Staff looked at the Board's concerns around regular users and have provided the report and staff recommendation for consideration.

Board Member Harpur sought an accountability mechanism such as quarterly reporting from any community group that had been granted an exemption from the Fees and Charges. Deputy Chairperson Whiu spoke in support of ensuring accountability. Councillor Jeffries commented on the \$200 bond for community groups and whether it should be mandatory for exempted community groups. Board Member Harpur noted it may be hard for those groups to cover the \$200 bond. Chairperson Good spoke on the importance of the Board ensuring that the groups were using the Community Centre for the exempted purpose by maintaining a level of oversight.

Resolved K115: That the Kāwhia Community Board:

- a) Approve in principle that Kāwhia Community Centre hire charges be waived for some non-profit community groups who are regular users, noting the Board does not currently have the delegation to waive any fees.
- b) Recommend to Ōtorohanga District Council that delegation be granted to the Kāwhia Community Board to waive Kāwhia Community Centre hire charges for some non-profit community groups who are regular users with significant benefit to the Kāwhia community, at the Board's discretion.
- c) Recommend to Ōtorohanga District Council that the Kāwhia Community Hall hire charges be waived for the following non-profit community groups:
 - i) **Operation Kai 4 All** – weekly hire of the Board/Supper Room (and kitchen) for the purpose of free food distribution services for those in need (volunteer run); and,

- ii) **Kāwhia Hauora Club** – hire of the main hall area at six sessions per week for the purposes of fitness group sessions for the local community (volunteer run); and,
 - iii) **Strength training exercise class** – weekly hire of the main hall area for the purposes of assisting those with mobility issues and fall prevention (volunteer run).
- d) Recommend to Ōtorohanga District Council that the following Kāwhia Community Centre Fees and Charges be included in the 25/26 Annual Plan.

Kāwhia Community Centre	Private/Commercial Group	Non-Profit Community Group
Half Day (up to 4 hours) Entire facility	\$75.00	\$35.00
Full Day (over 4 hours) Entire facility	\$150.00	\$75.00
Board/Supper Room only (Kāwhia Hall)	\$20.00	\$20.00
Bond	\$200.00	\$200.00

Board Member Harpur | Deputy Chairperson Whiu

Item 36 - Kāwhia Community Board Discretionary Fund

ŌDC's Graham Bunn outlined the staff report noting Ōtorohanga District Council do not generally carry over operational budgets. He noted the recommendation sought to ensure the Board do not have to spend to meet an arbitrary deadline to spend the available Fund. Mr Bunn spoke on the intent of the Fund was to ensure funds were available for the Board to spend on any purpose that benefits the Kāwhia and Aotea community.

Councillor Jeffries queried the carry over process and Mr Bunn advised ŌDC would approve carryovers in September so no outcome would be known until that decision was made.

Resolved K116: That the Kāwhia Community Board recommend to Ōtorohanga District Council that any balance left in the Kāwhia Community Board Discretionary fund as at 30 June 2025 be carried over to the following financial year and be included in the carryover schedule for adoption by Council in September.

Councillor Jeffries | Deputy Chairperson Whiu

Information only reports**Ngā pūrongo mōhiohio anake**

There were no reports.

Public excluded**Take matatapu**

There were no reports.

Board Member updates**Ngā kōrero hou a ngā Kaikaunihera**

Board Member Harpur spoke on his visit to the Beattie Home open day in Ōtorohanga and noted they were the third biggest employer in the Ōtorohanga district. He referenced a meeting he attended with the Kāwhia Oyster Farm and ŌDC's Tony Quickfall to advise on regulatory matters. He attended the Forestry meeting and the Kaumatua group.

Councillor Jeffries had a discussion with local Terry Johnston on the CCTV cameras at Kāwhia and attended the ŌDC workshop and meeting days. He also attended the Aotea Ratepayers Society annual general meeting.

Deputy Chairperson Whiu spoke on the upcoming Matariki Kaumatua Ball.

Chairperson Good attended the Aotea Ratepayers Society annual general meeting and the ŌDC workshop day.

Board projects**Project 1: Kāwhia Storyboards**

Deputy Chairperson Whiu stated the project was a work in progress with consideration being given to QR codes being included to limit the information on the signs but allows for further information to be available.

Community Board discretionary fund

No Funds were allocated.

Resolution Register

Resolved K117: That the Kāwhia Community Board approve:

- a) Parts b) and c) from the Resolution on 26/2/21 be removed from the Register.
- b) Resolution K99 be removed from the Register as it has been rescinded by Board Resolution K108; and,
- c) Resolution K100 to be rescinded and removed from the Register as it is no longer required; and,
- d) Resolution K108 be removed from the Register.

Board Member Harpur | Councillor Jeffries

Closing prayer/reflection/words of wisdom**Karakia/huritao/whakataukī**

Deputy Chairperson Whiu led the Board in a recitation of the karakia provided in the agenda, first in Te Reo and secondly in English.

Meeting closure**Katinga o te hui**

Chairperson Good declared the meeting closed at 4.46pm.

Workshops/briefings

Refer to page 4 for a list of workshops and briefings held.

The meeting day ended at 6.31pm.



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

Ōtorohanga Community Board

9 June 2025

Ōtorohanga Community Board

Open Minutes of an ordinary meeting of the Ōtorohanga Community Board held in Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Monday, 9 June 2025 commencing at 4.00pm.

Tanya Winter, Chief Executive

12 June 2025

Ōtorohanga Community Board attendance

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

Senior staff in attendance

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

Opening formalities	Ngā tikanga mihimihi	
Commencement of meeting	Te tīmatanga o te hui	5
Opening prayer/reflection/words of wisdom	Karakia/huitao/whakataukī	5
Apologies	Ngā hōnea	5
Public forum	Hui tūmatanui	5
Late items	Ngā take tōmuri	5
Declaration of conflict of interest	Te whakapuakanga pānga taharua	5
Confirmation of minutes	Te whakaū i ngā meneti	6

Decision reports	Ngā pūrongo whakatau	
Item 38 Ōtorohanga Community Metered Water Charges		6
Item 39 Ōtorohanga Community Board Discretionary Fund		7

Information only reports	Ngā pūrongo mōhiohio anake
There are no reports.	

Other business	Ētahi atu take	
Board Member updates		8
Board projects		8
Discretionary Fund		8
Resolution Register	Rēhita tatūnga	8

Public excluded**Take matatapu**

There are no reports.

Closing formalities**Ngā tikanga whakakapi**

Closing prayer/reflection/words of wisdom	Karakia/huritao/whakataukī	9
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Meeting closure	Katinga o te hui	9
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Workshops**Hui awheawhe**

Monthly discussion with staff	Open
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Ōtorohanga Dog Agility Park	Open
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These Open Minutes were prepared by Manager Governance, Kaia King and approved for distribution by Group Manager Engineering & Assets, Mark Lewis on 12 June 2025.

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

Chairperson Katrina Christison declared the meeting open at 4.00pm.

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

Board Member Butcher provided the following words of wisdom: Listen in order to persuade. Unlike the eyes which are always adult size from birth, the ears never stop growing. Maybe that is why children aren't very good at listening. Does the ability to listen come with age as our ears grow? Unfortunately, not, listening is a rare skill, but it can be developed. Listen to others to increase your influence. The best way to persuade people is with your ears by listening to them. ~ Dean Rusk.

Apologies**Ngā hōnea**

Resolved O103: That Ōtorohanga Community Board receive and accept the apologies from Board Members Brown-Merrin and Muller for non-attendance.

Deputy Chairperson Coventry | Councillor Hughes

Public forum**Hui tūmatanui**

No members of the public had requested to speak.

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 O104: That Ōtorohanga Community Board confirm as a true and correct record of the meeting, the open Minutes of the meeting held on 07 April 2025 (document number 817915).

Deputy Chairperson Coventry | Board Member Butcher

Decision reports**Ngā pūrongo whakatau****Item 38 - Ōtorohanga Community Metered Water Charges**

ŌDC's Brendan O'Callaghan, Manager Finance took the report as read noting the Board had the opportunity to make a recommendation to Ōtorohanga District Council (ŌDC) on the water rates for 2025/26.

Councillor Hughes raised concern around the percentage increases since the charges were increased in the current year. Mr O'Callaghan noted the Board could make any recommendation to ŌDC. He noted the current Long Term Plan had budgets to ensure costs were covered. He then provided a handout of the budgets. Councillor Hughes queried the impact of a decision by ŌDC to move to a CCO for water services, and how a delay on increasing charges would impact any transition. Mr O'Callaghan advised the current discussions were that debt was ringfenced to for Council for a period of time. Board Member Butcher agreed the increases had potential to cause extra stress as interest rates were only just starting to reduce but a rates increase was anticipated. She spoke on the need for water conservation education and spoke in support of reducing the increases for the 2025/26 financial year.

Deputy Chairperson Coventry agreed noting there was no easy answer as an increase could be worse timing for the community in 2026/27. Board Member queried the leak detection programme in the budget and ŌDC's Mark Lewis spoke on the improvement of water loss from 40% in 2023/24 to the anticipated loss of 23% at the end of the financial year. He advised improvements do not usually go under 20% due to the diminishing cost benefit ratio. He stated there needed to be a budget for leak detection, but it was only spent as needed. He commented the increased Taumata Arowai and Commerce Commission regulations had driven additional costs for 2025/26. Mr O'Callaghan spoke on the distribution of those costs across the various water schemes.

Mr O'Callaghan advised a decision was made as part of the development of the current Long Term Plan to reduce water scheme deficits to zero by taking a loan over 25 years. He said this meant the current financial year had a zero deficit and the end of year estimate was \$250k. He noted the deficit fluctuated based on consumption. Mr O'Callaghan then provided the fixed and consumption charges for similar rural councils. Board Member Butcher spoke on the importance to communicate to the community that the water charges were the smallest of those mentioned. She spoke on reducing the charges for 2025/26 but communicating that they would be increasing in 2026/27. Chairperson Christison also spoke on the importance of communication. Mr Lewis spoke on the benefits and disadvantages of using a fixed charge. Councillor Hughes reiterated that community was very important to set expectations on future increases.

Deputy Chairperson Coventry spoke on the importance of ensuring a lower increase in 2025/26 did not cause a much higher increase in future years. Chairperson Christison suggested increasing the fixed charge and reducing the consumption charge. Mr O'Callaghan provided updated figures for several scenarios.

Resolved O105: That the Ōtorohanga Community Board recommend to Ōtorohanga District Council that the 2025/26 Metered Water Rates be set at:

- a) \$220 per connection per annum (GST exclusive); and,
- b) \$2.00 per cubic meter of water (GST exclusive); and,
- c) That communication on the increases be provided to the Ōtorohanga community.

Councillor Hughes | Board Member Butcher

Item 39 - Ōtorohanga Community Board Discretionary Fund

ŌDC's Graham Bunn advised the Kāwhia Community Board made the same recommendation to Ōtorohanga District Council. He noted the Board had previously advised that in general operating expenditure could not be carried forward but to avoid a last minute scramble to allocate funds at the end of the financial year, staff have presented the report for consideration. Deputy Chairperson Coventry queried how many years funds could be carried forward and Mr Bunn advised the allocation was at the discretion of the Board to use as required. Board Member Butcher spoke in support of making a recommendation. Councillor Hughes noted the Board needed to hold discussions on the use of the Fund.

Resolved O106: That the Ōtorohanga Community Board recommend to Ōtorohanga District Council that any balance left in the Ōtorohanga Community Board Discretionary Fund as at 30 June 2025 be carried over to the following financial year and be included in the carryover schedule for adoption by Council in September.

Councillor Hughes | Deputy Chairperson Coventry

Information only reports

Ngā pūrongo mōhiohio anake

There were no reports.

Board Member updates

No updates were provided.

Board projects

Project 4: Ōtorohanga dog park

Chairperson Christison noted a workshop would be held on this project following the meeting.

Discretionary Fund

No allocations were made from the Fund.

Resolution Register

Rēhita tatūnga

Resolved O107: That the Ōtorohanga Community Board confirms the removal of Resolution O102 from the Register.

Deputy Chairperson Coventry | Board Member Butcher

Public excluded**Take matatapu**

There were no reports.

Closing prayer/reflection/words of wisdom**Karakia/huritao/whakataukī**

Board Member Butcher provided the following whakataukī: A person with a narrow vision has restricted horizons; a person with wide vision has plentiful opportunities. He rangi tā matawhāiti, he rangi tā matawhānui.

Meeting closure**Katinga o te hui**

Chairperson Katrina Christison declared the meeting closed at 5.12pm.

Workshops**Hui awheawhe****Monthly discussion with staff**

Open

Ōtorohanga Dog Agility Park

Open

Board Members Christison, Coventry, Butcher, and Hughes were in attendance. Information was pre-circulated to the Committee and a handout was provided at the workshop. The workshop commenced at 5.13pm and concluded at 5.34pm. A sub-group to progress the project would be formed consisting of several Board Members and ŌDC staff. Councillor Hughes left the meeting at 5.37pm.

There being no further business, the day concluded at 5.38pm.

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

His Worship will provide a verbal update at the meeting.

Staff recommendation

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

Decision reports**Ngā pūrongo whakatau**

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

Item 247 Water Services Delivery Plan - Confirmation of Preferred Service Delivery Model

To Ōtorohanga District Council

From Mark Lewis, Group Manager Infrastructure and Assets

Type **DECISION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

- 1.1. To conclude deliberations on submissions and adopt a preferred model for the delivery of water services for inclusion in Ōtorohanga District Council's (ŌDC) Water Services Delivery Plan (WSDP).

2. Executive summary | Whakarāpopoto matua

- 2.1. Identifying a preferred water services delivery model under the Government's Local Water Done Well (LWDW) policy framework is a substantive decision for the district. While ŌDC currently delivers safe, high-quality drinking water, wastewater, and stormwater services to residents, nationally local authorities are confronted with future funding challenges requiring all councils to take a long term view in decision making for water infrastructure.
- 2.2. Over the past 12 months ŌDC has carried out a thorough process to investigate and select a future water services delivery model for the district. After narrowing the district's options down to two models - Waikato Water Done Well¹ (WWDW) and Enhanced Status Quo² (ESQ) – ŌDC has sought to inform, engage and consult the community on its preference for WWDW. Following deliberations on submissions on 10 June, ŌDC now must confirm its preferred model for inclusion in its WSDP that is due to the Minister of Local Government by 3 September 2025.
- 2.3. ŌDC's analysis process has confirmed that WWDW continues to offer district water users substantive advantages. Developed by a collective of like-minded councils, WWDW is tailored to meet the needs of provincial Waikato with specific provision for ensuring the retention of a local voice on water matters.

¹ An aggregated delivery model with six other provincial councils under the auspices of a council controlled organisation (CCO).

² Similar to how Council currently delivers water services but with modifications to meet new legislative requirements.

- 2.4. While efficiencies may not be immediately evident, the model indicates savings will begin to be made after ten years. However, mindful of the worst-case scenario modelled for WWDW, staff reiterate their previous advice that prior to becoming a Stage Two shareholder Council undertake an assessment to ensure that the district is no worse off under this arrangement than it would be under ESQ.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council:

- a) **Endorses** the responses to submissions received on ŌDC's preferred option - Waikato Water Done Well - for the future delivery of water services as per its deliberations held on 10 June 2025 (refer Appendix One);
- b) **Adopts** as its preferred option for inclusion in the Ōtorohanga District Council Water Services Delivery Plan –
 - i) Becoming a Waikato Water Done Well (WWDW) Stage One shareholder for the delivery of water supply and wastewater services noting that this decision will take effect once the requisite documentation is signed;
 - ii) Transitioning to becoming a Stage Two shareholder for the delivery of water supply and wastewater services in 2027/28 on the proviso that the district is no worse off - financially and operationally - under WWDW than it would be under the Enhanced Status Quo Model;
 - iii) Continuing to deliver district stormwater services 'in-house' in a manner that complies with legislative requirements;
- c) **Notes** that the Water Services Delivery Plan is subject to the approval of the Minister for Local Government and must be submitted no later than 3 September 2025.

4. Context | Horopaki

- 4.1. The LWDW framework requires local authorities to prepare a WSDP³. A one-off, the WSDP is a transitional requirement outlining a council's intended water services delivery and implementation

³ Local Government (Water Services Preliminary Arrangements) Act 2024, S13(k).

arrangements for their district. Consultation is not required on the draft or final WSDP, but councils must consult before deciding on the anticipated or proposed model for delivering water services.

Our Process

4.2. Over the past 12 months ŌDC has undertaken a comprehensive analysis of its existing water services and future delivery options. In brief this has included:

- a) An independent assessment of the viability and sustainability of ŌDC's existing water services delivery arrangements and scoping of an in-house model with some refinements to comply with the LWDW legislation referred to as ESQ⁴
- b) Joining with six other councils under the banner of WWDW to investigate the merits of aggregating water services, regionally or sub regionally.
- c) Setting clear objectives for water services and carrying out a three-step analysis to compare and analyse the advantages and disadvantages between the available water service models. The three-step process filtered the options available under the Local Government (Water Services Preliminary Arrangements) Act 2024 (WSPAA) based on ability to comply with the viability thresholds in the legislation (step 1) then analysed viable options against a set of weighted criteria (step 2). The third step in the process was analysing the viable options from a financial perspective.

4.3. The analysis showed that, from a qualitative perspective, WWDW was the most likely model to deliver on ŌDC's objectives for water supply and wastewater services. From a financial perspective the analysis noted that modelling for WWDW offered a spectrum of potential outcomes and, while comfortable with the likely outcome, a worst-case scenario would be less acceptable.

4.4. These findings led ŌDC to conclude that, for the purposes of community consultation:

- a) WWDW was its preferred model for the delivery of water supply and wastewater services and that stormwater would continue to be managed 'in house'
- b) Prior to becoming a Stage Two shareholder and transferring its assets to the new CCO (scheduled for 2027/28) ŌDC would need to be assured that district users would be financially no worse off under WWDW than under the ESQ model.

4.5. In practical terms this meant ŌDC becoming:

⁴ Prepared by BECA, MARTINJENKINS & mafic.

- a) A Stage One shareholder⁵ from the inception of the CCO on the basis that it is in the district's interest to continue to be involved in helping shape WWDW
- b) 'Taking stock' and re-checking its financial modelling and underlying assumptions as part of its due diligence prior to negotiating and adopting the transfer agreement with the CCO.

Community Consultation

- 4.6. At an extraordinary meeting on 8 April 2025, ŌDC endorsed WWDW as its preferred water services delivery option for consultation with the public. The consultation period ran from 9 April to 6 May 2025.
- 4.7. A range of engagement tactics were deployed immediately prior to and during the consultation period including:
 - a) Publication of a consultation document (CD) titled 'Kōrero Wai – Let's Talk Water, Local Water Done Well'
 - b) Mayoral and Elected Member led public meetings at Arohena, Ōtorohanga and Kāwhia as well as targeted briefings for mana whenua and Rural Water Scheme Committees
 - c) A set of Frequently Asked Questions (FAQs) for succinct answers to common questions on LWDW and ŌDC's proposed water service delivery arrangements were provided via the website
 - d) Newspaper and social media channels were used to alert the public that consultation was being undertaken.
- 4.8. Attendance at the in-person events was relatively low, however, visits to ŌDC's website⁶ indicates community interest, and the website analytics reveal that there were a respectable number of CD downloads.
- 4.9. Although there was evidence of interest, only four submissions were received by the due date - two in support, one opposed and one did not offer a view either way (refer Table One). One submitter also requested to be heard which occurred at the ŌDC meeting on 27 May.

⁵ The design of WWDW provides for two types of shareholders:

- a. Stage One shareholders⁵ have the ability to influence the direction and design of the CCO and may receive agreed water services (noting that water assets remain with Council)
- b. Transitioning to becoming a Stage Two shareholder involves the transfer of assets and the CCO assuming responsibility for delivering drinking water and wastewater services.

⁶ Analytics from Council's website:

- a. 610 page visits
- b. 116 CD downloads
- c. 36 Options Analysis downloads
- d. 98 views of the FAQs.

TABLE ONE: SUBMITTER OPTION PREFERENCES

OPTION	DESCRIPTION	NUMBER
Option One: Waikato Water Done Well (Preferred)	Asset-owning CCO, with other rural/ provincial councils in the region	2
Option Two: Enhanced Status Quo	Internal business unit	1
No Stated Preference		1
TOTAL		4

4.10. Deliberations on all submissions took place at an extraordinary meeting on 10 June 2025 and recommended responses to the points raised are attached as Appendix One to this report. Next steps for ŌDC are to endorse the responses to submitters and confirm its preferred water services delivery model for submission to the Minister of Local Government as part of its WSDP.

5. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 5.1. Changing the way water services are delivered, becoming a shareholder in a CCO and transferring the ownership of strategic assets to another entity are all significant decisions that would usually require use of the special consultative procedure⁷. An analysis of all reasonably practicable options would also normally be required.
- 5.2. When making its decisions on the future delivery of water services the WSPAA makes provision for councils to step away from the Local Government Act 2002 (LGA) and its own Significance and Engagement Policy providing it complies with sections 61 to 64 of the WSPAA. Public consultation is still required under the WSPAA but the Act makes provision for a more streamlined process and gives councils more flexibility in their approach to consultation.
- 5.3. ŌDC confirmed⁸ at its February 2025 meeting that it would be applying the streamlined 'alternative' process for consultation provided for in the WSPAA and consultation was undertaken between 9 April and 6 May 2025. Although streamlined, the consultation process and the engagement tools used by ŌDC were aligned with section 82 of the LGA – Principles of Consultation – to ensure the community had ample opportunity to participate in this important decision.

⁷ LGA, S83.

⁸ ŌDC resolution C334.

Impacts on Maori

- 5.4. ŌDC acknowledges the significance of water for Iwi/Māori and has endeavoured to keep its Iwi partners abreast of the work it has been involved in relating to this kaupapa. Most recently ŌDC held an Iwi Leaders' workshop on 27 March 2025 to brief mana whenua on progress to date with its investigation of water service delivery options.
- 5.5. Aligned with ŌDC's objectives for water service delivery and with more work yet to be done, the design of WWDW has paid meticulous attention to providing avenues for Iwi to be able to influence decisions relating to water (albeit within the confines of the legislation set by the government). Specific provision is to be made for the following:
- a) In the early months of the CCO, shareholder councils will engage with relevant Iwi Chairs to prepare a proposal⁹ on how best to partner with Iwi, in relation to shareholder decision-making
 - b) The Transfer Agreement between ŌDC and the CCO will identify relevant relationships ŌDC has with mana whenua and include provisions requiring WWDW to maintain and enhance these relationships
 - c) The composition of the CCO board will include directors with certain competencies such as strong knowledge of Tiriti settlements pertinent to particular service areas and experience of integrating Te Ao Māori and Tikanga Māori in a professional board environment
 - d) The three yearly water services strategy prepared by the CCO Board must respond to the expectations set by shareholding councils and will include, as signalled in the Shareholder Agreement and other documentation, how it will conduct relationships with hapū, Iwi, and other Māori organisations, give effect to Te Ture Whaimana and provide opportunities for hapū and Iwi to contribute to decision-making.

Risk analysis

- 5.6. As part of ŌDC's investigation of future water services arrangements a risk assessment has been undertaken and reported to ŌDC's Risk and Assurance Committee.
- 5.7. Key findings of the analysis have informed ŌDC's input into the co-design of WWDW and will continue to inform negotiations associated with the drafting of the formal foundation/transfer documents for the CCO.

⁹ The proposal will be presented to each shareholding council for approval.

Policy and plans

- 5.8. As discussed above, ŌDC must prepare a WSDP which must include the anticipated or proposed model or arrangements for delivering water services. The plans are a one-off requirement and must be submitted to the Minister of Local Government no later than 3 September 2025. Confirming ŌDC's preferred model is a necessary step in order for it to complete its WSDP.

Legal

- 5.9. Analysis of ŌDC's options for water services delivery and consultation on its preferred option conforms with the requirements of the WSPAA.
- 5.10. Under the umbrella of CoLAB, WWDW has sought legal advice to draft the necessary foundation documents for the establishment of the CCO.
- 5.11. ŌDC will seek its own independent legal advice ahead of Council approving the foundation documents.

Financial

- 5.12. As part of its three step analysis for determining its preferred option, ŌDC compared the financial modelling undertaken for both WWDW and the ESQ and sought to compare these two options on a like for like basis. As discussed elsewhere in this report, the analysis suggests that long term ŌDC ends up financially better off under the WWDW model, particularly as it relates to expenditure and debt. On the revenue side, while comfortable with the base forecast, the worst-case scenario at the other end of the spectrum paints a less acceptable picture for our district. ŌDC needs to monitor this situation prior to transitioning to becoming a Stage 2 shareholder.

6. Discussion | He kōrerorero

- 6.1. From the inception of the Government's LWDW policy framework, ŌDC has been acutely aware of the magnitude of the decision needing to be made with respect to the future delivery of water services. For this reason, it went beyond the requirements of the WSPAA in its consultation with the community on its preferred model. Website analytics indicate that the tactics used to engage and inform the community did generate interest. However, with only four received, community interest did not translate into submissions and of the four, only one was opposed to ŌDC's preference for WWDW.
- 6.2. Points raised by submitters reflect the some of the challenges Council foresaw when it began its investigations into water service delivery options - challenges such as the potential loss of local voice and influence that needed to be overcome if the model selected was going to be 'fit for

purpose.’ This led to ŌDC setting itself clear objectives for water services (refer Appendix 2) and it has used these objectives to inform its negotiations with its colleagues in the co-design of WWDW and to measure the suitability of the model for the district. The analysis to date indicates that WWDW will deliver the following advantages:

- a) Greater resilience with better borrowing capacity for unexpected events such as plant failures, civil defence and other emergencies
- b) Increased debt headroom allowing for greater financial flexibility
- c) Greater ability to attract and retain staff
- d) Opportunities for more effective service delivery including, for example, better buying power, reduced duplication coupled with opportunities to rationalise items such as equipment and leases, improved operational and asset management systems
- e) A stronger community voice on water delivery matters of regional and national interest
- f) Ability to influence/support a whole of catchment approach which aligns with Te Ture Whaimana which is based on a whole of river approach that also benefits communities.

6.3. Furthermore, WWDW brings together councils who represent communities with rural and provincial interests. We understand each other’s needs and challenges and this helps promote collaboration and create a coalition of the willing.

6.4. As previously highlighted, from a financial perspective it is difficult to make direct, meaningful comparisons between an ESQ model and WWDW. The two models must account for different variables and consequently the underlying assumptions differ. Furthermore, WWDW’s forecast is a spectrum and, as indicated in our consultation with the community, while comfortable with the base forecast, the worst-case scenario is less acceptable. Consequently, in an abundance of caution ŌDC has taken the stance that as part of its due diligence prior to becoming a Stage Two shareholder¹⁰, we will be doing an assessment to ensure that the district is no worse off under this arrangement than it would be under ESQ.

6.5. Having completed its consultation with the community, confirmation of ŌDC’s preferred model for inclusion in its WSDP is now required.

Recommended option and rationale

6.6. ŌDC has two options – either confirming WWDW as its preferred option for inclusion in its WDDP or not confirming WWDW as its preferred option and adopting instead the ESQ model.

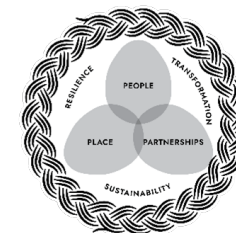
¹⁰ Currently scheduled to occur in 2027/28.

- 6.7. Having consulted the community, staff are of the view that WWDW continues to offer district water users substantive advantages and should be confirmed as ŌDC's preferred model. Developed by a collective of like-minded councils including ŌDC, its design is tailored meet the needs of provincial Waikato with specific provision for ensuring the retention of a local voice on water matters.
- 6.8. Another critical feature of WWDW is the resilience it bestows on district water services. While ŌDC currently does a good job with the resources available, WWDW will help reduce the ŌDC's exposure to the consequences of unexpected events with an increased borrowing capacity and the ability to be able to call upon a wider pool of support and expertise.
- 6.9. While efficiencies may not be immediately evident, the model indicates savings will begin to be made after ten years – a good reminder that ŌDC is making a decision for the future not the here and now.
- 6.10. The worst-case scenario modelled by WWDW is not anticipated, however staff reiterate their previous advice that, prior to becoming a Stage Two shareholder, ŌDC undertake an assessment to ensure that the district is no worse off under this arrangement than it would be under ESQ.

7. Appendices | Ngā āpitihanga

Number	Title
1	Recommended Responses to Submitters
2	Ōtorohanga District Council Water Services Objectives

APPENDIX ONE: RECOMMENDED RESPONSES TO SUBMITTERS



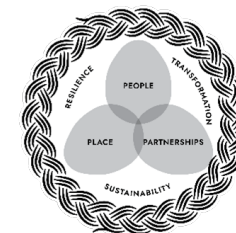
SUBMISSION	SUB NUMBER	SUBMITTER COMMENTS - SUMMARY	RECOMMENDED RESPONSE
Acknowledgement of Council's due diligence	1	Noted the mahi and thoroughness of the analysis of the options and thanked Council for looking after the community's interest.	Acknowledge the submitter's comments and thank the submitter for their participating in this important decision.
Need for re-consultation should one or more councils decide not to join WWDW	2	Submitter asked, if one or more council back out of WWDW due to opposition from their ratepayers, will ŌDC reconsider the preferred option and reconsult ratepayers?	<p>Thank the submitter for their thoughtful question.</p> <p>Advise that ŌDC has been cautious in its deliberations about whether WWDW is the best model for the delivery of water services for the district. The key issue for us is not about the number of councils agreeing to be a part of the CCO but rather ensuring ŌDC is no worse off under WWDW than under the ESQ model. We have made this very clear to our council colleagues and, is reflected in the establishment strategy which forms part of the Shareholders' Agreement. The strategy expressly states that a core expectation of the CCO Board when setting charges in its first water services strategy (which applies from 1 July 2027 to 30 June 2030) it will target a price path that is lower than the status quo projected by ŌDC. This will be reiterated by ŌDC as part of the Statement of Expectations prepared by the shareholders for the CCO Board. In addition, before formal transition of our water services to the CCO occurs we will be doing an assessment to confirm that the proposal still meets our expectations. Should our assessment show that we will be worse off, then we will need to reconsider our position.</p>
Supported a water service delivery approach that was sustainable, enabling, future focussed and collegial.	3	<p>Expressed support for a water services delivery approach that:</p> <ul style="list-style-type: none"> • Is safe, compliant, reliable, environmentally resilient, and cost efficient • Enables regional growth and development • Addresses the critical need for future-focused infrastructure • Supports WRC's work in improving the health of regional waterbodies and freshwater ecosystems • Aligns with WRC's integrated catchment management activities and regional flood protection and drainage services. 	<p>Note the submitter's comments. Advise that following a robust analysis, we concluded that our preferred option - WWDW - will deliver long term, sustainable outcomes for <u>water supply</u> and <u>wastewater</u> services for our district. Specifically, it will provide:</p> <ul style="list-style-type: none"> • Greater resilience with better borrowing capacity for unexpected events such as plant failures, civil defence and other emergencies • Opportunities for more effective service delivery • Greater financial flexibility, allowing for continued investment in water infrastructure • A stronger, collective voice on matters of regional and national interest in relation to water from a coalition of like-minded councils.

APPENDIX ONE: RECOMMENDED RESPONSES TO SUBMITTERS



SUBMISSION	SUB NUMBER	SUBMITTER COMMENTS - SUMMARY	RECOMMENDED RESPONSE
			At this stage, ŌDC intends to continue to deliver <u>stormwater</u> and <u>flood protection</u> services in-house. In this regard, we look forward to continuing the positive relationship we have with WRC in the delivery of these services benefitting both district and regional residents.
Opposed establishment of a Council-Controlled Organisation (CCO) for water services.	4	<p>Opposed establishment of CCO (preferred option) for the following reasons:</p> <ul style="list-style-type: none"> • Risks distancing decision-making from the community - the people of Ōtorohanga, including mana whenua, deserve to have a direct voice in how water is managed • Mana whenua are kaitiaki, with a long-standing spiritual, cultural, and practical relationship with wai (water). Local governance allows for more direct and meaningful engagement with mana whenua to uphold these responsibilities. • Retaining local control of water services supports ŌDC's obligations under Te Tiriti o Waitangi to engage in genuine partnership with mana whenua. A CCO model risks prioritising operational efficiency over Tiriti-based decision making. • Borrowing at scale does not guarantee better outcomes for smaller districts. Rural and smaller communities risk carrying disproportionate costs without receiving equitable benefit. • A shared regional entity may impose uniform policies that are not suitable or necessary for the unique needs of our district. • ŌDC already delivers water services effectively. 	<p>Acknowledge the submitter's reasons for supporting the ESQ model in preference to the establishment of a CCO.</p> <p>Local Voice and Influence</p> <p>Advise that retaining the quintessential voice of our district and maintaining authentic relationships with our iwi and hapū partners is of paramount importance to us as a Council. These matters have been front of mind throughout our investigations of water services delivery and will continue to inform our decisions making.</p> <p>Adopting WWDW as our preferred model for the delivery of water services was a tough call. However, on balance, our view was that the district would be better served, taking an inter-generational perspective, by working with like minded councils who understood and faced similar challenges to Ōtorohanga. We also concluded that the local voice would be enhanced by a model that honoured collaboration and respected the individuality of its members. Through the process to date, we have been reassured that our colleagues have similar aspirations with respect to the communities they represent. Furthermore, we are confident that the decision making framework set out in the Shareholders' Agreement ensures that the voice of smaller councils is not eclipsed by that of larger councils. We have taken time to ensure the CCO Board's accountability framework enables ŌDC to influence the CCO decisions as needed.</p> <p>Te Tiriti o Waitangi Obligations</p> <p>ŌDC values its relationships with mana whenua and remains committed to fulfilling its obligations under Te Tiriti o Waitangi.</p> <p>While more work needs to be progressed, we believe that the ability of iwi to influence decisions with respect to water services delivery will be available under WWDW.</p>

APPENDIX ONE: RECOMMENDED RESPONSES TO SUBMITTERS



SUBMISSION	SUB NUMBER	SUBMITTER COMMENTS - SUMMARY	RECOMMENDED RESPONSE
Support for Enhanced Status Quo (ESQ)	4	<p><u>Supported</u> ESQ option for the following reasons:</p> <ul style="list-style-type: none"> • Respects and elevates mana whenua voice by providing a more effective and direct framework for partnering • Better able to uphold kaitiakitanga and tikanga through local oversight • Keeping water governance close to the people supports locally grounded, culturally responsive decision-making • Delivers on the key outcomes sought for investment in infrastructure, improved compliance, and service resilience, whilst staying connected • Principle of te mana o te wai is honoured at a local level 	<p>Council's participating in WWDW have made strenuous efforts to provide avenues for Iwi to be able to influence decisions relating to water (albeit within the legislative strictures set by the government). These include:</p> <ul style="list-style-type: none"> • At a shareholder level, in the early months of the CCO, the shareholder councils will engage with relevant Iwi Chairs to prepare a proposal on how best to partner with Iwi, in relation to shareholder decision-making. The proposal will be presented to each shareholding council for approval. • At a CCO level, ensuring WWDW maintains and enhances the existing relationships councils have with local hapū and Iwi as they relate to water services. To this end, existing relationships that relate to water will be identified and included in the legally-binding Transfer Agreement between ŌDC and the CCO. • At a Board level, ensuring the CCO board has directors with certain competencies; including a strong knowledge of relevant settlements within the relevant service area and experience of integrating Te Ao Māori and Tikanga Māori in a professional board environment. • At an operational level, when preparing its water services strategy, the Board is required to respond to the expectations set by shareholding councils. Again, as part of the Shareholders' Agreement, the WWDW councils have set out what must be provided in any Statement of Expectations. This includes – <ul style="list-style-type: none"> - How shareholding councils require the CCO to conduct its relationships with hapū, Iwi, and other Māori organisations - That it effectively partner with Iwi to build on existing obligations of Councils (including giving effect to Te Ture Whaimana) - That it establishes and maintain processes to provide opportunities for hapū and Iwi to contribute to the decision-making. Further, the CCO is expected to consider ways in which it may foster the development of hapū and Iwi capacity to contribute to these processes. <p>Affordability Equity Issues</p> <p>We note your concerns with respect to the district shouldering a disproportionate burden of the cost of the proposed CCO. Council has also needed to reassure itself</p>

APPENDIX ONE: RECOMMENDED RESPONSES TO SUBMITTERS



SUBMISSION	SUB NUMBER	SUBMITTER COMMENTS - SUMMARY	RECOMMENDED RESPONSE
			<p>that WWDW is the financially prudent option for our district. We have carefully run the ruler over the financial modelling for the CCO and while comfortable with WWDW's base forecast, we have opted to take a cautious approach by only agreeing to transfer our water services to the CCO in July 2027 on the basis that district ratepayers are no worse off under this arrangement than it would be under the ESQ option.</p> <p><i>We noted your comment that 'borrowing at scale does not guarantee better outcomes for smaller districts' and we beg to differ. Being part of a larger entity enhances opportunities for raising capital for community infrastructure that may otherwise be out of reach for Council if it was acting alone. In addition, removing debt for our current water services from our balance sheet opens the opportunity for Council to consider taking on new debt for much needed community infrastructure that may not have otherwise been possible.</i></p> <p>Efficiency</p> <p>Thank you for your comments regarding Council's competence with respect to water management. We are grateful for the calibre of staff we have overseeing our current water services.</p> <p>Our analysis of WWDW suggests that the CCO will build on and strengthen existing services be enabling more effective, resilient delivery. Examples include:</p> <ul style="list-style-type: none"> • Better buying power and potentially the chance to rationalise items such as equipment and leases • Greater ability to attract and retain staff. • Greater resilience when unexpected events occur such as plant failures, civil defence, and other emergencies • Less duplication and improved operational and asset management systems.

APPENDIX TWO:

ŌTOROHANGA DISTRICT COUNCIL WATER SERVICES OBJECTIVES

Delivery of integrated water services for the Ōtorohanga community that:

- | | |
|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Financially Sustainable | <ul style="list-style-type: none"> • Are efficient and financially sustainable and affordable, now and into the future |
| Compliant | <ul style="list-style-type: none"> • Meet regulatory standards and requirements for public health and the environment whilst fulfilling community expectations with respect to quality |
| Resilient | <ul style="list-style-type: none"> • Are resilient to natural hazards including climate change |
| Community Connectedness | <ul style="list-style-type: none"> • Publicly owned with provision for community input on local matters and bespoke solutions catering for the rural nature of our district |
| Uphold Partnerships | <ul style="list-style-type: none"> • Give effect to Te Ture Whaimana¹¹ as it relates to the district and honours and upholds relationships and agreements with our hapū and iwi partners |
| Regional Leverage | <ul style="list-style-type: none"> • Supports inter regional collaboration to achieve efficiencies and enables coordinated, boundaryless planning and investment |
| Maintain Viability | <ul style="list-style-type: none"> • Ensures remaining council operations are viable and capable of delivering cohesive services to meet community expectations. |

¹¹ Te Ture Whaimana is the primary direction setting document for the Waikato River and activities which affect it. It sits ahead of all other subordinate legislation or planning documents under the Resource Management Act (1991). Its foundation was set from the Waikato-Tainui Raupatu Claims (Waikato River) Settlement Act 2010, clause 19 the Vision & Strategy. In 2012 the Ngaa Wai o Maniapoto (Waipa River) Act was enacted extending boundaries for the Vision and Strategy to include all of the Waipa River (Source: Waikato River Authority).

Item 248 Kāwhia Community Hall Hire Charges – 25/26

To Ōtorohanga District Council

From Graham Bunn, Group Manager Business Enablement

Type **DECISION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

- 1.1. To adopt the Kāwhia Community Centre Fees and Charges for the 2025/26 financial year.
- 1.2. To decide on whether some community groups regularly using the Kāwhia Community Centre should be exempt from the hire charges.
- 1.3. Subject to the above, to decide if a delegation be made to the Kāwhia Community Board (the Board) to allow exemptions at its discretion.

2. Executive summary | Whakarāpopoto matua

- 2.1. As part of the 25/26 Annual Plan process Ōtorohanga District Council (ŌDC) reviews its Fees and Charges. The Kāwhia Community Board (the Board) has been delegated authority to make a submission on activities, service levels and expenditure within the Board's area. This includes making a recommendation on the Kāwhia Community Centre (KCC) fees.
- 2.2. The Board reviewed the current charges and made a recommendation to ŌDC for consideration.
- 2.3. At their May meeting, the Board rescinded their recommendation to allow for further consideration of the charges for some community groups regularly using the KCC.
- 2.4. Following a further report to its June meeting, the Board made a recommendation to ŌDC on the Fees and Charges for 2025/26 and requested ŌDC waive the KCC hire fees for some community groups. Although the Board also requested ŌDC delegate authority to the Board to waive KCC hire fees at its discretion, the community groups specified that they need confirmation prior to 1 July. However the Board do not meet prior to this date. ŌDC may also decide to waive the charges but not delegate authority to the Board.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council:

- a) Adopt the following Fees and Charges for the Kāwhia Community Centre for inclusion in the 25/26 Annual Plan.

Kāwhia Community Centre	Private/Commercial Group	Non-Profit Community Group
Half Day (up to 4 hours) Entire facility	\$75.00	\$35.00
Full Day (over 4 hours) Entire facility	\$150.00	\$75.00
Board/Supper Room only (Kāwhia Hall)	\$20.00	\$20.00
Bond	\$200.00	\$200.00

- b) Confirm that the Kāwhia Community Centre hire charges be waived for the following non-profit community groups for the 2025/26 financial year:
- i) **Operation Kai 4 All** – weekly hire of the Board/Supper Room (and kitchen) for the purpose of free food distribution services for those in need (volunteer run); and,
 - ii) **Kāwhia Hauora Club** – hire of the main hall at six sessions per week for the purposes of fitness group sessions for the local community (volunteer run); and,
 - iii) **Strength training exercise class** – weekly hire of the main hall for the purposes of assisting those with mobility issues and fall prevention (volunteer run).
- c) Delegate to the Kāwhia Community Board authority from 1 July 2025 to waive Kāwhia Community Centre hire charges for some non-profit community groups who are regular users with significant benefit to the Kāwhia community, at the Board's discretion.

Context | Horopaki

3.1. Fees & Charges are reviewed annually as part of the Annual Plan process. An Elected Member workshop was held on 11 March 2025 to discuss Fees & Charges including those for the Kāwhia Board area.

- 3.2. The Kāwhia Community Board were presented a report for deliberation at their April 2025 meeting resulting from direction given at the Elected Member Workshop discussions relating to Kāwhia Community Centre (KCC) hire charges and Kāwhia Wharf fees. The Board made a recommendation to ŌDC to approve those Fees and Charges outlined in the report.
- 3.3. At their meeting on 8 May, Chairperson Good spoke to the Fees and Charges resolution passed by the Board at their April meeting. He proposed the Board consider the matter as a late item. Chairperson Good then spoke to the item and commented on the increasing usage of the KCC and the impact of Fees and Charges increases on those groups. He proposed that the Board rescind the recommendation to ŌDC and relook at charging for recognised community groups.
- 3.4. A report seeking the adoption of Fees and Charges for 2025/26 was presented to ŌDC at the 27 May meeting with a recommendation to *'confirm that the current fees and charges for the Kāwhia Community Centre will continue to apply until a subsequent resolution is passed by ŌDC.'* This was subsequently resolved by ŌDC at their June meeting.

4. Discussion | He kōrerorero

- 4.1. The Board considered and resolved to recommend ŌDC waive the hire charges for the following non-profit community groups:

Operation Kai 4 All

- 4.2. Led by Annie Mahara and in association with the community charity of the same name in Te Awamutu, this volunteer group hire the KCC every Wednesday to package and distribute free food to needy residents of the local area. The group utilise the kitchen and Board/Supper Room to package the food delivered from Te Awamutu and Cambridge organisations.
- 4.3. The KCC fees are currently funded by the Board's discretionary fund.
- 4.4. Staff have no concerns relating to the use of the KCC by this group.

Kāwhia Hauora Club

- 4.5. Led by Kelly Barrett and Stephanie Green, this volunteer group ran fitness sessions in Omimiti Reserve until the changing weather moved the classes into the main hall of the KCC. Six sessions per week are held (early morning Tuesday and Thursday, and late afternoon on Monday, Tuesday, Thursday and Friday).
- 4.6. The KCC fees are currently funded by the Board's discretionary fund.
- 4.7. Staff have no concerns relating to the use of the KCC by this group.

Strength training exercise class

- 4.8. Led by Jeanette Schollum and Lorraine Sabini, this volunteer group provides an exercise class aimed at anyone who needs assistance with mobility issues or fall prevention. The sessions are held every Thursday morning. This is an important health initiative not currently provided elsewhere in the community.
- 4.9. The KCC fees are currently being funded by a koha collection from participants.
- 4.10. Staff have no concerns relating to the use of the KCC by this group.

Delegations to the Board

- 4.11. The Board also recommended ŌDC delegate authority to the Board to consider waiving hire charges for other non-profit community groups not specified previously who are regular users and offer significant benefit to the Kāwhia community.

Fees and Charges 2025/26

- 4.12. Chairperson Good indicated that if an exception process was provided in some manner for specified community groups, the Board's original recommendation to ŌDC on KCC charges would be acceptable to the Board. The Board subsequently resolved to recommend the following Fees and Charges for the KCC:

Kāwhia Community Centre	Private/Commercial Group	Non-Profit Community Group
Half Day (up to 4 hours) Entire facility	\$75.00	\$35.00
Full Day (over 4 hours) Entire facility	\$150.00	\$75.00
Board/Supper Room only (Kāwhia Hall)	\$20.00	\$20.00
Bond	\$200.00	\$200.00

5. Discussion | He kōrerorero

- 5.1. There were several options explored to accommodate specified community groups:

Gold coin donation by participants as the basis for a contribution towards hire charges

- 5.2. Using a gold coin donation by participants as the basis for a contribution towards the hire charges was considered by staff to be an inefficient method as the groups identified were not formal non-

profits with bank accounts. Accepting gold coins would result in the group having to deposit into a personal bank account and pay ŌDC and staff noted there were no banks located in Kāwhia.

- 5.3. Staff explored capturing the gold coin donations with several methods being considered, however all methods required a staff member to be responsible for the collection, transportation and lodgement of the money and this was not anticipated to be at a level to support the additional costs associated with manual money handling.
- 5.4. Staff also note that the identified groups are volunteer run, and any gold coin donation would need to specify if for participants only or all parties. Equity is also a consideration with the volunteers running Operation Kai 4 All not being 'participants' unless the recipients of the food parcels were considered participants which would not be equitable.

Waiving hire charges for the identified three groups

- 5.5. This would allow for the three specified non-profit community groups who have a significant impact on the community to be included in the yearly Fees and Charges resolution by ŌDC. This option would not provide for any new initiatives that might arise during the financial year unless a separate ŌDC resolution was made. The identified groups in this report are all volunteer led and provide easily identifiable health benefits to the Kāwhia community.

Delegating authority to the Board to waive hire charges for some additional groups

- 5.6. ŌDC could specify a limit on the amount that could be waived or provide criteria for the Board to apply when making a decision. If ŌDC do not specify a criteria, the Board could choose to implement one or choose to use their discretion as they are in the best position to assess the benefits of the application for the Kāwhia community.

6. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. The recommendation is of low significance to ŌDC under the Significance and Engagement Policy.

Impacts on Maori

- 6.2. This is an administrative decision and there is no requirement to engage with Iwi.

Risk analysis

- 6.3. There is a loss of income if community groups have their annual hire charges waived. This reduction may impact the budget available for maintenance of the KCC. Refer to Option 2 below for a further analysis of the impact on maintenance.

Policy and plans

- 6.4. If the recommendation is resolved by ŌDC, the KCC hire charges will be effective from 1 July 2025.

Legal

- 6.5. There are no legal implications affected by this decision.

Financial

- 6.6. Changes to the KCC charges will only have a minor impact on revenue for the 25/26 financial year.

7. Options analysis

- 7.1. Changes to the KCC hire charges, including criteria for waiving charges for specific community groups have been considered earlier in the report and are not repeated in this section.

Option 1: Adopt Fees and Charges for the Kāwhia Community Centre

- 7.2. This option confirms the Fees and Charges for the KCC for the 2025/26 financial year.
- 7.3. No provision would be made for some non-profit community groups who regularly use the KCC. There is a risk that if the charges are not waived, the groups identified may not be able to continue their services to the Kāwhia community.

Option 2: Adopt the Fees and Charges and waive hire charges for three identified community groups

- 7.4. This option confirms the Fees and Charges for the 2025/26 financial year and ensures three specified community groups who regularly use the KCC have their fees waived for the 2025/26 financial year.
- 7.5. Waiving the KCC charges will only have a minor impact on revenue for the 25/26 financial year. This is not expected to have any impact on the maintenance programme.

Option 3: Adopt the Fees and Charges, waive charges for the three identified community groups and delegate authority to the Board to waive hire charges for community groups

- 7.6. This option confirms the Fees and Charges for the 2025/26 financial year and ensures some community groups who regularly use the KCC to have their fees waived for the 2025/26 financial year. It also allows for the Board to waive charges for similar groups if the Board considers they meet any necessary requirements. By delegating authority to the Board, ŌDC would not have to include specific community groups in their annual resolution to waive hire charges for those groups.

Recommended option and rationale

- 7.7. Option 3: This will ensure that an appropriate level of fees is being charged and that charges for the three specific non-profit community groups are waived allowing them access to a facility that will enable community wellbeing and that the Kāwhia Community Board have the ability to manage any hire charge exemptions for additional community groups.
-

Item 249 Recommendation on Ōtorohanga Community Metered Water Charges

To Ōtorohanga Community Board

From Brendan O'Callaghan, Manager Finance

Type **DECISION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

- 1.1. To make a decision on the recommendation from the Ōtorohanga Community Board on the setting of the metered water charges for the Ōtorohanga Community for 2025/26.

2. Executive summary | Whakarāpopoto matua

- 2.1. Staff have undertaken calculations to determine the optimal level for water charges to be set at to ensure that the income projected in the 2025/26 Annual Plan is achieved.
- 2.2. These were presented to the Ōtorohanga Community Board, who have reviewed and made their own recommendation of increases in charges.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council adopts the recommendation from the Ōtorohanga Community Board that the 2025/26 Metered Water Rates be set at:

- a) \$220 per connection per annum (GST exclusive); and,
- b) \$2.00 per cubic meter of water (GST exclusive).

4. Context | Horopaki

- 4.1. As part of the rate setting process each year, Ōtorohanga District Council (ŌDC) is required to set the rates for metered water by rates resolution. The rates resolution is set based on the information

contained within the relevant Annual Plan or Long Term Plan document for the year the rates are being set for.

- 4.2. As part of the Annual Plan process for the 2025/26 Annual Plan, ŌDC has been considering the funding of the various water supply schemes within the district.
- 4.3. As the Board represents the community, it was considered appropriate to provide the Board with the opportunity to provide their recommendation to ŌDC as to where the water meter charges should be set.

5. Discussion | He kōrerorero

Current Charges and Proposed Charges

- 5.1. Currently, the Ōtorohanga Community water charges are \$200 per annum per connection (GST exclusive), and \$1.80 per cubic meter of water consumed. These charges were increased in the 2024/25 financial year.
- 5.2. The recommended adjustment was to increase the fixed charge from \$200 to \$225 per annum (GST exclusive), an increase of \$25. The recommended increase to the consumption charge would be from \$1.80 per cubic metre to \$2.10 per cubic metre (GST exclusive), an increase of \$0.30 per cubic metre.
- 5.3. In determining these figures, the information on current and prior year consumption and water losses were used to determine the amount of chargeable consumption. This was then used, along with the number of connections, to calculate where the charges need to be to provide sufficient income to cover budgeted expenditure for the 2025/26 year.
- 5.4. Based on these charges, and the current consumption and water loss figures, the income received from water charging would be inline with the budgeted income requirement for 2025/26 of \$1,086,500.
- 5.5. The Board considered the proposed increases, and after a lot of discussion came to the recommendation to not increase at the level proposed, but to go with a slightly lower increase.
- 5.6. This was done to recognise the current economic climate, while also recognising the fact that an increase does need to happen. The proposed Increase brought the overall increase down to approximately 10%, to be in line with the proposed overall rates increase for the district in the 2025/26 Annual Plan.

- 5.7. This reduced increase would result in approximately \$40,000 less income than originally budgeted, however given the variability of consumption charging income, it is difficult to determine the true impact until after the fact.

6. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. Given that the total income required is consistent with that identified as part of the Long Term Plan process, there is not deemed to be a requirement to consult with the community on this increase.

Impacts on Māori

- 6.2. There is no specific impact on Māori of this change, except as end users of the water provided by the ŌDC, in line with all other users.

Risk analysis

- 6.3. The main risk associated with the items in this report would be if the income did not match the projected income. This may result in a deficit within the Water Supply account, which may necessitate further increases to recover the deficit in future years.

Policy and plans

- 6.4. This increase aligns with the movement in income requirements as identified in the 2024-34 Long Term Plan. It also ties in with the plans ŌDC has to work on reducing water losses within all the water supply networks it manages.

Legal

- 6.5. There are no legal considerations, as this report just provides a recommendation, and Council are the ones who will be setting the rate in line with the Local Government Act 2002.

Financial

- 6.6. This report covers the financial considerations related to this recommendation.

7. Options analysis

Option 1: Adopt the recommended increase in water charges

- 7.1. ŌDC adopt the recommendation from the Ōtorohanga Community Board of the increase in water charges.

Option 2: Adopt the original proposed increases in water charges

- 7.2. ŌDC adopt the original increases proposed by the staff to the Board, as opposed to the increases proposed by the Board.

Option 3: Adopt a different increase in water charges

- 7.3. ŌDC has the option to not adopt the recommendation of the Board or the original proposed increases and set an increase of their own.

Recommended option and rationale

- 7.4. The recommendation is that ŌDC adopt that the charges be set as recommended by the Board. While this may be less than was originally projected in the Long Term Plan and Annual Plan, there is work going on in regard to identifying water leaks and improving efficiency that may make savings in expenditure that could offset this reduced income. As these have only been made recently, there will be some time before any savings as realised within budgets.
- 7.5. For this reason, a smaller increase may be reasonable to recognise that costs are going up, but the work done will hopefully deliver savings.

Item 250 Adoption of Annual Plan 2025/26

To Ōtorohanga District Council

From Nardia Gower, Group Manager Strategy and Community

Type **DECISION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

1.1. To adopt the 2025/26 Annual Plan (AP).

2. Executive summary | Whakarāpopoto matua

- 2.1. Ōtorohanga District Council (ŌDC) is required to adopt an AP for each financial year that is not a Long Term Plan (LTP) year. The 2025/26 AP is based on Year 2 of the 2024–34 LTP and reflects minor changes to budgets and work programmes in response to updated funding information, legislative requirements, and operational needs. These changes do not trigger the need for formal consultation.
- 2.2. Key adjustments include provision for a government-mandated Māori ward referendum, changes to land transport funding following reduced NZTA allocations, an operational grant for the Ōtorohanga Historical Society, paused District Plan work, and updated fees and charges.
- 2.3. Adoption of the AP is a legal prerequisite to adopting the rates resolution for the year ahead.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council **adopt** the 2025/26 Annual Plan.

4. Context | Horopaki

- 4.1. The LTP and AP work together to guide ŌDC activities, spending, and decision-making.
- 4.2. The LTP sets the strategic direction for the district over a 10-year period, outlining the key projects, services, and infrastructure investments ŌDC intends to deliver, along with how these will be funded. It is reviewed and updated every three years.

- 4.3. The AP is the tool ŌDC uses to confirm the budget and work programme for the year ahead. It highlights any differences from the LTP. Annual Plans ensure transparency by confirming the rates for the year and allowing for community input when significant changes are proposed. Where there are no material or significant changes, consultation is not required.
- 4.4. Together, these plans ensure continuity while allowing flexibility to respond to emerging needs and priorities.

5. Discussion | He kōrerorero

- 5.1. The 2025/26 AP is based on year 2 of the 2024-34 LTP which was adopted on 25 June 2024¹.
- 5.2. Several AP open workshops were held with elected members in which direction was provided to staff to guide the development of the draft AP. At its 29 April 2025 meeting ŌDC formally confirmed and recorded the direction provided through those workshops².
- 5.3. The LTP year 2 budgets have formed the basis for the 2025/26 financial year, with key changes identified through the AP document in the related groups of activities. These changes include:
- **Māori Ward Referendum:** In line with new legislative requirements under the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024, ŌDC must conduct a binding referendum alongside the 2025 local election on whether to retain or disestablish a Māori ward in the Ōtorohanga District. This requirement applies because ŌDC resolved on 28 August 2024³ to retain the Rangiātea Māori Ward, triggering the need for a poll under the new legislation.
 - **Operational Grant for Historical Society:** An operational grant of \$58,010 has been included for the Ōtorohanga Historical Society to support Ōtorohanga Museum staffing costs. This incorporates \$35,000 previously allocated to Creative Waikato in the LTP.
 - **Land Transport Programme Adjustments:** Post the adoption of our 2024/34 LTP, NZTA advised that funding allocations for 2024/25 to 2026/27 would be below what was needed to deliver on our planned programme of works therefore land transport programmes have been adjusted accordingly. While local share funding will still be collected (slightly less than forecast), it will be redirected to priority projects to maintain delivery momentum.

¹ <https://www.otodc.govt.nz/assets/Documents/Meetings/Council/Agenda-Otorohanga-District-Council-25-June-2024.pdf>

² <https://www.otodc.govt.nz/assets/Documents/Meetings/Council/2025/Agenda-ODC-29-April-2025.pdf>

³ <https://www.otodc.govt.nz/assets/Documents/Meetings/Council/Agenda-ODC-27-August-2024.pdf>

- **District Plan Review Paused:** The District Plan Review has been put on hold pending the outcome of Resource Management Act reform and any replacement legislation.
- **Building Control Sector Reforms:** Anticipated central government reforms in the building control sector from 2025/26 may affect ŌDC's levels of service. ŌDC is preparing to respond as further detail becomes available.
- **Updated Fees and Charges:** Adjustments have been made to fees and charges for 2025/26 to better align with the cost of delivering services.

5.4. In accordance with the Local Government (Rating) Act 2002, Council must first adopt its AP before it can legally adopt the rates resolution for the same financial year. The item following this in the agenda provides for ŌDC to consider and adopt the rates resolution setting the rates required to fund the activities and services outlined in the AP.

6. Considerations | Ngā whai whakaarotanga

Significance and engagement

6.1. Given that there was significant consultation on the LTP, and there are no significant changes between the LTP year 2 and the 2025/26 AP, the significance is deemed to be *Low*, and therefore the level of engagement is deemed to be *Inform*.

Impacts on Māori

There are no specific impacts on Māori over and above the increased financial impacts on all rate contributors.

Risk analysis

6.2. The key risk is that if the AP is not adopted at this meeting, ŌDC will be unable to meet its statutory obligations under the Local Government Act 2002 and Local Government (Rating) Act 2002. This would result in delays to adopting the rates resolution, which in turn could impact ŌDC's ability to invoice and collect rates revenue in a timely manner, with associated cash flow and service delivery risks.

Policy and plans

6.3. This AP aligns with the direction and intent of the adopted 2024–34 LTP. It reflects operational adjustments but does not introduce material changes that would trigger a departure from adopted policies, including the Revenue and Financing Policy and Financial Strategy.

Legal

6.4. ŌDC is required under section 95 of the Local Government Act 2002 to adopt an AP for each financial year that is not an LTP year. Adoption of the AP is also a prerequisite to adopting the rates resolution under the Local Government (Rating) Act 2002. The process undertaken meets ŌDC's legislative requirements.

Financial

6.5. The AP confirms ŌDC's budgets and rating requirement for the coming year. While several adjustments have been made most notably in relation to transport funding, operational grants, and fees and charges; these are within the financial parameters outlined in the LTP and do not materially affect ŌDC's overall financial strategy or affordability assessments

7. Options analysis

7.1. Option 1: Adopt the 2025/26 Annual Plan and not undertake formal consultation

Pros:

- Fulfils ŌDC's statutory obligations under the Local Government Act 2002.
- Enables adoption of the rates resolution, ensuring rates can be invoiced on time.
- Confirms the work programme and budget for the financial year 2025/26, providing certainty to staff, stakeholders, and the community.
- Reflects updated operational needs and legislative requirements while remaining consistent with the LTP.

Cons:

- Minor changes from the LTP may still prompt questions or concerns from the public, despite not meeting the threshold for consultation.

7.2. Option 2: Delay adopting the 2025/26 Annual Plan and undertake formal consultation

Pros:

- Provides more time for further review and community input, if desired.

Cons:

- ŌDC would not meet legislative deadlines, resulting in delays to the rates resolution and billing.

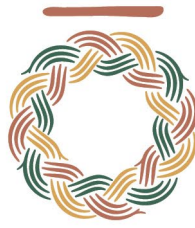
- Creates uncertainty around budgets, work programmes, and service delivery.
- Could affect ŌDC's cash flow and ability to meet contractual obligations.

Recommended option and rationale

- 7.3. The preferred option is Option 1: Adopt the 2025/26 Annual Plan.
- 7.4. This option enables ŌDC to meet its statutory obligations and proceed with the adoption of the rates resolution required to fund the delivery of services in the coming year. The AP is based on Year 2 of the 2024–34 LTP and incorporates minor adjustments to reflect updated funding information, legislative requirements, and operational needs. These changes do not materially alter the direction set in the LTP and therefore do not require public consultation.

8. Appendices | Ngā āpitihanga

Number	Title
1	2025/26 Annual Plan



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

2025/26 ANNUAL PLAN

ŌTOROHANGA DISTRICT COUNCIL

JUNE 2025





NGĀ RĀRANGI UPOKO

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TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

INTRODUCTION

- WHAT'S AN ANNUAL PLAN?
- THIS YEAR'S ANNUAL PLAN PROCESS
- MESSAGE FROM THE MAYOR AND COUNCILLORS
- OUR FOCUS FOR 2025/26



WHAT'S AN ANNUAL PLAN

Every three years we consult with you when we develop our long-term plan (LTP). The LTP covers a period of ten years and sets out the community outcomes (see Figure 1 below) for the district, and the direction, budgets and work plans we intend carrying out to help achieve these outcomes.

Our current LTP was finalised in June 2024. Even though it has only been 12 months, things can change requiring us to tweak or substantially alter our work programmes. The Annual Plan is our chance to update our plans for the coming financial year by setting out in detail the work we will be undertaking between 1 July 2025 to 30 June 2026. Through this process we consider what was outlined in the LTP and assess what changes are needed to reflect current circumstances and community needs.

Our LTP is to be reviewed and adopted two years from now (June 2027). Providing no significant changes are required to our work programmes in the meantime, we will be seeking your input and feedback on the 2027/37 LTP in the latter half of 2026 with formal consultation taking place in early 2027.

COMMUNITY OUTCOMES

The community outcomes are the threads woven through the priorities and activities we fund in our long term plan and annual plans and deliver through our work programmes.



Figure 1: Community Outcomes - Ōtorohanga District



TE HANGA O TĒNEI MAHERE Ā TAU

THIS YEAR'S ANNUAL PLAN PROCESS

This year there were no significant changes being proposed compared to what was outlined in the LTP. For this reason, we have decided not to undertake formal consultation on this Annual Plan.

Under the Local Government Act 2002 – the legislation determines how we must carry out our work – if there are no big changes or new proposals that have not already been signalled in the past then we don't have to undertake the special consultative procedure. You will next have an opportunity to share your views and give us feedback when we consult on the 2027/37 LTP. However, if something important comes up in the meantime before then we will certainly be talking to you to get your input.





NGĀ KUPU WHAKATAKI

FROM THE MAYOR AND COUNCILLORS

Year two of our 2024/34 Long Term Plan (LTP) and it's still 'kia mau tātou ki te ara... steady as she goes' but we have had to navigate some choppy waters and we still expect some headwinds.

Nationally, the previous year was characterised by the laying out of the coalition government's blueprint for reform, much of which directly impacted local government. In land transport, for example, we have seen a substantive move away from walking and cycling initiatives to a focus on road maintenance and roads of national significance. In water, the previous reforms were halted and a new regime – Local Water Done Well – was, and continues to be, rolled out. The new regime allows a degree of choice for communities about who delivers their water services but with fiscal and regulatory inducements for working collegially across local government boundaries. Our electoral system for local government has also come under scrutiny and this year local authorities around the country are having to revisit previous decisions made with respect to Māori Wards.

The new central government policy directions have certainly kept us on our toes. We've had to both respond to these new demands while continuing to deliver the work programmes we promised in the LTP. And it is not over yet as we expect more change in this financial year. Not only will we be continuing to work through the transitional arrangements for water and a referendum in relation to Māori wards, we also expect substantive shifts in policy directions for resource management, building and other regulatory areas.

Change often comes with additional expenses, however, we are very pleased that in this Annual Plan we have been able to rein in the cost of change and absorb other increases brought about by inflation (such as insurance which has risen by 5%) to align with the LTP budget for 2025/26. Slightly higher than forecast, overall rates are set to increase by 10.16%. This is 0.25% more than what we anticipated in the LTP for this year but less than what it might have been had we not applied various methods to bring the costs down. One of the ways we have been able to keep on track is by not rating for a portion of the district's land transport programme unmatched by NZTA Waka Kotahi (NZTA) subsidies. We'll still be doing the basics to ensure we keep the network in good condition but we won't be doing everything that we had hoped in the plan we had put to NZTA. Increasing fees and charges for some services to more fairly reflect the costs of delivery to those who use these services has also assisted in keeping overall rates in check.

As a Council, we will continue to be future focussed and look for ways to live within our means while delivering on the things that are important to you. We look forward to the year ahead and working on your behalf to steer the organisation through the challenges and toward the opportunities that this year will bring.

"People, place and partnerships -it's still our mantra! We are committed to serving the people of this district and nurturing as best we can this place we call home. We also strongly believe that 'together better' is the way forward. Our future lies with partnering with those that share our values and understand the heartbeat of provincial New Zealand."

MAYOR MAX BAXTER





NGĀ TAKE MATUA

OUR FOCUS FOR 2025/26

A SNAPSHOT

Here's a snapshot of what we will be focussing on in 2025/26.

- Continuing to progress the work we started last year to meet the new requirements under the government's legislative framework for Local Water Done Well. This includes working on the 'behind the scenes' details for a seamless transition to a different water services delivery model for the District.
- Local body elections in September 2025 and on-boarding the new council and community boards will be a big focus for elected members and staff alike.
- Our strategy of improving and making better use of community places and spaces will continue to be in the spotlight. This includes ongoing implementation of the Ōtorohanga Town, Kāwhia, Aotea, Ōpārau and Rural concept plans. We will also be progressing the Huipūtea Reserve Development Plan and upgrading the Jervois Street (Kāwhia) toilets.
- Our road network continues to be our largest spend area. We have had to adjust our programmes a consequence of lower than anticipated funding allocations from NZTA particularly for activities like footpaths and road safety. However, the basics are well covered and network resilience remains a priority.
- The government has embarked on a range of legislative reforms and changes affecting both resource management and building control that Council will need to respond to and implement.

WHAT'S DIFFERENT?

The main differences in this Annual Plan to what was planned in year two of the 2024/34 LTP are summarised below¹:

- Like other councils around the country, we are required to hold a poll alongside the 2025 Election on whether the Ōtorohanga District should have a Māori ward. This requirement stems from the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024 which reinstates the ability for binding polls to be held on proposals to establish or continue a Māori ward(s).
- Provision has been made for an operational grant of \$58,010 for the Ōtorohanga Historical Society for wage support for 2025/26. This includes repurposing \$35,000 originally allocated in the LTP for Creative Waikato.
- Post the adoption of our 2024/34 LTP, NZTA advised that funding allocations for 2024/25 to 2026/27 would be below what was needed to deliver on our planned programme of works and we have adjusted our land transport programmes accordingly. However, we will still collect rates for the local share not matched by NZTA funding - albeit slightly less than forecast in the LTP - and apply it to priority projects ensuring that momentum is maintained.
- Planned work on the District Plan Review has been paused while we await the outcome of the expected Resource Management Act reforms and any replacement legislation.
- It is expected that the building control sector reforms signalled by government will move at pace from 2025/26 and this may have a flow on effect for levels of service as Council works to respond to these changes.
- Adjustments have been made to fees and charges for 2025/26 to better reflect changes in the costs of delivering specific services².

¹ Refer to the section on Our Services for more detail.

² Refer to www.otodc.govt.nz/about-council/fees-and-charges





KEY FINANCIALS

As part of the annual plan process, Council has revised its financial forecasts, including updates to the capital programme (mainly timing adjustments) and updates to funding arrangements for some programmes of work.

Our Annual Plan for 2025/26 isn't significantly different to year two of the LTP. Generally, we remain within the rating parameters of the LTP with an overall average rates increase of 10.16%.

Revised key financials are shown in the following table:

	2024/25	2025/26	2025/26 variance to LTP Y2	2025/26
	(\$000)	(\$000)	(\$000)	(\$000)
DEBT SUMMARY				
Capital Programme	11,358	10,979	8,110	2,869
Net Debt	6,223	9,223	9,448 -	225
Debt to Revenue Ratio	22.5%	30.8%	33.6%	
OPERATIONAL SUMMARY				
Total Rates	15,260	16,731	16,782 -	51
Other Operating Revenue	8,140	8,784	8,297	487
Subsidies and Grants Received for Capital	4,248	4,333	3,067	1,266
Total Operating Revenue Including Grants	27,648	29,848	28,146	1,702
Operating Expenditure	29,074	29,965	29,980 -	15
Operating Surplus/(Deficit)	-	1,425 -	117 -	1,833
Total Rates Increase Average	10.37%	9.76%	10.12%	



TE KAUNIHERA Ā-ROHE O
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DISTRICT COUNCIL

OUR SERVICES

INTRODUCTION

PROSPECTIVE COMBINED COST OF SERVICE
STATEMENT

GROUPS OF ACTIVITIES

- TRUSTED LEADERSHIP AND RELATIONSHIPS
- STRONG COMMUNITIES
- VIBRANT PLACES AND SPACES
- SUSTAINABLE DEVELOPMENT AND PUBLIC SAFETY
- RESILIENT INFRASTRUCTURE
- RESPONSIBLE WASTE MANAGEMENT



INTRODUCTION

Councils provide a wide range of services - from roads and footpaths to take you to your destination to libraries giving you access to lifelong learning and leisure. This section presents an overview of our activities which are organised into six groups, as listed below.

TRUSTED LEADERSHIP AND RELATIONSHIPS	STRONG COMMUNITIES	VIBRANT PLACES AND SPACES
<ul style="list-style-type: none"> Governance Iwi liaison Corporate Planning/Projects Support Services³ 	<ul style="list-style-type: none"> Community Development and Empowerment Community Services Providers and Contestable Grants Economic Development and Wellbeing Libraries, Learning and Development Civil Defence and Emergency Management 	<ul style="list-style-type: none"> Parks and Reserves and Council Owned Properties⁴ Cemeteries Swimming Pools Older Person's Housing
SUSTAINABLE DEVELOPMENT AND PUBLIC SAFETY	RESILIENT INFRASTRUCTURE ⁵	RESPONSIBLE WASTE MANAGEMENT
<ul style="list-style-type: none"> Resource Management Building Control Animal Control Environmental Health, Public Amenity and Safety 	<ul style="list-style-type: none"> Land Transport Wastewater Water Supply Stormwater Flood Protection 	<ul style="list-style-type: none"> Waste Management and Minimisation

GROUPS OF ACTIVITIES

KEY INFORMATION

In this Annual Plan we provide the following information for each group of activities. For more detail, please refer to our 2024/34 LTP.

What We Do and Why	Explains overall what we do in the group(s) of activities and the general rationale for delivery of our services. The community outcomes the group(s) of activities helps achieve are also identified.
Activities	For each specific activity we tell you: <ul style="list-style-type: none"> What gets done and any key projects for the year are listed ⁶ Whether there have been any changes from the 2024/34 LTP What you can expect from us in terms of quantity and/or the quality of the services we aim to provide, and how we measure how well we have done.
What It Costs	Operating and capital expenditure for the year are provided for each group of activities alongside any variance from the LTP forecast for the 2025/26 year (Cost of Service Statement).

³ Support Services include: customer experience, communications and engagement, financial management, people and capability, information services, business enablement and other services which assist with the delivery of activities across Council. The costs of these services are included as indirect costs in each activity.

⁴ Includes public toilets, halls, dog pound and other property Council maintains not specifically listed in this activity.

⁵ Individually, each of these activities is its own group of activities and defined as mandatory under Schedule 10 of the Local Government Act 2002.

⁶ Key projects are not included for all activities, only ones that will be a particular focus for the year and may require some form of community engagement.





PROSPECTIVE COMBINED COST OF SERVICE STATEMENT

ALL OF COUNCIL COST OF SERVICE STATEMENT - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	10,140	10,334	8,720	1,614
Targeted Rates	8,928	9,744	9,488	257
Development Contributions	10	265	265	-
General Rates	8,571	9,504	9,673	169
Other General Sources	12,903	14,062	13,840	223
<i>Total Operating Revenue</i>	40,551	43,910	41,986	1,924
OPERATING EXPENDITURE				
Trusted Leadership and Relationships	15,608	16,637	16,315	322
Strong Communities	2,174	2,254	2,278	24
Vibrant Places & Spaces	3,523	3,769	3,985	216
Sustainable Development and Public Safety	2,388	2,610	2,648	38
Resilient Infrastructure: Land Transport	11,971	12,297	11,983	315
Resilient Infrastructure: Water Supply	3,144	3,297	3,225	72
Resilient Infrastructure: Wastewater	1,424	1,261	1,440	180
Resilient Infrastructure: Stormwater	342	367	425	57
Resilient Infrastructure: Flood Protection	321	437	447	9
Responsible Waste Management	814	740	746	6
<i>Total Operating Expenditure</i>	41,710	43,669	43,491	178
includes:				
Salaries and Wages	7,193	7,379	7,576	197
Depreciation and Amortisation	7,069	7,460	7,801	341
Interest	221	327	281	45
Operating Surplus (Deficit)	-	1,158	241	1,505
Operating Surplus transferred to Reserves; or	-	241	-	241
Operating Deficit funded from Reserves	-	1,158	-	1,505
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	10,653	10,340	7,475	2,865
Capital Growth	425	409	400	9
Capital Levels of Service	280	230	235	5
Loans Repaid	1,113	1,211	1,121	90
Operating Deficit	1,158	-	1,505	1,505
<i>Total Funding Required</i>	13,629	12,190	10,736	4,464
FUNDED BY:				
Funding from Non-Cash Expenses	5,700	5,926	4,282	1,644
Loans Raised	5,146	2,548	2,660	112
Transfer from General and Special Reserves	2,722	3,321	3,682	360
Capital Income	60	153	112	41
Operating Surplus (via reserve)	-	241	-	241
<i>Total Funding Applied</i>	13,629	12,190	10,736	1,453



TE KAUNIHERA Ā-ROHE O
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DISTRICT COUNCIL

TRUSTED LEADERSHIP AND RELATIONSHIPS

- GOVERNANCE
- IWI LIAISON
- CORPORATE PLANNING/PROJECTS
- SUPPORT SERVICES



TRUSTED LEADERSHIP AND RELATIONSHIPS

WHAT WE DO AND WHY

This group of activities focuses on Council's governance leadership and decision-making roles. It also encompasses the work that is done to honour and give effect to Te Tiriti-based partnerships and enhance meaningful and enduring partner relationships with iwi/Māori and stakeholders across Ōtorohanga district. Council's corporate planning activities and support services are also included in this group.

Together these activities are the face and voice of Council and essential for the smooth running of the Council and the district. We aim to be visible and accessible to the communities we serve and to be timely, democratic and transparent in our decision making. We see our role as providing and supporting aspirational, united, responsible leadership. Specific activities are discussed under the following headings:

- Governance
- Iwi Liaison
- Corporate Planning/Projects
- Support Services

COMMUNITY OUTCOMES

While underpinning all the community outcomes, this group of activities is a major contributor to outcomes related to people and partnerships.



PEOPLE

- Connected, empowered, engaged communities



PLACE

- Sustainable, resilient district



PARTNERSHIPS

- Aspirational, united, responsible leadership
- Progressive, enduring, supportive partnerships for district wellbeing.

GOVERNANCE

This activity covers the work of elected members (Council and two Community Boards) to make decisions and set Council's direction, work programmes and monitor and review organisational performance. As the district's advocate Council builds relationships with a range of other governing bodies to ensure the needs of our communities are considered when policies and plans are being developed. We also partner with others such as central government, other councils, iwi/Māori and other agencies where there are clear benefits for our district.

Managing the democratic process is also covered by this activity. This involves:

- Running representation reviews and local government elections in accordance with legislative requirements
- Facilitating Council, Community Board and committee meetings including the preparation of minutes and agendas
- Overseeing the implementation of Council decisions
- Processing information requests.

KEY PROJECTS 2025/26

Governance Programme	When
Local elections	2025
Triennial agreement development	Three yearly following each election





CHANGES FROM THE 2024/34 LTP

Council is required to hold a poll alongside the 2025 Election on whether the Ōtorohanga District should have a Māori ward. The need for the poll has arisen from the Local Government (Electoral Legislation and Māori Wards and Māori Constituencies) Amendment Act 2024 which reinstates the ability for binding polls to be held on proposals to establish or continue a Māori ward(s). The transitional provisions in the legislation require all local authorities that have established a Māori ward(s) without a binding poll since 2020, and have affirmed that decision, to hold a binding poll at the 2025 elections. The binding poll is expected to cost an additional \$16k.

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Visible, transparent trusted Council	Overall trust in Council ⁷	≥ 70% Average or better

IWI LIAISON

Our iwi liaison function provides support for Council to develop and enhance meaningful and enduring partnership relations with iwi/Māori across the district. The role also focuses on building the cultural competency of both elected members and staff, and advising culturally appropriate approaches to conducting Council business.

TE TIRITI O WAITANGI

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.

PARTICIPATION IN DECISION MAKING

Council has specific obligations and is committed to providing Māori with opportunities to participate in the decision-making process. Our approach to fulfilling these obligations is to:

- Focus on building relationships with iwi/Māori to develop trust and understanding to pave the way for progressive, enduring, supportive partnerships for district wellbeing
- Look internally and review how we can create a more inclusive environment for kaimahi (staff) and manuwhiri.

We are guided in this work by our recently completed Māori Engagement Framework.

CHANGES FROM THE 2024/34 LTP

No change

⁷

As measured by an annual resident's survey.



WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Work with Māori leaders ⁸ to build/maintain strong, productive relationships.	Māori leaders rate their relationship with Council as good or better ⁹ .	≥ 70% Average or better

CORPORATE PLANNING/PROJECTS

Corporate planning covers development of our long term plan and annual plans including the analysis and strategy work involved to prepare these documents. This activity also includes any special, corporate-wide projects that Council may undertake.

This function is important for determining not only what we will do to achieve the community outcomes but also what we expect to spend and how we will pay for what we do.

CHANGES FROM THE 2024/34 LTP

No change

SUPPORT SERVICES

This activity covers the support skills essential for the delivery of quality services and includes:

- Customer experience
- Communications and engagement
- People and capability
- Information services
- Financial management

CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
The Community have access to timely and accurate information.	Residents satisfied with Council communication ¹⁰ .	≥ 80% Average or better

⁸ Māori leaders includes, but is not limited to, iwi, hapū, marae and hapori Māori.

⁹ As measured by an annual iwi relationships survey.

¹⁰ As measured by an annual residents' survey.





COST OF SERVICE STATEMENT

TRUSTED LEADERSHIP AND RELATIONSHIPS - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	70	71	141 -	69
Targeted Rates	-	-	-	-
Development Contributions	-	-	-	-
General Rates	2,616	2,907	2,843	63
Other General Sources	12,953	14,062	13,840	223
<i>Total Operating Revenue</i>	15,639	17,040	16,824	217
OPERATING EXPENDITURE				
Governance	2,109	2,234	2,280 -	46
Iwi Liaison	151	227	179	48
Corporate Planning/Projects	615	656	602	54
Support Services	12,733	13,520	13,254	266
<i>Total Operating Expenditure</i>	15,608	16,637	16,315	322
includes:				
Salaries and Wages	6,261	6,428	6,619 -	191
Depreciation and Amortisation	568	663	428	235
Interest	277	383	350	33
Operating Surplus (Deficit)	30	403	509 -	105
Operating Surplus transferred to Reserves; or	30	403	509 -	105
Operating Deficit funded from Reserves	-	-	-	-
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	961	616	553	63
Capital Growth	-	-	-	-
Capital Levels of Service	35	10	10	-
Loans Repaid	93	106	108 -	2
Operating Deficit	-	-	-	-
<i>Total Funding Required</i>	1,089	732	670	61
FUNDED BY:				
Funding from Non-Cash Expenses	654	589	579	10
Loans Raised	375	31	30	1
Transfer from General and Special Reserves	- 30 -	444 -	560	116
Capital Income	60	153	112	41
Operating Surplus (via reserve)	30	403	509 -	105
<i>Total Funding Applied</i>	1,088	732	670	61



STRONG COMMUNITIES

- COMMUNITY DEVELOPMENT AND EMPOWERMENT
- COMMUNITY SERVICE PROVIDERS AND CONTESTABLE GRANTS
- ECONOMIC DEVELOPMENT AND WELLBEING
- LIBRARIES, LEARNING AND DEVELOPMENT
- CIVIL DEFENCE AND EMERGENCY MANAGEMENT (CDEM)



STRONG COMMUNITIES

WHAT WE DO AND WHY

We work with people, businesses and other organisations to find creative, future-focused solutions to fulfil local needs.

Strong communities covers the following five areas of activity:

- Community Development and Empowerment
- Community Service Providers and Contestable Grants
- Economic Development and Wellbeing
- Libraries, Learning and Development
- Civil Defence and Emergency Management

Creating opportunities and supporting people and groups to come together is an important way Council can help resolve local issues and celebrate who we are to create a stronger, united, resilient and more connected community.

COMMUNITY OUTCOMES

Strong Communities contributes to the following community outcomes:



PEOPLE

- Connected, empowered, engaged communities
- Welcoming, proud, thriving district



PLACE

- Vibrant, diverse, liveable communities
- Sustainable, resilient district



PARTNERSHIPS

- Progressive, enduring, supportive partnerships for district wellbeing.

COMMUNITY DEVELOPMENT AND EMPOWERMENT

Community development is about finding local solutions to local needs. We work alongside groups and communities to understand what is needed and develop agreed action plans and projects. These are not our plans or projects – they belong to the community. Our role is facilitating opportunities for sharing, growing and creating together thereby empowering communities to take collective action.

CHANGES FROM THE 2024/34 LTP

No change

COMMUNITY SERVICE PROVIDERS AND CONTESTABLE GRANTS

This activity has three components. These are:

- Funding specific community service providers to deliver social, cultural, and other wellbeing services¹¹.
- Managing and distributing contestable funding from Council (\$100k) and government sources totalling approximately \$126k for the following purposes:
 - social (community focussed initiatives)¹²
 - cultural (creative projects)¹³

¹¹ Organisations funded by Council include Ōtorohanga Support House Whare Āwhina, Thrive Youth Trust Ōtorohanga and Sport Waikato.

¹² Funded by Council via rates.

¹³ Funded by Creative New Zealand.





- recreational (travel for youth sport)¹⁴
- Providing advice and information to link people and groups to the resources needed to implement their projects.

The projects we fund and the grants distributed give colour to our community – it is what makes us vibrant, connected and united.

CHANGES FROM THE 2024/34 LTP

Following an unsuccessful Lotteries Board funding application by the Ōtorohanga Historical Society, provision has been made for an operational grant of \$58,010 for the Ōtorohanga Museum for wage support for 2025/26. This includes repurposing \$35,000 originally allocated in the LTP for Creative Waikato.

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Improved community wellbeing through the provision of financial support for social, cultural and recreational purposes.	Community groups/organisation and individuals funded by Council fulfil their funding obligations ¹⁵ .	Obligations fulfilled

ECONOMIC WELLBEING AND DEVELOPMENT

Much of what Council does is about economic wellbeing to support a sustainable future. As well as providing and maintaining infrastructure and community facilities that underpin the local economy, we work to attract and grow businesses, and to promote our district as a welcoming, thriving place to live or visit. We also play our part in ensuring that there are opportunities available for our residents to realise their aspirations and their potential.

This activity focuses on the development component of economic wellbeing. One of the main ways Council does this is through partnerships and collaboration with local, regional and national organisations. This includes:

- Working with other organisations to support the implementation of a community-led Housing Plan and delivering on key actions assigned to Council
- Supporting businesses to progress development and help keep our community growing
- Delivering the Mayor's Task Force for Jobs employment programme
- Growing and strengthening relationships with other anchor institutions¹⁶ in our district.

Other ways that Council gets involved in economic wellbeing and development includes:

- Co-design (with our community) and implementation of concept plans that identify economic priorities
- Working with or supporting other organisations to address issues which affect the district's ability to thrive such as community safety and health
- Strategic property purchases.

¹⁴ Funded by Sport Waikato.

¹⁵ As measured by group's/organisation's reports to Council.

¹⁶ 'Anchor institutions' is used to refer to organisations which: "Have an important presence in a place, usually through a combination of: being largescale employers, the largest purchasers of goods and services in the locality, controlling large areas of land and/or having relatively fixed assets". Source: Centre for Local Economic Strategies



CHANGES FROM THE 2024/34 LTP

As part of the 2024 Economic Wellbeing Strategy, Council's funding of external economic development organisations was reassessed. While reaffirming our commitment to supporting tourism-related activities, funding for Hamilton Waikato Tourism (HWT) was reduced in the LTP from \$70,000 to \$35,000 to better reflect the contribution the industry makes to the district's GDP.

Following consideration of a service level proposal from HWT in early 2024/25 we decided to decline the proposal and retain the funding for local delivery of tourism-related activities/services.

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Implementation of an economic wellbeing strategy.	Economic wellbeing service providers funded by Council fulfil their funding obligations ¹⁷ .	Funding obligations fulfilled

LIBRARIES, LEARNING AND DEVELOPMENT

The district has two libraries – one in Ōtorohanga and the other in Kāwhia – providing access to a wide range of knowledge and information as well as opportunities for learning and a space to connect and engage.

Services include:

- Physical and digital collections and resources
- Programmes supporting literacy in all its forms, with an emphasis on children's¹⁸ programmes
- 24/7 wifi access, as well as access to devices, printing and scanning during opening hours.

Public libraries play a key role in wellbeing through improving individual and community outcomes in literacy (language, numeracy, digital). Literate communities are more empowered, resilient, tolerant, and better able to develop and participate in enterprise and growth opportunities and thrive.

CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Library services and activities meet community needs.	Users satisfied with library services ¹⁹ .	≥ 90% satisfaction
	Increasing participation in Library programmes and activities, and service users.	≥ 40,000 participants

¹⁷ As measured by their reporting to Council.

¹⁸ Programmes cater for children from newborns through to the end of primary school age.

¹⁹ As measured by annual customer survey.





CIVIL DEFENCE AND EMERGENCY MANAGEMENT (CDEM)

This activity focuses on preparedness for emergencies, both internally by having sufficiently trained staff and externally by educating the wider community on the need for being prepared. It is also about responding during the emergency event, and getting our organisation back up and running, through the transition and recovery phases after the emergency.

Council is part of the Waikato CDEM Group, which is a collective approach to managing emergencies in the Waikato Region. The CDEM Group works closely with research institutions, utility operators and central government to reduce risks and improve community resilience. Council is also part of the Western Waikato Emergency Operations Area which provides CDEM services at the local level. This is a shared service arrangement, where we partner with Waipā and Waitomo district councils. Waipā is the lead agency in this arrangement and if an emergency happens in our district, we know that our neighbouring councils are well prepared to help us and vice versa.

Central Government is also looking to change the CDEM legislation during 2025/26. There are signals that this could increase the role of Council's around response capability and training. Any adjustments to our CDEM work programme will be picked up after the legislation is enacted.

CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Council and the community well prepared for a civil defence emergency.	Percentage scored in an emergency response annual evaluation exercise ²⁰ .	> 60% (advancing)
	Community response plans in place for Kāwhia and Ōtorohanga reviewed every 3 years.	Plans in place

²⁰ Council will be assessed on the capability shown during the exercise and scored a percentage based on the CDEM Capability Scoring Guide & Capability level: Unsatisfactory = 0-20%, Early Developing = 21-40%, Late Developing = 41-60%, Advancing = 61-80%, Mature = 81-100%



COST OF SERVICE STATEMENT

STRONG COMMUNITIES - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	313	323	323	-
Targeted Rates	95	76	76	-
Development Contributions	-	-	-	-
General Rates	1,784	1,875	1,898 -	24
Other General Sources	-	-	-	-
<i>Total Operating Revenue</i>	2,191	2,274	2,298 -	24
OPERATING EXPENDITURE				
Community Development and Empowerment	568	564	521	43
Community Service Providers and Contestable Grants	225	232	225	7
Economic Development and Wellbeing	693	729	782 -	52
Libraries, Learning and Development	522	555	577 -	23
Civil Defence and Emergency Management	165	174	173	1
<i>Total Operating Expenditure</i>	2,174	2,254	2,278 -	24
includes:				
Salaries and Wages	256	261	264 -	3
Depreciation and Amortisation	18	22	43 -	21
Interest	-	-	-	-
<i>Operating Surplus (Deficit)</i>	17	20	20	-
Operating Surplus transferred to Reserves; or	17	20	20	-
Operating Deficit funded from Reserves	-	-	-	-
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	64	65	64	1
Capital Growth	-	-	-	-
Capital Levels of Service	-	-	-	-
Loans Repaid	-	-	-	-
Operating Deficit	-	-	-	-
<i>Total Funding Required</i>	64	65	64	1
FUNDED BY:				
Funding from Non-Cash Expenses	44	45	44	1
Loans Raised	-	-	-	-
Transfer from General and Special Reserves	3	-	-	-
Operating Surplus (via reserve)	17	20	20	-
<i>Total Funding Applied</i>	64	65	64	1



VIBRANT PLACES AND SPACES

- PARKS AND RESERVES AND COUNCIL OWNED PROPERTY
- CEMETERIES
- SWIMMING POOLS
- OLDER PERSON'S HOUSING



VIBRANT PLACES AND SPACES

WHAT WE DO AND WHY

We operate and maintain a range of community facilities for residents and visitors to the district. Collectively valued at an estimated \$30 million, these assets help lay the foundation for creating vibrant, diverse, liveable communities.

The particular facilities we manage are divided into following activities:

- Parks and Reserves and Council Owned Property²¹
- Cemeteries
- Swimming Pools
- Older Person's Housing

COMMUNITY OUTCOMES

This group of activities mainly supports outcomes related to people and place.

PEOPLE



- Connected, empowered, engaged communities
- Welcoming, proud, thriving communities

PLACE



- Vibrant, diverse, liveable communities
- Sustainable, resilient district

PARKS AND RESERVES AND COUNCIL OWNED PROPERTY

We manage 26 parks and reserves in the district totalling 45 hectares²² spread between Ōtorohanga and Kāwhia/Aotea. Together these areas provide for the district's active and passive recreation needs while making a significant contribution to the vibrancy and liveability of our communities. Included in the mix are five playgrounds catering for people of all ages and abilities. We also have agreements in place with sporting groups regarding the care and maintenance of playing fields.

Other facilities included in this activity are:

- Public toilets (we have nine)
- The Girl Guide Hall (Ōtorohanga) and the Kāwhia Community Centre
- Library buildings
- Dog pound and other Council owned property not covered under other activities.

KEY PROJECTS 2025/26

Parks and Reserves	When
Huipūtea Reserve Development Plan implementation (\$30k per annum)	2024/25 – 2026/27
Jervois Street (Kāwhia) toilet upgrade (\$15k)	2025/26

²¹ This activity also includes public toilets, maintenance of the Girl Guide Hall (Ōtorohanga) and Kāwhia Community Centre, maintenance of library buildings, dog pound and other Council owned property.

²² These are reserves specifically maintained for active and passive recreation purposes. In total Council owns 178.839 hectares of reserves including flood protection and road reserves.





CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Parks and reserves meet resident's needs.	Residents satisfied with parks/reserves ²³ : <ul style="list-style-type: none"> Variety Quality 	≥ 90% Satisfaction combined average
Provision of clean, well maintained public toilets.	Number of complaints per annum in relation to cleanliness and maintenance ²⁴ .	<12 Complaints

CEMETERIES

We manage public cemeteries at Ōtorohanga and Kāwhia, with a combined area of 7.8 ha. This involves:

- Provision of well-managed places for interment
- Online cemetery records

Our commitment is to maintain these cemeteries as respectful, attractive places for people to be able to connect with their loved ones.

CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Well maintained cemeteries.	Number of complaints per annum in relation to grounds maintenance ²⁵ .	<5 Complaints

SWIMMING POOLS

The Ōtorohanga pool facility includes a 20 metre heated indoor pool, which operates year-round, a 33.5 metre outdoor pool and separate toddler's pool. This facility is managed by a contractor on Council's behalf and, although not required by the contract, a gym facility is provided at the contractor's discretion.

The provision of a community swimming pool is seen as an important recreational option for the community, and a key public safety initiative through learn to swim. Although aging, recent upgrades have improved the facility so that it complies with New Zealand Building Act and regulations, and Water Safety NZ – Swimming Pool Guidelines. A rigorous maintenance programme is also in place.

²³ As measured by annual residents' survey.

²⁴ As recorded in service request system.

²⁵ As recorded in service request system.





CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Provision of community swimming pool facilities, safe for users and staff.	Swimming pools maintain PoolSafe Accreditation and compliance with pool water quality standard ²⁶ .	≥ 95% Compliance

OLDER PERSON'S HOUSING

We have 28 residential units for older persons - 22 in Ōtorohanga and six in Kāwhia. A mix of studio and one-bedroom, the units are provided on a user pays basis. Rentals are set at 90% of the market for similar properties, on the basis of covering our costs rather than making a profit. There is strong demand for these properties, with waiting lists.

CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Housing units that are well maintained, safe and fully utilised.	Tenants satisfied with of their unit ²⁷ : <ul style="list-style-type: none"> • Comfort • Safety 	≥ 95% Satisfaction combined average
	Percentage occupancy rate for elder person's housing ²⁸ : <ul style="list-style-type: none"> • Ōtorohanga • Kāwhia 	≥ 95% Combined average

²⁶ NZ Standard 5862 (Swimming Pools). As reported in Pool Manager's monthly reports.

²⁷ As measured by the annual tenant satisfaction survey.

²⁸ Expressed as an annualised monthly average.





COST OF SERVICE STATEMENT

VIBRANT PLACES AND SPACES - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	479	470	483 -	13
Targeted Rates	26	26	26	-
Development Contributions	10	10	10	-
General Rates	2,279	2,542	2,679 -	137
Other General Sources	-	50	-	-
<i>Total Operating Revenue</i>	2,744	3,048	3,198 -	150
OPERATING EXPENDITURE				
Parks and Reserves and Council Owned Property	2,498	2,706	2,898 -	192
Swimming Pools	554	570	598 -	28
Cemeteries	155	161	162 -	1
Older Person's Housing	316	331	326	5
<i>Total Operating Expenditure</i>	3,523	3,769	3,985 -	216
includes:				
Salaries and Wages	-	-	-	-
Depreciation and Amortisation	591	641	810 -	169
Interest	41	44	65 -	21
<i>Operating Surplus (Deficit)</i>	-	779 -	721 -	787
Operating Surplus transferred to Reserves; or	-	-	-	-
Operating Deficit funded from Reserves	779	721	787 -	67
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	382	297	292	6
Capital Growth	-	-	-	-
Capital Levels of Service	115	51	50	1
Loans Repaid	92	112	120 -	9
Operating Deficit	779	721	787 -	67
<i>Total Funding Required</i>	1,367	1,180	1,249 -	69
FUNDED BY:				
Funding from Non-Cash Expenses	360	267	318 -	51
Loans Raised	725	668	655	13
Transfer from General and Special Reserves	282	245	276 -	31
Operating Surplus (via reserve)	-	-	-	-
<i>Total Funding Applied</i>	1,367	1,180	1,249 -	69

PLACEMAKING

An important contributor to the work we do in the Vibrant Places and Spaces group of activities, and indeed all our activities, is placemaking and the development and implementation of spatial plans for the district. Essentially, these plans are blueprints for the future - creating quality places for people to live, work, learn and play.

We currently have three plans²⁹ that we are actioning utilising the \$550k of capital expenditure set aside for each of the first three years of the 2024/34 LTP. Not all the annual allocation for plan implementation was spent in 2024/25 and this money has been carried forward into 2025/26 to continue supporting the identified actions and projects in the various plans.

²⁹

Ōtorohanga Town, Kāwhia, Aotea, Ōpārau and Rural Concept Plans



SUSTAINABLE DEVELOPMENT AND PUBLIC SAFETY

- RESOURCE MANAGEMENT
- BUILDING CONTROL
- ANIMAL CONTROL
- ENVIRONMENTAL HEALTH, PUBLIC AMENITY AND SAFETY



SUSTAINABLE DEVELOPMENT AND PUBLIC SAFETY

WHAT WE DO AND WHY

We provide planning and regulatory services to sustainably manage the district's natural and physical resources, and to promote and protect the health, safety and resilience of our communities.

Activities covered include:

- Resource Management
- Building Control
- Animal Control
- Environmental Health, Public Amenity and Safety

The activities in this group are governed by national legislation and directives as well as regional and local policies and bylaws. Together these laws, rules and policies are intended to be both enabling while safeguarding and protecting people and the environment.

COMMUNITY OUTCOMES

This group of activities supports outcomes related to people, place and partnerships.



PEOPLE

- Welcoming, proud, thriving communities



PLACE

- Vibrant, diverse, liveable communities
- Sustainable, resilient district



PARTNERSHIPS

- Aspirational, united, responsible leadership
- Progressive, enduring, supportive partnerships for district wellbeing

RESOURCE MANAGEMENT

This activity covers the planning functions we carry out under the Resource Management Act 1991 (RMA) and includes:

- Preparing and reviewing the District Plan
- Processing planning applications and issuing resource consents
- Processing of private plan changes and designation applications
- Providing development advice
- Compliance and enforcement around District Plan requirements and consent conditions.

Issuing LIMs³⁰ in relation to property transactions and development proposals and administering our Development and Financial Contributions Policy are also a part of this activity.

CHANGES FROM THE 2024/34 LTP

The government has embarked on a range of legislative reforms and changes affecting the RMA. Work on the District Plan Review has been paused while we await the outcome of the reforms and any replacement legislation. Council will also need to implement a range of RMA 'National Directions' which are anticipated in 2025/26 (National Environmental Standards and National Policy Statements).

³⁰ Land Information Memorandum (LIMs) issued in accordance with the Local Government Official Information and Meetings Act 1987 (LGOIMA).





WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Maintained and updated District Plan	Ōtorohanga District Plan is maintained, reviewed, and updated in accordance with legislation.	100% Compliance
Processing of all applications within agreed timeframes.	Resource consent applications processed and decisions issued within statutory timeframes.	100% Compliance

BUILDING CONTROL

Building control covers:

- Processing and monitoring of building consents
- Issuing of Code of Compliance Certificates, Compliance Schedules and Building Warrants of Fitness under the Building Act 2004
- Monitoring and enforcing earthquake-prone building requirements
- Building inspections
- Inspecting private swimming pools for compliance with safety regulations
- Issuing and monitoring of building warrants of fitness
- Investigating alleged breaches of building regulation.

Another important part of our work is advising builders and the community about what building work requires a consent and other requirements such as using licensed building practitioners.

As a Building Consent Authority (BCA) we are audited every two years by International Accreditation New Zealand (IANZ). To retain our BCA accreditation, it is important that staff knowledge and our systems and processes are up-to-date and accurate.

CHANGES FROM THE 2024/34 LTP

In 2024, the government signalled various changes it intended phasing in for building control starting with easy wins followed by more systemic changes which would result in a major system reset for the sector. Key changes anticipated include streamlining the building consent process, allowing for remote inspections, and strengthening registration and licensing for builders. While specific timing is uncertain, it is expected that the reforms will move at pace from 2025/26.

Reform of building control has both budgetary and workforce capacity implications for Council in responding to and implementing these changes. Level of services may be affected while change processes are worked through but until more details are known it is difficult to determine the extent of the impact in the 2025/26 FY.

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
------------------	------------------------	----------------



Buildings safe and fit for purpose.	Building consent applications processed within 20 working days ³¹ .	100% Compliance
Required safety inspections of swimming pools and associated barriers completed.	All registered private swimming pools inspected at least every three years.	> 33% Pools inspected ⁴
Required standards for processing and issuing building consents met.	Retention of biennial BCA accreditation ³² .	Achieved

ANIMAL CONTROL

Animal control is important for ensuring public safety. Our role involves dog registration, impounding wandering stock and roaming dogs, and implementing and enforcing our Dog Control Policy and Bylaw. Dog owner education and promoting animal welfare are also covered by this activity. We operate a successful shared service animal control agreement with Waitomo District Council, with Animal Control Officers effectively working across both districts.

CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Timely provision of animal control services supporting animal welfare and community safety.	Known dogs in the district are registered ³³ .	≥ 98% Registered
	Complaints about dog attacks and wandering stock on public roads responded ³⁴ to within two hours ³⁵ .	100% Compliance

ENVIRONMENTAL HEALTH, PUBLIC AMENITY AND SAFETY

This activity involves:

- Licensing and monitoring of food premises, alcohol sellers, hairdressers and camping grounds
- Control of health nuisances related to noise, littering and compliance with our bylaws and the freedom camping legislation.

By ensuring that the regulations and standards for these services are met we help protect public health and safeguard the liveability of our communities

Service delivery for Environmental Health is via a shared service arrangement with our partner Waipā District Council. Responding to noise is provided through the day-time by staff and after hours by a contracted service. Other nuisance complaints and bylaw breaches are investigated on a case-by-case basis.

Liquor licensing is governed by a joint district licensing committee covering Ōtorohanga, Waipā and Waitomo District Councils. While our staff issue and administer licences for the district, we also collaborate with our partner councils on aspects of local administration. Government has also signalled some

³¹ As measured by the Building Consent Tracking Database.

³² Council's next audit is scheduled for 2025.

³³ As recorded in Council's dog registration database.

³⁴ 'Responded to' means acknowledged and investigated.

³⁵ As reported in contractor's monthly report.



legislative changes in this activity (e.g. hairdresser and litter legislation) intended to simplify and streamline regulatory requirements.

CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Public sale and supply of alcohol is undertaken safely and responsibly and a high level of food safety is maintained by food premises.	All venues selling or supplying alcohol and all food premises monitored for compliance with statutory requirements ³⁶ .	100% Compliance
Timely response to excessive noise complaints.	All excessive noise complaints investigated within two hours of the complaint being received ³⁷ .	95% Compliance
Respond to public nuisance complaints.	Investigate ³⁸ complaints within five working days of receiving a complaint ³⁹ .	90% Compliance

³⁶ As measured by inspection records.

³⁷ As recorded in the service request system and outcome reported in contractor's monthly report.

³⁸ "Investigate" means acknowledging the complaint, triaging and assessing if a response and any enforcement is required.

³⁹ Covers complaints made under the following by laws/legislation:

- Dangerous and Insanitary Building Policy 2022
- Keeping of Stock, Poultry and Bees Bylaw 2009
- Liquor Control Bylaw 2007
- Stock Movement Bylaw 2014
- Structures and Works in Public Places Bylaw 2015
- Trade Waste Bylaw 2000
- Freedom camping legislation



COST OF SERVICE STATEMENT

SUSTAINABLE DEVELOPMENT AND PUBLIC SAFETY - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	879	896	898 -	2
Targeted Rates	-	-	-	-
Development Contributions	-	-	-	-
General Rates	1,452	1,455	1,492 -	37
Other General Sources	-	-	-	-
Total Operating Revenue	2,331	2,351	2,389 -	39
OPERATING EXPENDITURE				
Resource Management	464	621	643 -	22
Building Control	1,096	1,132	1,129	3
Environmental Health, Public Amenity and Safety	399	426	436 -	11
Animal Control	430	432	440 -	8
Total Operating Expenditure	2,388	2,610	2,648 -	38
includes:				
Salaries and Wages	463	473	464	9
Depreciation and Amortisation	-	-	-	-
Interest	-	4	-	4
Operating Surplus (Deficit)	- 57 -	260 -	259 -	1
Operating Surplus transferred to Reserves; or	-	-	-	-
Operating Deficit funded from Reserves	57	260	259	1
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	-	-	-	-
Capital Growth	-	-	-	-
Capital Levels of Service	-	-	-	-
Loans Repaid	-	-	-	-
Operating Deficit	57	260	259	1
Total Funding Required	57	260	259	1
FUNDED BY:				
Funding from Non-Cash Expenses	-	-	-	-
Loans Raised	-	204	200	4
Transfer from General and Special Reserves	57	55	59 -	4
Operating Surplus (via reserve)	-	-	-	-
Total Funding Applied	57	260	259	1



RESILIENT INFRASTRUCTURE

FIVE SEPARATE GROUPS OF ACTIVITIES ARE INCLUDED
UNDER THE BROAD HEADING OF RESILIENT
INFRASTRUCTURE:

- LAND TRANSPORT
- WASTEWATER
- WATER SUPPLY
- STORMWATER
- FLOOD PROTECTION



LAND TRANSPORT

WHAT WE DO AND WHY

Integral to everyday district life, land transport is our biggest area of spending. We look after 805 kilometres of roads⁴⁰ that link to the national state highway network connecting residents and visitors to their destination, businesses to customers and suppliers and local production to markets. As a rural district with a dispersed population, we are acutely aware of the importance of having a well maintained, resilient roading network – the backbone connecting people and enabling economic activity.

Our land transport work is not only about roads - we also maintain:

- 26.9 kilometres of footpaths
- 134 bridges;
- 83 stock underpasses
- 5,918 culverts
- 3,290 signs.

Promoting road safety, kerb and channel management, roadmarking, safety barriers/works and roadside vegetation and litter management are also part of land transport.

COMMUNITY OUTCOMES

Land transport underpins outcomes related to people, place and partnerships.



PEOPLE

- Connected, empowered, engaged communities
- Welcoming, proud, thriving communities



PLACE

- Vibrant, diverse, liveable communities
- Sustainable, resilient district



PARTNERSHIPS

- Progressive, enduring, supportive partnerships for district wellbeing

LAND TRANSPORT

Our priorities for a cost effective, sustainable, resilient land transport programme are:

- Maintaining existing levels of services, with our road network continuing to be our largest spend area
- Understanding the likely impacts of climate change on district assets and reflecting this in our ongoing work programmes.

Maintenance of our roading network is undertaken under contract on our behalf and funding for the land transport programme is a mixture of district rates (local share) and subsidies from our roading partner NZTA.

KEY PROJECTS 2025/26

Land Transport	\$000
Sealed road pavement rehabilitation	\$956
Sealed road resealing	\$2,070
Unsealed road metalling	\$575
Ōtorohanga Town Concept Plan:	\$125

⁴⁰ Comprised of 529 sealed (66%) and 276 unsealed (34%).





<ul style="list-style-type: none"> Intersection upgrades Signage Walking/cycling improvements 	
District wide speed management design and implementation	\$30 ⁴¹
District wide identification and design of resilience improvements (sites subject to identification)	\$300
District wide resilience works implementation	\$275
<ul style="list-style-type: none"> Subsidised Non-subsidised 	\$300
Footpath renewals	\$124

CHANGES FROM THE 2024/34 LTP

Post the adoption of our 2024/34 LTP, NZTA advised that funding allocations for 2024/25 to 2026/27 would be below what was needed to deliver on our planned programme of works. Equating to an average annual shortfall of \$3.565M, some activities were allocated manageable reductions (e.g. pothole prevention) while others were reduced by two thirds (e.g. walking and cycling) or completely removed (ie. low cost/low risks new works).

As in the previous financial year, we have adjusted our land transport programmes to accommodate the funding shortfall and we will still collect rates for the local share⁴² not matched by NZTA funding - albeit slightly less than forecast in the LTP due to the level funding we have in reserves⁴³. This unmatched local share will be applied to priority projects ensuring that some momentum is maintained in areas that have been substantially cut (e.g. road safety, culvert renewals).

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Provision of a safe local transport network for users and the community.	Change from the previous financial year in the number of fatalities and serious injury crashes on the local road network (M) ⁴⁴ .	Fatalities/ serious injuries ≤ previous year
Road and footpath networks which support usability and user comfort.	Percentage of footpaths whose condition meets the standard of 3 or better (minor cracking only) (M) ⁴⁵ .	85%
	Average quality of ride on a sealed local road network, measured by smooth travel exposure value of 150 or better (M).	97%

⁴¹ School signage for speed management.

⁴² Unmatched capital \$600,000 and operating \$70,000.

⁴³ Should additional NZTA funding become available, existing reserve funding may be utilised (\$375,000 operational and \$275,000 capital) to provide the local share of any funding proposal.

⁴⁴ (M) Expressed as a number.

⁴⁵ (M) Full wording: The percentage of footpaths within a territorial authority district that fall within the level of service or service standard for the condition of footpaths that is set out in the territorial authority's relevant document (such as its annual plan, activity management plan, asset management plan, annual works program or long term plan). For Council this is based on a five-point scale (excellent, good, average, poor and very poor) the percentage will be the length of footpath recorded as average, good or excellent condition grade.



	Percentage of the sealed local road network that is resurfaced annually (M).	8%
Customer service requests dealt with promptly and appropriately.	Percentage of customer service requests for roads and footpaths recorded in the request for service system and responded ⁴⁶ to within 5 working days or less (M) ⁴⁷ .	90%

M = Mandatory measure

COST OF SERVICE STATEMENT

LAND TRANSPORT - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	7,999	8,148	6,374	1,774
Targeted Rates	4,794	4,971	4,780	191
Development Contributions	-	255	255	-
General Rates	-	-	-	-
Other General Sources	-	-	-	-
<i>Total Operating Revenue</i>	12,793	13,375	11,409	1,965
OPERATING EXPENDITURE				
Land Transport	11,971	12,297	11,983	315
<i>Total Operating Expenditure</i>	11,971	12,297	11,983	315
includes:				
Salaries and Wages	-	-	-	-
Depreciation and Amortisation	4,546	4,695	4,929	234
Interest	45	35	35	-
<i>Operating Surplus (Deficit)</i>	822	1,077	573	1,651
Operating Surplus transferred to Reserves; or	822	1,077	-	1,077
Operating Deficit funded from Reserves	-	-	573	573
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	6,882	7,540	4,639	2,901
Capital Growth	250	255	250	5
Capital Levels of Service	-	-	10	10
Loans Repaid	363	301	301	-
Operating Deficit	-	-	573	573
<i>Total Funding Required</i>	7,495	8,096	5,774	2,322
FUNDED BY:				
Funding from Non-Cash Expenses	3,247	3,763	2,154	1,609
Loans Raised	208	212	212	-
Transfer from General and Special Reserves	3,219	3,044	3,407	364
Operating Surplus (via reserve)	822	1,077	-	1,077
<i>Total Funding Applied</i>	7,495	8,096	5,774	2,322

⁴⁶ Responded to means acknowledgment by the Roding Team.

⁴⁷ (M) Full wording: The percentage of customer service requests relating to roads and footpaths to which the territorial authority responds within the time frame specified in the long term plan.





WHAT'S HAPPENING WITH WATER⁴⁸

Over the next year we will be continuing to plan for changes in the way water services are delivered in the district. In September 2024, the coalition government passed the first of two pieces of legislation for improving how water is managed across the country under its policy approach known as Local Water Done Well (LWDW). LWDW replaces the previous government's Three Waters Reform package.

The LWDW legislation requires all councils to create a Water Services Delivery Plan (WSDP) by September 2025, outlining how they will manage water infrastructure, investments, and finances while meeting regulatory requirements. A key part of developing a WSDP is community consultation on the service delivery model we think will work best for our district.

Of the available models, viable, realistic options for our district were largely limited to either continuing to deliver water services on our own or joining with our neighbours and setting up a regional council controlled organisation (CCO) to deliver services on our behalf.

In April 2025, we consulted with you on our preferred model which was establishing a CCO with six other councils under the banner of Waikato Water Done Well (WWDW) for the delivery of drinking water and wastewater services. Stormwater management and stock water- only schemes would continue to be managed in-house by Council staff in accordance with new legislation.

We are now in the process of confirming our preferred model and refining our WSDP ready for submission to the Minister of Local Government before the due date in early September 2025. Once we have the Minister's approval our focus will shift to how we will transition to the new regime.

WHAT DOES THIS MEAN FOR WATER SERVICES IN 2025/26?

There will be no changes to the way we deliver water services to communities over the coming year. Our focus for 2025/26 will be on continuing with the behind-the-scenes work we have been undertaking to finalising our WSDP and making sure that, when we do make changes, we have the right building blocks in place for a seamless transition to the new model.

In addition to the above, changes to the Arohena Rural Water Supply Scheme were signalled in the 2024/34 LTP. We will be continuing to work on these changes during 2025/26 (refer to Water Supply, page 42)

NEW LEVIES

Taumata Arowai is New Zealand's water services regulator established as part of the response to the Havelock North campylobacter outbreak in 2016. From 1 July 2025, the monitoring and regulatory work carried out by Taumata Arowai is expected to be funded by a fixed annual allocation from the government with the bulk of the funding being sourced from levies (approximately 84%) on councils or the water organisations delivering services on their behalf. We have made provision for the expected levies for all our water services in the budgets for 2025/26.



WASTEWATER

WHAT WE DO AND WHY

Wastewater treatment and disposal includes the network of pipes for the collection of sewage and trade waste and its safe treatment and disposal. We collect and treat wastewater from residential, business and other properties in the Ōtorohanga urban area to maintain public health and sustain and protect land and waterways from contamination.

An asset management plan (covering stormwater and wastewater) is in place for this activity. The plan was substantially reviewed in 2020/21 and updated as part of the process for developing the 2024/34 LTP.

COMMUNITY OUTCOMES

This group of activities supports outcomes related to people, place and partnerships.



PEOPLE

- Welcoming, proud, thriving communities



PLACE

- Vibrant, diverse, liveable communities
- Sustainable, resilient district



PARTNERSHIPS

- Aspirational, united, responsible leadership
- Progressive, enduring, supportive partnerships for district wellbeing

WASTEWATER TREATMENT AND DISPOSAL

Around 1600 properties connect to the Ōtorohanga Wastewater System. Fifty-three kilometres of pipeline and 15 pump stations (plus four private) transport wastewater to the treatment plant (aerated oxidation pond) at the northern end of the town, with the treated water being discharged into the Mangaorongo Stream via tertiary treatment including a wetland.

Commercial and industrial operations that generate larger and/or concentrated quantities of wastewater are subject to trade waste permits, with specific conditions on their wastewater discharges. As at May 2025 there were 48 trade waste permits issued. Provision is available at the treatment plant for taking and treating septic tank waste.

KEY PROJECTS 2025/26

Wastewater Treatment and Disposal	\$000
Grit separation and clarifier for phosphorus removal construction	\$400

CHANGES FROM THE 2024/34 LTP

No change





WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Safe, reliable wastewater treatment and disposal system which minimises public health risks and environmental impact.	Number of dry weather sewerage overflows from the Ōtorohanga sewerage system, per 1000 connections (M) ⁴⁹	0 Overflows
	Compliance with consents for discharge from the Ōtorohanga sewerage system (M) ⁵⁰ : <ul style="list-style-type: none"> • Abatement Notices • Infringement Notices • Enforcement Orders • Convictions 	0 Non-compliance actions
	Median response time for sewerage overflow callouts due to a blockage or other fault in the Ōtorohanga sewerage system (M) ⁵¹ . Time from notification until: <ul style="list-style-type: none"> • Service personnel arrive on site • Confirmation of resolution of the blockage or fault. 	< 50 Mins < 24 Hrs
	Number of complaints ⁵² , per 1000 sewage connections, about (M) ⁵³ : <ul style="list-style-type: none"> • Odour • System faults • Blockages. 	<10 Complaints

M = Mandatory measure

⁴⁹ (M) Full wording: The number of dry weather sewerage overflows from the territorial authority's sewerage system expressed per 1000 sewerage connections to that sewerage system.

⁵⁰ (M) Full wording: Compliance with the territorial authority's resource consents for discharge from its sewerage system measured by the number of: (a) abatement notices, (b) infringement notices, (c) enforcement orders, (d) convictions received by the territorial authority in relation to those resource consents.

⁵¹ (M) Full wording: Where the territorial authority attends to sewerage overflows resulting from a blockage or other fault in the territorial authority's sewerage system, the following median response times measured: (a) Attendance time: from the time that the territorial authority receives notification to the time that service personnel reach the site, (b) Resolution time: from the time that the territorial authority receives notification to the time that service personnel confirm resolution of the blockage or other fault.

⁵² As recorded in the request for service system.

⁵³ (M) Full wording: The total number of complaints received by the territorial authority about any of the following (expressed per 1000 connections to the territorial authority's sewerage system): Sewerage odour, sewerage system faults, sewerage system blockages, territorial authority's response to issues with its sewerage system.



COST OF SERVICE STATEMENT

WASTEWATER - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	65	67	104 -	37
Targeted Rates	903	1,069	1,191 -	121
Development Contributions	-	-	-	-
General Rates	17	47	49 -	2
Other General Sources	-	-	-	-
<i>Total Operating Revenue</i>	985	1,183	1,344 -	161
OPERATING EXPENDITURE				
Wastewater	1,424	1,261	1,440 -	180
<i>Total Operating Expenditure</i>	1,424	1,261	1,440 -	180
includes:				
Salaries and Wages	-	-	-	-
Depreciation and Amortisation	335	373	400 -	28
Interest	138	140	255 -	115
Operating Surplus (Deficit)	- 440 -	78 -	97	19
Operating Surplus transferred to Reserves; or	-	-	-	-
Operating Deficit funded from Reserves	440	78	97 -	19
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	749	829	809	20
Capital Growth	50	51	50	1
Capital Levels of Service	-	-	-	-
Loans Repaid	218	261	232	29
Operating Deficit	440	78	97 -	19
<i>Total Funding Required</i>	1,456	1,219	1,188	31
FUNDED BY:				
Funding from Non-Cash Expenses	418	354	342	11
Loans Raised	1,334	767	749	19
Transfer from General and Special Reserves	- 295	98	97	1
Operating Surplus (via reserve)	-	-	-	-
<i>Total Funding Applied</i>	1,456	1,219	1,188	31



WATER SUPPLY

WHAT WE DO AND WHY

The supply of safe drinking water is fundamental for the health and wellbeing of residents. An available, reliable water supply is also vital for the health of stock and to support thriving businesses and the rural economy.

We own two urban water supply schemes – Ōtorohanga and Kāwhia – that provide treated water to households and businesses on demand. Four restricted Rural Water Supply (RWS) schemes also deliver treated water to scheme ratepayers, mainly for agricultural purposes. The RWS schemes cover the rural areas of Arohena, Ranginui⁵⁴, Tihiroa and Waipā.

An asset management plan guides the management of all our schemes. This plan was substantially reviewed in 2020/21 and updated as part of the process of developing the 2024/34 LTP.

COMMUNITY OUTCOMES

This group of activities supports outcomes related to people, place and partnerships.



PEOPLE

- Welcoming, proud, thriving communities



PLACE

- Vibrant, diverse, liveable communities
- Sustainable, resilient district



PARTNERSHIPS

- Progressive, enduring, supportive partnerships for district wellbeing

WATER SUPPLY

There are around 1614 connections to the Ōtorohanga urban water supply and 443 in Kāwhia – a total of 75.8 km of pipeline and 9 reservoirs (capacity 4,250m³). The Ōtorohanga water supply is drawn from the Waipā River while Kāwhia draws from local springs. Both supplies are treated.

The four rural water schemes – Arohena (3 components), Ranginui, Tihiroa and Waipā - collectively supply 302 properties and are comprised of 129 km of pipeline and 13 reservoirs with a total capacity of 3150m³. Water is supplied on a controlled ('trickle-feed') basis, with on-farm storage required by the property owner. The Waipā Scheme is supplied via the Ōtorohanga town supply, with the other schemes drawing water from local rivers/streams. The schemes are managed by Council on behalf of the owners of properties connected to the schemes, and oversight of each scheme is provided by a local committee.

KEY PROJECTS 2025/26

Water Supply	\$000
Resource consent renewal for Ōtorohanga Water Treatment Plant (discharge water)	\$50

CHANGES FROM THE 2024/34 LTP

We signalled in the 2024/34 LTP that changes needed to be made to the Arohena RWS (Kahorekau, Huirimu and Taupaki) but details were still being worked through. Following discussions with users and further advice from the regulator - Taumata Arowai – we now have a way forward.

Currently operating as a mixed water supply, Arohena RWS is primarily used for stock watering and agricultural purposes (90 percent) but is also available for drinking water (10 percent) albeit with a

⁵⁴

Note: Ranginui RWS is a non-potable supply.





permanent boil water notice. Under the Drinking Water Quality Assurance Rules (DWQAR) which came into effect in November 2022, Council must either put in place a protozoa barrier to reduce the possibility of contamination from bacteria or viruses or cease the drinking water component of the RWS.

Instead of expensive upgrades (estimated at \$6M), we have decided to use the provisions of the Local Government Act 2002 to close the drinking water component of the RWS, as was done with Ranginui Rural Water Supply in 2016. There are various legislative processes that we must go through before that change can be affected with the last step being holding a referendum. The referendum to close the Arohena Drinking Water Scheme and enable the three supplies to continue as non-drinking water supplies is scheduled for August 2025.

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Provision of potable ⁵⁵ water within specified areas via a safe and reliable treatment and supply system.	The extent to which the Council's drinking water supply complies with ⁵⁶ (M): <ul style="list-style-type: none"> Bacterial Compliance Criteria Protozoal Compliance Criteria 	Complies Complies
	Number of complaints received, per 1000 connections, about (M) ⁵⁷ : <ul style="list-style-type: none"> Water clarity Water taste Water odour Water pressure or flow Continuity of supply 	≤ 5 Complaints
	Median response times for call-outs in response to a fault or unplanned interruption the network (M) ⁵⁸ : <p>Urgent Call-outs:</p> <ul style="list-style-type: none"> Attendance⁵⁹ Resolution⁶⁰ <p>Non-Urgent Call-outs:</p> <ul style="list-style-type: none"> Attendance⁶¹ Resolution⁶² 	< 1.5 Hours < 18 Hours < 1.5 Hours < 18 Hours

⁵⁵ Note: Ranginui RWS is a non-potable supply.

⁵⁶ (M) Full wording: The extent to which the local authority's drinking water supply complies with: (a) part 4 of the drinking water standards (bacteria compliance criteria); and (b) part 5 of the drinking water standards (protozoal compliance criteria).

⁵⁷ As recorded in the request for service system.

⁵⁸ (M) Full wording: Where the local authority attends a call-out in response to a fault or unplanned interruption to its networked reticulation system, the following median response time measured.

⁵⁹ (M) Full wording: Attendance for urgent call-outs: from the time the local authority receives notification to the time that service personnel reach the site.

⁶⁰ (M) Full wording: Resolution of urgent call-outs: from the time the local authority receives notification to the time service personnel confirm resolution of the fault or interruption.

⁶¹ (M) Full wording: Attendance for non-urgent call-outs: from the time the local authority receives notification to the time that service personnel reach the site.

⁶² (M) Full wording: Resolution of non-urgent call-outs: from the time the local authority receives notification to the time service personnel confirm resolution of the fault or interruption.



Water supply and demand managed to ensure prudent use of water.		
	The percentage of real water loss from the Council's networked reticulation system (M)	
	<ul style="list-style-type: none"> • Ōtorohanga <25% • Kāwhia <25% 	
	Average consumption of drinking water per day per resident within the Ōtorohanga District (M).	< 300 Litres/ person/day

M = Mandatory measure

COST OF SERVICE STATEMENT

WATER SUPPLY - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	2	2	2	-
Targeted Rates	2,636	3,036	2,844	191
Development Contributions	-	-	-	-
General Rates	30	150	161	11
Other General Sources	-	-	-	-
<i>Total Operating Revenue</i>	2,669	3,188	3,008	180
OPERATING EXPENDITURE				
On Demand Supply	1,941	1,999	2,073	75
Restricted Supply	1,203	1,298	1,152	146
<i>Total Operating Expenditure</i>	3,144	3,297	3,225	72
includes:				
Salaries and Wages	-	-	-	-
Depreciation and Amortisation	749	777	834	57
Interest	196	215	204	11
Operating Surplus (Deficit)	- 476	- 109	- 217	108
Operating Surplus transferred to Reserves; or	-	-	-	-
Operating Deficit funded from Reserves	476	109	217	108
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	1,401	768	850	81
Capital Growth	50	51	50	1
Capital Levels of Service	90	56	55	1
Loans Repaid	241	324	259	65
Operating Deficit	476	109	217	108
<i>Total Funding Required</i>	2,258	1,309	1,431	121
FUNDED BY:				
Funding from Non-Cash Expenses	742	686	617	69
Loans Raised	2,320	425	505	80
Transfer from General and Special Reserves	- 804	198	309	110
Operating Surplus (via reserve)	-	-	-	-
<i>Total Funding Applied</i>	2,258	1,309	1,431	121



STORMWATER

WHAT WE DO AND WHY

Hard surfaces, such as roofs, parking and paved areas, driveways, and roads, all contribute to generating stormwater runoff. In the Ōtorohanga and Kāwhia urban areas we collect and dispose of this runoff to prevent/minimise flooding from heavy or prolonged rainfall events. Effective management of stormwater supports community resilience and when damage from rainfall events is minimised communities can continue to thrive.

Stormwater management for the district is guided by an asset management plan (covering stormwater and wastewater). The plan was substantially reviewed in 2020/21 and updated as part of the process for developing the 2024/34 LTP.

COMMUNITY OUTCOMES

This group of activities supports outcomes related to people, place and partnerships.



PEOPLE

- Welcoming, proud, thriving communities



PLACE

- Vibrant, diverse, liveable communities
- Sustainable, resilient district



PARTNERSHIPS

- Progressive, enduring, supportive partnerships for district wellbeing

STORMWATER MANAGEMENT

The Ōtorohanga stormwater network is made up 22.7kms of pipes and 4.5kms of open drains which works in tandem with the Ōtorohanga Flood Protection Scheme's stopbanks and pump stations to protect property and prevent erosion. Recent subdivisions have contributed to an increase in the size of the network. While overall condition and performance of the system is generally good, capacity is limited and, for this reason, new developments are also required to provide for on-site stormwater management, such as retention and ground soakage.

The Kāwhia stormwater system consists of 3.8km of pipes, 0.5km of open drains and one small pump station located in a low-lying area. Network assets are relatively new and in good condition as a major upgrade was undertaken in 1999/00.

Aotea's stormwater assets consist mainly of soakage devices and overland flow soaking through the sand base. Roof water is captured by residents for drinking water.

Across the district, directing stormwater from/under roads is managed as a part of our land transport group of activities.

KEY PROJECTS 2025/26

Stormwater Management	\$000
Kakamutu Road and Domain Drive stormwater capacity/renewal	\$100

CHANGES FROM THE 2024/34 LTP

No change





WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Provision of a safe and reliable stormwater system which minimises flooding and environmental impact.	Number of flooding events in the district and, for each flooding event, the number of habitable floors affected per 1000 properties connected (M) ⁶³ .	0 Habitable floors affected by flood events
	Compliance with consents for discharge from the stormwater system (M) ⁶⁴ : <ul style="list-style-type: none"> • Abatement Notices • Infringement Notices • Enforcement Orders • Convictions 	0 Non-compliance actions
	Median response time ⁶⁵ to attend to a flooding event (M) ⁶⁶ .	< 4 hours 30 minutes
	Number of complaints received, per 1000 properties connected, about the performance of the stormwater system (M) ⁶⁷ .	≤ 2 Complaints

M = Mandatory measure

⁶³ (M) Full wording: (a) The number of flooding events that occur in a territorial authority district. (b) For each flooding event, the number of habitable floors affected. (Expressed per 1000 properties connected to the territorial authority's stormwater system.)

⁶⁴ (M) Full wording: Compliance with the territorial authority's resource consents for discharge from its stormwater system, measured by the number of: (a) abatement notices, (b) infringement notices, (c) enforcement orders, (d) convictions received by the territorial authority in relation to those resource consents.

⁶⁵ Measured from the time of notification until service personnel arrive on site.

⁶⁶ (M) Full wording: The median response time to attend a flooding event, measured from the time that the territorial authority receives notification to the time that service personnel reach the site.

⁶⁷ As recorded in the request for service system



COST OF SERVICE STATEMENT

STORMWATER - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	-	-	-	-
Targeted Rates	-	-	-	-
Development Contributions	-	-	-	-
General Rates	250	319	363	- 44
Other General Sources	-	-	-	-
Total Operating Revenue	250	319	363	- 44
OPERATING EXPENDITURE				
Stormwater	342	367	425	- 57
Total Operating Expenditure	342	367	425	- 57
includes:				
Salaries and Wages	-	-	-	-
Depreciation and Amortisation	185	201	249	- 49
Interest	16	14	14	-
Operating Surplus (Deficit)	- 91	- 48	- 62	13
Operating Surplus transferred to Reserves; or	-	-	-	-
Operating Deficit funded from Reserves	91	48	62	- 13
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	61	63	61	2
Capital Growth	75	51	50	1
Capital Levels of Service	40	113	110	3
Loans Repaid	60	55	48	7
Operating Deficit	91	48	62	- 13
Total Funding Required	327	330	331	- 1
FUNDED BY:				
Funding from Non-Cash Expenses	181	122	114	8
Loans Raised	55	159	155	4
Transfer from General and Special Reserves	91	48	62	- 13
Operating Surplus (via reserve)	-	-	-	-
Total Funding Applied	327	330	331	- 1



FLOOD PROTECTION

WHAT WE DO AND WHY

The increased frequency and intensity of storm events and rising sea levels expected to affect the district over the medium to long term due to climate change reinforces the importance of this group of activities for community resilience.

Infrastructure managed under this group of activities include:

- Flood Protection Works
- Coastal Structures

The structures we manage not only sustain and protect homes, businesses and properties, doubling as recreation spaces, they add to the vibrancy and liveability of our communities.

COMMUNITY OUTCOMES

This group of activities supports outcomes related to people, place and partnerships.



PEOPLE

- Welcoming, proud, thriving communities



PLACE

- Vibrant, diverse, liveable communities
- Sustainable, resilient district



PARTNERSHIPS

- Progressive, enduring, supportive partnerships for district wellbeing

FLOOD PROTECTION WORKS

Commissioned in 1966, the Ōtorohanga Flood Protection Scheme (ŌFPS) is part of Project Watershed – a flood protection, soil conservation and river management scheme for the greater Waikato catchment.

ŌFPS assets include 4.6 kilometres of stopbanks⁶⁸ to keep the Waipā River from flooding Ōtorohanga township and three large flood pumps stations to pump surface water back to the river in a flood event. The scheme design is for a 1 in 100-year event.

We own the stopbanks and all the assets that make up the ŌFPS. Maintenance and operation of the scheme is carried out by our staff under a service level agreement with our partner, Waikato Regional Council. This arrangement means we can coordinate this activity with our local stormwater drainage activities. All ŌFPS work is paid for with funding from Project Watershed⁶⁹.

CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
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⁶⁸ www.waikatoregion.govt.nz/assets/WRC/Council/Policy-and-Plans/HR/S32/Part-A/WRC-Policy-Series-2011-07.pdf, pages 67 and 142.

⁶⁹ Project Watershed rates are collected by Waikato Regional Council.





The ŌFPS well managed, maintained and operated.	Maintenance, repairs and renewal undertaken to approved standards ⁷⁰ (M) ⁷¹ .	0 Habitable floors affected by flood events
-------------------------------------------------	-----------------------------------------------------------------------------------------------------	---------------------------------------------

M = Mandatory measure

COASTAL STRUCTURES

This activity focuses on the structures we manage and maintain in coastal areas. These structures are a mix of coastal defences (e.g. seawalls) protecting public and private property from coastal erosion and facilities that provide water access (e.g. boat ramps). In some instances, these assets are multi-functional, providing for protection and as well as for recreation needs.

Key assets are:

- Kāwhia Seawalls
- Kāwhia Wharf
- Kāwhia boat ramps (x3)

On behalf of the residents and ratepayers in Aotea, we also hold the resource consent and take overall responsibility for maintaining the Aotea Seawall.

KEY PROJECTS 2025/26

Coastal Structures	When
Aotea Seawall Maintenance	2025/26 – 2027/28
Kāwhia Seawall Condition Assessment and associated works	2024/25 – 2028/29

CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
Coastal structures well managed, maintained and renewed.	Maintenance, repairs and renewals undertaken to approved standards ⁷² (M) ⁷³ .	Achieved

M = Mandatory measure

⁷⁰ As reported in annual scheme report to Waikato Regional Council.

⁷¹ (M) Full wording: The major flood protection and control works that are maintained, repaired and renewed to the key standards defined in the local authority's relevant planning documents (such as its activity management plan, asset management plan, annual works program or long term plan).

⁷² As reported to Waikato Regional Council.

⁷³ (M) Full wording: The major flood protection and control works that are maintained, repaired and renewed to the key standards defined in the local authority's relevant planning documents (such as its activity management plan, asset management plan, annual works programme, long term plan or resource consent).





COST OF SERVICE STATEMENT

FLOOD PROTECTION - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	188	209	217 -	8
Targeted Rates	45	122	127 -	6
Development Contributions	-	-	-	-
General Rates	60	73	81 -	9
Other General Sources	-	-	-	-
Total Operating Revenue	293	403	425 -	22
OPERATING EXPENDITURE				
Flood Protection	182	196	194	2
Coastal Structures	139	242	252 -	11
Total Operating Expenditure	321	437	447 -	9
includes:				
Salaries and Wages	-	-	-	-
Depreciation and Amortisation	68	79	91 -	12
Interest	8	14	10	3
Operating Surplus (Deficit)	- 27 -	34 -	21 -	13
Operating Surplus transferred to Reserves; or	-	-	-	-
Operating Deficit funded from Reserves	27	34	21	13
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	118	162	208 -	46
Capital Growth	-	-	-	-
Capital Levels of Service	-	-	-	-
Loans Repaid	29	33	35 -	2
Operating Deficit	27	34	21	13
Total Funding Required	174	229	264 -	35
FUNDED BY:				
Funding from Non-Cash Expenses	32	97	95	3
Loans Raised	100	82	155 -	73
Transfer from General and Special Reserves	43	49	14	35
Operating Surplus (via reserve)	-	-	-	-
Total Funding Applied	174	229	264 -	35



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

RESPONSIBLE WASTE MANAGEMENT

- WASTE MANAGEMENT AND MINIMISATION



RESPONSIBLE WASTE MANAGEMENT

WHAT WE DO AND WHY

In 2023/24 our contractors collected 1585 tonnes of refuse and 2910 tonnes of recycling. As it is for the rest of New Zealand, minimising waste volumes is essential for the long term sustainability of the district and liveable communities. The annual tonnage of waste to landfill in the Waikato Region is continuing to climb and this is despite household recycling reportedly increasing⁷⁴.

Our waste management responsibilities are to effectively manage waste, reduce waste volumes and minimise the environmental impact of old landfills. We also support waste minimisation education and initiatives such as EnviroSchools⁷⁵ and Para Kore⁷⁶.

COMMUNITY OUTCOMES

Responsible waste management supports outcomes related to people and place.



PEOPLE

- Welcoming, proud, thriving communities



PLACE

- Vibrant, diverse, liveable communities
- Sustainable, resilient district

WASTE MANAGEMENT AND MINIMISATION

The services we deliver under this activity are:

- Kerbside rubbish and recycling services in Aotea, Kāwhia and Ōtorohanga
- Operation of transfer stations in Kāwhia and Ōtorohanga, and the provision of four rural recycling depots
- Management of closed council landfills
- Waste minimisation education.

Our urban rubbish and recycling collection services, the operation of our transfer stations and the servicing of rural recycling depots are carried out under contract by Envirowaste. Contractors⁷⁷ also monitor the closed landfills on our behalf so that we can report on compliance with resource consents issued by Waikato Regional Council.

The waste minimisation activities we undertake are outlined in our Waste Management and Minimisation Plan (WMMP) and funded from revenue raised by the national landfill waste levy, administered by the Ministry for the Environment (MfE). These activities are important for reducing waste to landfill and are delivered in a range of ways depending on the project.

KEY PROJECTS 2025/26

Waste Management and Minimisation	When
Review and Retendering of kerbside rubbish and recycling contract	2025

⁷⁴ www.waikatoregion.govt.nz/assets/WRC/WPI/WPIIndicatorScorecard.pdf

⁷⁵ An environmental action based programme empowering young people to design and lead sustainability projects in their schools, neighbourhoods and country.

⁷⁶ A te ao Māori based, zero-waste education programme which aims to design out waste and strengthen the connection to Papatūānuku (earth) and Ranginui (sky).

⁷⁷ Co-Lab undertakes monitoring/sampling and AECOM compliance reporting.





CHANGES FROM THE 2024/34 LTP

No change

WHAT YOU CAN EXPECT FROM US

Level of service	How we measure success	Target 2025/26
A reliable weekly household kerbside rubbish and recycling collection service in Aotea, Kāwhia and Ōtorohanga.	Kerbside collection services comply with National Waste Strategy ⁷⁸ .	Achieved
Waste minimisation to be actively promoted.	Increase in recycling volumes over previous year ⁷⁹ .	10% Increase

⁷⁸ As measured through contractor's monthly report.
⁷⁹ Ibid.



COST OF SERVICE STATEMENT

RESPONSIBLE WASTE MANAGEMENT - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)	variance (\$000)
OPERATING REVENUE				
Activity Revenue	145	148	178 -	31
Targeted Rates	430	444	443	1
Development Contributions	-	-	-	-
General Rates	82	138	107	32
Other General Sources	-	-	-	-
Total Operating Revenue	656	730	728	2
OPERATING EXPENDITURE				
Rubbish & Recycling Services	814	740	746 -	6
Total Operating Expenditure	814	740	746 -	6
includes:				
Salaries and Wages	-	-	-	-
Depreciation and Amortisation	10	11	17 -	6
Interest	5	5	5	-
Operating Surplus (Deficit)	- 158 -	10 -	18	8
Operating Surplus transferred to Reserves; or	-	-	-	-
Operating Deficit funded from Reserves	158	10	18 -	8
CAPITAL AND RESERVES FUNDING REQUIREMENTS				
Capital Renewals	36	1	1	-
Capital Growth	-	-	-	-
Capital Levels of Service	-	-	-	-
Loans Repaid	18	19	18	1
Operating Deficit	158	10	18 -	8
Total Funding Required	211	30	37 -	7
FUNDED BY:				
Funding from Non-Cash Expenses	24	3	19 -	16
Loans Raised	30	-	-	-
Transfer from General and Special Reserves	158	27	18	9
Operating Surplus (via reserve)	-	-	-	-
Total Funding Applied	211	30	37 -	7



TE KAUNIHERA Ā-ROHE O
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DISTRICT COUNCIL

THE MONEY IN DETAIL

PROSPECTIVE FINANCIAL STATEMENTS

POLICIES AND STATEMENTS

- ACCOUNTING POLICIES
- RATING INFORMATION
- DISCLOSURE STATEMENT



PROSPECTIVE FINANCIAL STATEMENTS

- COMPREHENSIVE REVENUE AND EXPENSES
- COMPREHENSIVE REVENUE AND EXPENSES AND
PROSPECTIVE COMBINED COST OF SERVICE
STATEMENT RECONCILIATION
- PROSPECTIVE STATEMENT OF CHANGES IN EQUITY
- PROSPECTIVE BALANCE SHEET
- PROSPECTIVE STATEMENT OF CASH FLOW
- STATEMENT OF RESERVES



PROSPECTIVE STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSES

PROSPECTIVE STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSES - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)
INCOME			
Rates Income	15,260	16,731	16,782
Contributions	10	265	265
Water by Volume Rates	2,238	2,517	2,379
Subsidies & Grants	8,347	8,510	6,784
Other Income	1,793	1,824	1,936
Other Gains/(Losses)	-	-	-
<i>Total Income</i>	27,648	29,848	28,146
EXPENDITURE			
Employee Benefit Expenses	7,193	7,379	7,576
Depreciation and Amortisation	7,069	7,460	7,801
Other Expenses	14,591	14,799	14,321
Finance Costs	221	327	281
<i>Total Expenditure</i>	29,074	29,965	29,980
Profit before income tax expenses	- 1,425 -	117 -	1,833
Tax expense	-	-	-
Profit for the year	- 1,425 -	117 -	1,833
OTHER COMPREHENSIVE INCOME			
Gain/loss on property revaluation	10,308	-	28,281
Gain/loss on available for sale financial assets	7,216	163	39
<i>Total other comprehensive income</i>	17,524	163	28,319
TOTAL COMPREHENSIVE INCOME FOR THE YEAR	16,099	46	26,486



PROSPECTIVE STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSES AND
PROSPECTIVE COMBINED COST OF SERVICE STATEMENT

RECONCILIATION

RECONCILIATION OF PROSPECTIVE STATEMENT OF COMPREHENSIVE REVENUE AND EXPENSES AND PROSPECTIVE COMBINED COST OF SERVICE STATEMENT	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)
TOTAL OPERATING REVENUE (INCOME STATEMENT)			
Total Income	27,648	29,848	28,146
TOTAL OPERATING REVENUE (COST OF SERVICE STATEMENTS)			
Activity Revenue	10,140	10,334	8,720
Development Contributions	10	265	265
General Rates	8,571	9,504	9,673
Other General Sources	12,903	14,062	13,840
Targeted Rates	8,928	9,744	9,488
	40,551	43,910	41,986
variance	- 12,903 -	- 14,062 -	- 13,840
<i>Reconciling items:</i>			
Internal recoveries	12,903	14,062	13,840
	12,903	14,062	13,840
TOTAL OPERATING EXPENDITURE (INCOME STATEMENT)			
Total Expenditure	29,074	29,965	29,980
TOTAL OPERATING EXPENDITURE (COST OF SERVICE STATEMENTS)			
Trusted Leadership and Relationships	15,608	16,637	16,315
Strong Communities	2,174	2,254	2,278
Vibrant Places and Spaces	3,523	3,769	3,985
Sustainable Developmentn and Public Safety	2,388	2,610	2,648
Resilient Infrastructure: Land Transport	11,971	12,297	11,983
Resilient Infrastructure: Wastewater	1,424	1,261	1,440
Resilient Infrastructure: Water Supply	3,144	3,297	3,225
Resilient Infrastructure: Stormwater	342	367	425
Resilient Infrastructure: Flood Protection	321	437	447
Responsible Waste Management	814	740	746
	41,710	43,669	43,491
variance	- 12,636 -	- 13,704 -	- 13,512
<i>Reconciling items:</i>			
Internal Recoveries	12,903	14,062	13,840
Internal Interest on Balance	- 267 -	- 358 -	- 328
	12,636	13,704	13,512



PROSPECTIVE STATEMENT OF CHANGES IN EQUITY

PROSPECTIVE STATEMENT OF CHANGES IN EQUITY	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)
BALANCE AT 1 JULY	393,600	409,699	416,747
Gain/(loss) on movement of reserves			
Surplus/(deficit) for the year	16,099	46	26,486
Total recognised income/(expense) for the year ended 30 June	16,099	46	26,486
BALANCE AT 30 JUNE	409,699	409,745	443,233
COMPRISED OF:			
Retained Earnings	164,002	163,835	169,239
Reserve Funds	3,023	3,074	3,001
Revaluation Reserves	242,673	242,837	270,993
	409,699	409,745	443,233





PROSPECTIVE

BALANCE SHEET

PROSPECTIVE BALANCE SHEET FOR YEAR COMMENCING 1 JULY	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)
ASSETS			
Current Assets			
Cash and Cash Equivalents	3,170	2,241	1,157
Inventory	31	32	32
Property Inventory	-	-	-
Trade and Other Receivables	2,295	2,409	2,121
Loan Receivable	250	250	250
Total Current Assets	5,746	4,933	3,560
Non-current Assets			
Intangible Assets	157	195	68
Investments	7,847	8,011	7,884
Property, Plant and Equipment	405,132	409,209	444,203
Loan Receivable	1,500	1,250	1,500
Total Non-current assets	414,636	418,665	453,655
Total Assets	420,382	423,598	457,214
LIABILITIES			
Current Liabilities			
Employee Benefit Liabilities	401	421	410
Income in Advance	741	778	757
Provisions	1	1	1
Trade and Other Payables	2,715	2,825	2,762
Borrowings	-	-	9,448
Development and Financial Contributions in Advance	541	541	541
Total Current Liabilities	4,399	4,565	13,919
Non-current Liabilities			
Borrowings	6,223	9,223	-
Employee Benefit Liabilities	46	49	47
Provisions	16	16	16
Total Non-current Liabilities	6,285	9,287	63
Total Liabilities	10,684	13,852	13,982
Net Assets	409,699	409,745	443,233
equity			
Retained Earnings	164,002	163,835	169,239
Reserve Funds	3,023	3,074	3,001
Revaluation Reserves	242,673	242,837	270,993
Total equity attributable to ŌDC	409,699	409,745	443,233



PROSPECTIVE STATEMENT OF CASH FLOW

PROSPECTIVE STATEMENT OF CASH FLOW FOR YEAR COMMENCING 1 JULY	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from rates revenue	17,481	19,219	19,148
Receipts from other revenue	10,098	10,527	9,094
Interest received	15	15	87
Dividends received	10	10	8
Payments to suppliers and employees	- 21,710 -	- 22,048 -	- 21,841
Interest paid	- 221 -	- 327 -	- 281
Net cash provided by/(used in) Operating Activities	5,674	7,396	6,214
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from sale of Property, Plant and Equipment	60	153	112
Purchase of Investments	250	250	-
Purchase of property, plant and equipment	- 13,155 -	- 11,509 -	- 11,496
Purchase of intangible assets	37 -	219 -	71
Net cash provided by/(used in) Investing Activities	- 12,808 -	- 11,325 -	- 11,455
CASH FLOWS FROM FINANCING ACTIVITIES			
Proceeds from borrowings	5,775	3,000	3,225
Repayment of borrowings	-	-	-
Net cash provided by/(used in) Financing Activities	5,775	3,000	3,225
Net (decrease)/increase in cash, cash equivalents and bank overdrafts	- 1,359 -	- 929 -	- 2,016
Cash, cash equivalents and bank overdrafts at the beginning of the year	4,529	3,170	3,170
Cash and cash equivalents at the end of the year	3,170	2,241	1,154



STATEMENT OF RESERVES

STATEMENT OF RESERVE FUNDS	Opening Balance (\$000)	Transfer to Reserves (\$000)	Transfer from Reserves (\$000)	Closing Balance (\$000)
Revaluation Reserves				
Asset Revaluation Reserve	- 235,456	- 28,281	- -	- 263,737
Investment Revaluation Reserve	- 7,217	- 39	- -	- 7,256
	- 242,673	- 28,319	- -	- 270,993
Reserve Funds				
Otorohanga General Reserve Fund	- 925	- 26	- -	- 951
Subdivision Reserve Fund	- 322	- 9	- -	- 331
OCB Reserve Fund	- 151	- 4	- -	- 155
OCB Property Development Reserve	- 1,354	- -	10 -	- 1,344
Upper Waipa Management	- 27	- -	- -	- 27
Kawhia Reserve Fund	- 194	- -	1 -	- 194
	- 2,973	- 39	11 -	- 3,001
Council Controlled Reserves				
Trusted Leadership and Partnerships	- 449	- 12,417	12,599 -	- 267
Strong Communities	- 38	- 108	109 -	- 39
Vibrant Places and Spaces	- 93	- 414	458 -	- 136
Sustainable Development and Public Safety	- 114	- 367	305 -	- 177
Resilient Infrastructure: Land Transport	- 345	- 17,183	16,836 -	- 2
Resilient Infrastructure: Water Supply	- 1,400	- 4,439	4,343 -	- 1,497
Resilient Infrastructure: Wastewater	- 238	- 2,531	2,525 -	- 245
Resilient Infrastructure: Flood Protection	- 6	- 689	689 -	- 6
Responsible Waste Management	- 70	- 765	749 -	- 54
	- 1,662	- 38,913	38,612 -	- 1,963



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

POLICIES AND STATEMENTS

- ACCOUNTING POLICIES
- RATING INFORMATION
- DISCLOSURE STATEMENT



STATEMENT OF ACCOUNTING POLICIES

REPORTING ENTITY

The prospective financial statements of the Ōtorohanga District Council are for the year ended 30 June 2026.

The Ōtorohanga District Council (Council) is a territorial local authority governed by the provisions of the Local Government Act 2002 (the Act) and is domiciled in New Zealand.

The primary objective of Council is to provide services or goods for the community for social benefit rather than making a financial return. Accordingly, having regard to the criteria set out in the Public Benefit Entity Internal Public Sector Accounting Standards (PBE IPSAS), as a defined public entity under the Public Audit Act 2001, the Council is audited by the Auditor-General and is classed as a Public Sector Benefit Entity (PBE) for financial reporting purposes. Council has designated itself as a Tier 2 entity.

The financial information contained within this document has been prepared in accordance with PBE-FRS 42: Prospective Financial Statements. It has been prepared to enable the public to participate in the decision-making processes regarding the services to be provided by Council over the financial years 2024-2034 and to provide a broad accountability mechanism of Council to the community.

The operations of Council have been divided into the following Groups of Activities:

- Trusted Leadership and Relationships.
- Strong Communities.
- Vibrant Places and Spaces.
- Sustainable Development and Public Safety.
- Resilient Infrastructure: Land Transport.
- Resilient Infrastructure: Water Supply.
- Resilient Infrastructure: Wastewater.
- Resilient Infrastructure: Stormwater.
- Resilient Infrastructure: Flood Protection.
- Responsible Waste Management.

Council advise caution that the information in these statements may not be appropriate for purposes other than those described.

The prospective financial statements were authorised for issue by Council on 24 June 2025. The Mayor and Chief Executive that authorise the issue of the prospective financial statements by Council are responsible for the prospective financial statements presented, including the appropriateness of the assumptions underlying the prospective financial statements and all other required disclosures. No actual results have been incorporated in these prospective financial statements. It is not intended to update the prospective financial statements subsequent to presentation.

MEASUREMENT BASE

The measurement base adopted is that of historical cost, modified by the revaluation of certain assets.





ACCOUNTING POLICIES

The following accounting policies which materially affect the measurement of results and financial position have been applied consistently to all years presented from 1 July 2024 unless otherwise stated.

1 BASIS OF PREPARATION OF THE FINANCIAL STATEMENTS

The prospective financial statements have been prepared in accordance with the requirements of the Local Government Act 2002: Part 6, Section 93 and Part 1 of Schedule 10, which includes the requirement to comply with New Zealand generally accepted accounting practice (NZ GAAP).

These financial statements have been prepared in accordance with NZ GAAP. They comply with NZ PBE IPSAS, and other applicable Financial Reporting Standards, as appropriate for public benefit entities. Council is a tier 2 reporting entity using the public sector Public Benefit Entity Accounting Standards, as it has expenses less than \$33m, and is not publicly accountable.

Although Council is not publicly accountable, Council has included a separate Cost of Services Statement for each significant activity.

The financial statements are presented in New Zealand dollars and all values are rounded to the nearest thousand dollars (\$000). The functional currency of Council is New Zealand dollars.

The financial statements have been prepared on a going concern basis and the accounting policies have been applied consistently throughout the period.

The 2023/24 Annual Plan adopted by the Council in June 2023 has been provided as a comparator for these prospective financial statements. The closing balance in this comparative differs from the opening position used to prepare these prospective financial statements, which is based on the most up-to-date forecast information.

2 BUDGET FIGURES

The budget figures have been prepared in accordance with NZ GAAP and comply with NZ PBE IPSAS, and other applicable Financial Reporting Standards, using accounting policies that are consistent with those adopted in preparing these financial statements. As a tier 2 reporting entity, Council uses the public sector Public Benefit Entity Accounting Standards.

3 REVENUE

Revenue is measured at the fair value of consideration received or receivable.

RATES REVENUE

The following policies for rates have been applied:

- General rates, targeted rates (excluding water-by-meter), and uniform annual general charges are recognised at the start of the financial year to which the rates resolution relates. They are recognised at the amounts due. The Council considers the effect of payment of rates by instalments is not sufficient to require discounting of rates receivables and subsequent recognition of interest revenue.
- Rates arising from late payment penalties are recognised as revenue when rates become overdue.
- Revenue from water-by-meter rates is recognised on an accrual basis based on usage.
- Rate remissions are recognised as a reduction of rates revenue when the Council has received an application that satisfies its rates remission policy.

WAKA KŌTAHI NZ TRANSPORT AGENCY ROADING SUBSIDIES

Council receives funding assistance from the New Zealand Transport Agency, which subsidises part of the costs of maintenance and capital expenditure on the local roading infrastructure. The





subsidies are recognised as revenue upon entitlement, as conditions pertaining to eligible expenditure have been fulfilled.

OTHER GRANTS RECEIVED

Other grants are recognised as revenue when they become receivable unless there is an obligation in substance to return the funds if conditions of the grant are not met. If there is such an obligation, the grants are initially recorded as grants received in advance and recognised as revenue when conditions of the grant are satisfied.

DEVELOPMENT AND FINANCIAL CONTRIBUTIONS

Development and financial contributions are recognised as revenue when Council provides, or is able to provide, the service for which the contribution was charged. Otherwise, development and financial contributions are recognised as liabilities until such time as Council provides, or is able to provide, the service.

VESTED OR DONATED PHYSICAL ASSETS

Where a physical asset is acquired for nil or nominal consideration, the asset is recognised at its fair value when Council obtains control of the asset. The fair value of the asset is recognised as revenue, unless there is a use or return condition attached to the asset.

The fair value of vested or donated assets is usually determined by reference to the cost of constructing the asset. For assets received from property developments, the fair value is based on construction price information provided by the property developer.

DIRECT CHARGES – SUBSIDISED

(i) RENDERING OF SERVICES - SUBSIDISED

Rendering of services at a price that is not approximately equal to the value of the service provided by Council is considered a non-exchange transaction. This includes rendering of services where the price does not allow Council to fully recover the cost of providing the service (such as building consents, water connections, dog licencing, etc.) and where the shortfall is subsidised by income from other activities, such as rates. Generally, there are no conditions attached to such revenue.

Revenue from such subsidised services is recognised when Council issues the invoice or bill for the service. Revenue is recognised at the amount of the invoice or bill, which is the fair value of the cash received or receivable for the service. Revenue is recognised by reference to the stage of completion of the service to the extent that Council has an obligation to refund the cash received for the service (or the extent that the customer has the right to withhold the payment from Council for the service) if the service is not completed.

(ii) SALE OF GOODS – SUBSIDISED

A sale of goods at a price that is not approximately equal to the value of the goods provided by Council is considered a non-exchange transaction.

This includes sales of goods where the price does not allow Council to fully recover the cost of producing the goods and where the shortfall is subsidised by income from other activities such as rates.

Revenue from the sale of such subsidised goods is recognised when Council issues the invoice or bill for the goods. Revenue is recognised at the amount of the invoice or bill, which is the fair value of the cash received or receivable for the goods.

REVENUE FROM EXCHANGE TRANSACTIONS

DIRECT CHARGES – FULL COST RECOVERY

(i) RENDERING OF SERVICES - FULL COST RECOVERY

Revenue from the rendering of services (such as resource consents, etc.) is recognised by reference to the stage of completion of the service. Stage of completion is measured by reference to the labour hours incurred to date as a percentage of total estimated labour hours for each contract. When the



contract outcome cannot be measured reliably, revenue is recognised only to the extent that the expenses incurred are eligible to be recovered.

(ii) SALE OF GOODS – FULL COST RECOVERY

Revenue from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have passed to the buyer, and when the amount of revenue can be measured reliably and it is probable that the economic benefits or service potential associated with the transaction will flow to Council.

INTEREST AND DIVIDENDS

Interest income is recognised using the effective interest method.

Dividends are recognised as income when the rights to receive payment have been established.

4 BORROWING COSTS

Borrowing costs are recognised as an expense in the period in which they are incurred.

5 GRANT EXPENDITURE

Non-discretionary grants are those grants that are awarded if the grant application meets the specified criteria and are recognised as expenditure when an application that meets the specified criteria for the grant has been received.

Discretionary grants are those grants where the Council has no obligation to award on receipt of the grant application and are recognised as expenditure when approved by the Council and the approval has been communicated to the applicant. The Council's grants awarded have no substantive conditions attached.

6 LEASES

OPERATING LEASES

An operating lease is a lease that does not transfer substantially all the risks and rewards incidental to ownership of an asset. Lease payments under an operating lease are recognised as an expense on a straight-line basis over the lease term.

7 CASH AND CASH EQUIVALENTS

Cash and cash equivalents includes cash on hand, deposits held with banks and other short-term investments with maturities of three months or less, and bank overdrafts. Bank overdrafts are shown as a current liability in the statement of financial position.

8 DEBTORS AND OTHER RECEIVABLES

Debtors and other receivables are initially recorded at the amount due, less any provision for expected credit losses (ECL).

Council has reviewed individual debtor balances to determine the ECL to recognise for short-term receivables.

Rates are “written-off”:

- When remitted in accordance with Council's rates remission policy; and
- In accordance with the write-off criteria of sections 90A (where rates cannot be reasonably recovered) and 90B (in relation to Māori freehold land) of the Local Government (Rating) Act 2002.

Other receivables are written-off when there is no reasonable expectation of recovery.



9 PROPERTY, PLANT AND EQUIPMENT

Property, plant and equipment consist of:

- **OPERATIONAL ASSETS** – These include land, buildings, landfill post closure, library books, plant and equipment, and motor vehicles.
- **RESTRICTED ASSETS** – Restricted assets are mainly parks and reserves and related buildings owned by Council which provide a benefit or service to the community and cannot be disposed of because of legal or other restrictions.
- **INFRASTRUCTURE ASSETS** – Infrastructure assets are the fixed utility systems owned by Council. Each asset class includes all items that are required for the network to function, for example, sewer reticulation includes reticulation piping and sewer pump stations.

Land (operational and restricted) is measured at fair value, and buildings (operational and restricted), and infrastructural assets (except land under roads) are measured at fair value less accumulated depreciation. All other asset classes are measured at cost less accumulated depreciation and impairment losses.

REVALUATION

Land and buildings (operational and restricted), and infrastructural assets are revalued with sufficient regularity to ensure that their carrying amount does not differ materially from fair value and at least every three years.

The carrying values of revalued assets are assessed annually to ensure that they do not differ materially from the assets' fair values. If there is a material difference, then the off-cycle asset classes are revalued.

Revaluations of property, plant, and equipment are accounted for on a class-of-asset basis.

The net revaluation results are credited or debited to other comprehensive revenue and expense and are accumulated to an asset revaluation reserve in equity for that class-of-asset. Where this would result in a debit balance in the asset revaluation reserve, this balance is not recognised in other comprehensive revenue and expense but is recognised in the surplus or deficit. Any subsequent increase on revaluation that reverses a previous decrease in value recognised in the surplus or deficit will be recognised first in the surplus or deficit up to the amount previously expensed, and then recognised in other comprehensive revenue and expenses.

ADDITIONS

The cost of an item of property, plant and equipment is recognised as an asset if, and only if, it is probable that future economic benefits or service potential associated with the item will flow to Council and the cost of the item can be measured reliably.

Work in progress is recognised at cost less impairment and is not depreciated.

In most instances, an item of property, plant and equipment is recognised at cost. Where an asset is acquired at no cost, or for a nominal cost, it is recognised at fair value as at the date of acquisition.

DISPOSALS

Gains and losses on disposals are determined by comparing the disposal proceeds with the carrying amount of the asset. Gains and losses on disposals are reported in the surplus or deficit. When revalued assets are sold, the amounts included in asset revaluation reserves in respect of those assets are transferred to accumulated comprehensive revenue and expenses.

SUBSEQUENT COSTS

Costs incurred subsequent to initial acquisition are capitalised only when it is probable that future economic benefits or service potential associated with the item will flow to Council and the cost of the item can be measured reliably.





DEPRECIATION

Depreciation is provided on a straight-line basis or diminishing value basis on all property, plant and equipment other than land, at rates that will write off the cost (or valuation) of the assets to their estimated residual values over their useful lives. The useful lives and associated depreciation rates of major classes of assets have been estimated as follows:

ASSET CLASSES	USEFUL LIFE (YEARS)	DEPRECIATION RATE
Buildings		
• Internal Fitout	5-31	3.2-20%
• Structure	5-58	1.7-20%
• Roof	5-55	1.8-20%
• Plant	5-10	10-20%
• Services	5-35	2.8-20%
• Other Site Improvements	80	1.5%
Improvements	20	5%
Vehicles	6.6	15%
Computers	3-4	25-33.33%
Office Equipment	4-10	10-25% DV
Furniture/ Fixture	10	10% DV
Library Books	6.6	15% DV
Plant and Machinery	2.5-3	33.33-40%
WATER TREATMENT		
Piping	20-100	1-5%
Equipment	5-100	1-20%
Other	2-100	1-50%
WASTEWATER		
Piping	50-90	1.11-2%
Equipment	10-81	1.23-10%
Other	20-80	1.25-5%
STORMWATER		
Piping	40-100	1-2.5%
Equipment	15-80	1.25-6.66%
Other	20-100	1-5%
ROADING		
<i>Pavement (Basecourse)</i>		
• Sealed	7-79	1.26-14.3%
• Unsealed	9-80	1.25-11.1%
<i>Pavement (Sub-Base)</i>		
• Sealed	7-74	1.35-14.3%
• Unsealed	2-73	1.37-50%
Seal	1-16	6.25-100%
Culverts	1-90	1.11-100%
Bridges	37-76	1.31-2.7%
Kerb & Channel/ Catchpits	2-55	1.81-50%
Footpaths	2-74	1.35-50%
Streetlights	1-57	1.75-100%
Signposting	1-14	7.14-100%

The residual value and useful life of an asset is reviewed, and adjusted if applicable, at each financial year-end. Items that are fully depreciated are recorded as having a useful life of 1 year.

IMPAIRMENT OF PROPERTY, PLANT AND EQUIPMENT

Property, plant and equipment subsequently measured at cost that have an indefinite useful life, are not subject to amortisation and are tested annually for impairment.





Property, plant and equipment subsequently measured at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less cost to sell and value in use.

10 INTANGIBLE ASSETS

SOFTWARE ACQUISITION

Acquired computer software licences are capitalised on the basis of the costs incurred to acquire and bring to use the specific software. Costs associated with maintaining computer software are recognised as an expense when incurred.

AMORTISATION

The carrying value of an intangible asset with a finite life is amortised on a straight-line basis over its useful life. Amortisation begins when the asset is available for use and ceases at the date that the asset is derecognised. The amortisation charge for each period is recognised in the profit or loss.

The useful lives and associated amortisation rates of major classes of intangible assets have been estimated as follows:

- Computer software (finite life) 3 years 33.3%

IMPAIRMENT OF INTANGIBLE ASSETS

Intangible assets subsequently measured at cost that have an indefinite useful life, are not subject to amortisation and are tested annually for impairment.

Intangible assets subsequently measured at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable.

An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less cost to sell and value in use.

11 GOODS AND SERVICES TAX (GST)

All items in the financial statements are exclusive of GST, with the exception of receivables and payables which are stated as GST inclusive. When GST is not recoverable as an input tax, it is recognised as part of the related asset or expense.

Commitments and contingencies are disclosed exclusive of GST.

12 COST OF SERVICE STATEMENTS

The Cost of Service Statements report the net cost of services for significant activities of Council, and are represented by the costs of providing the service less all revenue that can be allocated to these activities.

COST ALLOCATION

The cost of service for each significant activity of Council has been derived using the cost allocation system outlined below.

- Direct costs are those costs directly attributable to a significant activity. Indirect costs are those costs, which cannot be identified in an economically feasible manner, with a specific significant activity.
- Direct costs are charged directly to significant activities. Indirect costs are charged to significant activities using appropriate cost drivers such as actual usage, staff numbers and floor area.

13 OTHER FINANCIAL ASSETS

Financial assets are initially recognised at fair value. They are then classified as, and subsequently measured under, the following categories:





- Amortised cost
- Fair value through other comprehensive revenue and expenses (FVTOCRE)
- Fair value through surplus and deficit (FVTSD).

Transaction costs are included in the value of the financial asset as initial recognition unless it has been designated as FVTSD, in which case it is recognised in surplus or deficit.

The classification of a financial asset depends on its cash flow characteristics and the Council management model for managing them.

A financial asset is classified and subsequently measured as amortised cost if it gives rise to cash flows that are 'solely payments of principal and interest (SPPI)' on the principal outstanding and is held within a management model whose objective is to collect the contractual cash flows of the asset.

A financial asset is classified and subsequently measured at FVTOCRE if it gives rise to cash flows that are SPPI and held within a management model whose objective is achieved by both collecting contractual cash flows and selling financial assets.

Financial assets that do not meet the criteria to be measured at amortised cost or FVTOCRE are subsequently measured at FVTSD. However, the Council may elect at initial recognition to designate an equity investment not held for trading as subsequently measured at FVTOCRE.

SUBSEQUENT MEASUREMENT OF FINANCIAL ASSETS AT AMORTISED COST

Financial assets classified at amortised cost are subsequently measured at amortised cost using the effective interest method, less any expected credit losses (ECL). Where applicable, interest accrued is added to the investment balance. Instruments in this category include term deposits and community loans.

SUBSEQUENT MEASUREMENT OF FINANCIAL ASSETS AT FVTOCRE

Financial assets in this category that are equity instruments designated as FVTOCRE are subsequently measured at fair value with fair value gains and losses recognised in other comprehensive revenue and expense. There is no assessment for impairment when fair value falls below the cost of the investment. When sold, the cumulative gain or loss previously recognised in other comprehensive revenue and expense is transferred to accumulated funds within equity. The Council and group designate into this category all equity investments that are not held for trading as they are strategic investments that are intended to be held for the medium to long-term.

EXPECTED CREDIT LOSS ALLOWANCE (ECL)

Council recognise an allowance for ECLs for all debt instruments not classified as FVTSD. ECLs are the probability-weighted estimate of credit losses, measured at the present value of cash shortfalls, which is the difference between the cash flows due to Council in accordance with the contract and the cash flows it expects to receive. ECLs are discounted at the effective interest rate of the financial asset.

ECLs are recognised in two stages. ECLs are provided for credit losses that result from default events that are possible within the next 12 months (a 12-month ECL). However, if there has been a significant increase in credit risk since initial recognition, the loss allowance is based on losses possible for the remaining life of the financial asset (Lifetime ECL).

When determining whether the credit risk of a financial asset has increased significantly since initial recognition, the Council considers reasonable and supportable information that is relevant and available without undue cost or effort. This includes both quantitative and qualitative information and analysis based on the Council's historical experience and informed credit assessment and including forward-looking information.



The Council consider a financial asset to be in default when the financial asset is more than 90 days past due. The Council may determine a default occurs prior to this if internal or external information indicates the entity is unlikely to pay its credit obligation in full.

14 LOANS RECEIVABLE

Loans made at nil or below-market interest rates are initially recognised at the present value of their expected future cash flow, discounted for the current market rate of return for a similar financial instrument.

Financial assets classified at amortised cost are subsequently measured at amortised cost using the effective interest method, less and expected credit losses (ECL). Where applicable, interest accrued is added to the investment balance. Instruments in this category include loans to community groups.

15 PAYABLES

PAYABLES UNDER EXCHANGE TRANSACTIONS

Payables under exchange transactions are recognised when ŌDC becomes obliged to make future payments resulting from the purchase of goods and services. Subsequent to initial recognition, payables under exchange transactions are recorded at amortised cost.

DEPOSITS AND BONDS

Deposits and bonds are recognised at their face value at the time they are received. The refund of deposits and bonds is recognised at the time that all conditions related to that bond are met.

BORROWINGS

Borrowings are initially recognised at their fair value. After initial recognition, all borrowings are measured at amortised cost using the effective interest method net of transaction costs.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after balance date.

EMPLOYEE ENTITLEMENTS

SHORT-TERM EMPLOYEE ENTITLEMENTS

Employee benefits that are expected to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned to, but not yet taken at balance date, and sick leave.

A liability for sick leave is recognised to the extent that absences in the coming year are expected to be greater than the sick leave entitlements earned in the coming year. The amount is calculated based on the unused sick leave entitlement that can be carried forward at balance date, to the extent it will be used by staff to cover those future absences.

LONG-TERM EMPLOYEE ENTITLEMENTS

Employee benefits that are due to be settled beyond 12 months after the end of the period in which the employee renders the related service, such as long service leave, have been calculated on an actuarial basis. The calculations are based on:

- Likely future entitlements accruing to staff, based on years of service, years to entitlement, the likelihood that staff will reach the point of entitlement and contractual entitlements information; and
- The present value of the estimated future cash flows.

PRESENTATION OF EMPLOYEE ENTITLEMENTS

Sick leave, annual leave, and vested long service leave are classified as a current liability. Non-vested long service leave expected to be settled within 12 months of balance date are classified as a current liability. All other employee entitlements are classified as a non-current liability.





16 PROVISIONS

A provision is recognised for future expenditure of uncertain amount or timing when there is a present obligation (either legal or constructive) as a result of a past event, it is probable that an outflow of future economic benefits will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation.

Provisions are measured at the present value of the expenditures expected to be required to settle the obligation using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the obligation. The increase in the provision due to the passage of time is recognised as an interest expense and is included in “finance costs”.

LANDFILL POST-CLOSURE COSTS

Council, as operator of the Ōtorohanga and Kāwhia closed landfills, has a legal obligation under the resource consents to provide ongoing maintenance and monitoring services at the landfill. An allowance for post-closure costs is recognised as a provision within the balance sheet.

The provision is measured based on the present value of future cash flows expected to be incurred, taking into account future events including new legal requirements and known improvements in technology.

The discount rate used is a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability.

FINANCIAL GUARANTEE CONTRACT LIABILITIES

A financial guarantee contract is a contract that requires the Council to make specified payments to reimburse the holder of the contract for a loss it incurs because a specified debtor fails to make payment when due.

Financial guarantee contract liabilities are measured initially at their fair value. If a financial guarantee was issued in a stand-alone arm's length transaction to an unrelated party, its fair value at inception is equal to the consideration received. When no consideration is received, the fair value of the liability is initially measured using a valuation technique, such as considering the credit enhancement arising from the guarantee or the probability that the Council will be required to reimburse a holder for a loss incurred discounted to present value. If the fair value of a guarantee cannot be reliably determined, a liability is only recognised when it is practicable there will be an outflow under the guarantee.

Financial guarantees are subsequently measured at the higher of:

- The present value of the estimated amount to settle the guarantee obligation if it is probable there will be an outflow to settle the guarantee; and
- The amount initially recognised less, when appropriate, cumulative amortisation as revenue.

17 EQUITY

Equity is the community's interest in the Council and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into a number of reserves.

The components of equity are:

- Accumulated comprehensive revenue and expenses
- Restricted reserves
- Asset revaluation reserves
- Fair value through other comprehensive revenue and expense reserve.

RESTRICTED RESERVES





Restricted reserves are a component of equity generally representing a particular use to which various parts of equity have been assigned. Reserves may be legally restricted or created by the Council.

Restricted reserves include those subject to specific conditions accepted as binding by Council and which may not be revised by Council without reference to the Courts or a third party. Transfers from these reserves may be made only for certain specified purposes or when certain specified conditions are met.

Also included in restricted reserves are reserves restricted by Council decision. The Council may alter them without references to any third party or the Courts. Transfers to and from these reserves are at Council's discretion.

ASSET REVALUATION RESERVE

The asset revaluation reserve arises on the revaluation of land, buildings and infrastructural assets to fair value.

FAIR VALUE THROUGH OTHER COMPREHENSIVE REVENUE AND EXPENSE RESERVE

This reserve comprises the cumulative net change in the fair value of assets classified as fair value through other comprehensive revenue and expense.

18 ESTIMATES AND ASSUMPTIONS

In preparing these financial statements Council has made estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and judgements are continually evaluated and are based on historical experience and other factors that are believed to be reasonable under the circumstances.

The estimates and assumptions that have a significant risk of causing material adjustment to the carrying amounts of assets and liabilities are discussed in the Long Term Plan 2024 - 2034 – Volume Two, pages 104 to 119.

19 ROUNDING ERRORS

Some rounding errors may occur in the financial statements due to stating dollar amounts to the nearest \$1,000.

20 CRITICAL JUDGEMENTS IN APPLYING ACCOUNTING POLICIES

Management has exercised the following critical judgements in applying accounting policies:

CLASSIFICATION OF PROPERTY

Council owns a number of properties, which are maintained primarily to provide housing to pensioners. The receipt of rental from these properties is incidental to holding these properties. These properties are held for service delivery objectives as part of the ŌDC's social housing policy. These properties are accounted for as property, plant and equipment.

CLASSIFICATION OF NON-FINANCIAL ASSETS AS CASH GENERATING ASSETS OR NON-CASH-GENERATING ASSETS

For the purpose of assessing impairment indicators and impairment testing, ŌDC classifies non-financial assets as either cash-generating or non-cash-generating assets. The Council classifies non-financial assets as cash-generating assets if the primary objective of the asset is to generate commercial return. All other assets are classified as non-cash-generating assets.





All property, plant and equipment and intangible assets held by ŌDC are classified as non-cash-generating assets. This includes assets that generate fee revenue or other cash flows for the Council, as the cash flows generated are generally not sufficient to represent commercial return on the assets.





RATING INFORMATION

INTRODUCTION

The Local Government (Rating) Act 2002 sets out the methods by which local authorities can rate and the detailed criteria around their uses. Processes and policies that local authorities must apply in the establishment of their rating systems are set by the Local Government Act 2002 and include provisions for informing communities. We have prepared our funding impact statement in accordance with these Acts.

This funding impact statement sets out:

- The revenue and financing mechanisms used
- An indicative level or amount of funding for each mechanism
- Explanatory information supporting the use of general and targeted rates
- A summary of the total rates requirement.

The application of funding methods to Council's activities is summarised in a table at the end of this section.

This statement should be read in conjunction with our Revenue and Financing policy which sets out Council's policies in respect of each source of funding of operating and capital expenses.

RATING POLICY

The Rating Policy outlines how Council will set the rate funding required to fund activities. This includes our high-level rating philosophy, and summarises the rationale for the rating decisions taken. In making these decisions, we have considered:

- The distribution and timing of benefits;
- Rating efficiency and transparency;
- Community preferences; and
- The overall impact on the economic, cultural, social and environmental well-being of the district.

The policy provides the link between the funding decisions taken at the activity level, with the eventual rates assessment that each ratepayer will receive. The overview of the resulting mix of general and targeted rates, user charges and other funding sources is set out in the Funding Impact Statement (see page 80).

PROPERTY VALUATIONS AND RATES DISTRIBUTION

We set the total amount of rates required to fund our expenditure based on the budgeted costs included in the long term plan. For the majority of our rates, we use property valuations as the basis to distribute the total rates requirement proportionately across all properties in the district.

Property revaluations are conducted every three years and Council uses these valuations for the purposes of calculating the rates each property has to pay. We contract Quotable Value (QV) as our valuation service provider (VSP). The latest revaluation of the district was carried out on 1 October 2022 and these values have been used for rating purposes for the Annual Plan. The rating valuations are intended to provide relative values only and are based on the market value of a property at a particular point in time. It cannot be taken as market valuation.

EFFECT OF NEW VALUATIONS ON RATES

It is important to note that an increase/ decrease in values does not automatically mean that there will be an increase/ decrease in rates. It depends on whether the valuation of a property changes more than the average of the group of property values. Council does not collect extra rates as a result of valuation changes. We calculate the total rate requirement for the year and then use capital value as the basis to distribute this total. Therefore, a change in the capital value (value of land and improvements) of a property will only impact the rates bill of the property to the extent that the change is higher or lower than the average change.





Council rate assessments contain different charges that make up the annual levy:

- General Rates (calculated on capital value with no differentials);
- Uniform Annual General Charge (set charge); and
- Targeted Rates (uniform charge or value-based charge).

SEPARATELY USED OR INHABITED PART OF A RATING UNIT

A separately used or inhabited part of a rating unit includes any part of a rating unit separately used or inhabited by the owner or any other person who has the right to use or inhabit that part by virtue of a tenancy, lease or other agreement. As a minimum, the land or premises intended to form the separately used or inhabited part of the rating unit must be capable of actual habitation, or separate use. For the avoidance of doubt, a rating unit that has only one use (i.e. does not have separate parts or is vacant land) is treated as being one separately used or inhabited part.

HOW WE RATE

There are two types of rates – general rates and targeted rates. These may be charged in two ways:

- On a uniform basis – to all rateable land for which the rate is set; or
- Differentially – on a different basis for different categories of land.

The rates may be charged on a fixed amount, including as a fixed amount per rating unit, per separately used or inhabited part of a rating unit, or number of services used such as number of water closets, or using a factor such as land or capital value.

GENERAL RATE

Council sets a general rate with no differentials, based on the capital value of each rating unit.

UNIFORM ANNUAL GENERAL CHARGE

Uniform annual general charge (UAGC) is a specific levy of an equal amount on every rating unit within the district and does not vary with the value of the rating unit. It is used as a mechanism to ensure each rating unit contributes a minimum amount of the general rate. Individuals benefit as each has an equal opportunity to access and use the assets and services, and to an extent, many within the community make similar use of assets and services.

We consider that a range from 25% to 26% of the rates requirement should be recovered by way of a Uniform Rate charged to every rating unit in the district, which reflects the equal opportunity to access and use the assets and services.

TARGETED RATES

Council sets targeted rates for different functions of council where the benefit of having access to particular function(s) or service(s) exist to particular groups of ratepayers.

LAND TRANSPORT RATE

This is funded by a District Wide rate in the dollar plus a uniform targeted rate. Roothing needs to be managed as a network and on a district-wide basis, progressively throughout the funding year. This is consistent with the policy approach to funding taken by NZ Transport Agency (Council's primary Roothing funding source) to fund roading as a network.

District-Wide rating spreads the cost of roading amongst all ratepayers. An advantage of this is that it makes larger expenditure commitments more affordable than annually uneven cost recoveries targeted to specific ratepayer categories. It therefore provides regularity to funding to appropriately manage the district asset.

KĀWHIA COMMUNITY RATE

A targeted rate levied across the Kāwhia/ Aotea Community to fund services that directly benefit these communities.





HALL TARGETED RATES

Some halls have specific areas defined by the hall committees and Council collects a targeted rate from ratepayers within these areas. Funds received are available to Hall Committees to go towards the operation, maintenance, renovation and/or extension of those facilities.

WATER SUPPLIED BY VOLUME RATES – RURAL WATER SCHEMES (AROHENA, TIHIROA, RANGINUI AND WAIPĀ)

Separate rating units in the Rural Water Supply areas with water meters are levied a targeted rate for water usage. This rate is set on a per cubic metre usage basis. These separate rating units areas also attract a charge for each meter connected to the Rural Water Scheme.

REFUSE TARGETED RATE

All properties situated in the Ōtorohanga and Kāwhia Community with a building are levied a uniform targeted rate for each separately occupied portion of that building.

ŌTOROHANGA SECURITY TARGETED RATE

A targeted rate in the dollar and a uniform targeted rate is applied to all properties within the “Security Patrol Area” to fund a Security Patrol Service in a defined area of the Ōtorohanga Community.

ŌTOROHANGA WASTEWATER

All properties that are connected to the Ōtorohanga Sewerage Treatment and Reticulation Scheme are levied a rate per separately used or inhabited part of the rating unit. All properties with four or less water closets or urinals pay a flat fee. For all water closets or urinals over 4, a charge for each additional water closet or urinal applies.

WATER SUPPLIED BY VOLUME RATES - ŌTOROHANGA

Separate rating units in the Ōtorohanga Water Supply areas with water meters are levied a targeted rate for water usage. This rate is set on a per cubic metre usage basis.

All separate rating units, either rateable or non-rateable, receiving a supply from the Ōtorohanga Community Water Supply will have a charge for each water meter.

REFUSE TARGETED RATE

All properties situated within the Kāwhia/Aotea and Ōtorohanga communities with a building are levied a uniform targeted rate for each separately occupied portion of that building.

KĀWHIA WATER SUPPLY

All properties that are connected to the Kāwhia Water Supply Scheme are levied a uniform targeted rate for each separately occupied portion of any building.

KĀWHIA TARGETED WATER LOAN RATE

Properties in the Kāwhia community water supply area are levied a targeted loan rate to finance loan repayment costs in respect of loans raised for capital expenditure on the Kāwhia water scheme.

WATER SUPPLIED BY VOLUME RATES - KĀWHIA

Separate rating units in the Kāwhia community water supply area with water meters are levied a targeted rate for water usage over the free allowance. This rate is set on a per cubic metre usage basis. Outside the Kāwhia community water supply area, separate rating units with water meters that are using water from the Kāwhia scheme are levied a targeted rate for water usage, on a per cubic metre basis, with a minimum charge per annum.

All separate rating units, either rateable or non-rateable, receiving a supply from the Kāwhia Water Supply Scheme will have a charge for each water meter.

KĀWHIA/AOTEA SEAWALL PROTECTION

Properties within the Kāwhia/Aotea community pay a uniform targeted rate for each rating unit to fund the maintenance and repairs of the Kāwhia and Aotea seawalls.





DIFFERENTIAL TARGETED RATES

Properties within the Ōtorohanga community may be charged targeted rates under one of two differentials which are applied based on how the land is used. The two land use categories are:

- Ōtorohanga Commercial
- Ōtorohanga Residential

The following targeted rates are set using differentials.

ŌTOROHANGA COMMUNITY RATE

The area of the Ōtorohanga Community is defined on a map approved by Council. Valuation numbers begin with either 05540 or 05541.

ŌTOROHANGA TARGETED SEWERAGE LOAN RATE

Areas of benefit are defined on maps and approved by Council.

ŌTOROHANGA TARGETED WATER LOAN RATE

Areas of benefit are defined on maps and approved by Council.

UTILITY CHARGES FOR NON-RATEABLE PROPERTIES

Non-rateable properties are liable for targeted rates and charges for the provision of utility services, such as water, wastewater and refuse collection.

SETTING OF RATES

Rates are set by Council by way of resolution for each financial year, referred to as the Rating Year. These rates will remain in effect for the rating year and will not be affected by a change in the rateable value or factors of a rating unit during the financial year in which the rates are set.

INSTALMENTS

Rates and charges for the year ending on 30 June 2026 will be assessed in two instalments, which will become due and payable on the following dates:

- 29 August 2025
- 27 February 2026

Charges for Water Metered Rates for Ōtorohanga Community Supply for the year ending on 30 June 2026 will be assessed in four instalments, which will become due and payable on the following dates:

- 28 November 2025
- 27 February 2026
- 29 May 2026
- 28 August 2026

Charges for Water Metered Rates for the Kāwhia Community Water Supply and all Rural Water Supplies for the year ending on 30 June 2026 will be assessed in two instalments, which will become due and payable on the following dates:

- 27 February 2026
- 28 August 2026

PENALTIES

Penalties are applied in accordance with Section 57 and 58 of the Local Government (Rating) Act 2002.

A penalty of 10% is added to each instalment or part thereof 'current rates' which are unpaid after the due date for payment on the following dates:

- 29 August 2025
- 27 February 2026





For Water Metered Rates for the Ōtorohanga Community, a penalty of 10% is added to all amounts of rates remaining unpaid a day after the due date, as listed below:

- 28 November 2025
- 27 February 2026
- 29 May 2026
- 28 August 2026

For Water Metered Rates for the Kāwhia Community Water Supply and all Rural Water supplies, a penalty of 10% is added to all amounts of rates remaining unpaid a day after the due date, as listed below:

- 27 February 2026
- 28 August 2026

UTILITY CHARGES FOR NON-RATEABLE PROPERTIES

A penalty of 10% is added to previous year's rates 'rates in arrears' that remain unpaid on 1 July 2025, and again on 1 January 2026.

FUNDING IMPACT STATEMENT

The Council level Financial Impact Statement (see table below):

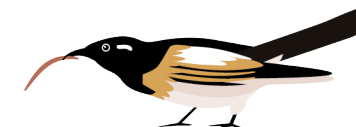
- Links our Revenue and Financing Policy, the annual setting of rates, fees, development contribution and the annual borrowing requirement
- Sets out the revenue and financing mechanisms that will be used in each year along with an indicative level or amount of funds to come from each mechanism; and
- Shows the planned application of funds in each year.





ALL OF COUNCIL FUNDING IMPACT STATEMENT

ALL OF COUNCIL FUNDING IMPACT STATEMENT - 2025/26	2024/25 LTP (\$000)	2025/26 LTP (\$000)	2025/26 Annual Plan (\$000)
SOURCES OF OPERATING FUNDING			
General Rates, Uniform Annual General Charges, Rates Penalties	8,571	9,504	9,673
Targeted Rates	8,928	9,744	9,488
Subsidies & Grants for Operating Purposes	4,099	4,177	3,717
Fees & Charges	1,067	1,095	1,116
Interest and Dividends from Investments	25	26	95
Local Authorities Fuel Tax, Fines, Infringement Fees, & Other Receipts	701	704	725
Total sources of Operating Funding	23,390	25,250	24,814
APPLICATION OF OPERATING FUNDING			
Payments to Staff & Suppliers	20,698	21,071	20,727
Finance Costs	221	327	281
Other Operating Funding Applications	1,091	1,112	1,175
Total application of Operating Funding	22,010	22,510	22,183
Surplus (deficit) in operating funding	1,381	2,740	2,631
SOURCES OF CAPITAL FUNDING			
Subsidies & Grants for Capital Expenditure	4,248	4,333	3,067
Development & Financial Contributions	10	10	10
Increase (Decrease) in Debt	4,033	1,338	1,539
Gross Proceeds from Sale of Assets	60	153	112
Total sources of Capital Funding	8,351	5,834	4,729
APPLICATION OF CAPITAL FUNDING			
Capital Growth	425	409	400
Capital Level of Service	300	230	235
Capital Renewals	10,633	10,340	1,415
Increase (Decrease) in Reserves	- 1,626	- 2,405	- 750
Total application of Capital Funding	9,732	8,574	7,360
Surplus (deficit) in operating funding	- 1,381	- 2,740	- 2,631
FUNDING BALANCE	-	-	-



2025/26 RATES INFORMATION

TOTAL REVENUE REQUIRED	RATES 2024/25 (GST EXCLUSIVE)	CATEGORIES ON WHICH RATE IS SET	FACTOR OR FACTORS	DIFFERENTIAL CATEGORIES	DIFFERENTIAL CALCULATION	INDICATIVE	
						UNITS OF MEASURE	RATE OR CHARGE
6,108,778	General Rate (partially funds activities as detailed below)	Every rating unit in the district	Rate in the \$ on capital value			6,563,735,400	\$0.0009307
2,618,048	Uniform Annual General Charge (partially funds activities as detailed below)	Every rating unit in the district	Fixed amount for each rating unit			4,310	\$607.44
4,779,682	Land Transport Rate (partially funds the Land transport programme in compliance with the Revenue and Financing Policy).	Every rating unit in the district	Rate in the \$ on capital value			6,563,735,400	\$0.0005097
			Fixed amount for each rating unit			4,310	\$332.69
509,213	Ōtorohanga Community Targeted Rate (partially funds activities as detailed on page	Every rating unit in the defined Ōtorohanga Community area	Rate in the \$ on capital value	Commercial Properties	Ratio 2.5	176,070,100	\$0.0007898
			Fixed amount for each rating unit	Residential Properties	Ratio 1.0	688,116,800	\$0.0003159
						1,401	\$109.04
250,750	Kāwhia Community Targeted Rate (partially funds activities as detailed on page	Every rating unit in the defined Kāwhia/Aotea Community area	Rate in the \$ on capital value			381,368,350	\$0.0004603
			Fixed amount for each rating unit			600	\$125.38
242,204	Refuse Collection Targeted Rate Ōtorohanga	Every rating unit in the defined Ōtorohanga Community area	Fixed amount for each separately used or inhabited part of a rating unit			1,420	\$170.57
201,164	Refuse Collection Targeted Rate Kāwhia	Every rating unit in the defined Kāwhia/Aotea Community area	Fixed amount for each separately used or inhabited part of a rating unit			523	\$384.63
324,011	Water Supply Targeted Rate Kāwhia	Every rating unit in the defined Kāwhia Water Supply area	Fixed amount for each separately used or inhabited part of a rating unit			410	\$790.27
58,270	Water Supply Targeted Loan Rate – Ōtorohanga	Every rating unit in the defined Ōtorohanga Water Supply area	Rate in the \$ on capital value	Commercial Properties	Ratio 2.0	147,407,000	\$0.0001186
				Residential Properties	Ratio 1.0	688,116,800	\$0.0000593



2025/26 RATES INFORMATION

TOTAL REVENUE REQUIRED	RATES 2024/25 (GST EXCLUSIVE)	CATEGORIES ON WHICH RATE IS SET	FACTOR OR FACTORS	DIFFERENTIAL CATEGORIES	DIFFERENTIAL CALCULATION	INDICATIVE	
						UNITS OF MEASURE	RATE OR CHARGE
77,015	Water Supply Targeted Loan Rate – Kāwhia	Every rating unit in the defined Kāwhia Water Supply area	Rate in the \$ on capital value			266,715,800	\$0.0002888
6,102	Water Supply Targeted Loan Rate – Arohena Rural Scheme	Every rating unit in the defined Arohena Rural Water Scheme area	Rate in the \$ on capital value	Arohena Rural Water Scheme		159,565,500	\$0.0000382
930,596	Sewerage Treatment Targeted Rate	Every rating unit in the defined Ōtorohanga Sewerage Treatment area	Fixed amount for each separately used or inhabited part of a rating unit	1 unit 2 to 4 5 or more	per urinal	1,390 35	\$668.37 No charge \$44.44
260,317	Sewerage Treatment Targeted Loan Rate	Every rating unit in the defined Ōtorohanga Sewerage Treatment area	Rate in the \$ on capital value	Commercial Properties Residential Properties	Ratio 2.5 Ratio 1.0	144,727,000 662,906,900	\$0.0006351 \$0.0002540
28,989	Rural Halls Targeted Rate	Every rating unit within the defined Rural Hall areas	Rate in the \$ on capital value Fixed amount for each separately used or inhabited part of a rating unit	Arohena Kio Kio Puketotara/Ngutunui Honikiwi Arohena Kio Kio Tokanui Crossroads Puketotara/ Ngutunui Ōtewā		263,884,500 474,975,500 504,637,600 206,700,600 58 207 187 289 130	\$0.000010 \$0.000006 \$0.000009 \$0.000013 \$45.00 \$20.00 \$20.00 \$12.00 \$25.00
119,642	Kāwhia/Aotea Erosion Targeted Rate	Every rating unit within the Kāwhia/Aotea Community area	Fixed amount for each rating unit			581	\$205.92
7,555	Aotea Erosion Targeted Loan Rate	Every rating unit within the defined Aotea Community area	Fixed amount for each property that did not make a capital contribution			24	\$314.79
76,000	Security Patrol Rate	Every commercial property within the defined Ōtorohanga Commercial area	Rate in the \$ on capital value Fixed amount for each rating unit			834,505,000 96	\$0.0004497 \$395.83
1,312,395	Water Supplied by Volume – Rural Water Supplies	Every property connected to the defined Rural Water Schemes.	Fixed amount for each cubic metre of water consumed	Arohena Tihiroa Ranginui Waipā		451,052 202,011 90,506 230,021	\$0.80 \$1.95 \$0.60 \$1.35



2025/26 RATES INFORMATION

TOTAL REVENUE REQUIRED	RATES 2024/25 (GST EXCLUSIVE)	CATEGORIES ON WHICH RATE IS SET	FACTOR OR FACTORS	DIFFERENTIAL CATEGORIES	DIFFERENTIAL CALCULATION	INDICATIVE	
						UNITS OF MEASURE	RATE OR CHARGE
			Fixed amount per meter	Arohena Tihiroa Ranginui – First meter Additional meter Waipā		74 60 5 11 149	\$750.00 \$750.00 \$1,800.00 No charge \$550.00
1,054,184	Water Supplied by Volume – Ōtorohanga Water Supply	Every property connected to the defined Ōtorohanga Water Supply Scheme	Fixed amount for each cubic metre of water consumed Fixed amount per meter	All connected properties All connected properties		362,862 1493	\$2.00 \$220.00
12,000	Water Supplied by Volume – Kāwhia Water Supply	Every property connected to the defined Kāwhia Water Supply Scheme	Fixed amount for each cubic metre of water consumed (220 cubic metre free allowance) Fixed amount per meter	All connected properties All connected properties Minimum charge (where applicable)		6,328 15	\$1.60 \$125.00 \$790.27
18,976,915	TOTAL						





PROPERTY VALUE	585,000	637,500	750,000	937,500	621,000	737,500	1,500,000	2,300,000	5,000,000
	ŌTOROHANGA RESIDENTIAL		ŌTOROHANGA COMMERCIAL		KAWHIA		RURAL		
ACTIVITY	\$	\$	\$	\$	\$	\$	\$	\$	\$
Governance	385.84	403.45	548.23	637.88	467.98	519.27	517.13	709.32	1,357.94
Community Development and Empowerment	37.10	38.67	42.04	47.66	38.18	41.67	64.52	88.50	169.43
Community Service Providers and Contestable Grants	28.08	29.27	31.83	36.08	28.90	31.54	48.85	67.00	128.26
Economic Development and Wellbeing	104.52	109.03	968.94	1,083.83	103.98	113.26	171.46	235.18	450.24
Resource Management	41.33	43.08	46.84	53.10	42.53	46.42	71.88	98.59	188.74
Corporate Planning/Projects	87.43	91.14	99.09	112.33	89.97	98.20	152.07	208.58	399.32
Environmental Health, Public Amenity and Safety	55.93	58.30	63.38	71.86	57.55	62.82	97.27	133.42	255.43
Animal Control	31.58	32.92	35.79	40.58	32.50	35.47	54.93	75.34	144.24
Iwi Liaison	26.06	27.17	29.53	33.48	26.82	29.27	45.33	62.17	119.02
Parks & Reserves and Council Owned Property	320.72	335.18	439.21	509.10	391.35	434.17	452.75	621.01	1,188.87
Swimming Pools	86.88	90.57	98.46	111.62	89.41	97.59	151.11	207.27	396.80
Rubbish & Recycling Services	211.64	212.30	213.71	216.05	458.27	459.73	26.94	36.95	70.74
On Demand Supply	23.44	24.43	26.56	30.11	932.93	935.14	40.76	55.91	107.04
Wastewater	775.75	776.05	776.70	777.77	7.32	7.99	12.38	16.98	32.50
Libraries, Learning & Development	85.56	89.19	96.96	109.92	88.05	96.10	148.81	204.11	390.75
Civil Defence and Emergency Management	25.20	26.27	28.56	32.38	25.94	28.31	43.84	60.13	115.11
Coastal Structures	9.35	9.75	10.60	12.01	267.61	272.46	16.26	22.31	42.71
Building Control	87.90	91.62	99.61	112.93	90.45	98.73	152.88	209.69	401.44
Cemeteries	17.38	18.11	19.69	22.32	17.88	19.52	30.22	41.45	79.36
Stormwater	185.70	196.15	439.94	532.60	166.41	182.71	4.58	6.29	12.04
Land Transport	725.52	756.30	822.24	932.16	746.62	814.92	1,261.89	1,730.85	3,313.58
Wastewater Loan	170.90	186.24	547.77	684.71	-	-	-	-	-
Water Loan	39.88	43.46	102.26	127.83	206.21	244.90	-	-	-
	\$3,563.69	\$3,688.64	\$5,587.97	\$6,328.33	\$4,376.86	\$4,670.19	\$3,565.88	\$4,891.07	\$9,363.58



EXAMPLE RATE INCREASES

The following rate increases are indicative only, and are only for reference purposes. The actual increases in later years may be impacted by revaluations of the rating roll and any changes in the number of properties in an area. The following examples exclude specific rates such as Kāwhia/Aotea Erosion rates and Rural Hall rates.

PROPERTY VALUE		2025/26	
		% change	\$ change
ŌTOROHANGA RESIDENTIAL			
	585,000	12.85%	\$ 405.73
	637,500	12.93%	\$ 422.29
ŌTOROHANGA COMMERCIAL			
	750,000	10.38%	\$ 525.30
	937,500	11.04%	\$ 629.21
KĀWHIA			
	621,000	20.34%	\$ 739.74
	737,500	19.72%	\$ 769.19
RURAL			
	1,500,000	5.05%	\$ 171.28
	2,300,000	5.03%	\$ 234.02
	5,000,000	5.00%	\$ 445.77



ANNUAL PLAN DISCLOSURE STATEMENT

FOR THE YEAR COMMENCING 1 JULY 2025

PURPOSE

The purpose of this statement is to disclose council's planned financial performance in relation to various benchmarks to enable the assessment of whether council is prudently managing its revenues, expenses, assets, liabilities, and general financial dealings.

The council is required to include this statement in its annual plan in accordance with the Local Government (Financial Reporting and Prudence) Regulations 2014 (the regulations). Refer to the regulations for more information, including definitions of some of the terms used in this statement.

Benchmark	Planned	Met
Rates affordability benchmark		
• Increases	10.2%	Yes
Debt affordability benchmark	175% of total revenue	Yes
Balanced budget benchmark	100%	No (93%)
Essential services benchmark	100%	Yes
Debt servicing benchmark	10%	Yes

NOTES

RATES AFFORDABILITY BENCHMARK

- For this benchmark:
 - The council's planned rates income for the year is compared with a quantified limit on rates contained in the financial strategy included in the council's long-term plan; and
 - The council's planned rates increases for the year are compared with a quantified limit on rates increases for the year contained in the financial strategy included in the council's long-term plan.
- The council meets the rates affordability benchmark if:
 - Its planned rates income for the year equals or is less than each quantified limit on rates; and
 - Its planned rates increases for the year equal or are less than each quantified limit on rates increases.

DEBT AFFORDABILITY BENCHMARK

- For this benchmark, the council's planned borrowing is compared with a quantified limit on borrowing contained in the financial strategy included in the council's long-term plan.
- The council meets the debt affordability benchmark if its planned borrowing is within each quantified limit on borrowing.

BALANCED BUDGET BENCHMARK

- For this benchmark, the council's planned revenue (excluding development contributions, vested assets, financial contributions, gains on derivative financial instruments, and revaluations of property, plant, or equipment) is presented as a proportion of its planned operating expenses (excluding losses on derivative financial instruments and revaluations of property, plant, or equipment).
- The council meets the balanced budget benchmark if its revenue equals or is greater than its operating expenses.

Council has not met this benchmark due to the decision to not fully fund depreciation in the 2025/26 year on three waters and parks and reserves assets.





ESSENTIAL SERVICES BENCHMARK

1. For this benchmark, the council's planned capital expenditure on network services is presented as a proportion of expected depreciation on network services.
2. The council meets the essential services benchmark if its planned capital expenditure on network services equals or is greater than expected depreciation on network services.



DEBT SERVICING BENCHMARK

1. For this benchmark, the council's planned borrowing costs are presented as a proportion of planned revenue (excluding development contributions, financial contributions, vested assets, gains on derivative financial instruments, and revaluations of property, plant, or equipment).
2. Because Statistics New Zealand projects that the council's population will grow slower than the national population growth rate, it meets the debt servicing benchmark if its planned borrowing costs equal or are less than 10% of its planned revenue.





TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

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- MAYOR AND COUNCILLORS



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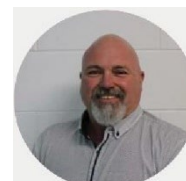
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Item 251 Rates Resolution 2025/26

To Ōtorohanga District Council

From Brendan O'Callaghan, Manager Finance

Type **DECISION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

1.1. To adopt the rates resolution for the 2025/26 financial year.

2. Executive summary | Whakarāpopoto matua

2.1. The rates resolution for the year beginning 1 July 2025, based on the adopted Annual Plan 2025/26, is provided for Ōtorohanga District Council (ŌDC) adoption.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council:

1. **Adopts** the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing 1 July 2025 and ending on 30 June 2026:

All rates and amounts are plus GST at the prevailing rate. (The prevailing rate is currently 15%).

ŌTOROHANGA DISTRICT

General Rate

A General Rate set under section 13 of the Local Government (Rating) Act 2002 of 0.0009307 cents in the dollar on the capital value of all rating units.

Uniform Annual General Charge

A Uniform Annual General Charge of \$607.44000 per rating unit, set under section 15 of the Local Government (Rating) Act 2002.

ŌTOROHANGA COMMUNITY**Ōtorohanga Community Targeted Rate**

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the Ōtorohanga Community area, assessed on a differential basis as described below:

- a) a rate of 0.0007898 cents in the dollar of capital value on every rating unit in the “commercial” category.
- b) a rate of 0.0003159 cents in the dollar of capital value on every rating unit in the “residential” category.

Ōtorohanga Community Uniform Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$109.04000 per rating unit on all rating units within the Ōtorohanga Community area

KĀWHIA COMMUNITY**Kāwhia Community Targeted Rate**

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0004603 cents in the dollar of capital value on all rating units within the Kāwhia Community area.

Kāwhia Community Uniform Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$125.38000 per rating unit on all rating units within the Kāwhia Community area

TARGETED LOAN RATES**Ōtorohanga Sewage Treatment Loan Rate**

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the Ōtorohanga Community area, assessed on a differential basis as described below:

- a) a rate of 0.0006351 cents in the dollar of capital value on every rating unit in the “commercial” category.
- b) a rate of 0.0002540 cents in the dollar of capital value on every rating unit in the “residential” category.

Ōtorohanga Water Supply Loan Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the Ōtorohanga Community area, assessed on a differential basis as described below:

- a) a rate of 0.0001186 cents in the dollar of capital value on every rating unit in the “commercial” category.
- b) a rate of 0.0000593 cents in the dollar of capital value on every rating unit in the “residential” category.

Kāwhia Water Supply

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0002888 cents in the dollar of capital value on all rating units within the Kāwhia Community area.

Arohena Rural Water Supply

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0000382 cents in the dollar of capital value on all rating units within the Arohena Rural Water Supply Area.

Aotea Erosion Protection

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$314.79000 per rating unit on all rating units within the Aotea Community.

TARGETED RATES

Roading

- a) A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 made of 0.0005097 cents in the dollar of capital value on all rating units within the Ōtorohanga District.
- b) A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$332.69000 per rating unit on all rating units within the Ōtorohanga District.

Security Patrol

- a) A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0004497 cents in the dollar of capital value on all rating units within the "Security Patrol Area" in the Ōtorohanga Community.
- b) A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$395.83000 per rating unit on all rating units within the "Security Patrol Area" in the Ōtorohanga Community.

Kāwhia/Aotea Seawall Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$205.92000 per rating unit on all rating units within the Aotea Community.

District Halls

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 for all rating units within the defined hall areas as follows:

HALL SEPARATE RATING DISTRICT	RATE IN \$	RATING SYSTEM	UNIFORM ANNUAL CHARGE	
Arohena	0.0000100	capital value	\$45.00	Per rating unit
Kio Kio	0.0000060	capital value	\$20.00	Per rating unit
Tokanui Crossroads	-		\$20.00	Per rating unit
Puketotara/ Ngutunui	0.0000090	capital value	\$12.00	Per rating unit
Ōtewā	-		\$25.00	Per rating unit

HALL SEPARATE RATING DISTRICT	RATE IN \$	RATING SYSTEM	UNIFORM ANNUAL CHARGE	
Honikiwi	0.0000130	capital value	-	

TARGETED REFUSE RATES

Ōtorohanga Community

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$170.57000 per separately used or inhabited part on all rating units within the Ōtorohanga Refuse Collection Area.

Kāwhia Community

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$384.63000 in respect of each separately used or inhabited part of a rating unit in the Kāwhia Refuse Collection Area.

TARGETED WATER RATES

Kāwhia Community

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$790.27000 on every separately used or inhabited part of a rating unit, which receives an ordinary supply of water within the Kawhia Community.

TARGETED SEWERAGE RATES

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$668.37000 for the first water closet or urinal and \$0 for the second to fourth, \$44.44000 for subsequent closets or urinals, on every separately used or inhabited part of a rating unit connected, either directly or through a private drain to the Ōtorohanga Community Sewerage Scheme.

TARGETED RATES FOR WATER SUPPLY

Ōtorohanga Community

- a) A targeted rate for water supply, set under section 19 of the Local Government

(Rating) Act 2002, of \$2.00 per cubic metre of water consumed, for each rateable rating unit connected to the Ōtorohanga Community Water Supply.

- b) A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$220.00 per meter for each separate rating unit whether rateable or non-rateable receiving a supply from the Ōtorohanga Community Water Supply.

Kāwhia Community

- a) A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$1.60 cents per cubic metre of water consumed in excess of 220 cubic metres, for each rating unit, whether rateable or non-rateable, within the Kāwhia Community on a metered supply.
- b) A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$1.60 cents per cubic metre of water consumed in excess of 220 cubic metres, for each rating unit, whether rateable or non-rateable, outside the Kāwhia Community on a metered supply, with a minimum charge of \$790.27.
- c) A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$125.00 per meter for each separate rating unit whether rateable or non-rateable receiving an extraordinary supply from the Kāwhia Community Water Supply.

RURAL WATER SUPPLIES

- a) A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.80 cents per cubic metre of water consumed, whether rateable or non-rateable, within the Arohena Rural Water Supply Area.
- b) A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$750.00 per meter within the Arohena Rural Water Supply Area.
- c) A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.60 cents per cubic metre of water consumed, whether rateable or non-rateable, within the Ranginui Rural Water Supply Area.

- d) A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$1,800.00 for the first meter per property within the Ranginui Rural Water Supply Area.
- e) A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$1.95 per cubic metre of water consumed, whether rateable or non-rateable, within the Tihiroa Rural Water Supply Area.
- f) A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$750.00 per meter within the Tihiroa Rural Water Supply Area.
- g) A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$1.35 cents per cubic metre of water consumed, whether rateable or non-rateable, within the Waipa Rural Water Supply Area.
- h) A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$550.00 per meter within the Waipa Rural Water Supply Area.

2. Adopts the definitions for its differential categories set out in the funding impact statement contained in the 2025/26 Annual Plan as its differential rating categories for the year.

3. Sets, with the exception of water by meter charges as identified on c) & d) below, that all rates will be payable in two equal instalments with the due dates for payment being:

Instalment One	29 August 2025
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Instalment Two	27 February 2026
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4. Sets that water by meter charges for those connected to the Ōtorohanga Community Water Supply, will be payable in four instalments with the due dates for payment being:

Instalment One	28 November 2025
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Instalment Two	27 February 2026
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Instalment Three	29 May 2026
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Instalment Four	28 August 2026
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- 5. Sets** that water by meter Charges for those connected to the Kāwhia Community Water Supply and all Rural Water Supplies for the year ending on 30 June 2026 will be assessed in two instalments, which will become due and payable on the following dates:

Instalment One 27 February 2026

Instalment Two 28 August 2026

- 6. Sets** the following penalties will apply as follows:

- a. A charge of 10 percent on so much of any instalment, excluding metered water charges, that has been assessed after 1 July 2025 and which is unpaid after the due dates below:

Instalment One 29 August 2025

Instalment Two 28 February 2025

- b. A charge of 10 percent on so much of any metered water charges, excluding for those connected to the Ōtorohanga Community Water Supply, that have been assessed after 1 July 2025 and which is unpaid after the due dates below:

Instalment One 27 February 2026

Instalment Two 28 August 2026

- c. A charge of 10 percent on so much of any metered water charges for those connected to the Ōtorohanga Community Water Supply, that have been assessed after 1 July 2025 and which is unpaid after the due dates below:

Instalment One 28 November 2025

Instalment Two 27 February 2026

Instalment Three 29 May 2026

Instalment Four 28 August 2026

- d. A charge of 10 percent on so much of any rates, excluding metered water charges, assessed before 1 July 2025 that remain unpaid on 1 July 2025

- e. A further amount of 10 percent on any rates, excluding metered water charges, to which a penalty has been added under (d) if rates remain unpaid on 1 January 2026.

7. Confirms rates shall be payable at any of the following places:

- a. The ŌDC office, 17 Maniapoto Street, Ōtorohanga or any temporary ŌDC offices as they are established.
- b. Using online banking or direct debit facilities established by ŌDC.

4. Context | Horopaki

- 4.1. The Annual Plan 2025/26 sets out the basis for setting the rates for the term of the Annual Plan, through the rating policy and revenue and financing policy in the document.
- 4.2. The Funding Impact Statement in the Annual Plan outlines the rates required to be set for the 2025/26 financial year in order to receive the rates income budgeted in the document. The rates identified in this resolution match those identified in the Annual Plan.

5. Discussion | He kōrerorero

- 5.1. The Rates Resolution is required under the Local Government (Rating) Act 2002 to allow the setting of the rates for the coming year. It outlines the value of the rates to be set, as well as the type of rate being set.
- 5.2. Rates can be set using a number of different allocation methods. The bulk of our rates are set as either uniform rates by property, or rates set by the capital value of the properties.
- 5.3. The Rates Resolution is also required to identify the penalty dates for applying any penalties, as well as the methods that can be used by ratepayers to pay their rates.

6. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. Given that these rates are derived from the Annual Plan, which has not changed substantially from the previously consulted on Long Term Plan, there is no additional engagement required.

Impacts on Māori

- 6.2. There are not deemed to be any impacts on Māori over and above the increased financial impacts on all ratepayers.

Risk analysis

- 6.3. The risks of incorrectly creating the rates resolution are that it may invalidate the rates set and would require resetting the resolution if there were any issues. However, given the reviews done on this report and the settings, it is believed the risk is Low.

Policy and plans

- 6.4. This decision relates to the Annual Plan 2025/26, and the rates required and associated budgets are contained within that document.

Legal

- 6.5. There are no legal issues related to this report

Financial

- 6.6. This decision is predominately a financial one, as it impacts the rates income and budgets for the 2025/26 financial year.

7. Options analysis**Option 1: Adopt the rates resolution**

- 7.1. This option sets the rates to be charged for the 2025/26 financial year.

Option 2: Don't adopt the rates resolution

- 7.2. This option would mean that ŌDC is not able to set the rates to be charged for the 2025/26 financial year. This may then require amending the Annual Plan, to ensure that the rates set match the Annual Plan document and the Funding Impact Statement contained within it.

Recommended option and rationale

- 7.3. The preferred option is to adopt the rates resolution as set out above.

Item 252 Proposed Development and Financial Contributions Policy –
Recommendation to Adopt

To Ōtorohanga District Council

From Ross McNeil, Chief Advisor

Type **DECISION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

1.1. To present the proposed Development and Financial Contributions Policy for adoption.

2. Executive summary | Whakarāpopoto matua

- 2.1. The draft Development and Financial Contributions (DC/FC) Policy was formally consulted on during May 2025, fulfilling the consultation requirements of the Local Government Act 2002 (LGA). No submissions were received, so Ōtorohanga District Council (ŌDC) can now adopt the Policy as required by the LGA (attached as Appendix 1).
- 2.2. The Government has announced a review of development contributions, with the likely introduction of development levies (and a replacement for development contributions). The details of this change have yet to be released by the Government. Currently, the DC/FC Policy needs to be reviewed every three years, but the next review should occur as part of the development of ŌDC's 2027-37 Long Term Plan – subject to any new requirements introduced by the Government.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council, having followed the decision-making provisions of the Local Government Act 2002, including consulting on the draft Development and Financial Contributions Policy, **adopt** the Ōtorohanga District Council Development and Financial Contributions Policy (document number 828474) as presented, with effect from 1 July 2025.

4. Context | Horopaki

- 4.1. Every territorial local authority (city/district council) is required by the LGA to have a policy on development and financial contributions (DFCP) as part of their suite of revenue and financing policies. A new draft DCFP has been developed to reflect the current and expected growth context. That draft Policy has been consulted on, and no submissions were received. The absence of submissions reflects the narrow focus proposed in the draft Policy (i.e. continuation of the stormwater contribution, which is limited to development in northern Ōtorohanga township; continuation of the reserve development financial contribution for new lots created anywhere in the District, and the introduction of a voluntary financial contribution to promote the development of affordable housing).
- 4.2. Matters relating to significance and engagement; impacts on Māori; risk analysis; relationship to ŌDC policies and plans; and financial and legal considerations were all considered and reflected in the report presented to and considered by ŌDC at its April 2025 meeting¹ (when staff sought approval to commence formal consultation on the draft Policy). There have been no changes to those matters.
- 4.3. Having followed LGA requirements, and there being no compelling reasons to the contrary, ŌDC can now adopt the Policy, which will take effect from 1 July 2025. The final version of the Policy is attached as Appendix 1.

5. Appendices | Ngā āpitihanga

Number	Title	Document number
1	Ōtorohanga District Council Development Contributions and Reserve Contributions Policy – Final - June 2025	828474

¹ Link to the agenda: www.otodc.govt.nz/assets/Documents/Meetings/Council/2025/Agenda-ODC-29-April-2025.pdf

Document number 828458 Open to the public Page 185



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

DEVELOPMENT AND FINANCIAL CONTRIBUTIONS POLICY

ŌTOROHANGA DISTRICT COUNCIL

Approval authority	Council
Administrator	Group Manager Regulatory and Growth
Effective date	1 July 2025
Next review date	2027



VERSION HISTORY

Date	Changes	By	Date Adopted
April 2025	PRE-CONSULTATION DRAFT	Ross McNeil	N/A
May 2025	CONSULTATION DRAFT	Ross McNeil	29 April 2025
June 2025	FINAL	Ross McNeil	24 June 2025

PURPOSE

Ōtorohanga District Council is required to have a policy on development or financial contributions (s102 Local Government Act 2002 - LGA).

SCOPE

This policy applies to development contributions levied pursuant to s106 of the LGA and financial contributions levied pursuant to s108, s111 and s411 of the Resource Management Act 1991 (RMA) and Ōtorohanga District Plan.

INTRODUCTION

Purpose of the Policy

1. Population and business growth, including both infill and greenfields, create the need for new subdivisions and developments, and these place increasing demands on the assets and services provided by Council. As a result, significant investment in new or upgraded assets and services is required to meet the demands of growth.
2. The purpose of this Policy is to ensure that a fair, equitable, and proportionate share of the cost of that infrastructure is funded by development. Council intends to achieve this by using:
 - Development contributions under the Local Government Act 2002 (LGA) for stormwater within the district; and
 - Financial contributions under the Resource Management Act 1991 (RMA) for parks, reserves and community facilities within the district. It is noted that financial contributions may also be used for any development that has an adverse effect on the environment and will be the subject of a rule in the District Plan.



Navigating this document

3. This Policy outlines Council's approach to funding development infrastructure via development contributions under the LGA and to applying financial contributions under the RMA.
4. This Policy has three main parts:
 - Part 1: Policy operation
 - Part 2: Policy background and supporting information
 - Part 3: Catchment maps for the development contribution charges

Part 1: Policy Operation

5. Part 1 provides information needed to understand if, when, and how development contributions and financial contributions will apply to developments. It also explains peoples' rights and the steps required to properly operate the Policy.
6. The key sections of Part 1 are:
 - The charges
 - Liability for development contributions
 - When development contributions are levied
 - Determining infrastructure impact
 - Review rights
 - Other operational matters
 - Summary of financial contributions
 - Definitions

Part 2: Background and SUPPORTING INFORMATION

7. Part 2 provides the information needed to meet the accountability and transparency requirements of the LGA for this Policy, including explaining Council's policy decisions, how the development contribution charges were calculated, and what assets the development contributions are intended to be used towards.
8. The key sections of part 2 are:
 - Requirement to have the Policy
 - Funding summary
 - Funding policy summary
 - Catchment determination
 - Significant assumptions of the Policy
 - Cost allocation



- Calculating the development contribution charges
- Schedule 1 Development contribution charge calculations
- Schedule 2 Future assets and programmes funded by development contributions
- Schedule 3 Past assets and programmes funded by development contributions

Part 3: CATCHMENT Maps

9. Part 3 provides the catchment maps that show where the development contribution charges in this Policy apply.



Part 1: Policy OPERATION

Development contributions

The charges

10. There is one area (catchment) within the Council's district where development contributions apply. The catchment where development contributions apply for the infrastructure activity is mapped in Part 3 of this Policy.
11. The related development contribution charges per Household Equivalent Unit (HEU) for each activity are in Table 1. See the *Determining infrastructure impact* section below for an explanation of a HEU.
12. For each infrastructure activity for which development contributions are required, the development contribution payable is calculated by multiplying the number of HEUs generated by the development by the charge for that activity. This is then aggregated for all activities for which development contributions are required to give the total charge.
13. For example, a three-lot residential development in Ōtorohanga town will pay three times the stormwater, charges, totalling \$4569.00 (GST incl.).
14. These charges may be adjusted for inflation annually in line with the Producers Price Index outputs for Construction, as permitted by sections 106 (2B) and (2C) of the LGA. The latest charges will be published on Council's website <http://www.otodc.govt.nz/property-and-rating/development-and-financial-contributions/> and/or the annual Fees and Charges schedule.

Table 1: Development contribution charge per HEU at 1 July 2025¹ (GST inclusive)²

ACTIVITY	DEVELOPMENT CONTRIBUTION CHARGE PER HEU
Stormwater	
Catchment SW1 Otorohanga SH3/Factory Drive	\$1,523

Liability for development contributions

15. If subdividing, building, connecting to Council's services, or otherwise undertaking some kind of development in Ōtorohanga district, development contributions may need to be paid. Development contributions apply to developments within the areas shown in the Development Contribution Catchment Maps in Part 3, including infill developments and/or additional permitted residential units on the same property.

¹ The Council has determined that for this Policy residential development contributions will not apply for water, wastewater or transportation. However, they may apply for large developments subject to a separate Development Agreement.

² GST has been applied at the rate of GST as at 1 July 2025 (15%). Should the rate of GST change, the charges will be adjusted accordingly. The GST exclusive charge per activity can be found in Schedule 1.



16. In some circumstances, development contributions may not apply or may be reduced. Further information on these circumstances can be found in the sections, *when development contributions are levied*, *credits* and *limitations on imposing development contributions*.
17. Financial contributions may also be required in some cases. This is discussed later in this Policy.
18. Development of new infrastructure sometimes means that areas not previously liable for a development contribution become liable. For example, a bare section in a subdivision may be liable for development contributions whereas previously constructed houses on the same subdivision were not.
19. Council officers will be available to help resolve any uncertainty about development contribution liabilities.

When development contributions are levied

20. Once a complying application is made for a resource consent, building consent, certificate of acceptance or service connection, or where Council is notified of or becomes aware of a permitted development which does not require consent or involves a new connection, the normal steps for assessing and requiring payment of development contributions are:



21. These steps are explained in more detail below.

Trigger for requiring Development Contributions

22. Council can require a development contribution for a development upon:
 - The granting of a resource consent.
 - The issue of building consent or certificate of acceptance.
 - An authorisation for a service connection to stormwater services.
 - Becoming aware of a permitted additional residential unit where no consent is required and there is no new separate service connection.
23. Council will generally require development contributions at the earliest possible point (i.e. whichever consent, certificate or authorisation listed above is granted first). For new developments, the resource consent is often the first step in the process and therefore the first opportunity to levy development contributions. Where development contributions were not assessed (or only part assessed) on the first consent, certificate or authorisation for a development this does not prevent the Council assessing contributions on a subsequent consent, certificate or authorisation for the same development (for the reasons set out in the following paragraphs).
24. Development contributions will be assessed under the Policy in force at the time the application for resource consent, building consent, certificate of acceptance or service connection was submitted with all



required information, or at the time of Council being notified or becoming aware of an additional permitted residential unit.

Assessment

25. On receiving an application for resource consent, building consent, certificate of acceptance or service connection, or on Council being notified or of becoming aware of an additional permitted residential unit, Council will check that:
- (A) The development (subdivision, building, land use or work) generates a demand for reserves, community infrastructure or network infrastructure; and
 - (B) The effect of that development (together with other developments) is to require new or additional assets or assets of increased capacity in terms of reserves, community infrastructure or network infrastructure; and
 - (C) Council has incurred or will incur capital expenditure to provide appropriately for those assets. This includes capital expenditure already incurred by Council in anticipation of development; and
 - (D) Development contributions and/or financial contributions have not been levied previously for the same activity.
26. Council has identified the assets and areas that are likely to meet the requirements of (B) and (C), and these are outlined in Schedules 2 and 3 (past and future assets funded by development contributions) and Part 3 (development contribution catchment maps). In general, if a development is within one of the areas covered by the catchment maps it is likely that development contributions will be required.

Development contributions may be waived or reduced if:

- A resource consent or building consent does not generate additional demand for any community facilities (such as a minor boundary adjustment); or
 - One of the circumstances outlined in the section *Limitations on imposing development contributions* apply; or
 - Credits apply as outlined in the *Credits* section.
27. If a subsequent resource consent (including a change to a condition of a resource consent), building consent, certificate of acceptance, or service connection is sought, or an additional permitted residential unit is proposed, a new assessment may be undertaken using the Policy in force at that time. Any increase or decrease in the number of HEUs, relative to the original assessment, will be calculated and the contributions adjusted to reflect this.
28. This means Council will require additional development contributions where additional units of demand are created and development contributions for those additional units of demand have not already been required.
29. Examples of where these would be needed include:
- Minimal development contributions have been levied on a commercial development at subdivision or land use consent stage as the type of development that will happen will only be known at building consent stage.



- Development contributions levied at the subdivision or land use consent stage were for a small dwelling, but the dwelling built is larger or is subsequently extended.
- The nature of use has changed, for example from a low infrastructure demand commercial use to a high infrastructure demand commercial use.
- A property owner with an existing dwelling installs an additional residential unit as a permitted activity without the need for resource consent, building consent or separate new connection.

Notice

30. A development contribution notice will normally be issued when a resource consent, building consent, certificate of acceptance or service connection authorisation is granted, or when Council is notified of an additional permitted residential unit. In some cases, the notice may be issued or re-issued later. The notice is an important step in the process as it outlines the activities and the number of HEUs assessed for development contributions, as well as the charges that will apply to the development. It also triggers rights to request a development contributions reconsideration or to lodge an objection (see the section on *Review rights* below).
31. If multiple consents or authorisations are being issued for a development, a notice of requirement may be issued for each. However, where payments are made in relation to one of the notices, actual credits will be recognised for the remaining notices.
32. Development contributions notices do not constitute an invoice or an obligation to pay for the purposes of the Goods and Services Tax Act 1985. A tax invoice will be issued at the time of supply, being the earlier of Council issuing an invoice to the applicant or payment of the development contributions.

Invoice

33. An invoice for development contribution charges will be issued to provide an accounting record and to initiate the payment process. The timing of the invoice is different for different types of consents or authorisations (see Table 2). If there is a delay between when a notice is issued and when an invoice is issued, the Council may adjust the charges levied in the invoice to account for inflation.

Table 2: Invoice timing

	INVOICE TIMING
Building consent	At granting of the building consent
Certificate of acceptance	At issue of a certificate of acceptance
Resource consent for subdivision	At the time of application for a certificate under section 224(c) of the Resource Management Act 1991. An invoice will be issued for each stage of a development for which 224 (c) certificates are sought, even where separate stages are part of the same consent
Resource consent (other)	At granting of the resource consent
Service connection	At granting of the service connection for stormwater services
Permitted additional residential unit (Granny Flat)	On becoming aware of a permitted residential unit where no consent is required for construction



34. Despite the provisions set out above, if a development contribution required by Council is not invoiced at the specified time as a result of an error or omission on the part of Council, the invoice will be issued when the error or omission is identified. The development contributions remain payable.

Payment

35. Unless otherwise agreed in a Development Agreement, development contributions must be paid by the due dates in Table 3.

Table 3: Payment due date

	PAYMENT DUE DATE
Building consent	20 th of the month following the issue of the invoice
Certificate of acceptance	At issue of the certificate of acceptance
Resource consent for subdivision	Prior to release of the certificate under section 224(c) of the Resource Management Act 1991 (the 224(c) certificate)
Resource consent (other)	20 th of the month following the issue of the invoice
Service connection	At issue of the connection approval
Additional permitted residential unit	20 th of the month following the issue of the invoice after Council is notified of, or becomes aware of, the additional residential unit

36. On time payment is important because, until the development contributions have been paid in full, Council may:
- Prevent the commencement of a resource consent.
 - Withhold a certificate under Section 224(c) of the RMA.
 - Withhold a code compliance certificate under Section 95 of the Building Act 2004.
 - Withhold a service connection to the development.
 - Withhold a certificate of acceptance under section 99 of the Building Act 2004.
37. Where invoices remain unpaid beyond the payment terms set out in this Policy, Council will start debt collection proceedings, which may involve the use of a credit recovery agent. Council may also register the development contribution under the Land Transfer Act 2017, as a charge on the title of the land in respect of which the development contribution was required.

Determining infrastructure impact

38. In order to have a consistent method of charging for development contributions, this Policy is centred around the concept of a household unit equivalent or “HEU” for infrastructure. In other words, an average household in a standard residential unit and the demands they typically place on community facilities. Table 4 summarises the demand characteristics of each HEU.



Table 4: HEU demand measures

ACTIVITY	UNIT OF MEASUREMENT	DEMAND PER HEU
Water	Litres per day	600 litres per day
Wastewater	Litres per day	480 litres per day
Stormwater	Impervious surface area	300m ²
Transport	Trips per day	10 trips per day
Reserves	Occupancy	2.5 people
Community facilities	Occupancy	2.5 people

Residential development

39. In general, the number of HEUs charged is one per new allotment or residential unit created, although lower assessments can apply in some cases for small residential units.
40. When calculating the number of HEUs for a residential subdivision, Council will adjust the assessment to account for any:
- Credits relating to the site (refer to the *Credits* section below).
 - Allotment which, by agreement, is to be vested in Council for a public purpose.
 - Allotment required as a condition of consent to be amalgamated with another allotment.
41. Retirement units, visitor accommodation units and small residential units (granny flats) up to 70m² gross floor area (GFA) will be assessed as set out in Table 5.

Small residential units

42. Council will apply lower assessments for small residential units in relation to:
- Building consents or certificate of acceptance.
 - Subdivision, land use consents, or connection authorisation where it is provided information by the applicant that demonstrates that a small residential unit(s) will be provided, to the satisfaction of Council. Council may enter into agreements with developers or landowners to give effect to a small residential unit assessment and bind the applicant to any conditions that accompany the assessment.
 - Additional permitted residential units installed or built without the need for building consent, resource consent or additional new connections.
43. Such assessments are guided by the parameters outlined in Table 5.

Table 5: Small residential unit (RU) assessment guidance

	SMALL RU	SMALL RU	STANDARD RU
No. of bedrooms*	1 or ≤ 50m ² GFA	2 or ≤ 70m ² GFA	3 or more or > 70 m ² GFA.



HEU Discount (all services)	50%	25%	Nil
Proportion of HEU Payable for all charges	0.5	0.75	1

* A definition of bedroom is provided in the glossary

44. Alternatively, for subdivisions, Council will assess each allotment as 1 HEU and may agree to postpone payment by the person undertaking the subdivision until a building consent is issued for an allotment, or where no building consent is required, until the additional permitted residential unit is constructed. Council will adjust the assessment and the payment required at that time accordingly. See the section on *postponement*.
45. Should additional bedrooms be proposed to a minor residential unit that has been assessed under this section, Council will require additional development contributions in line with Table 6.

Table 6: Small residential unit (RU) extension assessment guidance (HEUs)

TYPE OF EXTENSION	TOP UP PROPORTION PAYABLE	TOTAL PROPORTION PAID
Extend small RU $\leq 50\text{m}^2$ to a small RU $\leq 70\text{m}^2$	0.25	0.75
Extend small RU $\leq 50\text{m}^2$ to a standard RU	0.5	1
Extend small RU $\leq 70\text{m}^2$ to a standard RU	0.25	1

Non-Residential development

46. Non-residential subdivisions, land uses or building developments are more complicated as they do not usually conform with typical household demands for each service.
47. If no proper assessment of the likely demand for activities is able to be carried out at the subdivision consent stage, a development contribution based on one HEU will be charged for each new allotment created and Council will require an assessment to be carried out at the land use or building consent stage. This later assessment will credit any development contributions paid at the subdivision consent stage.

Special assessments

48. Developments sometimes require a special level of service or are of a type or scale which is not readily assessed in terms of HEUs—such as large-scale primary sector processors or service stations. In these cases, Council may decide to make a special assessment of the HEUs applicable to the development. In general, Council will consider the need for a special assessment for one or more activities where it considers that:
 - The non-residential development is likely to be more than 1 HEU; or
 - The development is likely to have less than half or more than twice the demand for an activity listed in Table 5 for that development type; or
 - A non-residential development does not fit into an industrial, retail, commercial, or accommodation land use and must be considered under the other category in Table 5; or
 - A non-residential development may use more than 1500 litres of water per day.



49. The demand measures in Table 4 will be used to help guide special assessments.
50. If a special assessment is sought, Council may require the developer to provide information on the demand for community facilities generated by the development. Council may also carry out its own assessment for any development and may determine the applicable development contributions based on its estimates.

Credits

51. Credits are a way of acknowledging that the lot, home or business may already be connected to, or lawfully entitled to use, one or more Council services, or a development contribution, or financial contribution or the same purpose, has been paid previously. Credits can reduce or even eliminate the need for a development contribution. Credits cannot be paid out in cash and can only be used for development on the same site.
52. Credits will be given for properties when:
- A development contribution for a lot has already been paid (at least in part). For example, most new subdivision lots will already have development contributions levied and paid for at least one HEU; or
 - The lot existed before 1 July 2005 and was within an urban serviced area (or equivalent) at that time under the District Plan (i.e. urban residential or urban industrial, commercial, or retail zoning, or the equivalent where there is no zoning). or
 - The property was otherwise lawfully connected to a service as at 1 July 2005.
53. Credits given will be determined in accordance with Table 8.

Table 8: Standard credits

	CREDIT FOR EACH SERVICE FOR WHICH A DEVELOPMENT CONTRIBUTION HAS BEEN PAID	CREDIT* FOR URBAN LOTS THAT EXISTED BEFORE 1 JULY 2005	CREDIT FOR LAWFULLY CONNECTED SERVICE AS AT 1 JULY 2005
Residential units or lots	The number of HEUs	1 HEU for all services	1 HEU for the service(s) connected
Non-residential buildings or lots		A 'before and after' assessment of demand, using a special assessment or the conversion factors set out in Table 4, will be undertaken to determine credits and any increase in demand on services. Council will be guided by actual use over the period 1 July – 30 June when making this assessment.	

** Roading, community facilities, and reserves only unless a restricted water supply is also provided

Review rights

54. Developers are entitled under the LGA to request a reconsideration or lodge a formal objection if they think Council has made a mistake in assessing the level of development contributions for their development. A formal objection must be made within 15 working days of the development contribution being levied. Where an objection is not lodged within this timeframe, any review is entirely at the sole discretion of Council.



Reconsideration

55. Reconsideration requests are a process that formally requires Council to reconsider its assessment of development contributions for a development. Reconsideration requests can be made where the developer has grounds to believe that:
- The development contribution levied was incorrectly calculated or assessed under this Policy; or
 - Council has incorrectly applied this Policy; or
 - The information Council used to assess the development against this Policy, or the way that Council has recorded or used that information when requiring a development contribution, was incomplete or contained errors.
56. To seek a reconsideration, the developer must:
- Lodge the reconsideration request within 10 working days of receiving the development contribution notice.
 - Use the reconsideration form (found on the Council's website www.otodc.govt.nz) and supply any supporting information with the form.
 - Pay the reconsideration fee (if any) at the time of application, as set out in Council's Schedule of Fees and Charges.
57. Applications with insufficient information or without payment of the required fee will be returned to the requestor, with a request for additional information or payment.
58. Once Council has received all required information and the reconsideration fee, if applicable, the request will be considered by either Group Manager Business Enablement or Group Manager Regulatory and growth (being the Group Manager who did not undertake the original DC assessment). Notice of Council's decision will be issued within 15 working days from the date on which Council receives all required relevant information relating to the request.

Objections

59. Objections are a more formal process that allow developers to seek a review of the Council's decision. A panel of up to three independent commissioners will consider the objection. The decision of the commissioners is binding on the developer and the Council, although either party may seek a judicial review of the decision.
60. Objections may only be made on the grounds that Council has:
- Failed to properly take into account features of the development that, on their own or cumulatively with those of other developments, would substantially reduce the impact of the development on requirements for community facilities in the district or parts of the District; or
 - Required a development contribution for community facilities not required by, or related to, the development, whether on its own or cumulatively with other developments; or
 - Required a development contribution in breach of section 200 of the LGA; or
 - Incorrectly applied this Policy to the development.



61. Schedule 13A of the LGA sets out the objection process. To pursue an objection, a developer must:
- Lodge the request for an objection within 15 working days of receiving notice to pay a development contribution, or within 15 working days of receiving the outcome of any request for a reconsideration.
 - Use the objection form (found on the Council's website www.otodc.govt.nz) and supply any supporting information with the form.
 - Pay a deposit.
62. Objectors are liable for all costs incurred in the objection process including staff arranging and administering the process, commissioner's time, and other costs incurred by Council associated with any hearings such as room hire and associated expenses, as provided by section 150A of LGA. However, objectors are not liable for the fees and allowances costs associated with any Council witnesses.

Other operational matters

Refunds

63. Sections 209 and 210 of the LGA state the circumstances where development contributions must be refunded, or land returned. In summary, Council will refund or return to the consent holder development contributions paid if:
- The resource consent:
 - lapses under section 125 of the RMA; or
 - is surrendered under section 138 of the RMA; or
 - The building consent lapses under section 52 of the Building Act 2004; or
 - The development or building in respect of which the resource consent or building consent was granted does not proceed; or
 - Council does not provide the reserve or network infrastructure for which the development contributions were required.
64. The Council may retain any portion of a development contribution referred to above of a value equivalent to the costs incurred by the Council in relation to the development or building and its discontinuance.
65. Council may retain a portion of a development contribution (or land) refunded of a value equivalent to:
- Any administrative and legal costs it has incurred in assessing, imposing, and refunding a development contribution or returning land for network infrastructure or community infrastructure development contributions.
 - Any costs it has incurred in refunding a development contribution or returning land for reserve development contributions.

Limitations on Imposing Development Contributions

66. Council is unable to require a development contribution in certain circumstances, as outlined in section 200 of the LGA, if, and to the extent that:



- It has, under section 108(2)(a) of the RMA, imposed a financial contribution condition on a resource consent in relation to the same development for the same purpose; or
- The developer will fund or otherwise provide for the same reserve or network infrastructure; or
- A third party has funded or provided, or undertaken to fund or provide, the same reserve or network infrastructure.
- The Council has already required a development contribution for the same purpose in respect of the same building work, whether on the granting of a building consent or a certificate of acceptance.

67. In addition, Council will not require a development contribution in any of the following cases:

- Where, except in the case of a new dwelling, the value of any building work for which a building consent is required is less than \$20,000 exclusive of GST, unless the building consent is for a change of use or the building is an additional permitted residential unit.
- Where, in relation to any dwelling, replacement development, repair or renovation work generates no additional demand for reserve or network infrastructure.
- Where a building consent is for a bridge, dam (confined to the dam structure and any tail race) or other public utility.
- The application for a resource or building consent, authorisation, or certificate of acceptance is made by the Crown.

Postponement

68. Postponement of development contribution payment will only be permitted at Council's discretion. Where payment is postponed, Council will require bonds equal in value to the payment owed.

69. Bonds:

- Will only be accepted where the bond is guaranteed by a registered trading bank.
- Shall be for a maximum period of 24 months, subject to later extension as agreed by an authorised officer.
- Will have an interest component added, at an interest rate of 2 percent per annum above the Reserve Bank 90-day bank bill rate on the day the bond document is prepared. The bonded sum will include interest, calculated using the maximum term set out in the bond document.
- Shall be based on the GST inclusive amount of the contribution.

70. If the discretion to allow a bond is exercised, all costs for preparation of the bond documents will be met by the developer.

Development Agreements

71. Council may enter into specific arrangements with a developer for the provision and funding of particular infrastructure under a development agreement, including the development contributions payable, as provided for under sections 207A-207F of the LGA. For activities covered by a development agreement, the



agreement overrides the development contributions normally assessed as payable under this Policy. A Development Agreement may also contain agreements relating to Financial Contributions under the RMA.

Financial Contributions

Summary of Financial Contributions under the Ōtorohanga District Plan

72. Council charges financial contributions under the RMA in the District for parks, recreation reserves and community infrastructure. Financial contributions may be taken for other activities where there is an adverse effect, the taking of financial contributions is justified and there is a corresponding rule in the District Plan.
73. Any proposed subdivision which results in the creation of additional lots (excluding access lots, Network Utility Operation or reserve purposes) is a controlled activity where the proposal complies with the following term for each Additional Lot created a reserve contribution is payable (see Fees and charges).
74. Council has, for this Policy, included voluntary financial contributions to enable affordable housing. At this stage these would be voluntary as neither the District Plan or legislation have rules that require it. The details are:
- the amount and value of the contribution will be the equivalent of at least 5% of the total development yield (total number of proposed dwellings).
 - the value of the contribution will be assessed by an independent valuer agreed to by the Council and the developer.
 - the form of the contribution (land, money or a combination) will be by agreement, with the Council making the final determination if agreement cannot be reached.
 - the contribution must be paid in full prior to: the issue of s224 RMA subdivision certificate; or the issue of building consent; or service connection; (whichever comes first).
75. Where incentives are not set out in the District Plan, **and** FCs are applied voluntarily, Council may consider incentivising FCs for affordable housing through mechanisms that offset or compensate any actual additional and reasonable costs to the contributor/developer to provide affordable housing. Incentives may include, but are not limited to the following and are subject to any District Plan rules as well as budgetary constraints:
- Development Contributions offsets not exceeding the maximum value of the FCs.
 - Transferable Development Rights (TDRs) not exceeding the maximum value or the maximum number of dwellings provided through the FCs.
76. TDRs are a “like for like” preferential right (agreed to by the Council) to develop and may include residential or commercial development. The general policy applying to TDRs is:



- TDRs may be sold by the developer to a third party to implement, for the same value at which they are applied (excluding any adjustment for inflation).
- Examples of TDRs include (but are not limited to) the following, and may also be subject to district plan rules and controls:
 - i. Residential development of a higher density on the same site as the affordable housing.
 - ii. Residential (re)development on another site zoned for residential activity, at a higher density.
 - iii. Commercial (re)development on another site zoned for commercial activity, with an increased gross floor area.

77. These charges may be adjusted annually using the Special Consultative Procedure under s.83 of the LGA - so the Council's Schedule of Fees and Charges should be reviewed to see the current charges. Both the Schedule of Fees and Charges and the District Plan can be found on Council's website www.otodc.govt.nz

Table 10: Financial contribution charges at 1 July 2025 (GST inclusive at 15%).

FINANCIAL CONTRIBUTION	FINANCIAL CONTRIBUTION CHARGE	COMMENT
Districtwide	\$3040.00	Per additional lot

Definitions

In this Policy, unless the context otherwise requires, the following applies:

LGA means the Local Government Act 2002.

Allotment (or lot) has the meaning given to allotment in section 218(2) of the Resource Management Act 1991.

Accommodation unit has the meaning given in section 197 of the Local Government Act 2002.

Activity means the provision of facilities and amenities within the meaning or network infrastructure, reserves, or community infrastructure for which a development contribution charge exists under this Policy.

Affordable Housing means housing that is anticipated to be affordable for those whose household income is below the New Zealand median income for households.

Asset Management Plan means Council plan for the management of assets within an activity that applies technical and financial management techniques to ensure that specified levels of service are provided in the most cost-effective manner over the life-cycle of the asset.

Bedroom means any habitable space within a residential unit capable of being used for sleeping purposes and can be partitioned or closed for privacy including spaces such as a "games", "family", "recreation", "study", "office", "sewing", "den", or "works room" but excludes:

- any kitchen or pantry;
- bathroom or toilet;
- laundry or clothes-drying room;
- walk-in wardrobe;



- corridor, hallway, or lobby;
- garage; and
- any other room smaller than 6m².

Where a residential unit has any *living* or *dining* rooms that can be partitioned or closed for privacy, all such rooms except one shall be considered a bedroom.

Capacity Life means the number of years that the infrastructure will provide capacity for and associated HEUs.

Catchment means the areas within which development contributions charges are determined and charged.

Community Facilities means reserves, network infrastructure, or community infrastructure as defined by the LGA, for which development contributions may be required.

Community infrastructure means:

- land, or development assets on land, owned or controlled by the Council for the purpose of providing public amenities; and
- includes land that the Council authority will acquire for that purpose.

Council means the Ōtorohanga District Council.

Development means any subdivision, building, land use, or work that generates a demand for reserves, network infrastructure, or community infrastructure (but does not include the pipes or lines of a network utility operator).

District means the Ōtorohanga District

District Plan means the operative Ōtorohanga District Plan

Residential Unit means building(s) or part of a building that is used for a residential activity exclusively by one household, and must include sleeping, cooking, bathing and toilet facilities. See National Planning Standards 2019. <https://www.mfe.govt.nz/sites/default/files/media/RMA/national-planning-standards-november-2019.pdf>

Gross Floor Area / GFA means the sum of the total area of all floors of a building or buildings (including any void area in each of those floors, such as service shafts, liftwells or stairwells) measured:

- where there are exterior walls, from the exterior faces of those exterior walls;
- where there are walls separating two buildings, from the centre lines of the walls separating the two buildings;
- where a wall or walls are lacking (for example, a mezzanine floor) and the edge of the floor is discernible, from the edge of the floor.

See National Planning Standards 2019. <https://www.mfe.govt.nz/sites/default/files/media/RMA/national-planning-standards-november-2019.pdf>

Small residential unit means a dwelling, including an additional, accessory or ancillary dwelling, not greater than 70m² gross floor area.



Network Infrastructure means the provision of transportation (roading), water, wastewater and stormwater infrastructure.

Permitted residential unit means a dwelling which may not require resource consent, budling consent or a separate service connection (i.e. which may be connected into existing services)

Reserves means land for public open space and improvements to that land needed for it to function as an area of usable green open space for recreation and sporting activities and the physical welfare and enjoyment of the public, and for the protection of the natural environment and beauty of the countryside (including landscaping, sports and play equipment, walkways and cycleways, carparks, and toilets). In this Policy, reserve does not include land that forms or is to form part of any road or is used or is to be used for stormwater management purposes.

Retirement Unit means any dwelling unit in a retirement village, but does not include aged care rooms in a hospital or similar facility.

Retirement Village has the meaning given in section 6 of the Retirement Villages Act 2003.

RMA means the Resource Management Act 1991.

Policy means this Development and Financial Contributions Policy.

Service Connection means a physical connection to an activity provided by, or on behalf of, Council (such as water, wastewater or stormwater services).

Household equivalent unit (HEU) means demand for Council services, equivalent to that produced by a nominal household in a standard residential unit.



Part 2: Policy Details

Requirement to have a policy

Council is required to have a policy on development contributions and financial contributions as a component of its funding and financial policies in its Long-Term Plan under section 102(2)(d) of the LGA. This Policy meets that requirement.

Funding summary

78. Council has incurred \$235,192 (before interest costs) on stormwater infrastructure in Ōtorohanga town wholly needed to meet the increased demand for from growth in the Ōtorohanga north area.

79. Table 10 provides a summary of the total costs of growth-related capital expenditure and the funding sought by development contributions for all activities and catchments.

Table 11. Total cost of capital expenditure for growth and funding sources

ACTIVITY	TOTAL CAPEX	GROWTH CAPEX	DC FUNDED CAPEX	TOTAL CAPEX PROPORTION FUNDED BY DEVELOPMENT CONTRIBUTIONS	CAPEX PROPORTION FUNDED FROM OTHER SOURCES	DEVELOPMENT CONTRIBUTION INTEREST	TOTAL AMOUNT TO BE FUNDED BY DEVELOPMENT CONTRIBUTIONS
calcs	A	B	C	$C/A \times 100$	$((A-C)/A) \times 100$	D	C+D
Total Stormwater	\$235,192	\$235,192	\$235,192	100%	0%	\$119,931	\$355,123

Funding Policy Summary

Funding growth expenditure

80. The district has recently seen some growth and as a result council wants to ensure that developments pay their fair share of the capital works that are required to service them.

81. Population and business growth creates the need for new subdivisions and development activity places increasing demand on the assets and services provided by Council. Significant investment in new or upgraded assets and services is accordingly required to meet the demands of growth.

82. The Council has decided to fund these costs from:

- Development contributions under the Local Government Act 2002 for Stormwater only.
- Financial contributions under the Resource Management Act 1991 will continue for:
 - Parks and reserves; and
 - Community facilities.

83. In forming this view, Council has considered the matters set out in section 101(3) of the LGA within its Revenue and Financing Policy, and within this Policy.



84. The Revenue and Financing Policy is Council's primary and over-arching statement on its approach to funding its activities. It outlines how all activities will be funded, and the rationale for Council's preferred funding approach.
85. In addition, Council is required under Section 106(2)(c) of the LGA to explain within this Policy why it has decided to use development contributions and financial contributions to fund capital expenditure relating to the cost of growth. This assessment is below.
86. Council requires development contributions for stormwater and uses financial contributions for parks, reserves and community facilities. The reasons for the difference are:
87. Parks, reserves and community facilities are more district wide and, in some cases, have effectively unlimited capacity,
88. Parks and reserves are sometimes provided by developers as part of their development and providing for this via resource consent conditions is more appropriate than having a Development Agreement.

Community outcomes (s.101(3)(a)(i)) LGA

89. Council has considered whether development contributions and financial contributions are an appropriate source of funding considering each activity, the outcomes sought, and their links to growth infrastructure. Council has developed community outcome statements centred three focus areas: People, Place and Partnership. (See image below)

COMMUNITY OUTCOMES



90. These outcomes seek a well serviced growing community that is financially sustainable. Development contributions provide a mechanism for funding of stormwater infrastructure needed to achieve our growth aspirations that may not otherwise be affordable to our community via rates. As a dedicated growth



funding source, they also offer more secure funding through which we can deliver on our vision and outcomes.

Other funding decision factors (s.101(3)(a)(ii) – (v))

91. Council has considered the funding of growth-related community facilities against the following matters:

- The distribution of benefits between the community as a whole, any identifiable part of the community, and individuals, and the extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity.
- The period in or over which those benefits are expected to occur.
- The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.

92. A summary of this assessment is below.

Table 12: Other funding decision factors

WHO BENEFITS / WHOSE ACT CREATES THE NEED	<p>A portion of Council's work programme over the next 10 years is driven by development or has been scoped to ensure it provides for new developments. The extent to which growth is serviced by, and benefits from an asset or programme as well as how much it serves and benefits existing ratepayers is determined for each asset or programme.</p> <p>Council's policy is to recover growth costs identified through this process from development ("growth pays for growth"), as this is what creates the need for the expenditure and /or benefit principally from new assets and additional network capacity. Where and to the extent that works benefit existing residents and businesses, those costs are recovered through rates.</p> <p>The <i>Catchment determination</i> section below outlines how Council determined the catchments for development contributions in this Policy.</p>
PERIOD OF BENEFIT	<p>The assets constructed for development provide benefits and capacity for developments now and developments in the future. In many cases, the "capacity life" of such assets spans decades.</p> <p>Development contributions allow development related capital expenditure to be apportioned over the capacity life of assets. Developments that benefit from the assets will contribute to its cost, regardless of whether they happen now or in the future.</p> <p>Financial contributions are collected for parks, reserves and community facilities.</p> <p>Parks and reserves are mostly land (excepting any buildings and playgrounds etc) and therefore the period of benefit is in perpetuity. Buildings and playgrounds have capacity lives that also span decades.</p>
FUNDING SOURCES & RATIONALE INCLUDING RATIONALE FOR SEPARATE FUNDING	<p>The cost of supporting development in Ōtorohanga district is significant. Development contributions and financial contributions send clear signals to the development community about the cost of growth and the capital costs of providing infrastructure to support that growth.</p> <p>The benefits to the community are significantly greater than the cost of policy making, calculations, collection, accounting and distribution of funding for development contributions.</p>

Overall impact of liability on the community (s.101(3)(b))

93. Council has also considered the impact of the overall allocation of liability on the community. In this case, the liability for revenue falls directly with the development community. Council considers that the level of development and financial contributions are affordable and do not consider it likely that there will be an



undue or unreasonable impact on the social, economic and cultural wellbeing of this section of the community.

94. Moreover, shifting development costs onto ratepayers is likely to be perceived as unfair and would significantly impact the rates revenue required from existing residents - who do not cause the need, or benefit directly from the growth infrastructure, needed to service new developments.
95. Overall, Council considers it fair and reasonable, and that the social, economic and cultural interests of Ōtorohanga's communities are best advanced through using development contributions and financial contributions to fund the costs of growth-related capital expenditure for community facilities.

Catchment determination

96. When setting development contributions, Council must consider how it sets its catchments for grouping charges by geographic areas.
97. The LGA gives Council wide scope to determine these catchments, provided that:
- The grouping is done in a manner that balances practical and administrative efficiencies with considerations of fairness and equity; and
 - Grouping by geographic area avoids grouping across an entire district wherever practical.
 - Council has determined that there will be a stormwater development contribution for catchment area north of State Highway 3 in Ōtorohanga township.
98. The Council considers that this strikes the right balance between practical and administrative efficiency and considerations of fairness and equity for the following reasons:
- The catchment approach is considered the fairest as it most closely aligns the capital works to the area benefit;
 - It is relatively easy to administer and therefore most cost effective; and
 - It has been used historically with little negative feedback from developers.

Significant assumptions of the policy

Methodology

99. In developing a methodology for the development contributions in this Policy, Council has taken an approach to ensure that the cumulative effect of development is considered across each catchment.

Planning horizons

100. A 10-year timeframe has been used as a basis for forecasting growth and growth-related asset management programmes. This is set out in Council's asset management plans.

Projecting growth

101. The growth projections and assumptions Council uses have been developed through the Waikato Region Demographic and Economic Projections initiative (www.creatingfutures.org.nz). The projections are based



on three work streams – Population (University Waikato), Land Use (Waikato Regional Council) and Economics (Market Economics).

102. Ōtorohanga District has experienced steady but modest population and economic growth, and this growth is forecast to continue. Statistics New Zealand (SNZ) figures indicate the population has increased by an average 1.4% per annum since 2013.

103. Using the Creating Futures median growth forecasts, the key assumptions on future growth are:

- Years 2025-2035:
 - Population growth in the district of around 0.6% (or 60 people) per annum.
 - Labour force growth follows a similar increase as that projected for population.
 - Residential unit growth in the district has not been forecast at this time.
 - Growth in commercial space has not been forecast at this time.
- Years 2035-2055:
 - Population growth in the district of around 0.6% (or around 70 people) per annum.

104. A five-yearly breakdown of the population and household forecast is in table 13.

Table 13: Five-yearly breakdown of population and household forecasts (Medium projections³)

	2023 CENSUS	2025 (EST ⁴)	2030	2035	2040	2045	2050	2055
ŌTOROHANGA TOWN								
Population	3310	3360	3693	3811	4013	4215	4354	4494
Households	1104	1282	1374	1467	1543	1619	1676	1733
ŌTOROHANGA RURAL								
Population	7540	7690	7723	7853	8042	8232	8411	8591
Households	2418	2622	2724	2826	2892	2959	3031	3103
TOTAL								
Population	10850	11050	11324	11665	12061	12447	12780	13084
Households	3519	3872	4102	4293	4456	4577	4693	4836

105. Council has not forecast demand for business development. Consideration of servicing requirements for commercial undertaking that are considered to be greater than 1 HEU will be managed on an 'as and when' basis.

106. The demand forecast is approximately 1000 HEUs over 30 years based on household growth alone (refer Table 13).

³ Waikato Region Demographic and Economic Projections - www.creatingfutures.org.nz

⁴ Population estimates are provided by Stats NZ. Household projections provided by Creating Futures



Best available knowledge

107. Development contributions are based on capital expenditure budgets included in Council's asset management plans and long-term plans. The capital expenditure budgets and projected estimates of future asset works are based on the best available knowledge at the time of preparation. As better information becomes available this Policy will be updated, generally through the Annual Plan or Long-Term Plan process.

Key risks/effects

108. That the growth predictions do not eventuate, resulting in a change to the assumed rate of development. In that event, Council will continue to monitor the rate of growth and will update assumptions in the growth and funding predictions, as required. However, as the projected rate of growth and the level of demand expected on services is considered low, the impact of any significant slow down in growth is not material.

109. That the time lag between expenditure incurred by Council and contributions received from those undertaking developments is different from that assumed in the funding model, and that the costs of capital are greater than expected. This would result in an increase in debt servicing costs. To guard against that occurrence, Council will continue to monitor the rate of growth and will update assumptions in the growth and funding models, as required. This is not considered an issue given current low levels of forecast growth. Ongoing monitoring of growth levels is in place and any significant trend for increased growth will be considered and responded to in Annual Plan/Long-Term Plan processes, including the need to provide new/upgraded infrastructure to support such growth. In that eventually this Policy will likely be reviewed and updated to reflect that change in demand.

Service assumptions

110. That methods of service delivery, and levels of service, will remain substantially unchanged and in accordance with Council's Long-term Plan, asset management plans, and the Regional Infrastructure Technical Specifications.

Funding model

111. A funding model has been developed to calculate development contribution charges under this Policy. It accounts for the activities for which contributions are sought, the assets and programmes related to growth, forecast growth and associated revenue. The funding model embodies several important assumptions, including that:

- All capital expenditure estimates are inflation adjusted and GST exclusive.
- The levels of service (LOS) /backlog, renewal and maintenance portions of each asset or programme will not be funded by development contributions. See the *cost allocation* section below.
- The growth costs associated with an asset are spread over the capacity life of the asset and any debt incurred in relation to that asset will be fully repaid by the end of that capacity life.
- Interest expenses incurred on debt accrued will be recovered via development contributions and shared equally over all forecast HEUs over a 20-year period for each activity/catchment.



Cost allocation

112. Council must consider how to allocate the cost of each asset or programme between three principal drivers – growth, level of service /backlog, and renewal. Council’s general approach to cost allocation is summarised as:

- Where a project provides for and benefits only growth, 100% of a project’s cost is attributed to growth. To qualify for this, there would have to be no renewal element (see below) or material level of service benefit or capacity provided for existing residents and businesses.
- Where a project involves renewal of existing capacity 100% of the cost will be attributed to renewal.
- If a project provides for growth and Level of Service (LOS), after deducting any share of costs attributable to renewal, Council will split the cost between growth and LOS based on the proportions attributed to growth and LOS. For example, “the future beneficiary split.” Under this approach, the cost attributed to:
 - LOS will be based on proportion that the existing community (in HEUs) will make up of the future community (in HEUs).
 - Growth will be based on proportion that the growth (in HEUs) will make up of the future community (in HEUs).]

113. For particularly large and expensive projects, Council may undertake a specific cost apportionment assessment that differs from the general approach outlined above.

Calculating the development contribution charges

114. This section outlines how the development contributions charges were calculated in accordance with section 203 and schedule 13 of the LGA.

Process

115. The steps needed to determine growth, growth projects, cost allocations, and to calculate the development contributions charges are summarised in Table 14.

Table 14: Summary of development contribution charge calculation methodology

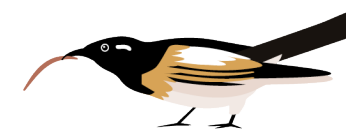
STEP	DESCRIPTION / COMMENT
1. Forecast growth	Council estimates potential land supply and likely take up of that land. The estimates help provide household and business growth forecasts for up to 30 years. See the <i>Projecting Growth</i> section above for further information.
2. Identify projects required to facilitate growth	Develop the works programme needed to facilitate growth. In some cases, Council may have already undertaken the work. The programme in this Policy is for 20 years.
3. Determine the cost allocation for projects	The cost of each asset or programme is apportioned between renewal, growth, and LOS/backlog in accordance with the approach outline in the <i>cost allocation</i> section of this Policy. Schedules 2 and 3 of this Policy outlines the amount required to fund growth from development contributions for each of these assets or programmes.



STEP	DESCRIPTION / COMMENT
4. Determine growth costs to be funded by development contributions	Council determines whether to recover all of the growth costs identified in step 3 from development contributions, or whether some of the growth costs will be funded from other sources.
5. Divide DC funded growth costs by capacity lives	The growth costs from step 4 are divided by its estimated capacity life (defined in HEUs) to provide a HEU charge for each future and past asset and programme.
6. Sum all per asset charges	For each catchment and activity, add up the per HEU asset or programme charges to provide a “raw” total development contribution charge before interest cost are added. For each activity and catchment, development contributions fund the programme on an aggregated basis.
7. Adjust for interest costs and charge inflation adjustments	The raw cost requires adjustments in the funding model to ensure total revenue received over 20 years equals total costs after accounting for interest costs. These costs are shared equally among all HEUs in the relevant catchment over 20 years. These adjustments impact the final charges.

Summary of calculations

116. Schedule 1 summarises the calculation of the development contribution charge for each activity/catchment (step 7). Schedules 2 and 3 provide information on each asset or programme including the information in steps 2 - 6.



Schedule 1 – Development contribution charge calculations

This schedule summarises the calculation of the development contribution charge for each activity for each catchment. This include the components of the charge related to capital expenditure on past assets, capital expenditure on future assets, and interest costs. All figures exclude GST.

Stormwater

REFERENCE	DC FUNDED \$	RECOVERABLE GROWTH / CAPACITY LIFE (UNITS)	DEVELOPMENT CONTRIBUTION CHARGE PER UNIT (GST EXC)
STORMWATER CATCHMENT			
Future asset or programmes (refer schedule 2)	C₁ (future asset/programme costs funded by DCs)	<i>Refer schedule 2</i>	DC_F
Past assets or programmes (refer schedule 3)	C₂ (past asset/programme costs funded by DCs)	<i>Refer schedule 3</i>	DC_P
loan interest costs	IC (interest costs)	#_{ic} (HEUs over which interest costs are being recovered)	DC_{ic} = IC/#_{ic}
Total	TGC (total growth costs funded by DCs) = C₁ + C₂ + IC		DC_{w1} = DC₁+ DC₂+ DC_{ic}
STORMWATER CATCHMENT (EXAMPLE)			
Future asset or programmes (refer schedule 2)	\$0	<i>Refer schedule 2</i>	\$0
Past assets or programmes (refer schedule 3)	\$235,192	<i>Refer schedule 3</i>	\$877.58
Loan Interest	\$119,931	268	\$447.50
Total	\$355,123		\$1,325.00

Schedule 2 – Future assets

Schedule 2 provides the forecast future capital expenditure on asset or programmes attributable to new growth in accordance with section 201A of the LGA. All figures exclude GST.

Not Applicable

Schedule 3 – Past assets

Schedule 3 provides the capital expenditure incurred on asset and programmes attributable to new growth constructed in anticipation of growth, in accordance with section 201A of the LGA 2002. All figures exclude GST.

Stormwater

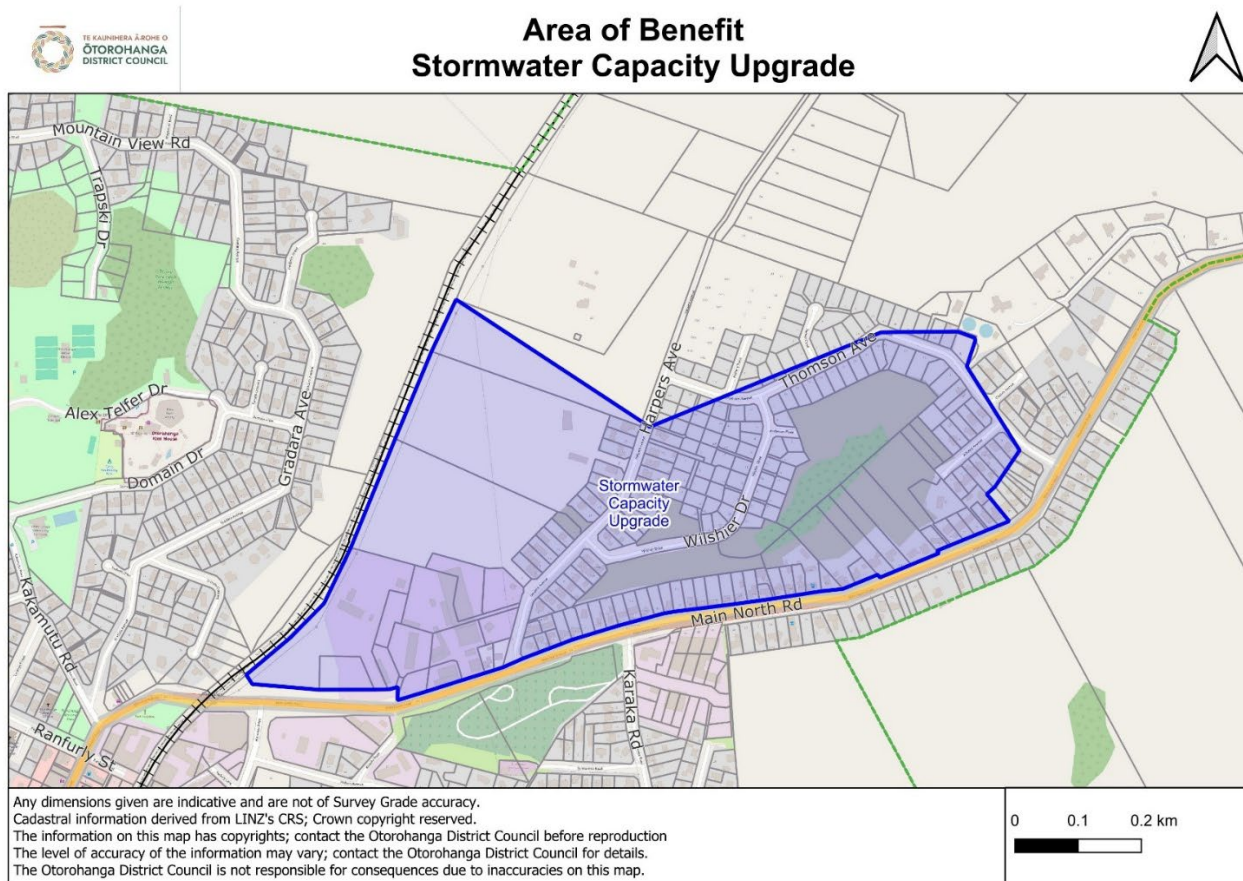
ID	Asset or programme name	Description	Total cost \$	% Funded by DCs	% Funded from other sources	DC funded Cost \$	Years	Recoverable Growth / Capacity Life (HEUs)	Development Contribution Charge
ŌTOROHANGA CATCHMENT									
SW1	SH3/Factory Road additional main	New stormwater main	\$355,123	100%	0	\$355,123	20	268	\$1325.00



Part 3: Catchment Maps

The maps in this section outline the boundaries of the catchments within which development contributions will apply.

Stormwater Catchment Map – SW1



Item 253 Amendments to guidelines and criteria for Council-administered contestable grants

To Ōtorohanga District Council

From Nicky Deeley

Type **DECISION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

- 1.1. To adopt amendments to the eligibility of the Ōtorohanga Community Grants Fund (The Fund), the Sport New Zealand Rural Travel Fund (RTF) and application processes for the three Council administered contestable community funding schemes which includes The Fund, RTF and Creative Communities Scheme (CCS).

2. Executive summary | Whakarāpopoto matua

- 2.1. This report presents recommendations from the Grants Committee (the Committee) following a workshop held on 10 June 2025 to review the criteria for Ōtorohanga District Council's (ŌDC) three contestable community grants.
- 2.2. Proposed amendments include expanding umbrella eligibility for The Fund, clarifying eligibility for applicants with existing ŌDC agreements, requesting Sport NZ approval for broader access to the RTF, and trialling a year-round application window across all three schemes.
- 2.3. These changes aim to improve barriers for applicants while ensuring accountability for rate/tax funded grants.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council:

- a) **Approve** amendments to the Ōtorohanga Community Grants Fund Guidelines to:

- i) include businesses as potential ‘umbrella’ organisations alongside registered nonprofits and/or incorporated organisations.
- ii) remove the criteria which does not allow applications from those groups already funded through a Service Level Agreement (SLA) with ŌDC if the project funding application activities fall outside of the group’s SLA deliverables.
- b) **Confirm** that the Ōtorohanga Community Grants Fund retain the level of accountability presented to the Committee which can include description of activity, photographs, quotes and receipts.
- c) **Allow** Sport New Zealand Rural Travel Fund applications from informal groups who are based in the Ōtorohanga district.
- d) **Retain** two Grants Committee meetings per year, approximately six months apart, for funding decisions; and amend the application process for all three contestable funds—the Fund, the Rural Travel Fund, and the Creative Communities Scheme—to allow year-round submissions with clearly defined cut-off dates for each funding round acknowledging that this may change under the new Mayorship.

4. Context | Horopaki

4.1. ŌDC administers three contestable community grants.

The Ōtorohanga Community Grants Fund

4.2. The Community Grants Fund was established through the Long-Term Plan 2021–2031. A committee of four Councillors and one external iwi representative is responsible for assessing and allocating funding. The Fund is a contestable fund for community groups and organisations with an annual allocation of \$100,000 which is drawn from district rates, and a maximum allocation of \$5,000 per application.

4.3. The Fund sits separately to the RTF and the CCS whose criteria and funding are provided by their respective agencies. The Guidelines for The Fund are attached as Appendix 1 and have not been reviewed since its inception.

Rural Travel Fund

4.4. The RTF is administered on behalf of Sport NZ and is designed to reduce barriers for young people (aged 5–19) in rural areas to participate in organised sport. The funding is central government

funded and disbursed in accordance with national guidelines¹ developed by Sport NZ and implemented locally with the support of Sport Waikato.

Creative Communities Grant Scheme

4.5. Funded by Creative New Zealand, the CCS creates opportunities for local communities to engage with and participate in local arts activities. It is also central government funded and has its own national eligibility criteria and decision-making processes². The CCS has three outcomes:

- Diversity – to support the diverse artistic cultural traditions of local communities
- Young People – to enable young people (under 18 years) to engage with, and participate in the arts
- Participation – to create opportunities for local communities to engage with and participate in local arts activities.

5. Discussion | He kōrerorero

5.1. On 10 June 2025 the Committee, supported by the Grants Manager, held a workshop to review and discuss the criteria and processes for three ŌDC-administered contestable community funding schemes:

- The Community Grants Fund (The Fund)
- The Creative Communities Scheme (CCS)
- The Sport NZ Rural Travel Fund (RTF)

5.2. This report presents the Committee's recommendations from the workshop and provides relevant background information to support ŌDC's decision-making on the administration and eligibility settings of these funds, as much as is within ŌDC's control.

5.3. Each fund has its own separate set of guidelines and criteria which include eligibility, outcomes, and accountability expectations.

5.4. The Committee gave particular attention to:

The Community Grants Fund (The Fund)

- The role of umbrella organisations in supporting unincorporated groups

¹ <https://sportnz.org.nz/media/4273/rural-travel-fund-guidelines-2021-2024.pdf>

² <https://creativenz.govt.nz/funding-and-support/all-opportunities/creative-communities-scheme>

- Consideration of applicants already receiving other forms of ŌDC funding
- The level and format of accountability reporting provided to the Committee

The Rural Travel Fund (RTF):

- Whether applications from non-registered groups (e.g. informal groups or individual applicants) should be accepted.

5.5. The timing of funding rounds and the openness of the application window were also discussed for all three funds, with a view to improving accessibility for applicants.

The Fund – Role of Umbrella Organisations

- 5.6. The Fund's current guidelines state that applicants must have legal entity as either a not-for-profit incorporated organisation (including a charitable trust, trust, incorporated society) or a Māori Trust Board. However, provision is also made for unregistered community groups to apply via an umbrella organisation.
- 5.7. Under this arrangement, a community organisation with legal entity agrees to receive and administer the grant on behalf of the applicant. While umbrella groups are legally accountable to ŌDC for the expenditure of the grant, they are not expected to manage the delivery of the project.
- 5.8. If a non-registered applicant (with an umbrella in place) does not complete their project and then does not co-operate with Council staff to return outstanding funds to ŌDC, it would be unlikely that ŌDC would exercise pressure on an umbrella group to cover the outstanding amount. In alignment with protocol from the CCS Creative Arts Grant the project would likely be 'retired' by ŌDC. Any future applications received from that applicant to any ŌDC managed grant would take this history into account and which may result in a declined application.
- 5.9. Despite efforts by ŌDC staff to broaden the pool of umbrella organisations, the responsibility often defaults to two core groups; Elevate and the Ōtorohanga Historical Society. This can place pressure on their capacity, particularly the treasurer. Some applicants, especially new ones, struggle to secure a suitable umbrella organisation, which can deter participation.
- 5.10. ŌDC staff advised that it is not a legal or audit requirement for funding to be administered through an umbrella group.
- 5.11. While CCS and RTF do not require umbrella organisations and allow applications from individuals and unregistered groups, the Committee felt strongly that, as The Fund is rate-funded (unlike the government-funded CCS and RTF), ŌDC has a heightened responsibility to ensure robust accountability arrangements are in place. For this reason, the use of umbrella organisations was

recommended to be retained to provide an additional layer of financial assurance and community trust.

5.12. However, the Committee expressed support for expanding eligible umbrella groups to include businesses. This has potential to enhance accessibility and reduce the bottleneck experienced by a limited number of existing umbrella organisations.

Applicants Already Funded by Council

5.13. Current Fund guidelines state that projects will not be funded where the applicant already has a service level agreement (SLA) or contract with ŌDC. However, some organisations such as Elevate and Ōtorohanga Support House Whare Awhina (OSHWA) have successfully applied for funding for discrete projects that fall outside of their usual service arrangements.

5.14. These include Elevate receiving funding to deliver the Ōtorohanga Christmas Parade and OSHWA for their Christmas wrap project, neither of which are deliverables under their existing SLA with ŌDC.

5.15. The Committee supported a staff recommendation to amend the Fund guidelines to clarify that applicants with existing agreements may still be eligible, provided the proposed project is outside the scope of their contract and delivers clear community benefit.

Accountability and Reporting

5.16. Successful applicants to The Fund are required to submit an Accountability Report outlining how funds were spent and the outcomes achieved. Reports typically include receipts, written summaries, receipts, and photos.

5.17. During the workshop, the Committee was asked whether it wished to receive summarised versions of The Funds accountability reports. The Committee confirmed that it preferred to retain full reports as submitted, recognising the importance of maintaining transparency and accountability over the use of public funds.

5.18. RTF and CCS have clear accountability requirements that ŌDC uphold on behalf of the funding entities.

Application Timeframes

5.19. Currently, the three contestable funds (The Fund, CCS, and RTF) are open through two annual funding rounds, usually February/March and August/September. Each round has a four-week application window.

5.20. The current timeframe:

- Encourages a sense of urgency among applicants.
- Results in a healthy volume and variety of applications.
- Supports competitive funding decisions.

5.21. The Committee has recommended trialling a change to allow applications to be submitted year-round. This approach aims to provide applicants with more time to secure support from umbrella groups, which may require approval through their own governance meeting schedules. Despite this change, the Committee will continue to hold two decision-making meetings annually to review and approve applications.

5.22. While this approach may help applicants, staff note two potential implications:

- Increased costs for communications and advertising to ensure continuous community awareness of funding availability.
- Frustration among applicants who may wait up to six months for a decision if they apply just after a funding round closes.

5.23. These are deemed as low risk and staff recommend trialling this approach for one year and reviewing the impact.

Sport NZ Rural Travel Fund – Non-Registered and Individual Applicants

5.24. Previously, a one-off funding boost from Sport NZ prompted the temporary relaxation of eligibility criteria, allowing applications from individual players and informal groups. This was particularly beneficial in areas with limited local clubs, such as Kāwhia. This approach was supported by Sport Waikato representative Robbie Matthews.

5.25. Following the success of the relaxed criteria approach, the Committee expressed support for permanently allowing applications from individuals and unregistered groups, provided they can supply a letter of support from a registered group or business to provide a further layer of accountability.

5.26. Given the national guidelines governing this fund, staff sought approval from Sport NZ who:

- a) declined to permanently amend the RTF criteria to accept applications from individuals
- b) agreed to ŌDC permanently amending the RTF criteria to accept applications from non-formal groups and clubs provided the clubs/groups are based in the Ōtorohanga District. (as a recent example Kāwhia Kickboxing Maui Tahi group)

6. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. The proposed changes to grant criteria and processes are considered low significance within ŌDC's Significance and Engagement Policy. No formal public engagement is required, but communication with regular applicants and potential umbrella groups will be undertaken.

Impacts on Māori

- 6.2. The proposed changes may positively impact Māori by expanding access to community funding for unregistered groups and individuals who may not have ready access to legal structures. The ability to use a broader range of umbrella organisations may enhance accessibility for kaupapa Māori projects and whānau-based initiatives.

Risk analysis

- 6.3. There is a low financial and reputational risk associated with the proposed changes. Retaining the umbrella requirement for The Fund maintains a safeguard for rate contributor accountability. Trialling an open application window introduces minimal administrative risk, which will be monitored and evaluated. Expanding umbrella eligibility also mitigates the risk of applicant exclusion due to structural barriers.

Policy and plans

- 6.4. The proposed amendments align with the intent and direction of ŌDC's Long-Term Plan 2024–2034 and are not in contradiction to any current policies or plans. They support improved access to funding, greater accountability for rate-funded grants, and responsiveness to community needs

Legal

- 6.5. There are no legal barriers to implementing the proposed changes. Staff have liaised with Sport NZ and received formal approval for the permanent inclusion of informal groups in RTF eligibility.

Financial

- 6.6. There are no changes to the quantum of funding available through any of the three schemes. Staff have noted a potential increase in advertising costs if The Fund moves to a year-round application model. This will be managed within existing operational budgets and evaluated at the end of the trial period.

7. Options analysis

Option 1: Status Quo – No Changes Made

7.1. ŌDC retains existing grant criteria and timelines for all three funding schemes.

- *Pros:* No change to current systems; minimal administrative impact.
- *Cons:* Ongoing challenges for unregistered applicants; limited flexibility for applicants needing umbrella support; potentially reduced uptake in harder-to-reach areas.

Option 2: Implement All Recommended Changes (*Recommended Option*)

7.2. ŌDC adopts all recommendations from the Committee, including amendments to umbrella group eligibility, SLA exclusions, year-round applications with set cut-offs, and a formal request to Sport NZ regarding RTF eligibility expansion.

- *Pros:* Improves equity and access; addresses the Committee and community concerns; supports clearer accountability for rate contribution funding; aligns with LTP goals.
- *Cons:* Minor increase in administrative and advertising workload; requires external approval from Sport NZ.

Option 3: Partial Implementation

7.3. ŌDC adopts only select changes (e.g. umbrella criteria but not year-round applications).

- *Pros:* Some improvements in accessibility and clarity.
- *Cons:* Some community barriers may remain.

Recommended option and rationale

7.4. The preferred option is **Option 2: Implement All Recommended Changes**. This approach supports a more inclusive funding environment, retains accountability for rate contributions, and enhances Council's ability to meet evolving community needs while maintaining compliance with national funding frameworks.

8. Appendices | Ngā āpitihanga

Number	Title
1	The Fund Guidelines

Ōtorohanga District Community Grants Fund Guidelines



1.0 Introduction and Purpose

- 1.1 The Ōtorohanga District Community Grants Fund (the Fund) is a contestable fund for community groups and organisations.
- 1.2 The Fund provides community assistance for the 'not for profit' sector in order to create a strong social, environmental, economic and cultural base and to meet local needs, contributes to the achievement of Council's Community Outcomes and supports Council's priorities.
- 1.3 The Guidelines set out the funding criteria and allocation process for the Fund.
- 1.4 The Guidelines help ensure the distribution of funding:
 - Is appropriately targeted
 - Occurs in a consistent, efficient and effective manner
 - Is fair and transparent; and
 - Promotes accountability

2.0 Policy Considerations

- 2.1 An overarching Grants Policy is currently being developed for all of the grants administered by Council.
- 2.2 This will include, but will not be limited to the Ōtorohanga District Community Grants Fund.
- 2.3 While the existence of a Grants Policy will clarify Council's community funding strategy, these guidelines represent the primary basis on which applications to the Community Grants Fund will determined.

3.0 Definitions

Long Term Plan (LTP)	Council's adopted Long Term Plan (LTP) as defined by the Local Government Act 2002.
Capital Expenditure	Expenditure that results in the procurement and ownership of an asset, whose purpose or use will provide benefits to the applying organisation for a period greater than one year.
Operating Expenditure	Expenditure that supports the day-to-day operation of a community group/organization.
Community Organisation	A not-for-profit group or organisation that has the primary objective to provide programmes, services, facilities or activities that benefit the social, cultural, economic and environmental wellbeing of communities in the Ōtorohanga District.

4.0 What can be funded?

- 4.1 The following costs will be considered for funding:
- Expenditure to support or obtain resources for a project or initiative
 - Capital expenditure for grant requests up to \$5000

5.0 What will not be funded?

- 5.1 The following will not be considered for funding:
- Projects that have been completed
 - Loan / Debt Repayment
 - Wages or Salary
 - Where an organization already has a funding arrangement or service agreement with Council to deliver services
 - Organisations yet to fulfil their funding obligations from a previous funding round

6.0 Funding Considerations

- 6.1 Applications will be considered that:
- Align with and support Council's Vision and Community Outcomes
 - Get the community involved across a diverse range of people
 - Advance collaboration across community sectors

7.0 Applicants – Eligible

- 7.1 Not-for-profit incorporated organisations (including Charitable Trusts, Trusts, Incorporated Societies) and Maori Trust Boards. These groups are a recognised legal entity and are referred to collectively as 'community organisations'. Most community organisations have a formal legal structure and founding documents (e.g. a constitution).
- 7.2 Groups with no formal legal structure/status may apply for grants via nominating an 'umbrella' non-profit incorporated community organisation, which has agreed to receive and administer the grant on their behalf. The umbrella organisation would be legally accountable to Council for the expenditure of the grant.
- 7.3 A maximum of one application per annum, per community organisation will apply.

7.4 Applicants - Ineligible

- For-profit organisations
- Individuals
- Political Organisations
- Social Clubs
- Internal Applicants (such as departments of Council or subcommittee of Council)
- Other local authorities, government agencies or public sector entities
- Organisations with outstanding projects from previous Council funding rounds

8.0 Making an Application

- 8.1 All applications:

- Must be made via the appropriate Community Grants Application Form
- Must be complete with all necessary information attached
- Must be submitted before the advertised closing date/time

8.2 Incomplete or late applications may be deemed ineligible and therefore may not be considered for funding.

8.3 All applications must include the following:

- Proof of legal entity, governance structure and charter/constitution
- The organisation's latest confirmed annual financial accounts
- Verified bank account details for the applicant organisation
- Information about other support (funding, in-kind, etc) the group has received from other sources generally and other support sought in relation to the application
- Disclosure of any other monies, grants, benefits or assistance the group receives from Council, including but not limited to; rates, water charges, insurances, reduced rental

9.0 Level of Financial Reserves

9.1 It is acknowledged that it is prudent for organisations to carry financial reserves for their operations. However, if an organisation is carrying reserves greater than a year of operating costs with funding not tagged for special projects, Council may not approve a grant to the organisation.

10.0 When to apply

10.1 Funding rounds will be advertised on Council's website, Face Book Page and in the local newspaper with the intention of having two funding rounds per year around August/September and February/March of each financial year.

10.2 The application period will be 6 weeks. Extensions of time will not be granted, and late/incomplete applications will not be retained/held over for a future funding round.

11.0 Funding Allocation

11.1 The total funding assistance provided to the community through the Fund is confirmed by Council at adoption of the Long Term Plan and through the subsequent Annual Plan reviews. This amount will be stated on Council's website. The level of funding available is at the sole discretion of Council, and not all funds available in a funding round have to be allocated.

12.0 Decision Making

12.1 Applications will be determined by Council's Grants and Awards Committee through a contestable comparative assessment process, where the relative merits of applications are considered, having regard to the relative benefits of each proposal.

12.2 In this context contestable means that:

- Applications are invited during scheduled funding rounds twice a year, with publicly advertised opening and closing dates
- Any eligible organisation has an equal opportunity to be considered for a grant
- Clearly defined processes will be applied to the consideration of all applications; and

- Final allocation decisions are made in a public Grants and Awards Committee meeting

13.0 Funding Obligations

- 13.1 Funding must be used for the purpose for which it was approved, and any specific conditions met.
- 13.2 Projects must be completed within 12-months from receiving the grant, unless otherwise agreed.
- 13.3 Successful applicants will be required to submit an Accountability Report upon completion of the project or initiative, with the timeframe for submission of the report specified in the funding confirmation letter.
- 13.4 Failure to adequately account for the use of a past grant will be sufficient cause for any subsequent application to be declined.
- 13.5 Using a grant for any purpose other than that approved may result in future applications being declined.
- 13.6 Council reserves the right to request the repayment of any funds allocated to a group or organisation where grant misuse is identified.
- 13.7 Council reserves the right to conduct audits on grants received by organisations.

Item 254 Bylaw reviews – Approval to consult

To Ōtorohanga District Council

From Tony Quickfall, Group Manager Regulatory and Growth

Type **DECISION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

1.1. To seek approval to consult on two bylaw reviews involving minor amendments.

2. Executive summary | Whakarāpopoto matua

2.1. Ōtorohanga District Council (ŌDC) has several bylaws that were developed under the Local Government Act 2002 (LGA). The LGA requires a statutory review of bylaws every 10 years.

2.2. ŌDC has three bylaws that must be reviewed in 2025, being:

- a) Structures and Works in Public Places 2015
- b) Keeping of Stock, Poultry and Bees 2009 (as reviewed 2015)
- c) Stock Movement Bylaw 2014 (overdue).

2.3. These bylaws have been reviewed, and staff have determined the bylaws should be retained, with relatively minor amendments and updates. Given these involve proposed amendments, ŌDC must follow a consultation process, and this report seeks ŌDC's approval to undertake consultation.

2.4. The review and consultation process is as follows:

- a) Review of the bylaws, reconfirm their need, and identify amendments.
- b) A "Statement of Proposal" and "Consultation Document" is prepared for each bylaw to be amended (refer appendices).
- c) The bylaw amendments are made (refer appendices).
- d) The Statement of Proposal, Consultation Document and bylaw are released for consultation and submissions are invited.

- e) If submissions are received and submitters request to be heard, a hearing is held by Council. If no submitter requests to be heard, no hearing is required.
- f) Council then holds deliberations to consider any submissions and makes final decisions on the amendments.
- g) The amended bylaws are publicly notified as final, updated on the website, and come into effect on a specified date.

2.5. Staff propose to consult on Structures and Works in Public Places 2015 and Keeping of Stock, Poultry and Bees 2009 together as a bundle, and will separately bring a report on the Stock Movement Bylaw which is still to be finalised.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council:

- a) Approve the Statement of Proposal, Consultation Document, and Proposed Amendments to the bylaws as shown in: Appendix 1 (Structures and Works in Public Places Bylaw); and Appendix 2 (Keeping of Stock, Poultry and Bees Bylaw); and
- b) Approve the following dates:
 - i) Monday 30 June to Friday 8 August 2025 (30 working days): Combined consultation for bylaw reviews
 - ii) Tuesday 26 August 2025 ŌDC meeting: Hearings, deliberations and decision on bylaws.
 - iii) Monday 8 September 2025: Public notice of the final bylaws.
 - iv) Monday 15 September 2025: Bylaws as amended, come into effect.

4. Context | Horopaki

4.1. Councils have bylaw making powers under the LGA. The LGA requires that bylaws be reviewed 10-yearly.

4.2. ŌDC has three bylaws that must be reviewed in 2025, being:

- a) Structures and Works in Public Places 2015

- b) Keeping of Stock, Poultry and Bees 2009 (as reviewed 2015)
- c) Stock Movement Bylaw 2014 (overdue)

4.3. This report covers the first 2 bylaws, and a separate report will be presented on the Stock Movement Bylaw.

Structures and Works in Public Places 2015

4.4. ŌDC promulgated the current Structures and Works in Public Places Bylaw in 2015. The purpose of this bylaw is to address issues related to the construction, maintenance and demolition of structures in or adjacent to public places, where these are not addressed by the Building Act, Building Regulations, other legislation, or the Ōtorohanga District Plan. The bylaw covers a range of structures within public places that are not covered elsewhere, but which may have effects. These include:

- a) placement and minimum height requirements for verandahs, balconies and awnings extending over public places and allowing ŌDC to remove such structures if they do not comply with the bylaw;
- b) provisions that allow ODC to request building owners to temporarily remove verandahs, balconies and awnings to enable construction work to occur beneath or near to them;
- c) maintenance requirements for verandahs, balconies and awnings over public places to be adequately maintained by the building owner;
- d) establishing conditions on the use of public places during construction, excavation and demolition activities to protect public safety;
- e) provision for street damage deposit charges.

4.5. These range of activities occur infrequently but when they do, they have the potential to impact public access, safety and convenience. Retaining the bylaw enables staff to manage impacts and follow up if complaint arises. These are generally resolved through information and education, however in a relatively few cases, further follow-up and possible enforcement may be needed.

4.6. Having reviewed the bylaw, ŌDC staff consider that the bylaw still has value to “plug the gaps” from other legislation and the District Plan. However, minor amendments are proposed to improve the bylaw including minor typos and ensuring alignment with the latest building regulations. The substance and purpose of the bylaw remains the same.

Keeping of Stock, Poultry and Bees 2009 (as reviewed 2015)

- 4.7. ŌDC promulgated the current Keeping of Stock, Poultry and Bees Bylaw in 2009. The purpose of the bylaw is to control animal nuisance within urban areas (townships) of Ōtorohanga, Kāwhia and Aotea. The bylaw was amended in 2015.
- 4.8. Animal nuisance in urban areas (townships) crops up from time to time. Recent examples include horses in both Kāwhia and Ōtorohanga. Other common examples in other districts include roosters and beehives in towns and urban areas. These issues are broadly determined as “nuisance” type issues. They generally do not meet the threshold for controlling activities under the Resource Management Act, where effects are generally more than “nuisance” and may require specific controls or in some cases, a resource consent.
- 4.9. Maintaining a bylaw around animal nuisance enables staff to follow up if complaint arise. These are generally resolved through information and education, however in a relatively few cases, further follow-up and possible enforcement may be needed.
- 4.10. Having reviewed this bylaw, staff consider that the bylaw still has value as a management tool. However, several amendments are proposed to improve the bylaw including clarification of the areas that it relates to and introducing best practice for keeping beehives in urban areas. The substance and purpose of the bylaw remains the same.

5. Discussion | He kōrerorero

- 5.1. The review of all three bylaws involves several options, these are identified in Table 1.

Table 1: Options Analysis

Option	Advantages	Disadvantages
1. Let the bylaws lapse	<ul style="list-style-type: none"> No administration or enforcement costs 	<ul style="list-style-type: none"> Activities currently controlled under the bylaws will no longer be controlled There would be no legal mechanism for managing potential impacts or nuisance arising from these activities Potential for harm or inconvenience to the public

Option	Advantages	Disadvantages
2. Retain the bylaws as they are	<ul style="list-style-type: none"> Council retains the ability to manage and control animal nuisance 	<ul style="list-style-type: none"> Minor typos are retained Minor updates are not included to align with the latest relevant regulations and/or best practice
3. Amend the District Plan to control activities under the Resource Management Act	<ul style="list-style-type: none"> Better and more flexible enforcement provisions compared with the Local Government Act bylaw enforcement provisions 	<ul style="list-style-type: none"> Significant cost, time and resourcing to do a “one off” plan change (estimated to be not less than \$80,000 and not less than 18 months) The process and regulatory response under the District Plan would be disproportionate to the issue that the bylaws seek to control
4. Amend the bylaw	<ul style="list-style-type: none"> Typos and macrons are corrected The bylaws are updated to reflect latest regulations and/or best practice 	<ul style="list-style-type: none"> Enforcement options under the Local Government Act 2002 for general bylaws are restricted to prosecution only (no ability to issue minor infringements¹)

Recommendation option and rationale

5.2. Based on this analysis, Option 4 (proceed with amendments as proposed) is recommended.

6. Considerations | Ngā whai whakaarotanga

Significance and engagement

6.1. While the amendment themselves are minor in nature and not significant, any amendments to a bylaw impose regulatory controls on the public. Accordingly, and pursuant to the LGA, these bylaws will follow a public consultation process.

Impacts on Maori

6.2. There are no specific impacts on Māori identified in any of the bylaws.

¹ The LGA prosecution process for enforcing *general* bylaws requires a disproportionately high burden of evidence on Council and imposes a Court process with associated time and costs. Because of this, prosecutions for *general* bylaws are very rarely undertaken in relation to bylaw enforcement. There are some exceptions under specific legislation for *specific* bylaws e.g. Dog Control Act. There may however be (depending on the circumstances) a general ability to apply Resource Management Act Abatement powers, which include infringement fines, for repeat, on-going or unresolved issues relating to *general* bylaws.

Risk analysis

- 6.3. The bylaw review process is prescribed in legislation and there are no associated risks with either the process, or the changes.

Policy and plans

- 6.4. Bylaws are “stand alone” regulations under the LGA in their own right. The proposed amendments bylaws are in-line with ŌDC’s overall strategic direction.

Legal

- 6.5. The bylaw review and consultation follow a standard process prescribed in the LGA, being:
- a) Review of the bylaws, reconfirm their need, and identify amendments.
 - b) A “Statement of Proposal” and “Consultation Document” is prepared for each bylaw to be amended (refer appendices).
 - c) The bylaw amendments are identified as track changes (refer appendices).
 - d) The Statement of Proposal, Consultation Document and bylaw are released for consultation and submissions are invited.
 - e) If submissions are received and submitters request to be heard, a hearing is held by Council. If no submitter requests to be heard, no hearing is required.
 - f) Council then holds deliberations to consider any submissions and makes final decisions on the amendments.
 - g) The amended bylaws are publicly notified as final, updated on the website, and come into effect on a specified date.

Financial

- 6.6. There are no financial considerations, with the bylaw review and consultation process being run internally by staff.

7. Options analysis

- 7.1. Refer to the options as set out in Table 1 (section 5). Based on the analysis, Option 4 (proceed with amendments as proposed) is recommended.

8. Appendices | Ngā āpitihanga

Number	Title
1	Structures and Works in Public Places – Statement of Proposal, Consultation Document and proposed amendments to the Bylaw.
2	Keeping of Stock, Poultry and Bees Bylaw– Statement of Proposal, Consultation Document and proposed amendments to the Bylaw.



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

BYLAW REVIEW AND AMENDMENT STRUCTURES AND WORKS IN PUBLIC PLACES

STATEMENT OF PROPOSAL AND CONSULTATION DOCUMENT

ŌTOROHANGA DISTRICT COUNCIL

Date 24 June 2025

PROPOSAL

Council is proposing to amend our “Structures and Works in Public Places” Bylaw, 2015. The proposed amendments:

- ensure compliance with the 10-yearly review of the Bylaw under the Local Government Act 2002;
- amend and correct wording (macrons and typos);
- simplify some wording;
- review to ensure alignment with the latest building regulations.

The amendments are minor in nature and the substantive intent and content of the Bylaw to control Structures and Works in Public Places remains unchanged.

This document includes further information about the proposal; including the reasons for the proposal and the proposed amendments shown as tracked changes to the 2015 Bylaw.

HAVE YOUR SAY

Before making any final decisions, Council would like to know your views. You can tell us what you think of this proposal between 30 June to 8 August 2025.

Further information on how to let us know what you think about the proposal is included in this document.

Key dates

Feedback period:	30 June to 8 August 2025
Chat with a Councillor:	To be confirmed
Deliberations:	26 August 2025
Decision of Council:	26 August 2025

Consultation Document

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Need for amendments	6
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Introduction

Council promulgated the current Structures and Works in Public Places Bylaw in 2015. The purpose of this bylaw is to address issues related to the construction, maintenance and demolition of structures in or adjacent to public places, where these are not addressed by the Building Act, Building Regulations, other legislation, or the Ōtorohanga District Plan.

The Local Government Act 2002 requires bylaws to be reviewed every 10 years. Council has undertaken a review of the current Bylaw and considers that the Bylaw still has value to “plug the gaps” from other legislation and the District Plan. However, minor amendments are proposed to improve the Bylaw, including minor typos and ensuring alignment with the latest building regulations. The substance and purpose of the Bylaw remains the same.

Reasons for the proposal and legislative context

Is the Bylaw (and amendments) the most appropriate way of address the problem?

The Bylaw covers a range of structures within public places that are not covered elsewhere, but which may have effects. These include:

- placement and minimum height requirements for verandahs, balconies and awnings extending over public places and allowing Council to remove such structures if they do not comply with the bylaw;
- provisions that allow the Council to request building owners to temporarily remove verandahs, balconies and awnings to enable construction work to occur beneath or near to them;
- maintenance requirements for verandahs, balconies and awnings over public places to be adequately maintained by the building owner;
- establishing conditions for the use of public places during construction, excavation and demolition activities to protect public safety;
- provision for street damage deposit charges.

These range of activities occur infrequently but when they do, they have the potential to impact public access, safety and convenience. Retaining the Bylaw enables staff to manage impacts and follow up if complaint arises. These are generally resolved through information and education. However in a relatively few cases, further follow-up and possible enforcement may be needed.

Council has several options in respect of addressing structures in public places, these are summarised in Table 1.

Table 1: Summary of options

Option	Advantages	Disadvantages
1. Let the Bylaw lapse	No administration or enforcement costs	<ul style="list-style-type: none"> • Some structures and works in public places are not controlled • No legal mechanism for managing potential impacts arising from these activities • Potential for harm or inconvenience to the public
2. Retain the Bylaw as it is	Council retains the ability to manage and control structures in public places	<ul style="list-style-type: none"> • Minor typos are retained • Minor updates are not included to align with the latest building regulations
3. Amend the District Plan to control activities under the Resource Management Act	Better and more flexible enforcement provisions compared with the Local Government Act bylaw enforcement provisions	<ul style="list-style-type: none"> • Significant cost, time and resourcing to do a Plan Change • The process and response is disproportionate to the issue
4. Amend the Bylaw	<ul style="list-style-type: none"> • Typos and macrons are corrected • The Bylaw reflects latest building regulations 	Enforcement options under the Local Government Act 2002 for general bylaws are restricted to prosecution only (no ability to issue minor infringements ¹)

Based on this analysis, retaining and amending the current bylaw is the most efficient, most effective, and most appropriate way to address the problem of animal nuisance.

¹ The LGA prosecution process for enforcing general bylaws requires a disproportionately high burden of evidence on Council and imposes a Court process with associated time and costs. Because of this, prosecutions for general bylaws are very rarely undertaken in relation to bylaw enforcement. There are some exceptions under specific legislation for specific bylaws e.g. Dog Control Act. There may however be (depending on the circumstances), a general ability to apply Resource Management Act Abatement powers, which include infringement fines, for repeat, on-going to unresolved animal nuisance issues.

Are the amendments required?

The current Bylaw contains minor typos, and omits the macron on Ōtorohanga.

Minor changes are necessary to align the Bylaw with the latest building regulations.

Additional minor changes improve and simplify the Bylaw readability.

These amendments are considered necessary to update the Bylaw.

Proposed amendments

The proposed amendments are shown in the following pages and track changes.

STRUCTURES AND WORKS IN PUBLIC PLACES BYLAW **20152025**

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ŌTOROHANGA DISTRICT

STRUCTURES AND WORKS IN PUBLIC PLACES BYLAW

~~Pursuant to In pursuance and exercise of the powers vested in it by~~ Part 8 of the Local Government Act 2002, the Local Government Act 1974, ~~and~~ the Bylaws Act 1910, ~~and any other Act or Authority thereto enabling it,~~ the ~~Otorohanga~~Ōtorohanga District Council **MAKES THE OTOROHANGA DISTRICT STRUCTURES AND WORKS IN PUBLIC PLACES BYLAW 2015 (AS AMENDED 2025):**

~~PURPOSE~~A Bylaw to:

~~To a~~Address issues related to the construction, maintenance and demolition of structures in or adjacent to public places that are not addressed by the Building Act, Building Regulations, other legislation or the ~~Ō~~Ōtorohanga District Plan. Provisions of the Bylaw include:

- ~~Establishing~~Pplacement and minimum height requirements for verandahs, balconies and awnings extending over public places and allowing council to remove such structures if they do not comply with this bylaw.
- ~~Allowing Provisions also allow the council to request building owners to temporarily temporarily removal of remove~~ verandahs, balconies and awnings to enable construction work to occur beneath or near to them.
- ~~Maintenance r~~Requirements for verandahs, balconies and awnings over public places ~~to be adequately maintained by the owner of the building to which they are attached.~~
- Establishing conditions on the use of public places during construction, excavation and demolition activities in order to protect public safety.
- Provisions for street damage deposit charges.

Notes in italics are not parts of this ~~bylaw~~, but bylaw but are intended to explain the contents of the bylaw or give further information on matters within the bylaw.

1. SHORT TITLE

This amended Bylaw shall be cited and referred to as "The ~~Otorohanga~~Otorohanga District Structures and Works in Public Places Bylaw ~~2015~~2025".

2. INTERPRETATION

In this Bylaw, except where inconsistent with the context:

Authorised Officer means any officer of the ~~Otorohanga~~Otorohanga District Council authorised to carry out or exercise the duties of an officer under this bylaw.

Applicant in relation to any street damage deposit means any person who pays a street damage deposit.

Architectural Feature means any part of a building or any attachment to a building extending out from the external building line over land owned, under the control or managed by the council.

Awning means a lightweight structure with either a permanent covering material or a moveable canvas, plastic or similar material that may be erected in situations where district plan rules do not require verandahs.

Balcony means a platform enclosed by a railing or balustrade projecting from or recessed into the face of a wall of a building or structure and constructed to take all loads imposed upon it.

Building work means the same as in section 7 of the Building Act 2004.

Council means the ~~Otorohanga~~Otorohanga District Council

~~Otorohanga~~Otorohanga **District** means the area known as the ~~Otorohanga~~Otorohanga District comprising the area delineated on SO Plan 58012 deposited with the Chief Surveyor of the South Auckland Land District and as may be amended from time to time by due legal process;

Public place -

- a. means a place-
 - i. that is under the control of the council; and
 - ii. that is open to, or being used by, the public, whether or not there is a charge for admission; and
- b. includes-
 - i. road, whether or not the road is under the control of the council; and
 - ii. any part of a public place.

Vehicle crossing means a formed access for vehicles to enter or leave private land from or to a road.

Verandah includes a porch, portico, shade, or covering (but does not include an awning) over any public place for the purpose of shade or shelter, together with any supports ~~therefore~~.

Structurally sound means in a sufficiently sound state so as to not be assessed as meeting the definition of being a 'Dangerous Building' as defined in the Building Act 2004 when that assessment is made in accordance with relevant Council policies and procedures.

3. VERANDAHS, BALCONIES AND AWNINGS

Requirements for Verandahs

- 3.1 The ~~Otorohanga~~Otorohanga District ~~District~~ Plan may require owners to build verandahs over the footpath as part of the construction or modification of buildings in various parts of urban areas. A resource consent as well as a building consent may be required for any verandah, balcony or awning attached to a building especially if this protrudes over a public place. In areas where the District Plan requires the construction of verandahs on new buildings, existing buildings

will be required to retain verandahs in the future.

Permission from an authorised officer

- 3.2 ~~Despite Not withstanding~~ the provisions of clause 3.1, no person shall erect, cause to be erected or altered, any verandah, balcony or awning over any public place except with the permission of an authorised officer. An authorised officer may impose conditions relating to the materials to be used in construction and design of the structure to ensure the public place is protected and that maintenance and cleaning operations in the public place are not hindered.

Waterproof Junctions

- 3.3 The junctions between a new verandah and any adjoining existing verandah shall be made waterproof.

Minimum height

- 3.4 The minimum height of any part of the underside of a verandah, balcony, or awning shall be three metres above the finished surface level of the public place beneath it. District plan requirements may also set a maximum height for the verandah.

Width

- 3.5 Every verandah, balcony or awning extending over a public place shall be of the suspended type. A verandah, balcony or awning over a footpath shall not be closer to the kerb line than 500 millimetres, measured as a vertical line drawn from the face of the kerb, unless an authorised officer specifically approves its design.

Standing on verandahs

- 3.6 No person shall stand on any verandah erected over a public place except where the verandah has been specifically designed and certified accordingly to be weight bearing, or for the purpose of inspection, maintenance or egress in the case of fire.

Maintenance of verandah, balcony or awning

- 3.7 Any verandah, balcony or awning over a public place, including all elements

used to attach it to the building or otherwise support it, shall be maintained in a clean, waterproof and structurally sound condition and in a state of good repair by the owner of the building.

3.8 Disposal of stormwater

~~3.8~~3.9 Any verandah or balcony must be designed to collect any stormwater runoff and dispose of it into an acceptable drainage outlet approved by Council. No gutter or catchment attached to a verandah may be closer to the kerb line than 500 millimetres, measured as a vertical line drawn from the face of the kerb, unless an authorised officer specifically approves its design. All stormwater collected by the gutter shall be conveyed by pipework back to the front of the building and into a vertical pipe to a drain within the building line or directly attached to the front of the building.

3.10

Lamps and gas appliances

~~3.9~~3.11 No person shall erect or suspend from any verandah, balcony or from the face of any building any lamp or gas appliance over or across any public place except with the permission of an authorised officer. The height of any such lamp or gas appliance shall be not less than 3 metres above the public place below.

~~Lighting~~ Lighting

~~3.10~~3.12 All owners of properties with verandahs shall ensure that sufficient lighting is provided at the property owner's expense to adequately illuminate the areas beneath the verandahs to ensure visibility of potential hazards for pedestrians at all times.

Maintenance of Lighting

~~3.11~~3.13 Where lighting is provided on a verandah or the building to which it is attached to achieve the purpose of clause 3.9, the owner shall ensure that such lighting is installed and maintained so as to be safe and operational at all times. Safety shall include the avoidance of adverse glare or distraction for vehicle users.

Removal of non-complying structures

~~3.12~~3.14 Where any verandah, balcony or awning does not comply with the provisions of this bylaw the council may serve a notice in writing requiring the owner of the building to which the verandah, balcony or awning is attached to clean, repair, alter or remove the verandah, balcony or awning so that it complies with this bylaw and/or the relevant requirements of any applicable district plan rule or building safety standard

Failure to comply with notice

~~3.13~~3.15 Where any person fails to comply with any notice under clause 3.11 within the time specified in the notice an authorised officer may have the verandah, balcony or awning cleaned, repaired, altered or removed, as the case may be. The cost incurred in doing so shall be recoverable by the council as a debt from the owner.

Release of removed structures

~~3.14~~3.16 Any verandah, balcony or awning removed by the council shall be released to the owner upon payment of the costs incurred in its removal, transport and storage.

Temporary removal for works

~~3.15~~ — An authorised officer may, by written notice to the owner of a building with a verandah, balcony or awning over a public place, require the temporary removal of that verandah, balcony or awning, to enable construction work to take place near to or beneath that structure. The removal and reinstatement of the verandah, balcony or awning and the building consent for such work shall be at the cost of the person or organisation responsible for the work requiring such removal and reinstatement.

~~3.16~~3.17 Where written notice is given to an owner under this clause the owner must apply for any building consent necessary under the Building Act 2004 for the building work involved in removing and reinstating the verandah, balcony or awning. Such an application must be made within one month of receiving notice under this ~~clause, and~~ clause and is to be made in accordance with specifications for that building and as contained in the notice to the owner.

Reduction of width

~~3.17~~3.18 The council may require a reduction of the width of any verandah or awning before its reinstatement, if any activities within the public place necessitate such a reduction or it is needed to comply with the council's district planning or bylaw requirements.

Certain Provisions not Retrospective

~~3.18~~3.19 Clauses 3.4, 3.5 and 3.8 shall not apply to particular aspects of a verandah or associated feature that can be demonstrated to have been in existence as at 1 January 2015 and for which the property owner had not been previously requested by Council to remedy that aspect.

4. PROJECTIONS FROM BUILDINGS

Projection - architectural features

- 4.1 Architectural features at a height of not less than 3 metres above the level of a formed footpath, or 4.5 metres above ground level where no footpath has been formed, may project over a public place with the approval of an authorised officer.

Hoisting materials

- 4.3 Nothing may be fitted to any building for the hoisting of materials of any nature over a public place except with the permission of an authorised officer.

Windows over public places

- 4.4 No opening portion of a window, which opens out over a public place, shall be less than 2.5 metres above the public place except with the permission of an authorised officer.

Maintenance of building projections

- 4.5 Any projections from buildings over a public place, including all elements used to attach it to the building or otherwise support it, shall be maintained in a clean and structurally sound condition and in a state of good repair by the owner of the building.

Foundation projections

- 4.6 No foundation shall project beyond the boundary or building line under a public place. ~~An~~ ~~provided that an~~ authorised officer may permit a projection, if it is considered that the projection will not injuriously prejudice the installation of underground services of any nature, ~~permit a projection and the projection does not exceed~~ ~~not exceeding~~ 200 millimetres, where the depth below ground level to the top of the projection exceeds 2 metres.

Certain Projection Provisions not Retrospective

- 4.7 Clauses 4.1, 4.2, 4.3 and 4.5 shall not apply to particular aspects of a projection or associated feature that can be demonstrated to have been in existence as at 1 January 2015 and for which the property owner had not been previously requested by Council to remedy that aspect.

5. CONSTRUCTION WORK IN PUBLIC PLACES

Surface water run-off

- 5.1. Every person undertaking building work shall at all times, from the commencement of construction or commencement of site works until building work is completed, ensure that adequate provision to the satisfaction of ~~the~~an authorised officer~~council~~ is made for the protection of other land (including streams, roads, and drains) from surface water run-off.

Clean road

- 5.2. A person in charge of a construction or demolition site or conducting construction or demolition works on a site shall, if required by an authorised officer, ensure that mud and dirt and other debris is removed from vehicles prior to their departure from the site if there is a likelihood of that debris being deposited in any public place.

6. PUBLIC SAFETY

~~Permit~~Consent

- 6.1. No person shall, for the purpose of carrying out any excavations, demolition, construction, building or building maintenance work, obstruct, operate on, over, or under, or deposit material on any footpath, carriageway or other public place except pursuant to a ~~permit~~consent issued by an authorised officer.

See also similar provisions in the Otorohanga District Council Traffic Bylaw 2005

~~Permit~~Consent ~~Conditions~~

- 6.2. Any ~~permit~~consent issued in accordance with clause 6.1 including any ~~permit~~consent for a safety fence, hoarding, gantry, scaffolding or other safety issues shall be issued subject to any conditions, restrictions and limitations as an authorised officer considers necessary or desirable to ensure the safety and convenience of the public and the protection of any public place.

7. DEMOLITION

7.1 Every person carrying out the demolition or removal of a building or part thereof above a plane of 45 degrees from the boundary of a public place shall comply with the following requirements:

- a. One storey only at a time shall be demolished or removed commencing from the uppermost level,
- b. No material shall be stored or stacked upon any floor of the building,
- c. All material shall be lowered to the ground as soon it has been displaced,
- d. No external wall or part thereof abutting on any street or public place shall be demolished or removed except at such time and under such conditions as an authorised officer may approve,
- e. No material shall be thrown onto any street or public place,

Dust removal

- a. Water shall be sprayed upon all displaced materials for the purpose of preventing or lessening the diffusion of dust arising from any demolition activity,
- b. A ball and crane or other mechanically-assisted demolition methods shall not be used on any building closer than the height of the building from the street frontage or within 12 metres of the street boundary (whichever is the greater) unless approval has been obtained from an authorised officer to close the public place adjacent to the work. The authorised officer may specify the amount of public place to be closed off to allow the work to be carried out without endangering public safety. Where an authorised officer so approves, the contractor shall pay supervisory and any traffic management costs incurred by the council to maintain public safety,
- c. No portion of a building closer than its height from the public place shall be left standing when it is no longer stable unless arrangements have been made to the satisfaction of an authorised officer for the protection of the public in such circumstances,

- d. Where required by an authorised officer, demolition work shall be carried out under the supervision and control of a Chartered Professional Engineer and the confirmation of an Engineer's appointment shall be submitted by the applicant prior to the issue of a demolition permit,

Footpath protection

- e. A hoarding or gantry shall be erected to the requirements of Clause F5 of the New Zealand Building Code where in the opinion of an authorised officer there is a need to safeguard people or other property from demolition activities occurring on any land,

Further requirements

- f. The owner of any site shall comply with any requirements of an authorised officer during the progress of demolition or removal work, in connection with:
 - i. the safety and convenience of the public
 - ii. the protection of adjacent buildings, and
 - iii. the protection of the surface of the street and any other public place.

Dispensations

- 7.2 An authorised officer may in an appropriate case dispense with compliance with any of the requirements of clause 7.1.

8. PROTECTION OF PUBLIC DURING BUILDING OPERATIONS OR MAINTENANCE

- 8.1 No person shall erect any building or undertake maintenance on any part of a building adjacent to any public place if there is a likelihood of objects falling onto the public place until there has been erected a fence or hoarding or gantry or barrier so as to shut off and render safe the pedestrian and vehicular traffic using or which may use the adjacent parts of the public place. No such fence, hoarding, gantry or barrier shall be erected without first having obtained a building consent.

Site fences, hoardings and gantries erected pursuant to clause 8.1 above shall comply with the requirements of Clause F5 of the New Zealand Building Code. Acceptable Solution F5/AS1 provides one acceptable solution to the requirements of F5.

- 8.2 Where permission has been given for construction or maintenance of a verandah or other structure to be erected over a public place the necessary work shall be carried out at such times and in such a manner as an authorised officer shall approve having regard to the conditions of pedestrian and vehicular traffic. Where an authorised officer does not authorise the complete closure of the footpath affected then operations shall proceed over half of the footpath width at a time, with the remainder of the footpath being protected with an adequate hoarding, to the satisfaction of an authorised officer.

9. LIFTING MATERIAL AND EQUIPMENT OVER PUBLIC PLACES

Hoisting materials

- 9.1 The design of new buildings and their method of construction shall be carried out so far as is practicable to provide for the unloading and hoisting of materials and equipment on and over the building site itself and clear of any public place.

Permission to hoist

- 9.2 No person shall undertake the mechanical hoisting of building materials or equipment from or over any public place without a ~~permit~~ consent from an authorised officer. Permission may be refused if an authorised officer is of the opinion that it is unnecessary for the air space above the public place to be used because building materials and equipment can reasonably be unloaded on or over the site from vehicles driven onto the building site and clear of the street, or that the building can reasonably be designed or redesigned so as to provide for off-street unloading operations during its construction.

Conditions

- 9.3 An authorised officer in granting a permit consent pursuant to clause 9.2 may impose such conditions as are necessary to ensure the safety of the public, including persons on the public place who are engaged in the hoisting operations. The following conditions shall apply to every consent:

- a. Areas over which or from which hoisting is to be carried out must be coned, roped, fenced or barricaded off as directed by an authorised officer,

Gantry

- b. A clearly defined and fully protected gantry type throughway or bypass, substantially constructed, must be provided for pedestrian use, over any footpath alongside any public place from which materials and equipment are to be hoisted. This protected throughway shall be to the approval of an authorised officer, and it shall extend along the full length of the frontage of the site. Where it is required by an authorised officer the protected throughway shall extend beyond the frontage of the building to provide radial protection to the footpath,
- c. Crane jibs may swing over unprotected public roadways and footpaths but not the loads hanging from them. The load must be luffed back over footpath gantries as soon as practicable and before clewing the jib so that loads are not at any time suspended over unprotected areas. No vehicle which is being unloaded from a coned off area shall move away until its last load has been hoisted clear of the roadway,
- d. The lifting or lowering of materials or equipment on trays without sides is prohibited. The tray must be enclosed on all sides to a height not less than the height of the load.

Insurance

- 9.4 Insurance cover shall be taken out by the consent applicant for any construction work that may affect public safety indemnifying the council for a minimum amount of \$2,000,000 or as determined by an authorised officer, in respect of any claims for injury or damage to persons or property, such cover to be with a registered insurance office and in a form satisfactory to an

authorised officer. An authorised officer may reduce or waive this requirement in the case of minor works when the risk is considered minimal.

10. STREET DAMAGE DEPOSIT CHARGE

Building work may require street damage deposit charge

- 10.1 An authorised officer may require that a person pays to council a street damage deposit charge prior to undertaking any building work.

Use of deposit

- 10.2 An authorised officer may apply the street damage deposit charge payable under clause 10.1 towards any inspection fees charged by the council and unpaid, and towards the cost of any work or repair carried out by the council, during, or at the completion of building work, site work or excavation work to reinstate the road reserve to at least as good a state of repair as that which immediately preceded the commencement of the work.

Waiving of deposit

- 10.3 An authorised officer may waive the requirement for the payment of a street damage deposit charge in whole or in part, where he or she determines that the building work, site work or excavation work proposed is unlikely to cause damage to the road reserve.

Refunding deposit

- 10.4 At the completion of building work and after the issue of final certification for the building work undertaken, the council shall refund ~~re-und~~ any street damage deposit charge paid, less any deductions for inspection fees incurred and unpaid and any costs incurred by the council, including any reasonable administrative costs, to repair any damage to the road reserve arising from any building work, or site work.
- 10.5 If a street damage deposit charge is not sufficient to cover the inspection fees charged and the cost of any work undertaken by the council, including any reasonable administrative costs, to repair any damage to the road reserve arising from any building work or site work, the applicant will be liable for the balance.

Warranty Period

- 10.6 If the council identifies any defects within the warranty period in the repairs to the road reserve undertaken by the applicant, the council may repair the defect and recover the costs incurred, including any reasonable administration costs, from the applicant.

Recovery of Debt

- 10.7 Any amount owing by the applicant to the council may be recovered by the council from that person or entity as a debt due in any court of competent jurisdiction.

11. SETTING OF FEES AND CHARGES

- 11.1 The council may prescribe fees and charges for authorities, approvals, permits and consents under this bylaw in accordance with section 150 of the Local Government Act 2002.

Fees, including the street damage deposit charge, lease fees and licence and permit fees, may be set as part of the council's long-term plan or annual plan

12. OFFENCES AND PENALTIES

Every person who fails to comply with the requirements of this Bylaw commits an offence and is liable, on summary conviction, to a fine not exceeding

\$20,000 (~~or as set out in Section 242 of the Local Government Act 2002~~); and/or other infringement fines as set out in relevant legislation.

13. OTHER REQUIREMENTS

The provisions of this Bylaw do not remove the need for any consent required under the Resource Management Act 1991 or the Building Act 2004 and do not provide relief from responsibility for compliance with all other relevant statutes, regulations and bylaws.



THE RESOLUTION BY WAY OF SPECIAL
CONSULTATIVE PROCEDURE TO AMEND THIS
BYLAW was passed by THE ŌOTOROHANGA
DISTRICT COUNCIL at

a meeting of the ~~Otorohanga~~Otorohanga District Council held on ~~19 May 2015~~
[INSERT DATE] and confirmed at a subsequent meeting of the Council held on ~~22~~
~~July 2015~~, [INSERT DATE] by a resolution passed by the Council on ~~22 July~~
~~2015~~, [INSERT DATE] the said Bylaw ~~was ordered to come into effect on~~
~~23 July 2015~~. [INSERT DATE OF RESOLUTION]

This Bylaw confirmed by Council on

D A T E

Mayor

Date

Chief Executive

Date



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

BYLAW REVIEW AND AMENDMENT KEEPING OF ANIMALS, POULTRY AND BEES

STATEMENT OF PROPOSAL AND CONSULTATION DOCUMENT

ŌTOROHANGA DISTRICT COUNCIL

Date 24 June 2025

PROPOSAL

Council is proposing to amend our “Keeping of Stock, Poultry and Bees Bylaw”, 2009 (as amended 2015). The proposed amendments:

- ensure compliance with the 10-yearly review of the Bylaw under the Local Government Act 2002;
- rename the Bylaw to “Animal Nuisance”;
- align reference descriptions within the Bylaw to “townships” (maps) and “community” (text) which are currently misaligned and potentially render the Bylaw unenforceable;
- amend and correct wording to include macrons;
- simplify some wording;
- include legislation references;
- introduce new provisions around keeping of bees for best practice and consistency with the Ministry of Primary Industries requirements.

The substantive purpose and content of the Bylaw to control animal nuisance in Ōtorohanga, Kāwhia, and Aotea townships, remains unchanged.

This document includes further information about the proposal, including the reasons for the proposal and the proposed amendments shown as tracked changes to the 2009 Bylaw.

HAVE YOUR SAY

Before making any final decisions, Council would like to know your views. You can tell us what you think of this proposal between 30 June to 8 August 2025.

Further information on how to let us know what you think about the proposal is included in this document.

Key dates

Feedback period:	30 June to 8 August 2025
Chat with a Councillor:	To be confirmed
Deliberations:	26 August 2025
Decision of Council:	26 August 2025



CONSULTATION DOCUMENT

Table of Contents:

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Reasons for the proposal and legislative context	4
Need for amendments	6
Proposed amendments (track changes)	6



Introduction

Council promulgated the current Keeping of Stock, Poultry and Bees Bylaw in 2009. The purpose of the Bylaw is to control animal nuisance within urban areas (townships) of Ōtorohanga, Kāwhia and Aotea. The Bylaw was amended in 2015.

The Local Government Act 2002 requires bylaws to be reviewed every 10 years. Council has undertaken a review of the current Bylaw and considers that the Bylaw still has value as a management tool. However, several amendments are proposed to improve the Bylaw, including clarification of the areas that it relates to, and introducing best practice for keeping beehives in urban areas. The substance and purpose of the Bylaw remains the same.

Reasons for the proposal and legislative context

Is the Bylaw (and amendments) the most appropriate way of addressing the problem?

Animal nuisance in urban areas (townships) crops up from time to time. Recent examples include horses in both Kāwhia and Ōtorohanga. Other common examples in other districts include roosters and beehives in towns and urban areas.

These issues are broadly determined as “nuisance” type issues. They generally do not meet the threshold for controlling activities under the Resource Management Act, where effects are generally more than “nuisance” and may require specific controls or in some cases, a resource consent.

Maintaining a bylaw around animal nuisance enables staff to follow up if complaints arise. These are generally resolved through information and education. However in a relatively few cases, further follow-up and possible enforcement may be needed.

Council has several options in respect of addressing animal nuisance, these are summarised in Table 1.



Table 1: Summary of options

Option	Advantages	Disadvantages
1. Let the bylaw lapse	No administration or enforcement costs	<ul style="list-style-type: none"> Animal nuisances are not controlled No legal mechanism for managing nuisances if they arise Potential for escalated neighbour disputes
2. Retain the bylaw as it is	Council retains the ability to manage and control animal nuisance	<ul style="list-style-type: none"> Bee controls do not represent best practice Confusion and ambiguity between the maps (referring to “townships” and the Bylaw text (referring to “communities”))
3. Amend the District Plan to control activities under the Resource Management Act	Better and more flexible enforcement provisions compared with the Local Government Act bylaw enforcement provisions	<ul style="list-style-type: none"> Significant cost, time and resourcing to do a Plan Change The response is disproportionate to the issue
4. Amend the bylaw	<ul style="list-style-type: none"> The current Bylaw represents best practice Confusion and ambiguity of references is clarified Minor changes to improve, correct and simplify wording 	Enforcement options under the Local Government Act 2002 for general bylaws are restricted to prosecution only (no ability to issue minor infringements ¹)

Based on this analysis, retaining and amending the current Bylaw is the most efficient, most effective, and most appropriate way to address the problem of animal nuisance.

Are the amendments required?

The current bylaw identifies geographical areas where the Bylaw applies. However it refers to “townships” in the maps, but refers to “communities” in the definition and text. This has potential to cause confusion, with some risk of legal challenge around the application of the Bylaw. Alignment of terminology with the “township” maps is necessary to rectify this.

¹ The LG prosecution process for enforcing general bylaws requires a disproportionately high burden of evidence on Council and imposes a Court process with associated time and costs. Because of this, prosecutions for general bylaws are very rarely undertaken in relation to bylaw enforcement. There are some exceptions under specific legislation for specific bylaws e.g. Dog Control Act. There may however be (depending on the circumstances) a general ability to apply Resource Management Act Abatement powers, which include infringement fines, for repeat, on-going to unresolved animal nuisance issues.



The current provisions for beekeeping do not represent current best practice. Beekeepers (including hobby beekeepers) have a legal obligation to register their apiary under the Biosecurity (National American Foulbrood Pest Management Plan) Order 1998. Registration of apiaries is intended to protect honeybees from American foulbrood disease, and allows the Ministry for Primary Industries to carry out surveillance for exotic pests and diseases of honeybees and respond to an incursion (e.g. varroa mite). Registration codes are required to be displayed in a visible manner in each apiary, usually on a beehive. Beekeepers are also required to comply with the on-going management requirements as provided in the AFB Pest Management Plan and are required to provide evidence of this compliance where required. This protects the spread of pests from hobby hives to commercial hives. Honey and bee products that are produced for sale or commercial purposes are also subject to additional legal requirements and information on these requirements is available on the Ministry for Primary Industries website. Apiculture New Zealand Incorporated provides a Code of Conduct for beekeepers. Beehives in urban areas can also cause issues around proximity to neighbours, including nuisance from deposits of waxy-substance bee excrement. The proposed amendments introduce best practice around hobby beekeeping to minimise nuisance.

The amendments correct the use of the macron on Ōtorohanga, and simplification of some wording makes the Bylaw easier to understand.

Proposed amendments

The proposed amendments are shown in the following pages and track changes.



ANIMAL NUISANCE ~~AMENDMENT OF THE~~
~~KEEPING OF STOCK,~~
~~POULTRY AND BEES~~
BYLAW 2025 ~~2009~~



ANIMAL NUISANCE AMENDMENT OF
THE KEEPING OF STOCK, POULTRY AND BEES
BYLAW 2025 2009

Pursuant to ~~In pursuance and exercise of the powers and authorities vested in it by~~ Sections 145 and 146 of the Local Government Act 2002 and Section 64 of the Health Act 1956 ~~and of each and every other power and authority thereto enabling it,~~ Ōtorohanga District Council makes and ordains this Bylaw.

1. TITLE

This Bylaw shall be cited and referred to as the “Ōtorohanga District Council Animal Nuisance Keeping of Stock, Poultry and Bees Bylaw 2025 2009”.

2. PURPOSE OF THE BYLAW

2.1 The purpose of this Bylaw is to:

- (a) Protect the public from nuisance; and
- (b) Regulate the keeping of stock, poultry and bees; and
- (c) Protect, promote and maintain public health and safety.

2.1 This Bylaw applies only in the ~~Kāwhia~~ Kāwhia/Aotea Township Community Boundary and the Ōtorohanga Township Community Boundary with the exception of Clauses 6.62 and 6.73 which apply district wide.

3. DEFINITIONS

In this Bylaw, unless the context otherwise requires:

“**Authorised Officer**” means any person appointed by the Council as an Enforcement Officer under the Local Government Act 2002 or a Dog Control Officer under the Dog Control Act 1996 and includes any other person authorised by Council to administer or enforce this Bylaw.

“**Council**” means the Ōtorohanga District Council.

“**Poultry**” includes turkeys, geese, ducks, pigeons, ostrich, emu, rhea, and domestic fowl and pets of all descriptions.

“**Stock**” includes horses, cattle, deer, asses, mules, sheep, pigs, goats, llamas, alpacas, or farmed animals of any description.

“~~Kāwhia~~ Township Community” means the area within the ~~Kāwhia~~ Township Community Boundary (including Aotea Village) as shown on the map in the First Schedule to this Bylaw.

“**Nuisance**” means the keeping of any stock, poultry, or bees in such numbers, or in such a manner or condition, so as to be dangerous or offensive or injurious to the health of any person.

“**Occupier**” includes an owner, tenant, licensee, invitee or any agent, manager or other person apparently acting in the general management of any premises.

“**Ōtorohanga Township Community**” means the area within the Ōtorohanga Township Community Boundary, as shown on the map in the Second Schedule to this Bylaw.

4. KEEPING OF STOCK

4.1 No person shall keep any stallion (including any proud-cut stallion) within the Kāwhia Community Township or Ōtorohanga Community Township.

4.2 No person shall keep any stock within the Kāwhia Community Township or Ōtorohanga Community Township which, in the opinion of the Authorised Officer, is or is likely to, cause a nuisance.

4.3 Any person who is keeping stock in contravention of clause 4.2 may be required by the Authorised Officer to remove the stock, reduce the number of stock, or to improve or modify the conditions within which those stock are being kept, so as to prevent any nuisance which is being created.

5. KEEPING OF POULTRY

5.1 No person shall keep any rooster within the Kāwhia Community Township or Ōtorohanga Community Township.

5.2 No person shall keep any poultry in such numbers or conditions within the Kāwhia Community Township or Ōtorohanga Community Township which, in the opinion of the Authorised Officer, is, or is likely to, cause a nuisance.

5.3 Any person who is keeping poultry in contravention of clause 5.2 may be required by the Authorised Officer to remove the poultry, reduce the number of poultry, or to improve or modify the conditions within which those poultry are being kept, so as to prevent any nuisance which is being created.

6. KEEPING OF BEES (refer guidance note, Schedule 1)

~~6.1 No person shall keep any bees within the Kāwhia Community or Ōtorohanga Community which, in the opinion of the Authorised Officer, is, or is likely to, cause a nuisance.~~

6.1 No person may keep bees in the Kāwhia Township or Ōtorohanga Township if the manner in which the bees are kept causes or is likely to cause a nuisance or a threat to public health or safety.

6.2 A person must not keep bees on a property in the Kāwhia Township or Ōtorohanga Township unless that person complies with the following conditions:

(a) either: beehives must be placed no closer than 25 metres from the property boundary; or beehives must be separated from the property boundary by a solid fence 1.8 metres or taller on that boundary; and

(b) a suitable water source must be provided near the beehives that is directly accessible to the bees at all times.

6.3 The requirements of clauses 6.2(a) and 6.4(b) do not apply where:

(a) the beehive is located on or above the first storey of a building; or

(b) the person has obtained written approval from an authorised officer that the requirements do not apply, which may be subject to such conditions as the authorised officer considers appropriate.

6.4 Any person who receives approval under clause 6.3(b) must comply with all conditions of that approval.

6.5 The Council may, in accordance with section 150 of the Act, prescribe fees for any application for approval under clause 6.3(b).

6.62 No person shall keep any bees on any road or road reserve that is under the control of Ōtorohanga District Council, without written approval from Ōtorohanga District Council.

6.73 No person shall keep any bees, on, adjacent to, or in close proximity to any road or road reserve, and which, in the opinion of the Authorised Officer, is, or is likely to, cause a nuisance.

6.84 Any person who is keeping bees in contravention of the relevant clauses ~~6.1, 6.2 and 6.3~~ may be required by the Authorised Officer to remove the bees, reduce the number of bees, or to improve or modify the conditions within which those bees are being kept, so as to prevent any nuisance which is being created.

6.9 A person issued with a written notice under clause 6.8 must comply with the steps specified in that notice within the specified timeframe.

7. WANDERING AND UNLAWFULLY TETHERED STOCK

7.1 Any wandering or unlawfully tethered stock within the Kāwhia Community Township or Ōtorohanga Community Township shall be subject to the provisions of the Impounding Act 1955 or any replacement legislation.



8. DISPOSAL OF DEAD STOCK AND POULTRY

- 8.1 The owner of any dead stock or poultry shall dispose of the carcasses of such stock or poultry promptly, and in an appropriate manner having regard to the nature of the particular stock or poultry being disposed of.

9. OFFENCES AND PENALTIES

- 9.1 Any person who does, or causes or allows to be done, anything in contravention of this Bylaw, or who omits to neglects to do, or knowingly permits to remain undone, any matter or thing required under this Bylaw, commits an offence, and shall be liable to a fine not exceeding \$20,000.00 pursuant to the Local Government Act 2002.; and or infringement fines pursuant to relevant legislation.



SCHEDULES

1. Beekeeping Guidance Notes
21. Kāwhia Community Township Map
32. Ōtorohanga Community Township Map

THIS BYLAW WAS CONFIRMED BY COUNCIL ON [INSERT DATE] 31ST MARCH 2009

THE RESOLUTION BY WAY OF SPECIAL CONSULTATIVE PROCEDURE TO AMEND THIS BYLAW was passed by THE ŌTOROHANGA DISTRICT COUNCIL at a meeting of the Ōtorohanga District Council held [INSERT DATE] 21 April 2015.

Mayor

Date

Chief Executive

Date



Beekeeping Guidance Notes

Beekeepers have a legal obligation to register their apiary under the Biosecurity (National American Foulbrood Pest Management Plan) Order 1998. Registration of apiaries is intended to protect honeybees from American foulbrood disease. The register also allows the Ministry for Primary Industries to carry out surveillance for exotic pests and diseases of honeybees and respond to an incursion. Registration codes are required to be displayed in a visible manner in each apiary, usually on a beehive. Further information on American foulbrood disease can be found at www.afb.org.nz. Beekeepers are also required to comply with the on-going management requirements as provided in the AFB Pest Management Plan and are required to provide evidence of this compliance where required. Honey and bee products that are produced for commercial purposes are subject to additional legal requirements and information on these requirements is available on the Ministry for Primary Industries website. Apiculture New Zealand Incorporated provides a Code of Conduct for beekeepers.

Flight path management

Honeybees will fly at head height for some distance from their hives unless their surrounding environment directs their flight path upwards. Honeybees can be encouraged to fly above head height if a flyway barrier, two or more metres tall, is placed 1-2 metres out from the front of the hive entrance. It is important that flightpaths are not directed across public pathways on private and public land. Barriers that can be used include shrubs or trees, a wall, a hedge or a fence.

Swarming/seasonal build up

Swarming is the natural means of dispersal of honeybee colonies. Beekeepers can undertake responsible bee management practices to minimise the occurrence of swarms in urban areas. These practices can include re-queening on an annual basis, taking a nucleus colony out of populous hives (artificial swarming) and re-queening colonies that have been started from swarms. Honeybee colonies are more likely to swarm if there are limited cells in the hive for the worker bees to store honey and pollen. Responsible bee management practices include providing plenty of room for the queen to lay eggs and for the bees to store honey.

Water provision

Providing a source of clean water may reduce the number of bees foraging elsewhere for water and creating a nuisance to neighbours, especially if they own a swimming pool.

Bee excrement management

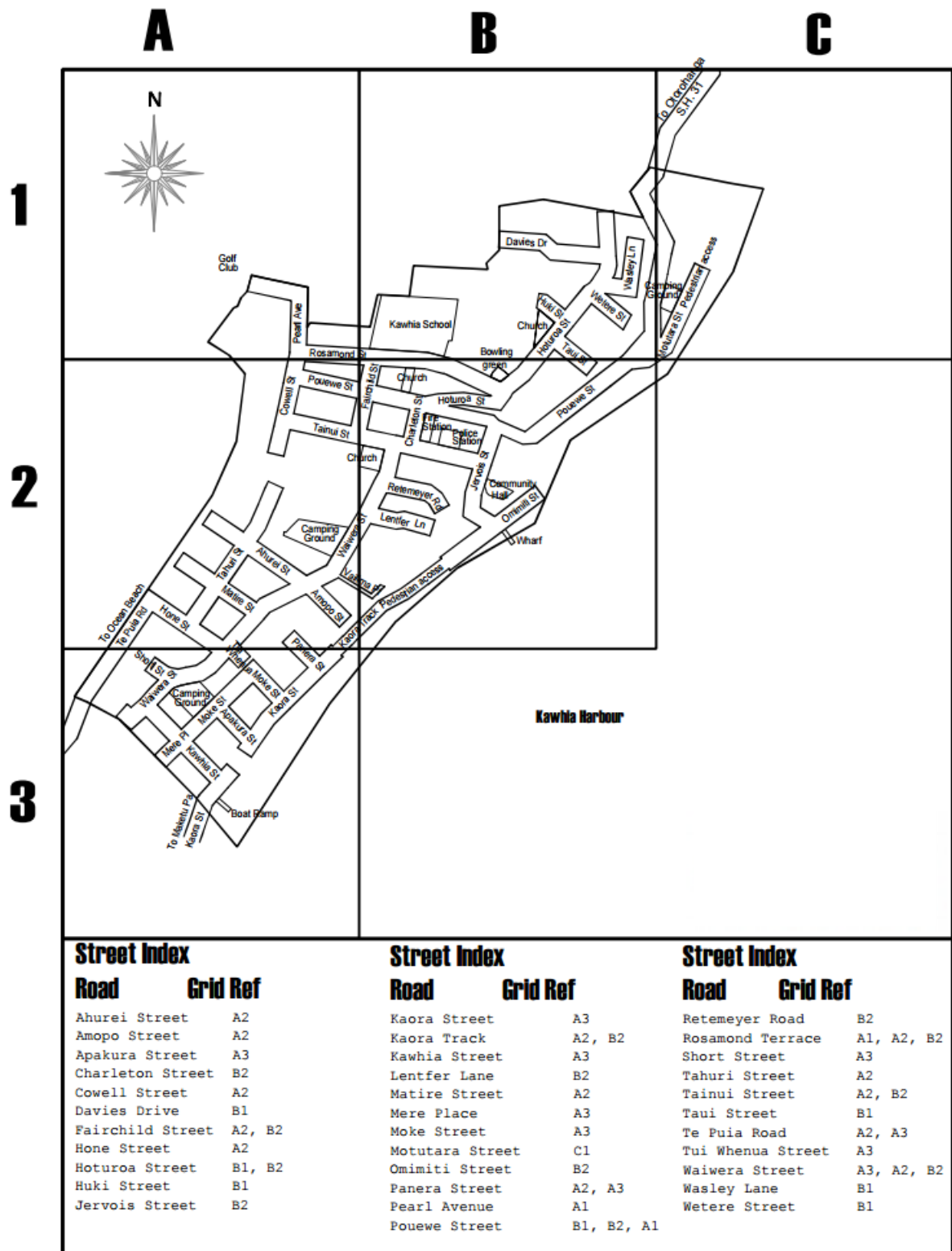
Like other animals, bees excrete waste products. Honeybees going on orientation, foraging or cleaning flights often excrete after exiting the hive. This can leave distinct trails of excrement within a 500-metre radius of the hive and can cause a nuisance to neighbours. The colour of the excrement is typically yellow to brown. The excrement may be hard to remove from clothing, vehicles and buildings. Hives can be re-positioned on the property or rotated to provide flight paths in a direction away from neighbouring properties.

Beehives on buildings

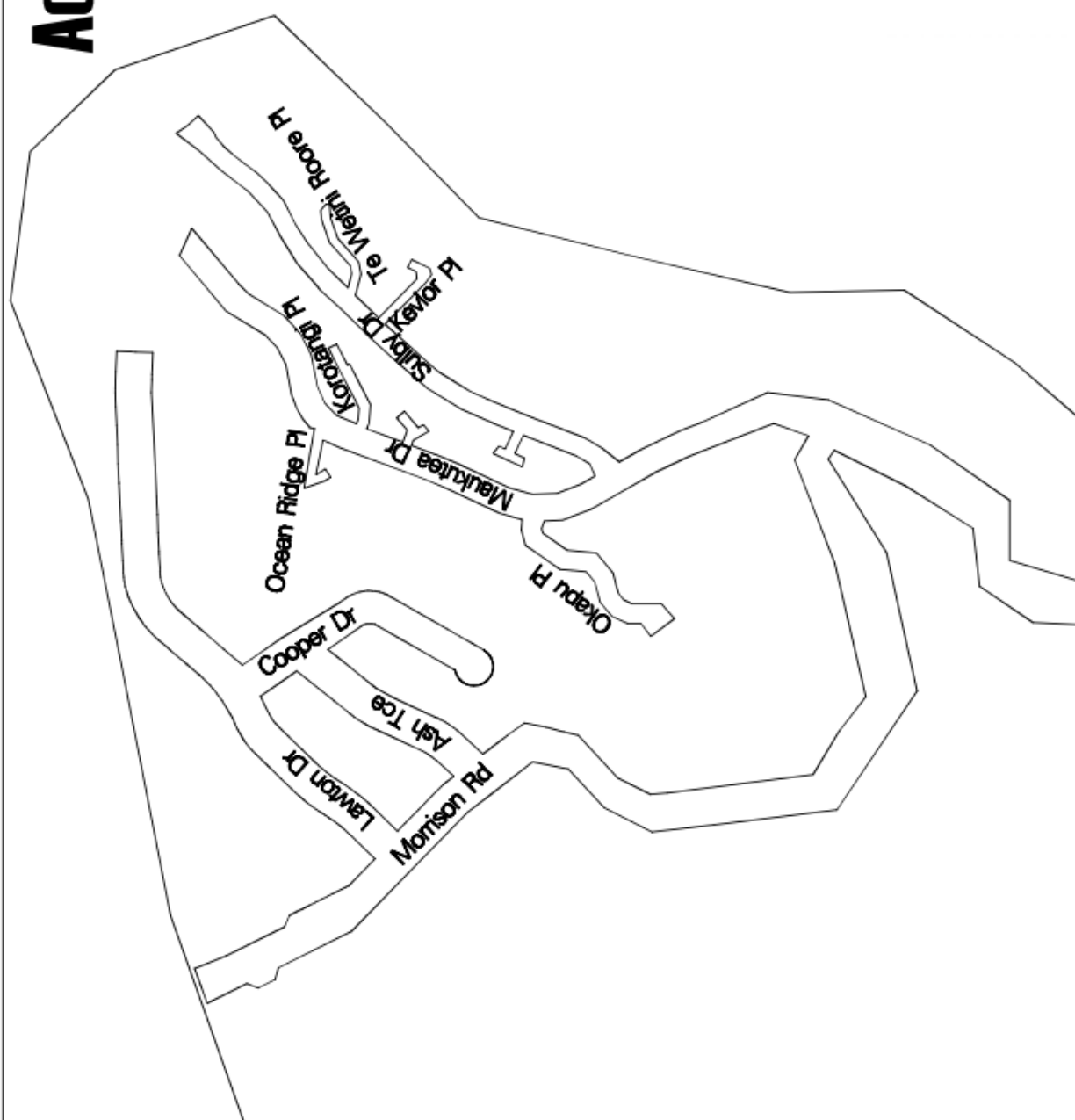
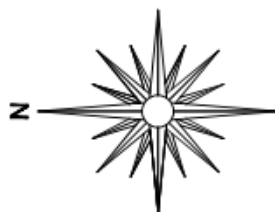
Where beehives are to be located at or above the second storey of a building, for example, a roof top or balcony, the structure of the building at that location should be strong enough to support the additional weight and that the weight of the beehives should be distributed across weight bearing beams



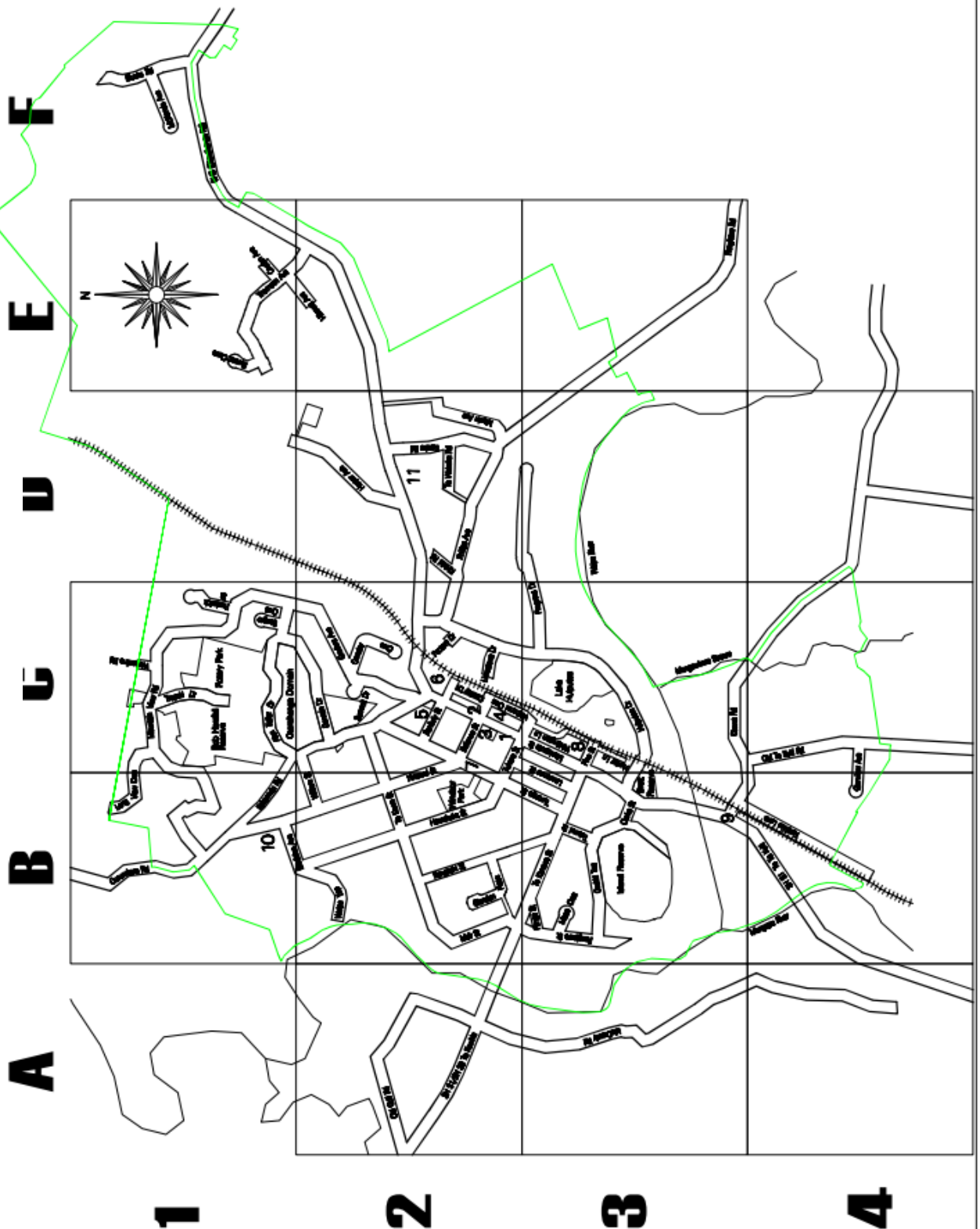
KĀWHIA TOWNSHIP



Aotea Township



ŌTOROHANA TOWNSHIP



Street Name	Grid Ref
Alex Talifer Dr	C1
Belmore St	C2
Bladialow Ave	B1, B2
Bluck Rd	F1
Clarke St	B3
Cowley In	C2
Cruden Ave	B1
Domain Dr	C1, C2
Factory Dr	C2
Face View In	B4
Frederick St	C1
Glen View Ave	B4, C4
Glendon Pl	B2
Gradara Ave	C1, C2
Hearehuka St	B2
Harper Ave	D2
Hillcrest Ave	B1, B2
Kinewai St	B1, B2, C2
Kuiputua Dr	C2, C3
Hunter In	C3
Kakamutu Rd	C2, B1, C1
Karaka Rd	D2
Kihikihi Rd	D2
Lawrence Ave	B3, C3
Limestone Dr	C2
Long View Cres	B1, C1
Macos Cres	B3
Mair St	B2
McManis Ave	F1
Merrin Ave	D2
Mountain View Rd	B1, C1
Old Te Kuiti Rd	C4
Orakiri Tce	B3
Orakiri Cres	C2
Otawa Rd	B3, C3, D4
Ouruwhero Rd	B1
Pango St	B3
Phillips Ave	C2, D2
Pine St	C3
Progress Dr	C3, D3
Rauturly St	C2
Rangipare St	B3
Rangitahi St	B2, B3
Rangiro Cres	C1
Summit Dr	C2
Sunset Close	B1
Te Kawa St	B2, C2
Te Waireka Rd	D2
Thompson Ave	B1, B2
Trapski Dr	C1
Tuhoro St	B2, C2, C3
Turongo St	B2, B3, C2
Tutunui St	B3
Wagonline Rd	C1
Wahanui Cres	C2, C3
Waipa Zap	B2
William St	B2, C2
Whittington In	C3



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Item 255 Co-Lab Constitution – Proposed Amendment

To Ōtorohanga District Council

From Graham Bunn, GM Business Enablement

Type **DECISION REPORT**

Date 24 June 2024



1. Purpose | Te Kaupapa

- 1.1. To present a proposed amendment to the Co-Lab Constitution which removes the requirement that a Board member may only serve a maximum of six years consecutively.

2. Executive summary | Whakarāpopoto matua

- 2.1. Co-Lab wish to extend the term of the existing Independent chair, which requires an amendment to the constitution to remove the requirement that a Board member may only serve six years concurrently.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council:

- a) Receives the letter from Co-Lab seeking approval to change the Co-Labs constitution; and
- b) Approves amendment of Clause 13.6.1 of the Co-Lab Constitution by deleting the wording “for a further term but can serve only a maximum of six years consecutively” so that the clause reads: “13.6.1 Other than as set out under 13.6.2, all Board terms are three years. Any Board member may be reappointed”.

4. Context | Horopaki

- 4.1. Co-Lab (formerly Waikato Local Authority Shared Services) was re-branded in late 2021 and is a Council Controlled Organisation owned by councils across the Waikato and Bay of Plenty including:

Hamilton City Council	Hauraki District Council
Matamata – Piako District Council	Ōtorohanga District Council
Rotorua Lakes Council	South Waikato District Council
Western BOP District Council	Thames-Coromandel District Council
Waikato District Council	Waikato Regional Council
Waipa District Council	Waitomo District Council

4.2. The Co-Lab Board is appointed by the councils and currently consists of:

Peter Stubbs (LLB, CMINSTD)	Independent Chair
Stephanie O’Sullivan	Chief Executive, Waipa District Council
Lance Vervoort	Chief Executive, Hamilton City Council
Ben Smit	Chief Executive, Waitomo District Council
David Spiers	Chief Executive, Hauraki District Council
Chris McLay	Chief Executive, Waikato Regional Council

4.3. The purpose of Co-Lab is to support the councils by identifying and realising shared opportunities. To achieve this, Co-Lab has three main functions:

- a) To act as an “ideas laboratory” – working with councils to investigate and develop opportunities to work together;
- b) To deliver shared services to councils; and
- c) To enter joint procurement arrangements.

4.4. By undertaking these activities, Co-Lab provides three key benefits to its councils:

- a) Reducing costs by:
 - i) Achieving efficiency gains & economies of scale
 - ii) Reducing duplication of effort & eliminate waste through repetition
 - iii) Helping councils achieve an appropriate balance in risk & return
- b) Creating value for Councils by:

- i) Improving level of quality & service
 - ii) Improving skills & expertise
 - iii) Improving compliance
 - iv) Improving decision making.
- c) Enabling Innovation and change by:
- i) Research & development
 - ii) Promoting & contributing to the development of best practice
 - iii) A coordinated & consistent approach to the provision of services
 - iv) Communities engaging with councils in our region on a consistent basis.

4.5. Attached to and forming part of this report is a self-explanatory letter from Co-Lab Chief Executive, Kelvin French, proposing an amendment to the Co-Lab Constitution to enable the current Independent Chair to be re-appointed for a further term.

4.6. As the Constitution currently reads, A Board member may only serve a maximum of six years consecutively. The Chief Executives of the Co-Lab councils are unanimous in support of amending the constitution to remove this restriction.

5. Considerations | Ngā whai whakaarotanga

Significance and engagement

5.1. The proposed amendment is considered minor in nature and is not significant in accordance with Council's Significance and Engagement Policy.

Impacts on Maori

5.2. There are no implications for Maori in supporting this proposal.

Risk analysis

5.3. There is no risk to Council in supporting the proposal.

Policy and plans

5.4. Amendment of the Co-Lab Constitution as proposed will further support the intent to ensure continuity of knowledge within the Board.

5.5. The proposed amendment is not inconsistent with any of Council's plans and policies.

Legal

5.6. There are no legal implications for Council in supporting the proposal.

Financial

5.7. There are no financial implications for Council in supporting this proposal.

6. Discussion | He kōrerorero

Option 1: Approve the Proposed Amendment to the Co-Lab Constitution

6.1. There are no disadvantages in supporting the proposed amendment. The advantages of the proposed amendment is the continuity of knowledge within the Co-Lab Board.

Option 2: Oppose the Proposed Amendment to the Co-Lab Constitution

6.2. The disadvantage of not supporting the proposed amendment is that the current Independent chair must stand down at the end of his current term (30 June 2025) and will not be available for re-appointment.

Recommended option and rationale

6.3. It is recommended that Council approve the proposed amendment to the Co-Lab Constitution.

7. Appendices | Ngā āpitihanga

Number	Title
1	Letter from Co-Lab seeking approval to change the Co-Labs constitution

17 April 2025

To: Co-Lab Shareholding Council Chief Executives
Via email

Dear Sir/Madam

Approval to change Co-Lab's Constitution

I am writing in relation to a proposed change to Co-Lab's constitution and ask that you obtain your council's approval of the change.

From correspondence with Gavin Ion last year, you will be aware that Peter Stubb's term as Chair of Co-Lab is due to end on 30 June 2025. Currently, the company's constitution precludes the ability for Peter to be reappointed for a further term (the maximum tenure is stated as two consecutive terms of three years).

I understand that you collectively agree that Peter should stay on as Board Chair for a further term. While the appointment of the Board Chair is made by unanimous resolution of the Council Representative Directors, they obviously can't act contrary to the company's constitution.

We are therefore seeking the following change to the company constitution highlighted below".

"... 13.6 Tenure of office

- 13.6.1: Other than as set out under 13.6.2, all Board terms are three years. Any Board member may be reappointed. ~~for a further term but can serve only a maximum of six years consecutively.~~
- 13.6.2: To ensure continuity of knowledge, Board terms will initially be staggered such that:
- a. on 30 June 2020, two of those persons appointed under 13.1 b. – f. shall resign (to occur in alphabetical order with reference to surname); and
 - b. on 30 June 2021, a further two of those persons appointed under 13.1 b. – f. (not being those who resigned on 30 June 2020) shall resign (to occur in alphabetical order with reference to surname); and
 - c. on 30 June 2022, the person appointed under 13.1 a. and the remaining person appointed under 13.1 b. – f., who has not previously resigned under a. or b. of this clause, shall resign.

- 13.6.3: Notwithstanding anything else in this clause, each director of the company can only hold office until:
- a. Removal: removal in accordance with the constitution; or
 - b. Vacation of office: vacation of office pursuant to section 157 of the Act; or
 - c. Insolvency: an arrangement or composition with creditors made by him or her; or
 - d. Absence from meetings: vacation of office resulting ipso facto from being absent without permission of the board from 3 consecutive meetings of the board; or
 - e. Resignation: written notice of resignation to the address for service of the company....”

It would be helpful to have the necessary approvals in place by 31 May.

I look forward to hearing from you in due course. Of course, don’t hesitate to reach out if you have any questions.

Yours faithfully



Kelvin French
Chief Executive

Information only reports**Ngā pūrongo mōhiōhio 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 256 Ōtorohanga District Climate Change Response Plan - A Roadmap for Action - June 2025

To Ōtorohanga District Council

From Ross McNeil, Chief Advisor

Type **INFORMATION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

- 1.1. To receive the Ōtorohanga District Climate Change Response Plan - A Roadmap for Action June 2025 as a reference to the issues, challenges and expected impacts arising from climate change; the responses internationally, nationally and regionally; and a local roadmap for action.

2. Executive summary | Whakarāpopoto matua

- 2.1. Recent extreme weather events across Aotearoa New Zealand reinforce the scale of the climate change threat and the potential disruption across our district. As Ōtorohanga District Council (ŌDC), we have a responsibility to promote community wellbeing, and taking a lead role in responding to climate change is integral to that responsibility.
- 2.2. The Climate Change Response Plan (Appendix 1) sets out the case for collective action and provides a roadmap (pathways) for responding to the impacts of climate change across specific areas of focus for ŌDC. The actions (commitments) included in the plan have already been mandated (e.g. in the 2024/34 Long Term Plan (LTP), the adopted Concept Plans, ŌDC's corporate climate response plan and work programmes). This plan acts a central reference point for climate change understanding and action locally.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council **receives** the Ōtorohanga District Climate Change Response Plan - A Roadmap for Action: June 2025.

4. Discussion | He kōrerorero

- 4.1. Climate change is the biggest global issue of our generation – and it will be for future generations, even if the international carbon reduction targets are achieved. While reducing emissions (mitigation) locally, regionally, national and internationally is critical, so too is adapting to climate change.
- 4.2. Climate change is here and now. Recent extreme weather events across Aotearoa New Zealand reinforce the scale of the threat and the potential disruption across our district. As a council, we have a responsibility to promote community wellbeing, and taking a lead role in responding to climate change is integral to that responsibility
- 4.3. In March 2024 ŌDC adopted a framework that outlined the nature and extent of ŌDC's role in responding to climate change. Our role involves reducing/limiting the impact of ŌDC's activities, primarily through emissions reduction, and working with our partners, stakeholders and communities to reduce the impacts of climate change on local people.
- 4.4. Subsequently, in June 2024 ŌDC's Risk and Assurance Committee endorsed an action plan primarily focused on reducing ŌDC's greenhouse gas emissions and identifying the need to consider and respond to the climate change risks and impacts as they relate to ŌDC's assets and infrastructure.
- 4.5. The 2024-34 LTP highlighted community resilience and responding to climate change risks as a priority. The district-wide Concept Plans adopted in 2022 and 2024 signal climate change risks, particularly flooding in Ōtorohanga township and coastal inundation in Kāwhia/Aotea as primary areas of focus. The Te Korowai (CouncilMARK) assessment (November 2024) noted the importance of climate change response, including community adaptation, and the intentions and progress of ŌDC.
- 4.6. Preliminary discussions have been held with Waikato Regional Council staff regarding utilising updated catchment data to inform an assessment of the Ōtorohanga town flood protection system. This assessment, which is hoped to be undertaken in 2025, will evaluate the likely performance of the flood protection system under different climate change scenarios. The outcome of this assessment will inform future asset management and response planning.
- 4.7. Staff have considered the opportunity for an iwi-led (or joint) approach to climate change response, including adaptation, in Kāwhia/Aotea. This thinking stems from a similar initiative in Maketu (Bay of Plenty) in 2023, where local iwi worked with the community on the development of a climate change adaptation plan. Discussions identified that a proposed Government funded Māori-led research project - Kurawaka o Hine-Ahu-One: Sacred Sands of Hine-Ahu-One - would focus on

Kāwhia and Aotea Harbours and include consideration of and community response to climate change risks and impacts. However, a decision at the end of May 2025 meant this project would not be funded. Consideration now needs to be given as to the best approach to working with Kāwhia/Aotea communities on responding to climate change risks and hazards.

4.8. This response plan sets out the case for collective action and provides a roadmap (pathways) for responding to the impacts of climate change across specific areas of focus (encompassing key activities, functions and locations). The commitments set out in the Plan reflect the direction and decisions already taken by ŌDC. On that basis this Plan can be considered a reference point for high level local climate change risks and impacts, as well as a collation of the actions and initiatives already endorsed and/or underway. For this reason, no engagement on the Plan is proposed.

5. Appendices | Ngā āpitihanga

Number	Title
1	Ōtorohanga Climate Change Response Plan - A Roadmap for Action: June 2025



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Ōtorohanga District Climate Change Response Plan – A Roadmap for Action

Te Mahere Urupare Huringa Āhuarangi a te rohe o Ōtorohanga
– He Mahere Mahi

June 2025



Foreword by the Mayor

Kupu Whakataki a te Koromatua

We have all seen the effects of climate change and the devastation and disruption it causes, both here in Aotearoa New Zealand and around the world. We know the sooner the world transitions away from fossil fuels as the base of our society, the less we (humans) will need to adapt to the impacts of a changing climate and the fewer devastating extreme weather events that will impact on our communities in the future.

The extreme weather events of early 2023, including Cyclone Gabrielle, remind us that the challenges and changes arising from climate change are big. While the Ōpārau community was most impacted and the state highway access disrupted, we were fortunate those impacts weren't more widespread across our district. However, we cannot be complacent and think we won't ever be more impacted by severe weather events. That's why we need to plan well, work together, move quickly when we need to and be fair.

In our recently adopted Long-term Plan (LTP)¹ we said our focus must be on people, place and partnerships, with specific attention to building resilience, and being sustainable and transformational. The Te Korowai (CouncilMARK) independent assessment in late 2024² reinforced that as an organisation we need to be more intentional in how we plan for this. Responding to the challenges of climate change brings all these elements together.

This climate change plan directs our thinking and actions in two ways - as an organisation that needs to be more sustainable and reduce our environmental impacts; and helping our communities to be stronger and more resilient. We know we need to work with our communities, stakeholders and mana whenua partners on a shared plan of action – so we all know what's needed and when.

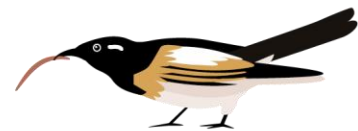
What future do we want for our children/tamariki and grandchildren/mokopuna? We can't leave things to chance or hope others will pick up the slack. We can all take steps now to reduce our environmental impacts and by working together ensure we have a collective plan of action to adapt to climate change.

Max Baxter – Mayor of Ōtorohanga District



¹ <https://www.otodc.govt.nz/documents-and-forms/long-term-plan>

² <https://www.otodc.govt.nz/assets/Documents/Other/Media-Release-ODC-Te-Korowai-outcome-Otorohanga-District-Council-Independent-Evaluation-Report.pdf>



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Summary

Whakarāpopototanga

Climate change is the biggest global issue of our generation – and it will be for future generations, even if the international carbon reduction targets are achieved. While reducing emissions (mitigation) locally, regionally, national and internationally is critical, so too is adapting to climate change.

Climate change is here and now. Recent extreme weather events across Aotearoa New Zealand reinforce the scale of the threat and the potential disruption across our district. As a Council, we have a responsibility to promote community wellbeing, and taking a lead role in responding to climate change is integral to that responsibility.

Our role involves reducing/limiting the impact of Council's activities, primarily through emissions reduction, and working with our partners, stakeholders and communities to reduce the impacts of climate change on local people.

This response plan sets out the case for collective action and provides a roadmap (pathways) for responding to the impacts of climate change across specific areas of focus encompassing key activities, functions and locations.





Why should we care about Climate Change?

He aha te take me aro tātou ki te Huringa Āhuarangi?

Climate change is one of the most critical issues of our time. It threatens our way of life and, in some places nationally and internationally, our very existence.

We recognise the scale of the threat and potential disruption from climate change across our district. As a Council we have a responsibility to promote community wellbeing, and taking a lead role in responding to climate change is integral to that responsibility. We are and will continue to apply a climate change lens to our planning and decision-making processes so that we can collectively adapt and transition to a resilient, sustainable future.

This commitment aligns with Council's strategic direction, as confirmed with the adoption of the 2024-34 LTP. In the LTP we said our focus needed to be on people, place and partnerships, as reflected in the following community outcomes. Council's role broadly falls under two areas:

- **Mitigation:** This is about reducing the effects from activities *on* climate change. Council's role in mitigation is largely limited to reducing the greenhouse emissions from our own day to day activities.
- **Adaptation:** This is about responding to the impacts *of* climate change on our communities. Councils play a key role in climate adaptation, such as ensuring critical infrastructure is robust in a changing climate, avoiding or reducing activities being located in high hazard areas, assisting communities in building resilience and emergency response to climate-related events.

Ōtorohanga Community Outcomes



We've taken the opportunity to further refine the themes developed as part of the last (2021) LTP process. When it comes to responding to climate change, we wanted to ensure that what we planned to do increases resilience, promotes sustainability and enables transformation.



Long Term Plan Themes

Resilient	<ul style="list-style-type: none"> Continue to provide leadership that builds trust and confidence for social resilience. Embed climate adaptation and mitigation practices into the way we work and: <ul style="list-style-type: none"> Actively seek to reduce risks Build back better where possible
Sustainable	<ul style="list-style-type: none"> Adopting environmental protection and restoration practices when carrying out our work Having and implementing a plan to reduce our emissions Implementing better waste management to contribute to the national goal of a circular economy.
Transformational	<ul style="list-style-type: none"> Continuing to improve delivery Make sure the district and the organisation are well positioned for the future.

This climate change response plan helps provide direction for Council to:

- Identify actions that support mitigation and adaptation to climate change
- Signal projects that will deliver emissions reduction
- Meet its audit and statutory obligations
- Build resilience for its own assets and infrastructure
- Support community response and adaptation
- Meet community, stakeholder and partner expectations



We want to work with iwi/mana whenua, stakeholders and communities to understand what the needs and priorities are in response to climate change and to develop a shared Community Action Plan.

Note: a targeted approach to reducing district emissions is not part of the scope of this work. With agriculture contributing most of the district's emissions, Council believes there is already sufficient attention being given to emissions reduction in this area. Council staff will, however, provide guidance to any local businesses wishing to reduce their emissions.





Global Context

Horopaki ā-Ao

Climate Change is Here and Now

Kua Tae Mai te Huringa Āhuarangi

The understanding of climate change has shifted from a perception of just an environmental problem to one that is recognised as a threat to financial systems, social cohesion, health and wellbeing, and national and international security. Projections for local climatic changes present significant implications for our environment, the safety of our communities and the economy.

In 2018, the world's leading climate scientists, through the Intergovernmental Panel on Climate Change (IPCC), highlighted the unprecedented scale of the challenge required to keep warming to 1.5°Celsius and the significant impacts if we do not³.

Since 2018, the IPCC has published its Sixth Assessment Report (AR6), with a synthesis report for policy makers published in March 2023⁴. These reports present the most recent state of knowledge of climate change science, its widespread impacts and risks, and climate change mitigation and adaptation.

In these reports, the IPCC warns that the challenge has become even greater due to a continued increase in greenhouse gas emissions. Human activities have caused our planet's climate to warm at a rate faster than anything people have experienced in at least 2000 years.

The pace and scale of what has been done so far, and current plans, are insufficient. However, there are multiple, feasible and effective options to reduce greenhouse gas emissions and adapt to human-caused climate change, and they are available now.

More than a century of burning fossil fuels as well as unequal and unsustainable energy and land use has led to global warming of 1.2° Celsius above pre-industrial levels. This has resulted in more frequent and more intense extreme weather events that have caused increasingly dangerous impacts on nature and people in every region of the world.

From any increase in global warming, we can expect:

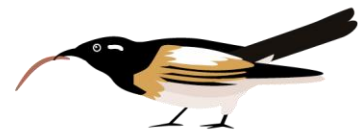
- an increasingly variable water cycle
- long lasting changes in our ocean, sea level and the earth's frozen regions
- extreme weather events.

Every increment of warming results in rapidly escalating hazards. More intense heatwaves, heavier rainfall and other weather extremes further increase risks for human health and ecosystems. Across the world, people are dying from extreme heat and climate driven food and water insecurity, which are expected to increase with increased warming. When the risks combine with other adverse events, such as pandemics or conflicts, they become even more difficult to manage.

In this decade, accelerated action to adapt to climate change is essential to close the gap between existing adaptation and what is needed. Meanwhile, keeping warming to 1.5°Celsius above preindustrial levels requires deep, rapid and sustained greenhouse gas emissions reductions in all sectors. Emissions should be decreasing by now and will need to be cut by almost half by 2030 if warming is to be limited to 1.5° Celsius.

³ <https://www.ipcc.ch/2018/10/08/summary-for-policymakers-of-ipcc-special-report-on-global-warming-of-1-5c-approved-by-governments/>

⁴ <https://www.ipcc.ch/synthesis-report/>

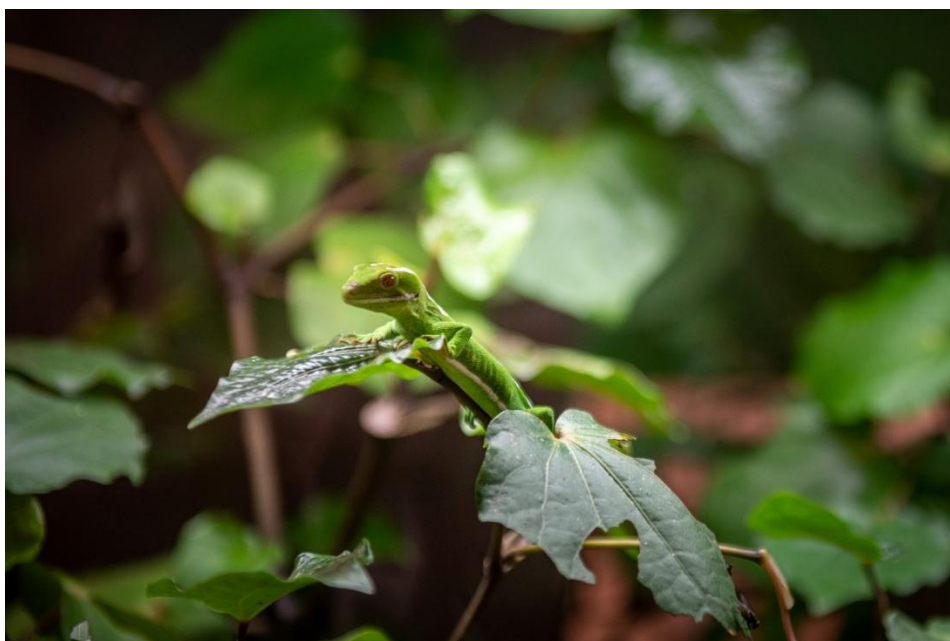


The AR6⁵ concludes with the realisation we have left the stable climate in which our cultures, cities, agriculture, economies and the infrastructure were developed, and warns that future changes to our climate and how they affect us will depend on the choices we make today.



“If we act now, we can still secure a liveable sustainable future for all.”

IPCC Chair Hoesung Lee, March 2023



⁵ <https://www.ipcc.ch/assessment-report/ar6/>



It's All Connected – Economy and Society within Environmental Limits

E Hono Ana Ngā Mea Katoa – Te Ōhanga me te Iwi Whānui i roto i te Āheinga o te Taiao

Our environment is made up of many interconnected processes in climate, air, water and biodiversity that keep our planet stable and habitable.

People depend on stability of the environment for economic and food security, access to energy, reliable infrastructure, physical and mental health, cleaner water and less air pollution. It's in our interest to protect the planet.

The planetary boundaries concept, developed by the Stockholm Resilience Centre in 2009⁶, identifies a set of nine planetary boundaries based on the interconnected processes that regulate the stability and resilience of the Earth system. These are the 'safe' environmental limits within which people can continue to develop and thrive. Crossing these boundaries increases the risk of tipping points, critical thresholds at which even small changes can cause large scale abrupt or irreversible environmental changes.

The planetary boundaries work has been regularly updated, most recently in May 2023, to incorporate socially 'just' limits at which people are not exposed to significant harm from planetary changes. The addition of justice takes account of the fact that everyone, particularly the most vulnerable, has a right to a healthy environment, clean water, food, energy and health⁷.

This new study finds almost all of the 'safe' environmental Earth system boundaries have been breached, and that adding the justice perspective further tightens many of the original boundaries. For example, human beings are considered to be relatively 'safe' up to 1.5 degrees of global warming. However, at the current 1.2 degrees increase, we're already seeing environmental disasters causing direct impacts on people's homes, livelihoods and quality of life, including here in Aotearoa New Zealand. At current projections based on existing policies and action, the planet is on a trajectory towards 2.7 degrees warming by 2100⁸.

These findings increase the urgency with which we must work towards existing sustainability goals, including the Paris Agreement for climate⁹, the Kunming-Montreal Global Biodiversity Framework¹⁰ and the 2030 Sustainable Development Goals¹¹. Climate change, biodiversity and water quality are interconnected, as are wellbeing and economic stability. The interconnectedness means the sustainability goals for our environment, communities and economy must all be considered and addressed together, rather than being traded off against each other.



⁶ <https://www.stockholmresilience.org/research/planetary-boundaries.html>

⁷ <https://www.nature.com/articles/s41586-023-06083-8>

⁸ <https://climateactiontracker.org/>

⁹ <https://unfccc.int/process-and-meetings/the-paris-agreement>

¹⁰ <https://www.cbd.int/gbf>

¹¹ <https://sdgs.un.org/2030agenda>



“This study brings into focus the human dimension of the climate debate. In putting a number on human needs and impacts, it shows how the protection of the planet is inseparable from the success of communities, societies and economies. These boundaries enable businesses to understand their fair share of resources and responsibilities, and to take measurable action to minimise their footprint on the planet that also helps improve human wellbeing. Every fraction of a degree of warming has a direct impact on people’s lives and livelihoods, from undermining food security and displacing families from their homes to increasing the risk of disease and so much more. There has never been a more urgent need for leaders to take transformational action to limit global warming, protect nature and build a just economy for all.”

*Prof. Xuemei Bai, Distinguished Professor, Australian National University
and co-author of Safe and just Earth system boundaries.*





National Context

Horopaki ā-Motu

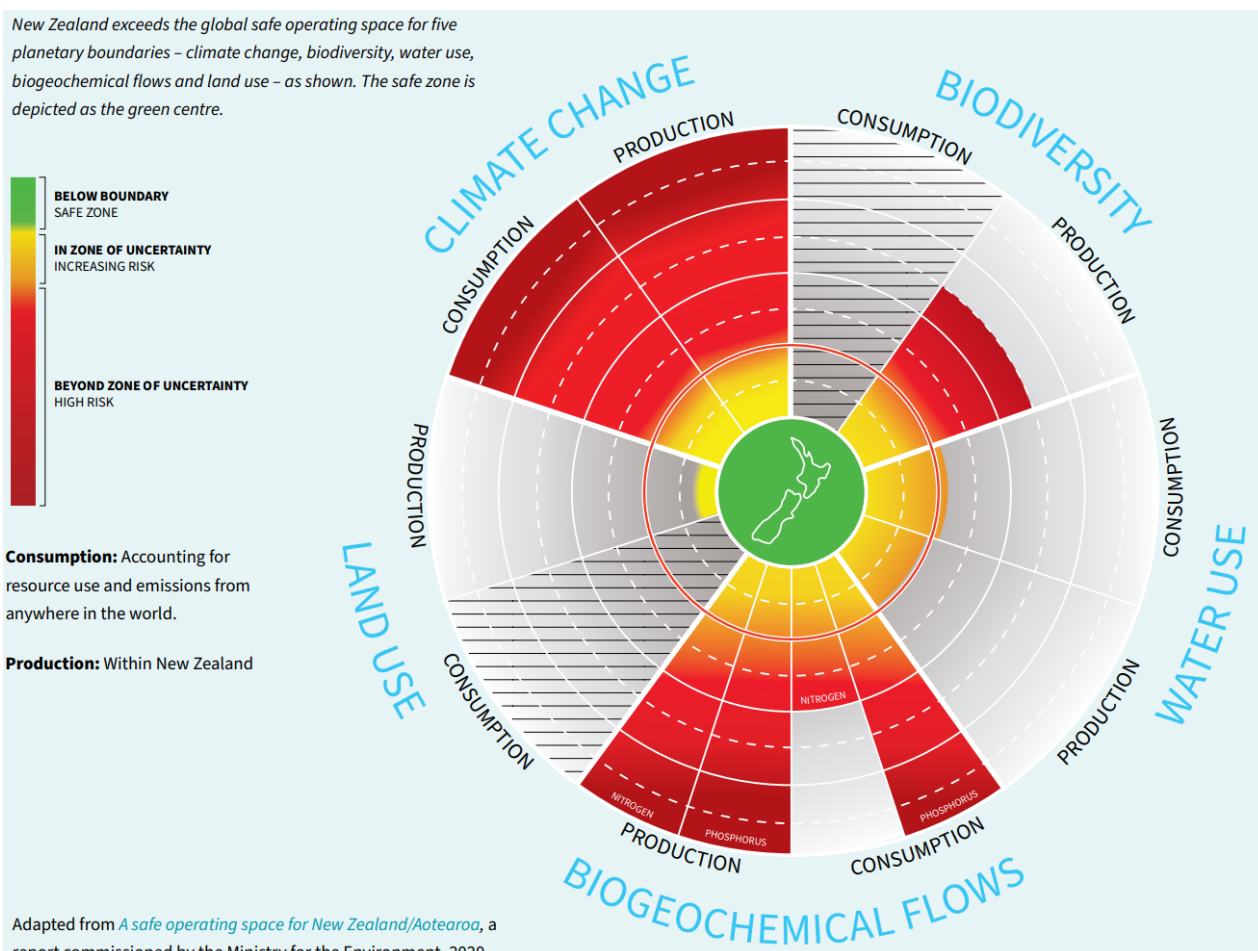
Planetary Boundaries New Zealand

Ngā āheinga o te ao i Aotearoa

A report commissioned by the New Zealand Ministry for the Environment in December 2020¹² quantified five of the nine planetary boundaries relevant to Aotearoa New Zealand. These being climate change, land use, freshwater use, biogeochemical flows (nutrient use, mainly nitrogen and phosphorus) and biodiversity.

The report found that New Zealand exceeds its fair share of the earth's resources and atmosphere related to climate, biodiversity, nutrient use and deforestation. The report provides context for local communities to consider interconnected environmental pressures and our opportunities for reducing these and working with nature to create a more sustainable and resilient region.

Five planetary boundaries translated to New Zealand



Adapted from A safe operating space for New Zealand/Aotearoa, a report commissioned by the Ministry for the Environment, 2020.

¹² <https://environment.govt.nz/publications/a-safe-operating-space-for-new-zealand-aotearoa-translating-the-planetary-boundaries-framework/>



Projected national climate impacts¹³

Ngā pānga huringa ā-motu e matapaetia ana

The Ministry for the Environment has developed an interactive climate projections map for Aotearoa New Zealand, which has been updated with the latest climate change projections data¹⁴. This tool can provide more detail on the potential future climate that will impact the Waikato region and districts. The map and dashboard include projection descriptions and detailed maps for each territorial authority.

The following is a summary of projected impacts across various climate variables.

Temperature

The average annual temperature in Aotearoa New Zealand has increased by 1.26°C compared to the reference period of 1961-1990, with the warmest year on record being 2022 and eight of the 10 warmest years occurring in the last 10 years.¹⁵ By 2090, annual average temperatures across the country are projected to increase by between 0.8°C and 3.0°C depending which climate change scenarios continue to play out¹⁶.

The range of these annual average temperatures across Aotearoa are projected to be between 0.3°C and 1.2°C warmer by 2030, between 0.6°C and 2.1°C warmer by 2050, and between 0.7°C and 4.6°C warmer by 2090.

More hot days - days when maximum daily temperatures are over 25°C - are projected for most of New Zealand, with the north and east North Island projected to experience the most change. For example, the Far North District is projected to experience between 22 and 87 more hot days on average by 2090 (currently an average of 25 hot days per year).

Fewer frost days - where minimum daily temperatures are below 0°C - per year are projected in the west and south of the South Island. For example, the Mackenzie District is projected to experience the greatest decline in frost days per year, with an average of between 15 and 54 fewer frost days annually by 2090.

Rainfall

The North Island is projected to have less annual rainfall by 2090, particularly in the north and the east. The north and the east of the South Island are also projected to have less annual rainfall by 2090, however, the west and south of the South Island are projected to have more annual rainfall by 2090. For example, the Southland District is projected to receive on average between 5 and 8 per cent more annual rainfall by 2090.

There are expected to be more very rainy days - where daily rainfall exceeds 25 mm - for many regions, especially in the Westland District which is projected to experience between 3 and 5 more very rainy days on average by 2090. However, the Gisborne District is projected to experience up to 2 fewer very rainy days on average by 2090.

Drought

Drought exposure is projected to increase over the east and decrease in the west of the North and South Islands. For example, the Kaikōura District is projected to experience an increase in drought exposure by 2090.

Wind

There are projected to be fewer windy days - with maximum wind speed more than 10 metres per second - per year for much of the North Island, and more windy days per year in most of the South Island by 2090. For example, Dunedin City is projected to experience between 4 and 6 more windy days per year on average by 2090. Wellington City is projected to experience between 2 more and 5 fewer windy days per year on average by 2090.

¹³ <https://niwa.co.nz/climate-and-weather/updated-national-climate-projections-new-zealand>

¹⁴ <https://map.climatedata.environment.govt.nz/>

¹⁵ <https://www.stats.govt.nz/indicators/temperature/>

¹⁶ Shared socio-economic pathways <https://environment.govt.nz/what-you-can-do/climate-scenarios-toolkit/climate-scenarios-list/ipccs-ssp-rcp-scenarios/>



Local/Regional Context

Horopaki ā-Rohe, ā-Motu hoki

Climate projections for the Waikato and Ōtorohanga District

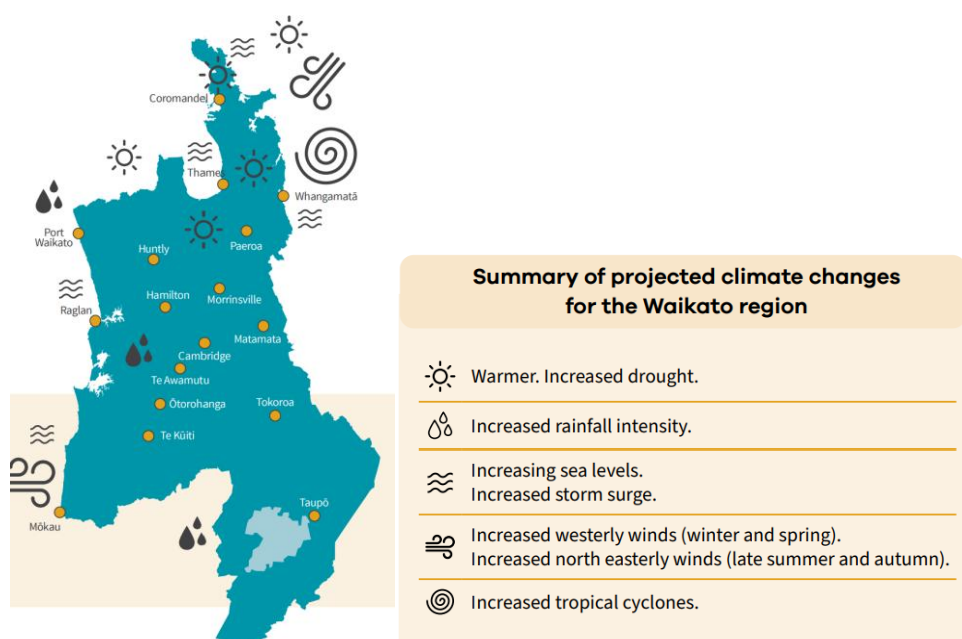
Ngā matapae āhuarangi mō Te Rohe o Waikato me Ōtorohanga

For Aotearoa New Zealand, future projections show a warmer, wetter and windier climate, with more extreme daily and seasonal variations and inconsistent geographic effects.

Over the next century, the Waikato region can expect rising sea levels, more extreme weather, warmer summers and milder winters with seasonal rainfall shifts. It is projected that drought risk will increase in the north and east over spring and summer, and there may be seasonal changes in rainfall and wind in the west. These climatic changes have implications for local communities, many of which are located along the coast or in floodplains.

To help with its decision making, the Waikato Regional Council commissioned detailed climate projections for the Waikato region, using the most recent international climate modelling data (CMIP6) and several scenarios from the AR6¹⁷. Trends in average seasonal and annual mean, maximum and minimum temperatures were explored; patterns in average seasonal and annual precipitation, run-off, wind speed, daily extreme precipitation, daily extreme wind speed and an annual drought index were analysed; and, in terms of socio-economic variables, historical water-take statistics examined.

The implications for our region are that we must future-proof our decisions and pivot from basing decisions on known past measurements of our environment to one that includes modelled projections. The future will be more dynamic and we are already starting to see more weather extremes, the cumulative effects of which we have not experienced before. In this changing climate, we need to develop confidence to make decisions under increasing uncertainty.



Waikato Regional Council 2023

¹⁷ <https://www.waikatoregion.govt.nz/assets/WRC/Waikato-Regional-Climate-Impacts-Report.pdf>



Climate change is amplifying our natural hazards

Kei te kaha atu te raru o ō tātou pūmate ao tūroa

Climate change is already increasing the frequency, severity and impact of many natural hazards in the Waikato (e.g. changes in weather patterns and increased incidences of sub-tropical cyclones).

Coastal inundation and coastal erosion caused by sea level rise is the natural hazard commonly associated with climate change, but others include river flooding and land instability from extreme rainfall events, and heat waves, drought and fire from extended periods without rain and increased temperatures. Together, and including other natural processes such as land subsidence, the impacts will be greatly increased and wide-ranging.

In 2025 the Waikato Regional Council produced a report on the Climate Change Hazards and Risks in the Waikato Region¹⁸. This technical report covers the geographic area of the eleven councils in the Waikato region and provides insights into the hazards and potential risks associated with climate change across five domains (human, natural environment, economy, built environment, governance). The report includes a summary of the climate change hazards and risks impacting Ōtorohanga District.

The Waikato Regional Hazards Portal¹⁹ and Coastal Inundation Tool²⁰ are key online resources our communities can use to identify and make informed decisions about their exposure to natural hazards. Improved natural hazard information will be available in Land Information Memorandum (LIM) reports from July 2025 to allow property owners and buyers to easily access existing information on natural hazard risks affecting properties. There is real potential for the insurance industry to withdraw, or partially withdraw, from selected parts of coastal, river or landslide-prone settlements in the region due to increased climate change risk²¹. The behaviour of the insurance industry may be an important catalyst for change given the changing climate.



Coastal inundation and erosion

Coastal inundation and erosion already occur in many places in the Waikato, and impacts worsen during king tide and storm events. In our region, coastal inundation is currently a risk to 8000 people, \$1.46 billion worth of buildings and 540 square kilometres of productive land²².

¹⁸ <https://www.waikatoregion.govt.nz/environment/climate-change/waikato-regional-climate-change-hazards-and-risks/>

¹⁹ <https://www.waikatoregion.govt.nz/services/regional-hazards-and-emergency-management/regional-hazards-portal/>

²⁰ <https://www.waikatoregion.govt.nz/services/regional-hazards-and-emergency-management/coastal-flooding-inundation/coastal-inundation-tool/>

²¹ <https://deepsouthchallenge.co.nz/research-project/climate-change-and-the-withdrawal-of-insurance/>

²² <https://deepsouthchallenge.co.nz/wp-content/uploads/2021/01/Exposure-to-Coastal-Flooding-Final-Report.pdf>



A 1 metre rise in sea level (forecast to progressively occur over the next 75 years) will mean present day 1-in-100-year extreme sea level events will happen with much more frequency and impact more than 11,000 residents, \$2.2 billion worth of buildings and 630 square kilometres of land in the Waikato region if no future coastal protection or adaption occurs²³.

Sea level rise and ground water

Sea level rise also affects groundwater levels in coastal aquifers. This can have the effect of:

- increasing the water table, affecting the structure, usability and integrity of buried infrastructure, especially relevant to public three waters services and to private septic tanks
- affecting the foundations of infrastructure such as highways, rail and stop-banks
- increasing liquefaction risk
- shifting the position of the freshwater-saltwater interface of rivers, which could increase the area of saltwater inundation
- increasing the amount of groundwater that may need to be drained from low-lying coastal lands
- saltwater intrusion into groundwater bores.



River flooding

River flooding is likely to increase with more frequent and intense rainfall and in coastal areas exacerbated by sea level rise. As a consequence, groundwater tables may also be higher, further exacerbating flooding. The Waikato region has extensive flood management schemes and land drainage networks, all built to provide agreed levels of service. However, with climate change these may be unable to provide the level of protection they used to without considerable additional investment. Continual ongoing development in drained or flood protected areas further increases what and who is exposed to risk from flooding.

²³ <https://deepsouthchallenge.co.nz/wp-content/uploads/2021/01/Exposure-to-Coastal-Flooding-Final-Report.pdf>





State Highway 31 – Kāwhia Road

Land instability

Intense rainfall and river flooding are drivers of increased land instability, including landslides and erosion. Longer dry periods can increase the risk of land instability as dry cracked ground is more prone to failure during intense rainfall. Landslides occur in steep catchments where the geology (weak soils) is prone to erosion and when soils become over saturated. The Coromandel Peninsula is particularly prone to landslides, as seen during Cyclone Gabrielle in February 2023 with damage to many roads, including the closure of State Highway 25A due to a massive under slip. The hill country between Ōtorohanga township and Kāwhia/Aotea is equally susceptible to landslip. Erosion is also very common on outer river bends due to high energy water during flood events.

Drought

Northern and eastern parts of the Waikato region are at risk of increased drought, which will have a particular impact on our agricultural and horticultural industries. Places like the Hauraki Plains rely heavily on reticulated water, particularly in the farming industry, however, with increased drought and more dry days there is likely to be reduced water availability. Additionally, heat stress on animals and reduced pastoral feed add an economic burden and have implications for food production.

The Waikato region experienced a dry 2019, with annual rainfall well below the long-term average. This was followed by a record-breaking summer of low rainfall. Ruakura (Hamilton) weather station recorded its driest summer (December 2019 to February 2020) and year (2020) on record, with January and February 2020 recording just 16 millimetres of rainfall.

Recent experience has highlighted the potentially significant cost of drought. The North Island drought of November 2007 to April 2008 cost the New Zealand economy \$2.8 billion.²⁴

Wildfire²⁵

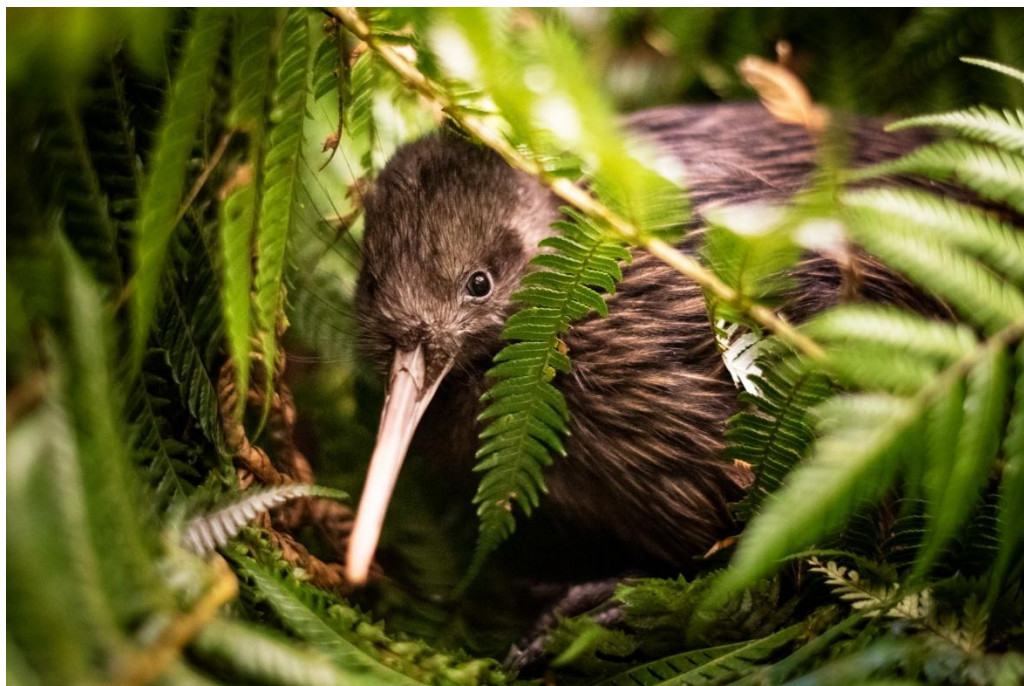
The warmer drier climate will cause an increase in extreme fire weather days and longer fire seasons. This has implications for the potential number, frequency and impacts of future wildfires, as well as for Aotearoa New Zealand's carbon sequestration ambitions and financial capital in planted forests. Recent research has highlighted that the conditions that led to the devastating 'Black-Summer' fires in Australia will occur every 3-20 years in areas of the Mackenzie Country, Central Otago and Marlborough. Wildfires in other parts of the country

²⁴ <https://www.waikatoregion.govt.nz/services/publications/tr202128/>

²⁵ <https://www.scionresearch.com/?a=80922>



can still affect the Waikato, such as if the high voltage transmission system between the South Island and North Island is impacted by wildfire.



Increases in temperatures

Extreme heatwaves are among the fastest-changing meteorological hazards in a warming world with impacts on human health, animal welfare and economic productivity.

Heatwaves in New Zealand over recent summers are already causing wide-ranging effects. Summer heatwaves in 2017/18, 2018/19 and 2021/22 saw the warmest months on record, with many more warm days ($\geq 25^{\circ}\text{C}$) than usual. These warm season heatwaves (from November to March) all produced dramatic climate impacts across New Zealand, including marine heatwave conditions and major loss of glacier ice volume in the Southern Alps.²⁶ Higher temperatures also impact our critical infrastructure, for example, high temperatures can degrade roading infrastructure.

While the Waikato region may not reach the highest daily temperatures in New Zealand during a heatwave, our high afternoon temperatures and humidity can combine to produce significant heat stress. Such extreme events can persist for several days at a time with overnight temperatures offering little respite. Recent research suggests that for the northern half of the North Island, less variation from day-to-day will mean larger risks, as further warming occurs over the twenty-first century.²⁷ Further work is needed to understand the impact of projected temperature increases and heatwaves on different sectors and communities in the Waikato.

An increase in temperature also means fewer frost days. We're already seeing the impact of a warmer climate on winter recreational activities and tourism. In 2022, Tongariro National Park had record-breaking low snowfall, with financial implications for Ruapehu Alpine Lifts and the surrounding towns and businesses.

Thunderstorms

Increased heating causes increased evapotranspiration which results in an increase in atmospheric moisture. In the Waikato this translates to more thunderstorms, more often, being bigger and with more energy. We are already seeing an increase in thunderstorm related hazards, such as localised heavy rain bursts, tornadoes and high wind events.

²⁶Coupled ocean-atmospheric summer heatwaves in the New Zealand region: an update – in *Weather and Climate Vol42 No1* (2023) pp 18-41 NZ Meteorological Society

²⁷ <https://link.springer.com/article/10.1007/s10584-022-03427-7>

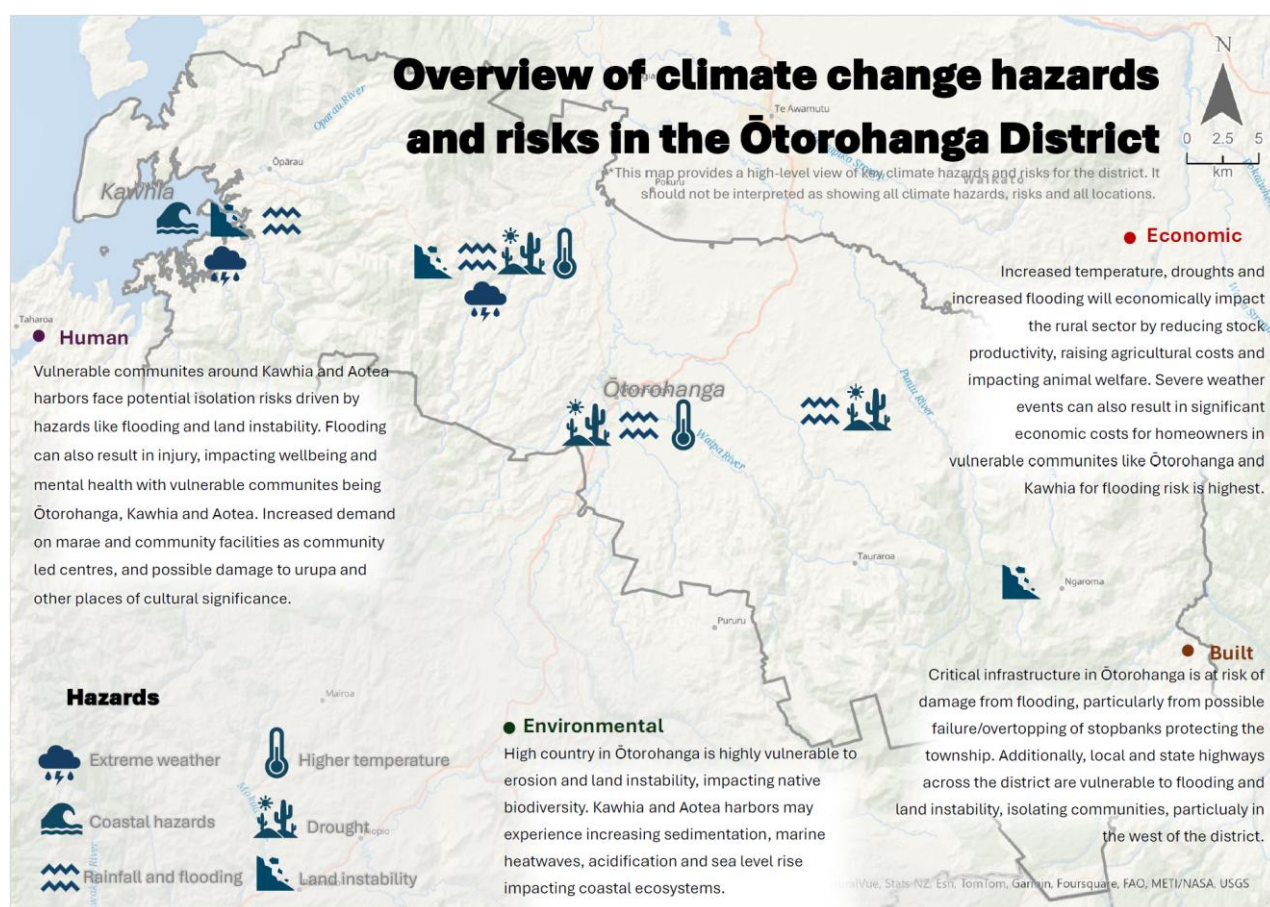


Understanding our climate risks

Understanding the projected changes and their impacts is a key first step in securing intergenerational social, economic, cultural and environmental wellbeing in a changing climate.

We need to better understand the specific climate change risks in order to support adaptation planning. Over time we intend to develop a climate change risk assessment for the whole district. This risk assessment will bring together a collective understanding of climate risk across all aspects of our environment, our people, our property and our economy across a range of climate scenarios and timeframes.

Waikato Regional Council are currently finalising a technical report (2024/28) - Climate Change Hazards and Risks in the Waikato region – which will be very helpful in informing/supporting our work on climate change response.



Waikato Regional Council, 2025

Adapting to climate change and a focus on climate resilience is embedded in each of the pathways shared later in this document. Our initial focus is on assessing the resilience of the Ōtorohanga town flood protection network under updated climate change projections. In addition, we see the opportunity to focus on the Kāwhia/Aotea area and work with partners, stakeholders and the community on responding to the climate change risks.



Our National Response

Tā Tātou Urupare ā-Motu

The Paris Agreement is an international commitment to limit global warming to well below 2° Celsius above pre-industrial levels, and to pursue efforts to limit the temperature increase to no more than 1.5° Celsius. For global warming to remain below 2° Celsius, emissions reductions of 60 per cent to 80 per cent by 2050 must be achieved.

The Climate Change Response Act 2002 provides a framework for New Zealand to contribute to the global effort under the Paris Agreement. This Act, alongside associated policies, plans and regulations, are the Government's main response to climate change.

Aotearoa New Zealand has a national emissions reduction target of reducing greenhouse gases to net zero by 2050 and to reduce biogenic methane by between 24 per cent and 47 per cent. To do this, the Government is using a system of emissions budgets, of which the first three (2022-2025, 2026-2030, 2031- 2035) were published in May 2022.

In July 2024 the coalition Government announced its Climate Strategy – Responding to a changing climate²⁸. While the Government is committed to meeting agreed climate change goals/targets, the new strategy establishes five pillars (areas of focus):

- Infrastructure is resilient and communities are well prepared (Outcome: Delivering a fair and enduring system that helps Aotearoa New Zealand be ready for climate change and provides clarity on costs)
- Credible markets support the climate transition (Outcome: Pricing emissions fairly and effectively to incentivise emissions reductions)
- Clean energy is abundant and affordable (Outcome: Doubling renewable energy by 2050 and installing 10,000 public charging points for electric vehicles)
- World-leading climate innovation boosts the economy (Outcome: Providing tools and removing barriers for businesses to innovate and prepare for the future)
- Nature-based solutions address climate change (Outcome: Restoring biodiversity, while investigating new ways of harnessing nature to remove emissions from the atmosphere)

Government measures to reduce emissions

By 2030	<ul style="list-style-type: none">• Reduce net greenhouse gas emissions by 2030 (Target 9)• Reduce net greenhouse gas emissions to 50 per cent below gross 2005 levels by 2030 (New Zealand's Nationally Determined Contribution under the Paris Agreement)• Reduce biogenic methane to 10 per cent below 2017 levels by 2030
By 2050	<ul style="list-style-type: none">• Reach net zero for long-lived gases by 2050• Reduce biogenic methane to 24 to 47 per cent below 2017 levels by 2050*

* The 2050 methane target is currently subject to an independent expert review.

In April 2024, the Government announced nine targets “to achieve better results in areas that matter to Aotearoa New Zealanders”²⁹. Target 9 is focused on reducing net greenhouse gas emissions to no more than 290 megatonnes of carbon dioxide equivalent (MtCO₂-e) from 2022 to 2025 and 305 MtCO₂-e from 2026 to 2030. The Government believes this keeps us on track to meet Aotearoa New Zealand's 2050 net zero target.

²⁸ https://environment.govt.nz/assets/J001281-MfE-Climate-strategy-brochure-FF_webV2.pdf

²⁹ <https://www.dpmc.govt.nz/our-programmes/government-targets>



National Emissions Reduction Plan

Tā Aotearoa Mahere Whakaheke Tukunga Tuarua

Aotearoa New Zealand's first Emissions Reduction Plan was released in May 2022 and contained strategies, policies and actions for achieving our first emissions budget (2022-2025) and contributing to global efforts to limit global temperature rise to 1.5° Celsius above pre-industrial levels. This required Aotearoa New Zealand to reduce emissions by an extra 11.5 MtCO₂-e) between 2022 and 2025. The Government is required to act to reduce emissions across the economy, all parts of government, and support all Aotearoa New Zealanders to make the most of the transition to improve living standards. The first Emissions Reduction Plan is based on five principles:

- playing our part
- empowering Māori
- equitable transition
- working with nature
- a productive, sustainable and inclusive economy.

In December 2024 the Government released the second emissions reduction plan (ERP)³⁰. The actions and initiatives in this plan are intended to meet the second emissions budget (2026-2030) and achieve the national 2050 net zero target. The Government advises that this ERP creates opportunities that will help us maintain our way of life, while minimising the cost to the country of mitigating climate change. It has been guided by public feedback and is anchored by the five pillars of the New Zealand Climate Strategy.

The new ERP requires climate action from every part of Government and sector of the economy, including transport, energy, building and construction, waste, agriculture and forestry.

National Adaptation Plan

Urutau, ka taurikura: Kia tū pakari a Aotearoa i ngā huringa āhuarangi

The first national adaptation plan (NAP) was released in August 2022³¹. This plan sets out what actions the Government will take over a six-year period to help all Aotearoa New Zealanders adapt and thrive in a changing climate. It includes a programme of work to support councils to take action and adapt to climate change. It brought together existing actions and proposed future work to:

- enable better risk-informed decisions
- drive climate-resilient development in the right places
- lay the foundations for a range of adaptation options, including managed retreat
- embed climate resilience across government policy.

The NAP is informed by a national climate change risk assessment completed in 2020. The next national risk assessment will be undertaken by 2026, which will inform the second NAP due for release in 2028.

³⁰ <https://environment.govt.nz/publications/new-zealands-second-emissions-reduction-plan/>

³¹ <https://environment.govt.nz/what-government-is-doing/areas-of-work/climate-change/adapting-to-climate-change/national-adaptation-plan/>



Legislative Reform and how it impacts on our National Response

Te whakahou ture me ōna pānga ki tā tātou Urupare ā-Motu

The coalition Government has embarked on a comprehensive and widespread reform of key legislation, including the Resource Management Act 1991. The outcome of these reforms will impact on how we (central government, local government, businesses, households and communities) respond to climate change, although some of the details will remain unclear until the reform programme is complete.





Emissions

Ngā Tukunga

Emissions in Aotearoa New Zealand

Ngā Tukunga Waro i Aotearoa

Aotearoa New Zealand's Greenhouse Gas Inventory is the official annual report of all human-induced emissions and removals of greenhouse gases in New Zealand. The most recent inventory contains all major emissions trends from 1990 to 2022³².

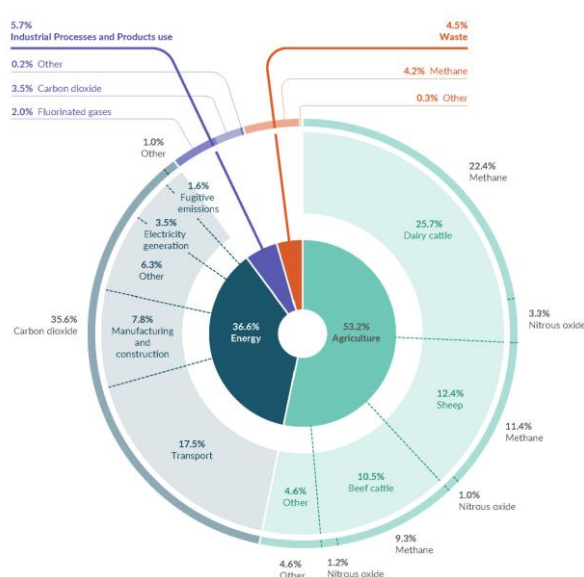
The Inventory indicates that gross emissions peaked in 2006 and have been declining since 2019.

In 2022, Aotearoa New Zealand's gross emissions were 78.4 Mt CO₂-e. This is a 14 per cent increase from emissions in 1990 (the base year for United Nations Framework Convention on Climate Change (UNFCCC) reporting).

The five emission sources that contributed most to the increase since 1990 were:

- enteric fermentation from dairy cattle, largely due to an increase in the dairy cattle population (methane) (an increase of 9.0 Mt CO₂-e)
- road transportation, due to traffic growth (carbon dioxide) (an increase of 5.7 Mt CO₂-e)
- agricultural soils, due to increased fertiliser use (nitrous oxide) (an increase of 1.7 Mt CO₂-e)
- fluorinated gases, mainly due to increased use in refrigeration and air-conditioning systems as replacement for ozone-depleting substances (an increase of 1.5 Mt CO₂-e)
- fuel use in manufacturing and construction, due to increased economic activity leading to increased production (carbon dioxide) (an increase of 1.3 Mt CO₂-e).

The following diagram reflects 2022 gross greenhouse gas emissions percentages by sector, category and gas type.



³² <https://environment.govt.nz/publications/new-zealands-greenhouse-gas-inventory-19902022-snapshot/>



All sectors had gross emissions reductions from 2021. The largest reduction was from electricity and heat production due to increased renewable electricity generation. Aotearoa New Zealand's levels of renewable electricity generation are highly dependent on where and when there is rainfall. 2022 was a high-rainfall year, resulting in increased hydroelectricity generation that displaced coal and gas-fired power generation. As gross emissions in 2022 were influenced by this annual variation in rainfall, the high level of emissions reductions seen in 2022 does not mean a permanent reduction in emissions.

Waikato Region Emissions

Ngā Tukunga Waro i te Rohe o Waikato

The regional greenhouse gas emissions inventory provides an understanding of the Waikato region's emissions profile over time. Compiled every three years³³, the first baseline greenhouse gas emissions inventory for the Waikato region was for the 2015/16 financial year.

The most recent inventory, for 2021/2022, indicates that activities within the region generated approximately 12.0 MtCO₂-e. Gross emissions have decreased by 3 per cent since the 2015/16 baseline year. On a per capita basis, the Waikato's gross emissions remain significantly higher than the national average. This means that future Government policy initiatives to reduce greenhouse gases may have a significant impact on Waikato people, economically and socially.

Those sectors with the highest emissions provide the best opportunities for reducing the region's emissions. Agriculture remains the largest contributor to the total gross emissions for Waikato (67 per cent), followed by transportation (16 per cent) and stationary energy (13 per cent). On road petrol and diesel engines contribute to approximately 86 per cent of the transportation emissions and the main source of emissions from stationary energy is natural gas consumption.

Trends over the three inventories undertaken so far have been similar, with modest changes seen within each sector year to year. The three sectors with greatest changes are:

- transport, with an increasing but fluctuating trend between years
- agriculture, with a downward trend based largely on animal number reductions (particularly dairy and sheep)
- forestry (the largest change), with increased harvest volumes significantly reducing the sector's overall sequestration, which is used to offset other emissions.

The region's emission's profile for 2021/22 showed forestry removed 14 per cent of total gross emissions, compared with 44 per cent in 2018/19.

Increasing native forest has an important role in our region's long-term response to climate change. As well as increasing carbon sequestration, benefits of increasing native forest include increased biodiversity and improving soil health, while providing food, shelter and breeding sites for native species.

It is proposed that greenhouse gas emissions arising from the drainage and disturbance of organic soils such as our Waikato peatlands be included in future regional inventories.

Quick facts:

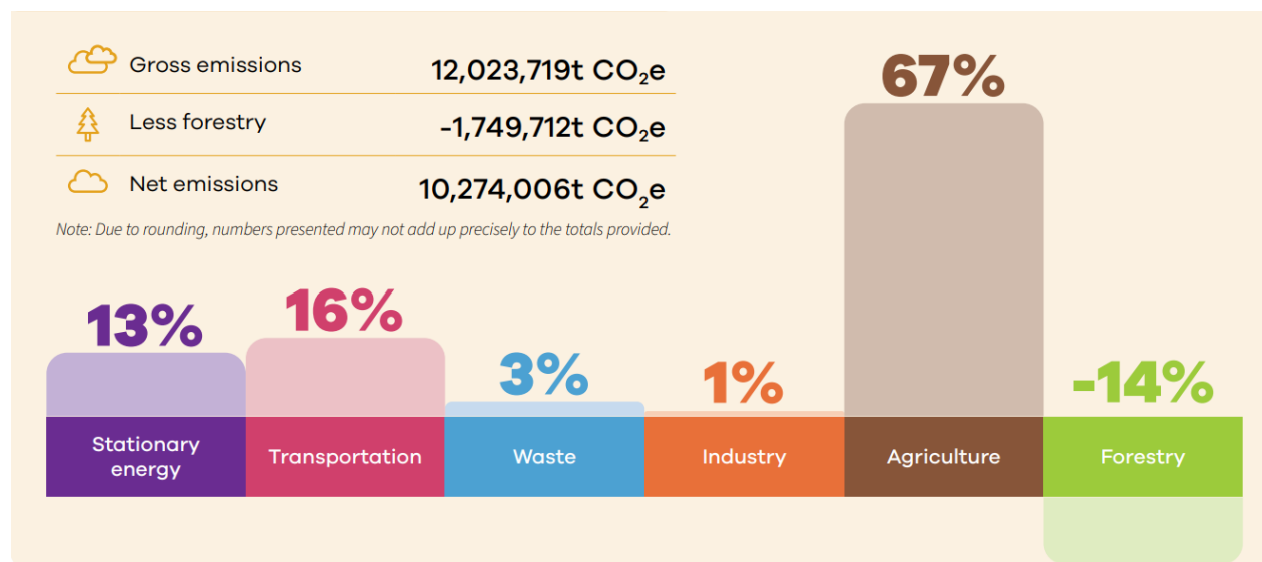
- Waikato region's per capita net emissions are approximately 35 per cent higher than the national average (23.7 v 15.0 tCO₂-e per capita).
- Agricultural activities generate 67 per cent of all emissions.
- Waikato region's per capita agricultural emissions are more than twice the national average (16.0 v 7.4 tCO₂ e per capita), showing the dominance of agricultural emissions in the Waikato.

³³ <https://www.waikatoregion.govt.nz/environment/climate-change/waikato-regional-greenhouse-gas-inventory/>



- 91 per cent of carbon sequestration in the Waikato comes from exotic forest and 9 per cent from native forest.

Waikato region emissions by percentage:



The Waikato Regional Council aims to enable Waikato farmers to be national leaders in the adoption of climate smart practices and technologies. They will do this by aligning farmer education and support services with those of industry bodies and central government.

The Waikato is one of the most productive agricultural regions in New Zealand. Dairy and meat products make up around two-thirds of the Waikato's international exports. Most of the towns in the Waikato are highly dependent on agriculture for their economic sustainability. We all have an interest in the enduring success of our primary industries.

Dairy farming is dominant. It was recently estimated that the Waikato has over 3000 dairy herds – around ¼ of the total herds in New Zealand³⁴ – and, economically, dairying brings in \$1.6 billion (around 5 per cent of regional gross domestic product) each year to the region, as well as employing about 10,000 people.

The agricultural sector also includes sheep, beef and goat farming, horse breeding and horticulture. Vegetable growing, which used to be centred around Pukekohe, has expanded and shifted south to the Matamata area.

Those working in agriculture fully appreciate that weather patterns are changing, as this affects their livelihood. Farmers are already changing traditional management systems and learning to work with a changing climate. New technologies and improved genetics are being developed to adapt to changing conditions and reduce emissions. Farmers are also planting a significant number of trees, protecting existing forest lots and creating and protecting wetlands. Recent legislation has mandated all farmers to prepare and implement farm environment plans to address impacts on fresh water. Many of the actions also provide climate change response benefits.

Export markets are increasingly cognisant of emissions from land use, and these may result in formal or informal trade barriers in the absence of an appropriate climate response from New Zealand.

³⁴ <https://www.dairynz.co.nz/media/bywm13d4/dairy-statistics-2023-24.pdf>



Emissions in the Ōtorohanga District

Ngā Tukunga Waro i Te Rohe o Ōtorohanga

The Ōtorohanga District greenhouse gas emissions inventory provides an understanding of the district's emissions profile over time. Compiled every three years, the first baseline greenhouse gas emissions inventory for the district was for the 2018/19 financial year. The most recent inventory was completed in August 2023 and covers the 2021/2022 year³⁵.

Key results are:

- Ōtorohanga District emissions were 866,094 metric tonnes of carbon dioxide equivalent (t CO₂e) gross and 1,052,562 t CO₂e net emissions. The gross emissions for the Ōtorohanga District have decreased by 7% between 2018/19 and 2021/22. However, the net emissions have risen by 21%, largely due to an increase in forest harvest emissions.
- The largest two sectors are Agriculture with 783,964 t CO₂e and Transportation with 40,601 t CO₂e gross emissions.
- Activities within the Ōtorohanga District boundary generated 7% of Waikato Region's emissions (approximately 12,023,719 t CO₂e in total).



³⁵ <https://www.otodc.govt.nz/assets/Documents/Climate-Change/Greenhouse-Gas-Emissions-Inventory-Otorohanga-District-August-2023.pdf>



What are we doing at Ōtorohanga District Council?

Kei te aha mātou i Te Kaunihera ā-rohe o Ōtorohanga?



Reducing our footprint

Te whakaiti i tō tātou pānga waro

We have been taking action to reduce our greenhouse gas emissions. This includes purchasing more fuel-efficient vehicles and upgrading lighting and heating/ventilation in our main building.

However, we wanted to take a more coordinated and deliberate approach to reducing our greenhouse gas emissions, so in June 2024 we adopted our own climate change response plan³⁶. This plan is ambitious based around achieving three goals:

- We understand and act on the impacts of climate change
- We have prioritised a transition to low (carbon) emissions
- We have adapted to reduce climate change risk

We are targeting reduced emissions, and we also want to ensure our staff understand and act on the impacts of climate change and that our plans, policies, systems and processes reflect that.

In 2024 we completed an assessment of our energy use and calculated our greenhouse gas emissions for 2023/24 at 390 t CO₂e. This comprised approximately 125 t CO₂e for electricity, 75 t CO₂e for natural gas and 190 t CO₂e for fuel (petrol/diesel). We will endeavour to calculate our emissions for 2019 to establish that as a baseline year. This will provide a point of comparison consistent with the baselines for other councils in the Waikato region.

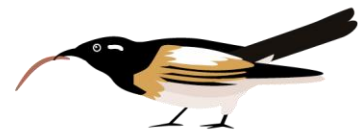
For the emission sources we have direct control over we will use a mix of behaviour, operational and investment interventions to reduce our emissions.

Our plan acknowledges that we also need to adapt to reduce the risk of climate change impacts on our assets and infrastructure, much of which is critical to the wellbeing of our communities. In 2025 we anticipate completing risk assessments for our assets and infrastructure and feed that work into the development of our 2027-37 Long Term Plan.

Through our economic wellbeing strategy³⁷, we have also recognised the value of transitioning to a circular economy, where waste is minimised, and materials and products are kept in use. Minimising waste reduces

³⁶ <https://www.otodc.govt.nz/assets/Documents/Climate-Change/ODC-Corporate-Climate-Change-Action-Plan-Endorsed-by-Risk-Assurance-Committee-June-2024.pdf>

³⁷ <https://engage.otodc.govt.nz/economic-wellbeing-strategy>



greenhouse gases in several ways, including keeping products and materials in use to reduce energy use in manufacturing and retain embodied energy.





Our commitment

Our commitment in responding to climate change is reflected in our corporate climate change action plan adopted in

Goal	Action
We understand and act on the impacts of climate change.	<p>Update Procurement Policy and procedures to embed carbon reduction and waste minimisation considerations into procurement decisions.</p> <p>Develop an internal policy to ensure climate change principles and targets are included in all major decision-making reports, project management and the development and review major plans, policies and bylaw and strategies.</p> <p>Measure organisation carbon emissions and use to inform reduction programme.</p> <p>Ensure availability of climate change learning module.</p> <p>Update the District Plan and regulatory tools (e.g. bylaws).</p> <p>Ensure resource consents, building consents and other approvals are processed in accordance with presiding legislation and policy requirements.</p> <p>Ensure statutory reporting requirements are met.</p>
We have prioritised a transition to low (carbon) emissions.	<p>Vehicle policy prioritises the transition to low-emission vehicles in the Council fleet.</p> <p>Encourage efficient/low-travel options such as car- pooling to events/meetings and virtual meetings, webinars and conferences.</p> <p>Include energy efficiency as a criterion in Council's procurement policy.</p> <p>Progress opportunities to electrify Council operations where meaningful emissions reduction can be achieved.</p> <p>Undertake specific energy efficiency initiatives/upgrades at Council facilities where meaningful emissions reduction can be achieved.</p> <p>Emissions avoidance/reduction is a key consideration in project and service delivery.</p> <p>Improve internal organisation awareness and behaviours about energy reduction/efficiency.</p> <p>Conduct waste audits of Council facilities and use data to optimise waste reduction/management.</p> <p>Organic waste from Council operations is composted.</p> <p>Improve internal organisation awareness and behaviours about waste reduction/recycling.</p>
We have adapted to reduce climate change risk.	<p>Significant climate change risks will be identified and, where appropriate, mapped.</p> <p>Provide a climate change evidence base and risk assessment to feed into future planning.</p> <p>Identify at-risk/vulnerable critical infrastructure (roads, water, wastewater, community facilities) susceptible to various climate change scenarios and take steps to enhance their resilience.</p> <p>Determine dynamic planning and risk management approaches.</p> <p>Incorporating climate change impacts into asset management planning and considering response/adaptation approaches/options (protection, retreat, design, capacity).</p> <p>Minimise/mitigate risk to Council infrastructure from climate change, with a priority on essential services.</p>



Partnerships with Iwi/Māori

Ngā hononga me ngā Iwi/Māori

Upholding the principles of Te Tiriti o Waitangi is central to both the National Adaptation Plan and Emissions Reduction Plan. It is also central to how we work at ŌDC. This means our climate responses must be made in partnership with Māori. Māori responses to climate change are holistic and long term, therefore critical for a future-focused and resilient Ōtorohanga district. They draw on mātauranga Māori³⁸ perspectives and scientific expertise and incorporate a uniquely Māori understanding of environmental, whānau and community wellbeing.

This understanding will guide our work with iwi, hapū, marae and Māori organisations to frame climate change risks, adaptation and mitigation, and influence how we prepare for, respond to and recover from the impacts of climate change.



³⁸ Traditional collective Māori knowledge based on observations of events over time



Climate Change and the Māori Economy

Huringa Āhuarangi me te Ōhanga Māori

Economic wellbeing and environmental wellbeing are intertwined. The regional Māori asset base is over \$6 billion – approximately 15 per cent of the national collective Māori asset base. This asset base is mostly made up of primary industries (60 per cent), including property, energy, agriculture, forestry and fishing industries. For this reason, a lot of research is being done on climate change impacts and opportunities for iwi, hapū, whānau and Māori businesses.

Climate change risks

The Council recognises how the following risks could potentially affect iwi/Māori interests, kawa (protocols) and tikanga (cultural practices), as well as diverse expressions of mana (authority, dignity, influence, governance) and kaitiakitanga (inherited guardianship of resources for intergenerational sustainability).

- Risks to iwi/Māori social, cultural, spiritual and economic wellbeing from loss and degradation of lands and waters, as well as cultural assets such as marae, due to ongoing sea level rise, changes in rainfall, drought and extreme weather events.
- Risks to iwi/Māori social, cultural, spiritual and economic wellbeing from loss of species and biodiversity due to greater climate variability and ongoing sea level rise.
- Risks to cultural heritage sites due to ongoing sea level rise, extreme weather events and increasing wildfire risk.
- Risk of a breach of Treaty obligations from a failure to engage adequately with and protect current and future generations of iwi/Māori from the impacts of climate change.
- Risks of exacerbating existing inequities and creating new and additional inequities due to differential distribution of climate change impacts (iwi/Māori are already disproportionately represented among vulnerable groups such as low-income families).





Our commitment

The Council is committed to working with Māori, iwi, hapū and marae communities to enable adaptation and mitigation actions that will safeguard their cultural, social, economic and environmental health and wellbeing, now and into the future.

We recognise iwi/Māori diversity and the need for tailored engagement strategies; therefore, we commit to meaningfully engage and consult with iwi/Māori and to explore opportunities to have them represented at the decision-making table. Challenges for the Council and Māori in responding to climate change include capacity, capability and resources.

- We will continue to advocate for central government funding to enable responses by iwi/Māori, for iwi/Māori and with iwi/Māori, and to better enable iwi/Māori to work with us on shared climate action community-led initiatives.
- We will continue to work collectively with iwi/Māori and central government agencies to progress climate action across our district, including in the development of more localised climate risk assessments, adaptation planning and Māori community and marae resilience.
- We will continue to share climate change information and our expertise to support iwi/Māori to build resilience within their communities and to reduce the impacts of climate change on sites of significance such as urupā, wāhi tapu, marae and the district's Māori economic base.

In the delivery of our climate commitments our aim is to be collaborative, culturally responsive and community led, and to achieve equitable outcomes for iwi/Māori.

This means we will identify specific risks relevant to Māori, iwi, hapū and marae communities, and ensure all adaptation and mitigation measures seek to recognise, respect and integrate Māori perspectives, values and knowledge.

We will continue to meet our Treaty settlement obligations through designing and carrying out our climate action activity, in a way that:

- meets our joint management Treaty settlement obligations.
- meets our obligations arising from future Treaty settlements.





Engaging with Communities

Te Kōrerorero Tahi ki Ngā Hapori

We want to work with and help local communities adapt to a changing climate and transition to a low-emissions way of living.

Responding to climate change requires changing the way we live, one that we all must make together to reduce our emissions and adapt to a new climate.

Mitigation requires nationwide and multi-agency alignment, as well as reducing business and household carbon emissions. We can all do our part, such as reducing waste, turning lights and computers off when not in use, walking and biking for short trips, taking public transport or having an electric vehicle rather than relying on fossil fuels. The last Waikato Regional Council survey of Waikato residents in 2022 showed that a significant majority of people feel concerned about the effects of climate change, and an increasing number had undertaken activities to reduce greenhouse gas emissions.

Adaptation focuses on local action and requires community engagement at a local level. It can sometimes involve taking practical actions that may be hard to accept right now to manage future risks from climate impacts, protect communities and strengthen the resilience of the economy.

We will work with the Regional Council to access the best local information on climate hazards, risks and impacts, and work with local communities affected by climate change to create tailored solutions. Working with communities is important from the outset.

We will learn about the things that are important to communities, including economic, social and cultural values, and how these values might change with a changing climate. The information will help tailor bespoke solutions for communities, as no two communities will experience climate change in the same way.

Some communities will be disproportionately affected by climate change. A key principle of both the National Adaptation Plan and Emission Reduction Plan is an equitable transition that is fair and inclusive, and we are committed to helping achieve this for the district. This means working closely with different groups to understand their needs, supporting our communities through the changes and upholding Te Tiriti o Waitangi.

Our commitment

We will understand what communities, including iwi, hapū and marae, value most and make it easy for people to participate in decisions and actions that affect them.





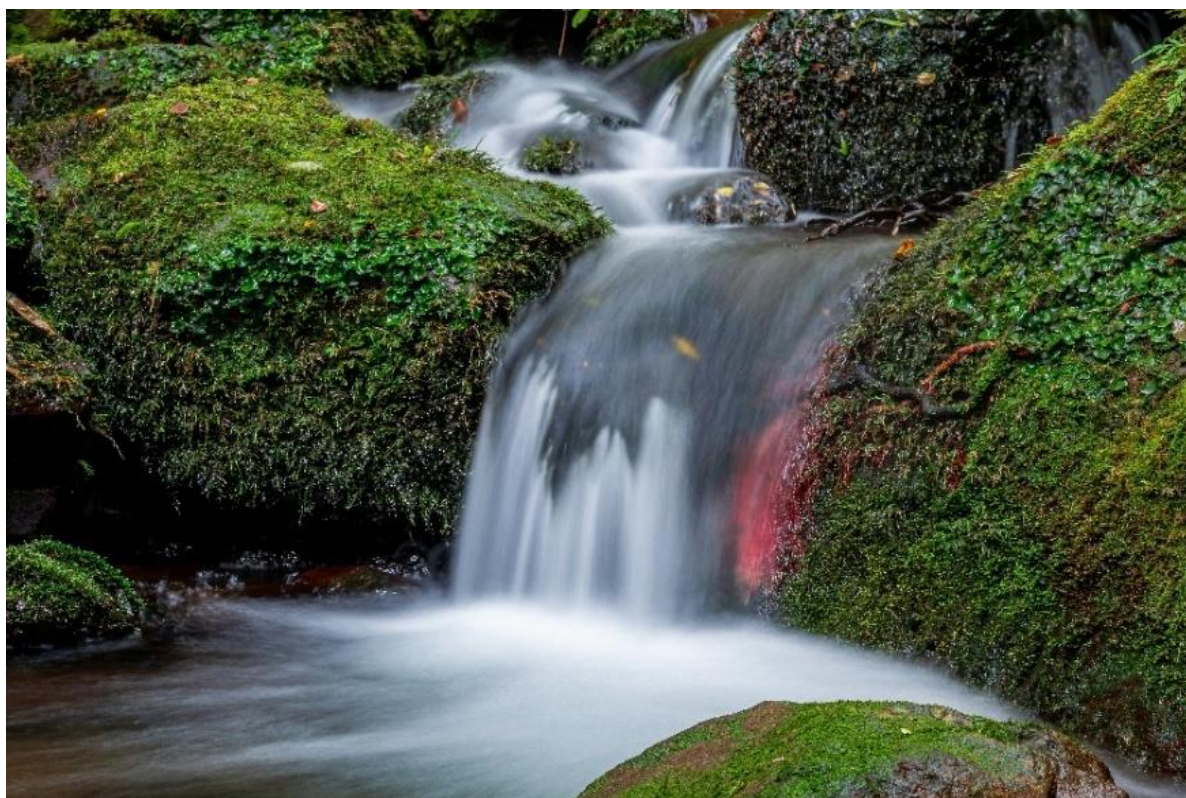
Climate Response Plan Roadmap Pathways

Te Mahere Urupare ki te Āhuarangi (Ngā Ara)

Water Supply

Putunga Wai

It is expected there will be less rainfall across the Waikato overall, but the rainfall we do get will arrive quickly as intense storm events. We will also have increased drought intensity and frequency with implications for water availability and water quality. This is important for Ōtorohanga and Kāwhia drinking water and the district's rural water supply schemes.



How climate change impacts this pathway

Climate change presents challenges to the availability of water for allocation and will be a major factor controlling land use patterns and future growth.

Two things will greatly impact future water allocation: nutrient loads, as a result of land use intensification, and increasing droughts, with low flow conditions lasting longer and becoming more severe.

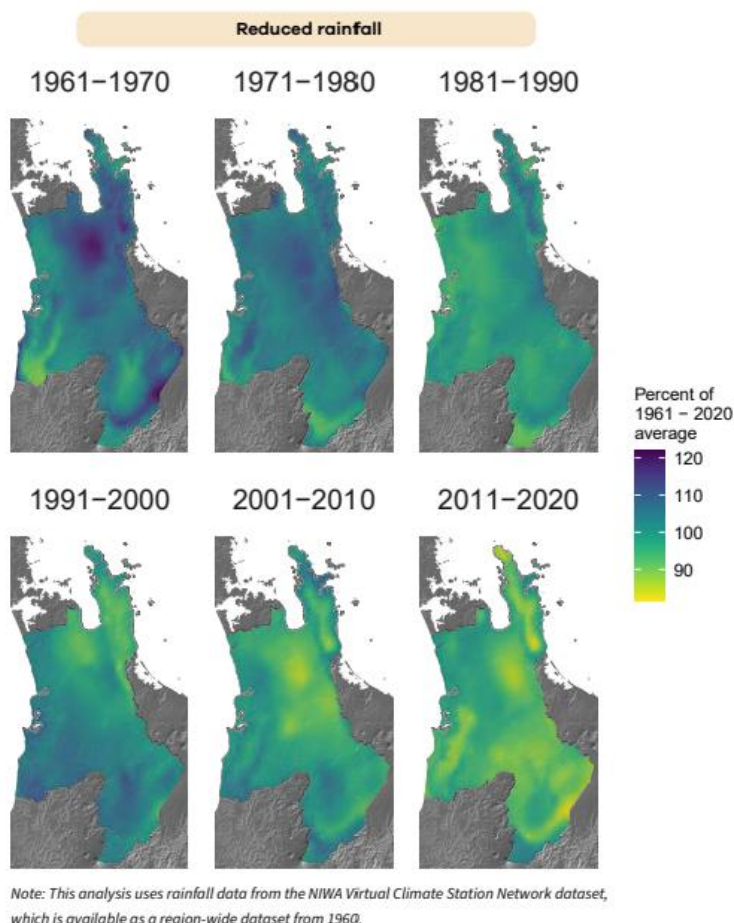
The impacts on water of projected periods of low rainfall in combination with increased temperatures include:

- less habitable environments with potential negative impacts on instream indigenous biodiversity
- a need to increase the resilience of town water supplies, including factoring in population growth
- less ability for waterways to assimilate contaminants and heated discharges from point sources, requiring redesign of wastewater treatment plants to increase effluent quality and/ or not allowing



discharges to waterways for extended periods of time or permanently (with potentially considerable financial implications for new water management entities)

- for landowners without reticulated supply, particularly marae and isolated Māori and rural communities, reduced or alternative water use choices and/or the cost of funding additional water supply, storage and treatment options
- potential changes to land use, for example, different types of pastoral agriculture, horticulture and forestry, which require less water.



How we are responding

Noting that the management and delivery of Three Waters activities is currently under review (Local Water Done Well), we have been:

- Investing in increased treated water storage for drinking water supplies (Ōtorohanga and Kāwhia)
- Installing water meters to enable real time consumption monitoring (all water schemes)
- Implementing an enhanced reticulated water leak detection and management programme (all water schemes)

Our commitment

- Continue work with other councils in the region to determine the best water services management and delivery arrangements for Ōtorohanga
- Work with the councils in the region, including the Regional Council, on a consistent approach to help our communities understand possible sources of water and how to make the most of every drop, using smart ways of capturing, storing, using and recycling water.
- Support opportunities for iwi and hapū-led environmental monitoring programmes and responses that utilise both mātauranga Māori and scientific methods.





Urban Form and Transport (Roothing)

Te Āhua Tāone me te Momo Waka (Ngā Huarahi)

Urban form and transport system shape the way we live. While this provides the foundation for thriving communities, if poorly planned it can also establish and then perpetuate unhealthy urban form and travel patterns, as well as exacerbate vulnerabilities in some communities.

Urban form, growth and travel behaviour all influence climate change.

A low-carbon urban environment, with a multi-modal transport system that includes public transport to major centres and walking and cycling options, has benefits beyond reduced greenhouse gas emissions. These include:

- improved individual and community wellbeing, health and safety outcomes
- improved air and water quality
- a more accessible and connected region
- more affordable travel
- resilience to fuel price increases
- energy security.

Typically, our urban areas were planned and constructed to accommodate cars as the dominant transport mode, usually at the expense of other ways to travel. Lower density development requires more land and increases both individual transport costs and emissions, and external costs such as building and maintaining roads and accident risk.

Planning that supports low-emissions urban form (the location, shape, size, density, and configuration of settlements) through more mixed-use and higher density development close to town centres creates more accessible, healthy, resilient and vibrant towns. Higher densities result in lower operational emissions per dwelling and allow infrastructure, including the road network, to be used more efficiently, avoiding or delaying the need for more infrastructure and further emissions.



In our urban areas improved walking and cycling options help reduce the number of short car trips with single occupants, and bus services reduce the dependency on cars by those living far from employment, education, commercial areas and recreation, and reduce traffic problems like congestion and greenhouse gas emissions.



Having only two small urban areas (Ōtorohanga and Kāwhia) enables us to be closely aligned to how Council can influence local urban form. We also have the challenge of our urban communities being very car-reliant (as rural towns) and having been developed around larger residential sections.



How climate change impacts this pathway

The long-term effects of climate change will increase the hazard risk to homes, communities, infrastructure and the transport network.

Climate or weather-related risks that are relatively common in Aotearoa New Zealand's urban environments are river flooding, coastal erosion and inundation, and various forms of land instability. Other less common risks include the potential for extended drought, with consequences such as reduced access to water supply or fire risk, and high winds.

The resilience of our road transport network to climate change, whether it be sea level rise, coastal and riverine flooding, land instability or increasing temperatures, is critical to secure social and economic wellbeing in our district.

According to NIWA, the Waikato region has approximately 558 kilometres of local and arterial roads in areas that would be impacted by a rise in sea level of 1.2 metres above the current coastal 1 per cent annual exceedance probability (AEP) levels³⁹. We know that roads to and around the Kāwhia/Aotea area are prone to coastal inundation during major weather events. In addition, 2750 kilometres of regional roads are exposed to known or mapped floodplains⁴⁰. Some of these roads are located in the Ōtorohanga district.

³⁹ <https://deepsouthchallenge.co.nz/wp-content/uploads/2021/01/Exposure-to-Coastal-Flooding-Final-Report.pdf>

⁴⁰ <https://deepsouthchallenge.co.nz/wp-content/uploads/2021/01/Exposure-to-River-Flooding-Final-Report.pdf>



How we are responding

A transition to a low emission urban form, infrastructure and transport system is within the direct control of local government, by working together at both a regional and local council level. We can change the way we use land and resources and provide infrastructure so that our urban areas generate lower emissions and are resilient to the impacts of climate change. The transition needs to be well-signalled and inclusive, maximising opportunities and minimising disruption and inequities. The Ōtorohanga Town Concept Plan makes provision for many of these things.

Our commitment

- Facilitate higher density residential development e.g. adjacent to the Ōtorohanga town centre
- Support the development and promotion of walking and cycling routes
- Explore the use of low carbon bitumen for the district's road network
- Support public transport options to allow connection with larger centres in the region
- Assess the vulnerability of the district roading network to climate change impacts and incorporate resilience investment in future long-term plans



Coastal Takutai

While we have limited ability to influence ocean temperature and acidification, our management of the lands and waterways can reduce stressors to increase the resilience of marine ecosystems to climate-related changes.

Significant economic activity is derived from the region's 'blue economy'⁴¹ based in and around its marine areas, including from fishing, aquaculture, transport and tourism. Kāwhia and Aotea are local examples of marine-based economies.

Marine species and communities will need to adapt to ocean temperature changes, acidification⁴² and sea-level rise. For some, this may not be possible, and invasive species may thrive. Flow-on effects mean many other organisms are at least indirectly affected by projected changes.

The coastal marine area is sensitive to land and freshwater uses. The Regional Council has an important role in managing these activities for the health of sensitive coastal receiving environments in a changing climate.

How climate change impacts this pathway

Coastal and marine areas are among those that are most exposed to the already unavoidable effects of climate change. Our oceans are being impacted in ways that change physical and chemical ocean processes and reduce biodiversity, with consequences for human communities.

The major climate change impacts on the marine environment will continue to worsen, even if targets for reducing emissions are achieved globally. They are:

- ocean warming and associated marine heatwaves (peak temperature events)
- ocean acidification
- sea level rise
- ocean deoxygenation

These effects influence other processes and will modify current sediment and nutrient stressors, further affecting the composition and functioning of ecological systems. From a te ao Māori perspective, these changes affect the mauri of ecosystems and risk taonga species, kai moana, kaitiakitanga and manaakitanga practices, the transmission of knowledge to future generations, wāhi tapu and marae along the foreshore⁴³. Climate change will likely affect aquaculture, a key economic sector for parts of the Waikato region, including our district.

With rising sea levels, the intertidal zone may get squeezed out by new structures, such as seawalls, leading to the loss of those ecosystems and the services they provide.

Blue carbon captured by oceans and coastal ecosystems may represent important opportunities in our region to meet climate change commitments, such as considering alternative uses of marginal coastal land that would restore healthy ecosystems at the same time. For example, in areas like the Hauraki Gulf, salt marsh and seaweed plantations, when healthy, are important carbon sinks.

In the Waikato region, we are already seeing the impacts of a changing climate on our coastal and marine environment⁴⁴.

- From April 2022 to April 2023, the Hauraki Gulf experienced six marine heatwave events, the longest being 94 days. On the west coast near Raglan, four marine heat waves occurred, the longest being 188 days.

⁴¹ <https://www.sustainableseaschallenge.co.nz/our-research/blue-economy/>

⁴² <https://niwa.co.nz/oceans/what-ocean-acidification>

⁴³ <https://www.landcareresearch.co.nz/assets/researchpubs/He-huringa-ahuarangi-he-huringa-ao-a-changing-climate-a-changing-world.pdf>

⁴⁴ <https://www.waikatoregion.govt.nz/assets/WRC/WRC-2019/Climate-Roadmap.pdf> p35



- Bleaching of sponges on rocky reefs, a phenomenon not previously documented in New Zealand, was associated with the heatwaves in the Hauraki Gulf in 2022. Sponges have enormous ecological importance because of their water-filtering services, and they provide a home for other animals.
- In the Firth of Thames, ocean acidification⁴⁵ has already led to low pH levels that had not been predicted to occur until 2100.
- We have also seen deaths of birds in estuaries and coastal wetlands around the Firth of Thames, from events associated with drought, warm water and decreased oxygen levels.

Some of these impacts may be evident in our harbour/estuary areas (Kāwhia and Aotea).

How we are responding

The way we use and manage land, fresh water and marine environments will influence how resilient our coastal and marine ecosystems are to climate change. The Regional Council has a key role to play in managing and regulating land and freshwater activities to reduce stressors on the coastal and marine environment. High nutrient and sediment loads in water, together with increasing temperature, acidification and deoxygenation, will have greater combined impacts on marine ecosystems than any one factor alone⁴⁶.

The existing Aotea and Kāwhia sea walls have been serving those communities for many years. We are seeking the renewal of their resource consents and that process, which is managed by the Regional Council, will likely have regard to ecological and environmental considerations for the coastal environment in which they are located. The maintenance of these sea walls should be considered a part of a broader climate change adaptation plan rather than the only response.

Our commitment

- Support the Regional Council and other agencies in their work to understand the impacts of climate change on the health of the Kāwhia/Aotea coastal marine environment
- Seek the renewal of resource consents for the Aotea and Kāwhia sea walls
- Work with coastal communities to establish appropriate climate change adaptation plans



Aotea Sea Wall

⁴⁵ When marine algae and plants decompose acidic carbon dioxide is released. Ocean acidification occurs due to an excess of these algae and plants caused by high levels of nutrients coming from land and river run off

⁴⁶ <https://news-oceanacidification-icc.org/2022/02/11/attributing-controlling-factors-of-acidification-and-hypoxia-in-a-deep-nutrient-enriched-estuarine-embayment/>



Community Resilience

Tū Pakari o te Hapori

We have left behind the climate we have known, and with this the district faces new and growing risks from climate change-induced natural hazards. The increasing impacts of climate change threaten community resilience and wellbeing, infrastructure, the environment and our economy.

The Waikato region is already feeling the impacts of our changing climate – hotter temperatures, more droughts, bigger and more frequent weather events. Cyclone Gabrielle in February 2023, following hard on the heels of Cyclone Hale and the Auckland Anniversary weekend flooding events, exposed some of the vulnerabilities of the region. The effects on critical infrastructure, such as roading, was substantial in parts of the region, while the impacts from flooded pastures and damaged forests will be felt for some time to come.

Aside from localised flooding, such as at Ōpārau, and short-term access disruption, our district was largely spared the impacts from these major weather events. However, we must accept that it is not ‘if’ but ‘when’ we will be severely impacted.

The 1950s floods devastated Ōtorohanga township and in the 1960s a stop-bank system was constructed to protect the town from future floods. Since then, major weather events have tested but not breached the Ōtorohanga flood control system. As climate change is expected to increase the frequency and severity of weather events, the capacity and capability of the local flood protection system will be challenged.

In many situations nationally, the only long-term mitigation action that will eliminate risk from the effects of projected sea level rise and flooding is planned relocation from existing developed areas. In developed coastal areas or currently productive rural areas such as the Hauraki Plains and Lower Waikato catchment, the socioeconomic and cultural implications of relocation is a significant issue, affecting property, livelihoods and way of life. Careful consideration of potential transition pathways and timing will be needed to successfully navigate these challenges.

Unlike flooding, where the problem is too much water in a short period of time, drought is effectively a slow-moving, supply-side ‘shock’ that will particularly affect the economic wellbeing of the Waikato region, which has always been based on having plentiful water. While droughts typically do less damage to capital assets than floods, reduced incomes and associated higher costs mean they can have severe economic impacts.

How climate change impacts this pathway

Nationally, transformational change is required to ensure our communities and our economy are resilient to climate change. We must take bold and deliberate steps to change the way we plan and fund investment in infrastructure. This means long-term thinking and planning that considers whether and where communities can evolve and grow, as well as managing the increasing risks to our existing buildings and infrastructure. This needs to be achieved in a way that secures intergenerational social, economic, cultural and environmental wellbeing.

As the climate changes, some communities will be more vulnerable to the effects than others, including those living in more isolated places or with fewer resources available. Many Māori communities are particularly vulnerable due to their location near waterways and the coast.

Climate change may mean some of Council’s infrastructure (e.g. flood protection, sea walls and road network) is no longer fit for purpose. Reassessments of the level of services provided by this infrastructure will be required, and further investment may be needed just to maintain current levels of service. In some cases, the nature and existing location of infrastructure may not be the best long-term option and new infrastructure investment in different locations may be required. The location of both infrastructure and people needs to be considered as part of developing climate change adaptation plans for the district.

In coastal areas, flooding may be exacerbated as high tides prevent flooded rivers from discharging to sea. Additionally, 92 per cent of the region’s freshwater wetlands have been drained⁴⁷, impacting their ability to

⁴⁷ <https://www.waikatoregion.govt.nz/assets/WRC/TR202219.pdf>



reduce flood risk by slowing water runoff and act as carbon sinks. Assuming current land use can be maintained in a changing climate, upgrades to drainage or flood management infrastructure may become financially and environmentally unsustainable.

The Government is proposing the establishment of a national climate adaptation framework in 2025⁴⁸. This framework is expected to cover ways to:

- Minimise the long-term costs to Aotearoa New Zealand of adapting to the impacts of natural events.
- Provide certainty for property owners and ensure any support is predictable, principled and fair. This includes clarity about the Government's response and the roles of insurers, local government and other groups.
- Improve the sharing of information so that everyone – individuals, communities, councils and industries – can make informed decisions.
- Contribute to maintaining efficient housing and insurance markets.
- Ensure people have the ability and incentive to make decisions to reduce their risk where they can.

The framework will focus on the areas where people live and work. This includes both existing and future development, and the infrastructure which serves these places.

How we are responding

The council recognises that working with communities, partnerships with Māori and a whole-of- government approach are essential to address these issues. Changes in resource management, spatial planning and climate adaptation support this type of holistic approach. We are in the early stages of transition to this new national regulatory planning environment and there is still uncertainty around how the Council's functions, existing and new legislative responsibilities and community adaptation processes will evolve.

As the details of the new legislation and transition timetable become known, Council and Waikato Regional Council will need to work together to prepare for the new system. In the meantime, we will work closely with the Regional Council and our communities to understand the local risks from climate change. We will be helping these communities to plan for their future through the development of community adaptation plans that include agreed community risk thresholds and triggers.

The Regional Council's Resilience Programme has the aim of reducing the current and future impact of natural hazards. So, it makes sense for us to work with the Waikato Regional Council to:

- ensure sufficient information on natural hazards and risk is available to support local decision making
- manage risk by working with local communities to agree natural hazard risk thresholds and management options.

The primary land use controls for managing the location, development and expansion of communities and infrastructure sit with Council through the Ōtorohanga District Plan. However, the Waikato Regional Policy Statement provides for the Waikato Regional Council to control the use of land for the purpose of decreasing risk from natural hazards, such as inundation from rising sea levels and river flooding, where the risk is intolerable (primary hazard zones). In our forthcoming review of the District Plan, we will work with local communities and the Regional Council to ensure appropriate controls are in place that enable development while limiting climate change/natural hazard risk.

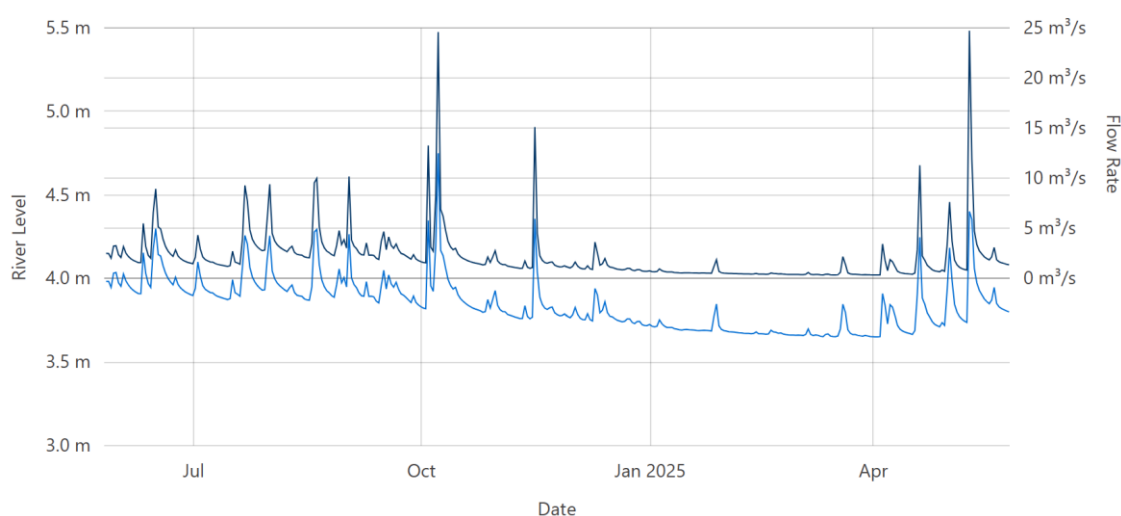
Where retreat, relocation, retirement of land and alternative land uses are not considered to be options, the National Adaptation Plan and the Emissions Reduction Plan provide for nature-based solutions to be prioritised in policy, planning, design and decision making. We will support the Waikato Regional Council and advocate for nature-based solutions in their integrated catchment management and policy work programmes, as well as in their research, collaborations and work with communities.

⁴⁸ <https://environment.govt.nz/what-government-is-doing/areas-of-work/climate-change/adapting-to-climate-change/adaptation-framework/>

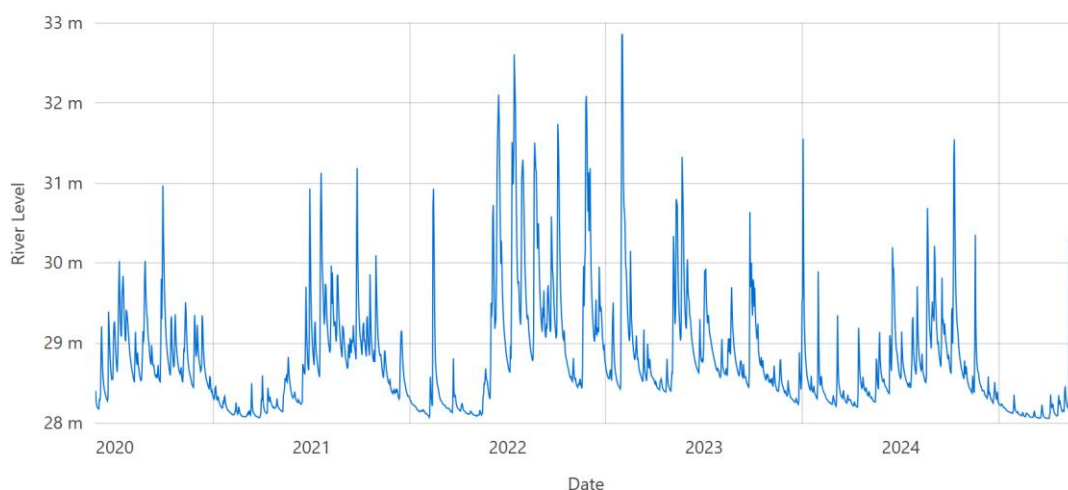


Our commitment

- In conjunction with the Waikato Regional Council, complete a risk assessment of key Council assets and infrastructure to undertake the likely impacts of climate change and community exposure/vulnerability.
- As the Government's climate adaptation framework is developed, understand Council's role and the implications for local communities and stakeholders.
- Work with communities, mana whenua partners, the Regional Council and other agencies on the development of community adaptation plans that include agreed risk thresholds and triggers
- When reviewing the Ōtorohanga District Plan, ensure appropriate controls are in place that enable development while limiting climate change/natural hazard risk.
- Advocate for and support the Regional Council on nature-based solutions to limit the risks of climate change impacts.
- Support the Regional Council in establishing a regional hub for hazard and risk information to inform local adaptation plans and decision-making.
- Support communities in hazard reduction, readiness and resilience through our Civil Defence and Emergency Management function.



Ōpārau River – Level at Langdon Road⁴⁹ (Waikato Regional Council River Level Monitoring)



Waipā River – Level at State Highway 31 Bridge, Ōtorohanga⁵⁰ (Waikato Regional Council River Level; Monitoring)

⁴⁹ <https://www.waikatoregion.govt.nz/environment/envirohub/environmental-maps-and-data/station/41211/WL/?dt=Level>

⁵⁰ <https://www.waikatoregion.govt.nz/environment/envirohub/environmental-maps-and-data/station/43916/WL/?dt=Level>



Community Funding and Investment

Ngā Pūtea hāpori me te Haumitanga

Climate change is no longer considered to be just an environmental challenge. It has wide-ranging impacts, including threatening financial systems and economic security. Funding and investment decisions have important roles to play in mitigating emissions and supporting adaptation.

Finance is a key tool in responding to climate change by aligning investments and spending with climate objectives and supporting and enabling others in climate action initiatives.

There are many layers of uncertainty already impacting investments, such as post-pandemic economic circumstances characterised by higher inflation, a complex geo-political landscape and a changing regulatory environment, including a move to a low-emissions economy. The value and insurability of underlying investment assets may be further affected by a world destabilised by climate change. In this environment, understanding and managing the exposure of investments and assets to climate risk is crucial. Sustainable finance mechanisms need to consider the climate impacts of funded activities, and how climate resilient investments might be progressed.

At the same time, it is well recognised that responding to climate change is not solely a government, business or financial response. All sectors of society have a role to play, including individuals in their activities and spending. The growth of local community-led initiatives is an essential component of an overall climate change response plan.

How climate change impacts this pathway

As climate change becomes more apparent and increasingly impacts on day-to-day life, we expect communities will want to respond with faster action and will have a growing interest in accessing community funding from a range of sources.

Climate change materially impacts the performance of investments and, in recent years, the costs of extreme weather events have impacted business sectors, including the insurance industry, severely.

There are three ways that climate change can affect financial stability⁵¹.

1. Physical risks: The impacts today on insurance liabilities and the value of financial assets that arise from climate and weather-related events, such as floods and storms that damage property or disrupt trade.
2. Liability risks: The impacts that could arise tomorrow if parties who have suffered loss or damage from the effects of climate change seek compensation from those they hold responsible.
3. Transition risks: The financial risks that could result from the process of adjustment towards a lower-carbon economy. Changes in policy, technology and physical risks could prompt a reassessment of the value of a large range of assets as costs and opportunities become apparent.

How we are responding

The implications of climate change are routinely considered in the Council's decisions and through its risk and assurance activities.

The Council's Risk and Assurance Committee monitors our activities to mitigate the risks of climate change on Council business, as well as how we affect the climate. The Committee is particularly interested in understanding and mitigating the effects that a disrupted climate might have on service delivery and legislative obligations.

Under the Climate Change Response (Zero Carbon) Amendment Act 2019, councils are reporting organisations. The Act enables the Minister for Climate Change or the Climate Change Commission to request that a reporting organisation provides information about its governance, risk identification and management as it relates to climate change mitigation and adaptation. Staff are considering what may be required to ensure Council is well positioned should it be required to meet reporting requirements under the Zero Carbon Act.

⁵¹ <https://www.bis.org/review/r151009a.pdf>



Our commitment

- Monitor the Government's work to consider whether to extend the application of mandatory climate-related disclosures to ensure our climate reporting and disclosure practices will meet foreseeable future requirements.
- Explore opportunities for multi-organisation funding of community and iwi/Māori projects to increase the collective impact of funding and the sharing of in-kind resources focused on reducing climate change risks and impacts.
- Review existing mechanisms through which the Council distributes funds to ensure that climate-related criteria are considered.



Item 257 Finance Report to 31 May 2025

To Ōtorohanga District Council

From Brendan O’Callaghan, Manager Finance

Type **INFORMATION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

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

2. Executive summary | Whakarāpopoto matua

- 2.1. The Financial Report for the period ended 31 May 2025 shows the operating surplus being up on budget by \$977k, because of reduced expenditure and increased other income.
- 2.2. Capital expenditure and loan repayments were under budget by \$3.3M. This predominately relates to the timing of capital work during the year, as well as some work that was budgeted but will not be happening, such as roading projects no longer covered by roading subsidy.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council receive the report titled ‘Financial Report for the month ending 31 May 2025’ (document number 828512).

4. Discussion | He kōrerorero

Statement of Comprehensive Revenue and Expenses For the Period Ending May 2025				
	Actual	Budget	Variance	Full Year Budget
Revenue				
Rates income	15,250,140	15,257,899	7,759	15,260,320
Contributions	14,080	3,374	-10,706	10,001
Water by Volume Rates	1,809,315	2,005,500	196,185	2,238,000
Subsidies and Grants	6,918,347	7,627,038	708,691	8,346,698
Other Income	1,853,843	1,232,373	-621,470	1,793,376
Other gains/(losses)	-71,004	0	71,004	0
Total Revenue	25,774,722	26,126,184	351,462	27,648,395
Expenses				
Employee Benefit Expenses	5,789,079	6,716,995	927,916	7,192,546
Depreciation and Amortisation	7,265,111	6,371,376	-893,735	7,068,676
Other Expenses	11,311,655	12,847,262	1,535,607	14,562,478
Finance Costs	373,213	131,464	-241,749	221,123
Total Expenditure	24,739,058	26,067,097	1,328,039	29,044,823
Operating Surplus/(Deficit)	1,035,664	59,087	-976,577	-1,396,428

4.1. Overall, there is a net surplus to the end of May of \$1,035,664, compared to the budgeted surplus of \$59,087. The variance in the surplus against budget is due to:

- a. Operating Revenue is down on budget by \$351k. This is due to being \$621k up on budget in other income and \$709k down on budget in subsidies and grants. Water by volume rates is under budget by \$196k.
 - Subsidies and grants is down on budget by \$708k due to the timing of roading claims. The May claim has not yet been completed at the time of preparing this report, as we await any outstanding claims.
 - Water by volume rates is down due to reductions in consumption within a couple of the rural water supply schemes.
- b. Operating expenses is down on budget by \$1.3M, with other expenses being \$1.5M under budget and employee benefit expenses being \$928k under budget. This is offset by depreciation being over budget by \$893k and finance costs being over budget by \$242k.
 - Employee benefit expenses is under budget due to vacancies held through the year that were budgeted for a full year, as well as the timing of the budget allocations.

- Depreciation is over budget due in part to the impact of the revaluation of the land and buildings as at 30 June 2024, as well as the timing of some capital projects being capitalised.
- Finance costs is over budget due to the timing of loan interest payments compared to the budget allocation.
- Other expenses is down due to the timing of expenditure compared to budget. This is across several expense groups, with activity operations being \$220k under budget, roading expenditure being \$515k under budget and other expenditure being \$275k under budget.

	Other Expenses			
	Actual	Budget	Variance	Full Year Budget
Other Expenses				
Activity Operation	1,603,971	1,824,245	220,274	2,012,253
Asset Maintenance	618,056	596,195	-21,861	659,790
Deloitte Fees	-83	192,500	192,583	210,000
Grants & Subsidies	315,124	521,365	206,241	569,104
Insurance	267,034	204,491	-62,543	204,864
Minimum Lease Payments under Operating Leases	17,594	21,372	3,778	24,899
Other Expenses	4,754,419	5,029,685	275,266	5,714,110
Regional Initiatives	17,009	225,785	208,776	235,000
Road Maintenance	3,686,077	4,201,226	515,149	4,896,459
Youth Initiatives	32,454	30,398	-2,056	35,999
Total Other Expenses	11,311,655	12,847,262	1,535,607	14,562,478

Statement of Financial Position For the period ending May 2025			
	Actual	Full Year Budget	YTD Last Year
Assets			
Current Assets			
Cash and Cash Equivalents	168,652	3,169,964	2,037,938
Trade and Other Receivables	2,116,992	2,295,270	2,265,998
Inventory	57,586	30,910	82,354
Total Current Assets	2,343,230	5,496,144	4,386,290
Non-current Assets			
Investments	7,774,788	7,847,284	7,799,282
Property, Plant and Equipment	408,289,529	405,131,826	392,391,452
Intangible Assets	91,356	157,214	5,179
Loan Receivable	1,467,937	1,750,000	1,705,644
Total Non-current Assets	417,623,610	414,886,324	401,901,558
Total Assets	419,966,840	420,382,468	406,287,847
Liabilities			
Current Liabilities			
Trade and Other Payables	1,098,538	2,714,958	1,436,451
Provisions	1,088	829	1,017
Employee Benefit Liabilities	360,550	401,309	328,869
Income in Advance	412,827	741,189	520,169
Development and Financial Contributions in Advance	592,973	540,623	530,023
Total Current Liabilities	2,465,975	4,398,908	2,816,529
Non-current Liabilities			
Provisions	11,943	15,886	13,030
Employee Benefit Liabilities	34,008	46,305	26,791
Borrowings	10,447,613	6,222,612	9,447,613
Total Non-current Liabilities	10,493,563	6,284,803	9,487,434
Total Liabilities	12,959,538	10,683,711	12,303,963
Net Assets	407,007,302	409,698,757	393,983,884
Equity			
Retained Earnings	166,850,862	164,002,322	158,266,453
Reserve Funds	3,103,513	3,023,221	2,953,952
Revaluation Reserves	237,052,927	242,673,229	232,763,479
Total Equity	407,007,302	409,698,757	393,983,884

- 4.2. Overall, the balance sheet shows negative working capital at the end of May, with total current assets of \$2.34M, against total current liabilities of \$2.47M, giving a working capital of -\$0.13M.
- 4.3. Looking into this negative working capital, a large reason for this relates to current liabilities. Within the current liabilities is \$412k of money received from central government related to 3 Water Reforms that is available for work on the Local Water Done Well work, of which there is approximately \$230k spent this year that has not been transferred from this balance yet.

- 4.4. There is also a reduced bank balance as at 31 May, which is a combination of the timing of creditors payments (as a payment run is done on the last day of the month) as well as some outstanding amounts in the trade and other receivables balance.
- 4.5. To resolve this negative working capital, the easiest resolution would be to borrow money. As part of the loan renewals in June 2025, an additional \$2M in borrowings has been taken to improve this negative working capital. This additional borrowing is in line with the budgeted Long Term Plan borrowings as identified in the cashflows below.

Combined Cost of Service Statement For the Period Ending May 2025				
	YTD Actual	YTD Budget	YTD Variance	Full Year Budget
Operating Revenue				
Activity Revenue	8,770,958	8,859,411	88,453	10,140,074
Targeted Rates	8,495,467	8,695,135	199,668	8,927,635
Development Contributions	14,080	3,374	-10,706	10,001
General Rates	8,353,302	8,568,264	214,962	8,570,685
Other General Sources	8,905,706	11,210,173	2,304,467	12,902,812
	34,539,513	37,336,357	2,796,844	40,551,207
Operating Expenditure				
Trusted Leadership & Relationships	11,515,842	14,265,105	2,749,263	15,812,907
Strong Communities	1,910,365	1,912,224	1,859	2,173,230
Vibrant Places and Spaces	2,897,055	3,235,846	338,791	3,523,041
Sustainable Development and Public Safety	1,780,511	2,113,324	332,813	2,388,361
Resilient Infrastructure: Land Transport	9,628,651	10,511,278	882,627	11,878,280
Resilient Infrastructure: Water Supply	2,495,510	2,842,045	346,535	3,144,137
Resilient Infrastructure: Wastewater	1,216,029	1,090,443	-125,586	1,424,444
Resilient Infrastructure: Stormwater	346,389	316,555	-29,834	341,712
Resilient Infrastructure: Flood Protection	308,318	490,012	181,694	520,745
Responsible Waste Management	558,291	749,817	191,526	813,906
	32,656,962	37,526,649	4,869,687	42,020,763
Funding Required				
Capital Renewals	8,243,607	10,495,755	2,252,148	11,364,873
Capital Growth	148,587	301,699	153,112	424,997
Capital Level of Service	3,916,543	4,600,459	683,917	4,758,881
Loans Repaid	829,903	1,055,547	225,644	1,112,822
	13,138,639	16,453,460	3,314,821	17,661,573
Funding Applied				
Funding from Depreciation Reserves	0	55,913	55,913	5,700,479
Loans Raised	0	2,048,101	2,048,101	5,146,292
Capital Income	79,615	9,163	-70,452	59,996
Transfer to and from Balance	11,176,474	14,530,575	3,354,101	8,224,362
	11,256,088	16,643,752	5,387,664	19,131,129

- 4.6. In the Combined Cost of Services statement, overall operating revenue is \$2.8M under budget. This relates to Other General Sources, which relates to staff charging, which is down due to the timing of projects and the vacancies being held at the beginning of the year, as well as other savings throughout the year. There is also a difference in targeted rates due to the reduced consumption in water billing in some rural schemes.

- 4.7. Operating expenditure is \$4.9M under budget, with this being spread across all the budget areas. This is due to the timing of budgets and associated projects, as well as the reduced staff charging costs aligned to the reduced income.
- 4.8. Compared to the full year budget, operating expenditure is approx. 78% of the full year budget, with 92% of the year gone. Some of this variance relates to the reduction in work being done in roading due to the reduced subsidy being received, as this budget still reflects the originally adopted Long Term Plan budget, which was adopted prior to the final subsidy being known. Another large part of this variance relates to the reduced staff charging, as overheads do have a compounding effect as overheads are applied to other overhead accounts and then oncharged. There are also some other costs that only start coming in the final months of the year, such as audit fees and election costs, as well as various savings and underspending.
- 4.9. Capital expenditure and loan repayments were under budget by \$3.3M. The bulk of this is related to capital renewals, which is due to the timing of some larger projects, such as in roading. There is also the roading budget that is not going to be spent due to the reduced subsidy, as this budget reflects the Long Term Plan adopted budgets. There are also a few projects, such as resource consents, where the full project is unlikely to be finished by year end, and so the budget will be bought before Council for carrying over.

Statement of Cashflows For the Period Ending May 2025		
	Actual	Full Year Budget
Cash flows from operating activities		
Receipts from rates revenue	16,541,771	17,481,000
Receipts from other revenue	11,324,771	10,098,000
Interest received	109,069	15,000
Dividends received	7,370	10,000
Payments to suppliers and employees	(21,132,746)	(21,710,000)
Interest paid	(373,213)	(221,000)
Net cash provided by/(used in) Operating Activities	6,477,022	5,673,000
Cash flows from investing activities		
Proceeds from Sale of Property, Plant and Equipment	7,961	60,000
Purchase of property, plant and equipment	(9,148,376)	(13,155,000)
Purchase of investments	(100,000)	250,000
Purchase of intangible assets	(340,152)	37,000
Net cash provided by/(used in) Investing Activities	(9,580,566)	(12,808,000)
Cash flows from financing activities		
Proceeds from borrowings	1,000,000	5,775,000
Prepayment of borrowings	-	-
Net cash provided by/(used in) Financing Activities	1,000,000	5,775,000
Net (Decrease)/increase in cash, cash equivalents and bank overdrafts	(2,103,544)	(1,360,000)
Cash, cash equivalents and bank overdrafts at the beginning of the year	2,272,196	4,529,000
Cash and cash equivalents at the end of the period	168,652	3,169,000

4.10. This cashflow statement shows the cashflows in and out for the period to 31 May 2025. As can be seen, net cash flow from operating activities has been positive, mostly due to the rates income received.

4.11. Cash flows used in investing activities shows the amount spent on capital expenditure to the end of May. This is only cash spent this year and excludes items like work in progress carried over from prior years, which is why there is a difference between the figure here and in the cost of service statement above. Most of this work in progress relates to the wastewater mains renewal project.

4.12. Cash flows from financing activities shows the borrowings and repayments made to external loans as well as transfers between reserve accounts. As you can see our current borrowings is \$1M up on the opening of the year.

Current Debt Profile

4.13. Current LGFA borrowing at the end of May has the following maturity profile. This is in line with what was projected in the Long Term Plan, taking into account additional unbudgeted borrowings related to the land purchase at the beginning of the year.

4.14. As you can also see, interest rates offered on our borrowings is trending downwards, which will help reduce future interest repayments, especially if the trend continues as these loans mature.

Amount	Term	Maturity Date	Interest Rate
\$2,000,000	3 months	13 June 2025	3.89%
\$4,000,000	6 months	15 September 2025	3.73%
\$2,000,000	12 months	15 September 2025	4.27%
\$2,000,000	15 April 2026	15 April 2026	4.50%

Councillor updates on meetings attended on behalf of Ōtorohanga District Council

Ngā kōrero hou a ngā Kaikaunihera

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

Resolution Register

Rēhita tatūnga

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

#	Date	Resolution	Staff update
C331	25/02/25	<p>Item 209 – Draft Ōtorohanga Reserves Strategy and Management Plan</p> <p>That having considered the recommendations from the Hearings Panel, and the subsequent matters raised by the Ōtorohanga Sports Club at the Public Forum, the Ōtorohanga District Council:</p> <ol style="list-style-type: none"> 1. Confirms the following changes be made to the draft Ōtorohanga Reserves Strategy: <ol style="list-style-type: none"> a. That the Ōtorohanga 'Village Green' be included in the Strategy. b. That specific cultural and heritage items/places, such as the Memorial Park guns, Village Green carvings/pou and the historic waka at Ōtorohanga Museum, be reflected as icons on the relevant maps in the Strategy. 2. Confirms that further discussions be held with the relevant clubs and organisations to: <ol style="list-style-type: none"> a. Optimise the future configuration of the Ōtorohanga Domain, including the use of the Ōtorohanga Netball courts area; and, b. Optimise the future configuration of Island Reserve, having regard to the future of the grandstand and noting the establishment of new courts for Ōtorohanga Netball as a priority action. 3. Confirms that an updated draft Ōtorohanga Reserves Strategy and Management Plan reflecting matters 	<p>The Hearings Panel will consider the updated ORS&MP on 8 July with adoption by ŌDC expected at the 29 July meeting.</p> <p>Staff recommend this Resolution be removed from the Register.</p>

covered by 1 and 2 above be referred to the Hearings Panel for consideration prior to its recommendation to Council for adoption.

4. Notes that work on naming protocols is underway and that the naming of Reserves in the Strategy is aligned with the work undertaken as part of the development of the Ōtorohanga Town Concept Plan.

C334	25/02/25	<p>Item 212 – Local Water Done Well Communications and Engagement Plan</p> <p>That Ōtorohanga District Council endorse the Local Water Done Well Communication and Engagement Plan dated February 2025 (document number 805826) noting that:</p> <p>a) The alternative consultation mechanisms provided for in Sections 61-64 of the Local Government (Water Services Preliminary Arrangements) Act 2024 will be applied</p> <p>b) Engagement with the community will be led by the Mayor and Elected Members using the tactics outlined in the Communication and Engagement Plan</p> <p>c) Consultation will adhere to the Principles of Consultation as per the Local Government Act 2002, Section 82</p> <p>d) Consultation will be for a period of one month from notification of Council's decision on its preferred option for the delivery of water services</p> <p>e) The public will be given the opportunity to present their views to Council, in person, at a hearing</p>	<p>The preferred option for the delivery of water services is subject to a report on this agenda.</p> <p>Staff recommend this Resolution be removed from the Register.</p>
C361	29/04/25	<p>Item 227- Rewarewa Schoolhouse</p> <p>That the Ōtorohanga District Council:</p> <p>a) Confirms that, subject to b), no further Council funding or staff time be given to Rewarewa Schoolhouse matters on its current site; and,</p> <p>b) Agrees to give the Ōtorohanga Historical Society first right of removal of the Rewarewa Schoolhouse from the Rewarewa Reserve to the Ōtorohanga Museum site on the condition that:</p>	<p>Staff have formally advised the Historical Society of the Council's offer. Staff recommend this resolution remain on the Register and be reviewed after 31 July 2025</p>

- i) Confirmation of acceptance of the offer is received by 31 July 2025; and,
- ii) The Schoolhouse is removed from the site by 31 December 2025; and,
- b) That if the Ōtorohanga Historical Society declines the offer, the Rewarewa Schoolhouse is offered to the public for purchase and removal; and,
- c) Reaffirms its commitment to manage the Rewarewa Reserve in accordance with relevant legislation, policies and plans.

C362	29/04/25	<p>Item 228 - 2025/26 Annual Plan – Confirmation of Workshop Direction</p> <p>That Ōtorohanga District Council approves the direction provided through the 2025/26 Annual Plan workshops as follows:</p> <p>NZTA Waka Kotahi Subsidy</p> <ul style="list-style-type: none"> a) That ŌDC apply a portion of the unmatched 'local share' from the 2025/26 roading budget to select unmatched capital (\$600,000) and operating projects (\$70,000) that align with ŌDC's Land Transport Asset Management Plan 2024 – 34 and the Long-Term Plan 2024-2034 <p>Funding the Ōtorohanga Historical Society</p> <ul style="list-style-type: none"> b) That ŌDC fund the Ōtorohanga Historical Society with an operational grant of \$58,010 in the 2025/26 financial year for Ōtorohanga Museum; re-purposing \$35,000 from the LTP that was budgeted to fund Creative Waikato. <p>Kāwhia Community Board (KCB)</p> <ul style="list-style-type: none"> c) That ŌDC consider bi-monthly board meetings and overhead allocation through 2027-37 LTP process d) That ŌDC consider the General Rate Split through 2027-37 LTP process e) That ŌDC use 50% of the surpluses from the Kāwhia Refuse Account and the Kāwhia Rates 	<p>Adoption of the 25/26 Annual Plan is in a report on this agenda.</p> <p>Staff recommend this Resolution be removed from the Register.</p>
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Account to offset rates in the 2025–2026 financial year

- f) That ŌDC increase commercial berthage fees at Kāwhia wharf by 15% starting 1 July 2025; reflect in Fees & Charges
- g) That ŌDC undertake further analysis on cost-benefit of metered standpipes

Capital Value/Uniform Rate split

- h) That ŌDC do not make changes to current general rate split of 70% capital value and 30% uniform charge for the 25/26 financial year.

C363

Item 229 - Draft Development and Financial Contributions Policy – Approval to Consult

That, having regard to the decision-making provisions of the Local Government Act 2002, including the principles of consultation, and considered the proposed draft Development and Financial Contributions Policy, the Ōtorohanga District Council:

- a) Approves the draft Development and Financial Contributions Policy for public consultation, with the consultation period running from 1-28 May inclusive; and,
- b) Notes the adjustment to Table 10 in the draft Policy reducing the proposed financial contribution from \$3270 to \$3040 GST inclusive; and,
- c) Confirms the hearing and consideration of submissions will be held on 10 June 2025, with the final draft Policy referred to Council for adoption on 24 June 2025.

Staff recommend this resolution **remain** on the Register until after the Policy's adoption by ŌDC.

C374 27/5/25

Item 235: Local Water Done Well – Submission hearings

That the Ōtorohanga District Council

- a) Receive the report 'Local Water Done Well – Submission Hearings' (document number 821468) including all submissions received on Council's consultation document - Kōrero Wai: Let's Talk Water -

The preferred option for the delivery of water services is subject to a report on this agenda.

Staff recommend this Resolution be **removed** from the Register.

prior to the closing date of 6 May 2025 (refer Appendix 1)

b) Thank Submitter 4 for their verbal submission on Council's preferred option for the delivery of water services within the district

c) Note that deliberation on submissions will be held on 10 June 2025.

C375	27/5/25	<p>Item 236 – Fees and Charges 2025/26</p> <p>That Ōtorohanga District Council:</p> <p>a) Adopt the Fees and Charges 2025/26 (document number 821294) as presented in Appendix 1 of the staff report; and,</p> <p>b) Confirm that the current fees and charges for the Kāwhia Community Hall will continue to apply until a subsequent resolution is passed by ŌDC.</p>	<p>The Kāwhia Community Centre fees and charges is subject to a report on this agenda.</p> <p>Staff recommend this Resolution be removed from the Register.</p>
C376	27/5/25	<p>Item 237 – Te Nehenehenui Joint Management Agreement draft Schedules</p> <p>That Ōtorohanga District Council:</p> <p>a) Endorse the draft JMA schedules, as outlined in the attached document (Appendix 1), subject to any final minor amendments agreed to by the JMA Co-Governance Committee.</p> <p>b) Delegates the authority to ŌDC's JMA appointee, Councillor Tamaki, to approve the draft JMA schedules at the next TNN JMA Co-Governance Forum Meeting.</p>	<p>The JMA Co-Governance Forum has yet to be rescheduled.</p> <p>Staff recommend this Resolution remain on the Register.</p>
C377	27/5/25	<p>Item 238 – Māori Engagement Framework Implementation Plan</p> <p>That Ōtorohanga District Council adopts the Māori Engagement Framework Implementation Plan and delegates operational changes to the Chief Executive.</p>	<p>Staff recommend this Resolution be removed from the Register.</p>
C378	27/5/25	<p>Item 239 – Te Korowai (CouncilMARK) Independent Evaluation Report and proposed Improvement Plan</p> <p>That Ōtorohanga District Council:</p>	<p>Staff recommend this Resolution be removed from the Register.</p>

- a) Receive the Te Korowai (CouncilMARK) Independent Evaluation Report - November 2024; and,
- b) Endorse the proposed Te Korowai (CouncilMARK) improvement programme dated April 2025, subject to any final changes.

C379	27/5/25	<p>Item 240 – Proposed advertising for temporary road closure for the Targa NZ 2025 Rally</p> <p>That Ōtorohanga District Council, in accordance with Sections 319(h) and 342, and Section 11 of Schedule 10 of the Local Government Act 1974, approves the advertising seeking community feedback of the PROPOSED Temporary Road Closure on Thursday, 16 October 2025 in accordance with the application by Ultimate Rally Group.</p>	<p>This is now an operational matter.</p> <p>Staff recommend this Resolution be removed from the Register.</p>
C387	27/5/25	<p>Item 247 - Preferred Model for Delivery of Water Services - Deliberations Report</p> <p>That the Ōtorohanga District Council receive the report titled 'Preferred Model for Delivery of Water Services - Deliberations Report (document number 827430) noting:</p> <ul style="list-style-type: none"> a) the staff recommendations/suggested responses to submitters; and, b) a decision on the final preferred water services delivery option for inclusion in ŌDC's Water Services Delivery Plan will be made on 24 June 2025. 	<p>The preferred option for the delivery of water services is subject to a report on this agenda.</p> <p>Staff recommend this Resolution be removed from the Register.</p>

Staff recommendation

That Ōtorohanga District Council confirm the removal of Resolutions C331, C334, C362, C374, C375, C377, C378, C379 and C387 from the Register.

Resolution made in a public excluded session

The following Resolutions were made in a public excluded session but have now been released. No further Resolution by Ōtorohanga District Council is required.

CPE43 25/02/25 **Item PE20 - Appointment of Local Recovery Manager** Released via Resolution CPE51.

That Ōtorohanga District Council endorses the appointment by the Waikato Civil Defence Emergency Management Joint Committee pursuant to section 30 of the Civil Defence Emergency Management Act 2002 of Nardia Gower, Group Manager Strategy and Community, as the Local Recovery Manager for Ōtorohanga District Council.

CPE44 25/02/25 **Item PE21 - CE KPI six monthly review update** Released via Resolution CPE51.

That Ōtorohanga District Council confirm the Chief Executive's six-month performance review has been undertaken.

CPE47 25/03/25 **Item PE22 - Waitomo Energy Services Customer Trust – Election of Trustees** Withheld by Resolution CPE51.

Public excluded

Take matatapu

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 258 Resolution to exclude the public for Item PE24: Chief Executive Draft KPIs and Personal Development Plan for 2025/2026

To Ōtorohanga District Council

From Kaia King, Governance Manager

Type **DECISION REPORT**

Date 24 June 2025



1. Purpose | Te kaupapa

- 1.1. To exclude the public from parts of the proceedings of the Ōtorohanga District Council (ŌDC) meeting.

2. Executive summary | Whakarāpopoto matua

- 2.1. All formal meetings are open to the public however, there are some parts of the meeting where the public can be excluded. ŌDC must provide a good reason if to exclude the public from an ŌDC or committee meeting - this also includes the media. A resolution must be made at a time when the meeting is open to the public stating the general subject of each matter, the reason for passing that resolution in relation to the matter, and the grounds on which the resolution is based.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

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

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

General subject of each matter to be considered	Ground(s) under section 48(1) for the passing of this resolution	Interest
Chief Executive Draft KPIs and Personal Development Plan for 2025/2026	7(2)(a)	To protect the privacy of natural persons, including that of deceased natural persons.

4. Context | Horopaki

- 4.1. Public excluded agendas and minutes are not available to the public. Where possible, Council will release public information which has been considered during the public excluded part of a meeting.

5. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 5.1. No community consultation is required under the Significance and Engagement Policy.

Impacts on Māori

- 5.2. Staff consider this report does not have a direct impact on Iwi/Māori greater than any other member of the public.

Risk analysis

- 5.3. This report seeks to reduce the risks associated with privacy information breaches.

Policy and plans

- 5.4. There are no policies or plans relevant to this report.

Legal

- 5.5. Resolutions to exclude the public are made under Section 48 of the Local Government Official Information and Meetings Act 1987.

Financial

- 5.6. There are no financial impacts resulting from the recommendation.

6. Discussion | He kōrerorero

Option 1: To exclude the public from the meeting

- 6.1. This option seeks to reduce the risk of privacy information breaches by the holding of the relevant part of the proceedings of the meeting with the public excluded.

Option 2: To decline to exclude the public

- 6.2. This option may potentially expose Ōtorohanga District Council to greater risk of information breaches.

Recommended option and rationale

- 6.3. To exclude the public for the parts of the meeting outlined in the recommendation.
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Closing prayer/reflection/words of wisdom**Karakia/huritao/whakataukī**

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

Meeting closure**Katinga o te hui**

The Chairperson will declare the meeting closed.

Workshops**Hui awheawhe**

Please refer to page 3 of the agenda for further information.