



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

ŌTOROHANGA DISTRICT COUNCIL

9 December 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, 9 December 2025 commencing at 10.00am.

Tanya Winter, Chief Executive

16 December 2025

Ōtorohanga District Council attendance

Chairperson	His Worship the Mayor, Rodney Dow	Attended
Deputy Chairperson/Ōtorohanga Councillor	Deputy Mayor Katrina Christison	Attended
Kāwhia Tihiroa Councillor	Jo Butcher	Attended
Kāwhia Tihiroa Councillor	Kit Jeffries	Attended
Kio Kio Korakonui Councillor	Andrew Barker	Apology
Ōtorohanga Councillor	Tayla Barclay	Attended (online)
Rangiātea Councillor	Tennille Kete	Attended
Rangiātea Councillor	Jaimee Tamaki	Attended
Waipā Councillor	Michael Woodward	Attended from 11.15am
Wharepūhunga Councillor	Shane Carr	Attended

ŌDC 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

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
Recognition of past councillors		5
Confirmation of minutes	Te whakaū i ngā meneti	6
Receipt of Minutes	Te rironga o ngā meneti	6
Mayor Dow's verbal report	Te pūrongo ā-waha a te kahika	7

Decision reports	Ngā pūrongo whakatau	
Item 15 Ōtorohanga Dog agility park		7
Item 16 Adoption of Code of Conduct		8

Information only reports	Ngā pūrongo mōhiohio anake	
Item 17 2024/25 Annual Survey and Implementation Plan		9

Decision reports	Ngā pūrongo whakatau	
Item 18 Ōtorohanga Historical Society – Rewarewa Schoolhouse Relocation and Funding		10
Item 19 Council logo change revisit		13

Other business		Ētahi atu take	
Councillor updates		Ngā kōrero hou a ngā Kaikaunihera	14
Resolution Register		Rēhita tatūnga	15

Public excluded		Take matatapu	
Item 20	Resolution to exclude the public for Item PE2		15

Closing formalities		Ngā tikanga whakakapi	
Closing prayer/reflection/words of wisdom		Karakia/huritao/whakatauki	16
Meeting closure		Katinga o te hui	16

Workshops		Hui awheawhe	
1	Ōtorohanga Kiwi House update	Open to the public	
2	Kāwhia beach access briefing	Open to the public	
3	Annual Plan rating update	Open to the public	
4	Legislation updates	Open to the public	

These Open Minutes were prepared by PA to Group Managers, Cathy Plowright and approved for distribution by Chief Executive, Tanya Winter on 16 December 2025.

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

Mayor Dow declared the meeting open at 10.03am.

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

Mayor Dow led the meeting in a recitation of the karakia provided in the agenda.

Councillor Car provided the following words of wisdom: *“Every challenge is a chance to grow – let’s make today count.”*

Apologies**Ngā hōnea**

Resolved C19: That Ōtorohanga District Council receive and accept the apologies from Councillor Andrew Barker for absence and from Councillor Michael Woodward for lateness.

Councillor Tamaki | Councillor Jeffries

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.

Recognition of past councillors

Mayor Dow welcomed two special guests; Cathy Prendergast and Steve Hughes, who had served as councillors in the last triennium. He thanked them for their work and presented them both with a floral bouquet in appreciation of their service to the community. He wished them well for the future.

Cathy Prendergast said it was really nice to be back in the Chambers and to see everyone. She said she'd found it difficult to pick a single highlight from the last three years; emphasising the value of people, the district community, elected members, the leadership team and the council team. As a newly elected member, she said she had appreciated learning from a great Mayor and a significant number of experienced elected members.

She highlighted the delivery of the 10-Year Plan, noting it was a solid result achieved under challenging budget constraints. She praised the Economic Wellbeing Strategy which was a powerful foundation document. She said she had valued her involvement with the Ōtorohanga Kiwi House and supporting their journey. She also spoke about the value she had gained from working with the two Rangiātea Ward councillors and that she had learned a lot from being a member of the Risk and Assurance Committee, especially in challenging norms. She acknowledged Chair Peter Stubbs' contributions.

Cathy said she had appreciated the professionalism and hard work of Council's Senior Leadership Team, whose quality reports enabled sound decisions. She said it was also very notable how they prioritised connection with the community. Cathy said all of this had been achieved under an inspirational leader and that Chief Executive, Tanya Winter, empowers everyone around her and is passionate about Ōtorohanga District.

Cathy wished everyone a restful Christmas, hopefully with family.

Steve Hughes echoed Cathy Prendergast's sentiments, especially as both had experienced their first triennium in parallel. He thanked all the experienced councillors who had showed wisdom to them and said it had been great working with the Leadership Team. In particular, he expressed gratitude to Councillor Jeffries for mentorship and learning. He said he had learned a lot from being a member of the Risk and Assurance Committee and that, overall, it had been an enjoyable and rewarding experience being a councillor.

Confirmation of minutes

Te whakaū i ngā meneti

Resolved C20: That Ōtorohanga District Council confirm as a true and correct record, the open Minutes of the meeting held on 25 November 2025.

Councillor Jeffries | Councillor Kete

Receipt of Minutes

Te rironga o ngā meneti

The unconfirmed Minutes of the meetings of the Ōtorohanga Community Board and the Kāwhia Community Board were not available and will be presented to the February 2026 meeting.

Mayor Dow's verbal report**Te pūrongo ā-waha a te kahika**

Mayor Dow said he had attended the launch of the Hamilton Arts Festival at Hamilton Gardens on 26 November and had spoken at the Elevate business breakfast and attended morning tea at the Ōtorohanga Museum on 28 November. On 1 December he attended the Waikato Waters Shareholders' Representative Forum and the Ōtorohanga Community Board meeting. On 2 December he attended a site meeting at the Ōtorohanga Netball Centre and a civil defence briefing on what his role would be as Mayor. He attended the Celebrating Waipā function at Karāpiro Domain on 3 December and the Kāwhia Community Board meeting on 4 December. On 5 December he went to the opening of the new Animal Nutrition and Enrichment facility at the Ōtorohanga Kiwi House and had attended the Ōtorohanga Christmas Parade that evening.

Resolved C21: That Ōtorohanga District Council receive the verbal update from Mayor Rodney Dow.

Mayor Dow | Councillor Tamaki

Decision reports**Ngā pūrongo whakatau****Item 15 – Ōtorohanga Dog Agility Course**

ŌDC's Manager Community Facilities, Jared le Fleming took his report as read and highlighted the main points. The purpose of the report was to seek Council's approval to install dog agility equipment at the Waipā Esplanade and funding for ongoing maintenance and depreciation of the equipment.

Mr le Fleming noted that the Ōtorohanga Community Board had resolved to allocate funding for the construction of the dog agility course from their Reserve Funds. The site is Council owned and already designated as an off-lead dog area in Council's Dog Control Policy. He said feedback from Council's Facebook post on the proposal had been extremely positive.

In answer to a question from Councillor Jeffries, it was confirmed that the ongoing maintenance and depreciation costs would be funded across the district.

Councillor Carr asked how Council would respond to dog fights at the Dog Agility Course. ŌDC's Group Manager Regulatory and Growth, Tony Quickfall said users of dog agility courses were typically responsible dog owners and they would need to have their dogs under control at all times in accordance with the Dog Control Act. He said in the case of occasional altercations, Council's Animal Control staff would investigate at site and follow up if required.

Councillor Kete asked if there was access at the site for people with disabilities who wished to exercise their dogs. Mr le Fleming said the site was flat with no steps which made it generally accessible for most people. The track is mown which provides access around the perimeter of the course for pushchairs.

Councillor Barclay asked if dog waste bins would be installed at the site. Mr le Fleming said users of the site would be expected to take any dog waste away with them as is currently the case.

Mr le Fleming thanked the working group, comprising Councillors, Community Board and community members, who had seen the project through to this point.

Resolved C22: That Ōtorohanga District Council:

- a) **APPROVE** the construction of the Dog Agility Course on Waipā Esplanade.
- b) **APPROVE** the recommendation from the Ōtorohanga Community Board to increase funding of an additional \$500 per year to the Ōtorohanga Parks and Reserves operating budget to maintain these additional assets.
- c) **APPROVE** the recommendation from the Ōtorohanga Community Board for the addition of the Dog Agility Equipment to the Council asset base and included in the annual depreciation calculations, currently estimated at \$2,500 per annum.

Councillor Tamaki | Councillor Kete

Item 16 – Adoption of Code of Conduct

ŌDC's Chief Executive, Tanya Winter said the report sought the formal adoption of the current Code of Conduct pending the introduction of a national Code of Conduct under new legislation. She said this had recently been workshopped with Council and the relevant sections had been highlighted.

In answer to a question from Councillor Jeffries, Ms Winter said it was unknown whether the amendment clause would still apply once the national code has been adopted.

Resolved C23: That Ōtorohanga District Council:

- a) **ADOPTS** the current Code of Conduct (as adopted 5 November 2019) as the governing document for all members of ŌDC, its committees, subcommittees, and community boards; and
- b) **NOTES** that this Code of Conduct will remain in force until the national model is issued and adopted in accordance with forthcoming legislative requirements.

Councillor Jeffries | Councillor Carr

Information only reports**Ngā pūrongo mōhiohio anake****Item 17 – 2024/25 Annual Survey and Implementation Plan**

ŌDC's Group Manager Strategy and Community, Nardia Gower took her report as read, highlighting a few key points for context. She said the number of survey respondents continues to decline which increases the margin of error. Whilst there are useful insights, some of the data should be treated with caution as fewer voices means less certainty.

Ms Gower said the themes in the feedback are largely consistent with previous years; including a desire for more transparency and follow-through, stronger visibility of Council in the community and practical improvements to parks and recycling. She said some of those could be addressed and the Improvement Plan outlines where work is already happening or planned. But some requests would not be possible without either increasing rates or subsidising through other funding. She said whilst satisfaction levels had dipped slightly in a few areas, there was overall satisfaction across the board.

In answer to a question from Councillor Butcher regarding an increase in roadside littering, ŌDC's Tanya Winter said it had become unviable to have a staff member picking this up and that activity had been included in the Road Maintenance Contract. She said paying for anti-litter signage may not be a wise investment. Ms Gower said educating youth about this via Enviroschools was something Council could try along with pushing out communications on social media to keep this message to the forefront.

Councillor Tamaki said there are common areas where roadside litter is dumped (in proximity to food outlets) which could be targeted for pick-up.

In answer to a question from Councillor Jeffries, Ms Gower said some of the surveys were targeted to a specific audience whereas others were promoted through the local newspaper and social media. She said she was unsure if continuing to ask the same questions year on year was a good return on investment and that Council may want to change this for the following year. It was noted that Council still has to ask questions for performance measures in the current Long Term Plan (LTP). Ms Winter said, in light of central government's proposals on rates capping, Council might wish to consider doing an annual survey through the LTP process, or across three years, or deep dives into hot spots. She said this could be discussed as part of the LTP process.

Councillor Carr asked how Council could specifically target a survey for younger members of the community. Ms Gower said staff could look at that aspect for next year's survey. She said valuable information could be elicited in different ways, other than through a survey, such as asking specific questions with QR codes at activity sites such as parks.

Councillor Kete said it was great to see the Māori Leader's relationships high trust in the survey. She said one of the hot spots moving forward would be Māori participation during local government reforms. She said Māori want the best results in the survey in terms of Māori relations.

In relation to how Council communicates and "tells the story", Deputy Mayor Christison asked if some information could be sent out about the painting of the Council building before the scaffolding goes up as

it will be of interest to the public. She said she was frustrated to read the comments about the storyboards along the walkway as this has been going on for seven years. She said she hoped the Rangiātea councillors could help to move this forward.

Resolved C24: That Ōtorohanga District Council **RECEIVE** the report titled '2024/25 Annual Survey and Implementation Plan' by Nardia Gower, Group Manager Strategy and Community.

Councillor Tamaki | Deputy Mayor Christison

Decision reports

Ngā pūrongo whakatau

Item 18 – Ōtorohanga Historical Society – Rewarewa Schoolhouse Relocation and Funding

ŌDC's Tony Quickfall provided a brief summary of the circumstances leading to the request from the Ōtorohanga Historical Society (ŌHS) concerning the proposed relocation of the Rewarewa Schoolhouse. He said Council staff had recently held a pre-application meeting with the ŌHS to discuss resource consent requirements associated with the relocation project. As a result, the report was being presented to Council to allow members to consider opportunities going forward and to respond to the ŌHS's request for financial support with the consent process.

In relation to the recommendation presented in the report, Mr Quickfall suggested the amendment of clause a) to read "RESOLVES to partially fund the regulatory costs by not charging for staff time, Council fees, or Independent Hearing Commissioner Costs relating to the building consent (*assessed at \$2,750*) and resource consent (*estimated at \$5,000 if resource consent is required*)". He also tabled a request from the ŌHS asking for an additional clause e) to be added to the recommendation reading "In the unforeseen event that additional costs are incurred by Ōtorohanga Historical Society, e.g. specialised reports, Council provides contingency funding." He said it was up to the Mayor to decide if the tabled recommendation would be accepted.

Mr Quickfall said he did not recommend the support of proposed clause e) as it was contrary to staff advice in clause b) of the recommendation. He said any additional costs were unable to be quantified until a Building Consent had been received and that agreeing to this request would be setting a precedent (in terms of Council absorbing its own costs by covering the costs of an applicant). He said it would also put Council in a conflict position of potentially direct funding an applicant for their application where Council is also the regulator.

Mr Quickfall said further information had recently been provided by the ŌHS indicating a Resource Consent will probably not be needed (provided all required information is submitted with the Building Consent and that nothing additional crops up). He said it would still be prudent to make a decision on funding a Resource Consent, as a contingency, but likely the only cost to Council would be the Building Consent fees assessed at \$2,750.

ŌDC's Group Manager Engineering & Assets, Mark Lewis said some of the challenges being faced with wastewater upgrades in this area had been detailed in the report. He said he was still confident the work would not exceed the original budget pending any difficulties once the Gold Elm tree has been removed.

In answer to a question from Mayor Dow, Mr Lewis said if Council replaced the stormwater pipe now it would add a 12 month delay to the relocation of the Schoolhouse and there would be additional costs because the whole site would need to be compacted and stabilised. He explained the risk with build-over projects and if the pipe failed it could affect the foundation of the building above it.

Councillor Carr said it made sense to do the stormwater replacement work now as it would only be more expensive in years to come. Mr Lewis said placing the Schoolhouse over the existing pipework had been proposed because of the tight timeframe required by the ŌHS. He said the stormwater replacement work had been budgeted in the Long Term Plan (LTP) and the pipes could be replaced now using those funds, but it would delay the Schoolhouse relocation project and that would require a decision from Council. He said contractors who are currently doing sewer and water upgrade work in Ōtorohanga could be contracted to do the stormwater replacement work if that was what Council decided.

Councillor Kete said she preferred to have the work done once and done properly as long as it didn't delay other works and was not too much of a financial burden.

Councillor Jeffries said there appeared to be an alternative site for the Schoolhouse behind the waka house and Museum building but Mr Lewis explained that was where a new sewer pump station was going to be located.

The meeting adjourned at 11.11am and reconvened at 11.16am.

Councillor Woodward joined the meeting at 11.15am

In answer to a question from Deputy Mayor Christison, Mr Quickfall said Council staff were not involved in the condition assessment of the Schoolhouse and didn't know whether the roof leaked or whether rodent bait had been used. This could be investigated but would have a cost attached to it and staff had been instructed not to spend any more money on the Schoolhouse.

Mr Lewis said removing the trees at the site made perfect sense as they were affecting the infrastructure. This work hadn't been planned but had been triggered by the relocation proposal. He said the removal of the trees could be funded from a Parks and Reserves budget or as a part of the cost of the stormwater upgrade. He said when Councillors workshopped the wastewater upgrade they saw a benefit to Ōtorohanga from having the pump station positioned at that site, which was an aside to the Schoolhouse relocation project.

With respect to the request from the ŌHS for Council to fund a contingency amount if additional costs are incurred, ŌDC's Tanya Winter recommended that an amount should be quantified and not left as an "open chequebook". Councillors Jeffries and Carr both spoke in support of that suggestion. Councillor Carr said any additional costs should be funded by the ŌHS as it was their responsibility and a dangerous precedent would be set if Council funded those costs. Councillor Jeffries cautioned Council to be careful from a risk and assurance position about funding any contingencies.

Deputy Mayor Christison said she supported having a value assigned to the contingency and that there was a public value in getting the project over the line. She said new councillors might not know how much

community support and funding has already been pledged to the relocation project. She said aside from staff time, Council has not spent any money on the upkeep of the Schoolhouse building. Ms Winter said a considerable amount of staff time had been spent on the project.

In answer to a question of clarification from Councillor Butcher, Mr Quickfall said his recommendation was for Council to fund a Resource Consent, even though one isn't required based on current information, so it doesn't have to come back to Council for approval at a later stage should one be required.

Councillor Barclay highlighted the advice in the report that it's not the preferred approach to put the building on the grounds first and the construction being done afterwards. She said she was concerned about moving the building onto the site without the pipes being resolved. Councillor Kete reiterated her earlier position – that the work should be done once and done properly. She also agreed with putting a cap on any contingency amount.

An amended recommendation was presented to Council for consideration based on discussions held - adding the amounts previously mentioned into clause a), deleting clauses c) and d) and adding in additional clauses d) – f). Councillor Carr said he felt most councillors were on the same page about the infrastructure work but there was some division around third party costs. Mr Quickfall reminded councillors that none of the Schoolhouse relocation costs had been budgeted for.

Deputy Mayor Christison said she was happy to move an amendment for Council to fund up to \$10,000 for contingencies but Mayor Dow said that was guesswork as it's unknown what those costs might be or even if they would be required. Councillor Jeffries said he was concerned about making a decision with converging opinions and that it was a confusing situation that required clarification. He asked if Council was in a position to make a decision today. Councillor Carr said he agreed.

Mr Quickfall said the ŌHS intends to submit a Building Consent application before Christmas. He said if a decision wasn't made today, and a Building Consent is submitted, Council staff would be obliged to process it in the absence of any direction from Council around costs. In answer to a question from Deputy Mayor Christison, Mr Quickfall said Council would have 20 days to process the Building Consent application and would be in breach of statutory timeframes if it held up the application to obtain a decision from Council on costs. It was noted that the next scheduled Council meeting is on 24 February 2026.

Mr Lewis said submitting the Building Consent application at this point would be premature if Council decided to delay the project by 12 months in order to replace the pipe. Ms Winter suggested that, with those delays likely, Council should concentrate on the infrastructure and come back to the regulatory costs at a later date.

The recommendation was updated in line with the discussion and presented to Council for approval.

Councillor Butcher asked if Council could give the ŌHS some reassurance that the project would not drag on for another three or four years. Mr Lewis said there was an existing budget in the LTP for the stormwater work and contractors working in town that could be contracted to do the work so 12 months was a realistic estimate.

Deputy Mayor Christison read out the amended recommendation which was resolved as follows.

Resolved C25: That the Ōtorohanga District Council:

- a) **RESOLVES** to partially fund the regulatory costs by not charging for staff time, Council fees, or Independent Hearing Commissioner Costs relating to the building consent assessed at \$2,750 and resource consent (estimated at \$5,000 if resource consent is required); and,
- b) **APPROVES** the replacement of the existing stormwater pipe in its current location as soon as practically possible; and,
- c) **ACCEPTS** that this project will be funded from budgets as approved in the 2024-27 Long Term Plan; and,
- d) **ACCEPTS** that this project will take place as soon as practically possible and may delay the relocation of the Rewarewa Schoolhouse.

Councillor Woodward | Councillor Butcher

Mayor Dow adjourned the meeting for a short break at 11.30am and reconvened at 11.38am.

Item 19 – Council logo change revisit

ŌDC's Nardia Gower said her report presented some options for revisiting the Council's organisational logo following community feedback.

Councillor Jeffries asked why it was necessary to go out for consultation when a petition with nearly 400 names had been received. Mayor Dow said the petition had specifically asked why the community had not been consulted on the logo and it was appropriate to do so this time.

In answer to a question from Councillor Jeffries, Ms Gower said if the current Te Ōhanga/The Nest logo is retained, staff could bring back a report explaining how the colours had been chosen and what they mean along with other colour options for Council to choose from. She asked if there was interest in having a colour version of the black kiwi logo presented as a fourth option. Mayor Dow said he thought the three options presented in the report would suffice.

Councillor Kete said she was mindful of the workload ahead for staff in the current reforms climate, along with the cost of changing the logo. She said it was important to keep things simple and her preference was the third option (Te Ōhanga/The Nest and a kiwi). Councillor Jeffries said he also liked the third option but had seen one with a different coloured beak that he preferred.

Ms Gower said if the resolution was agreed to then a small working party could be formed to define the concept of the third logo option and work out the detail of it. In answer to a question from Councillor Barclay, Ms Gower suggested that the working group should decide whether the logo goes out for consultation as a draft concept as presented in the report or whether a designer should create a more professional version at a cost of \$200.

Councillor Carr asked for permission to address the two members in the audience what their thoughts were on the options. Murray Lowenthal said he liked the third option. Ian Clark said he would prefer a good picture of a kiwi rather than an abstract design.

Resolved C26: That Ōtorohanga District Council consult on the former Kiwi Logo, Te Ōhanga/The Nest, and a presented new combined logo using a consultation method of structured named submissions and informal sentiment gathering methods.

Councillor Tamaki | Deputy Mayor Christison

Councillor updates on meetings attended on behalf of Ōtorohanga District Council

Ngā kōrero hou a ngā Kaikaunihera

Councillor Carr said he was scheduled to attend a water scheme meeting in Arohena on 10 December but that might not go ahead due to a lack of response from the community. He said he had been spending time on AKONA getting up to date on legislative changes.

Councillor Butcher said she had attended a farewell function for Elle Freestone at the Employment Hub on 26 November, both on behalf of the Mayor and as an employer. She attended a morning tea at the Ōtorohanga Museum on 28 November and the Kāwhia Community Board meeting on 4 December. On 5 December she attended Gillian Dampney's funeral and the Ōtorohanga Christmas parade.

Deputy Mayor Christison said she had attended the Hamilton Arts Festival launch with the Mayor on 26 November along with the Elevate Business Breakfast and the Ōtorohanga Museum morning tea on 28 November. She attended the Ōtorohanga Community Board meeting on 1 December and the Ōtorohanga Netball Centre Island Reserve meeting on 2 December. She also attended the Ōtorohanga Christmas parade on 5 December and the Christmas market on 7 December.

Councillor Woodward said he had been occupied at Ōtorohanga College with the transition of the library to the science block.

Councillor Tamaki attended Te Maruata Advisory Group in Pōneke on 27 November. She also attended the turning of the first sod for a new Te Nehenehenui development in Te Kuiti and the opening of the new Animal Nutrition and Enrichment facility at the Ōtorohanga Kiwi House on 5 December. She helped set up for the Kawenata Awards in Hamilton on 28 November. She has spent some time at the Kāwhia Hauora Hub helping them to become more sustainable and she has been involved with a project at Te Kauri Lodge involving the extraction of a 200 year old Rimu that fell during Cyclone Gabrielle.

Councillor Kete also attended Te Maruata Advisory Group in Pōneke on 27 November and the opening of the graduate medical school at Waikato University on 5 December. She won a prestigious Te Nehenehenui award for emergency services work at a ceremony in Hamilton.

Councillor Jeffries attended a Maru Trust presentation in Te Kuiti on 1 December and a Civil Defence Emergency Management briefing on 2 December. He attended the Kāwhia Community Board meeting on

4 December and the opening of the new Animal Nutrition and Enrichment facility at the Ōtorohanga Kiwi House on 5 December.

Councillor Barclay attended a Young Elected Members Hui on 28 November in Wellington and voted in the Young Elected Members Committee for LGNZ Zone 2. She is keen to attend any community group meetings and would appreciate a heads up from other councillors when these are taking place.

Resolution Register

Rēhita tatūnga

ŌDC’s Tanya Winter outlined the Resolutions and staff recommendation.

Resolved C27: That Ōtorohanga District Council confirm the removal of Resolutions C8, C9, C10, C11, C12, C13 and C14 from the Register.

Councillor Tamaki | Councillor Jeffries

Public excluded

Take matatapu

Item 20 - Recommendation to exclude the public for Items PE2

Resolved C28: 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 PE2 – Chief Executive delegated authority	Section 7(2)(b)(ii)	To protect where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.

Deputy Mayor Christison | Councillor Kete

Members of the public were excluded from the meeting at 12.41pm and re-admitted at 1.32pm. The meeting adjourned for lunch at 12.41pm and reconvened for the public excluded session at 1.10pm.

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

Mayor Dow led the meeting in a recitation of the karakia provided in the agenda.

Meeting closure

Katinga o te hui

Mayor Dow declared the meeting closed at 1.33pm.

Workshops

Hui awheawhe

Members of the public were permitted to attend the workshops as indicated below.

Ōtorohanga Kiwi House update	The Mayor, Councillors, the Chief Executive, and key staff were present.
Kāwhia beach access briefing	The Mayor, Councillors, the Chief Executive, and key staff were present.
Annual plan rating update	The Mayor, Councillors, the Chief Executive, and key staff were present.
Legislation updates	The Mayor, Councillors, the Chief Executive, and key staff were present.