



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Agenda

ŌTOROHANGA DISTRICT COUNCIL

28 April 2026

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, 28 April 2026 commencing at 10.00am.

Tanya Winter, Chief Executive

22 April 2026

OPEN TO THE PUBLIC AGENDA

Ōtorohanga District Council membership

Chairperson	Mayor Rodney Dow
Deputy Chairperson/Ōtorohanga Councillor	Deputy Mayor Katrina Christison
Kāwhia Tihiroa Councillor	Jo Butcher
Kāwhia Tihiroa Councillor	Kit Jeffries
Kio Kio Korakonui Councillor	Andrew Barker
Ōtorohanga Councillor	Tayla Barclay
Rangiātea Councillor	Tennille Kete
Rangiātea Councillor	Jaimee Tamaki
Waipā Councillor	Michael Woodward
Wharepūhanga Councillor	Shane Carr

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.

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Public excluded	Take matatapu
No reports.	

Closing formalities	Ngā tikanga whakakapi
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Workshops	Hui awheawhe
1	Bylaw review program for 2026 Open to the public
2	Hikurangi Subduction Zone Public not permitted
3	Te Pae Tawhiti (The Horizon) Public not permitted
4	Monthly discussion with the Chief Executive Public not permitted

This Open Agenda was prepared by Manager Governance, Kaia Penwarden and approved for distribution by Chief Executive, Tanya Winter on 22 April 2026.

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).

Staff recommendation

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

Public forum**Hui tūmatanui**

Public forums are designed to enable members of the public to bring matters, not necessarily on the meeting's agenda, to the attention of Council. Requests to attend the public forum must be made to on the form available on ŌDC'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 speak.

Late items**Ngā take tōmuri**

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and

why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

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

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

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

A conflict can exist where:

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

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

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

The unconfirmed Minutes of the previous ordinary meeting are on the following pages.

Staff recommendation

That Ōtorohanga District Council confirm as a true and correct record, the open Minutes of the meeting held on 31 March 2026.



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

ŌTOROHANGA DISTRICT COUNCIL

31 March 2026

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, 31 March 2026 commencing at 10.00am.

Tanya Winter, Chief Executive

9 April 2026

Ōtorohanga District Council attendance

Chairperson	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	Attended
Ōtorohanga Councillor	Tayla Barclay	Attended
Rangiātea Councillor	Tennille Kete	Attended via Zoom
Rangiātea Councillor	Jaimee Tamaki	Attended
Waipā Councillor	Michael Woodward	Attended
Wharepūhanga Councillor	Shane Carr	Attended

ŌDC Senior Staff in attendance

Chief Executive	Tanya Winte	Attended
Group Manager Business Enablement	Graham Bunn	Attended
Group Manager Engineering and Assets	Mark Lewis	Attended
Group Manager Regulatory and Growth	Tony Quickfall	Attended
Group Manager Strategy and Community	Nardia Gower	Attended

Opening formalities	Ngā tikanga mihimihi	
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	6
Confirmation of minutes	Te whakaū i ngā meneti	6
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Public excluded		Take matatapu	
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Closing formalities		Ngā tikanga whakakapi	
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Workshops		Hui awheawhe	
1	Waikato Water Limited		Open to the public
2	Aotea Seawall		Public not permitted
3	Climate Adaptation Plan		Open to the public
4	Annual Plan update		Open to the public
5	Monthly discussion with the Chief Executive		Public not permitted

These Open Minutes were prepared by Manager Governance, Kaia King and approved for distribution by Chief Executive, Tanya Winter on 9 April 2026.

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

Mayor Dow declared the meeting open at 10.00am.

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 Woodward provided the following words of wisdom:

I'd like to start by acknowledging that we all come into this room with different perspectives, priorities, and experiences. That diversity isn't a weakness – it's one of our greatest strengths, if we take the time to genuinely listen to one another.

As we work through today's discussions, I encourage us to focus not just on what is easiest or most immediate, but on what will stand the test of time. The decisions we make here shape the future of our community, and that responsibility deserves careful thought and steady judgement.

It's natural that we won't agree on everything. But even in disagreement, there's an opportunity – to challenge ideas constructively, to sharpen our thinking, and to arrive at better outcomes together. Respectful dialogue will always carry more weight than loud voices.

At the end of the day, we are all here for the same reason: to serve our community to the best of our ability. If we keep that at the centre of our decisions, we give ourselves the best chance of making choices we can stand behind with confidence.

Apologies**Ngā hōnea**

There were no apologies.

Public forum**Hui tūmatanui**

Heather Pantin-Lewis spoke on the road speed limit on Ōtewā Road outside Sargeant Place. She requested road signage for the give ways. She then spoke on the 13/14 February weather event and advised that the water almost came into her garage. She requested further information on the flood risk for Sargeant Place.

Late items**Ngā take tōmuri**

There are 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 C40: That Ōtorohanga District Council confirm as a true and correct record, the open Minutes of the meeting held on 24 February 2026.

Councillor Carr | Councillor Jeffries

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

The March meetings of the Ōtorohanga Community Board and the Kāwhia Community Board were cancelled due to the 13/14 February weather event. The confirmed Minutes from the February meetings will be presented at the next meeting.

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

Mayor Dow will provide a verbal update at the meeting on his activities as Mayor since the last meeting.

Resolved C41: That Ōtorohanga District Council receive the verbal update from Mayor Rodney Dow.

Mayor Dow | Councillor Carr

Information only report**Ngā pūrongo mōhiohio anake****Item 27: February 2026 Severe Weather Event – Recovery March 2026 update**

ŌDC's Nardia Gower, Recovery Manager, spoke to the report and provided an update on recovery activities following the February 2026 severe weather event. Ms Gower introduced members of the Recovery Team and outlined the proposed recovery structure.

Councillor Kete raised a query about access to welfare support, noting community wellbeing pressures. Ms Gower advised that welfare support remained available and that, within the recovery structure, welfare

would sit within the Community sector. She noted that ŌDC and partner agencies continued to check in regularly with affected residents.

Councillor Jeffries asked about displaced residents and what support was being provided. Ms Gower advised that some households were being supported through Temporary Accommodation Service (TAS)/MBIE arrangements and others through insurance, with additional support from family and friends where appropriate. She noted that welfare support would remain in place until affected residents had achieved a “new normal”. Councillor Jeffries also raised the increasing frequency of significant flood events and asked how ŌDC should plan financially for future response and recovery. Ms Gower noted that repeated events can place a material financial burden on local government and that ŌDC would need to consider appropriate reserves for both response and recovery phases.

Councillor Woodward asked about the process for reassessment of yellow and white stickered properties and how affected residents would be supported through the next steps. Ms Gower advised that affected properties had been grouped by impact type. She noted that households with damage from overland flow were generally working directly with insurers, and ŌDC would undertake reassessments where requested. She advised that the Regulatory team would prioritise reassessment requests to support residents. Ms Gower also noted that properties affected by land instability were working with insurers and the Natural Hazards Commission (NHC). In relation to the Kio Kio Station Road area, she advised that a technical report was being prepared and would be shared with affected property owners once finalised.

Councillor Barker asked for feedback on engagement with residents affected in the Kio Kio Station Road area. Ms Gower advised that discussions had been challenging for some residents and that decisions regarding next steps would ultimately need to be made with insurers. It was noted that affected residents appreciated the opportunity for a face-to-face discussion.

Councillor Butcher asked for context on the wider recovery environment and whether any further support was needed for households with white stickers. Ms Gower advised reassessments were undertaken on a 90-day cycle and noted that placards can remain in place for an extended period. A question was raised regarding the wellbeing of affected households in a specific area; Ms Gower advised she was not able to comment in open session.

Councillor Tamaki raised the importance of iwi engagement within the recovery structure and noted that iwi support may be mobilised differently depending on circumstances. ŌDC’s Tanya Winter advised she had met with iwi representatives regarding their role in recovery and that ŌDC would provide regular pānui/updates. It was noted that ŌDC had shared the Recovery Plan and, on the return of key staff, a hui would be arranged. It was also noted that marae were considered important local touchpoints and that iwi were keen to be involved in a debrief to strengthen early engagement in future events.

Councillor Barclay asked about the cost of roading recovery and whether this would be borne by ŌDC. Ms Gower advised that Waka Kotahi NZ Transport Agency (NZTA) had been approached regarding co-funding. Staff noted that the current estimate related to local roads and that NZTA funding was expected to apply at the current Funding Assistance Rate (FAR), which was higher than the usual rate due to ongoing recovery from a previous event.

Resolved C42: That the Ōtorohanga District Council RECEIVES the report titled 'February 2026 Severe Weather Event – Recovery Update' from Nardia Gower, Recovery Manager.

Councillor Woodward | Councillor Carr

Decision reports

Ngā pūrongo whakatau

Item 28: Funding of Weather Event Recovery

ŌDC's Brendan O'Callaghan, Manager Finance, spoke to the report. It was noted that the recommendation sought approval for unbudgeted expenditure to support recovery activity for the remainder of the 2025/26 financial year. ŌDC's Tanya Winter advised that a funding worksheet had been prepared (including NEMA-related costs) and that the expected costs were below the approved threshold. It was noted that, should additional funding be required, a further report would be brought back to ŌDC for consideration.

Resolved C43: That Ōtorohanga District Council APPROVES the unbudgeted expenditure related to the recovery from the February weather event to the following levels:

- a) \$100,000 for the funding of the recovery office to come from the General Reserve Fund; and,
- b) \$100,000 of deductible for the material damage insurance claim, to be funded by internal loan(s) over the impacted activities; and,
- c) \$250,000 deductible for the infrastructure assets insurance claim, to be funded by internal loan(s) over the impacted activities; and,
- d) That any government contribution that may be available for the recovery office costs be offset against the amount to be funded from the General Reserve Fund.

Councillor Jeffries | Deputy Mayor Christison

Item 29: February Weather Event: Affected Dwellings Consenting

ŌDC's Charlene Longden, Building Control Manager spoke to the report and outlined the consenting process and timeframes for dwellings affected by the February 2026 weather event. ŌDC's Tony Quickfall noted that staff hold delegated authority in relation to fee waivers and advised that property owners decide how to proceed in conjunction with their insurers. He confirmed that affected dwelling consents would be prioritised and noted that waiving fees would provide additional reassurance to owners when deciding a way forward.

Councillor Jeffries asked whether the February event would affect Land Information Memoranda (LIMs) for individual properties and whether investigation findings would inform Waikato Regional Council (WRC) flood modelling. Mr Quickfall advised that damage to buildings resulting from the event would be

documented and reflected in LIM information, and that information gathered through flood investigations would be provided to WRC to support regional datasets and future modelling updates. It was noted that “near miss” events (where damage did not occur) are not captured for LIM purposes. Councillor Jeffries also asked whether the event would affect ŌDC’s District Plan. Mr Quickfall advised that District Plan provisions would generally only change through a formal plan review process and noted that planning reform was expected to strengthen the way hazard information is incorporated in future.

Councillor Woodward asked whether waiving consent fees would affect ŌDC’s ability to require appropriate standards for repair and reinstatement. Mr Quickfall advised that any building work requiring consent must still comply with the Building Act and Building Code, and that fee setting does not change statutory compliance requirements.

Mayor Dow spoke in support of removing cost barriers to encourage affected owners to obtain the necessary consents. ŌDC’s Tanya Winter advised she was comfortable with the proposed approach and with decisions being made at staff discretion in accordance with the recommendation. Councillor Carr suggested that, if required, waivers could be applied on a pro-rata basis. Mr Quickfall advised the proposal was intended as a one-off measure in response to the February 2026 event and noted that the total number of applications was not yet known.

Councillor Woodward suggested a shared-cost approach (for example, a 50:50 split) to reinforce a partnership approach with owners.

Councillor Kete supported the intent of the recommendation and requested that ŌDC be updated on how the fee waiver approach was working in practice. Ms Winter advised an update would be provided through future recovery reporting.

Councillor Butcher noted the importance of applying waiver criteria carefully to avoid unintended disadvantage. Councillor Carr reiterated that the proposal was intended as a one-off measure to support affected owners. Ms Winter advised that clause (b) would be amended to clarify the application of the waiver, including the maximum amount per dwelling.

Resolved C44: That Ōtorohanga District Council:

- a) NOTE the process and timeframes for dwellings affected by the February 2026 weather event; and,
- b) WAIVE building and (if required) resource consent fees for yellow stickered dwellings, where no other funding source is available to cover the fees (e.g. insurance) up to a maximum of \$1,000 per dwelling, to a maximum of \$30,000 in total; and,
- c) ACKNOWLEDGE that this is unbudgeted and will result in reduced revenue in the Building Control cost centre.

Mayor Dow | Councillor Carr

Item 30: Waikato Triennial Agreement for the 2025–2028 triennium

ŌDC's Tanya Winter spoke to the report and outlined key aspects of the Waikato Triennial Agreement. She referred to the shared priorities set out in clause 5.1 and highlighted clause 6.10 in relation to cost allocation and contributions for participating councils.

Councillor Jeffries noted the strategic context section of the Agreement, including challenges relating to housing inequities, and asked whether this included social housing and what role ŌDC could play in regional advocacy. Ms Winter advised that housing had previously been identified by the mayors as a priority in the last triennium but noted it had not featured recently in discussions at the Mayoral Forum table.

Councillor Jeffries referred to previous regional transport discussions, including bus services, and raised the viability of services between Ōtorohanga and Kāwhia. Mayor Dow noted that public transport matters sit with the Waikato Regional Transport Committee rather than the Mayoral Forum. Councillor Butcher advised she sat on a public transport sub-committee and would advocate for consideration of services relevant to the district.

Councillor Jeffries asked whether the region's collective interests were general in nature or being documented. Ms Winter referred to the agreed priority areas outlined in clause 5.1. Mayor Dow noted that most mayors at the table were new with only one continuing from the previous triennium.

Councillor Jeffries asked whether Waikato Water Limited (WWL) would be administered by Waikato Regional Council or remain in the ownership of the territorial authorities. Ms Winter advised that the legal documents were between the district councils and that there had been no discussion of Waikato Regional Council becoming the administering body.

Councillor Carr asked what contingency would apply for the Triennial Agreement if the Government's Simplifying Local Government proposal proceeded. Ms Winter advised that an alternative arrangement would be required and noted that any combined territorial authority board would still be required to have a plan, and that terms of reference would need to be confirmed.

Resolved C45: That Ōtorohanga District Council:

- a) ADOPTS the Waikato Triennial Agreement for the 2025–2028 triennium; and
- b) AUTHORISES Mayor Dow to finalise and sign the Waikato Triennial Agreement on behalf of Ōtorohanga District Council.

Councillor Jeffries | Councillor Barclay

Item 31: Simplifying Local Government Proposal – Retrospective Endorsement of Submission

ŌDC's Tony Quickfall spoke to the report and outlined the purpose of the recommendation, being retrospective ratification of the submission lodged on behalf of ŌDC in response to the Government's Simplifying Local Government proposal. It was noted that a draft submission had been circulated to Councillors for feedback prior to lodgement.

Resolved C46: That Ōtorohanga District Council **RATIFIES** the submission lodged on behalf of ŌDC by the Mayor, noting a draft was circulated to Councillors for feedback.

Councillor Carr | Deputy Mayor Christison

Information only reports**Ngā pūrongo mōhiohio anake****Item 32: Ōtorohanga District Environmental Scan 2026 & Rates Affordability Study**

ŌDC's Tanya Winter spoke to the report, with Anne McLeod joining online, and noted that the Environmental Scan and the Infometrics Rates Affordability Study had been workshopped. Ms Winter acknowledged questions raised by Councillor Jeffries and advised she would circulate further information to Councillors. Ms Winter noted that the Environmental Scan was an evolving "state of the nation" document and would be updated as the Long Term Plan process progresses, with further reporting to ŌDC as required.

Councillor Tamaki left the Chambers at 11.25am and returned at 11.27am.

Resolved C47: That Ōtorohanga District Council **RECEIVE** the report titled 'Ōtorohanga District Environmental Scan 2026 & Rates Affordability Study' by Tanya Winter, Chief Executive.

Deputy Mayor Christison | Councillor Jeffries

Item 33: Finance Report to 28 February 2026

ŌDC's Brendan O'Callaghan, Manager Finance, spoke to the report and presented the Finance Report to 28 February 2026. Councillor Butcher asked what items were included within "other expenses" (page 145). Mr O'Callaghan advised this category captures expenditure that does not fit within the other groupings, such as staff training, stationery, certain consultancy costs, cleaning contracts, and waste contracts.

Councillor Jeffries queried whether the full-year budget showing a deficit included budget amendments made during the year. Mr O'Callaghan advised that the report reflects the adopted Annual Plan/Long Term Plan budgets, with amendments generally limited to carryovers and approved variations (for example, recovery-related costs and consent fee waivers). He noted that these changes are reflected through the statement of comprehensive income and would appear as budget variances.

Deputy Mayor Christison asked whether “other expenses” could be further broken down for Councillors. ŌDC’s Tanya Winter advised that additional detail would be circulated. Deputy Mayor Christison also asked about the “youth initiatives” line and whether this related to the Employment Hub and Thrive programmes. Mr O’Callaghan advised the majority related to Mayors Taskforce for Jobs (MTFJ) and Thrive noting that it did not include the Tuia programme.

Councillor Kete asked about the timing of delivery for youth initiatives. Mr O’Callaghan advised that some expenditure timing related to the release of grant payments, noting that a second grant payment to a contractor was dependent on meeting agreed criteria and was in the process of being invoiced. He also noted that the budget was prepared before the level and timing of Government funding was confirmed, and that a second round of grants and subsidies was expected in April. Ms Winter noted that this budget also included EnviroSchools.

Resolved C48: That Ōtorohanga District Council RECEIVE the report titled ‘Finance Report to 28 February 2026’ by Brendan O’Callaghan, Manager Finance.

Deputy Mayor Christison | Councillor Tamaki

Councillor updates

Ngā kōrero hou a ngā Kaikaunihera

Councillor Kete provided an update on recent engagements, including support for Tom Roa’s order of merit, attendance at the Waipapa pōwhiri/poukai, and follow-up relating to the February flooding. Councillor Kete noted positive feedback from attendees and acknowledged kōrero presented at the event. Councillor Kete also advised she had joined the district bus tour and undertaken a number of community engagements with flood-affected families. Councillor Kete noted a catch-up with Cathie Shaw regarding the State of Emergency.

Councillor Carr advised he attended the Local Government New Zealand (LGNZ) hui, participated in the district bus tour, and attended meetings of the Risk and Assurance Committee (RAC). Councillor Carr also noted attendance at Mayoral Disaster Relief Fund Panel meetings, and meetings with constituents.

Councillor Butcher advised she attended the LGNZ hui, the pōwhiri/poukai at Ōkapu Marae, participated in the district bus tour, and attended a meeting of the RAC.

Councillor Barker advised he attended the LGNZ hui, attended a meeting at Kio Kio Hall with Mayor Dow, and attended meetings of the RAC. Councillor Barker also provided an update on matters relating to the Mayoral Disaster Relief Fund.

Councillor Barclay advised she attended the LGNZ hui, attended the Fire Brigade centennial event, and participated in the district bus tour. Councillor Barclay noted attendance at a community pizza night on Phillips Avenue with flood-affected residents, as well as attendance at a Zone 2 meeting. Councillor Barclay

also advised that the Ōtorohanga Community Board meeting did not occur and that an informal catch-up was held instead.

Deputy Mayor Christison advised she attended the LGNZ hui and a Mayors Taskforce for Jobs (MTFJ) meeting and participated in the Chief Executive Review Committee. She also noted attendance at ŌDC workshops, the Rural Women’s centennial lunch in Te Awamutu, the district bus tour, an Elevate meeting, and a community pizza night on Phillips Avenue with flood-affected residents. She further noted attendance at a Zone 2 meeting and participation in Councillor kōrero.

Councillor Woodward advised he attended the LGNZ hui, participated in the Chief Executive Review Committee, and took part in the district bus tour.

Councillor Tamaki provided an update on Mayoral Disaster Relief Fund matters and community engagements, including the Mangati Bridge opening and a visit to Te Kauri Lodge with rangatahi. She noted work progressing on partnership opportunities with the Department of Conservation and attendance at a Te Maruata hui (online). Councillor Tamaki also noted a karakia at the Te Nehenehenui building complex, work relating to the Wintec partnership, and advocacy regarding speed management. She further noted participation in LGNZ webinars, including online sessions on social media and its impacts on women, and attendance at two poukai in the Waitomo District.

Councillor Jeffries provided a schedule of recent meetings and engagements, including: LGFA Guarantee meeting, Hamilton Airport Shareholders Day, Kāwhia Community Board meeting, Emergency Management workshop, Poukai at Waipapa marae, Poukai at Maketū marae, Poukai and opening of Ōkapu Marae, district bus tours and the RAC meeting.

Resolution Register**Rēhita tatūnga**

Resolved C49: That Ōtorohanga District Council confirm the removal of Resolutions C34, C35, C36 and C37 from the Register.

Councillor Jeffries | Councillor Woodward

Resolution made in a public excluded session

No Resolutions were released.

Public excluded**Take matatapu****Item 34 - Resolution to exclude the public for Item PE5**

Resolved C50: 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 7, relied on for the purposes of section 48(1)(a)	Interest
Item PE5 - Chief Executive six-month performance review	Section 7(2)(a)	To protect the privacy of natural persons, including that of deceased natural persons.

Mayor Dow | Councillor Tamaki

The public were excluded at 11.55pm. Mayor Dow adjourned the meeting for a short break at 11.55am and reconvened at 12.00pm. The public were readmitted to the meeting at 12.26pm.

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

ŌDC's Tanya Winter provided a closing karakia.

Meeting closure**Katinga o te hui**

Mayor Dow declared the meeting closed at 12.26pm.

Workshops

The following workshops were held.

- a) Waikato Water Limited – Open to the public

- b) Aotea Seawall – Closed to the public
- c) Climate Adaptation Plan – Open to the public
- d) Annual Plan update – Open to the public
- e) Monthly discussion with the Chief Executive – Closed to the public.

The session concluded at 4.43pm..

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 overleaf.

Staff recommendation

That Ōtorohanga District Council **RECEIVE** the unconfirmed Minutes of the meetings of the Ōtorohanga Community Board on 13 April 2026 and the Kāwhia Community Board on 2 April 2026.



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

ŌTOROHANGA COMMUNITY BOARD

13 April 2026

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, 13 April 2026 commencing at 4.00pm.

Tanya Winter, Chief Executive

16 April 2026

Ōtorohanga Community Board attendance

Chairperson	Bronwyn Tubman	Attended
Deputy Chairperson	Craig Thomas	Attended
Board Member and Ōtorohanga Ward Councillor	Tayla Barclay	Attended
Board Member, Ōtorohanga Ward Councillor and Deputy Mayor	Katrina Christison	Attended
Board Member	Leanne Massey	Attended
Board Member	Brendon McNeil	Attended

ŌDC senior staff in attendance

Chief Executive	Tanya Winter	Attended
Group Manager Engineering & Assets	Mark Lewis	Attended
Group Manager Strategy & Community	Nardia Gower	Attended

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Decision reports	Nga pūranga whakatau	Page #
There were no reports.		

Information reports	Nga pūrongo mohiohio anake	Page #
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Public excluded	Take matatapu	Page #
There were no reports.		

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Workshops	Hui awheawhe	Status
Briefing 1	Recovery activity	Open
Briefing 2	Annual Plan update	Open
Briefing 3	Monthly discussion on items raised in public forum or outstanding matters.	Open

These Open Minutes were prepared by Manager Governance, Kaia King and approved for distribution by Group Manager Engineering & Assets, Mark Lewis on 22 April 2026.

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

Chairperson Tubman declared the meeting open at 4.02pm.

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

Councillor Barclay provided the following words of wisdom: *“Dream big, work hard, stay focused, and surround yourself with good people.”*

A quote that is a perfect reflection of the foundations that great teams are built on.

That’s exactly what collaboration looks like for us — community people coming together, bringing different perspectives, and working towards a shared purpose. When we do that well, we’re not just making decisions for today, we’re shaping the future of Ōtorohanga for the next generation.

We might not always agree (and that’s okay!), but if we keep listening, supporting one another, and staying focused on what’s best for our whole community, we’ll keep moving in the right direction.

I’m really looking forward to the conversations and discussions we will have today — let’s make the most of this opportunity and build something great for the future of Ōtorohanga.

Apologies**Ngā hōnea**

There were no apologies.

Public forum**Hui tūmatanui**

There were no requests to speak.

Late items**Ngā take tōmuri**

There were no late items.

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

There were no declarations made.

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

Resolved O15: That the Ōtorohanga Community Board confirm as a true and correct record of the meeting, the Open Minutes of the meeting held on 2 February 2026 with the following changes:

- a) clarification of discretionary fund wording regarding unallocated balances
- b) confirmation that fireworks bylaw matters are subject to national legislative direction.

Chairperson Tubman | Deputy Chairperson Thomas

Decision reports**Ngā pūrongo whakatau**

There were no reports.

Information reports**Ngā pūrongo mōhiohio anake****Item 8: Arts, Culture and Heritage Activities for Ōtorohanga Township**

ŌDC's Nicky Deeley, Manager Community Development presented the report.

The Board discussed:

- a) photo frame installations and potential locations
- b) bus shelter art and local artist involvement
- c) options for community noticeboards and maintenance responsibilities
- d) signage and storytelling initiatives, including QR-enabled storyboards
- e) Play on the Way initiatives and road safety considerations.

Staff summarised the key discussion points and next steps arising from the Board's feedback:

Photo frame

The Board will contact staff with a list of preferred options for both location and shape. Staff will consider these options in consultation with appropriate stakeholders and return to the Board with a summary proposed locations and shapes for confirmation.

Bus stop artwork

The Board expressed support for the proposal.

Community noticeboard

Staff were asked to explore the feasibility of using the existing location in discussion with the property owner. Alternative views were noted, including a preference for retaining the existing site, design considerations (including weather protection and integrity), and opportunities for youth engagement. The

final decision on next steps was for the board to contact staff with a list of preferred options for location and a design brief to provide the college students. Staff will consider these options in consultation with appropriate stakeholders and return to the Board with a summary proposed locations. Staff also undertook to develop a set of guiding questions to assist the Board in contributing to the design brief, noting the project could link with existing curriculum based learning opportunities.

Play on the Way

The Board liked the idea and flagged concerns with location along State Highways. Staff are to work with schools and ECE's Councils road safety coordinator and Sport Waikato on location and game design. Staff will report to the Board as the project progresses.

Bus Shelter and Railway Station

The Board supported this project. Staff will report to the board as the project progresses.

Artist involvement and sustainability

The Board discussed opportunities to transition operational management of completed projects to local artists over time. Staff advised they are working individually with district artists to support capability-building and professional development, with further work anticipated over the next year. The role of Council was discussed as primarily facilitative and mentorship-focused, rather than commercial or curatorial, while ensuring projects remain well-maintained and current. Options such as digital elements and QR codes were noted as useful tools for keeping information up to date.

Resolved O16: That the Ōtorohanga Community Board receive the information report 'Arts, Culture and Heritage Projects for Ōtorohanga Township' from Manager of Community Development Nicky Deeley.

Board Member Massey | Board Member McNeil

Board Member updates

Councillor Barclay attended the Zone 2 Local Government New Zealand hui held in Karapiro.

Deputy Chairperson Thomas, Board Member Massey, and Board Member McNeil advised they had no updates. Deputy Mayor Christison advised there were no updates.

Chairperson Tubman reported on an informal ŌCB catchup, the ŌDC bus tours, an enquiry from Rural Women's regarding support following the February flood event, discussions with Ōtorohanga Kiwi House relating to solar panels, follow-up with Ōtorohanga Charitable Trust regarding flood relief funding previously granted by the Board, and research to inform Annual Plan considerations.

Board projects

There were no new projects identified. An update was provided on the sponsorship of a dog agility initiative; with advice that further work is ongoing with local businesses and a more detailed update will be provided at the next meeting.

Ōtorohanga General Reserve Fund

There were no distributions made. ŌDC's Kaia Penwarden, Manager Governance advised the previous Board's funding allocation would not be withdrawn from the Fund until after the end of the financial year. Chairperson Tubman noted an updated balance was available as \$134,315.46 as at 31 March 2026.

Ōtorohanga Property Reserve Fund

There were no distributions made. Chairperson Tubman noted the balance was incorrectly recorded in the agenda and should read \$1,429,932.62 as at 31 March 2026.

Discretionary Fund

Chairperson Tubman requested a grant of \$2,500 to be made to the Ōtorohanga Charitable Trust (OCT) to assist their work with the Ōtorohanga community following the 14 February weather event. As the March meeting was cancelled due to the State of Emergency, the Board collectively agreed to make a payment due to the urgency of the need, with the formal resolution to be made at their next meeting.

Conflict of Interest Declaration

Chairperson Tubman declared a conflict of interest as she is an OCT trustee. She stated she has no pecuniary interest, input or sway where the funds would be spent/directed as this is being undertaken by the Chair, Kim Ingham.

Resolved O17: That the Ōtorohanga Community Board retrospectively grant \$2,500 excluding GST to the Ōtorohanga Charitable Trust to assist the Ōtorohanga community following the 14 February weather event.

Board Member McNeil | Board Member Massey

Resolution Register

Resolved O18: That the Ōtorohanga Community Board approve the removal of Resolution O13 from the Register.

Councillor Barclay | Deputy Chairperson Thomas

Public excluded

There were no reports.

Closing prayer/reflection/words of wisdom

Board Member McNeil led the meeting in a recitation of the karakia provided in the agenda.

Meeting closure

Chairperson Tubman declared the meeting closed at 5.08pm.

Workshops/briefings

The following workshops/briefings were held:

- | | |
|--|--------------------|
| a) February 2026 Severe Weather Event – Recovery | Open to the public |
| b) Draft Annual Plan 2026/27 | Open to the public |

The session concluded at 5.44pm.



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Agenda

KĀWHIA COMMUNITY BOARD

2 April 2026

Kāwhia Community Board

Open Minutes of an ordinary meeting of the Kāwhia Community Board held in the Kāwhia Community Centre, 27 Jervois Street, Kāwhia on Thursday, 2 April 2026 commencing at 4.00pm.

Tanya Winter, Chief Executive

10 April 2026

Kāwhia Community Board attendance

Chairperson	Geoff Good	Attended
Deputy Chairperson	Hinga Whiu	Attended
Board Member	Richard Harpur	Attended
Board Member	Kit Jeffries	Attended
Board Member	Annie Mahara	Attended

ODC Senior Staff in attendance

Group Manager Regulatory & Growth	Tony Quickfall	Attended
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Opening formalities**Ngā tikanga mihimihi**

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Decision reports**Ngā pūrongo whakatau**

There were no reports.

Information only reports**Ngā pūrongo mōhiohio anake**

There were no reports.

Other business**Ētahi atu take**

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Public excluded**Take matatapu**

There were no reports.

Closing formalities

9

Workshops/briefings

Monthly discussion on items raised in public forum or outstanding matters.

Open to public

These Open Minutes were prepared by Manager Governance, Kaia King and approved for distribution by Group Manager Regulatory and Growth, Tony Quickfall on 10 April 2026.

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

Chairperson Good declared the meeting open at 4.00pm.

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

Board Member Harpur provided the opening karakia.

Apologies**Ngā hōnea**

There were no apologies.

Public forum**Hui tūmatanui**

Waikato Regional Council's Waipā/King Country Councillor Liz Stolwyk spoke to the Board on her background and her intentions for her time with WRC.

Councillor Jeffries advised he had been working with Barbara Kuriger to take up central Government's offer to increase the number of EV charging stations. He considers Kāwhia has a strong case to make. He queried if it was appropriate for WRC to provide a letter of support. Ms Stolwyk agreed to discuss with the WRC Chairperson and provide a response.

Councillor Jeffries queried the possibility of a Kāwhia to Ōtorohanga bus service. Ms Stolwyk recommended he discuss with Ōtorohanga District Council's Mayor who is the representative on the Waikato Regional Transport Committee. She noted the service between Taumarunui and Hamilton needed to increase numbers before any further prioritisation was given by WRC.

Councillor Jeffries queried the weed control on road reserve or private property. Ms Stolwyk confirmed it was a responsibility of local councils or NZTA for road reserves.

Councillor Jeffries queried how WRC Councillors were faring following their election and then legislative changes to remove those after two years. Ms Stolwyk spoke about the reform and the impact on the next election and the importance of localism.

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 K15: That Kāwhia Community Board confirm as a true and correct record of the meeting the open Minutes of the meeting held on 12 February 2026 as distributed.

Chairperson Good | Board Member Mahara

Decision reports**Ngā pūrongo whakatau**

There were no reports.

Information only reports**Ngā pūrongo mōhiohio anake**

There were no reports.

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

Board Member Mahara attended the Kaumatua Mini Games with more than 80 kaumatua in attendance. Kāwhia Kai 4 All was getting low on boxes of kai coming from the supermarkets with only half being delivered now.

Deputy Chairperson Whiu spoke on an email regarding the temporary lane bridge on SH39. She noted there was no contact through to Ngāti Hikairo to attend. ŌDC's Tony Quickfall undertook to take the feedback back to the Leadership Team. Deputy Chairperson Whiu spoke on the timing of road works which are always conflicting with the poukai rounds.

Chairperson Good attended three poukai (including the opening of Ōkapu Marae), joined ŌDC's elected member bus tours, and participated in Annual Plan workshops (noting an upcoming rates increase). He also noted the Board made two submissions to the draft Annual Plan.

Board Member Harpur attended ŌDC bus tours and reported on several local matters—Kaumatua Club funding pressures due to repeated hall use, Kāwhia Sports Club building becoming available for public use,

the museum needing volunteers and planning a re-dedication service, progress on Kai Fest planning, and ongoing storm damage/remedial work concerns. He also noted young people continue to contact him about employment opportunities.

Councillor Jeffries provided a brief update covering the February storm event, Hamilton Airport shareholders day, RAC, meetings/workshops, three poukai, and bus tours.

Kāwhia Kai / Hauora Hub: A letter from Kāwhia Kai was read out by Chairperson Good. Deputy Chairperson Whiu said the Board should support the Hauora Hub and suggested considering the discretionary fund at the next meeting.

Board projects and priorities

Project 1: Kāwhia Storyboards

Deputy Chairperson Whiu advised Frank Thorne had sent apologies. She said the project needed stronger ŌDC support (noting it was better supported previously). She stated they had ideas but needed to align on what the storyboards will look like—possibly including audio via a QR code, and interactive signage concepts like a photo/selfie board seen in Whitianga. ŌDC's Tony Quickfall agreed to connect her with ŌDC's Comms team for design input and noted ŌDC staff can help with installation.

Board priorities

The Board previously held an informal session to consider their priorities for the 2025-28 Triennium. Mr Quickfall advised a formal resolution was required to guide staff.

Resolved K16: That the Kāwhia Community Board confirm their priorities for 2026/27 financial year:

- a) Progress the Kāwhia boat ramp carpark and lease; and,
- b) Progress the Kāwhia Community Centre improvements and maintenance.

Chairperson Good | Board Member Mahara

Kāwhia General Reserve Fund

There were no distributions made. Chairperson Good requested information on deposits into the Fund and any usage since.

Kāwhia Community Board discretionary fund

Date of grant	Resolution #	Recipient	Purpose	Amount (excl. GST)	
				Budget	\$ 5,963.00
03/07/25	K120	Kaiewe MMWL	Kai for Maketū Marae pōwhiri for new Police Officer.	\$	500.00
07/08/25	K125	Kāwhia Kai Committee	Kāwhia Kai Festival 2026	\$	1,000.00
				Total granted	\$ 1,500.00
				Total remaining	\$ 4,463.00

Request/s for funding

Chairperson Good spoke in support of a grant to the Kawhia RSA and the Mayoral Disaster Relief Fund.

Resolved K17: That the Kāwhia Community Board grant:

- a) \$1,000 to the Mayoral Disaster Relief Fund; Chairperson Good and Councillor Jeffries.
- b) \$500 to the Kāwhia RSA to assist with the costs for the 2026 Kāwhia ANZAC Day parade.

Chairperson Good | Board Member Mahara

Kāwhia Community Centre hire charge waivers

Chairperson Good advised that *'Rowley Clegg – weekly hire of the main hall for the purpose of providing music both live and via website playlists to provide residents the opportunity to sing or play an instrument (volunteer run)'* was not using it anymore and should be removed from the hire charge waiver list.

Resolution Register

Resolved K18: That the Kāwhia Community Board approve the removal of Resolution K10 from the Register.

Chairperson Good | Deputy Chairperson Whiu

Public excluded

Take matatapu

There were no reports.

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

Board Member Harpur provided the closing karakia.

Meeting closure**Katinga o te hui**

Chairperson Good declared the meeting closed at 5.01pm.

Workshops/briefings

The following workshops were held.

1. Monthly discussion with staff on items raised in public forum or outstanding matters. Open to public

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

Mayor Dow will provide a verbal update at the meeting on his activities as Mayor since the last meeting.

Staff recommendation

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

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 36	Adoption of Referendum results and approval to close the drinking water component of the Arohena Rural Water Supplies - Kahorekau, Huirimu and Taupaki, known as the Arohena Rural Water Scheme	
To	Ōtorohanga District Council	
From	Mark Lewis Group Manager of Engineering & Assets	
Type	DECISION REPORT	
Date	28 April 2026	

1. Purpose | Te kaupapa

1.1. The purpose of this report is to:

- a) Confirm and formally adopt the binding results of the Arohena Rural Water Supplies referendum.
- b) Seek Ōtorohanga District Council approval to proceed with the planned closure of the Arohena Rural Water Supplies in accordance with the referendum outcome.

2. Executive summary | Whakarāpopoto matua

- 2.1. The binding referendum of supply users within the Arohena Rural Water Supplies area has been completed, with the outcome supporting the closure of the scheme. The referendum was conducted in accordance with Council policy and statutory requirements, and the results are binding on Council.
- 2.2. As a result of the referendum outcome, Council is required to progress the orderly and planned closure of the Arohena Rural Water Supplies, including the cessation of treated drinking water and decommissioning of drinking water assets.
- 2.3. Upon closure the three supplies will be designated stock water only and will no longer need to comply with Drinking Water Quality Assurance Rules (DWQAR)
- 2.4. This report outlines the context for the scheme, discusses the implications of the referendum result, presents an options analysis (noting the binding nature of the outcome), and seeks Council approval to proceed with the planned closure programme of which certain elements have started.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council

- a) **ACKNOWLEDGES** that the referendum result is binding on Council under Section 9 of the Local Electoral Act 2001
- b) **RESOLVES TO ACCEPT AND ADOPT** the result of the referendum to formally close the drinking water component of the three Arohena water supplies - Kahorekau, Huirimu and Taupaki known as the Arohena Rural Water Scheme and reverting them to Stock Water Only supplies.

- c) **DIRECTS THE CHIEF EXECUTIVE** to implement the necessary changes to revert the Arohena water supplies - Kahorekau, Huirimu and Taupaki known as the Arohena Rural Water Scheme to Stock Water Only supplies.

4. Context | Horopaki

- 4.1. The Arohena Rural Water Scheme which included three individual water supplies (Kahorekau, Huirimu & Taupaki) have operated as a council-managed rural drinking water supplies serving properties in Arohena for over 40 years and are known as the Arohena Rural Water Scheme. In 2024 council resolved to close the drinking water component of the three individual water supplies within the scheme after years of non-compliance, faced with significant needed to make them compliant and upon receipt of a Letter of Expectation from Taumata Arowai (Water Services Authority) instructing council to bring the supplies up to standard to meet DWQAR.
- 4.2. Reports were presented to the Risk and Assurance Committee in June 2024 [Risk & Assurance Meeting 25 June 2024 \(Item 147\)](#) and Council [Ōtorohanga District Council Meeting 25 June 2025 \(Item 147\)](#) outlining in more detail the issues faced by the scheme and seeking formal approval to start the process under the Local Government Act and to close the supplies and making them stock water only.
- 4.3. In response, Council resolved to follow the process outline in Section 131 of the Local Government Act 2002 which led to holding a referendum of residents in the Electoral area of Arohena Rural Water Scheme. The referendum sought a clear mandate on whether the scheme should continue to operate or be closed.
- 4.4. The process leading to the referendum spanned more than 18 months, with voting opening on 24 February 2026 and closing on 3 March 2026. Further detail on the engagement, decision-making, and statutory steps undertaken throughout this period is provided in the final report to Taumata Arowai, available via this link. [Final Report to Taumata Arowai 09 September 2025](#)
- 4.5. Coincidentally the legislation changed only days prior to the submission of the final report to Taumata Arowai from the Local Government Act 2002 to the Local Government (Water Services) Act however, the principals of the process did not change.
- 4.6. The results of the referendum showed overwhelming support for the closure with 96.3% of the counted vote agreeing to close down the drinking water and make the water supplies stock water only. The official results are in the following link. [Arohena Rural Water Supplies Referendum Results](#)
- 4.7. As the referendum achieved the required 75% majority and was binding, council's role now is to formally adopt the outcome and implement the decision.
- 4.8. [Closure of Arohena Rural Water Scheme | Connecting Ōtorohanga](#) provides a link to the Ōtorohanga District Council project page which has numerous documents for further reference.

5. Discussion | He kōrerorero

- 5.1. Given the binding nature of the referendum, Council does not have discretion to overturn or modify the outcome. Council is therefore required to take reasonable and timely steps to give effect to the

decision, including formal approval to close the supplies and implement a managed transition for affected users.

5.2. Closure of the scheme will involve:

- a) Planned cessation of drinking water supply services by an agreed closure date.
- b) Decommissioning, securing, or disposal of selected scheme assets.
- c) Providing a self-supply drinking water system for the Arohena Hall
- d) Creation of a maintenance contract for the operation of the supplies as stock water only
- e) Support for affected landowners to transition to alternative water sources
- f) New water supply agreements for the area
- g) Removing the supplies from Taumata Arowai supply database Hinekorako.

5.3. An overview of the project plan and timeline is in Appendix 1.

5.4. As far as current timelines a letter has been sent out to the users indicating that the closure is expected to be completed by 31 March 2027, which will align with the transition of water services over to Waikato Waters Ltd.

5.5. As Arohena will not be a drinking water supply by 1 July 2027 it will not transfer with the other potable rural water schemes such as Waipa and Tihiroa.

6. Strategic Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. Engagement on the future of the Arohena Rural Water Scheme was undertaken in accordance with Council's Significance and Engagement Policy and was considered proportionate to the significance of the decision and the number of affected parties.
- 6.2. Given the direct impact on scheme users, Council applied a level of engagement that emphasised early information sharing, and survey to provide feedback, and informed participation.
- 6.3. Engagement activities included direct emails and letters to all scheme users, information published on Council's website, and publicly notified meetings to present information, respond to questions, and discuss options.
- 6.4. Council worked closely with the Arohena Rural Water Scheme Committee throughout the process to support clear communication with scheme members.
- 6.5. Prior to the referendum, a summary information booklet outlining the background, options, implications, and implications of the binding vote was distributed with the postal voting papers to ensure voters were well informed. **Appendix 2**
- 6.6. Engagement was also undertaken with Taumata Arowai regarding drinking water regulatory matters and with the Ministry of Education with regard to the Arohena Primary School.

6.7. Council ensured that the statutory decision-making and consultation requirements were met prior to proceeding to referendum, including providing affected parties with sufficient information to understand the proposal, allowing a reasonable opportunity to present their views, and taking those views into account. Council was satisfied that the requisite legislative thresholds and process requirements had been met before holding a binding referendum.

7. Mana whenua / Māori

- 7.1. It was considered by staff the potential impacts of the proposed closure on Māori and is satisfied that the decision does not give rise to any direct or disproportionate impacts on Māori interests.
- 7.2. The scheme services a defined group of rural properties, and its closure does not affect access to, or allocation of, water resources beyond those existing arrangements. While the scheme will no longer operate as a drinking water supply, existing resource consent conditions relating to the abstraction and use of water remain in place and continue to regulate water takes and manage demand on the water resource within the area.
- 7.3. These consent conditions provide ongoing protection for the water resource and wider catchment values, including cultural and environmental considerations of importance to mana whenua. Council will continue to meet its obligations under resource management legislation and maintain appropriate engagement where required.

8. Strategic alignment

- 8.1. The process undertaken aligns with Council's strategic direction and policy framework. In particular, it is consistent with the intent of Council's water services delivery planning and Long Term Plan 2024-27.
- 8.2. Proceeding with the closure of the scheme in accordance with the referendum result reflects the expressed views of the community directly affected by the scheme and demonstrates Council's commitment to enabling local decision-making, managing risk, and focusing resources where they deliver the greatest value.

9. Legal

- 9.1. Council has followed the relevant legislative processes that enable it to consider and implement the closure of the Arohena Rural Water Scheme. The decision-making and engagement requirements under the Local Government Act 2002 (as they applied at the time) were met prior to proceeding to a binding referendum, and the referendum was conducted in accordance with the applicable provisions of the Local Electoral Act 2001.
- 9.2. Council has also had regard to advice provided by Taumata Arowai in relation to drinking water regulatory obligations and compliance considerations with their views included in the summary of proposal that went to voters. **Appendix 2**

9.3. As the referendum result is binding, Council is now legally required to formally adopt the outcome and to give effect to the decision by progressing the closure of the scheme in a lawful and orderly manner, consistent with its statutory obligations.

10. Financial

10.1. To date the overall cost of this process has been allocated to the scheme which is ring fenced within council budgets.

10.2. Individual properties will be responsible for providing a system that meets their needs for drinking water as a self-supplier, with council staff only providing technical advice where needed but no financial assistance will be available.

10.3. The scheme committee has committed to providing a compliant drinking water system for the Arohena Hall as part of the closure plan, this cost will be allocated to the scheme.

10.4. Although there are costs involved in the process these costs will be partially offset by the elimination of ongoing operational, maintenance, and compliance expenditure into the future.

11. Risk analysis

11.1. The primary risks associated with adopting the referendum result and proceeding with the closure of the Arohena Rural Water Scheme, and the proposed mitigations, are outlined below.

Risk Category	Description	Potential Impact	Mitigation Measures
Legal and Procedural	Risk of legal challenge if statutory processes are not followed or if Council does not give effect to the binding referendum result.	Judicial review, legal costs, reputational damage.	Council has complied with the relevant provisions of the Local Government Act 2002 (as applicable) and the Local Electoral Act 2001. Formal adoption and implementation of the referendum result mitigate this risk.
Stakeholder and Reputational	Risk of dissatisfaction from affected landowners or community members impacted by the loss of the Council-managed supply.	Reduced trust in Council, complaints, reputational impact.	Early and ongoing engagement, clear communication of decisions, timelines, and an orderly closure process. Overwhelming support for closure indicates a high level of satisfaction to date.
Transition and service	Risk that some scheme users may not have alternative water supplies in place at the time of supply cessation.	Service disruption for affected properties.	Advance notice of closure, clear timelines, and communication outlining user responsibilities to arrange alternative supplies. Technical support from council staff
Financial	Risk of unforeseen costs associated with scheme closure	Budget pressure or unplanned expenditure.	Planned closure programme, cost monitoring, and reporting; long-term avoidance of ongoing operational and compliance costs.
Regulatory	Risk associated with drinking water regulatory expectations during the transition period prior to closure.	Non-compliance or regulatory intervention.	Engagement with Taumata Arowai and adherence to regulatory advice during the transition and closure process.

Risk Category	Description	Potential Impact	Mitigation Measures
Environmental	Risk of unmanaged infrastructure or water takes following scheme closure.	Environmental effects or consent non-compliance.	Existing resource consent conditions remain in place; infrastructure to be appropriately decommissioned, secured, or removed. Appropriate maintenance contracts to be put in place.

12. Options analysis | Tātari Kōwhiringa

Council has two options available to it in response to the binding referendum on the future of the Arohena Rural Water Scheme, as outlined below. These options reflect whether Council proceeds to formally adopt and implement the referendum outcome, or delays implementation. Given the binding nature of the referendum, the options available to Council are constrained, and are presented to clearly outline the implications of each approach and the recommended path forward.

12.1. Option 1: Implement the Referendum Outcome – Planned Closure of the Scheme (Recommended)

Council formally adopts the referendum result and proceeds with a planned and orderly closure of the Arohena Rural Water Scheme, including defined timelines, stakeholder engagement, and risk management.

Advantages

- Complies with the binding referendum outcome
- Provides certainty for scheme users
- Enables controlled management of process and risks

Disadvantages

- Requires resourcing to manage the closure process
- Impacts on users who must secure alternative water supplies

12.2. Option 2: Delay Implementation of the Referendum Outcome

Although this is an option this is not recommended.

Advantages:

- Additional time for transition planning and allow scheme users more time to install alternative self-supply systems.

Disadvantages

- Inconsistent with the binding nature of the referendum and reputational damage to council for not acting as soon as possible
- Prolongs uncertainty for users
- Operating and compliance costs for drinking water will continue longer than necessary
- Supplies will transfer to Waikato Waters on 1 July 2027 if not deregistered.

13. Recommended option and rationale

13.1. Option 1 is the recommended and correct option. This option involves Council formally adopting the binding results of the referendum and proceeding with the orderly closure of the scheme in accordance with the approved project plan and closure timeline.

13.2. This option is recommended for the following reasons:

- a) The referendum was conducted in accordance with the relevant provisions of the Local Government Act 2002 (as applicable at the time) and the Local Electoral Act 2001, and the result is binding on Council. Council is therefore legally required to give effect to the outcome of the vote.
- b) Adopting the referendum result respects the expressed wishes of the community directly served by the scheme and reflects Council’s commitment to transparent, community-led decision-making.
- c) Proceeding with a planned closure enables Council to manage financial, operational, regulatory, and reputational risks in a controlled and deliberate manner.
- d) A structured closure process allows sufficient time for affected property owners to transition to alternative water supplies and for Council to appropriately manage asset decommissioning and have maintenance contracts in place before water services transition to Waikato Waters Ltd.

14. Appendices | Ngā āpitihanga

Number	Title
1	Project Plan – Closure of Arohena Rural Water Scheme – Drinking Water Only
2	Summary of Proposal – January 2026

15. Appendix 1

Project Plan – Closure of Arohena Rural Water Scheme – Drinking Water Only

Steps	Description	Completed by
Letter of result	Send letters to scheme users of the results of the referendum and indicative closure date March 2027	March 2026
Report to Council	Formally adopt the results of the referendum	April 2026
Formal Letter	Send formal letters of confirmed closure date to users	May 2026
Update Ministry of Education	Once date of closure adopted by council formally inform Ministry of Education	May 2026
Notify Taumata Arowai of Closure Date	Upload closure date into Taumata Arowai (Hinekorako) Database of confirmed closure date, suppliers to be deregistered.	May 2026
Sampling & Testing	Inform Colab of the reduced level of service effective 31 March 2027	July 2026
Water Supply Agreements	Amend Terms and Conditions of supply to new water supply agreements – to be signed by connected users	November 2026
Maintenance Contract	Prepare Maintenance Contract for operations of Arohena Rural Water Scheme – to included Ranginui	January 2027
Removal of surplus equipment	Prepare list of equipment to be removed, and remove from plants and journal assets into Ōtorohanga Water Treatment Plant – assets to be valued	February 2027
Arohena Hall	Obtain quotes and install new self-supply water system for Hall. Maintenance to be built into contract.	February 2027
Drinking water closed	Closure of drinking water takes effect	31 March 2027



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Closure of Arohena Rural Water Scheme

SUMMARY OF PROPOSAL

ŌTOROHANGA DISTRICT COUNCIL

January 2026





SUMMARY OF PROPOSAL

This document is provided to give you a summary of the proposal, for detailed information please visit [Closure of Arohena Rural Water Scheme | Connecting Ōtorohanga](#)

Ōtorohanga District Council (ŌDC) are proposing to **formally close the drinking water component** of the three Arohena water supplies — Kahorekau, Huirimu and Taupaki, known as the Arohena Rural Water Scheme and reverting them to **Stock Water Only** supplies.

The supplies have served the area for over 40 years, primarily for farming purposes, but now face increasing pressure to meet national drinking water compliance standards, which it cannot afford.

Closing down the drinking water is considered the most practical and financially sustainable option for the scheme's future.

Your vote decides the future – don't leave this to chance!

Key facts you need to know

1. **The Arohena Rural Water Scheme Committee fully supports the proposal** to close the drinking water supply and revert to **stock water only**.
2. **The Referendum** is the final step, and the result will determine the future of the Arohena Rural Water Scheme and will have lasting implications for your property and the cost of your water.
3. We need at least **75% support for closure**, If the vote does **not** reach that threshold, the scheme must remain a drinking water supply and significant investment would need to be made to achieve drinking water compliance.

Context and background

The Arohena Rural Water Scheme (ARWS) is made up of three individual water supplies, Kahorekau, Huirimu and Taupaki and was established in 1982. It was built to provide **affordable and reliable water to support agriculture**.

Over the past decade, New Zealand's drinking water legislation has evolved significantly, so much so all three water supplies were placed under permanent boil water notices in 2021.

The introduction of more rigorous standards and the formation of Taumata Arowai, The Water Services Authority, has led to greater scrutiny and tighter requirements. The three supplies (ARWS) have been unable to meet compliance standards for many years, and they can no longer remain in the current state if they are to provide drinking water to the public, which will require significant investment.



The estimated cost to achieve compliance is approximately \$6 million across the three existing supplies:

- Kahorekau – \$2.35 million
- Huirimu – \$2.20 million
- Taupaki – \$1.62 million

These costs have been deemed unaffordable for the community and as a result, in 2024, Council initiated a formal process, under the Local Government Act 2002(LGA) (now transitioned into the Local Government (Water Services) Act 2025), to explore the closure of the drinking water component of these supplies.

Previously in 2018, and recently in 2025, surveys were conducted with the users of the water supplies which indicated strong support for converting the supplies to **stock water only**, following a similar path taken at the Ranginui Water Scheme in 2016.

Council has followed the steps outlined under the Local Government Act, including consultation with affected users, review of risks, assessment of alternative water options, and discussion with Taumata Arowai. This referendum is the last step in the process, where the public gets to formally support the closure of the drinking water component and converting the water supplies to **Stock Water Only**.

The referendum must achieve over 75% support to be successful, otherwise the closure cannot continue, and Arohena Rural Water Supplies (Kahorekau, Huirimu & Taupaki) will remain Drinking Water supplies and require the infrastructure investment, an investment that will need to be funded by the users of the water.

What closure would mean in practice

If the drinking water component is closed, the supplies will be deregistered and not be bound by any drinking water standards. Compliance with Regional Council Resource Consents will continue.

The water will be supplied for stock and agricultural use only with no more disinfecting (chlorine dosing) of the water. The water will still be filtered by the existing sand filters at the water plants but will not be fit for human consumption and will be deemed non-potable.

Households or users will need to rely on alternative sources for drinking water such as rainwater tanks or bore water and manage their own treatment solutions, such as filtration or UV disinfection.

The responsibility for ensuring drinking water is safe will shift to individual users. Council will be able to provide technical support and advice if needed as part of the transition.

Each user will need to agree to the new **Terms and Conditions of supply** confirming that the water is non-potable and not to be consumed.

The Council will continue to manage the infrastructure and the water plants to support agricultural water use.





It is important to note that the closure does not have any effect on the Arohena School, as this is managed by the Ministry of Education.

As part of the transition, Council will upgrade the Arohena Hall building with a self-supply drinking water system.

Benefits of closing down the drinking water component

Closing the drinking water component offers several practical and financial advantages.

Firstly, it avoids the significant capital and operational costs required to upgrade and maintain full compliance. These costs, if passed on to users, would create a considerable financial burden and we estimate the cost of a cubic metre (m³) of water could rise to between \$2.30 and \$2.50 per m³ (current price \$0.92c).

Secondly, the closure aligns with the primary use of the water — stock water — which makes up approximately 90% of current consumption across the three schemes.

Thirdly, the water has not been drinkable without boiling since 2021 and many users have already adapted to the changing environment by setting up their own domestic water systems. Closure would formalise what is already a common practice and provide clarity around responsibilities.

There is also precedent for this approach. The closure of the Ranginui water scheme in 2016 was well received and has proven to be a successful model for the Ranginui water users.

The Arohena Rural Water Scheme Committee would continue to set the direction and the water rates for the water supplies into the future.

What happens if the referendum does not reach 75% support

If the referendum fails to achieve the required 75% support for closure, the supplies will remain classified as Drinking Water Suppliers, and the Council will need to invest significant funds to upgrade the scheme to comply with the Water Services Act.

From 1 July 2027, the Arohena Rural Water Scheme (Kahorekau, Huirimu, and Taupaki) will move to Waikato Waters Limited, along with all other Council drinking water supplies. The Arohena Rural Water Scheme Committee will be retired, and the Ōtorohanga District Council will no longer manage daily operations.

Taumata Arowai (The Water Services Authority)

Taumata Arowai wish to have their views on the closure represented alongside Council's proposal in the interests of transparency.

One of the views from Taumata Arowai is the end-point treatment option under the acceptable solutions for **Mixed Use Rural Water Supplies**.





Council considered the acceptable solutions and does not think they are a viable option, this is outlined in page 13 (Acceptable Solutions – Mixed Use Rural Water Supply) of the final report supplied to Taumata Arowai. Link [Report For Taumata Arowai Closure of The Arohena Rural Water Supplies](#)





Mark Lewis
Group Manager
Engineering & Assets
Ōtorohanga District Council

Email: mark@otodc.govt.nz

Closure of the Arohena Mixed Use Rural Water Supplies

Dear Mark,

Thank you for your report dated August 2025 outlining the process Ōtorohanga District Council (Council) have undertaken to assess and meet the statutory requirements of the Local Government (Water Services) Act 2025 (LG(WS)A 2025) for the proposed closure of Huirimu, Kahorekau and Taupaki supplies. The legislation requires that the view of either the Water Services Authority – Taumata Arowai (the Authority) or the Medical Officer of Health is made available to the public as part of the process of s 73(e) of the LG(WS)A. We provide the following in response to Council’s request for that view.

The change of legislation, from the Local Government Act 2002 to LG(WS)A 2025 within days of the final drafting of your report, is unfortunate for Council. There have also been recent changes to the Water Services Act 2021 (WSA 2021) (updated 26 August 2025) and more specifically, the addition of a “shared domestic supplier” that the Taupaki supply may come under essentially removing it from the requirements of the WSA 2021.

The Authority reminds Council that drinking water provided to the consumers must continue to be safe with little or no risk to public health. We acknowledge that there has been significant effort undertaken by Council to comply with the requirements to close the Arohena supplies. Throughout this process, through our dialogues with you during this time, the Authority has had an underlying desire to ensure safe drinking water for households in the supplies. However, we have endeavoured to retain a pragmatic approach for Council and the schemes consumers.

While we also acknowledge the specific costs outlined in your report for alternative options rather than closing these supplies, there is some information that we believe the Council has not provided in the report. We therefore raise these points not from the perspective that we believe the process that the Council has taken is incorrect, but from one where we believe participants of the proposed referendum may require more information to make an informed decision on the closure of the supplies. This information is outlined in the following points:



- The closure of the supplies does not negate the need for potable water to be provided for every house. The Building Act 2004 defines potable water in Section 7: potable water means water that—(a) is safe to drink; and (b) complies with the drinking water standards. Section 123 of the Building Act 2004 covers insanitary buildings, including if the building (c) does not have a supply of potable water that is adequate for its intended use. Council administers the Building Act 2004 for the district and so Council will need to consider that self-supplied properties will meet Building Act requirements.
- The Authority has updated the Acceptable Solutions recently to enable lower cost, unvalidated end point treatment in some cases. An end-point treatment device is a minimum requirement (we use the phrase "at least"), and Council could consider having additional filtration steps prior to the end point treatment device to manage turbidity issues. The turbidity only must be low enough to ensure the cartridges last for one month but there is no firm turbidity limit in the acceptable solution. If additional filtration is specified by Council for the end point treatment device, then the turbidity could be higher in the distribution and still meet the acceptable solution. Our aim is to allow Mixed-Use-Rural schemes to adopt a fully decentralised option.
- If the costs to manage turbidity are for the whole supply (as suspected) this should be clear to the participants of the referendum. The information in the referendum should include the effect of storage on turbidity (via settlement) and costs of a fully decentralised option e.g. installing a backwashable filter, at each property for comparison. Consumers should be informed that that this is an alternative option for Council, as a supplier, if it were to rely on the 'acceptable solution' prior to end-point treatment. Council should also outline the costs for each house to establish their own treated drinking water supply, as an alternative to Council being the supplier, including the costs of any plumbing alterations that may need to be made.
- It appears that there has been no comparison of the change in risk profile between provision of chlorinated water via the scheme and the provision of unchlorinated water via self-supplies to each household as per s74(1)(c) of the LG(WS)A 2025. The Water Authority would like to see Council engaging with the participants of the referendum regarding these public health risks and consequences of any contamination. We would also like to see Council ensuring consumers have the required information to ensure that the raw water provided in the future will only be used for agricultural purposes.
- The Authority would like to reiterate that Council needs to ensure transparency with the consumers through the referendum and make all options available including remaining as a water supplier with decentralised systems with end-point treatment (which the updated Mixed-Use-Rural acceptable solution allows for).



Thank you for the opportunity to provide comment prior to the impending referendum. If you have any questions regarding this letter, please contact Neil Shaw, Water Service North Manager at Neil.Shaw@taumataarowai.govt.nz or alternatively you can phone 021 608 407.

Ngā mihi,

Steve Taylor
Head of Operations

Item 37 Adoption of 2026-27 Fees and Charges

To Ōtorohanga District Council

From Brendan O’Callaghan, Manager Finance

Type **DECISION REPORT**

Date 28 April 2026



1. Purpose | Te kaupapa

1.1. To adopt the fees and charges for the 2026/27 financial year.

2. Executive summary | Whakarāpopoto matua

2.1. This report covers the changes that are proposed to the fees and charges for the 2026/27 financial year.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council **ADOPT** the Fees and Charges 2026/27 as presented in Appendix 1 of the staff report.

4. Context | Horopaki

4.1. Ōtorohanga District Council (ŌDC) has a number of fees and charges that are set for various activities that are undertaken. These fees and charges are reviewed on a regular basis, and where necessary adjusted to reflect changes in costs or levels of service.

4.2. The following proposed changes in fees and charges have been discussed at workshops as part of the Annual Plan process:

Wastewater Treatment and Disposal

4.3. Proposed increase for Discharge of Septic Tank waste from \$60m3 to \$72m3 within district and \$162m3 to \$194m3 for outside district.

Waste Management

4.4. Proposed changes in disposal costs for different types of recycling to align with the new Refuse & Recycling contract.

Libraries

4.5. Proposed removal of the fee for renewals of magazines (not new issues).

Swimming Pools

- 4.6. Proposed increase in admission and concession charges for some groups of users.

Kawhia Wharf

- 4.7. A proposed increase to the berthage fees of 15%

Ōtorohanga Girl Guide Hall

- 4.8. Proposed changes in hall hire charges to align with those for the Kāwhia Community Centre, including adding half day charges. Included removing reference to the number of hours for a half day.

Regulatory Services

- 4.9. Some proposed increases in deposits to reflect increased costs of consents. Removal of infringement fees as these are now defined in the Resource Management (Infringement Offences) Regulations 1999 after amendment in September 2025.

Building Control

- 4.10. Proposed changes to reflect legislative changes with regards to Detached Minor Residential Units. Increases in a number of fees to better cover increased costs of these services. Some updating of wording to better describe the particular fee.

Public Health Fees

- 4.11. Proposed changes to reflect increased cost to council of some services provided.

Dog Control and Pound Fees

- 4.12. Proposed increase in fees to reflect rising costs. Removal of categorisation for Impounding costs to standardise cost regardless of stock type.

Support Services

- 4.13. Proposed graduated charging for property file information depending on the complexity of the request.

Staff External Charge Out Rates

- 4.14. Proposed adjustment applied to all charge out rates.

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

- 5.1. The proposed changes to Fees and Charges only affect a small number of individuals within the community, the significance is considered low. ŌDC staff will publicise the new fees and charges.

Mana whenua / Māori

- 5.2. There are not deemed to be any impacts on Māori over and above the increased financial impacts on all users.

Strategic alignment

5.3. Expected changes in revenue have been reflected in the 2026/27 Annual Plan which is due to be adopted in June.

Legal

5.4. There are no legal issues with this recommendation.

Financial

5.5. This decision is predominantly a financial one, as it impacts the income received from fees and charges. However, the quantum of the income to be received is not considered to be significant.

Risk analysis

5.6. There are no significant risks associated with the setting of these fees and charges.

6. Options analysis | Tātari Kōwhiringa

Options summary of considerations

	Option 1	Option 2
Summary	Adopt the proposed Fees and Charges	Adopt some of the proposed changes to Fees and Charges
Advantages	Would ensure that the additional costs associated with these items are covered by the new charging structure and provide information to those wishing to make use of ŌDC services.	Would allow to adopt some changes and not others if further changes are required
Disadvantages	Some increases for users of some Council services.	Does not set all Fees and Charges at the same time. May miss some statutory deadlines.
	Option 3	
Summary	Do not adopt the proposed Fees and Charges	
Advantages	No changes to Fees and Charges, consistency for district residents in charging.	
Disadvantages	No changes to Fees and Charges for 2026/27, may require funding from other sources.	

Recommended option and rationale

6.1. The recommended option is Option 1, to adopt the proposed Fees and Charges for 2026/27.

7. Appendices | Ngā āpitihanga

Number	Title
1	Proposed Fees and Charges 2026/27



WEAVING THE
FUTURE, TOGETHER
KOTAHITANGA
ŌTOROHANGA DISTRICT COUNCIL

PROPOSED

FEEs AND CHARGES 2026/27

ŌTOROHANGA DISTRICT COUNCIL

DATE: APRIL 2026



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

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LAND TRANSPORT (ROADING)

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
TEMPORARY ROAD CLOSURE			
Approved Community Events			
<ul style="list-style-type: none"> The Event is being organised by a non-commercial, not-for-profit organisation; or The Event is appropriate for all members of the Community to enjoy; or The organiser has had event at least annually for 3 years e.g. Fishing Contest, Christmas Parade, Kāwhia Regatta, Kai Festival 			
Application – Local Roads			
Application Fee		No Charge	No Charge
External Advertising		Actual costs	Actual costs
Other Events – Sealed Roads (Rallies, Hill Climbs, Car Testing, Cycle Races etc.)			
Each application will be considered on its merits			
Application fee for administering the Road closure and damage assessment		\$1000.00	\$1,000.00
External Advertising		Actual costs	Actual costs
Plus, Bond (can be waived at the discretion of the Group Manager Engineering or designate)		\$5,000.00	\$5,000.00
Repairs (any repair work will be quoted and first deducted from the bond)		Actual costs	Actual costs
Other Events – Unsealed Roads (Rallies, Hill Climbs, Car Testing, Cycle Races etc.)			
Each application will be considered on its merits			
Application fee for administering the Road closure and damage assessment		\$1000.00	\$1,000.00
External Advertising		Actual costs	Actual costs
Plus, Bond (can be waived at the discretion of the Group Manager Engineering or designate)		\$5,000.00	\$5,000.00
Repairs (any repair work will be quoted and first deducted from the bond)		Actual costs	Actual costs
KERB AND FOOTPATH CROSSINGS			
Abond for the reinstatement of road, berm kerb or crossing resulting from damage caused during building or other consented works	Deposit, with any balance payable on completion of reinstatement works	\$2,000.00	\$2,000.00
Construction of a new kerb or footpath crossing/vehicle entrance by the Council on behalf of the owner	Deposit, with any balance payable on completion of work	\$2,000.00	\$2,000.00
Abond where a new or upgraded kerb or footpath crossing/vehicle entrance will be installed by the owner using a contractor pre-approved by Council		\$2,000.00	\$2,000.00
STOCK MOVEMENT			
Refundable Bond (Costs or expenses covered by droving)		\$625.00	\$625.00
Construction of a cattle race on a road reserve			
Application Fee		\$145.00	\$145.00



SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Installation of a road crossing for dairy cattle			
Application Fee		\$145.00	\$145.00
TRAFFIC MANAGEMENT			
Traffic Management Plan – Simple	Flat fee	\$150.00	\$150.00
Traffic Management Plan – Complex	Per hour	\$150.00	\$150.00
Traffic Management Plan Approval – Maintenance/Emergency Works/Approved Community Events		No charge	No charge
OVERWEIGHT PERMIT			
Overweight Permit – New 12 month permit		\$200.00	\$200.00
Overweight Permit – Renewal of 12 month permit		\$150.00	\$150.00

WATER SUPPLY

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
RURAL WATER SUPPLY CHARGES Arohena, Ranginui, Tihiroa and Waipā Schemes			
Capital Contribution	Set on Application		
Connection Costs		Actual	Actual
Administration Fee		\$800.00	\$800.00
Special meter reading fee		\$80.00	\$80.00
ŌTOROHANGA/KĀWHIA WATER CHARGES Within Ōtorohanga and Kāwhia Urban Areas			
Application Fee		\$360.00	\$360.00
Standard Domestic Connection (for 20 / 25mm service within 4.0m of the watermain) by ODC contractor		Quote	Quote
Special meter reading fee		\$80.00	\$80.00
All other connections (e.g. commercial/ industrial)	Fixed price quote to be provided by Council approved Contractor		
Outside Ōtorohanga and Kāwhia Urban Areas			
Application Fee		\$360.00	\$360.00
Capital Contribution		POA ¹	POA ¹
Standard Domestic Connection	Approved Contractor	Quote	Quote
Extraordinary Use			
Permit to take water from Fire Hydrant – plus volumetric charge	Conditions Apply		

¹ POA- Price on application





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Per Day		\$100.00	\$100.00
Per Month		\$250.00	\$250.00
Per Annum		\$2,500.00	\$2,500.00
Permit to take water from Fire Hydrant – volumetric charge		Up to \$5.00/m ³	Up to \$5.00/m ³
Other Services			
Water Disconnection/Reconnection		\$500.00	\$500.00
Water Meter testing - Domestic		\$400.00	\$400.00
Water Meter testing – Commercial/Industrial	Fee payable in advance – refunded if meter faulty	POA	POA
On-site pipe or toby locate	Further costs may apply if excavation required	\$150.00	\$150.00

WASTEWATER TREATMENT AND DISPOSAL

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
SEWER CONNECTION (ŌTOROHANGA)			
Application Fee		\$360.00	\$360.00
Connection – Domestic, Commercial/Industrial	Fixed price quote to be provided by Council approved Contractor		
Outside Ōtorohanga Urban Areas			
Application Fee		\$360.00	\$360.00
Capital Contribution		POA	POA
Connection	Fixed price quote to be provided by Council approved Contractor		
<p>²Note: Connections to Council reticulation can be made by other approved contractors subject to Council’s terms and conditions. In these cases the applicant is liable for the application fee and capital contribution (if applicable) only.</p>			
Disconnection/Reconnection		POA	POA
TRADE WASTE (TRADE WASTE BYLAW)			
Application Fee	All classes	\$115.00	\$115.00
Controlled Consents	Annual fee	\$152.00	\$152.00
Controlled Consents	3 yearly fee ¹	\$301.00	\$301.00
Inspection Fee	Per inspection	\$105.00	\$105.00
Conditional Consents	Set on Application - Refer to Bylaw		
DISCHARGE OF SEPTIC TANK WASTE			
	Must be a Council-approved operator		

² Conditions apply





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Domestic Septic Waste (Within District)	Per m ³ ¹	\$60.00	\$72.00
Domestic Septic Waste (Outside District)	Per m ³ ¹	\$162.00	\$194.00

STORMWATER

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
STORMWATER NETWORK CONNECTION			
Application Fee		\$360.00	\$360.00
Connection – Domestic, Commercial/Industrial	Fixed price quote to be provided by Council approved Contractor		
Disconnection/Reconnection		POA	POA

WASTE MANAGEMENT

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
ŌTOROHANGA/KĀWHIA RECYCLING CENTRES - FEES			
Recycling (sorted)			
Plastics (1, 2 and 5); Steel/Aluminium cans	Washed	Free	Free
	Washed		Free
Glass (bottles/jars only)	Washed	Free	Free
Paper	No food	Free	Free
Cardboard	No food	Free	Free
Scrap Metal		Free	Free
Lead-Acid battery, household batteries	Each	\$5.00	Free
LPG bottles (must be degassed)	Each	\$10.00	\$35.00
Computer	Each	\$15.00	Free
Electric motor	Each	\$10.00	\$15.00
Construction waste timber	m ³	Free	\$65.00
Car Tyres – from personal use, de-rimmed and clean (Max 5 per drop off)	Each	\$6.00	Free
Fridges and Freezers – must be degassed	Each		\$35.00
4x4 Tyres – with rims	Each	\$9.00	\$20.00
Truck Tyres – with rims	Each	\$20.00	\$30.00
Car tyre – with rims	Each		\$16.00
Replacement Recycling Crate	Each	\$20.00	\$22.50
GREENWASTE			
Cleanfill/Greenwaste - No weeds or flax	Per m ³	\$30.00	\$40.00
Standard bag 60l	Each	\$3.00	\$5.00



SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Large bag 100l	Each	\$5.00	\$8.30
6 x 4 trailer / ute 1m3	Per load	\$30.00	\$40.00
REFUSE			
Refuse	Per m ³	\$45.00	\$55.00
Official bag	Each	Free	Free
Standard bag 60L	Each	\$4.00	\$6.00
Large bag 100L	Each	\$7.00	\$10.00
Whiteware excluding fridges and freezers	Each	\$10.00	\$15.00
Television	Each	\$25.00	\$35.00
Small household electronic goods (without embedded battery)	Each	\$5.00	\$10.00
Solar Lithium Batteries	Per kg		\$8.00





LIBRARIES

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
GOLD CARD (ADULT)			
Free New Fiction, Magazines, General Fiction, Non-Fiction, Children's Books, Large Print	Per card	\$45.00	\$45.00
Renewal - New fiction and selected popular non fiction	Per renewal	\$2.00	\$2.00
Renewal - New Magazines	Per renewal	\$1.00	\$1.00
Overdue Charges	Per day after 3 weeks	\$0.00	\$0.00
Extra/Replacement Card		\$0.00	\$0.00
Interloan		\$5.00	\$5.00
STANDARD CARD			
Free Fiction, Non Fiction, Large Print, Children's Books			
New Books (Fiction and selected popular non-fiction) (All Issues)	Per book	\$2.00	\$2.00
Non Fiction and Large Print	Per book	Nil	Nil
Renewal - New fiction and selected popular non fiction	Per book	\$2.00	\$2.00
New Magazines (6 months only)	Per magazine	\$1.00	\$1.00
Renewal - New Magazines	Per magazine	\$1.00	\$1.00
Renewal - Magazines	Per magazine	\$1.00	Free
Overdue Charges – Adult	Per day after 3 weeks	\$0.00	\$0.00
OTHER FEES AND CHARGES			
Sale of Books	Per book	\$0.50 - \$2.00	\$0.50 - \$2.00
Lost Books	Cost	Replacement cost	Replacement cost
Lost Book Handling		\$2.00	\$2.00
Photocopying	Black and white - per page – A3	\$0.30	\$0.30
	Black and white - per page – A4	\$0.20	\$0.20
	Colour - per page – A3	\$1.00	\$1.00
	Colour - per page – A4	\$0.50	\$0.50
Laminating	Per page – A4	\$2.00	\$2.00
	Per page – A3	\$3.00	\$3.00
Book Bags	Each	\$3.00	\$3.00
Rural Book Delivery	Per delivery	\$10.00	\$10.00
Out Of District Membership Fee	Per annum	\$40.00	\$40.00
APNK Computers		Free	Free
Document Scanning		Free	Free
PROGRAMMES ROOM			
Use by Community Groups	New service	Free	Free



SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
MAKERSPACE			
3D Printing	Service Fee	\$2.00	\$2.00
Filament	ABS, PLA, PLA+ Per gram	\$0.20	\$0.20
Vinyl cutting (10 cm length)	Gloss	\$2.00	\$2.00
	Clear	\$2.00	\$2.00
	Paper	\$2.00	\$2.00
	Phototex	\$3.00	\$3.00
	Heat Transfer Vinyl	\$6.00	\$6.00
Sewing Machine		Free	Free
Overlocker		Free	Free
Badges	Per badge	\$1.00	\$1.00
Kits (ie tech/ dementia/ home maintenance/ STEM)		Free	Free

ŌTOROHANGA/KĀWHIA CEMETERIES

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
PLOTS			
Adults		\$1,650.00	\$1650.00
Children		\$500.00	\$500.00
Ash Wall and Ash Berm		\$385.00	\$385.00
INTERMENT			
Adults		\$1,650.00	\$1650.00
Extra Depth		\$2,000.00	\$2000.00
Child 11yrs and under		\$500.00	\$500.00
Ash Wall (incl. Council installation of plaque and interment)		\$360.00	\$360.00
Ash Wall (incl. Own installation of plaque and interment)		\$180.00	\$180.00
ADDITIONAL FEES			
Extracts from cemetery plans and records		nil	nil

OTHER COMMUNITY FACILITIES AND SERVICES

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
ŌTOROHANGA SWIMMING POOLS			
Admission			
Adults (over 16 years)		\$4.50	\$4.70





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Children (Up to 16 years)		\$3.00	\$3.20
Children (Under 4 years)		Free	Free
Students (With I.D)		\$3.00	\$3.20
P.W.D		\$2.00	\$2.10
Seniors		\$3.00	\$3.20
Spectators		\$1.00	\$1.00
Aquacise Public		\$5.00	\$5.00
Aquacise Senior		\$4.50	\$4.50
Concession			
Family Day Pass (2 adults, 3 children)		\$12.00	\$12.50
Adult (10 swim)		\$40.50	\$41.00
Child (10 swim)		\$24.00	\$24.00
Senior (10 swim)		\$24.00	\$24.00
Aquacise Pass (Public) (10 swim)		\$45.00	\$45.00
Aquacise Pass (Senior) (10 swim)		\$40.00	\$45.00
Pool Hire (non-exclusive, conditions apply)			
Within Ōtorohanga – per hour		\$36.00	\$38.00
Outside Ōtorohanga – per hour		\$48.00	\$50.00
Lifeguard supervision – per hour		\$30.00	\$31.00
ŌTOROHANGA SECURITY PATROL SERVICE			
Charges for properties outside defined area	Capital Value	Current Rate	Current Rate
Former Differential Rating Area No 1	Uniform Charge	Current Rate	Current Rate
KĀWHIA WHARF			
Berthage			
Casual	per day	\$52.00	\$0.00
Commercial user charges	per annum	\$1000.00	\$1150.00
KAWHIA COMMUNITY CENTRE			
Half day - Entire facility	Private/ Commercial Group	\$75.00	\$75.00
Half Day - Entire facility	Non-Profit Community Group	\$35.00	\$35.00
Full day - Entire facility	Private/ Commercial Group	\$150.00	\$150.00
Full day - Entire facility	Non-Profit Community Group	\$75.00	\$75.00
Board/ supper room only		\$20.00	\$20.00
Refundable Hire bond		\$200.00	\$200.00
OTOROHANGA GIRL GUIDE HALL			
Hire fee	Per Half Day		
	– Private/Commercial Group		<u>\$75.00</u>
	– Non-Profit Community Group		<u>\$35.00</u>
	Per Day	\$150.00	
	– Private/Commercial Group		<u>\$150.00</u>
	– Non-Profit Community Group		<u>\$75.00</u>
Refundable Hire bond		\$200.00	\$200.00





REGULATORY SERVICES

RESOURCE MANAGEMENT

All references are to the Resource Management Act 1991 unless specified otherwise

NOTES TO PAYMENT OF CHARGES

All the deposits and specified amounts are payable in advance.

In accordance with Section 36(AAB(1)) Council retains absolute discretion whether to remit the whole or any part of any charge, under the relevant staff members’ financial delegated authority. Considerations for any requests for remission will be conservatively applied based on: the assessed public benefit vs private benefit; and the legal status of the requestor (i.e. Charitable Trust, community organisation or for-profit entity).

Pursuant to Section 36 (AAB(2)) of the Resource Management Act 1991 Council need not perform the action to which the charge relates until the charge has been paid to it in full.

An additional charge may be required under Section 36 where the set charge is inadequate to enable Council to recover its actual and reasonable costs relating to any particular application.

Deposits made will be non-refundable and do not include GST.

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
EXTERNAL CONSULTANT FEES			
Actual consultant costs will be recovered for consultant services, including but not limited to:		Actual cost	Actual cost
a. Due diligence meetings and resource consent advice after the first half hour which will not be charged			
b. Pre application meetings and resource consent advice after the first half hour, which will not be charged			
c. Reviewing applications			
d. Processing, recommending and reporting on applications			
e. Attending hearings and advising on consent decisions and consent conditions			
DUE DILIGENCE AND PRE-APPLICATION ADVICE			
First half hour of either due diligence or pre-application meeting is no cost			
After the first half hour, Staff time will be calculated at an hourly rate or part hour thereof ³		Actual time and cost ⁴	Actual time and cost ⁵
After the first half hour, consultant and expert actual costs will be charged		Actual cost	Actual cost
APPLICATION FOR CHANGE TO DISTRICT PLAN			
Deposit payable on receipt of the application with the balance of Council’s costs	Deposit	\$50,000.00	\$50,000.00

³ Refer to page 31 for Staff Charge Out Rates

⁴ Refer to page 31 for Staff Charge Out Rates

⁵ Refer to page 31 for Staff Charge Out Rates





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
	<p>recoverable on an actual and reasonable basis. Staff time will be calculated at an hourly rate² Consultant and expert actual costs will be charged</p>	<p>Actual time Actual cost</p>	<p>Actual time and Actual cost</p>
<p>Notified Application Land use and Subdivision</p>	<p>Deposit</p>	<p>\$10,000.00</p>	<p>\$10,000.00</p>
<p>Limited Notified Application Land use and Subdivision</p> <p>Categories include:</p> <ul style="list-style-type: none"> Controlled activities Restricted Discretionary and Discretionary activities Non-complying activities Extension of consent periods (Section 125) Change or cancellation or consent condition (Section 127) <p>Deposit payable on receipt of the application with the balance of Council’s costs recoverable on an actual and reasonable basis. Staff time will be calculated at an hourly rate⁶ Consultant and expert actual costs will be charged</p>	<p>Deposit</p>	<p>\$5,000.00</p>	<p>\$5,000.00</p>
<p>RESOURCE MANAGEMENT HEARINGS Hearings Panel;</p> <p>In addition to staff time, a charge shall be payable by the applicant for the cost of convening a Hearings Panel and for any site visit by the Hearings Panel.</p> <p>Independent hearing commissioners</p>			<p>Actual time and cost</p>
<p>Non-Notified Applications for Resource Consent (Land use)</p> <p>This category includes the following:</p> <ul style="list-style-type: none"> Controlled activities Restricted Discretionary and Discretionary activities 	<p>Deposit</p>	<p>Actual costs \$1,500.00</p>	<p>Actual costs \$1,800.00</p>

⁶ Refer to page 26 for Staff Charge Out Rates





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
<ul style="list-style-type: none"> Change or cancellation or consent condition (Section 127) Relocatable dwellings 			
<p>Non-Complying Activities</p> <p>Staff time will be calculated at an hourly rate³</p> <p>Consultant and expert actual costs will be charged</p>	Deposit	\$1,800.00 Actual time	\$2,200.00 Actual cost
<p>Application for Permitted Boundary Activity (Section 87AAB Resource Management Act)</p>		\$450.00	\$550.00
<p>Monitoring</p> <p>In the case of Land Use consents an additional fee to apply at the time of issuing the consent to cover the cost of ongoing monitoring.</p> <p>Monitoring of permitted activities and consent conditions</p> <ul style="list-style-type: none"> Urban site visits Rural and Kawhia site visits 		\$400.00	\$400.00
<p>Non-Notified Applications for Resource Consent (Subdivision)</p> <p>This category below includes the following:</p> <ul style="list-style-type: none"> Controlled activities Restricted Discretionary and Discretionary activities Change or cancellation or consent condition (Section 127 Resource Management Act) 			
<p>Subdivision to Create One Additional Lot</p> <p>Boundary Relocation or Adjustment involving up to Three Existing Titles</p>	Deposit	\$1,800.00	\$2,200.00
<p>Non complying activities</p>	Deposit	\$2,200.00	\$2,500.00
<p>Subdivision to Create Two or More Additional Lots</p> <p>Boundary Relocation or Adjustment involving Four or more Existing Titles</p>	Deposit	\$2,500.00	\$2,800.00
<p>Non complying activities</p>	Deposit	\$3,000.00	\$3,000.00





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Change or cancellation or consent condition (Section 127 Resource Management Act) non-notified subdivision application			\$1,200.00
Staff time will be calculated at an hourly rate ⁷		Actual time	Actual time
Consultant and expert actual costs will be charged		Actual cost	Actual cost
Change or Cancellation of Consent Notice including Preparation of Document (Section 221 Resource Management Act)		\$1,500.00	\$1,500.00
DESIGNATIONS AND NOTICES OF REQUIREMENTS			
Receipt of a designation or notice of requirement with the balance of Council's costs recoverable on an actual and reasonable basis.	Deposit	\$10,000.00	\$10,000.00
Outline Plan Application (Section 176A Resource Management Act)	Deposit	\$1,000.00	\$2,200.00
Application to Waive the Requirement for an Outline Plan (Minor Works only) (Section 176A Resource Management Act)	Fee	\$300.00	\$330.00
Application to do anything to land that is subject to a Designation (Section 176(1)b Resource Management Act)	Deposit	\$330.00	\$330.00
Request to the Requiring Authority responsible for an earlier designation (Section 177 Resource Management Act)	Deposit	\$750.00	\$750.00
Application to do anything that would prevent or hinder the public work or project (Section 178 Resource Management Act)	Deposit	\$750.00	\$750.00
Transfer of rights and responsibilities for a Designation (Section 180 Resource Management Act)	Deposit	\$500.00	\$500.00
Requirement for alteration of a designation (Section 181 Resource Management Act)	Deposit	\$1,500.00	\$2,500.00
Removal of a designation (Section 182(2) Resource Management Act)	Deposit	\$1,200.00	\$1,500.00

⁷ Refer to page 26 for Staff Charge Out Rates





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Application to extend the life of a designation (Section 184 and 184A Resource Management Act)	Deposit	\$2,500.00	\$2,500.00
The balance of Council's costs recoverable on an actual and reasonable basis ⁸		Actual time	Actual time
HERITAGE ORDERS			
Receipt of a heritage order or notice of requirement with the balance of Council's cost recoverable on an actual and reasonable basis (Section 189 Resource Management Act).	Deposit	\$,1200.00	\$,1200.00
Application to do anything which would wholly or partly nullify the effect of a heritage order (Section 193 Resource Management Act)	Deposit	\$1,500.00	\$1,500.00
Removal of a heritage order (Section 196 Resource Management Act)	Deposit	\$1.500.00	\$1.500.00
Staff time will be calculated at an hourly rate ⁵		Actual time	Actual time
Consultant and expert actual costs will be charged		Actual cost	Actual cost
OTHER RESOURCE MANAGEMENT ACT APPROVALS			
Preparation and signing of any Bond (except relocatable Bond), covenant, legal document or variation thereto required as a condition of consent (s.108,109) or application to vary or extend time in respect of any bond, covenant or consent notice under s.108 and/or 109 including preparation of documents.	Deposit	\$550.00	\$550.00
Bond discharges (except cash relocatable bonds)	Standard fee	\$350.00	\$350.00
Relocatable Buildings			
• Bond Preparation Fee		\$350.00	\$350.00
• Partial Bond Refunds		\$350.00	\$350.00
Application for an Extension of Time to Complete Works (Section 109(4) Resource Management Act)	Deposit	\$200.00	\$200.00

⁸ Refer to page 26 for Staff Charge Out Rates





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Renewal of Resource Consent (Section 124(1)(b) Resource Management Act)	Deposit	\$1,500.00	\$1,500.00
Application for Extension of Consent Periods for Non-Notified Resource Consents (Section 125 & 126 Resource Management Act)	Deposit	\$700.00	\$700.00
Application for Certificate of Compliance and Application for Existing Use Certificate (Section 139 and 139A Resource Management Act)	Deposit	\$1,500.00	\$1,800.00
Application to Extend the Period Specified to Carry Out and Complete Work Subject to a Bond (Section 222(2) Resource Management Act)	Deposit	\$500.00	\$500.00
Application for a Section 224 Certificate (Completion of subdivision conditions)	Deposit	\$700.00	\$700.00
Application for a Section 226(1)(e) Certificate (Allotment in accordance with requirements of District Plan)	Deposit	\$1,200.00	\$1,200.00
Cancellation of Amalgamation Condition (Section 241 Resource Management Act)	Deposit	\$550.00	\$550.00
Staff time will be calculated at an hourly rate ⁹ Consultant and expert actual costs will be charged		Actual time Actual cost	Actual time Actual cost
Removal of Building Line Restriction (Section 327A Local Government Act 1974)	Deposit	\$550.00	\$550.00
Easement Approvals and Revocation This category includes the following: <ul style="list-style-type: none"> Section 348 Local Government Act 1974 (Create shared access -/ Right-of-Way) Section 243 – Survey plan approved subject to grant or reservation of easements (Create or cancel an easement) 	Deposit	\$700.00	\$700.00
(

⁹ Refer to page 26 for Staff Charge Out Rates





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
<p>INFRINGEMENT FEES (refer Resource Management (Infringement offences) regulations 2025), link below</p> <p>Resource Management (Infringement Offences) Amendment Regulations 2025 (SL 2025/162) – New Zealand Legislation</p>		NO GST (penalty rather than payment for goods or service)	

BUILDING CONTROL

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
<p>Certificate of Title Search Required for all Building Consent applications</p>		\$25.00	\$25.00
<p>Code Compliance Certificate Receive and process application. Issue Code Compliance Certificate</p> <ul style="list-style-type: none"> Commercial Residential Other 		\$550.00 \$350.00 \$150.00	\$550.00 \$350.00 \$150.00
<p>Any additional inspection necessary to approve Certificate</p>	Plus Travel costs	\$110.00	\$160.00
<p>PIM – Project Information Memorandum</p> <ul style="list-style-type: none"> Exemption for Detached Minor Residential Units Residential <ul style="list-style-type: none"> Up to 100m2 Over 100m2 Commercial <ul style="list-style-type: none"> Up to 300m2 Over 300m2 			\$600.00 \$300.00 \$400.00 \$540.00 \$720.00
<p>BUILDING CONSENTS BY PROJECT CATEGORY</p> <p>Minor Works (1 Inspection)</p> <ul style="list-style-type: none"> Solid Fuel Heaters (Free-standing) Garden Sheds Installation of Basic Fire Alarm (Type 1-2) Marquees 	<p>Cost includes PIM</p> <p>Rural area add travel mileage for inspection(s)</p>	\$500.00 \$450.00 \$450.00 \$450.00	\$550.00 \$550.00 \$550.00 \$550.00





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
<ul style="list-style-type: none"> Plumbing and Drainage Solar Panel Installation (over 40m²) 		\$450.00	\$550.00 \$550.00
Minor Building Work (2 inspections) <ul style="list-style-type: none"> Carpports Demolition Decks and Pergolas Solid Fuel Heaters (In-built) 	Rural area add travel mileage for inspection(s)	\$600.00 \$600.00 \$600.00	\$670.00 \$670.00 \$670.00
Exemption from Building Consent		\$220.00	\$250.00
Other Buildings/Structures (2 Inspections) <ul style="list-style-type: none"> Garages Hay Barns Implement Sheds All Swimming / Spa Pools 	Rural area add travel mileage for inspection(s)	\$750.00 \$750.00 \$750.00 \$750.00	\$1,000.00 \$1,000.00 \$1,000.00 \$1,000.00
Bridges and Underpasses	Rural area add travel for 3 inspections	\$900.00	Actual Costs
Detached Habitable Buildings (No plumbing and drainage) Sleepouts, Office, Studio, small additions, that are not exempt.	Rural area add travel for 3 inspections	\$1,000.00	\$1,500.00
Small Additions or Alterations up to 30m² (No plumbing and drainage) Additions or Alterations over 30m² (No plumbing and drainage)	Rural area add travel for 3 inspections	\$1,200.00	Actual Costs
<ul style="list-style-type: none"> Residential Commercial 	Rural area add travel for 3 inspections	\$1,400.00 \$2,500.00	Actual Costs Actual Costs
Detached habitable buildings (With plumbing and drainage) Sleepouts with Toilet/Shower			Removed
Small Additions or Alterations up to 30m² (With plumbing and drainage)			Removed
Additions or alterations¹⁰ between 30 and 60m² Implement Shed (over 110m²)		\$	Removed
Dairy Sheds	Rural area add travel for 5 inspections	\$1,450.00	\$1,450.00
	Rural area add travel for 5 inspections	\$3,000.00	\$3,000.00

¹⁰ Note: for work over 60m², dwelling, commercial and industrial fees apply





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Re-sited Dwellings	Rural area add travel for 5 inspections (without additions or alterations)	\$2,400.00	\$2,500.00
Single Storey Dwellings Up to 100m² 150m ²	Rural area add travel for 8 inspections	\$2,800.00	\$3,500.00
Single Storey Dwellings Up to 200m²	R		Removed
Single Storey Dwellings in Excess of 200m² 150m ²	Rural area add travel for 9 inspections	\$3,400.00	\$4,800.00
Dwellings Two Storey or More Up to 200m ²	Rural area add travel for 9 inspections	\$3,600.00	\$4,500.00
Dwellings Two Storey or More Over 200m ²	Rural area add travel for 10 inspections	\$4,000.00	Actual Costs
Small Commercial/Industrial Buildings Up to 300m ²	Rural area add travel for 9 inspections	\$3,500.00	Actual Costs
Commercial/Industrial Buildings in Excess of 300m ²	Rural area add travel for 10 inspections	\$5,000.00	Actual Costs
Large Industrial and Commercial Projects in excess of 500m ²	Quoted cost	Actual Cost	Actual Cost
Travel Costs (Inclusive of Staff Time)	Per km each way	\$3.50	\$3.50
<ul style="list-style-type: none"> Applies to building consents in excess of 5 km from Ōtorohanga town boundary 			
<ul style="list-style-type: none"> A set rate will be charged with any building work in Kāwhia 	Per trip	\$155.00	\$155.00
<ul style="list-style-type: none"> A flat rate will be charged with any building work in Ōtorohanga 		\$50.00	\$50.00
Inspections			
Where an inspection is requested but the project is not ready and fails inspection		\$160.00	\$200.00
Inspections contracted to qualified third parties (hourly rate)		\$160.00	Actual cost
Report on Buildings to be Relocated Inspection and report			removal due to COI and liability
Inspections of Existing Swimming Pool Fences	Plus travel costs	\$200.00	\$200.00
Per inspection			





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
<p>Inspections of buildings for Compliance with Section 224(f) Resource Management Act 1991 Per inspection</p>		\$250.00	\$250.00
<p>Code Compliance Certificate Per inspection and for each additional inspection necessary to obtain compliance</p>	Plus travel costs	\$160.00	\$200.00
<p>Extension of Time for which Building Consent is Valid Application must be lodged before the date consent lapses.</p>		\$100.00	\$175.00
<p>Amendments/Variations</p> <ul style="list-style-type: none"> Minor Variation Amendment – <p>Fees will be assessed as a percentage of consent fee at the discretion of the Building Control Manager.</p>		\$100.00 \$200.00	Actual cost Actual cost
<p>LEVIES</p> <ul style="list-style-type: none"> Department of Building and Housing Levy (MBIE) B.R.A.N.Z Levy BCA Accreditation Levy 	Per \$1,000 Per \$1,000 Per consent	\$1.75 \$1.00 \$50.00	\$1.75 \$1.00 \$50.00
<p>OTHER</p> <p>Application for Certificate of Acceptance Per inspection, plus full applicable consent fee -</p> <p>Application for Certificate of Public Use Per inspection</p> <p>Planning Check Application reviewed for compliance with District Plan</p> <p>Notice to Fix Per inspection</p> <p>Section 71 and Section 77 Building Act 2004 Preparation, signing and registration of Notices and Certificates charged at actual cost</p> <p>Electronic submission and processing</p>		\$500.00 \$160.00 \$500.00 \$160.00 \$150.00 \$500.00 \$160.00 \$500.00	Actual staff time plus \$200.00 \$705.00 for new & \$360.00 for renewal \$200.00 \$180.00 \$500.00 \$200.00 \$500 deposit + actual cost





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Fees and charges associated with on-line / electronic lodgement and processing of building consents via a third-party building consent platform		Actual fees levied by any third-party provider. Fee schedule available on request.	No change
<p>Lapse of Building Consent</p>			
<p>Upon lapse of building consent, Council will refund all fees less 50% of the Building consent Fee. w, Council will refund all outstanding fees except for the Building Consent processing and 50% of the Application Fee.</p>		<div style="border: 1px solid black; width: 80px; height: 20px; margin: 0 auto;"></div>	
<p>Building Consent Information – Others</p>	Per year	\$307.00	\$310.00
<p>External Consultant Fees</p>			
<p>Where external expertise is necessary in processing building consents, , the applicant will be charged the actual cost for those services and any additional costs incurred by Building Control.</p>		Actual Cost	Actual Cost
<p>Audit Compliance Schedule BWOF audit and Compliance Schedule edit</p>		\$200.00	Actual Cost
<p>Issue new Compliance Schedule and</p>		\$300.00	\$400.00
<p>Compliance Schedule Statement</p>			
<p>Amend Compliance Schedule</p>		\$300.00	\$300.00





PUBLIC HEALTH FEES

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
FOOD PREMISES			
Amended Fee Structure applies to all Food Premises			
Fees Applicable to All Registration Types			
All administration and verification activities including pre-registration assistance, annual audit, reporting, non-conformance visits and any activity not specified in the schedule below for operators based in the Ōtorohanga District.	Per hour plus \$1.20/km	\$185.00	\$185.00
Cancellation of scheduled verification within 24 hours or key personnel not available for the verification		\$185.00	\$185.00
Copies of Food Control Plan folder and documents		\$25.00	\$30.00
Fees Applicable to Food Control Plans			
Application for registration of template Food Control Plan	Plus hourly rate after first hour	\$450.00	\$450.00
Application for renewal of registration of template Food Control Plan	Plus hourly rate after first hour	\$360.00	\$360.00
Application for a significant amendment [section 45(3)] of registration of template Food Control Plan, or move from Food Control Plan to National Programme during registration year	Plus hourly rate after first hour	\$150.00	\$180.00
Application for a minor amendment [section 45(2)] of registration of template Food Control Plan.	Plus hourly rate after first hour	\$75.00	\$80.00
Voluntary suspension of food control plan	Plus hourly rate after first hour	\$85.00	\$85.00
Fees Applicable to National Programmes			
Application for registration of National Programme	Plus hourly rate after first hour	\$450.00	\$450.00
Application for renewal of registration of National Program	Plus hourly rate after first hour	\$360.00	\$360.00
Application for significant amendment [Section 81] of registration of National Programme or move from National Programme to Food Control Plan during the registration year.	Plus hourly rate after first hour	\$150.00	\$180.00
Voluntary suspension of National Programme	Plus hourly rate after first hour	\$85.00	\$85.00





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Issue of improvement notice, or review of an improvement notice	Plus hourly rate after first hour	\$175.00	\$185.00
Application for statement of compliance	Plus hourly rate after first hour	\$175.00	\$185.00
<p>Staff Time General</p> <ul style="list-style-type: none"> - General advice: First half hour no cost. After the first half hour, staff time will be calculated at an hourly rate or part hour thereof¹¹ - “Hourly Rate” as described previously will be calculated at an hourly rate or part hour thereof¹² - Additional staff time not covered elsewhere (including monitoring visits not covered elsewhere). 		Actual time cost ¹³	Actual time cost
Domestic Food Business Levy collect on behalf of MPI under the Food (Fees, Charges, and Levies) Amendment Regulations 2024 – annually per site per business		\$66.12	\$99.20
Council collecting fee for Domestic Business Levy		\$11.00	\$12.65
FUNERAL DIRECTOR			
<ul style="list-style-type: none"> • Initial registration 		\$300.00	\$300.00
<ul style="list-style-type: none"> • , • Renewal annual fee 		\$210.00	\$210.00
HAIRDRESSERS			
<ul style="list-style-type: none"> • Initial registration of premises • Initial inspection and interview plus pro rata annual fee or \$100.00, whichever is greater • Renewal annual fee 	Plus pro rata of annual fee		N/a
OFFENSIVE TRADES			
<ul style="list-style-type: none"> • Initial registration 		\$300.00	\$300.00
<ul style="list-style-type: none"> • • Renewal annual fee 		\$340.00	\$340.00

¹¹ Refer to page 33 for Staff Charge Out Rates
¹² Refer to page 33 for Staff Charge Out Rates
¹³ Refer to page 33 for Staff Charge Out Rates





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
SALEYARDS			
• Initial registration		\$300.00	\$300.00
• Renewal annual fee		\$210.00	\$210.00
CAMPING GROUNDS			
Initial registration		\$300.00	\$300.00
Renewal annual fee		\$340.00	\$210.00
MOBILE OR TEMPORARY TRADING			
Mobile trading, food trucks, hawkers:			
• Annual permit per site		\$200.00	\$200.00
• Temporary permit for up to 3 months per site		\$60.00	\$60.00
• One off/one day		\$30.00	\$30.00
LITTERING			
• Depositing of litter or rubbish in a public place, or on private land without the consent of the owner or occupier		\$400.00	\$400.00





DOG CONTROL -

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
DOG CONTROL			
Registration Fees (Section 37 of the Dog Control Act 1996)			
• Urban Dogs		\$162.00	\$167.00
• Urban plus Neutered Dogs		\$127.00	\$130.00
• Urban plus Special Owner Dogs		\$127.00	\$130.00
• Special Owner plus Neutered Dogs		\$70.00	\$72.00
• Rural plus Special Owner Dogs		\$70.00	\$72.00
That an additional registration fee of 50% of the fee that would have been payable on dogs not registered by 31 July shall apply.			
• Registration tags		Free of charge	Free of charge
• Replacement tags		Free of charge	\$5.50
• Dog collars – Size - Small		\$13.00	\$13.00
• Dog Collars – Size – Big		\$20.00	\$20.00
Miscellaneous Fees			
- Rehoming fees		Actual cost	Actual cost
- Microchip		\$35.00	\$36.00
- Vet costs		Actual cost	Actual cost
- Special owner property check		\$40.00	\$41.00
- Property compliance monitoring, second and subsequent inspections, per each inspection (no charge first inspection)			
o Urban		\$80.00	\$82.00
o Rural and Kawhia		\$3.50/ km after 5km beyond Ōtorohanga town boundary (includes staff time)	\$3.50/ km after 5km beyond Ōtorohanga town boundary (includes staff time)
POUND FEES			
Dogs (Section 68 of the Dog Control Act 1996)			
The following fees by payable for impounding of dogs:			
• Seizure fee	Per dog	\$70.00	\$72.00
• Apoundage fee first impoundment	Per dog	\$80.00	\$82.00
• An additional poundage fee for second and subsequent impounding	Per dog	\$155.00	\$160.00
Fee for dogs uplifted for barking complaints, threatening public safety, non-registration or any other purpose authorised under the Dog Control Act 1996		Actual and reasonable costs incurred	Actual and reasonable
Sustenance fee while impounded	Per dog per day or part thereof	\$20.00	\$21.00



SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
<p>Surrender disposal fee (in addition to applicable impounding charges and sustenance)</p> <p>Infringement fees will be imposed as set under the Dog Control Act 1996</p> <p>Public Notification Fee</p> <p>Impounded dogs only be released from the pound between the hours of 8.30am to 5.00pm Monday to Friday on full payment of all fees. No releases to be made on Saturdays, Sundays or public holidays.</p>		\$90.00	\$93.00
<p>OTHER ANIMALS (Section 14 of the Impounding Act 1955)</p> <p>Impounding (poundage fees) All stock</p> <ul style="list-style-type: none"> • For every horse, mare, gelding, colt, filly or foal • For every mule or ass • For every bull above the age of 9 months 	Per head up to 6 head	\$130.00	\$134.00
<ul style="list-style-type: none"> • For every bull above the age of 9 months • For every ox, cow, steer, heifer or calf • For every ox, cow, steer, heifer or calf • For every stag above the age of 9 months • For all other deer • For every ram above the age of four months • For every ewe, wether, or lamb • For every goat • For every boar • For all other pigs 	<p>For every head over 6 head</p> <p>Per head up to 6 head</p> <p>For every head over 6 head</p>		
<p>Notification Advertisement</p> <p>In addition to the above fees and to be considered part of the poundage fee, where applicable, a notification fee of a newspaper circulating in the local authority district.</p>		Actual cost	Actual cost
<p>Repeated Impounding</p> <p>Where stock, not necessarily the same animal, but owned by the same person is impounded on a second or subsequent occasion</p>		Double initial impounding fee	Double initial impounding fee
<p>Impounded stock surrender</p>		Actual cost	Actual cost
<p>Impounded stock vet fees</p>		Actual Cost	Actual Cost
<p>Impounded stock release (no release fee)</p> <p>Impounded stock will be released only on full payment of all fees, between the hours of 8.30am to 5.00pm Monday to Friday, No releases will be made on Saturdays, Sundays or public holidays unless by prior agreement.</p>			





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Grazing (sustenance fees)			
Grazing/sustenance fees shall be payable by the owner of impounded stock .	Per head of stock per day	\$15.00	
- Horse, cattle, donkey, deer, pigs		\$10.00	\$15.00
- Sheep, goats and any animal not listed			\$10.00
STOCK DRIVING CHARGES			
Stock driving charges – (per hour, per officer) - leading, driving or conveying stock (pursuant to section 14 of the Impounding Act 1955) plus mileage at local government rates, plus any other reasonable costs incurred, including the full costs of any after-hours response		\$150.00	\$150.00
ROAMING STOCK ON COUNCIL ADMINISTERED LAND			
• For every horse, cattle, deer, or pig	Per day	\$15.00	\$15.00
• For every sheep, goat or other animal not listed	Per day	\$10.00	\$10.00
• For every pig or goat	Per day	\$6.00	\$6.00
Trespass on any land bearing any growing crop or from which the crop has not been removed, or in any reserve, cemetery or burial ground			
• For every horse, cattle, beast, deer, ass or mule	Per day	\$6.00	\$6.00
• For every sheep	Per day	\$2.00	\$2.00
• For every pig or goat	Per day	\$12.00	\$12.00

OTHER REGULATORY SERVICES

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
AMUSEMENT DEVICES			
• Permit Fees - First Device (first 7 days)		\$11.25	\$11.50
• Permit Fees - Each additional device (first 7 days)		\$2.30	\$2.30
• For each device for each further period of 7 days		\$1.15	\$1.15
LIQUOR LICENSING FEES			
On, Off and Club Licences			
Application Fee			
• Very low		\$368.00	\$368.00





• Low		\$609.50	\$609.50
• Medium		\$816.50	\$816.50
• High		\$1,023.50	\$1,023.50
• Very High		\$1,207.50	\$1,207.50
Annual Fee			
• Very low		\$161.00	\$161.00
• Low		\$391.00	\$391.00
• Medium		\$632.50	\$632.50
• High		\$1,035.00	\$1,035.00
• Very High		\$1,437.50	\$1,437.50
Special Licence Class			
• Class 1		\$575.00	\$575.00
• Class 2		\$207.00	\$207.00
• Class 3		\$63.25	\$63.25
Managers Certificates			
	New and renewal certificates	\$316.25	\$316.25
Application for Temporary Authority		\$296.70	\$296.70
Application for Temporary Licence (Section 74 - to sell alcohol pursuant to a licence from premises other than the premises to which the licence relates during repairs etc.)			





SUPPORT SERVICES

SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
GIS PLANS			
Custom maps – based on GIS Officer’s time ¹⁴	Per hour	Actual costs	Actual costs
Raster Data ¹⁵	A4 (210 x 297)	\$10.50	\$10.50
	A3 (420 x 297)	\$12.50	\$12.50
	A2 (420 x 594)	\$15.50	\$15.50
	A1 (840 x 594)	\$31.00	\$31.00
Vector Data	A4 (210 x 297)	\$7.00	\$7.00
	A3 (420 x 297)	\$8.00	\$8.00
	A2 (420 x 594)	\$15.50	\$15.50
	A1 (840 x 594)	\$20.50	\$20.50
PHOTOCOPYING			
Single <5			
A4 White		\$0.40	\$0.40
A3 White		\$0.60	\$0.60
A4 Coloured		\$1.00	\$1.00
Single >5			
A4 White		\$0.35	\$0.35
A3 White		\$0.50	\$0.50
A4 Coloured		\$0.80	\$0.80
Double sided <5			
A4 White		\$0.60	\$0.60
A3 White		\$0.80	\$0.80
A4 Coloured		\$1.50	\$1.50
LAND INFORMATION MEMORANDUM			
Application Fee		\$330.00	\$330.00
Urgent Fee (within 5 working days)	Additional	\$130.00	\$130.00
Any follow up work as a result of a LIM		Actual costs	Actual costs
Application for a property that include more than one valuation Reference	Charge for each additional reference	\$0.00	\$0.00
LEGAL DOCUMENTS			
Preparation of Leases and Licences of Council land (plus actual disbursement costs e.g. any advertising fees)	Standard Fee	\$205.00	\$205.00
Preparation of Leases and Licences of Council land – renewal	Standard Fee	\$155.00	\$155.00
Sealing Fee per set of documents		\$35.00	\$35.00

¹⁴ Refer to page 26 for Staff Charge Out Rates

¹⁵ Raster plots are dearer as they are solid graphics like topographical maps or aerial photography, whereas vector data is only line work and text, so uses less ink.





SERVICE/ITEM	NOTES	25/26	PROPOSED FROM 1 JULY 2026
Title Search - Standard (plus disbursements)	Per document	\$25.00	\$25.00
Title Search - Complex (plus disbursements)	Per document	\$25.00	\$25.00
Search fee for complex title search staff time ¹⁶	per hour	Actual costs	Actual costs
RATING INFORMATION Road / Street Index		\$510.00	
<ol style="list-style-type: none"> 1. Simple property file or property information (electronic) 2. Complex property file or property information (electronic) 3. Property file administration 			<ol style="list-style-type: none"> 1. \$50 2. \$75 3. Charges may apply for photocopying, material (e.g. USB) and additional staff time as per the Local Government Official Information and Meetings Act 1987 section
LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987 REQUESTS Simple requests, no charge. Complex requests, first hour no charge then staff administration rate for each hour or part hour thereafter, plus actual photocopying			Actual time

STAFF EXTERNAL CHARGE OUT RATES -

POSITION	2025/26 PER HOUR \$	PROPOSED FROM 1 JULY 2026 \$
Group Manager/CE	\$206	\$240
Manager/ Principal (all roles)	\$190	\$200
Senior level staff (all roles) / Team Leader	\$180	\$190
Intermediate level staff (all roles) and Environmental Health Officer	\$170	\$180
Graduate level staff (all roles)	\$154	\$160
Administration staff and any other staff not specified	\$103	\$110

¹⁶ Refer to table for Staff Charge Out Rates.



Item 38 2026/27 Annual Plan – Confirmation of Workshop Direction

To Ōtorohanga District Council

From Tanya Winter, Chief Executive

Type **DECISION REPORT**

Date 28 April 2026



1. Purpose | Te kaupapa

1.1. To confirm the direction given by Ōtorohanga District Council (ŌDC), from specific workshops during the development of the 2026/27 Annual Plan (AP).

2. Executive summary | Whakarāpopoto matua

2.1. This report confirms the direction provided by elected members during the 2026/27 AP workshops. It outlines some minor adjustments from the Long Term Plan (LTP), and includes recommendations from the Kāwhia Community Board, Ōtorohanga Community Board and Elevate (Ōtorohanga District Development Board).

2.2. The recommended updates are assessed as low in significance and align with existing LTP commitments, meaning no formal consultation is required.

2.3. The report recommends ŌDC approve the workshop direction to support timely preparation of the 2026/27 AP.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council **APPROVES** the direction provided through the 2026/27 Annual Plan workshops:

1. Kāwhia Community Board (KCB)

- a) Increase Kāwhia Wharf berthage fees by 15% from \$1,000 to \$1,150 pa including GST
- b) Include \$12,000 pa in the budget for a potential annual lease, funded 75% across the Ōtorohanga district and 25% across the Kāwhia community
- c) Allocate \$100,000 towards maintenance on the Kāwhia Community Hall as follows:
 - i) \$45,000 from the Kāwhia Community Hall reserve
 - ii) \$55,000 from a loan funded across the Kāwhia community

2. Ōtorohanga Community Board (ŌCB)

- a) Use the \$148,000 provided in the 2025/26 budget from depreciation reserves and for turf replacement at the Jim Barker Memorial Playground towards the following items:
 - i) Shade sails at Jim Barker and Windsor Park playgrounds estimated at \$100,000 total
 - ii) Musical instruments at Jim Barker and Windsor Park playgrounds estimated at \$48,000 total
- b) Install one dog waste bin and provide dog waste compostable bags near the Dog Agility Park in Ōtorohanga to be funded from the existing Solid Waste budget
- c) Provide two public dog owner training workshops a year to be funded from the existing Animal Control budget.

3. Elevate (Ōtorohanga District Development Board)

- a) Include \$135,000 in the Ōtorohanga town security budget for the initial capital costs of:
 - i) Hardware for five perimeter camera sites and one central overview site
 - ii) Software
 - iii) Traffic management contingency
- b) Note that the ongoing operational costs of \$7,170 for 2026/27 will be funded from the existing Ōtorohanga town security budget and this will be reviewed as part of the Long Term Plan development.

4. Climate change adaptation resourcing

- a) Include \$26,000 additional funding in the Annual Plan budget for one year to support implementation of the Climate Adaptation Plan.

4. Context | Horopaki

- 4.1. The LTP and AP work together to guide ŌDC's 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, such as revised project timing, budget updates, or new priorities. 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.
- 4.5. While the AP process is less extensive than the LTP, it still involves a series of workshops where elected members provide strategic direction.
- 4.6. This report confirms and records the direction provided through those workshops.

5. Discussion | He kōrerorero

5.1. The following sets out the various AP workshop topics and the direction given by ŌDC

Kāwhia Community Board (KCB)

- 5.2. On 11 March 2026 KCB provided ŌDC with recommendations to consider in the 26/27 Annual Plan.
- 5.3. The table below summarises those recommendations and the direction provided:

KCB Recommendations	Council Direction
Include \$12,000 pa for a potential lease in the Kāwhia community	Supported
Review the 50/50 general rate split between District and Kāwhia/Aotea	Not supported - consider as part of the next LTP
Increase Kāwhia wharf berthage fees by 15%	Supported
Undertake maintenance work on the Kāwhia Community Hall	Supported – use \$45k from Hall reserve and \$55k by way of a loan across the Kāwhia community

Ōtorohanga Community Board (ŌCB)

- 5.4. On 26 March 2026 ŌCB provided ŌDC with recommendations to consider in the 26/27 Annual Plan.
- 5.5. The table below summarises those recommendations and the direction provided:

ŌCB Recommendations	Council Direction
Include \$100k for shade sails in Jim Barker Memorial Playground and Windsor Park	Supported – funded from depreciation reserves and turf replacement project budget in 2025-26
Include \$48k for musical instruments in Jim Barker Memorial Playground and Windsor Park	Supported – funded from depreciation reserves and turf replacement project budget in 2025-26

ŌCB Recommendations	Council Direction
Install one dog waste bin and a compostable dog waste bag station in Ōtorohanga	Supported – to be funded from existing Solid Waste budget
Deliver public dog owner training workshops	Supported – two workshops to be held funded from existing Animal Control budget

Elevate (Ōtorohanga District Development Board)

5.6. On 20 March 2026 Elevate provided ŌDC with recommendations to consider in the 26/27 Annual Plan.

5.7. The table below summarises those recommendations and the direction provided:

Elevate Recommendations	Council Direction
Fund 5 perimeter camera sites and 1 central overview site in the Ōtorohanga township: - \$130,186 plus GST for hardware - \$2,000 software	Supported \$135,000 – funded by loan over 10 years on the Town Security Patrol area, Includes a contingency for traffic management
Fund \$7,170 plus GST pa for ongoing operational costs of security cameras	Supported – funded from existing Town Security Patrol budget
Implement a targeted rate across the whole district to cover the costs of the loan and ongoing operational costs of the cameras	Not supported - consider as part of the next LTP

Climate Adaptation Plan Resourcing

5.8 On 31 March staff presented the resourcing required to implement the Climate Adaptation Plan. Three options were presented: 0.5FTE, 0.25FTE and 0FTE.

5.9 At the moment ŌDC is resourced at 0.25FTE which makes it very difficult to gain traction on implementing the Plan. Staff recommended this be increased to 0.5FTE for the 2026-27 year to be reviewed as part of the Long Term Plan. This was supported by ŌDC.

5.10 The current resourcing enables ŌDC to undertake the following activities:

- a) Disseminate public information on climate change response
- b) Undertake ŌDC emissions monitoring and reporting
- c) Undertake key stakeholder engagement
- d) Embed climate-calibrated hazard risk, as well as climate response and ŌDC mitigation, into council plans (asset plans, statutory plans)

- e) Meet any Treaty of Waitangi obligations
- f) Undertake an ŌDC Corporate Risk Assessment.

5.11 The extra resourcing will enable ODC to extend our program into the following areas:

- a) Integrate risk assessment outputs into infrastructure and financial planning
- b) Support / facilitate communities to prepare local climate response plans
- c) Increased collaboration (e.g. regional/national initiatives)
- d) Explore funding mechanisms for climate response initiatives
- e) Support iwi / Māori climate assessments
- f) Explore economic wellbeing impacts relating to climate change.

6. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. Councils may adjust planned programmes without public consultation if the changes are not significant or material under the Significance and Engagement Policy. However, good practice encourages keeping the community informed.
- 6.2. The changes in this report are considered to have low significance.
- 6.3. Based on the level of change and alignment with existing LTP commitments, ŌDC will adopt an 'inform' level of engagement as per the Significance and Engagement Policy.
- 6.4. There is no requirement to formally consult on the 26/27 AP.

Impacts on Māori

- 6.5. The recommendations are not expected to significantly affect Māori interests such as te taiao, whenua, wāhi tapu, or taonga (the environment, land, sites of cultural significance, and treasured objects)

Risk analysis

- 6.6. There are no identified risks associated with confirming the workshop direction. Should ŌDC wish to revise any elements, further staff work will be required to enable timely adoption of the AP.

Policy and plans

- 6.7. The direction given in this report both individual and collectively align to all ŌDC's policy and plans.

Legal

- 6.8. There are no legal concerns with approving the workshop directions.
- 6.9. The AP must be adopted by 30 June 2026.

Financial

- 6.10. The AP direction has been modelled into the draft AP forecasted rates and meets all financial constraints and obligations. The recommendations have the following impact on rates for 2026/27:

	Per LTP (new Valuation)	Per Annual Plan	With Recommendations
Rural	8.84%	7.01%	7.22%
Ōtorohanga	8.53%	7.79%	7.89%
Kāwhia	4.17%	2.81%	3.55%
Overall	8.18%	6.69%	6.94%

7. OPTIONS

Option 1: Approve the direction given by elected members in Annual Plan 26/27 workshops

7.1. This enables ŌDC to progress with the draft Annual Plan, ensuring alignment with the LTP and strategic direction.

Option 2: Do not approve the direction given by elected members in Annual Plan 26/27 workshops

7.2. ŌDC does not confirm the direction provided, and requests further staff work or changes. This may delay adoption and require reconsideration of proposed budgets or activities

Recommended option and rationale

7.3. Staff recommend Option 1. The direction aligns with ŌDC’s priorities, remains financially prudent, and reflects input received through workshops and community channels, and from community boards.

Item 39 Community Outcomes Review – 2027/37 Long Term Plan

To Ōtorohanga District Council

From Tanya Winter, Chief Executive

Type **DECISION REPORT**

Date 28 April 2028



1. Purpose | Te kaupapa

1.1. To endorse Ōtorohanga District Council’s (ŌDC) community outcomes for inclusion in the 2027/37 Long Term Plan (LTP) and confirm an amendment to the wording of the outcomes.

2. Executive summary | Whakarāpopoto matua

2.1. A requirement of the Local Government Act 2002 (LGA), LTPs must describe the community outcomes of the district or region and identify how the groups of activities a council undertakes contribute to the fulfilment of these outcomes.

2.2. ŌDC’s current community outcomes are grouped under the headings of People, Place and Partnerships (refer Appendix 1). As part of the development of the 2027/37 Long Term Plan, ŌDC reviewed its outcomes at a workshop on 14 April 2026 to determine:

- a) Alignment with current and pending legislation
- b) Appropriateness considering the challenges and opportunities in ŌDC’s forecast operating environment for the next three to ten years.

2.3. Overall, the review confirmed that the community outcomes were appropriate for 2027/37. However, it was agreed that the word ‘wellbeing’ used in one of the outcomes under the Partnership heading be replaced with the word ‘prosperity’ to better align with the proposed amendments to the LGA which are expected to be come into force later in 2026.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council **ENDORSE** the current community outcomes for ‘People, Place and Partnerships’ (refer Appendix 1) for inclusion in the 2027/37 LTP with the following amendment –

- a) Partnerships: Progressive, enduring, supportive partnerships for district ~~wellbeing~~ **prosperity**; ...

4. Context | Horopaki

- 4.1. All councils are required under the LGA 2002 to have an LTP (S. 93). The LTP describes the community outcomes wanted, the activities to be undertaken and funding mechanisms used to deliver services to districts or regions.
- 4.2. Community outcomes are defined under the LGA as *'the outcomes that a local authority aims to achieve in order to promote the social, economic, environmental, and cultural well-being of its district or region in the present and for the future'*.
- 4.3. The government is working on amendments to the LGA and in July 2025 introduced the Local Government (Systems Improvements) Amendment Bill (Systems Improvement Bill) which is due for its second reading having been to Select Committee. A primary objective of the Systems Improvement Bill is to reduce pressure on council rates by refocusing the purpose of local government and prioritising council spending on core services. To this end, the term 'wellbeing' is to be removed from the legislation. (Refer to Appendix 2 for relevant sections of the current and proposed legislation.)
- 4.4. An important step in the development of an LTP is setting or reviewing ŌDC's community outcomes. This work needs to be done early in the process – usually after the Environmental Scan has been completed and the changes in ŌDC's operating environment are well understood. ŌDC reviewed its community outcomes at a workshop on 14 April 2026 to determine whether they remained 'fit for purpose' given the changes locally, nationally and internationally since the last LTP was prepared. The review also considered whether the outcomes were sufficiently aligned with the Government's proposed legislative amendments.

5. Discussion | He kōrerorero

- 5.1. Six years ago, ŌDC undertook an extensive review of its community outcomes as part of the process of developing its 2021/31 LTP. The engagement and consultation carried out at this time helped ŌDC to reach a broad understanding of what people wanted for the district.
- 5.2. The community outcomes developed at the time were further refined during the preparation of the 2024/34 LTP. Early engagement with the community was undertaken in tandem with the development of the Kāwhia, Aotea and Ōpārau, and Rural concept plans. As part of this engagement people were invited to give feedback on the appropriateness of the refined wording of the outcomes.
- 5.3. Since the adoption of the 2024/34 LTP, the local government landscape has undergone a significant shift with more change to come. The Systems Improvements Bill (see 4.3 above) seeks to focus local government's attention firmly on the delivery of infrastructure and other public services that support local economic growth and development.
- 5.4. Given its small size and rural location, ŌDC and its community have a practical approach in both their expectations and delivery of local services. Roads are considered the district's backbone and infrastructure and other services that support ŌDC's placemaking role has always been a priority for spending. A deep respect for people and good relationships with one's partners are also central how 'things get done' in the district along with the philosophy that by working together we all prosper.

- 5.5. To this end, ŌDC's current community outcomes relating to People, Place and Partnerships remain fit for purpose for the forthcoming 2027/37 LTP. However, a minor wording change to better align ŌDC's outcomes with the pending legislative changes is recommended. The Systems Improvement Bill seeks to amend the LGA by removing references to economic, social, environmental and cultural 'wellbeing' from the legislation and effectively replaces the concept of wellbeing with that of economic growth. One of ŌDC's outcomes under the Partnership heading makes reference to 'wellbeing' but could be replaced by the word 'prosperity' which would retain the central intent of the outcome wanted and align with the anticipated legislative changes (see below).

*Partnerships: Progressive, enduring, supportive partnerships for district ~~wellbeing~~ **prosperity**;*

6. Strategic Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. ŌDC has engaged the community extensively in the past on its community outcomes. A minor amendment to the wording to better align the outcomes with the pending Systems Improvement Bill is considered low significance under ŌDC's Significance and Engagement Policy.
- 6.2. Although ŌDC will not be formally consulting on the wording change as part of its LTP Consultation Document (CD), the community is at liberty to submit on any matter relating to the LTP as part of that process.

Mana whenua / Māori

- 6.3. Amendment to the wording of the community outcomes proposed in this report does not alter ŌDC's intent with respect to its partnerships with Iwi/Māori or relationships with the wider community.

Strategic alignment

- 6.4. The word change proposed for the community outcomes is minor and strategic alignment with ŌDC's other policies and plans is retained. Where the outcomes are specifically referenced, these can be updated at the respective review dates for these documents.

Legal

- 6.5. Assuming that the Systems Improvements Bill is enacted as expected, the word change provides for better alignment with the proposed legislation as it is currently worded.

Financial

- 6.6. There are no direct financial implications for ŌDC arising from the word change proposed in this report.

Risk analysis

- 6.7. The overall level of risk associated with this decision is assessed as low.

7. Options analysis | Tātari Kōwhiringa

Options summary of considerations

	Option 1	Option 2
Summary	Retain the wording of ŌDC’s community outcomes as adopted in June 2024 as part of the 2024/34 LTP.	Endorse the wording of ŌDC’s community outcomes as adopted in June 2024 as part of the 2024/34 LTP with the following amendment: <i>Partnerships: Progressive, enduring, supportive partnerships for district wellbeing prosperity;</i>
Advantages	Developed and tested with the community as part of both the 2021/31 and 2024/34 LTPs Aligns with existing documents Simple, memorable and reflective of ŌDC’s direction and approach	Developed and tested with the community as part of both the 2021/31 and 2024/34 LTPs Aligns with existing documents Simple, memorable and reflective of ŌDC’s direction and approach Is aligned with the Systems Improvement Bill in its current form
Disadvantages	The term ‘wellbeing’ is expected to be removed from the LGA and the continued use of the term may be seen as ‘out of step’ with the legislation	The word ‘prosperity’ may be seen as narrower than the term ‘wellbeing’

Recommended option and rationale

7.1. It is recommended that ŌDC adopt option 2 as it retains the overall intent of the community outcomes while ensuring alignment with the anticipated changes to the legislation.

8. Appendices | Ngā āpitihanga

Number	Title
1	Community Outcomes 2024/34
2	Relevant Legislation

APPENDIX 1:

COMMUNITY OUTCOMES 2024/34



The community outcomes (what is wanted) are the threads woven through the priorities and activities funded in this long term plan and delivered through our work programmes.

APPENDIX 2: RELEVANT LEGISLATION

Sections of the Local Government Act 2002 relating to Wellbeing and Community Outcomes

3 Purpose

The purpose of this Act is to provide for democratic and effective local government that recognises the diversity of New Zealand communities; and, to that end, this Act—

(a) ...

(d) provides for local authorities to play a broad role in promoting the social, economic, environmental, and cultural well-being of their communities, taking a sustainable development approach.

5 Interpretation

(1) In this Act, unless the context otherwise requires,—

...

Community outcomes means the outcomes that a local authority aims to achieve in order to promote the social, economic, environmental, and cultural well-being of its district or region in the present and for the future

93 Long-term plan

(1) A local authority must, at all times, have a long-term plan under this section. ...

(6) The purpose of a long-term plan is to—

(a) describe the activities of the local authority; and

(b) describe the community outcomes of the local authority's district or region; and ...

101 Financial management

(1) A local authority must manage its revenues, expenses, assets, liabilities, investments, and general financial dealings ...

(3) The funding needs of the local authority must be met from those sources that the local authority determines to be appropriate, following consideration of,—

(a) in relation to each activity to be funded,—

(i) the community outcomes to which the activity primarily contributes; and ...

Schedule 10: Long-term plans, annual plans, and annual reports

Part 1: Information to be included in long-term plans

1 Community outcomes

A long-term plan must, to the extent determined appropriate by the local authority, describe the community outcomes for the local authority's district or region.

2 Groups of activities

(1) A long-term plan must, in relation to each group of activities of the local authority,—

- (a) identify the activities within the group of activities:
- (b) identify the rationale for delivery of the group of activities (including the community outcomes to which the group of activities primarily contributes): ...

Sections of the Local Government (System Improvements) Amendment Bill relating to Wellbeing and Community Outcomes¹

4 Section 3 amended (Purpose)

Replace section 3(d) with:

- (d) provides for local authorities to play a broad role in meeting the current and future needs of their communities for good-quality, cost-effective, and local—
- (i) infrastructure; and
 - (ii) public services; and
 - (iii) performance of regulatory functions.

5 Section 5 amended (Interpretation)

- (1) In section 5(1), replace the definition of **community outcomes** with:

community outcomes means the outcomes that a local authority aims to achieve in meeting the current and future needs of communities for good-quality, cost-effective, and local—

- (a) infrastructure; and
- (b) public services; and
- (c) performance of regulatory functions

11A Core services to be considered in performing role

- (1) In performing its role, a local authority must have particular regard to the contribution that the following core services make to its communities:

- (a) network infrastructure:
- (b) public transport services:
- (c) waste management and minimisation:
- (d) civil defence emergency management:
- (e) libraries, museums, reserves, and other community and recreational facilities.

¹ NOTE: As per recommended changes from the Governance and Administration Select Committee. These changes have yet to be agreed by the House.

Information only reports

Ngā pūrongo mōhiohio anake

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

Item 41 Co-Lab Interim Report and Statement of Intent 30 June 2027

To Ōtorohanga District Council

From Graham Bunn, Group Manager Business Enablement

Type **INFORMATION REPORT**

Date 28 April 2026



1. Purpose | Te kaupapa

- 1.1. To receive and consider Co-Lab’s six-monthly report to 31 December 2025 (refer to Appendix 1).
- 1.2. To receive, consider and, if appropriate, provide comment/ feedback on Co-Lab’s Statement of Intent for 2026/27 (Appendix 2).

2. Executive summary | Whakarāpopoto matua

- 2.1. Co-Lab’s six-month report reflects the organisation generally tracking as forecast.
- 2.2. Co-Lab’s draft Statement of Intent reflects its proposed work programme/ areas of focus for 2026/27 noting that they remain aligned with their three-year strategy as outlined in the 2024 Statement of Intent.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council:

- a) Receives the Co-Lab Half-Yearly report for the period ended 31 December 2025.
- b) Receives the Co-Lab Statement of Intent for 2026/27 and endorses the direction set therein, subject to the following feedback (if any) for the company’s Board of Directors ...

4. Co-Lab Interim report for the six months ended 31 December 2025

The Interim six-month report covers:

- a) Opportunity Development highlights as well as Service Delivery Highlights
- b) Assessment of Performance against Targets
- c) Co-Labs Financial Position.

5. Co-Lab Statement of Intent for the year ended 30 June 2027

Performance measures for Co-Lab

5.1. To ensure delivery against their 3-year strategy Co-Lab’s goals and objectives are as follows:

Strategic Goals (3 Year)	Objectives
1) Shareholding Councils understand we provide them value	<ul style="list-style-type: none"> We know the value we provide shareholders has improved by 15%, by 30 June 2027 By 30 June 2027, 80% of shareholders agree they get value from Co-Lab. All shareholders take up at least one additional shared service.
2) Deliver value by growing the scale of our shared service function	<ul style="list-style-type: none"> 28 new instances of Co-Lab shared services being utilised.
3) Diverse, talented and motivated people work for us	<ul style="list-style-type: none"> Maintain staff engagement above 85%. Staff turnover is less than 15% per annum Our vacancies are filled by suitable candidates within 3 months

5.2. Further to the above Co-Lab have prepared a [briefing video](#) that explains their approach to the 2026 Statement of Intent.

6. Appendices | Ngā āpitihanga

Number	Title
1	Co-Lab Interim Report for the six months ended 31 December 2025
2	Co-Lab Group Statement of Intent for the year ended 30 June 2027



HALF-YEAR REPORT
(unaudited)

1 July 2025 to 31 December 2025

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STATEMENT OF SERVICE PERFORMANCE

Co-Lab is a council-controlled organisation (CCO) owned by councils across Waikato and Bay of Plenty. Our vision is that council collaboration through Co-Lab maximises community wellbeing.

To achieve this, we have three main functions:

1. We act as an “ideas laboratory” – working with councils to investigate and develop opportunities to work together
2. We deliver shared services to councils
3. We enter joint procurement arrangements for the benefit of councils.

By undertaking these activities, we provide three key benefits to councils:

1. Reduce costs through, for example, efficiency gains in FTE or time, procurement savings and reducing unit cost of product/ service
2. Create value, by improving levels and quality of service, increasing skills, expertise or compliance and improving decision making
3. Enable innovation and change, for example, via research & opportunity development, by providing centres of expertise/skills, by facilitating collaboration and regional insights and enabling councils to provide a consistent customer experience.

This report comments on projects and shared services that have substantial activity to report over the first half of the financial year.

OPPORTUNITY DEVELOPMENT HIGHLIGHTS

<p>Building Consent Checking Assistant project</p>	<ul style="list-style-type: none">• Co-Lab continues to progress the idea of a building consent checking assistant.• Activities during this period increased our confidence in the technical and financial viability of the solution.• A procurement resulted in the selection of a preferred supplier to build the solution.• Funding options are being explored.
<p>Building Consent Consolidation</p>	<ul style="list-style-type: none">• Co-Lab presented a paper at the CE Forum recommending an Indicative Business Case for collaboration in Building Consenting.• The proposal was approved.• Work starts early-2026.
<p>Business Plan for Co-Lab Building Services (CBS)</p>	<ul style="list-style-type: none">• The team supported CBS in developing its first strategic plan.• They facilitated the service governance group throughout the planning process.• The team also assisted in creating the underlying business plan for CBS.

SERVICE DELIVERY HIGHLIGHTS

<p>Co-Lab Building Services (CBS)</p>	<ul style="list-style-type: none"> • Delivered consent processing for Western Bay of Plenty, Matamata-Piako, Hauraki and Waikato District Councils using internal, participating council, and contracted resource. The goal over time is to improve efficiency and reduce reliance on contracted resource. • Achieved 98.7% compliance with statutory timeframes. Timeframe between “consent allocation” and “recommendation to grant consent” was 6–13 days. • Recruitment underway to bolster internal capacity which will make the service more cost effective • Initial work started on opportunities to expand the service nationally.
<p>Co-Lab RIMU (Road Infrastructure Measurement & Use)</p>	<ul style="list-style-type: none"> • Board endorsed Co-Lab’s role to manage the Consistent Condition Data Collection for NZTA’s Road Efficiency Group through the establishment of a new business unit, “RIMU”. • RIMU is supporting national standardisation of pavement condition data collection across the country. • Governance, a work programme and reporting cadence were put in place.
<p>RITS</p>	<ul style="list-style-type: none"> • Upgrade to RITS Version 2 nearing completion (final council approval required before release to the public). • Requirements gathered, specifications revised, and public consultation completed ahead of formal adoption.
<p>SVDS Retender</p>	<ul style="list-style-type: none"> • District Valuation Roll (DVR) hosting agreement extended to across nine councils while retendering planning takes place. • Council workshop held to refine future DVR requirements. • Procurement options for DVR and valuation services being finalised for approach to market in March.
<p>WRTM-S Model Rebuild</p>	<ul style="list-style-type: none"> • Selected the preferred supplier for the rebuild of WRTM-S. • An inception meeting was held with the supplier and WRTM funding partners to set a collaborative foundation for the 24-month build programme and ensure alignment across key stakeholders.

<p>CAPS (Collaborative Aerial Photography Syndicate) 2025</p>	<ul style="list-style-type: none"> • CAPS 2025 unified five New Zealand regions - Horizons, Nelson, Northland, Taranaki, and Waikato - in a single procurement for aerial orthophotography, led by Co-Lab and with support from LINZ. • Achieved 18% cost savings and higher resolution imagery through collaboration and scale. -resolution imagery through collaboration and scale. • Multi-year agreements provide stability, and positive council feedback supports expanding this collective approach to other services.
<p>RATA</p>	<ul style="list-style-type: none"> • 40 of 51 activities underway or complete. • Delivered sealed road performance analysis, a best practice asset valuation guide, and resources for new risk-based traffic management approaches. -practice asset valuation guide, and resources for new risk-based traffic management approaches. • Developed shared regional capability tools and a new Pavement & Surfacing Technical Advisory Group.
<p>WBCG</p>	<ul style="list-style-type: none"> • Hosted a regional Development Day, attended by 160+ people, which covered sector updates and professional development workshops. • Launched the WBCG Building Consent Services Panel to streamline access to technical and processing support. • Ongoing regional training strengthened capability and cross council networks.
<p>Procurement</p>	<ul style="list-style-type: none"> • Supported a joint waste services tender for Waitomo & Ōtorohanga, achieving cost efficiencies and higher quality proposals. • Led creative services procurement for Waikato public transport rebranding, attracting 19 submissions.
<p>Co-Lab Water Services</p>	<ul style="list-style-type: none"> • Sampling & Analysis team successfully managed an E. coli detection, earning commendations from Taumata Arowai and Hamilton CC. • Developed a new Trade Waste fees template adopted by Waitomo DC. • Supported Hauraki DC with high-risk Trade Waste consents.

- Smart Water summer campaign launched with councils to educate communities and improve water management messaging.

COMPANY DELIVERY SUPPORT HIGHLIGHTS

- The **FY2025 Annual Report** was published providing a comprehensive overview of Co-Lab's achievements, financial performance, and key initiatives over the past year.
- Individual **value memos** were created for each council in late October, outlining the specific benefits Co-Lab provided to shareholding councils and the investment made by each during this reporting period.
- Secretariat support for **Mayoral Forum** continued. At the inaugural Forum of the new triennium, Kelvin and Peter gave an in-depth presentation to the Mayors that highlighted Co-Lab's services, recent accomplishments and how Co-Lab assists member councils. Their summary enabled new Mayors to clearly understand Co-Lab's role in encouraging collaboration and supporting shared council priorities.
- An **induction webpage** for new councillors, highlighting Co-Lab and community organisations, was shared with shareholding councils for onboarding.
- The **IT procurement** process for Co-Lab concluded with a new supplier chosen to enhance IT support.
- Following staff consultation in November 2025, Co-Lab finalised **organisational changes** to address growth, including introducing new roles and adjusting reporting lines for greater clarity and accountability. These changes take effect from February 2026, with recruitment beginning early in the new year.

ASSESSMENT OF PERFORMANCE AGAINST TARGETS

An update on performance against the targets set in our Statement of Intent, as of 31 December 2025, is shown in the table below.

Strategic Goal	3-Year Objective	Annual KPI	Progress towards annual KPI
Shareholding Councils understand we provide them value	We know the value we provide shareholders has improved by 15%, by 30 June 2027* <i>(baseline y/e 30 June 23).</i>	Year-on-year increase in the value we provide to Councils.	To be measured at the end of the financial year.
	By 30 June 2027, 80% of shareholders agree they get value from Co-Lab.	80%+ of council survey respondents believe those Co-Lab services they received meet or exceed their expectations (evidenced by an annual survey).	To be measured from the council survey in May 2026. In May 2025 we achieved 88%.
	All shareholders take up at least one additional shared service. <i>*Based on the regional benefits of collaboration (not an individual Councils' benefits from collaboration).</i>	Year-on-year increase in the utilisation of services we provide to Councils.	1x Smart Water 6x Co-Lab Building Services 2x PSP

Deliver value by growing the scale of our shared service function	24 new instances of Co-Lab shared services being utilised, by June 2027 <i>(baseline y/e 30 June 23)</i>	Year-on-year increase in the utilisation of services we provide to Councils.	As above.
		Year on Year increase in the number of services available to Councils.	RIMU was launched with NZTA's Road Efficiency Group, for the benefit of councils nation-wide.
Diverse, talented and motivated people work for us	Maintain staff engagement above 85%	Maintain staff engagement above 85%	This will be measured by our annual staff survey in May 2026. In May 2025 we achieved 86%.
	Staff turnover is less than 15%.	Staff turnover is less than 15%.	Staff turnover was 5.3% in the 6 months to 31/12/25.
	Our vacancies are filled by suitable candidates within 3 months. <i>All baselined y/e 30 June 23)</i>	Vacancies are filled by suitable candidates within 3 months.	There were 7 vacancies in the 6 months to 31/12/25 (Co-Lab employed staff). They were filled within the 3-month timeframe.

Reference to "shareholders" includes feedback from any stakeholders from shareholding councils that may interact with Co-Lab.

CO-LAB'S FINANCIAL POSITION

Summary

The profit for the first half of the year is \$878k. This is marginally ahead of budget. Consistent with prior years we expect that profit to reduce over the final six months of the year to end with a more modest full-year surplus.

During the reporting period Co-Lab held funds in an agency capacity. Waikato Waters Ltd was established in July 2025 to deliver drinking water and wastewater services to the districts of six councils who are also shareholders in Co-Lab. Waikato Waters did not in its own right have banking facilities in place during the reporting period. For this reason, the shareholding councils, Waikato Waters and Co-Lab agreed that Co-Lab would act as an intermediary providing accounting and cash management services on behalf of the company. In that capacity Co-Lab receives and holds the funding calls from councils and applies this money to pay the costs of Waikato Waters. The surplus funds held at balance date are reflected separately in the Statement of Financial Position.

Statement of Financial Performance

Co-Lab Statement of Financial Performance For the six months ending 31 December 2025			
	Financial year 2025 YTD Actuals	Financial year 2025 YTD Budget	Financial year 2024 YTD Actuals
Revenue			
SVDS Data & Software Sales	173,358	201,916	169,660
Interest	15,037	30,000	48,047
Other Revenue			
User Charges	7,054,018	7,209,891	5,011,217
Total Other Revenue	7,054,018	7,209,891	5,011,217
Total Revenue	7,242,412	7,441,807	5,228,924
Expenditure			
Depreciation and amortisation expense	12,844	25,368	13,329
Personnel costs	1,082,672	1,062,937	842,315
Other expenses	5,269,178	5,521,759	4,295,839
Total Expenditure	6,364,694	6,610,064	5,151,483
Net Profit	877,718	831,743	77,441

Statement of Financial Position

Co-Lab Statement of Financial Position As at 31 December 2025		
	Financial year 2026 Actual at 31/12/2025	Financial year 2025 Actual at 31/12/2024
Assets		
Current Assets		
Bank	6,624,753	1,319,308
Accounts Receivable		
Accounts Receivable	3,937,304	759,588
Accounts Receivable Accruals	1,004,618	1,327,579
GST Receivable	0	7,036
Total Accounts Receivable	4,941,922	2,094,203
Prepayments	0	0
Deferred Tax Asset	2,358	2,358
Total Current Assets	11,569,033	3,415,869
Non-current Assets		
WRTM - Original Cost	2,298,050	2,298,050
IT equipment	133,365	113,400
Office Furniture	67,338	66,751
Accumulated Depreciation	(2,425,886)	(2,401,914)
Total Non-current Assets	72,866	76,287
Total Assets	11,641,899	3,492,156
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	1,189,845	446,197
Accruals	669,179	669,285
Total Accounts Payable	1,859,024	1,115,483
Revenue in Advance	266,568	336,090
Employee Entitlements	204,213	184,978
GST Payable	191,369	0
Agency Holding Account	6,528,054	0
Other payables	13,325	1,580
Total Current Liabilities	9,062,554	1,638,130
Total Liabilities	9,062,554	1,638,130
Net Assets	2,579,346	1,854,026
Equity		
Contributed Capital	2,957,001	2,957,001
Retained Earnings	(377,655)	(1,102,975)
Total Equity	2,579,346	1,854,026

Statement of Cashflows

Co-Lab

As at 31 December 2025

For the six months ending 31 December 2025

	Financial year 2025 YTD Actuals	Financial year 2024 YTD Actuals
Cashflows from Operating Activities		
Interest Received	14,727	48,020
Receipts from Other Revenue	6,850,870	4,342,299
Payments to Suppliers and Employees	(6,353,967)	(6,111,654)
Taxes Paid	0	0
Goods & Services tax (net)	(224,994)	(158,360)
Net cash from operating activities	286,636	(1,879,695)
Cashflows from Investing Activities		
Capital enhancements	0	0
Purchase of PPE	(14,033)	(3,299)
Purchase of investments	0	0
Net cash from investing activities	(14,033)	(3,299)
Cashflows from Agency Activities		
Net receipts held on behalf of councils	5,190,809	0
Net cash from agency activities	5,190,809	0
Net increase in cash, cash equivalents and bank accounts	5,463,412	(1,882,994)
Opening cash and cash equivalents and bank overdrafts	1,161,341	3,202,302
Closing cash, cash equivalents and bank accounts	6,624,753	1,319,308
Summary of Bank Accounts		
BNZ - Transaction Account	1,720,187	220,217
BNZ - Call Account	31,063	30,643
BNZ - Rapid Save Account	4,873,503	1,068,448
BNZ - Term Deposit	0	0
Closing Balance of Bank	6,624,753	1,319,308

Policies

The accounting policies on which the preceding financial statements have been prepared are consistent with those used in preparing the Financial Statements for the year ended 30 June 2024, included in the company's Annual Report.

FINANCIAL FORECASTS

Latest financial forecasts are contained in the company's 2026 Statement of Intent issued for shareholder comment in February 2026.

GOVERNANCE

Co-Lab is owned in equal portion by 12 Local Authorities:

1. Hamilton City
2. Hauraki District
3. Matamata-Piako District
4. Ōtorohanga District
5. Rotorua Lakes
6. South Waikato District
7. Thames-Coromandel District
8. Waikato District
9. Waikato Regional
10. Waipā District
11. Waitomo District
12. Western Bay of Plenty District

During the period, the directors of Co-Lab were:

DIRECTOR	REPRESENTING
PETER STUBBS	Independent Chair
BEN SMIT	Ōtorohanga, Rotorua Lakes, South Waikato and Waitomo District Councils
CHRIS MCLAY	Waikato Regional Council
DAVID SPEIRS	Hauraki, Matamata-Piako, Thames-Coromandel and Western Bay of Plenty District Councils
LANCE VERVOORT	Hamilton City Council
STEPH O’SULLIVAN	Waikato and Waipā District Councils

The independent Chair of Co-Lab receives director fees and reimbursed expenses. Directors representing the councils do not receive any fees or reimbursed expenses for work undertaken on behalf of the company.

NATURE & SCOPE OF ACTIVITIES

The principal initiatives operating under the Co-Lab umbrella are:

Services

- Co-Lab Building Services
- Co-Lab Geospatial Services
- Co-Lab Procurement Services
- Co-Lab Water Services
- Energy & Carbon management
- RATA
- Regional Infrastructure Technical Specification (RITS)
- Road Infrastructure Measurement & Use (RIMU)
- Waikato Building Consent Group (WBCG)
- Waikato Regional Transportation Model (WRTM)

Other

- Opportunity Development
- Health & safety pre-qualification
- Shared Valuation Data Services (SVDS)
- Joint procurement arrangements for the benefit of councils

Information on these activities is included in the company's Statement of Intent.



BETTER TOGETHER

2026 STATEMENT OF INTENT

for the year ended 30 June 2027

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MESSAGE FROM THE CHAIR

As we enter the final year of our three-year strategy, Co Lab's purpose remains unchanged: that we help our councils identify and realise shared opportunities. What is changing is our pace and scale.

Over the last two years, councils have asked more of us and, importantly, have been proactive in working with us to establish shared services. That commitment has lifted performance and confidence in doing things together. It also means we are likely to meet our growth targets ahead of plan, so we are stretching further in the next financial year (FY) 2027.

We will continue to be responsive to how you want to utilise your collaboration CCO and flexible in the way we deliver to you. Some councils will want us to lead delivery; others will prefer to co design. Either way, our role is to be a reliable enabler for collaboration behind the scenes - a dependable backbone that helps councils work smarter, faster, and together, while maintaining a human touch where it matters.

In FY2027 we are projecting revenue growth across key services - RIMU and Co-Lab Building Services (CBS) in particular - supported by customer uptake of our growing set of services. We are aiming for new revenue as our Building Consent Checking Assistant reaches MVP stage.

As this growth materialises, our intent is simple: reinvest to create even more value for councils and, over time, reduce reliance on member charges. That direction is consistent with our longer term ambition to be increasingly self sufficient through the value we deliver.

Local government continues to face sector reform and fiscal pressure. The Waikato's strategic position in the country and the Government's focus on enabling growth and infrastructure will keep expectations high while resources are constrained. Collaboration - across councils, with iwi, and with central government - remains our most practical lever to deliver better, faster, and more affordably.

In the coming months the Board will be considering the direction for Co-Lab beyond June 2027. Meanwhile, we acknowledge there are many interdependencies and evolving expectations. As shareholder expectations crystallise over the coming months, the draft Statement of Intent is likely to be updated before being finalised in June to reflect any agreed changes in priorities, scope, or timing. However, for the purpose of forecasting, we have assumed the status quo.

Our commitment to you is practical and unwavering: to help you make a dollar, save a dollar, or improve your service—and do it together, where together makes it better.

Thank you for your continued trust and leadership.



Yours Sincerely,

Peter Stubbs

Chair

STATEMENT OF INTENT 'AT A GLANCE'

OUR 3-YEAR STRATEGY

OUR VISION



Council collaboration through Co-Lab maximises community wellbeing

OUR PURPOSE



Support our councils to achieve this vision by helping them identify and realise shared opportunities

PERFORMANCE FRAMEWORK OUTCOMES



Reduce Costs

- Achieve efficiency gains & economies of scale
- Reduce duplication of effort & eliminate waste through repetition
- Help councils achieve an appropriate balance in risk & return

Create Value for Councils

- Improved levels of quality & service
- Increased skills & expertise
- Improved compliance
- Improved decision making

Enable Innovation & Change

- Research & development
- Promote & contribute to the development of best practice
- Coordinated & consistent approach to provision of services
- Communities engage with councils in our region on a consistent basis



3-YEAR S.M.A.R.T. GOALS

Strategic Goals (3-Year)

1. Shareholding Councils understand we provide them value
2. Deliver value by growing the scale of our shared service function
3. Diverse, talented and motivated people work for us



Objectives

- We know the value we provide shareholders has improved by 15%, by 30 June 2027
- By 30 June 2027, 80% of shareholders agree they get value from Co-Lab
- 28 New instances of Co-Lab's shared services being utilised by 30 June 2027
- Staff engagement is maintained at 85% or above, by 30 June 2027
- Staff turnover is less than 15% per annum
- Our vacancies are filled by suitable candidates within 3 months

Baseline y/e 30 June 2023

COMMENTARY

Co-Lab remains aligned with its three-year strategy outlined in the 2024 Statement of Intent. At 31 December 2025 (halfway through our 3-year strategy), we had expanded our shared services function by 16 instances, progressing towards the original target of 24 instances over the three-year period. With this great progress realised, we are now setting our sights on achieving 28 instances over the three-year period.

PERFORMANCE MEASURES

To ensure we deliver against our 3-year strategy, consistent with last year, we are using the following annual Key Performance Indicators (KPI).

STRATEGIC GOAL	3-YEAR OBJECTIVE	ANNUAL KPI
Shareholding councils understand we provide them value.	We know the value we provide shareholders has improved by 15%, by 30 June 2027* <i>(baseline y/e 30 June 24).</i> <i>*Based on the regional benefits of collaboration (not an individual councils' benefits from collaboration).</i>	Year-on-year increase in the value we provide to councils.
	By 30 June 2027, 80% of shareholders agree they get value from Co-Lab.	80%+ of council survey respondents believe those Co-Lab services they received meet or exceed their expectations (evidenced by an annual survey).
	All shareholders take up at least one additional shared service.	Year-on-year increase in the utilisation of services we provide to councils.
Deliver value by growing the scale of our shared service function.	28 new instances of Co-Lab shared services being utilised, by June 2027. <i>(baseline y/e 30 June 24)</i>	Year-on-year increase in the utilisation of services we provide to councils.
		Year on Year increase in the number of services available to councils.
Diverse, talented and motivated people work for us.	Maintain staff engagement above 85%.	Maintain staff engagement above 85%.
	Staff turnover is less than 15%.	Staff turnover is less than 15%.
	Our vacancies are filled by suitable candidates within 3 months. <i>All baselined y/e 30 June 24)</i>	Vacancies are filled by suitable candidates within 3 months.

NATURE & SCOPE OF SERVICES

Co-Lab has three main functions. It:

1. Acts as an “ideas laboratory” – working with councils to investigate and develop opportunities to work together;
2. Delivers shared services to councils; and
3. Enters joint procurement arrangements.



OPPORTUNITY DEVELOPMENT

Beyond the focus areas below, Co-Lab will develop opportunities that will reduce costs, create value for councils, and/or enable innovation, at the direction of its shareholding councils.

If you'd like more information on the Opportunity Development Projects we are currently investigating, please get in touch.



SHARED SERVICES

A list of our shared services follows below. We also facilitate other shared initiatives but do not actively manage them as a shared service. This includes the Shared Valuation Data Scheme and the Health and Safety Pre-Qualification Scheme.

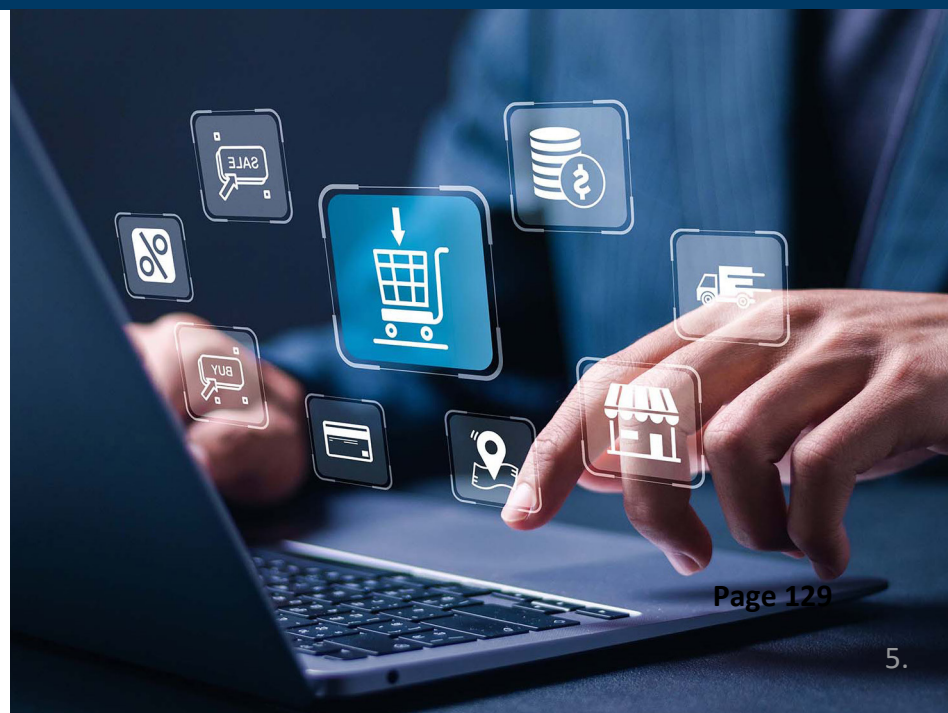
The nature of some existing services have evolved but for the most part, they remain largely unchanged from prior years. We have however established a significant new service, RIMU (Road Infrastructure Measurement & Use), in partnership with NZTA's Road Efficiency Group.

Co-Lab Water Services has been forecast to remain a Co-Lab operated service for the period. The staff will be employed by IAWAI and the same arrangements to operate the service will continue with consolidation of the customer base over time.

For more information on our services, please visit our website colabsolutions.govt.nz

JOINT PROCUREMENT

Co-Lab enters joint procurement arrangements for the benefit of councils, with a focus on value for money and supply certainty. As part of this Co-Lab operates two panels - a professional services panel and a legal services panel - to provide easy and compliant access to these services. It also manages a number of joint contracts with suppliers that councils can be part of.





FOCUS AREAS

BUILDING CONSENT TRANSFORMATION & AUTOMATION

- Onboarding councils to Co-Lab Building Services
- Launching Project LEGO (building consent checking assistant)
- Pursuing BCA consolidation opportunities

SERVICE GROWTH TO NEW COUNCIL CUSTOMERS

- Prioritising Co-Lab Building Services, followed by Trade Waste and RAMM expertise (RATA)

REGIONAL COLLABORATION

- Enabling collaborative initiatives from Mayoral Forum & CE Forum (similar to Waikato Water Done Well)

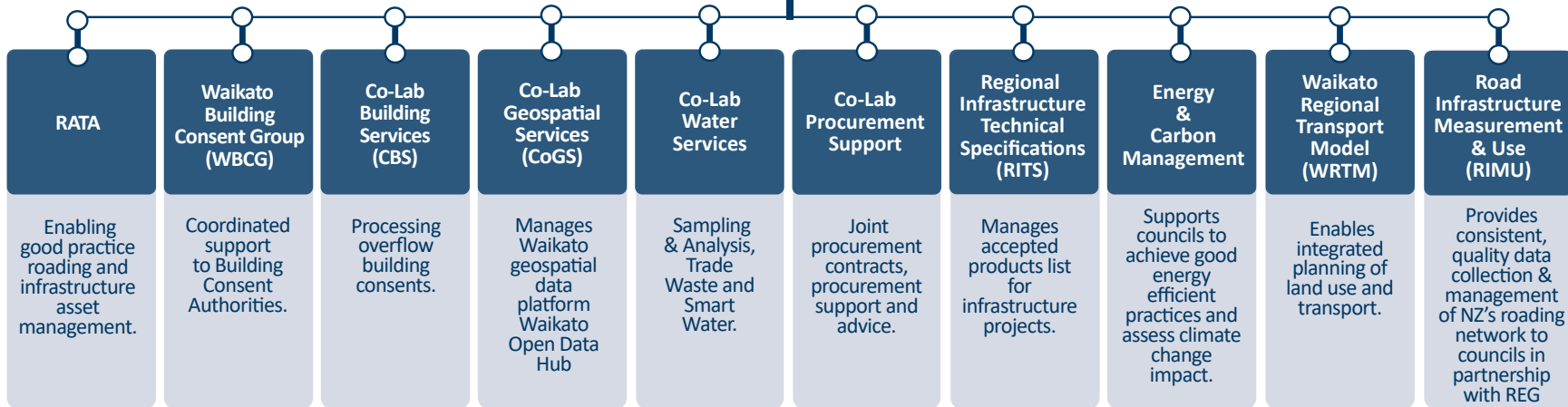
SERVICE DEVELOPMENT

- RATA Spaces & Places

PROCUREMENT & COST EFFICIENCY

- Joint procurement initiatives including renewal of Shared Valuation Data Service (SVDS)

The principal initiatives operating under the Co-Lab umbrella are:



PARTICIPATION
Shareholding Councils

Council/Entity	RATA	WBCG	CBS	CoGS	Water	Procurement	RITS	Energy	WRTM	RIMU
Hamilton City Council	•	•	•	•	•	•	•	•	•	
Hauraki DC	•	•	•	•	•	•	•			
Matamata-Piako DC	•	•	•	•	•	•	•	•	•	
Ōtorohanga DC	•	•		•	•	•	•	•		
Rotorua Lakes Council				•	•	•	•	•		
South Waikato DC	•			•	•	•	•	•		
Thames-Coromandel DC	•	•	•			•		•	•	
Waikato DC	•	•	•	•	•	•	•	•	•	
Waikato Regional Council	•			•		•		•	•	
Waipā DC	•	•		•	•	•	•	•	•	
Waitomo DC	•	•	•	•	•	•	•			
Western Bay DC	•		•			•				
Other Councils/Customers										
Taupō DC	•			•	•	•		•		
Hamilton Airport					•					
Road Controlling Authorities										•
Service GROWN since 2019	•			•			•		•	
Service NEW since 2019	•		•		•	•				•

FINANCIALS

OVERVIEW

SERVICES

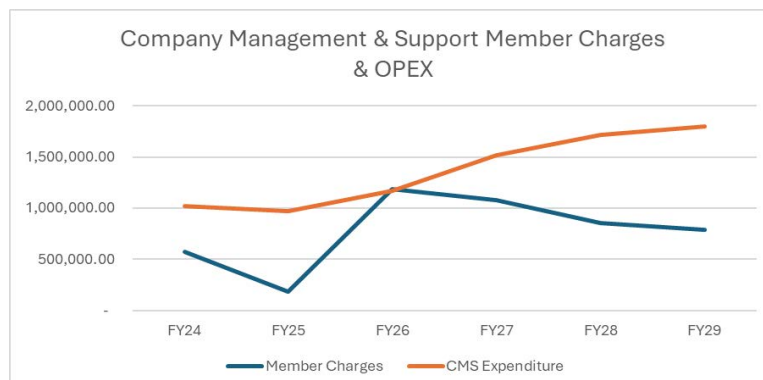
Revenue from services is budgeted to increase in the 2026/27 financial year (FY), primarily driven by the continued growth and success of our new services, RIMU and Co-Lab Building Services. As in previous years, we continue to use revenue generated within services to minimise the cost to member councils wherever possible.

MEMBER CHARGES

Following the “one-off” reduction in FY25, where cash reserves were used to significantly lower member charges, we previously indicated that member charges would return to normal levels from FY26 onward.

Our expenditure remains tight and disciplined, consistent with our commitment to operating as a lean organisation. Costs are budgeted to increase as we position for expanding our service offering and cash reserves were largely utilised in FY25. Despite this, the increased revenue from services enables us to maintain financial sustainability while easing the member charges burden on councils.

There is a significant level of uncertainty with the proposed central government reforms, particularly in the latter years of the SOI. How these reforms may ultimately play out across our shareholders and their consequent impact on Co-Lab will become clearer in the coming months. Given the current lack of clarity, the budget and forecasts have been prepared based on the information available today rather than reflecting any assumptions about the financial impact of future reform.



Co-Lab

Company Summary

for the forecast financial years ended 30 June 2027-2029

	Forecast				
	Budget 2025/26	2025/26	Budget 2026/27	Budget 2027/28	Budget 2028/29
Income					
Company Management / Support	1,575,153	1,665,164	1,466,202	1,264,887	1,215,759
Working parties projects	687,214	1,089,311	640,638	672,670	706,303
RITS	27,244	27,244	39,616	41,597	43,677
Energy Management	118,116	118,116	207,188	217,547	226,755
Shared Valuation Data Service (SVDS)	409,638	351,526	312,618	328,249	344,661
Regional Asset Technical Accord (RATA)	2,500,000	2,243,336	2,200,000	2,488,000	2,575,500
Waikato Regional Transport Model (WRTM)	1,952,610	1,009,911	1,236,148	663,947	590,346
Road Infrastructure Management and Use (RIMU)	-	670,061	994,256	1,320,722	1,386,758
Waikato Building Consent Group	353,263	371,597	353,263	480,496	503,487
Waikato Mayoral Forum	10,960	10,960	10,560	11,088	11,642
Co-Lab Water Services	4,092,428	4,059,600	4,263,872	4,477,066	4,700,919
Procurement Support	200,748	200,886	200,748	212,172	222,781
Geospatial	87,006	87,006	87,000	91,350	95,918
Communications Resource	65,603	63,874	65,603	68,883	72,327
Co-Lab Building Services	1,682,930	1,682,929	2,063,869	2,037,420	2,139,291
Total Income	13,762,912	13,651,521	14,141,580	14,376,094	14,836,124
Operating Expenditure					
Company Management / Support	1,468,937	1,436,533	1,811,646	2,020,219	2,121,601
Working parties projects	687,214	1,113,879	654,638	687,370	721,738
RITS	27,244	53,730	39,616	41,597	43,677
Energy Management	168,116	132,079	207,188	217,547	226,755
Shared Valuation Data Service (SVDS)	310,618	300,817	312,618	328,249	344,661
Regional Asset Technical Accord (RATA)	2,500,447	2,378,483	2,194,040	2,489,148	2,583,879
Waikato Regional Transport Model (WRTM)	1,952,610	1,009,911	1,436,148	663,947	590,346
Road Infrastructure Management and Use (RIMU)	-	474,073	662,146	907,503	952,879
Waikato Building Consent Group	393,248	412,514	435,179	453,096	476,087
Waikato Mayoral Forum	10,960	8,470	10,560	11,088	11,642
Co-Lab Water Services	3,983,494	3,935,109	3,952,766	4,129,405	4,335,875
Procurement Support	198,876	195,156	197,548	207,559	220,414
Geospatial	86,992	88,605	86,614	90,945	95,492
Communications Resource	64,756	59,267	70,228	73,612	78,705
Co-Lab Building Services	1,679,699	1,678,493	2,061,309	2,030,818	2,008,037
Total operating expenditure	13,533,212	13,277,118	14,132,245	14,352,104	14,811,789
Earnings before interest, tax and depreciation/ amortisation (EBITDA)	229,700	374,403	9,335	23,990	24,335
Depreciation / amortisation					
Company Management / Support	43,847	14,688	16,647	17,479	18,353
WBCG	3,072	1,725	3,072	3,072	3,072
Procurement Support	1,872	2,976	1,872	1,872	1,872
Communications	840	840	840	840	840
Co-Lab Building Services	2,340	3,625	2,340	2,340	2,340
WRTM	1,104	1,105	1,104	1,104	1,104
Total Depreciation / amortisation	53,075	24,960	25,875	26,707	27,581
Earnings before interest and tax (EBIT)	176,625	349,443	(16,540)	(2,717)	(3,247)
Net Surplus (Deficit) before tax	176,625	349,443	(16,540)	(2,717)	(3,247)

Co-Lab
Financial Position
for the forecast financial years ended 30 June 2027-2029

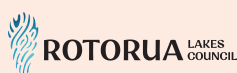
	Budget 2025/26	Forecast 2025/26	Budget 2026/27	Budget 2027/28	Budget 2028/29
CAPITAL					
Shares - SVDS	1,607,001	1,607,001	1,607,001	1,607,001	1,607,001
Shares - WRTM	1,350,000	1,350,000	1,350,000	1,350,000	1,350,000
Retained Earnings	(2,218,374)	(1,255,375)	(905,932)	(922,472)	(925,190)
Plus Current Year Operating Surplus/(Deficit)	176,625	349,443	(16,540)	(2,717)	(3,247)
TOTAL CAPITAL FUNDS	915,253	2,051,069	2,034,529	2,031,811	2,028,565
ASSETS					
CURRENT ASSETS					
Prepayments	6,350	0	6,350	6,668	7,001
Accounts Receivable	688,146	2,730,304	2,828,316	2,875,219	2,967,225
Bank	1,027,595	781,742	440,755	320,702	237,734
GST Receivable / (Payable)	57,092	23,066	(1,825)	(3,115)	(3,125)
TOTAL CURRENT ASSETS	1,779,183	3,535,113	3,273,596	3,199,473	3,208,834
NON-CURRENT ASSETS					
WRTM - Intangible Asset	2,296,855	2,296,855	2,296,855	2,296,855	2,296,855
MoneyWorks Software	1,195	1,195	1,195	1,195	1,195
Accumulated Depreciation	(2,298,050)	(2,298,050)	(2,298,050)	(2,298,050)	(2,298,050)
IT Equipment & Office Furniture	197,500	221,670	251,670	281,670	311,670
Accumulated Depreciation - IT equipment & Office Furniture	(145,356)	(139,953)	(171,232)	(197,939)	(225,521)
TOTAL NON-CURRENT ASSETS	52,144	81,717	80,438	83,731	86,149
TOTAL ASSETS	1,831,327	3,616,830	3,354,034	3,283,204	3,294,984
LESS CURRENT LIABILITIES					
Accounts Payable	737,951	1,354,491	1,090,615	990,074	997,119
Accounts Payable Accrual	39,106	39,443	40,700	42,735	44,872
Employee Benefits	139,016	171,826	188,191	218,583	224,428
TOTAL CURRENT LIABILITIES	916,074	1,565,760	1,319,506	1,251,393	1,266,419
NET ASSETS	915,253	2,051,069	2,034,529	2,031,811	2,028,565

Co-Lab
Statement of Cashflows
for the forecast financial years ended 30 June 2027-2029

	Budget 2025/26	Forecast 2025/26	Budget 2026/27	Budget 2027/28	Budget 2028/29
Cashflows from Operating Activities					
Interest Received / (Paid)	59,484	73,913	60,000	63,000	66,150
Receipts from Other Revenue	13,515,578	15,147,951	13,981,210	14,266,191	14,677,968
Payments to Suppliers	(13,796,410)	(13,789,789)	(14,384,849)	(14,420,534)	(14,797,096)
Taxes Paid	0	0	0	0	0
Goods & Services tax (net)	(132,793)	(439,429)	24,891	1,290	10
Net cash from operating activities	(354,141)	992,646	(318,748)	(90,053)	(52,968)
Cashflows from Investing Activities					
Capital enhancements	0	0	0	0	0
Purchase of PPE	(36,674)	(35,000)	(24,597)	(30,000)	(30,000)
Purchase of investments	2,358	0	2,358	0	0
Net cash from investing activities	(34,316)	(35,000)	(22,239)	(30,000)	(30,000)
Cashflows from Agency Activities					
Net receipts held on behalf of councils	0	(1,337,245)	0	0	0
Net cash from agency activities	0	(1,337,245)	0	0	0
Net increase in cash, cash equivalents and bank accounts	(388,457)	(379,599)	(340,987)	(120,053)	(82,968)
Opening cash and cash equivalents and bank overdrafts	1,416,052	1,161,341	781,742	440,755	320,702
Closing cash, cash equivalents and bank accounts	1,027,595	781,742	440,755	320,702	237,734

APPENDIX I : GOVERNANCE

Co-Lab is owned in equal portion by 12 Local Authorities



Co-Lab conducts itself in accordance with its constitution, its annual Statement of Intent, the provisions of the LGA and Co-Lab policies.

The Board comprises five council representative directors and an independent Chair. There is also a standing Audit & Risk Committee.

DIRECTOR	REPRESENTING
Peter Stubbs	Independent Chair
Chris McLay	Waikato Regional Council
Lance Vervoort	Hamilton City Council
Ben Smit	Ōtorohanga, Rotorua, South Waikato and Waitomo District Councils
Steph O’Sullivan	Waikato and Waipā District Councils
David Speirs	Hauraki, Matamata-Piako, Thames-Coromandel District and Western Bay of Plenty District Council

The independent Chair of Co-Lab receives director fees and reimbursed expenses. Directors representing the councils will not receive any fees or reimbursed expenses for work undertaken on behalf of the company.

APPENDIX II : POLICY STATEMENTS

STATEMENT OF ACCOUNTING POLICIES

REPORTING ENTITY

Waikato Local Authority Shared Services Limited (“the Company”) is a Company incorporated in New Zealand under the Companies Act 1993 and is domiciled in New Zealand. The company is a Council Controlled Organisation as defined under section 6 of the Local Government Act 2002 (LGA), by virtue of the shareholding councils’ right to appoint the Board of Directors.

The primary objectives of the Company are to:

- Develop opportunities that benefit the Waikato region’s local authorities; and
- Act as a vehicle to deliver value-added services to those local authorities.

The Company has designated itself as a public benefit entity (PBE) for financial reporting purposes.

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

BASIS OF PREPARATION

Financial statements are prepared on the going concern basis, and the accounting policies are applied consistently throughout the period.

STATEMENT OF COMPLIANCE

Financial statements are prepared in accordance with the requirements of the LGA, which include the requirement to comply with generally accepted accounting practice in New Zealand (NZ GAAP).

Financial statements are prepared in accordance with and comply with Tier 2 PBE Standards reduced disclosure regime (RDR). WLASS is eligible to report under the RDR as it:
is not publicly accountable; and
has expenses more than \$2 million, but less than \$30 million.

The accounting policies set out below are consistent with the prior year, other than the inclusion of policy:

- on operating leases, related to the lease of commercial premises;
- employees; and
- property, plant and equipment.

MEASUREMENT BASE

The financial statements are prepared on a historical cost basis.

PRESENTATION CURRENCY & ROUNDING

The financial statements are presented in New Zealand dollars, and all values are rounded to the nearest dollar unless otherwise stated. The functional currency of the Company is New Zealand dollars

GOODS & SERVICES TAX

All items in the financial statements are stated exclusive of goods and services tax (GST), except for receivables and payables, which are presented on a GST-inclusive basis. Where GST is not recoverable as input tax, it is recognised as part of the related asset or expense.

The net amount of GST recoverable from, or payable to, the Inland Revenue (IR) is included as part of receivables or payables in the statement of financial position.

The net GST paid to, or received from the IRD, including the GST relating to investing and financing activities, is classified as an operating cash flow in the cash flow statement.

Commitments and contingencies are disclosed exclusive of GST.

CRITICAL ACCOUNTING ESTIMATES & ASSUMPTIONS

In preparing the financial statements the Company makes estimates and assumptions concerning the future. These estimates and assumptions may differ from the subsequent actual results. Estimates and assumptions are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. There are no areas requiring estimate or assumptions made that are considered to carry a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next financial year.

INTANGIBLE ASSETS

USEFUL LIVES AND RESIDUAL VALUES

At each balance date the Company reviews the useful lives and residual values of its intangible assets. Assessing the appropriateness of useful life and residual value estimates of intangible assets requires the Company to consider a number of factors such as the expected period of use of the asset by the Company and expected disposal proceeds from the future sale of the future sale of the asset.

An incorrect estimate of the useful life of residual value will impact the amortisation expense recognised in the income statement and carrying amount of the asset in the balance sheet. The Company minimises the risk of this estimation uncertainty by reviewing that the asset technology is still relevant and there is no alternative options to recreate the asset at a lower price.

IMPAIRMENT OF INTANGIBLE ASSETS

Intangible assets measure 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 assets carrying amount exceeds its recoverable amount. The recoverable amount is higher of an assets fair value less costs to sell and value in use.

If an asset's carrying amount exceeds its recoverable amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit. The reversal of an impairment loss is recognised in the surplus deficit.

REVENUE

REVENUE

Revenue comprises the fair value of the considerations received or receivable for the sale of goods and services, excluding GST, rebates and discounts and after eliminating sales within the Company. No provisions have been recorded as all revenue and trade receivables are expected to be received.

OTHER REVENUE

Member charges for all activities are recognised when invoiced to the user (i.e. councils). The recorded revenue is the net amount of the member charges payable for the transaction.

Contributions received for projects that were not completed in a financial year are recognised when the Company provides, or is able to provide, the service for which the contribution was charged. Until such time, contributions are recognised as liabilities.

OPERATING EXPENSES

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

PERSONNEL COSTS

DEFINED CONTRIBUTION SCHEMES

Employer contributions to KiwiSaver, the Government Superannuation Fund, and other defined contribution superannuation schemes are accounted for as defined contribution schemes and are recognised as an expense in the surplus or deficit when incurred.

RECEIVABLES

Short-term receivables are recorded at the amount due, less any provision for amounts not considered collectable.

Receivables are initially measured at nominal or face value. Receivables are subsequently adjusted for penalties and interest as they are charged and impairment losses. Non-current receivables are measured at the present value of the expected future cash inflows.

Debtors are amounts due from customers. If collection is expected in one year or less, they are classified as current assets. If not, they are presented as non-current assets.

CASH & CASH EQUIVALENTS

Cash and cash equivalents include cash on hand, deposits held at call with banks, with original maturities of three months or less, and bank overdrafts.

INCOME TAX

Income tax expense includes components relating to both current tax and deferred tax.

Current tax is the amount of income tax payable based on the taxable surplus for the current year, plus any adjustments to income tax payable in respect of prior years. Current tax is calculated using tax rates (and tax laws) that have been enacted or substantively enacted at balance date.

Deferred tax is the amount of income tax payable or recoverable in future periods in respect of temporary differences and unused tax losses. Temporary differences are differences between the carrying amount of assets and liabilities in the statement of financial position and the corresponding tax bases used in the computation of taxable profit.

Deferred tax is measured at the tax rates that are expected to apply when the asset is realised or the liability is settled, based on tax rates (and tax laws) that have been enacted or substantively enacted at balance date. The measurement of deferred tax reflects the tax consequences that would follow from the manner in which the entity expects to recover or settle the carrying amount of its assets and liabilities.

Deferred tax liabilities are generally recognised for all taxable temporary differences. Deferred tax assets are recognised to the extent that it is probable that taxable surpluses will be available against which the deductible temporary differences or tax losses can be utilised.

Deferred tax is not recognised if the temporary difference arises from the initial recognition of goodwill or from the initial recognition of an asset or liability in a transaction that is not a business combination, and at the time of the transaction, affects neither accounting profit nor taxable profit.

Current and deferred tax is recognised against the surplus or deficit for the period, except to the extent that it relates to a business combination, or to transactions recognised in other comprehensive income or directly in equity.

OTHER FINANCIAL ASSETS

Investments in bank deposits are measured at fair value plus transaction costs.

At each balance date the Company assesses whether there is any objective evidence that an investment is impaired. Any impairment losses are recognised in the income statement.

PAYABLES AND DEFERRED REVENUE

Short-term creditors and other payables are recorded at their face value.

Trade and other payables are non-interest bearing and are normally settled on 30-day terms, therefore the carrying value of trade and other payable approximates their fair value.

Contributions received for projects that were not completed in a financial year are recognised as deferred revenue until the Company provides, or is able to provide, the service for which the contribution was charged.

EMPLOYEE BENEFITS LIABILITIES

SHORT-TERM EMPLOYEE ENTITLEMENTS

Employee benefits 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 includes 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.

A liability and an expense are recognised for bonuses where there is a contractual obligation or where there is a past practice that has created a constructive obligation.

A liability and an expense are recognised for bonuses where there is a contractual obligation or where there is a past practice that has created a constructive obligation.

PRESENTATION OF EMPLOYEE ENTITLEMENTS

Sick leave, annual leave, vested long service leave, and non-vested long service leave and retirement gratuities 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.

RECONCILIATION OF EQUITY

Equity is the shareholders interest in WLASS and is measured as the difference between total assets and total liabilities. Equity is disaggregated and classified into the following components:

CONTRIBUTED EQUITY

Contributed equity is the net asset and liability position at the time the company was formed. The allocation of capital amongst shareholders is explained in this note.

RETAINED EARNINGS

Retained earnings is the company's accumulated surplus or deficit since formation.

Item 32 Finance Report to 31 March 2026

To Ōtorohanga District Council.

From Brendan O’Callaghan, Manager Finance

Type **INFORMATION REPORT**

Date 28 April 2026



1. Purpose | Te kaupapa

1.1. To provide an update on progress against the 2025/26 budget.

2. Executive summary | Whakarāpopoto matua

- 2.1. The Financial Report for the period ended 31 March 2026 shows the operating surplus being up on budget by \$170k, showing a healthy financial position.
- 2.2. Capital expenditure and loan repayments are under budget due to timing of some projects against budget projection.
- 2.3. The balance sheet shows a healthy working capital position; however short-term borrowings may be required to cover payments for the July and October storm damage and subsequent February weather event.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council **RECEIVE** the report titled ‘Finance Report to 31 March 2026’ by Brendan O’Callaghan, Manager Finance.

4. Discussion | He kōrerorero

Statement of Comprehensive Revenue and Expenses For the Period Ending March 2026

	Actual	Budget	Variance	Full Year Budget
Revenue				
Rates income	16,861,434	16,595,626	-265,808	16,781,626
Contributions	4,400	7,650	3,250	265,450
Water by Volume Rates	1,328,149	1,436,788	108,639	2,378,879
Subsidies and Grants	7,475,334	5,230,276	-2,245,058	6,784,167
Other Income	1,161,098	1,434,762	273,664	1,936,173
Other gains/(losses)	25,445	0	-25,445	0
Total Revenue	26,855,862	24,705,102	-2,150,760	28,146,295
Expenses				
Employee Benefit Expenses	5,066,839	5,536,410	469,571	7,576,219
Depreciation and Amortisation	6,309,248	5,876,775	-432,473	7,827,356
Other Expenses	13,173,854	11,049,613	-2,124,241	14,727,911
Finance Costs	127,143	233,415	106,272	281,231
Total Expenditure	24,677,084	22,696,213	-1,980,871	30,412,717
Operating Surplus/(Deficit)	2,178,777	2,008,889	-169,888	-2,266,422

- 4.1. Overall, there is a net surplus to the end of March of \$2,178,777, compared to a budgeted surplus of \$2,008,889. The variance in the surplus against budget is due to:
- 4.2. Operating Revenue is up on budget by \$2.15M. This is due to being \$266k up on budget in rates income and up on budget for subsidies and grants by \$2.25M. This is offset by being down on budget in other income by \$274k and water by volume rates by \$109k.
- 4.3. Subsidies and grants are up on budget by \$2.25M due to the timing of roading maintenance work against the budget estimated timing, as well as the increased subsidy rate for the repairs from the October and February weather events.
- 4.4. Other income is down on budget due to the timing of charging of regulatory fees, as well as interest income.
- 4.5. Operating expenses is up on budget by \$1.98M, with other expenses being \$2.12M over budget, depreciation and amortisation \$432k over budget, employee benefit expenses being \$470k under budget and finance costs being \$107k under budget.
- 4.6. Finance costs are under budget due to the reversal of the year end accrual and the timing of the payment of interest on loans.
- 4.7. Other expenses are over budget due to increased road maintenance spending against budget, as a result of the weather events in July, October and February. This is also what has driven the increase in subsidy income.

Other Expenses

	Actual	Budget	Variance	Full Year Budget
Activity operation	1,626,398	1,585,499	(40,899)	2,113,070
Asset Maintenance	759,359	537,539	(221,820)	716,921
Deloitte Fees	775	0	(775)	214,410
Grants and Subsidies	391,685	389,713	(1,972)	560,307
Insurance	213,852	214,693	841	215,387
Minimum Lease Payments Under Operating Leases	17,125	19,062	1,937	25,423
Other expenses	4,373,459	4,534,967	161,508	5,736,242
Regional Initiatives	15,168	141,660	126,492	188,885
Road maintenance	5,565,560	3,319,940	(2,245,620)	4,649,190
Youth Initiatives	210,473	306,540	96,067	308,076
	13,173,854	11,049,613	(2,124,241)	14,727,911

4.8. A breakdown of what makes up the Other expenses line above is shown below.

	Actual	Budget
Better Off Funding	309,611	0
Communication and Engagement	42,621	82,998
Consultants	589,334	324,517
Council Held Resource Consent Costs	135,132	320,652
Emergency Management Shared Services	102,465	84,231
February Flood Event Response Costs	178,103	0
Fleet Costs	121,198	137,976
Fringe Benefit Tax	36,566	60,642
Governance Costs	192,219	215,377
Grants to External Providers	100,223	167,368
Legal Expenses	64,018	74,610
Office Costs	364,660	484,436
Organisational Development	12,950	158,517
Other Sundry Expenses	314,851	300,595
Rates	268,206	255,836
Regulatory Costs	85,137	106,268
Security Patrol Contract	91,780	76,572
Shared Services	108,527	176,121
Strategies and Plans	106,815	123,018
System Support	713,966	620,583
Town Centres Development	56,636	462,889
Waste Management Contracts and Initiatives	378,442	301,761
	4,373,459	4,534,967

Statement of Financial Position
For the period ending March 2026

	Actual	Full Year Budget	YTD Last Year
Assets			
Current Assets			
Cash and Cash Equivalents	2,530,492	1,156,718	-214,513
Trade and Other Receivables	5,637,836	2,121,272	4,781,209
Inventory	65,785	31,570	57,272
Loan Receivable	0	250,000	0
Total Current Assets	8,234,112	3,559,560	4,623,968
Non-current Assets			
Investments	9,020,210	7,883,662	7,774,788
Property, Plant and Equipment	433,638,809	443,784,162	413,612,266
Intangible Assets	150,735	67,934	129,056
Loan Receivable	2,139,398	1,500,000	1,497,937
Total Non-current Assets	444,949,152	453,235,758	423,014,047
Total Assets	453,183,264	456,795,318	427,638,016
Liabilities			
Current Liabilities			
Trade and Other Payables	2,312,672	2,762,320	1,803,621
Provisions	1,164	829	1,088
Employee Benefit Liabilities	343,208	409,890	333,155
Income in Advance	114,792	757,035	408,908
Development and Financial Contributions in Advance	587,683	540,624	573,947
Total Current Liabilities	3,359,519	4,470,698	3,120,719
Non-current Liabilities			
Provisions	10,779	15,886	11,943
Employee Benefit Liabilities	47,531	47,295	34,008
Borrowings	15,447,613	12,947,613	10,447,613
Total Non-current Liabilities	15,505,923	13,010,794	10,493,564
Total Liabilities	18,865,442	17,481,492	13,614,283
Net Assets	434,317,822	439,313,826	414,023,732
Equity			
Retained Earnings	168,584,394	165,319,655	173,867,292
Reserve Funds	3,323,446	3,001,486	3,103,513
Revaluation Reserves	262,409,983	270,992,685	237,052,927
Total Equity	434,317,822	439,313,826	414,023,732

4.9. Overall, the balance sheet shows working capital of \$4,874,593 at the end of March, with current assets of \$8,234,112 against current liabilities of \$3,359,519.

4.10. The increase in non-current assets over the prior year reflects the revaluation of Council investments as at 30 June 2025, as well as the impact of the roading revaluation, which was effective at 30 June 2025. It also includes completed capital projects capitalised in the current year.

Combined Cost of Service Statement
For the Period Ending March 2026

	YTD Actual	YTD Budget	YTD Variance	Full Year Budget
Operating Revenue				
Activity Revenue	8,624,727	6,665,038	-1,959,689	8,720,814
Targeted Rates	8,436,104	8,545,625	109,521	9,487,716
Development Contributions	4,400	7,650	3,250	265,450
General Rates	9,479,632	9,486,789	7,157	9,672,789
Other General Sources	8,882,926	9,737,884	854,958	13,840,315
	35,427,789	34,442,986	-984,803	41,987,084
Operating Expenditure				
Trusted Leadership & Relationships	10,248,563	12,214,178	1,965,615	16,566,669
Strong Communities	1,904,622	1,819,141	-85,481	2,336,286
Vibrant Places and Spaces	2,591,420	3,140,768	549,348	4,110,893
Sustainable Development and Public Safety	1,972,372	1,963,428	-8,944	2,648,233
Resilient Infrastructure: Land Transport	11,682,278	8,761,141	-2,921,137	11,993,158
Resilient Infrastructure: Water Supply	2,380,487	2,495,262	114,775	3,307,131
Resilient Infrastructure: Wastewater	1,087,258	1,081,100	-6,158	1,440,398
Resilient Infrastructure: Stormwater	329,308	326,347	-2,961	424,520
Resilient Infrastructure: Flood Protection	470,119	537,063	66,944	648,248
Responsible Waste Management	580,280	553,521	-26,759	746,190
	33,246,708	32,891,949	-354,759	44,221,726
Funding Required				
Capital Renewals	5,762,480	8,597,521	2,835,041	9,863,424
Capital Growth	53,336	386,585	333,249	424,103
Capital Level of Service	262,438	461,244	198,806	495,000
Loans Repaid	761,211	840,609	79,398	1,120,898
	6,839,465	10,285,959	3,446,494	11,903,425
Funding Applied				
Funding from Depreciation Reserves	0	0	0	4,281,948
Loans Raised	0	0	0	2,660,456
Capital Income	132,315	204,200	71,885	112,200
Transfer to and from Balance	4,526,069	8,530,722	4,004,653	7,083,463
	4,658,384	8,734,922	4,076,538	14,138,067

- 4.11. In the Combined Cost of Services statement, overall operating revenue is \$984k over budget. This relates mostly to increase Activity Revenue, as a result of the increased NZTA subsidy related to the weather event reinstatement work. This is offset by the Other General Sources being under budget due to the reduced costs associated with overhead activities.
- 4.12. Operating expenditure is \$355k over budget, with this being spread across all budget areas. This is due to the timing of budgets and associated projects. This is offset by increased spending on Land Transport due to the July, October and February weather events.
- 4.13. Capital expenditure and loan repayments were under budget by \$3.45M. This is due to the timing of some of the carryover items, as well as the timing of spending on existing current year budgets.

Statement of Cashflows
For the Period Ending March 2026

	Actual	Full Year Budget
Cash flows from operating activities		
Receipts from rates revenue	16,755,437	19,148,250
Receipts from other revenue	7,475,274	9,093,678
Interest received	31,768	87,381
Dividends received	20,832	8,000
Payments to suppliers and employees	(18,899,216)	(21,840,769)
Interest paid	(127,143)	(281,489)
Net cash provided by/(used in) Operating Activities	5,256,952	6,215,051
Cash flows from investing activities		
Proceeds from Sale of Property, Plant and Equipment	132,445	112,345
Purchase of property, plant and equipment	(6,009,151)	(11,495,728)
Purchase of investments	(638,207)	-
Purchase of intangible assets	(429,027)	(71,386)
Net cash provided by/(used in) Investing Activities	(6,943,939)	(11,454,769)
Cash flows from financing activities		
Proceeds from borrowings	3,000,000	3,225,000
Prepayment of borrowings	-	-
Net cash provided by/(used in) Financing Activities	3,000,000	3,225,000
Net (Decrease)/increase in cash, cash equivalents and bank overdrafts	1,313,012	(2,014,718)
Cash, cash equivalents and bank overdrafts at the beginning of the year	1,217,480	3,170,000
Cash and cash equivalents at the end of the period	2,530,492	1,155,282

4.14. The cashflow statement shows the cashflows in and out for the period to 31 March 2026. As can be seen, net cashflow from operating activities has been money coming in, due the second rates instalment being due in February 26, as well as increased subsidy from NZTA.

4.15. Cashflows from investing activities shows the amount spent on capital expenditure to the end of March. 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.

4.16. Cash flows from financing activities shows the borrowings and repayments made to external loans as well as transfers between reserve accounts.

Current Debt Profile

4.17. Current LGFA borrowing at the end of March has the following maturity profile. This is higher than was what was projected in the Long Term Plan.

4.18. This increase is due to Council taking some borrowing to cover the funding of the reinstatement works for the storm damage from October. This is the \$3M which is due to mature on 27 May 2026. There will be subsidy received on this spending, but it was decided that borrowing the money at the front would help us complete the work without having to wait on the subsidy to be received.

- 4.19. Given the recent weather event, this borrowing that had been taken for the October storm damage event will be carried over to cover the initial costs of the February event until NZTA subsidy and insurance claims are progressed and received.
- 4.20. On 15th April, Council rolled over the \$2M loan below for a term of 6 months. The interest rate for this loan is 2.955% per annum. This loan will be reflected in the table below in the April finance report.
- 4.21. As you can see, interest rates being offered continue trending downwards.

Amount	Term	Maturity Date	Interest Rate
\$6,000,000	6 months	15 June 2026	2.735%
\$2,000,000	19 months	15 April 2026	4.50%
\$4,000,000	12 months	12 June 2026	3.37%
\$3,000,000	6 months	27 May 2026	2.63%

End of Financial Year Forecasting

- 4.22. Staff are currently working through forecasting for the end of June financials, and these will be presented in the April finance report presented in May.

Councillor updates

Ngā kōrero hou a ngā Kaikaunihera

All councillors will be invited by the Chairperson to provide a verbal update on meetings attended on behalf of Ōtorohanga District Council.

Resolution Register

Rēhita tatūnga

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

#	Date	Resolution	Staff update
C22	09/12/25	<p>Item 15 – Ōtorohanga Dog Agility Course</p> <p>That Ōtorohanga District Council:</p> <ol style="list-style-type: none"> APPROVE the construction of the Dog Agility Course on Waipā Esplanade. 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. 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. 	<p>This is now an operational matter. Staff recommend this Resolution be REMOVED from the Register.</p>
C25	09/12/25	<p>Item 18 – Ōtorohanga Historical Society – Rewarewa Schoolhouse Relocation and Funding</p> <p>That the Ōtorohanga District Council:</p> <ol style="list-style-type: none"> 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, APPROVES the replacement of the existing stormwater pipe in its current location as soon as practically possible; and, ACCEPTS that this project will be funded from budgets as approved in the 2024-27 Long Term Plan; and, ACCEPTS that this project will take place as soon as practically possible and may delay the relocation of the Rewarewa Schoolhouse. 	<p>Staff are working with geotech engineers and OHS to coordinate the project. Both ŌDC and OHS Project Managers are progressing this project. Staff recommend this Resolution remain on the Register.</p>
C43	31/03/26	<p>Item 28: Funding of Weather Event Recovery</p> <p>That Ōtorohanga District Council APPROVES the unbudgeted expenditure related to the recovery from the February weather event to the following levels:</p> <ol style="list-style-type: none"> \$100,000 for the funding of the recovery office to come from the General Reserve Fund; and, \$100,000 of deductible for the material damage insurance claim, to be funded by internal loan(s) over the impacted activities; and, 	<p>This is now an operational matter. Staff recommend this Resolution be REMOVED from the Register.</p>

		<ul style="list-style-type: none"> c) \$250,000 deductible for the infrastructure assets insurance claim, to be funded by internal loan(s) over the impacted activities; and, d) That any government contribution that may be available for the recovery office costs be offset against the amount to be funded from the General Reserve Fund. 	
C44	31/03/26	<p>Item 29: February Weather Event: Affected Dwellings Consenting</p> <p>That Ōtorohanga District Council:</p> <ul style="list-style-type: none"> a) NOTE the process and timeframes for dwellings affected by the February 2026 weather event; and, b) WAIVE building and (if required) resource consent fees for yellow stickered dwellings, where no other funding source is available to cover the fees (e.g. insurance) up to a maximum of \$1,000 per dwelling, to a maximum of \$30,000 in total; and, c) ACKNOWLEDGE that this is unbudgeted and will result in reduced revenue in the Building Control cost centre. 	This is now an operational matter. Staff recommend this Resolution be REMOVED from the Register.
C45	31/03/26	<p>Item 30: Waikato Triennial Agreement for the 2025–2028 triennium</p> <p>That Ōtorohanga District Council:</p> <ul style="list-style-type: none"> a) ADOPTS the Waikato Triennial Agreement for the 2025–2028 triennium; and b) AUTHORISES Mayor Dow to finalise and sign the Waikato Triennial Agreement on behalf of Ōtorohanga District Council. 	The finalised Waikato Triennial Agreement has not been received. As there is no further action from ŌDC, other than the Mayor’s signature, staff recommend this Resolution be REMOVED from the Register.
C46	31/03/26	<p>Item 31: Simplifying Local Government Proposal – Retrospective Endorsement of Submission</p> <p>That Ōtorohanga District Council RATIFIES the submission lodged on behalf of ŌDC by the Mayor, noting a draft was circulated to Councillors for feedback.</p>	There is no further action required. Staff recommend this Resolution be REMOVED from the Register.

Staff recommendation

That Ōtorohanga District Council confirm the removal of Resolutions C22, C43, C44, C45 and C46 from the Register.

Resolution made in a public excluded session

No Resolutions have been released.

Public excluded

There are no reports.

Take matatapu

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 will commence following a short break.