



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Ōtorohanga District Council

Open Agenda

Date: Tuesday, 28 July 2026

Time: 9.00am

Location: Council Chambers, 17 Maniapoto Street, Ōtorohanga

Meeting type: Ordinary

Public access: Open to the public

Livestream and recording: Livestreamed and recorded on YouTube

An ordinary meeting of Ōtorohanga District Council will be held in Waikōwhitiwhiti (Council Chambers), 17 Maniapoto Street, Ōtorohanga, on Tuesday, 28 July 2026 commencing at 9.00am.

Tany Winter, Chief Executive

22 July 2026

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
Wharepūhunga Councillor	Shane Carr

Disclaimer

All attendees at this meeting are advised that the meeting will be electronically recorded (audio and video) for the purpose of webcasting to ŌDC's YouTube channel. Attendees are advised they may be recorded as part of the general meeting proceedings.

Public forum

The purpose of the forum is to provide an opportunity at the start of all ordinary public meetings of the Board, for members of the community to speak to their elected members. This reflects the Board's desire to encourage public participation in decision-making.

To speak at the forum please use the [online form](#) on our website. Alternatively, please contact our Customer Experience team on 07 873 4000.

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Public excluded**Take matatapu**

No reports.

Closing formalities**Ngā tikanga whakakapi**

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

183

Workshops**Hui awheawhe**

1	Ōtorohanga Kiwi House	Public not permitted
2	Flood affected properties update	Public not permitted
3	Monthly discussion with the Chief Executive	Public not permitted
4	Papakāinga National Environmental Standard	Open to the public
5	Service request dashboard update	Open to the public

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

The Chairperson will confirm the meeting is quorate, advise whether the meeting is being livestreamed/recorded, and 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**

Members may submit apologies for absence. The meeting will resolve whether to accept them.

Councillor Kete has advised she will attend via Zoom. Councillor Tamaki has tendered her apology as she is attending Local Government New Zealand's Te Maruata hui.

Staff recommendation

That Ōtorohanga District Council receive and accept the apology from Councillor Jaimee Tamaki for non-attendance, and grant leave of absence under standing orders.

Public forum**Hui tūmatanui**

Public forum allows members of the community to speak on matters of interest. Requests to speak must be received **at least two working days before the meeting**. Speakers may present for up to five minutes. No decisions will be made on matters raised unless already on the agenda.

Fraser Quinn has requested to speak about his property following the February flooding event.

Late items**Ngā take tōmuri**

Late items may only be considered in accordance with section 46A of the Local Government Official Information and Meetings Act 1987. A resolution is required, and the Chairperson must explain why the item was not included and why it cannot be delayed.

If a late item is raised, staff recommend that: *Ōtorohanga District Council consider the late item titled [item title] pursuant to section 46A(7) of the Local Government Official Information and Meetings Act 1987*

because [reason item was not on agenda] and because the item cannot be delayed until a subsequent meeting because [reason].

Declaration of conflict of interest

Te whakapuakanga pānga taharua

Members must declare any actual, potential, or perceived conflicts of interest. A member with a conflict must not participate in the item unless permitted under law or standing orders.

If a conflict is declared, use wording such as: *That Ōtorohanga District Council receive the declaration of interest from [member name] in relation to item [x], note that [member name] [will remain / will not participate / will leave the table] for that item, and record the declaration in the conflicts register.*

Confirmation of minutes

Te whakaū i ngā meneti

The unconfirmed open minutes are attached for confirmation.

Staff recommendation

That Ōtorohanga District Council confirm the open minutes of the ordinary meetings held on 26 May and 30 June 2026, and the open minutes of the extra-ordinary meeting held on 09 June 2026, as a true and correct record, subject to any amendments resolved by the meeting.

Note: The confirmed minutes will be kept as the official record of the meeting in accordance with the Public Records Act 2005.



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

ŌTOROHANGA DISTRICT COUNCIL

26 May 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, 26 May 2026 commencing at 11.30am.

Tanya Winter, Chief Executive

2 June 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
Rangiātea Councillor	Jaimee Tamaki	Attended
Waipā Councillor	Michael Woodward	Attended
Wharepūhunga Councillor	Shane Carr	Attended

ŌDC senior staff in attendance

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

Chairperson's Certification

These minutes of the meeting of the Ōtorohanga District Council held on 26 May 2026 are confirmed as a true and correct record of the proceedings of that meeting.

_____ Chairperson _____ Date:

Opening formalities**Ngā tikanga mihimihi**

Opening prayer/reflection/words of wisdom	5
Apologies	5
Public forum	5
Late items	
Declaration of conflict of interest	
Confirmation of minutes	
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Decision reports**Ngā pūrongo whakatau**

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Information only reports**Ngā pūrongo mōhiohio anake**

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Other business**Ētahi atu take**

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Public excluded**Take matatapu**

No reports.

Closing formalities**Ngā tikanga whakakapi**

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

10

Workshops**Hui awheawhe**1 Monthly discussion with the Chief Executive¹

Public not permitted

2 Post weather event flood assessment²

Public not permitted

3 Service request reporting

Open to the public

4 Centres of Excellence

Deferred

¹ s7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between members or officers and employees of any local authority in the course of their duty.

² s7(2)(a) – to protect the privacy of natural persons, including that of deceased natural persons.

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

Mayor Dow declared the meeting open at 11.30am.

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

Mayor Dow led the meeting in a recitation of the karakia. Councillor Barclay provided the following words of wisdom:

I'd like to take a moment to reflect on the weight of the month behind us. It has been a time of difficult conversations, significant decisions, and careful planning for the years ahead. The responsibility of local leadership is not only to respond to the needs of today, but to look beyond the immediate horizon and consider the kind of future we are shaping for our community.

Many of the choices we have before us are not simple and at times, the work will feel heavy. But within the weight there is purpose — because every discussion and every decision we are laying the foundation for a stronger and more resilient future.

The work we do around this table is ultimately about people, families who call this place home, the young people who will inherit what we build, and the generations who trust us to steward this community with care into the next phase of governance. Planning ahead is not simply about budgets, projects, or policies. It is about paving the way for a future that reflects our shared values, protects what matters most, and creates opportunities for those who come after us.

Today may we continue our work with clarity, respect, and a sense of collective responsibility. And may we remember that the future of our community is not something that simply happens to us — it is something we are building together.

Apologies**Ngā hōnea**

There were no apologies lodged.

Public forum**Hui tūmatanui**

No public forum speakers were registered.

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 C62: That Ōtorohanga District Council confirm the open minutes of the ordinary meeting held on 28 April 2026 as a true and correct record, subject to any corrections agreed by the meeting.

Councillor Kete | Councillor Jeffries

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

Mayor Dow reported on a number of recent engagements and events. This included attendance at the Lines Company centenary celebration in Te Kūiti; the Local Government New Zealand rural and provincial meeting in Wellington, where discussion focused on government amalgamation and regional matters including the fuel crisis; meetings relating to risk, insurance and the allocation of additional relief funding; and a meeting with Liz Cowan regarding the 40th anniversary of the Harrods event in the district, with a museum display planned for 11 June 2026. Mayor Dow also advised on participation in a Waitomo and Ōtorohanga amalgamation meeting concerning the Head Start proposal, attendance at a Zone 2 meeting, and hosting Waikato mayors at the council chambers for a mayoral forum.

Resolved C63: That Ōtorohanga District Council receive the verbal update from Mayor Dow.

Councillor Jeffries | Councillor Carr

Decision reports**Ngā pūrongo whakatau****Item 42 - Simplifying Local Government - Head Start Process**

ŌDC's Tanya Winter presented the report and outlined the proposal to engage in Central Government's Head Start process as a pathway for simplifying local government. It was noted that participation would focus on Ōtorohanga District Council and Waitomo District Council, with a proposal required to be submitted by 9 August 2026 within a condensed timeframe for analysis.

Ms Winter advised that the decision to enter the process was intended to position Council for the future and could be reversed at a later stage, but that participation would place both councils in a stronger position to shape any proposal submitted to Central Government. During discussion, members acknowledged the limited options and time available, and raised matters including potential rates impacts, effects on staff, the risk of being drawn into a larger regional structure, and the importance of maintaining local identity and representation.

Resolved C64: That Ōtorohanga District Council **AGREES** to develop a 'Head Start' proposal with Waitomo District Council for submission to Central Government by 9 August 2026.

Mayor Dow | Councillor Woodward

Following the decision, Ms Winter sought direction on engagement with iwi Māori. Members discussed that this work should be undertaken in conjunction with Waitomo District Council, with initial engagement through the iwi governance structure. It was suggested that Councillors Tamaki and Kete work with staff to help shape that approach.

Ms Winter also sought direction on wider community engagement. It was noted that staff would ensure communications were coordinated, including a central information source to support consistent material across both councils' websites. Discussion also covered the role of the two mayors, possible community events, and presentations to community boards, with a distinction noted between informing the community and formal consultation.

Item 43 - Alcohol Fees Bylaw Business Case

ŌDC's Tony Quickfall presented the report and outlined the development of a business case for an Alcohol Fees Bylaw. It was noted that the current annual cost of administering alcohol licences was approximately \$57,922, with revenue of \$39,215, leaving the remaining cost to be met from rates. Members were advised that introducing a bylaw could increase fee revenue and reduce the transfer from rates to user-pays.

Mr Quickfall also advised that the estimated cost to prepare the bylaw, including policy staff input, was approximately \$8,000. During discussion, members considered the fairness of the fee structure and whether commercial entities should meet a greater share of the cost. Staff cautioned that a differential recovery approach, or targeting particular businesses, could give rise to legal complexity and challenge through the consultation process.

Resolved C65: That Ōtorohanga District Council **DIRECT** the Chief Executive to prepare a "Alcohol Fees Bylaw determination and Statement of Proposal" report to formally approve the bylaw preparation process.

Councillor Jeffries | Deputy Mayor Christison

Information only reports

Ngā pūrongo mōhiohio anake

Item 44 - WRAL Interim Report and Statement of Intent 30 June 2026

ŌDC's Graham Bunn was joined by Mark Morgan and Scott Kendall from Waikato Regional Airport Limited via video link. Members were advised that the airport had reported a break-even trading result for the half-year, supported by relatively strong passenger numbers across international and domestic jet services. It was also noted that the airport was progressing a significant capital investment programme of approximately \$30 million for the full year.

The presenters advised that, while passenger volumes remained below the low-scenario projections following COVID-19, recovery was continuing with noticeable step changes as new services came online. Updates were also provided on WRAL's application to Waipā District Council to extend the lapse period on its designation by 15 years, and on airport land and infrastructure development, including securing Asimus as an anchor tenant for a 5,000 square metre building on a 20-year lease commencing 1 May 2026. Members also noted that Ōtorohanga District Council held a 3% shareholding in the airport, valued at approximately \$10 million.

Resolved C66: That the Ōtorohanga District Council:

- a) **RECEIVES** the WRAL Half-Yearly report for the period ended 31 December 2025.
- b) **RECEIVES** the WRAL Statement of Intent for 2026/27 and **ENDORSES** the direction set therein.

Councillor Jeffries | Mayor Dow

Mayor Dow adjourned the meeting for the lunch break and reconvened the meeting at 1.16pm.

Item 45 - Finance Report to 30 April 2026

ŌDC's Brendan O'Callaghan, Manager Finance, presented the report reporting a favourable year-to-date position of approximately \$415,000. This was largely attributed to increased grant revenue, including higher NZTA subsidy rates for work relating to recent weather events. Members were also advised that operating expenditure was slightly over budget due to emergency response costs and increased roading maintenance following those events, although these costs were largely offset by the additional subsidy revenue.

Mr O'Callaghan also outlined Council's debt management approach, noting that approximately \$13 million of debt would mature over a three-week period in June and was expected to be refinanced in smaller 364-day tranches to allow flexibility for repayment from incoming rates revenue and to minimise interest costs. In response to questions on outstanding rates and water charges, it was noted that receivables had reduced from the previous month and that staff were continuing recovery action through a range of

channels, including rating sales, with a recent settlement on an abandoned property noted as a positive outcome.

Resolved C67: That Ōtorohanga District Council **RECEIVE** the report titled 'Finance Report to 30 April 2026' by Brendan O'Callaghan, Manager Finance.

Councillor Tamaki | Councillor Woodward

Councillor updates

Ngā kōrero hou a ngā Kaikaunihera

Councillor Carr reported constituent concerns regarding speed limits on Waikeria Road in response to increased traffic volumes due to the Waikeria Prison expansion and increase in lifestyle blocks. The resident sought information on how to get the road's speed limit reduced. Councillor Carr also referred to local school fundraising activities and acknowledged his mother's recent investiture in Wellington.

Councillor Butcher reported attendance at the Elevate business breakfast, Head Start meeting with Waitomo District Council, the Local Government New Zealand Zone 2 meeting. She also attended the Risk and Assurance Committee meeting.

Councillor Barker also attended the Risk and Assurance Committee meeting and a Mayoral Disaster Relief Fund meeting.

Councillor Barclay reported on a catch up with Waikato Regional Council at the Kio Kio Hall, a civil defence morning tea where certificates were presented to those involved in the Emergency Operating Centre for the February flooding event. She also attended ŌDC workshops

Deputy Mayor Christison also attended the catch up with Waikato Regional Council at the Kio Kio Hall and the civil defence morning tea as well as a civil defence workshop in Hamilton. She attended the Ōtorohanga Community Board meeting, ŌDC workshops, and travelled to Wellington to attend the Local Government New Zealand meeting. She also attended the Mayors Taskforce for Jobs meeting and spoke at the rural womens' dinner. She attended the Head Start meeting with Waitomo DC and the Local Government New Zealand Zone 2 meeting.

Councillor Woodward reported on the Waipā Rural Water Supply Scheme Committee meeting and the King Country Development Trust meeting, the Local Government New Zealand online meetings for Head Start and the meeting with Waitomo DC also for Head Start.

Councillor Tamaki spoke on the Joint Management Agreement hui, ŌDC workshops, natural hazard webinars, Te Marauta online meeting, and the Local Government New Zealand Zone 2 meeting. She attended the Head Start meeting with Waitomo DC, and various hui around Kāwhia regarding placemaking. She spoke on a Katikati program at Te Kauri Lodge, and an interview with Aukaha News around the Mayoral Disaster Relief Fund.

Councillor Kete attended a civil defence training session in Hamilton and a civil defence Joint Management Committee meeting. She attended the Local Government New Zealand workshop on Head Start and the

meeting with Waitomo DC on the same topic. She attended the Joint Management Agreement hui, and a 'train the trainer' for marae resilience. She has a Kāwhia 'first responder' session.

Councillor Jeffries reported attendance at the Tihiroa Rural Water Supply meeting, a Civil Defence Emergency Management briefing in Hamilton, and the Office of the Auditor-General presentation followed by an elected member workshop. He also attended the meeting with Waitomo District Council regarding Head Start.

Resolution Register

Rēhita tatūnga

ŌDC's Tanya Winter outlined the Resolution Register and staff recommendations.

Resolved C68: That Ōtorohanga District Council **CONFIRM** the removal of Resolutions C55, C56, C57 and C58 from the Register.

Mayor Dow | Councillor Tamaki

Public excluded

Take matatapu

There were no public excluded items.

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

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

Meeting closure

Katinga o te hui

Mayor Dow declared the meeting closed at 2.01pm.

Workshops

Hui awheawhe

Workshops are held to brief, discuss or provide feedback on options. No formal decisions are made, as any decisions will be made at a properly constituted Council or Committee meeting.

1	Monthly discussion with the Chief Executive ³	Public not permitted
2	Post weather event flood assessment ⁴	Public not permitted
3	Service request reporting	Open to the public
4	Centres of Excellence	Deferred

³ s7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between members or officers and employees of any local authority in the course of their duty.

⁴ s7(2)(a) – to protect the privacy of natural persons, including that of deceased natural persons.

Item #	1				Monthly discussion with the Chief Executive			
Type	Briefing ☐		Discussion ☒		Pre-decision options ☐			
Open?	Yes ☐	No ☐	If no: Section 9 clause (and public interest test)		s7(2)(f)(i) – to maintain the effective conduct of public affairs through the free and frank expression of opinions by or between members or officers and employees of any local authority in the course of their duty.			
Presenter/s	Tanya Winter							
Attendance	Mayor and Councillors		Rodney Dow (Mayor); Katrina Christison (Deputy Mayor); Tayla Barclay; Andrew Barker; Jo Butcher; Shane Carr; Kit Jeffries; Tennille Kete; Jaimee Tamaki; and Michael Woodward.					
	ŌDC Staff		Tanya Winter (Chief Executive) For part of the item: Graham Bunn (Group Manager Business Enablement); Nardia Gower (Group Manager Strategy & Community); Brendan O'Callaghan (Manager Finance).					
	External		None.					
Timing	Commenced		2.07pm		Concluded		2.55pm	
Any declared interest?	Yes ☐	No ☒	Name					
Actions taken	Noted ☐		Left the room ☐		Did not participate ☐		Other	
Next steps	Workshop ☐		Report ☐		No action ☒			
Deferred?	Yes ☐	No ☒	Reason for deferral					
Presentation	Yes ☐	No ☒						

Item # 2 Post weather event flood assessment

Type	Briefing ☒	Discussion ☐	Pre-decision options ☐
Open?	Yes ☐ No ☒	If no: Section 9 clause (and public interest test) s7(2)(a) – to protect the privacy of natural persons, including that of deceased natural persons.	
Presenter/s	Langley Cavers (Recovery Manager)		
Attendance	Mayor and Councillors	Rodney Dow (Mayor); Katrina Christison (Deputy Mayor); Andrew Barker; Jo Butcher; Shane Carr (<i>until 3.45pm</i>); Kit Jeffries; Tennille Kete; Jaimee Tamaki; and Michael Woodward. Absent: Tayla Barclay	
	ODC Staff	Tanya Winter (Chief Executive); Graham Bunn (Group Manager Business Enablement) (<i>until 3.43pm</i>); Nardia Gower (Group Manager Strategy & Community); Tony Quickfall (Group Manager Regulatory and Growth); Mark Lewis (Group Manager Engineering & Assets); Cathie Shaw (Recovery Office) and Chris Ryan (Recovery Office).	
	External	None	
Timing	Commenced	3.00pm	Concluded 3.59pm.
Any declared interest?	Yes ☒ No ☐	Name Councillor Tayla Barclay	
Actions taken	Noted ☐ Left the room ☒ Did not participate ☐ Other		
Next steps	Workshop ☒ Report ☐ No action ☐		
Deferred?	Yes ☐ No ☒	Reason for deferral	
Presentation	Yes ☒ No ☐		

Item # 3 Service request reporting

Type	Briefing ☒	Discussion ☐	Pre-decision options ☐
Open?	Yes ☒ No ☐	If no: Section 9 clause (and public interest test)	
Presenter/s	Nardia Gower		
Attendance	Mayor and Councillors Rodney Dow (Mayor); Katrina Christison (Deputy Mayor); Tayla Barclay; Andrew Barker; Jo Butcher; Kit Jeffries; Tennille Kete; Jaimee Tamaki; and Michael Woodward. Absent: Shane Carr ŌDC Staff Tanya Winter (Chief Executive); Nardia Gower (Group Manager Strategy & Community); Tony Quickfall (Group Manager Regulatory and Growth); Mark Lewis (Group Manager Engineering & Assets). Absent: Graham Bunn (Group Manager Business Enablement). External None		
Timing	Commenced	4.01pm	Concluded 4.08pm
Any declared interest?	Yes ☐ No ☒	Name	
Actions taken	Noted ☐ Left the room ☐ Did not participate ☐ Other		
Next steps	Workshop ☐	Report ☐	No action ☒
Deferred?	Yes ☐ No ☒	Reason for deferral	
Presentation	Yes ☐ No ☒		

Item # 4 Centres of Excellence

Type	Briefing ☒	Discussion ☒	Pre-decision options ☐
Open?	Yes ☒ No ☐	If no: Section 9 clause (and public interest test)	
Deferred?	Yes ☒ No ☐	Reason for deferral Time restrictions.	

Adoption of Minutes

Resolution to be added.

Version control

Version	Status	Date	Description
1.0	Draft	27 May 2026	Initial draft prepared following the meeting
2.0	Confirmed	[insert adoption date]	Minutes adopted by the Ōtorohanga Community Board



Ōtorohanga District Council

Open Minutes

Date: Tuesday, 9 June 2026

Time: 1.00pm

Location: Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga

Meeting type: Extra-Ordinary

Public access: Open to the public

Livestream and recording: Not livestreamed or recorded

Open Minutes of an extraordinary meeting of Ōtorohanga District Council held in Waikōwhitiwhiti, Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga, on Tuesday, 9 June 2026 at 1.00pm.

Tanya Winter, Chief Executive

23 June 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
Rangiātea Councillor	Jaimee Tamaki	Attended
Waipā Councillor	Michael Woodward	Attended
Wharepūhanga Councillor	Shane Carr	Attended

ŌDC senior staff in attendance

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

Chairperson's Certification

These open minutes of the extra-ordinary meeting of the Ōtorohanga District Council held on 09 June 2026 are confirmed as a true and correct record of the proceedings of that meeting.

_____ Chairperson

_____ Date:

Opening formalities	Ngā tikanga mihimihi	
Opening prayer/reflection/words of wisdom		4
Apologies		4
Declaration of conflict of interest		4

Decision reports	Ngā pūrongo whakatau
There were no reports.	

Information reports	Ngā pūrongo whakamōhio
There were no reports.	

Public excluded	Take matatapu
Item 46	Resolution to exclude the public for Item 6: Flood Affected Properties
	5

Closing formalities	Ngā tikanga whakakapi
Closing prayer/reflection/words of wisdom	Karakia/huritao/whakataukī
	5

Commencement of extraordinary meeting

Mayor Dow declared the meeting open at 1.00pm.

Opening prayer/reflection/words of wisdom	Karakia/huitao/whakataukī
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Mayor Dow led the meeting in a recitation of the karakia.

Apologies	Ngā hōnea
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There were no apologies lodged.

Late items	Ngā take tōmuri
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There were no late items.

Declaration of conflict of interest	Te whakapuakanga pānga taharua
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Councillor Tayla Barclay declared a conflict of interest.

Resolved C69: That Ōtorohanga District Council receive the declaration of interest from Councillor Tayla Barclay in relation to item PE6, noting that Councillor Barclay will remain for that item, and request the declaration be recorded in the conflicts register.

Councillor Tamaki | Deputy Mayor Christison
Carried

Decision reports	Ngā pūrongo whakatau
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There were no reports.

Information reports	Ngā pūrongo whakamōhio
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There were no reports.

Public excluded

Take matatapu

Item 46: Resolution to exclude the public for Item PE6

Resolved C70: That the Ōtorohanga District Council exclude the public from the following parts of the proceedings of this meeting confirming:

- a) This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act where a risk of prejudice is minimised by the holding of the whole or the relevant part of the proceedings of the meeting in public; and
- b) The general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter and the specific grounds for the passing of this resolution are as follows:

General subject of each matter to be considered	Ground(s) under section 48(1) for the passing of this resolution	Interest
Item PE6: Flood Affected Properties	Section 7(2)(g)	To maintain legal professional privilege.

Mayor Dow | Deputy Mayor Christison

Carried

The public were excluded from the meeting at 1.02pm and readmitted at 2.42pm. Councillor Woodward left the meeting at 1.55pm.

Meeting closure

Katinga o te hui

Mayor Dow declared the meeting closed at 2.42pm.

Adoption of Minutes

Resolution to be added.

Version control

Version	Status	Date	Description
1.0	Draft	23 June 2026	Initial draft prepared following the meeting
2.0	Confirmed	[insert adoption date]	Minutes adopted by the Ōtorohanga District Council



Ōtorohanga District Council

Open Minutes

Date: 30 June 2026

Time: 10am

Location: Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga

Meeting type: Ordinary

Public access: Open to the public

Livestream and recording: Recorded and loaded to YouTube

Open Minutes of an ordinary meeting of Ōtorohanga District Council held in Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council 17 Maniapoto Street, Ōtorohanga, on Tuesday, 30 June 2026 at 10.00am.

Tanya Winter, Chief Executive

22 July 2026

Ōtorohanga District Council membership

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
Rangiātea Councillor	Jaimee Tamaki	Attended
Waipā Councillor	Michael Woodward	Attended
Wharepūhunga Councillor	Shane Carr	Attended

ŌDC senior staff in attendance

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

Chairperson's Certification

These open minutes of the ordinary meeting of the Ōtorohanga District Council held on 30 June 2026 are confirmed as a true and correct record of the proceedings of that meeting.

_____ Chairperson _____ Date:

Opening formalities	Ngā tikanga mihimihi	
Opening prayer/reflection/words of wisdom		5
Apologies		5
Public forum	None	5
Late items		5
Declaration of conflict of interest		5
Confirmation of minutes	26 May 20226 Ordinary 09 June 2026 Extra-ordinary	6
Mayor Dow's verbal report		6

Decision reports	Ngā pūrongo whakatau	
Item 47 Adoption of Annual Plan 2026/27		6
Item 48 Rates Resolution 2026/27		7
Item 49 February 2026 Severe Weather Event Recovery Action Plan		13
Item 50 Older Persons Housing Policy		14

Information only reports	Ngā pūrongo mōhiohio anake	
Item 51 Mayor's Taskforce for Jobs Community Employment Programme 2025/26 update		15
Item 52 Finance report to 31 May 2026		16

Other business	Ētahi atu take	
Councillor updates		17
Resolution Register		18

Public excluded**Take matatapu**

Item 53	Recommendation to exclude the public for Items PE7 and PE8	19
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Closing formalities**Ngā tikanga whakakapi**

Closing prayer/reflection/words of wisdom	Karakia/huritao/whakataukī	19
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Workshops**Hui awheawhe**

1	Peter Stubbs and Kelvin French on CoLab	Open to the public
2	Monthly discussion with the Chief Executive	Public not permitted
3	Post weather event flood assessment – Te Miro in attendance	Public not permitted
4	Head Start proposal	Open to the public

Commencement of meeting

Mayor Dow declared the meeting open at 10.00am.

Opening prayer/reflection/words of wisdom

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

Apologies

There were no apologies tendered.

Public forum

There were no requests to speak.

Late items

There were no late items.

Declaration of conflict of interest

Resolved C74: That Ōtorohanga District Council:

- a) **RECEIVE** the declaration of interest from Councillor Tayla Barclay in relation to Item 51 – Mayor’s Taskforce for Jobs Community Employment Programme 2025/26 Update;
- b) **NOTE** that Councillor Barclay will leave the meeting table and take no part in the discussion or decision on that item as a councillor;
- c) **NOTE** that Tayla Barclay is a member of the Mayor’s Taskforce for Jobs delegation in her personal capacity; and
- d) **DIRECT** that the declaration be recorded in the Conflicts of Interest Register.

Councillor Tamaki | Deputy Mayor Christison

Confirmation of minutes

Several requests for amendments were received. The Open Minutes of both meetings were not confirmed, and the corrected versions will be re-presented for consideration at the July meeting.

Mayor Dow's verbal report

Mayor Dow attended the Ōtorohanga Riding for Disabled prize-giving and presented several awards, including to a horse. He was invited to a movie set where actor Jack Black was in attendance.

He attended the Waikato Waters announcement with Minister Watts, the opening of the Cambridge wastewater plant followed by a Mayors meeting with the Minister on the Head Start amalgamation issue. He had attended Head Start meetings including Mayoral Forum, Mayoral/iwi chairperson meetings, and various community meetings. There were Local Government New Zealand online meetings also with Minister Watts and the Department of Internal Affairs for Head Start.

He attended the launch of the Ōtorohanga tourism 'tool kit' at the Ōtorohanga Kiwi House.

ŌDC's regulatory staff organised a social 'meet and greet' event for people involved in planning and regulatory activities such as builders which he attended. He attended the annual Farmers' Night event at the Ōtorohanga Club.

Resolved C75: That Ōtorohanga District Council receive the verbal update from Mayor Dow.

Councillor Jeffries | Councillor Carr

Decision reports

Item 47 -Adoption of Annual Plan 2026/27

ŌDC's Nardia Gower presented the Annual Plan 2026/27 and advised that it had been developed through a series of Council workshops to refine the work programme, budgets and rates requirements for Year 3 of the Long-Term Plan 2024–34. She advised ODC had previously endorsed the proposed direction, and as the amendments were operational in nature and did not constitute a significant or material departure from the Long-Term Plan, formal consultation was not required.

Ms Gower advised adoption of the Annual Plan would confirm the budget for the 2026/27 financial year and enable the setting of rates to be considered in the following Item.

During discussion, Members sought clarification on a number of matters, including the Jim Barker Memorial Playground renewal programme, Huiputea Reserve development planning, tourism funding, community board budget allocations, sport funding arrangements, waste management costs, financial terminology, papakāinga infrastructure, and the audit requirements for annual plans.

ŌDC's Brendan O'Callaghan and Ms Gower provided clarification and noted a number of minor amendments to improve accuracy and clarity prior to publication. The amendments included but were not limited to:

- a) Noting the turf replacement at the Jim Barker Memorial Playground is to be covered by the February weather event insurance claim.
- b) Updating the project page on the Connecting Ōtorohanga website to reflect the details of the Huiputea Reserve development.
- c) Clarification that the budget for tourism was reduced from \$70k to \$35k in the approved long-term plan, and the tourism playbook work was completed within that adjusted budget.
- d) Amending the funding source cited for the Rural Sports Travel Fund (identified as Sport NZ rather than Sport Waikato).

Resolved C76: That Ōtorohanga District Council **ADOPT** the 2026/27 Annual Plan.

Councillor Woodward | Councillor Jeffries

Item 48 - Rates Resolution 2026/27

ŌDC's Brendan O'Callaghan (Project Accountant) presented the Rates Resolution 2026/27 and advised that, following adoption of the Annual Plan 2026/27, ŌDC was required to adopt the rates resolution to set the rates for the financial year commencing 1 July 2026.

He advised that the staff recommendation reflected the rating information contained in the Annual Plan and also set the water rates, rates due dates and penalty dates for the 2026/27 year. Mr O'Callaghan advised that, following adoption of the resolution, staff would complete the required year-end rating system processes and strike the rates based on the adopted factors.

ŌDC's Tanya Winter noted that if any error was identified in the adopted rates resolution, the matter would need to be brought back to ŌDC for a further resolution before the rates could be struck on the corrected basis. It was noted that any delay in correcting and re-adopting the rates resolution could affect the timing of the rating process, including the striking of rates, preparation of rates assessments, and associated system and finance work scheduled for the commencement of the 2026/27 financial year.

ŌDC's Graham Bunn advised that the rates resolution was subject to a number of checks before the staff recommendation was presented, including staff review processes intended to confirm the accuracy of the rating information presented to ŌDC.

During discussion, Members recorded concern regarding the increase to the Kāwhia refuse rate and noted that the increase may create affordability pressure for some ratepayers. In response to a query about whether a ratepayer could opt out of a service such as refuse collection, Mr O'Callaghan advised that ratepayers could not generally opt out of a service where the rate applied. He noted that, in limited

circumstances such as bare land where the service was not used, a remission may apply even though the rate was still assessed.

Members also queried whether the rates resolution report should include reference to the overall average rates increase, noting that while this information was included in the Annual Plan, members of the public may look to the rates resolution report for that information. Ms Winter was clarified that the public agenda report itself could not be amended at the meeting, but ŌDC could include an additional resolution or comment if members wished to record the matter.

Members referred to the use of the rates calculator as a practical tool to help ratepayers understand the effect of the adopted rates on their individual properties. In response, Mr O’Callaghan advised that the rates calculator would be updated following adoption of the Annual Plan and Rates Resolution, to enable ratepayers to estimate the effect of the adopted rates on their individual properties.

Members queried whether a remission for non-use of land needed to be applied for each year. Staff confirmed that the remission must be applied for annually so that eligibility can be assessed for each rating year.

Resolved C77: That Ōtorohanga District Council:

- a) **ADOPT** the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing 1 July 2026 and ending on 30 June 2027.

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

1. ŌTOROHANGA DISTRICT

a. General Rate

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

b. Uniform Annual General Charge

A Uniform Annual General Charge of \$650.52000 per rating unit, set under section 15 of the Local Government (Rating) Act 2002.

2. ŌTOROHANGA COMMUNITY

a. Ōtorohanga Community Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the Ōtorohanga Community area, assessed on a differential basis as described below:

- i. a rate of 0.0008889 cents in the dollar of capital value on every rating unit in the “commercial” category.
- ii. a rate of 0.0003556 cents in the dollar of capital value on every rating unit in the “residential” category.

b. Ōtorohanga Community Uniform Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$119.65000 per rating unit on all rating units within the Ōtorohanga Community area

3. KĀWHIA COMMUNITY**a. Kāwhia Community Targeted Rate**

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0006120 cents in the dollar of capital value on all rating units within the Kāwhia Community area.

b. Kāwhia Community Uniform Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$145.04000 per rating unit on all rating units within the Kāwhia Community area

4. TARGETED LOAN RATES**a. Ōtorohanga Sewage Treatment Loan Rate**

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the Ōtorohanga Community area, assessed on a differential basis as described below:

- i. a rate of 0.0004945 cents in the dollar of capital value on every rating unit in the “commercial” category.
- ii. a rate of 0.0001978 cents in the dollar of capital value on every rating unit in the “residential” category.

b. Ōtorohanga Water Supply Loan Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 on every rating unit within the Ōtorohanga Community area, assessed on a differential basis as described below:

- i. a rate of 0.0001073 cents in the dollar of capital value on every rating unit in the “commercial” category.
- ii. a rate of 0.0000537 cents in the dollar of capital value on every rating unit in the “residential” category.

c. Kāwhia Water Supply

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0002770 cents in the dollar of capital value on all rating units within the Kāwhia Community area.

d. Arohena Rural Water Supply

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0000107 cents in the dollar of capital value on all rating units within the Arohena Rural Water Supply Area.

5. TARGETED RATES**a. Roading**

- i. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 made of 0.0005706 cents in the dollar of capital value on all rating units within the Ōtorohanga District.

- ii. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$352.83000 per rating unit on all rating units within the Ōtorohanga District.

b. Security Patrol

- i. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of 0.0004909 cents in the dollar of capital value on all rating units within the "Security Patrol Area" in the Ōtorohanga Community.
- ii. A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$425.93000 per rating unit on all rating units within the "Security Patrol Area" in the Ōtorohanga Community.

c. Kāwhia/Aotea Seawall Targeted Rate

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$207.68000 per rating unit on all rating units within the Aotea Community.

d. District Halls

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 for all rating units within the defined hall areas as follows:

HALL SEPARATE RATING DISTRICT	RATE IN \$	RATING SYSTEM	UNIFORM ANNUAL CHARGE	
Arohena	0.0000100	capital value	\$45.00	Per rating unit
Kio Kio	0.0000060	capital value	\$20.00	Per rating unit
Tokanui Crossroads	-		\$20.00	Per rating unit
Puketotara/ Ngutunui	0.0000090	capital value	\$12.00	Per rating unit
Ōtewā	-		\$25.00	Per rating unit
Honikiwi	0.0000130	capital value	-	

6. TARGETED REFUSE RATES

a. Ōtorohanga Community

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$185.72000 per separately used or inhabited part on all rating units within the Ōtorohanga Refuse Collection Area.

b. Kāwhia Community

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$438.00000 in respect of each separately used or inhabited part of a rating unit in the Kāwhia Refuse Collection Area.

7. TARGETED WATER RATES

a. Kāwhia Community

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$841.30000 on every separately used or inhabited part of a rating unit, which receives an ordinary supply of water within the Waipā Community.

8. TARGETED SEWERAGE RATES

A Targeted Rate set under section 16 of the Local Government (Rating) Act 2002 of \$728.42000 for the first water closet or urinal and \$0 for the second to fourth, \$44.44000 for subsequent closets or urinals, on every separately used or inhabited part of a rating unit connected, either directly or through a private drain to the Ōtorohanga Community Sewerage Scheme.

9. TARGETED RATES FOR WATER SUPPLY**a. Ōtorohanga Community**

- i. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$2.00 per cubic metre of water consumed, for each rateable rating unit connected to the Ōtorohanga Community Water Supply.
- ii. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$220.00 per meter for each separate rating unit whether rateable or non-rateable receiving a supply from the Ōtorohanga Community Water Supply.

b. Kāwhia Community

- i. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$1.60 cents per cubic metre of water consumed in excess of 220 cubic metres, for each rating unit, whether rateable or non-rateable, within the Kāwhia Community on a metered supply.
- ii. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$1.60 cents per cubic metre of water consumed in excess of 220 cubic metres, for each rating unit, whether rateable or non-rateable, outside the Kāwhia Community on a metered supply, with a minimum charge of \$841.30.
- iii. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$125.00 per meter for each separate rating unit whether rateable or non-rateable receiving an extraordinary supply from the Kāwhia Community Water Supply.

10. RURAL WATER SUPPLIES

- i. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.80 cents per cubic metre of water consumed, whether rateable or non-rateable, within the Arohena Rural Water Supply Area.
- ii. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$750.00 per meter within the Arohena Rural Water Supply Area.
- iii. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$0.63 cents per cubic metre of water consumed, whether rateable or non-rateable, within the Ranginui Rural Water Supply Area.
- iv. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$2,200.00 for the first meter per property within the Ranginui Rural Water Supply Area.
- v. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$1.95 per cubic metre of water consumed, whether rateable or non-rateable, within the Tihiroa Rural Water Supply Area.
- vi. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$1,200.00 per meter within the Tihiroa Rural Water Supply Area.
- vii. A targeted rate for water supply, set under section 19 of the Local Government (Rating) Act 2002, of \$1.45 cents per cubic metre of water consumed, whether rateable or non-rateable, within the Waipā Rural Water Supply Area.

viii. A targeted rate for water supply, set under section 16 of the Local Government (Rating) Act 2002, of \$600.00 per meter within the Waipā Rural Water Supply Area

b) **ADOPT** the definitions for its differential categories set out in the funding impact statement contained in the 2026/27 Annual Plan as its differential rating categories for the year.

c) **SETS**, with the exception of water by meter charges as identified on c) & d) below, that all rates will be payable in two equal instalments with the due dates for payment being:

Instalment One	28 August 2026
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Instalment Two	26 February 2027
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d) **SETS** that water by meter charges for those connected to the Ōtorohanga Community Water Supply, will be payable in four instalments with the due dates for payment being:

Instalment One	27 November 2026
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Instalment Two	26 February 2027
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Instalment Three	28 May 2027
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Instalment Four	27 August 2027
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e) **SETS** that water by meter Charges for those connected to the Kāwhia Community Water Supply and all Rural Water Supplies for the year ending on 30 June 2027 will be assessed in two instalments, which will become due and payable on the following dates:

Instalment One	26 February 2027
----------------	------------------

Instalment Two	27 August 2027
----------------	----------------

f) **SETS** the following penalties will apply as follows:

a. A charge of 10 percent on so much of any instalment, excluding metered water charges, that has been assessed after 1 July 2026, and which is unpaid after the due dates below:

Instalment One	28 August 2026
----------------	----------------

Instalment Two	27 February 2026
----------------	------------------

b. A charge of 10 percent on so much of any metered water charges, excluding for those connected to the Ōtorohanga Community Water Supply, that have been assessed after 1 July 2026, and which is unpaid after the due dates below:

Instalment One	26 February 2027
----------------	------------------

Instalment Two	27 August 2027
----------------	----------------

c. A charge of 10 percent on so much of any metered water charges for those connected to the Ōtorohanga Community Water Supply, that have been assessed after 1 July 2026, and which is unpaid after the due dates below:

Instalment One	27 November 2026
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Instalment Two	26 February 2027
----------------	------------------

Instalment Three 28 May 2027

Instalment Four 27 August 2027

- d. A charge of 10 percent on so much of any rates, excluding metered water charges, assessed before 1 July 2026 that remain unpaid on 1 July 2026
- e. A further amount of 10 percent on any rates, excluding metered water charges, to which a penalty has been added under (d) if rates remain unpaid on 1 January 2027.

g) CONFIRM rates shall be payable at any of the following places:

- a. The council offices, 17 Maniapoto Street, Ōtorohanga or any temporary Council offices as they are established.
- b. Using online banking or direct debit facilities established by the Council.

Councillor Carr | Mayor Dow

Item 49 - February 2026 Severe Weather Event Recovery Action Plan

ŌDC's Nardia Gower presented the report and advised that the report brought together several months of recovery work into a single practical framework. She noted that ŌDC had received a number of updates and workshops since the February event on both the response and recovery phases, including the impacts and recovery work underway across the different sectors.

Ms Gower advised that the action plan did not represent the start of the recovery work but captured the work in one place and provided a clear framework for how recovery would be coordinated and monitored. She noted that ŌDC was being asked to endorse, rather than adopt, the document, reflecting that recovery was dynamic and that the action tables would continue to evolve as projects were completed, new information became available, funding pathways were confirmed, and responsibilities transitioned back to business as usual.

Ms Gower advised that the front section of the document provided the context, governance and recovery approach, while the action tables in the back section formed the core of the plan. She noted that the document also marked a transition point, as the dedicated recovery office was beginning to scale down while recovery itself was not yet complete. The plan would provide an ongoing roadmap to ensure remaining work continued in a coordinated and transparent way. She also advised that a separate exit strategy was under development to provide clarity and transparency for the transition back to business as usual.

Members noted the plan reflected a holistic approach and a strong community focus, acknowledged the work of Ms Gower and the wider team, and noted the importance of ŌDC's role as an anchor organisation for communities during times of need.

Resolved C78: That Ōtorohanga District Council:

- a) **ENDORSE** the February 2026 Severe Weather Event Recovery Action Plan attached as Appendix 1 as the guiding framework for ŌDC's recovery programme.
- b) **NOTE** that the Recovery Action Plan is a living document and will continue to be updated as recovery actions unfold, and that only significant changes requiring governance decisions will be reported back.

Councillor Woodward | Councillor Kete

Item 50- Older Persons Housing Policy

ŌDC's Keri Downs (Senior Property Advisor) presented report. She advised that the key decision for ŌDC related to the proposed rent increases, which needed to apply at the same percentage of market rent across the three older persons housing complexes. She noted that the Ōtorohanga Community Board had proposed a three-year phased pathway to 75% of market rent, commencing at 65% in the 2026/27 year.

ŌDC's Graham Bunn provided clarification regarding the information he had presented to the Community Boards. He advised that he had misinterpreted the table relating to the Ministry of Social Development accommodation supplement/subsidy information when presenting to the Boards. He explained that the table showed the net effect rather than the actual increase in subsidy, and that the impact on tenants was more favourable than he had originally presented.

Mr Bunn advised that, in relation to Kāwhia, the Kāwhia Community Board had recommended 60% of market rent, but that the corrected interpretation meant that 65% of market rent was likely to have a similar net effect to the Board's proposed position. He noted the importance of communicating back to the Community Boards after Council's decision to close the loop and explain the corrected position.

Councillor Jeffries queried whether the Board recommendation was being accepted, noting that the report asked ŌDC to note the Community Board recommendations rather than adopt or approve them. Staff clarified that the staff recommendation was not to adopt the Kāwhia Community Board's recommended 60% benchmark. ŌDC could either accept the staff recommendation or choose to adopt the Community Board's recommended position.

During discussion, Members considered the proposed housing policy settings, including eligibility criteria, use of discretion in exceptional circumstances, waiting list management and tenant need. Staff advised that there was a waiting list for older persons housing and that allocation was not simply on a next-in-line basis. Staff considered relevant factors such as local connection, family connection, and level of need when assessing applicants. Members discussed the role of discretion within the policy and noted the value of a case-by-case approach, particularly given ŌDC's small district context and ability to understand individual circumstances.

Members also discussed the proposed removal of curtains from the list of standard finishes. Following discussion, there was support for retaining curtains as standard furnishings within the policy, noting that tenants could still choose to install their own curtains if they wished and that any damage would be addressed through the bond arrangements. Staff advised that a bond equivalent to four weeks' rent was payable.

Resolved C79: That Ōtorohanga District Council:

- a) **NOTES** the recommendations received from the Kāwhia Community Board and the Ōtorohanga Community Board;
- b) **ADOPTS** the updated Older Persons Housing Policy;
- c) **APPROVES** a phased rent benchmark for the older persons housing portfolio to 75% of market rent over the next three financial years, being 65% in 2026/27, 70% in 2027/28, and 75% in 2028/29, with implementation to occur in accordance with the Residential Tenancies Act 1986;
- d) **APPROVES** the proposed eligibility changes in the policy, including increasing the minimum age of eligibility from 60 to 65 years while retaining discretion for exceptional cases;
- e) **APPROVES** the proposed income threshold settings set out in the policy;
- f) **APPROVES** the proposed asset threshold settings set out in the policy;
- g) **APPROVES** the proposed rent review settings set out in the policy; and
- h) **APPROVES** the clarification of ŌDC's role as a provider of affordable rental housing in the policy

Councillor Tamaki | Councillor Barclay

Information only reports

Item 51 - Mayor's Taskforce for Jobs Community Employment Programme 2025/26 Update

ŌDC's Nardia Gower was joined by James Towers and Tayla Barclay. Ms Gower presented the report and outlined the ongoing challenges facing the Mayor's Taskforce for Jobs (MTFJ) Community Employment Programme within the current funding and contracting environment. It was noted that ŌDC continued to advocate for contract settings that better reflected local circumstances and enabled earlier intervention with young people before they entered the benefit system.

James Towers of James Towers Consultants Ltd, ŌDC's contracted local delivery provider provided an overview of programme performance during 2025/26, noting that the programme had achieved positive outcomes despite operating challenges and had performed strongly in comparison with other districts nationally.

Members discussed the impact of the revised Ministry of Social Development contract arrangements, including the introduction of a 12-week placement window and the challenges this created for participants

and programme delivery. Discussion also covered the transition from COVID-19 response funding to the current contractual model and the ongoing advocacy work being undertaken to seek improved funding settings.

Further discussion focused on programme reach and accessibility across the district, including service delivery to Kāwhia and coastal communities. Members considered opportunities to strengthen engagement in those areas and discussed the practical support provided to programme participants, including assistance with training, certification and employment-related resources.

Members also noted programme referral numbers and the collection of demographic information to support programme monitoring and reporting.

Resolved C80: That Ōtorohanga District Council **RECEIVE** the report titled 'Mayor's Taskforce for Jobs Community Employment Programme 2025/26 update' by Nardia Gower, Group Manager Strategy and Community.

Deputy Mayor Christison | Councillor Tamaki

Item 52 - Finance Report to 31 May 2026

ŌDC's Brendan O'Callaghan (Project Accountant) presented the Finance Report and advised that it represented the final financial update for the 2025/26 financial year prior to preparation of the Annual Report. Members were advised that insurance claims relating to recent weather events remained in progress and would be reflected in future reporting.

In response to a query from Councillor Butcher regarding increased waste management expenditure, he clarified that the figures presented related to the concluding period of the existing waste management contract, with the new contract not commencing until 1 July 2026.

Councillor Jeffries queried the status of Better Off funding. Mr O'Callaghan advised that the balance of available funding was not held in a reserve, as funding was claimed from the Department of Internal Affairs on a reimbursement basis following expenditure. He noted that funding remained available for approved projects, including seawall works and other eligible expenditure, and that ŌDC had until June 2027 to utilise the remaining funding. Mr O'Callaghan undertook to provide a summary of approved funding, expenditure to date, and remaining available funding at a future meeting.

Resolved C81: That Ōtorohanga District Council **RECEIVE** the report titled 'Finance Report to 31 May 2026' by Brendan O'Callaghan, Project Accountant.

Councillor Carr | Councillor Jeffries

Councillor updates

Councillor Barclay reported attendance at ŌDC workshops, the Tourism Playbook launch, Head Start meetings, iwi engagement activities, a farmers' networking event, and Elevate meetings. She encouraged members to review the Tourism Playbook available on ŌDC's website and noted its value as a resource for tourism operators within the district.

Councillor Barker provided the Words of Wisdom he had prepared for the meeting: *As individuals sitting around this table, we all come from vastly different backgrounds. Each person coming from different background and having diverse experiences but as a group we bring an individuality together to share a common goal to serve and improve our community. Soon, by merger, our councils will expand to include a greater number of individuals and a larger community with more varied needs. While this may be daunting, we should remain open to the opportunities that this might create. Our challenge lies not only in the logistics of amalgamating systems and resources, but in being optimistic and exercising a common sense, adopting a practical attitude to support sound ideas and initiatives to make them work rather finding reasons to say 'no'. And we can't do that. We need to think outside the square. Local government is entering a new phase that what was will be turned on its head. Councils nationwide will have to think differently in order to do their work efficiently. This means innovative ideas. We cannot fall back to the default way that in the fact that it's always been done, because our community pays socially, economically and environmentally when we don't get it right. Ōtorohanga is in the fortunate position to move ahead with our close neighbours. Let's bring our individuality together to strengthen relationships, foster innovation, and create a better community.*

Councillor Barker attended the economic briefing with Brad Olsen, Mayoral Disaster Relief Fund matters, the Ōtorohanga College musical, and the Head Start meeting. He commented positively on the presentations at the Head Start meeting but expressed disappointment at the level of public turnout.

Councillor Butcher reported attendance at various ŌDC workshops, the Kāwhia Community Board meeting on 4 June 2026, the associated Head Start community meeting, the joint Head Start meeting with Waitomo District Council, the Head Start community meeting at Ōtorohanga College, transport subcommittee workshops, and discussions regarding Kāwhia's future involving iwi and regional stakeholders. She also attended the Ōtorohanga College musical and reported a meeting with Phillips Avenue residents regarding road safety and speed concerns. She noted that the discussion had been positive and acknowledged the installation of new road markings intended to reduce vehicle speeds.

Councillor Carr reported attendance at the Long-Term Plan workshop and ŌDC meeting, Mayoral Disaster Relief Fund matters, the Tourism Playbook launch, the joint Head Start meeting with Waitomo District Council, Farmers' Night, and follow-up with constituents regarding road safety matters including concerns about Cundy Road and Waitomo Valley Road. He also reported organising a quiz at Korakonui School and noted interest from the community.

Councillor Jeffries attended ODC meetings and workshops, the Kāwhia Community Board meeting, a Simpson Grierson briefing by Zoom, the economic briefing by Brad Olsen, ŌDC workshops, a Local Government New Zealand briefing, and the joint Head Start meeting in Te Kūiti. He also reported

attendance at the tangi for Callan Stewart (Chief Fire Officer at the Kāwhia station), the Kāwhia Sports Club annual general meeting, and a site visit to the new clubhouse.

Councillor Kete reported attendance at elected member workshops and two Local Government New Zealand online briefings, including a Ministerial presentation on the Head Start programme and a Waikato regional LGNZ session. She noted that both sessions had been informative and valuable.

Councillor Tamaki reported attendance at a number of Local Government New Zealand online hui, including sessions on Head Start and women in local government/leadership. She noted discussion about resilience within elected member networks and the importance of supporting one another.

Councillor Tamaki also reported attendance at the Head Start meeting in Te Kūiti, a Chief Executive committee hui, online Tarata engagement, and Te Rā o Kapa Haka in Te Kūiti, where there was discussion regarding the roundabout on ŌDC's boundary with Waitomo District Council. She also reported discussions relating to local government reorganisation and possible amalgamation issues, including engagement with Martin Fritz, and noted she would follow up with Mayor Dow. Councillor Tamaki also referred to speed limit concerns raised through the Lions Club.

Councillor Woodward reported attendance at meetings and activities associated with the Mayoral Disaster Relief Fund and the Head Start process. He also attended the Head Start community meeting at Ōtorohanga College and commented favourably on the quality of the presentations and discussion.

Deputy Mayor Christison reported attendance at ŌDC workshops, the Kāwhia Community Board meeting and associated Head Start community meeting, the joint Head Start meeting with Waitomo District Council, transport-related workshops, and discussions regarding Kāwhia's future involving iwi and regional stakeholders. She also attended the Ōtorohanga College musical and met with Phillips Avenue residents regarding traffic speed concerns. She thanked staff for their work to implement additional road markings to improve safety outcomes in the area.

Resolution Register

Resolved C82: That Ōtorohanga District Council confirm the removal of Resolutions C25 and C64 from the Register.

Councillor Woodward | Councillor Jeffries

Public Excluded Reports

Resolved C83: That the Ōtorohanga District Council exclude the public from the following parts of the proceedings of this meeting confirming:

- i) 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
- j) The general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter and the specific grounds for the passing of this resolution are as follows:

General subject of each matter to be considered	Ground(s) under section 48(1) for the passing of this resolution	Interest
Item PE7: Recommendation from Kāwhia Community Board	Section 7(2)(c)(ii)	To protect information that is subject to an obligation of confidence, where release would be likely to prejudice the future supply of similar information and it is in the public interest that such information continues to be supplied.
Item PE8: Chief Executive Draft Key Performance Initiatives and Personal Development Plan for 2026/2027	Section 48(1)(a)	To protect the privacy of natural persons, including that of a deceased person, under section 7(2)(a).
Item PE9: Councillors' survey as input for the Chief Executive annual performance review	Section 48(1)(a)	To protect the privacy of natural persons, including that of a deceased person, under section 7(2)(a).

Mayor Dow | Councillor Barclay

The public were excluded from the meeting at 12.24pm.

Closing prayer/reflection/words of wisdom

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

Meeting closure

Mayor Dow declared the meeting closed at 12.58pm.

Workshops**Hui awheawhe**

- | | | |
|---|---|----------------------|
| 1 | Peter Stubbs and Kelvin French on CoLab | Open to the public |
| 2 | Monthly discussion with the Chief Executive | Public not permitted |
| 3 | Post weather event flood assessment – Te Miro in attendance | Public not permitted |
| 4 | Head Start proposal | Open to the public |

Mayor Dow's verbal report

Te pūrongo ā-waha a te kahika

The Mayor will give a verbal update on activities since the previous ordinary meeting. If the Mayor is absent, the item will lapse.

Staff recommendation

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

Decision reports

Ngā pūrongo whakatau

Reports in this section contain recommendations for a decision.

Item 54 Determinations of Draft Ōtorohanga District Alcohol Fees Bylaw 2026 and Approval of the Statement of Proposal for Consultation

To Ōtorohanga District Council

From Tony Quickfall, Group Manager Regulatory and Growth

Type **DECISION REPORT**

Date 28 July 2026



1. Purpose | Te kaupapa

- 1.1. To seek direction on setting alcohol licensing fees, thereby determining if a Draft Ōtorohanga District Alcohol Fees Bylaw is required.
- 1.2. To seek approval of the Statement of Proposal for Consultation on Draft Ōtorohanga District Alcohol Fees Bylaw 2026.

2. Executive summary | Whakarāpopoto matua

- 2.1. Ōtorohanga District Council (ŌDC) administers alcohol licenses set by the Sale and Supply of Alcohol (Fees) Regulations 2013 (the Regulations). This is a statutory obligation on ŌDC along with administering the District Licensing Committee (DLC). The DLC is an independent committee run in conjunction with Waipa, Waitomo and Ōtorohanga Councils. Alcohol licensing is undertaken by ŌDC's Environmental Health Officer (EHO), noting this is only one of several EHO functions.
- 2.2. The Regulations provide default fees that are payable by users of the licensing function under the Sale and Supply of Alcohol Act 2012 (the Act). This means the fees are not set by ŌDC.
- 2.3. The actual cost of regulating alcohol licenses comprises staff time and administering the District Licensing Committee. The fees set by the Regulations have not increased since they came into force in 2013 and do not cover the full cost of the processes associated with licensing activities.
- 2.4. Fees are recovered under a fees schedule that is prescribed. Total annual costs to ŌDC of administering alcohol licenses are \$87,145. Current cost recovery without alcohol fees bylaw is 30%. Ratepayers have been subsidising these costs and this is expected to grow year on year.
- 2.5. The only way ŌDC can change the fees is if a bylaw is developed, specifically for this purpose¹. Therefore, it is recommended to introduce the Ōtorohanga District Alcohol Fees Bylaw (the Bylaw) to enable greater cost recovery.

¹ Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013

- 2.6. Section 405 of Sale and Supply of Alcohol Act 2012 (the Act) permits making an alcohol fees bylaw to increase the fees and charges prescribed for alcohol licensing matters. Under section 405(4) of the Act, ŌDC must consult with affected persons including ŌDC's licensees and relevant stakeholders.
- 2.7. While ŌDC does not have a bylaw, many councils (including Waitomo and Waipā) are using the bylaw powers to achieve greater cost recovery. Waitomo's and Waipā's bylaws were adopted in 2025, and over a 2-year period they will be increasing their fees to achieve closer to 100% cost recovery.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council:

- a) **PROPOSES** to set alcohol licensing fees.
- b) **DETERMINES** that a Draft Ōtorohanga District Alcohol Fees Bylaw is required.
- c) **DETERMINES** that the draft Bylaw does not give rise to implications under the New Zealand Bill of Rights Act 1990 (NZBORA).
- d) **APPROVES** the Statement of Proposal, which includes the Draft Ōtorohanga District Alcohol Fees Bylaw 2026, for public consultation.
- e) **CONFIRMS** that the public consultation period begins on 10 August 2026 and concludes on 14 September 2026.
- f) **AUTHORISES** the Chief Executive to make any editorial or layout changes to the Statement of Proposal that may be necessary before it is made publicly available.

4. Context | Horopaki

Sale and Supply of Alcohol (Fees) Regulations 2013

- 4.1. The Regulations specify the fees that can be charged and how fees are established for alcohol licensing related functions of territorial authorities.

Sale and Supply of Alcohol Act 2012

- 4.2. Section 405 of the Act provides the legal framework for the sale, supply and consumption of alcohol and the associated systems of control and licensing. This section permits making an alcohol fees bylaw to increase the fees and charges prescribed for alcohol licensing matters. Under section 405(4) of the Act, ŌDC must consult with affected persons including the ŌDC's licensees and relevant stakeholders.

Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013

- 4.3. This allows local authorities to enact bylaws to prescribe their own alcohol licence fees. The Order does not apply to Manager Certificates because section 11 Regulations states that if fees for Manager's Certificate applications were to increase, they would need to change uniformly across the country. Manager's Certificates can be issued by any District Licensing Committee and used anywhere in the country irrelevant of where they are issued.

5. Discussion | He kōrerorero

Determinations

- 5.1. Under section 155 of the Local Government Act 2002 (LGA), ŌDC is required to determine whether a bylaw is the most appropriate way of addressing the perceived problem, determine whether the proposed bylaw is the most appropriate form of bylaw, and determine that the proposed bylaw is not inconsistent with the New Zealand Bill of Rights Act 1990 (NZBORA). This determinations report fulfils the first requirement of section 155, an assessment against the NZBORA to be completed when a proposed draft bylaw is presented to ŌDC for consideration.

Perceived Problem Analysis

- 5.2. ŌDC staff have undertaken a comprehensive review of the current alcohol licencing costs. The current cost recovery without an alcohol fees bylaw is 30% (\$26,143) of the total costs associated with the administration and monitoring of alcohol licences with the remainder of the shortfall being funded through rates.
- 5.3. It is proposed to increase the fees and charges prescribed for alcohol licensing matters by making an alcohol fees bylaw. The Draft Ōtorohanga District Alcohol Fees Bylaw 2026 is included as part of **Appendix 1**. The proposed new Bylaw ensures that ŌDC can continue to provide essential services without relying on a high level of subsidisation by ratepayers.
- 5.4. Making a bylaw of this nature is permitted under section 405 of the Act and the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013 (Order).

Administering Alcohol Licensing

- 5.5. The alcohol licensing fees are comprised of two components:
- The application fee paid when obtaining or renewing an already issued licence; and
 - The annual fee paid annually for premises licences.
- 5.6. The application fee/renewal fee is paid on the initial application, then the first renewal (after one year), then every three years after that. There are also application fees for special licences, temporary authorities and temporary licences. The annual fee covers monitoring of the licence to make sure conditions set on the licence are being met.
- 5.7. The actual cost of regulating alcohol licenses comprises staff time and administering the DLC. The DLC make all the decisions on the issue of alcohol licenses. Annual costs are made up of:

Alcohol licensing proportion of EHO's staff time (salary and overheads)	\$80,509
Administration of District Licencing Authority ²	\$6,636
Total	\$87,145

² Member fees and logistical costs e.g. hearings.

- 5.8. ŌDC staff investigated two options to shift the costs from ratepayer subsidisation of alcohol licensing, to a more user pays regime. This change to user pays also recognises that most of the benefits of the alcohol license regime are private benefits, while alcohol harm, attributed to a private benefit, comes at a public cost.
- Option 1: recovering 100% of fees from commercial premises and a lower percentage from clubs.
 - Option 2: Increasing fees by 70% uniformly achieving closer to 100% cost recovery over a period of 2 years in line with approach taken by Waitomo's and Waipā's implementation of their Alcohol Fee Bylaws.

Analysis of the options based on the legislative framework

Option 1 - recovering 100% of fees from commercial premises and a lower percentage from clubs

- 5.9. Under Regulation 7(2)(a) of the Act, fees must be set in the context of the cost/risk rating (Regulation 5) and resulting fees category (Regulation 6). The framework classifies premises by an objective cost/risk score (type of premises, trading hours, enforcement history) into Very Low through Very High categories, with set fees attached to each category.
- 5.10. The Regulations already account for the fact that many commercial premises create higher regulatory costs. For example, taverns, nightclubs and supermarkets tend to score higher on the cost/risk weightings than most clubs, so they land in higher fee categories.
- 5.11. Due to this requirement ŌDC can't impose a flat percentage split that overrides the category outcome as this would bypass the cost/risk methodology.
- 5.12. Although, there is a narrower discretion under Regulation 6(4) to step individual premises down one category where circumstances justify it, Regulation 5's cost/risk weightings for club premises already have lower weightings than commercial on-licence/off-licence types.
- 5.13. Below table shows the typical licensing fees currently paid by various premises in the district.

Table 1: current licensing fees by premises, GST included

Premises	Risk Ranking	Application fee	Annual fees
Off-licence (bottle store, supermarket)	Medium	\$816.50	\$632.50
Off-licence (remote sales /manufacturer)	Low	\$609.50	\$391.00
On-licence (hotel, pub, tavern)	Medium	\$816.50	\$632.50
On-licence (restaurant, café)	Low	\$609.50	\$391.00
Club licence class 1 (Large club 1000 of purchase age) and which, in the opinion of the relevant TA, operate in the nature of a tavern (for example a large working men's club, combined clubs, or large 'cossie' clubs))	Medium	\$816.50	\$632.50

Premises	Risk Ranking	Application fee	Annual fees
Club licence class 3 (fewer than 250 members of purchase age) and which operate a bar for 40 hours or less per week (for example small sports clubs like bowling clubs, golf clubs, bridge clubs, and small RSAs))	Very-low	\$368.00	\$161.00
Club licence class 2 (not fit into the above)	Low	\$609.50	\$391.00

5.14. As seen in the above table, the licensing fees paid by clubs are typically lower than commercial premises (except for the Ōtorohanga Returned and Services Association (RSA) which is covered by the Ōtorohanga Club license).

Option 2 - A stepped increase over two years

- 5.15. Option 2 provides a stepped increase to allow business owners time to adjust and aligns with the cost/risk framework as per the regulation.
- 5.16. Hence, as option 1 overrides the cost/risk framework, ŌDC staff recommend proceeding with option 2 achieving closer to 100% cost recovery. At a 35% fee increase (comparable to Waitomo) this equates to an additional \$34,858 per annum, or a 0.19% annual transfer from rates to user pays over the two years.
- 5.17. Expenditure for alcohol licensing in the 2025/26 financial year totalled approximately \$87,145³. ŌDC received \$26,143.00 (including GST) through fees. This means the current fees covers 30% of the total cost of the administration and monitoring of alcohol licences.
- 5.18. With increasing costs over the 2-year period and some fees on a 3-year cycle the cost recovery is likely to be 90-95% once the two fee increases are implemented. With a Bylaw in place, regular review of the fees can be undertaken to retain a high percentage of cost recovery. A percentage of public benefit could be retained recognising the benefit of having well run licenced premises and clubs.
- 5.19. The costs associated with the activities relate to employing the alcohol licensing inspectors, associated administration functions, the cost of reimbursing the expenses of the District Licencing Committee and overhead costs. The only exception to this is the fees for Managers' Certificates which cannot be changed and any cost shortfall for this area cannot be directly recovered from these applications certificate under section 11(2) of the Regulations.
- 5.20. The proposed bylaw will increase fees for alcohol premises annual and application fees as well as application fees for special licences and temporary authorities. The Bylaw will not impact Manager's Certificate fees.
- 5.21. Fees will be set in proportion to the costs to ŌDC for each category of licence (on-licence, off-licence, or club licence). The proposed bylaw seeks to increase the current licence fees by 35% in 2027/28,

³ This costing includes fees paid to the Alcohol Regulatory Licencing Authority, District Licencing Committee, Waipa District Council for providing the Licencing Inspector service, and ŌDC staff time.

followed by a further 35% in 2028/29, and then a review will be undertaken to determine what future increases are required to ensure appropriate cost recovery thereafter.

- 5.22. Introducing the Bylaw would ensure those who use the alcohol licensing services contribute an appropriate share of the costs of licensing, education, monitoring, and enforcement.
- 5.23. Below table shows the estimated worst-case costs associated with the processing of a licence application. The proposed fees increase is set at 35%. This is in line with the increase in labour market inflation since 2013 when the fees were set by the Regulations as well as taking into account the original fees not covering costs and the bylaw review period. The risk-based nature of the fees also fails to recognise that all licence applications follow the same process so use similar amounts of time. There is also no direct cost recovery, such as when hearings are required.

Table 2 Estimate of hours and costs associated with processing an alcohol licence application

Application	Initial Admin (hours)	Inspector (hours) ⁴	Admin (hours)	DLC (hours)	Secretary (hours)	Total Hours	Approximate Cost
New licence	1.25	10	1.25	1	0.5	14	\$2243
Licence renewal	1	9	1.25	1	0.5	12.75	\$2,043
Special (medium)	1	10	1.25	1	0.5	13.75	\$2203
Special (small)	0.75	4	1	1	0.25	7	\$1122
Managers Certificate	0.75	2.5	1	1	0.25	5.5	\$881.00

Future cost recovery

- 5.24. If the Bylaw is adopted, it is anticipated to come into effect 1 July 2027. It is proposed to include a stepped approach to increases, meaning a further 35 percent increase of the fees on 1 July 2028 to bring the total cost recovery closer to 100 per cent, taking into consideration a percentage of public good.
- 5.25. After the initial and secondary increases, it is intended that the Bylaw can be reviewed as part of any review of ŌDC's Fees and Charges Schedule. The Bylaw would require, as a minimum, a review 5 years after it was made.
- 5.26. The tables below show the application of proposed fee increases.

⁴ Includes report, visit, review of application requiring very little effort, interview.

Table 3: Special licence fees (including GST)

Special Licence Class	Description	Current Fee	Proposed Fee From 1 July 2027 (+35%)	Proposed Fee From 1 July 2028 (+70%)
Class 1	1 large event*: more than 3 medium events**: more than 12 small events***	\$575.00	\$776.25	\$977.50
Class 2	3 to 12 small events: 1 to 3 medium events	\$207.00	\$279.45	\$351.90
Class 3	1 or 2 small events	\$63.25	\$85.38	\$107.53
* large event means an event that the territorial authority believes on reasonable grounds will have patronage of more than 400 people ** medium event means an event that the territorial authority believes on reasonable grounds will have patronage of between 100 and 400 people *** small event means an event that the territorial authority believes on reasonable grounds will have patronage of fewer than 100 people.				

Table 4: On, off, and club licences (including renewals) (including GST)

Fees category for premises	Number of licences in category (July 2026)	Current Application Fee	Proposed Application Fee from 1 July 2027 (+35%)	Proposed Application Fee from 1 July 2028 (+70%)	Current Annual Fee	Proposed Annual Fee from 1 July 2027 (+35%)	Proposed Annual Fee from 1 July 2028 (+70%)
Very low	4	\$368.00	\$496.80	\$625.6	\$161.00	\$217.35	\$273.70
Low	9	\$609.50	\$822.82	\$1036.15	\$391.00	\$527.85	\$664.70
Medium	9	\$816.50	\$1102.27	\$1388.05	\$632.50	\$853.87	\$1075.25
High		\$1023.50	\$1381.72	\$1739.95	\$1035.50	\$1397.92	\$1760.35
Very High		\$1207.50	\$1630.12	\$2052.75	\$1437.50	\$1940.62	\$2443.75
A territorial authority must assign a fees category (very low to very high) to any premises for which an on-licence, off-licence, or club licence is held or sought, based on the type of premises, its trading hours and its enforcement history.							

Table 5: Other fees (excluding GST)

Type	Description	Current Fee	Proposed Fee From 1 July 2027 (+35%)	Proposed Fee From 1 July 2028 (+70%)
Temporary Authority	Section 136(2) of the Act for a temporary authority to carry on the sale and supply of alcohol	\$258.00	\$348.30	\$438.60
Temporary licence	Under section 74 of the Act to sell alcohol pursuant to a licence from premises other than the premises to which the licence relates during repairs etc.	\$258.00	\$348.30	\$438.60
Permanent club charters	The holder of a permanent club charter (as described in section 414 of the Act)	\$550.00	\$742.50	\$935.00
Extract from register	Under section 66(2) of the Act for an extract from a register	\$50.00	\$67.50	\$85.00

- 5.27. The proposed new alcohol fee is not expected to result in substantial increase in revenue immediately, however the changes in funding percentages should be reflected in the Revenue and Financing Policy (RFP) and can be incorporated into the review of the RFP as part of the Long Term Plan 2027-37.

Consultation

- 5.28. ŌDC must consult with affected persons including the ŌDC's licensees and relevant stakeholders. Under section 405(4) of the Act, ŌDC must, to the extent that is reasonably practicable having regard to the circumstances of the particular case, consult the persons the authority has reason to believe are representative of interests likely to be substantially affected by the bylaw.
- 5.29. Prior to public engagement, staff will send a letter to all licensed premises to advise them that ŌDC is consulting on the Bylaw and inviting them to submit.

Other Councils

- 5.30. Waikato councils who have introduced an alcohol fees bylaw include Waipā District Council, Waitomo District Council, and Hamilton City Council, also many other councils around the country.
- 5.31. The Bylaw is the only way ŌDC can change alcohol licensing fees, aligning the charges with the actual costs and inflation. Therefore, emphasising the importance of a new Bylaw as the most appropriate way to set alcohol licensing fees.

Statement Of Proposal

- 5.32. The special consultative procedure in section 86 of the LGA is required to be used when making Bylaws under the LGA. Section 86(2) of the LGA requires a statement of proposal for a Bylaw to include:
- A draft of the bylaw as proposed to be made.
 - The reasons for the proposal.
- 5.33. The statement of proposal in **Appendix 1** to this report complies with these requirements.

Determinations under section 155 of the LGA

- 5.34. Before adopting a Draft Ōtorohanga District Alcohol Fees Bylaw for consultation, ŌDC must make the following determinations:
- That the draft Bylaw is the most appropriate way to address the perceived problem
 - That the draft Bylaw is the most appropriate form of Bylaw.
 - That the draft Bylaw does not give rise to implications under the New Zealand Bill of Rights Act 1990 (NZBORA).
- 5.35. There are no other mechanisms to set the alcohol licensing fees other than introducing a new Bylaw. ŌDC has Bylaw-making powers that allow it to make Bylaws to address the perceived problems.
- 5.36. Staff do not consider the draft Bylaw gives rise to any implications under the NZBORA.

6. Strategic Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. ŌDC's Significance and Engagement Policy require ŌDC to assess the degree of significance of proposals and decisions, which informs the appropriate level of engagement.
- 6.2. Based on the list of criteria for significance listed in the Significance and Engagement Policy, this draft Bylaw is considered to be of medium significance for the people of the District, which corresponds to the 'consult' level of engagement.
- 6.3. Additionally, the Significance and Engagement Policy states that ŌDC will use the special consultative procedure set out in section 83 of the LGA for reviewing Bylaws.
- 6.4. Staff therefore recommend that ŌDC undertake public consultation in accordance with the requirements of the LGA and its Significance and Engagement Policy.
- 6.5. Section 83 of the LGA requires ŌDC to make some specific decisions which are summarised as follows:
- Prepare and adopt a Statement of Proposal.
 - Ensure the Statement of Proposal is publicly available.
- 6.6. Ensure a description of how ŌDC will provide persons interested in the Proposal with an opportunity to present their views.

- 6.7. Ensure a statement of the period (not less than 1 month) within which views on the Proposal may be provided to ŌDC.
- 6.8. Provide an opportunity for persons to present their views to ŌDC in a manner that enables spoken interaction between the person and Elected Members (or delegated representatives) and ensure that any such person is informed about how and when they may take up that opportunity.
- 6.9. The proposed timetable for consultation and the adoption process is:

Key Milestone	Planned timeframe
Council Meeting: adoption of the proposed Bylaw for public consultation	28 July 2026
Letter to current license holders	29 July – 30 July
Consultation Period	10 August - 14 September
Hearing of submitters who wish to speak to their submissions	29 September
Deliberations Council discusses feedback from the community and changes are agreed to if appropriate	29 September
Council Meeting – adoption of a final bylaw	27 October 2026

Mana whenua / Māori

- 6.10. This decision (whether to proceed to consultation on a draft Alcohol Fees Bylaw) has no impact specifically on iwi/Māori.

Strategic alignment

- 6.11. This decision has no bearing on any strategic documents. If ŌDC resolves to proceed with a bylaw, the 2027 Long Term Plan activity public/private cost/benefit split will need to reflect ŌDC's decision on transferring alcohol licensing fees from public (subsidised) to private (user pays).
- 6.12. In respect of Local Government reform, a decision to proceed with a consultation on the draft Bylaw has no material impact on any future Local Government reorganisation (potentially from the end of 2028). ŌDC would continue to benefit from the financial benefits of increased cost recovery, from 1 July 2027.

Legal

- 6.13. This report is prepared in accordance with the relevant legislation and there are no legal implications.

Financial

- 6.14. There are no financial implications in making the decisions set out in the recommended resolutions. Waitomo DC staff are supporting this process, and this is budgeted for in operating budgets.

Risk analysis

- 6.15. There is very little risk involved in consulting on the proposed Bylaw. The Statement of Proposal has been prepared to fulfil the requirements of sections 83 and 87 of the LGA. A consultation period of 1 month allowing public submissions has been suggested which meets the legislative requirement.

7. Options analysis | Tātari Kōwhiringa

Options summary of considerations:

	Option 1	Option 2
Summary	Set the alcohol licensing fees, thereby determining a Draft Ōtorohanga District Alcohol Fees Bylaw as the most appropriate way to set alcohol licensing fees.	Do not set the alcohol licensing fees and retain the fees as set by the Sale and Supply of Alcohol (Fees) Regulations 2013 (i.e. Bylaw does not proceed)
Advantages	• If ŌDC determines a bylaw is appropriate, this initiates a full public consultation process for a proposed bylaw allowing interested parties to provide feedback. • If the bylaw is approved, this provides for improved cost recovery and rates savings (over time) from reduced subsidisation of alcohol licensing. • Many councils in the country have either introduced or consulting on the introduction of an Alcohol Fees Bylaw. ŌDC's approach will be consistent with current practice across other councils.	• Cost saving in not preparing the bylaw.
Disadvantages	• One-off cost of preparing the bylaw (estimated at \$7,940 which is well within operational budgets)	• No opportunity to revise alcohol licensing fees. • Ratepayers continue to heavily subsidise alcohol licensing beyond the assessed public benefit, and this is expected to grow year on year.

Recommended option and rationale

- 7.1. Option 1 is recommended because it is the only available legislative mechanism for ŌDC to address the growing gap between alcohol licensing costs and fee revenue.
- 7.2. Proceeding to consultation enables ŌDC to test community support for a phased user-pays approach, reduces ongoing ratepayer subsidisation of a service that primarily benefits licence holders, supports long-term financial sustainability, and satisfies the statutory requirements of sections 155 and 405 of the relevant legislation before any decision is made.

8. Appendices | Ngā āpitihanga

Number	Title
1	Draft Statement of Proposal – Draft Ōtorohanga District Alcohol Fees Bylaw 2026 and Draft Ōtorohanga District Alcohol Fees Bylaw 2026



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Draft Ōtorohanga District Alcohol Fees Bylaw 2026

STATEMENT OF PROPOSAL

PROPOSAL

Ōtorohanga District Council (Council) is seeking feedback following the development of the Draft Ōtorohanga Alcohol Fees Bylaw 2026 (the Bylaw).

Council is proposing the new Bylaw to set fees and charges for alcohol licences in Ōtorohanga District. Introducing this Bylaw would allow Council to set the amount it charges to alcohol licence holders (e.g. bars, alcohol stores and supermarkets), to help cover costs relating to alcohol licensing.

Council is proposing to increase alcohol licensing charges by 35% in July 2027, followed by a further 35% in July 2028 to bring the total cost recovery closer to 100%. After the initial and secondary increases, the Bylaw will be reviewed as part of review of Council’s Fees and Charges Schedule, with the next review anticipated coming into effect on (to be confirmed).

If the Bylaw is adopted alcohol licensing fees would increase as shown in the Draft Bylaw 2026 (provided as part of this Statement of Proposal). This document includes further information about the proposal, including the reasons for the proposal and the Draft Bylaw.

HAVE YOUR SAY

Before making any final decisions, Council would like to know your views. You can tell us what you think of this proposal between 10 August to 14 September 2026.

Further information on how to let us know what you think about the proposal is included in this document.

Key dates

Feedback period:	10 August to 14 September 2026
Chat with a Councillor:	xxx
Hearing and Deliberations:	29 September 2026
Decision of Council:	27 October 2026



CONSULTATION DOCUMENT

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Introduction

Council currently use the fees set by legislation; however, these fees have not increased since they came into force in 2013 and do not cover the full cost of the processes associated with licensing activities. This means every time Council processes an alcohol licence it costs more than the fee paid by the licensee.

Ratepayers have been subsidising these costs and this is expected to grow year on year. Therefore, by introducing the Bylaw Council will have the ability to enable greater cost recovery.

Costs are increasing due to inflation and an increase in alcohol licensing activities, including more District Licensing Committee hearings, education, monitoring, and enforcement. Costs are expected to continue to increase, in part because of legislative changes. The Bylaw would enable Council to set fees that would recover the costs of undertaking these licensing activities.

Consulting on these options provides an opportunity for the Council to discuss the intention of the draft Bylaw, hear community opinions, and consider feedback to the proposal.

Reasons for the proposal and Legislative Context

Is the Bylaw the most appropriate way of addressing the problem?

The development of the Draft Alcohol Fees Bylaw 2026 is in accordance with the Sale and Supply of Alcohol Act 2012 (the Act), the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013, Sale and Supply of Alcohol (Fees) Regulations 2013, and the Local Government Act 2002 (LGA 2002).

The Regulations specify the fees that can be charged and how fees are established for alcohol licensing related functions of territorial authorities. Section 405 of the Act provides the legal framework for the sale, supply and consumption of alcohol and the associated systems of control and licensing. This section permits making an alcohol fees bylaw to increase the fees and charges prescribed for alcohol licensing matters.

Bylaws do not have the authority to override primary legislation but rather seek to supplement and support national rules with local rules. Bylaws must focus on providing a remedy to the identified problem, in this case the problem is only around 30% of the licencing cost is recovered through fees, the remainder is covered by ratepayers', however most of the benefit is to the private business owner.



All bylaws must be reasonable. The requirement to be reasonable relates to the bylaw not unnecessarily impacting upon a person's freedoms and rights, as protected by the New Zealand Bill of Rights Act 1990 (NZBORA). Our assessment of the proposed bylaw is that there are no implications under the NZBORA, and this assessment will be reviewed before a final bylaw is made.

In reviewing and developing bylaws, the Council must follow both the decision making and consultation requirements set out in the LGA. Each bylaw must be evaluated in terms of its costs and benefits to the community, as well as an assessment of the other options available to the Council to regulate or remedy the problem.

OPTIONS CONSIDERED

Below is a summary of the options considered, and reasons given for the chosen option.

Option 1 (Council preferred option): increase alcohol licensing fees by 35% in July 2027, followed by a further 35% in July 2028.

Option 2 (status quo): do not adopt an Alcohol Fees Bylaw and continue to charge the alcohol licence fees set by fees regulations.



Table 1: Summary of options

Option	Key Points
Option 1 (preferred): Creating the Bylaw would mean:	• Council would increase the fees and charges for alcohol licences by 35% in 2027-28. • Fees would increase another 35% in 2028-29. • Cost recovery would increase from approximately 45% in the financial year 2027/28 to 60% in the financial year 2028/29 of the Bylaw. • A portion of the costs would continue to be subsidised by ratepayers – but less than Option 2
Option 2 (status quo): Not adopting the Bylaw would mean:	• Fees and charges for alcohol licences would not increase. • Council's cost recovery rate would decrease year-on-year. • Alcohol licensing activities undertaken by Council would continue to be largely funded with ratepayer contributions.

Based on this analysis, creating the Bylaw is the most efficient, effective, and appropriate way to address the problem of increasing alcohol licensing costs and to set the alcohol licensing fees to enable greater cost recovery, thereby reducing the ratepayers' subsidisation of these costs.

Is the Bylaw required?

Ōtorohanga District Council administers alcohol licenses set by the Sale and Supply of Alcohol (Fees) Regulations 2013 (the Regulations). This is a statutory obligation on ŌDC along with administering the District Licensing Committee (DLC).

The actual cost of regulating alcohol licenses comprises staff time and administering the District Licensing Committee. The fees set by the Regulations have not increased since they came into force in 2013 and do not cover the full cost of the processes associated with licensing activities.

The only way Ōtorohanga District Council can change the fees is if a Bylaw is developed.

Proposed Bylaw

The proposed Bylaw is shown in the following pages.





TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

DRAFT

Ōtorohanga District Alcohol Fees Bylaw 2026

ŌTOROHANGA DISTRICT COUNCIL

Approval authority

Ōtorohanga District Council

Administrator

Group Manager Regulatory & Growth

Effective date

To be confirmed

Next review date

To be confirmed

ŌTOROHANGA DISTRICT COUNCIL

Draft Ōtorohanga Alcohol Fees Bylaw 2026

This Bylaw is made pursuant to the Sale and Supply of Alcohol Act 2012, the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013, and the Local Government Act 2002. Ōtorohanga District Council makes and ordains this Bylaw.

1. TITLE

This Bylaw shall be cited and referred to as the “Ōtorohanga District Alcohol Fees Bylaw 2026”.

2. PURPOSE OF THE BYLAW

The purpose of this Bylaw is to set fees for any matter for which fees payable to territorial authorities are prescribed in the Sale and Supply of Alcohol (Fees) Regulations 2013.

This Bylaw applies only to the district of Ōtorohanga.

3. DEFINITIONS

In this Bylaw, unless the context otherwise requires:

“Act”	means the Sale and Supply of Alcohol Act 2012.
“Application fee”	has the meaning given by the Sale and Supply of Alcohol (Fees) Regulations 2013 and means the fee for any of the following: (a) an application for an on-licence, off-licence, or club licence; (b) an application to vary an on-licence, off-licence, or club licence; (c) an application to renew an on-licence, off-licence, or club licence.
“2027/28 year”	means the period commencing 1 July 2027 and ending 30 June 2028.
“Subsequent years”	means the period commencing 1 July 2028 onwards.
“Council”	means the Ōtorohanga District Council.

4. BYLAW

Unless the context requires another meaning, a term of expression that is defined in the Act and used in this Bylaw, but not defined, has the meaning given by the Act. Any guidance or explanatory notes do not form part of this Bylaw, and may be made, amended and revoked without formality. To avoid doubt, the Legislation Act 2019 applies to this Bylaw.

5. Fees payable for premises in each fees category

5.1 The application fees and annual fees are:

5.2 Regulations 5 and 6 of the Sale and Supply of Alcohol (Fees) Regulations 2013 provides information on how the Council must assign the cost/risk rating and fees category to any premises for which an on-licence, off-licence or club licence (including renewals) is held or sought.

Period fee applies:	2027/28 year		Subsequent years	
Fees category for premises	Application fee	Annual fee	Application fee	Annual fee
Very low	\$432.00	\$189.00	\$544.00	\$238.00
Low	\$715.50	\$459.00	\$901.00	\$578.00
Medium	\$958.50	\$742.50	\$1207.00	\$935.00
High	\$1201.50	\$1215.00	\$1513.00	\$1530.00
Very high	\$1417.50	\$1687.50	\$1785.00	\$2125.00

6. Fees payable for special licences

6.1 The fee payable to the Council for a special licence is as follows:

Period fee applies:	2027/28 year	Subsequent years
Special Licence class	Fee	Fee
Class 1	\$675.00	\$850.00
Class 2	\$243.00	\$306.00
Class 3	\$74.25	\$93.50

Guidance note:

Regulation 9 of the Sale and Supply of Alcohol (Fees) Regulations 2013 sets out how Council must assign classes for special licenses. Under this provision, every special licence issued by a territorial authority must be one of the following classes:

Special Licence class	Issued in respect of
Class 1	1 large event More than 3 medium events More than 12 small events
Class 2	3 to 12 small events 1 to 3 medium events
Class 3	1 or 2 small events

For this purpose:

Large event means an event that the territorial authority believes on reasonable grounds will have patronage of more than 400 people.

- **Medium event** means an event that the territorial authority believes on reasonable grounds will have patronage of between 100 and 400 people.
- **Small event** means an event that the territorial authority believes on reasonable grounds will have patronage of fewer than 100 people.

7. Temporary Authority

7.1 The fees payable under section 136 (2) of the Act for a temporary authority to carry on the sale and supply of alcohol is:

- (a) for the 2027/28 year, \$348.30; and
- (b) for subsequent years, \$438.60.

8. Temporary Licence

8.1 A person applying under section 74 of the Act to sell alcohol pursuant to a licence from premises other than premises to which the licence relates must pay an application fee to the Council of:

- (a) for the 2027/28 year, \$348.30; and
- (b) for subsequent years, \$438.60.

9. Permanent Club Charter

9.1 The holder of a permanent club charter (as described in section 414 of the Act) must, if the club's premises are located in the district of the Council, pay an annual fee to the Council of:

- (a) for the 2027/28 year, \$742.50; and
- (b) for subsequent years, \$935.00.

10. Extract from Register

10.1 The fee payable to a licensing committee under section 66(2) of the Act for an extract from a register is:

- (a) for the 2027/28 year, \$67.50; and
- (b) for subsequent years, \$85.00.

11. Goods and Services Tax Exclusive

11.1 The fees prescribed by this Bylaw are exclusive of goods and services tax.



THIS BYLAW WAS CONFIRMED BY COUNCIL ON [INSERT DATE]

This Bylaw was made by the **ŌTOROHANGA DISTRICT COUNCIL** under the Sale and Supply of Alcohol Act 2012, the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013, and the Local Government Act 2002 at a meeting of the Ōtorohanga District Council held [INSERT DATE]

The Common Seal of the **ŌTOROHANGA DISTRICT COUNCIL** was hereunto affixed pursuant to a resolution of Council passed on the XXXXXX 2026.

The Common Seal of the **ŌTOROHANGA DISTRICT COUNCIL**
was hereto affixed in the presence of:

Mayor

Date

Chief Executive

Date



Item 55 Electoral system for the 2028 triennial local elections

To Ōtorohanga District Council

From Graham Bunn, Deputy Electoral Officer

Type **DECISION REPORT**

Date 28 July 2026



1. Purpose | Te kaupapa

- 1.1. To decide which voting system will be used for the 2028 and 2031 local elections: First Past the Post (FPP) or Single Transferable Vote (STV).

2. Executive summary | Whakarāpopoto matua

- 2.1. Ōtorohanga District Council (ŌDC) must decide which voting system will apply for the next two local elections. The two options are First Past the Post (FPP) and Single Transferable Vote (STV).
- a) FPP is the current system. Voters put a tick next to the candidates they want. Under STV, voters rank candidates in order of preference.
 - b) STV can reflect a wider range of voter preferences, but it is harder to explain and more complex to run.
- 2.2. If ŌDC wants to make a change, it must make that decision by 12 September 2026. ŌDC must then give public notice by 19 September 2026 of the right to demand a poll on the voting system. The notice must state the resolution and explain that a poll is needed to overturn it.
- 2.3. This report recommends keeping FPP because it is the simplest, lowest-risk option and is easiest for voters to understand.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council:

- a) **NOTES** that any resolution to change the electoral system for these elections must be made no later than 12 September 2026; and
- b) **RESOLVES**, pursuant to section 27 of the Local Electoral Act 2001, to retain the First Past the Post electoral system for the elections of Ōtorohanga District Council and its community boards, and any associated election such as a by-election, for the 2028 and 2031 triennial general elections; and

- c) **NOTES** that, pursuant to section 28 of the Local Electoral Act 2001, public notice of the right to demand a poll on the electoral system must be given no later than 19 September 2026 and, that as Council passes a resolution under section 27, a public notice must include notice of that resolution and a statement that a poll is required to countermand it; and
- d) **NOTES** that electors may demand a poll on the electoral system in accordance with sections 29 to 35 of the Local Electoral Act 2001.

4. Context | Horopaki

- 4.1. The Local Electoral Act 2001 allows councils to use either FPP or STV for local elections. Under section 27, a council decision on the voting system applies for the next two triennial general elections. If ŌDC wants to change from its current system, it must resolve to do so by 12 September 2026 for the 2028 and 2031 elections. If ŌDC does not make a resolution to change, the current system stays in place. ŌDC can also decide to hold a poll, and electors can demand a poll under sections 29 to 35. A valid poll result sets the voting system for the next two elections covered by that poll.

5. Discussion | He kōrerorero

- 5.1. Both FPP and STV are lawful voting systems under the Local Electoral Act 2001. The real question for ŌDC is whether there is a good local reason to change. On the information in this report, there is not. No problem has been identified with the current system, and no local issue has been identified that would justify taking on more complexity, cost, and delivery risk. On that basis, keeping the current system is the more prudent option.
- 5.2. FPP is familiar, but its main strength is that it is simple and clear. It is easier for voters to complete, easier for ŌDC to explain, easier for election providers to run, and easier for the public to understand when results are announced. That matters because public confidence depends not only on the fairness of the result, but also on whether people can understand how the system works. Keeping FPP supports accessibility, transparency, and stable election delivery.
- 5.3. STV has some strengths. It lets voters rank candidates and can better reflect voter preferences in some situations. However, that does not by itself justify change. Changing the voting system affects how votes are cast, counted, explained, and understood. That kind of change should be supported by a clear local reason. This report does not identify one. Without that, changing to a more complex system would not be the strongest basis for a ŌDC decision.

6. Strategic Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. This decision is not considered highly significant because it does not change the number of elected members, ward boundaries, or core council services. However, it is important to public confidence in

the election process. The Local Electoral Act 2001 requires public notice of ŌDC's decision and gives electors the right to demand a poll. No separate engagement is recommended beyond the statutory public notice process.

Mana whenua / Māori

- 6.2. This report does not propose changes to Māori representation or Māori wards. The decision is about the voting method only. The binding referendum removed Māori wards for the Ōtorohanga District for the elections in 2028 and 2031. No specific adverse impacts on mana whenua or Māori have been identified from retaining the current voting system.

Strategic alignment

- 6.3. A clear and trusted voting system supports local democracy and helps people take part in decisions about their district. Retaining a system that is easy to understand supports participation and confidence in election processes.

Legal

- 6.4. The main legislation is the Local Electoral Act 2001. Section 27 lets ŌDC decide which voting system will apply for the next two triennial general elections. Any decision to change the system for the 2028 and 2031 elections must be made by 12 September 2026. Section 28 requires public notice by 19 September 2026 of the right to demand a poll on the voting system. If ŌDC passes a section 27 resolution, that notice must also include the resolution and state that a poll is needed to overturn it. Sections 29 to 35 set out how electors can demand a poll and how a poll is held. A valid poll result determines the voting system for the elections to which it applies.

Financial

- 6.5. Keeping FPP is expected to be the lowest-cost option because it keeps the current voting system in place and avoids change costs. Moving to STV would likely increase election administration costs and require more public information so voters understand the new system. Holding a poll would also add cost and lengthen the process. On the information available, no benefit has been identified that would justify those extra costs at this time.

Risk analysis

- 6.6. The main risks are missing the legal deadlines or notice requirements, disrupting election planning if changes are made late, and confusing voters if the voting method is not well understood. Retaining FPP keeps those risks lower because it is the current system and is already familiar to voters and staff. Moving to STV would require a managed change, more communications, and greater reliance on specialist processes. Those risks may be worth taking where there is a clear benefit, but this report does not identify one.
- 6.7. For those reasons, keeping FPP is not just the default option. On the information before ŌDC, it is the option that best supports a clear, stable, and low-risk election process. It keeps costs down, avoids unnecessary change, and maintains a voting method that the district already knows. If a stronger local case for change emerges in future, ŌDC can revisit the issue through the statutory process at that time.

7. Options analysis | Tātari Kōwhiringa

Options summary of considerations

	Option 1 – Retain FPP	Option 2 – Change to STV
Summary	Keep the current tick-box voting system for the 2028 and 2031 elections.	Change to a ranking system where voters number candidates in order of preference.
Advantages	Clear and familiar voting method, easier for voters to complete correctly, simpler to administer, lower communications burden, and lowest implementation risk.	Can better reflect the range of voter preferences and reduce wasted votes.
Disadvantages	May be seen as less reflective of wider voter preferences where many candidates stand.	Greater complexity for voters and election delivery, higher likely cost, increased communications requirement, and no demonstrated district-specific need for change at this time.

	Option 3 – Hold a poll	Option 4 – Make no change
Summary	Ask voters to decide the electoral system through a district-wide poll.	If ŌDC does nothing, the current electoral system continues by default.
Advantages	Allows the community to make the choice directly and may increase perceived legitimacy.	No extra work needed to change systems before the deadline.
Disadvantages	Extra cost, longer process, and still requires public communication and administration.	Does not record an active governance decision and provides a weaker public rationale than an express resolution.

Recommended option and rationale

- 7.1. Option 1, retain FPP, is recommended. It keeps a voting system that is well understood, simpler to run, and less likely to cause avoidable confusion or delivery risk. By contrast, changing to STV would add complexity and likely cost without a clear local reason to do so at this time. Making an express resolution to retain FPP is also better than simply doing nothing, because it records a clear ŌDC decision, provides transparency to the public, and supports the required statutory notice process.

8. Appendices | Ngā āpitihanga

Number	Title
There are no appendices.	

Item 56 Application for Temporary Road Closure – NZ Silver Fern Rally 2026

To Ōtorohanga District Council

From Paul Strange, Manager Roothing

Type **DECISION REPORT**

Date 28 July 2026



1. Purpose | Te kaupapa

- 1.1. To consider an application for temporary road closures within the Ōtorohanga District to enable Ultimate Rally Group Ltd (URG) to hold the NZ Silver Fern Rally 2026.

2. Executive summary | Whakarāpopoto matua

- 2.1. An application has been received from URG for temporary road closures within the Ōtorohanga District to enable the running of the NZ Silver Fern Rally 2026. The rally is to be held on Saturday, 28 November 2026 and runs from 8.30am until 5.35pm. The following roads are proposed to be closed:
- Aotearoa Road, at its intersection with Kahorekau Road and Wairehi Road between 8.30am and 1.00pm.
 - Ranginui Road, 200m from its intersection with Waipapa Road, past McLean Road and 200m from its intersection with Scott Road SH30 between 9.20am and 1.50pm.
 - Ngapeke Road / Tahaia-Bush Road at the Waitomo DC Boundary between 12.10pm and 4.40pm.
 - Tauraroa Valley Road, 600m from its intersection with Maihihi Road, left onto Hoddle Road, and Hoddle Road at its intersection with Maihihi Road between 1.05pm and 5.35pm.
- 2.2. URG is in the process of obtaining consent from residents of the affected areas. The proposed event was advertised on 4 June 2026, and no objections were received by the closing date of 18 June 2026.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council:

- APPROVES** the temporary road closures within the Ōtorohanga District, in accordance with Sections 319(h) and 342, and Section 11 of Schedule 10 of the Local Government Act 1974, for the following stages of the NZ Silver Fern Rally 2026 to be held on Saturday, 28 November 2026 at:

- i) **Aotearoa Road**, at its intersection with Kahorekau Road and Wairehi Road between 8.30am and 1.00pm.
- ii) **Ranginui Road**, 200m from its intersection with Waipapa Road, past McLean Road and 200m from its intersection with Scott Road SH30 between 9.20am and 1.50pm.
- iii) **Ngapeke Road/Tahia-Bush Road** at the Waitomo DC Boundary between 12.10pm and 4.40pm.
- iv) **Tauraroa Valley Road**, 600m from its intersection with Maihihi Road, left into Hoddle Road, and **Hoddle Road** at its intersection with Maihihi Road between 1.05pm and 5.35pm.
- b) **NOTES** that approval is also limited to roads within the Ōtorohanga District.
- c) **AUTHORISES** public notification of the approved road closures in accordance with the Local Government Act 1974.
- d) **NOTES** that approval is conditional upon compliance with closure processes.

4. Context | Horopaki

- 4.1. This is an annual community motorsport event that draws international and local interest and visitors to the district. URG Promotions has revised the route and requested new road closures for 2026 and has submitted the necessary application for temporary road closures.

5. Discussion | He kōrerorero

- 5.1. The event includes a full Traffic Management Plan (TMP) prepared by a qualified Traffic Management Provider and includes mobile installation of traffic controls, signage at entry points and intersecting roads, and continuous monitoring of traffic management devices. All affected property owners will be advised in writing no later than 10 days before the event.
- 5.2. It is important to note that two stages of the event cross district boundaries into the neighbouring Waitomo and Taupō districts. As Ōtorohanga District Council (ODC) can only approve road closures on roads within the Ōtorohanga District, the event is reliant on corresponding approvals being obtained from Waitomo District Council (WDC) and Taupō District Council (TDC) for those sections of the route located within their respective districts.
- 5.3. Community groups are engaged with the event through support and catering arrangements. These groups get supported through venue hire plus whatever they can make from catering and raffles. URG are planning to engage with four separate community groups to assist as block marshals for the closed road stages, along with an additional group to provide approximately 300 lunches required for the event. These groups are likely local schools and sports clubs.

- 5.4. The rally also fundraises for the NZ Rural Support Trust, and the rally has a fundraising goal of \$500,000 from this event.
- 5.5. If approved, the application process includes the following conditions to be met:
- a) Applicant to pay an application fee of \$905.00 towards the administration of the road closure to Ōtorohanga District Council.
 - b) Applicant to pay a bond of \$5,000.00. The said bond is returnable after post event drive over, undertaken by Council's Roding Team.
 - c) Applicant to pay for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the King Country News, Council's website and Facebook page.
 - d) Applicant is responsible for obtaining public liability insurance, (and paying the cost thereof), to a minimum value of \$10,000,000. This is required to indemnify Council against any damage to the property because of rally activities during the road closure period.
 - e) Applicant is to liaise and provide evidence of liaison with all operators and businesses that may be affected by the road closures. A subsequent mail-drop is to be completed no later than ten full days before the proposed closures.
 - f) Applicant is solely responsible for submitting the appropriate TMP Plan for approval, for signposting and policing of the roads to be closed, to ensure that only vehicles connected with the event have access to the road closure areas. This includes arranging the delivery, erection and staffing of all road closure barriers, and the removal thereof, after closures.
 - g) All gates and entranceways are to be taped, and to ensure its removal thereafter.
 - h) Signs advising of the road closures are to be erected at the start and end of the closed portions of the roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure.
 - i) Emergency Services always have right of passage.

6. Strategic Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. Roding is defined as a significant activity. However, as this is a discretionary and low-cost activity, it is assessed as not significant and the legal requirements for community engagement have been satisfied.

Mana whenua / Māori

- 6.2. Staff consider the matters set out in this report do not have a direct impact on cultural wellbeing, sites of significance or waterways.

Strategic alignment

- 6.3. This proposal aligns with ŌDC's strategic focus on People, Place and Partnerships by enabling a community event that promotes participation, supports local organisations and showcases the district.

The event provides opportunities for community groups to be involved through event support, catering and fundraising activities, strengthening local connections and community wellbeing. It also contributes to the promotion of the district as a destination for visitors while maintaining appropriate safety, traffic management and community engagement processes.

Legal

- 6.4. This is addressed under the Tenth Schedule of the Local Government Act 1974.

Financial

- 6.5. There is no financial impact on ŌDC. The applicant is responsible for all costs related to traffic management, advertising, and reinstatement.

Risk analysis

- 6.6. The event is covered under the Tenth Schedule of the Local Government Act 1974. No material risks to ŌDC are identified. Emergency services retain full right of passage and access is managed in accordance with the approved TMP.

7. Options analysis | Tātari Kōwhiringa

Options summary of considerations

	Option 1	Option 2
Summary	Approve the Temporary Road Closure	Decline to the Temporary Road Closure
Advantages	Approval will allow the event to proceed, supporting community engagement and promoting the district. The event includes partnerships with local schools and clubs and brings additional economic activity.	Declining the application may prevent the event from taking place in Ōtorohanga, resulting in loss of community involvement and district promotion.
Disadvantages	Temporary disruption to residents, road users and businesses due to restricted access during the closure period.	The annual rally event would be unable to proceed in its proposed format within the district. Local community groups would lose fundraising and participation opportunities associated with the event. Potential loss of visitor spending and reduced promotion of Ōtorohanga as a destination for motorsport and community events.

	May negatively impact ŌDC's relationship with event organisers, volunteers and community partners who have supported the event in previous years.
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Option 3

Option 4

Summary	Approve with Additional Conditions	Defer the Decision Pending Further Information
Advantages	Addresses any specific concerns raised by elected members or residents. Provides additional assurance regarding safety, communications or traffic management. Enables the event to proceed while managing identified risks.	Provides ŌDC with additional assurance if information is considered incomplete. Allows clarification of any outstanding matters.
Disadvantages	May create additional compliance obligations for the organiser. Could increase event costs and administrative requirements. Conditions may be unnecessary where standard closure requirements already adequately manage risks.	May delay event planning and public notification processes. Could create uncertainty for event organisers, residents and community groups. No specific issues have been identified that would justify deferral.

Recommended option and rationale

- 7.1. That ŌDC approves the application (option 1). The event is well planned, risk-managed, and aligns with ŌDC's community and engagement goals.

8. Appendices | Ngā āpitihanga

Number	Title
1	Road closures request in application.

Appendix 1: Road closures requested in application

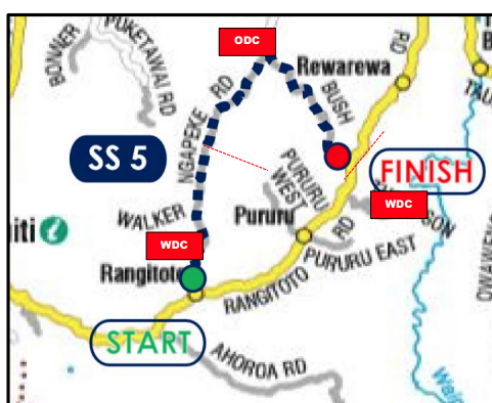
Stage 2	AOTEAROA ROAD
Road Closure:	8:30am to 1:00pm Saturday 28 th November 2026
RCA:	Otorohanga District Council
Start:	Aotearoa Road, at its intersection with Kahorekau Road
Finish:	Aotearoa Road, at its intersection with Wairehi Road



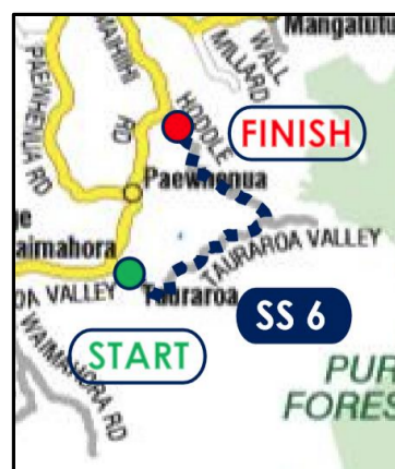
Stage 3	RANGINUI ROAD
Road Closure:	9:20am to 1:50pm Saturday 28 th November 2026
RCA:	Otorohanga District Council Taupo District Council
Start:	Ranginui Road, 200m from its intersection with Waipapa Road
	Past McLean Road
	Past Tahae Road (no exit)
Finish:	Ranginui Road, 200m from its intersection with Scott Road SH30



Stage 5	NGAPEKE / TAHIA-BUSH ROAD
Road Closure:	12:10pm to 4:40pm Saturday 28 th November 2026
RCA:	Otorohanga District Council Waitomo District Council
Start:	Ngapeke Road at the Waitomo DC Boundary
	Past Walker Road
	Right into Bush Road
Finish:	Bush Road, 200m from its intersection with Barber and Rangitoto Roads



Stage 6	TAURAROA VALLEY / HODDLE
Road Closure:	1:05pm to 5:35pm Saturday 28 th November 2026
RCA:	Otorohanga District Council
Start:	Tauraroa Valley Road, 600m from its intersection with Maihihi Road
	Left into Hoddle Road
Finish:	Hoddle Road, at its intersection with Maihihi Road



**Item 57 Application for Temporary Road Closure – Hamilton Car Club
Annual Rally Sprint, Hoddle Road, Ōtorohanga**

To Ōtorohanga District Council

From Paul Strange, Manager Rooding

Type **DECISION REPORT**

Date 28 July 2026



1. Purpose | Te kaupapa

- 1.1. To consider an application for temporary road closures within the Ōtorohanga District to enable the Hamilton Car Club to hold the **2026 Gravel Rally Sprint** event.

2. Executive summary | Whakarāpopoto matua

- 2.1. An application has been received from the **Hamilton Car Club** for temporary road closures to facilitate the 2026 Gravel Rally Sprint. The event is scheduled for **Sunday, 6 September 2026** and requires closure of the following roads:
- a) **Hoddle Road** – from its intersection with Maihihi Road to its intersection with Tauraroa Valley Road
 - b) **Tauraroa Valley Road** – from its intersection with Hoddle Road to its intersection with Maihihi Road
- 2.2. The proposed closure period is from 9:00am to 5:00pm, with active race stages operating between 9:30am and 4:30pm. A full Traffic Management Plan (TMP) will be submitted and approved. The TMP outlines procedures for temporary traffic control, mobile site setup, resident access, and emergency services coordination.
- 2.3. Hamilton Car Club is liaising with affected residents and has confirmed support from local community groups, including Maihihi School, Maihihi Kindergarten, and Kio Kio Sports Club, who will be involved in event support and catering. The proposed event was publicly notified on 9 July 2026, with objections closing on 14 July 2026. No objections were received.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council:

- a) **APPROVES** the temporary road closures within the Ōtorohanga District, in accordance with Sections 319(h) and 342, and Section 11 of Schedule 10 of the Local Government Act 1974, for the Hamilton Car Club 2026 Gravel Rally Sprint on Sunday, 6 September 2026, for the following roads:
 - i) Hoddle Road, from its intersection with Maihiihi Road to its intersection with Tauraroa Valley Road
 - ii) Tauraroa Valley Road, from its intersection with Hoddle Road to its intersection with Maihiihi Road

For the closure period of 9:00am to 5:00pm.
- b) **AUTHORISES** public notification of the approved road closures as required by the Local Government Act 1974.
- c) **NOTES** that approval is conditional upon compliance with closure processes.

4. Context | Horopaki

- 4.1. This is an annual community motorsport event that draws local interest and visitors to the district. Hamilton Car Club has revised the event date and stage format for 2026 and will submit the necessary application for temporary road closures.

5. Discussion | He kōrerorero

- 5.1. The event includes a full TMP prepared by a qualified STMS and TTM provider (Traffic Safe NZ Ltd), and includes mobile installation of traffic controls, signage at entry points and intersecting roads, and continuous monitoring of traffic management devices. All affected property owners will be advised in writing no later than 10 days before the event.
- 5.2. Community groups including Maihiihi School, Maihiihi Kindergarten, and Kio Kio Sports Club are engaged with the event through support and catering arrangements. These groups get approximately \$1,500 of venue hire plus whatever they can make from catering and raffles.
- 5.3. If approved, the application process includes the following conditions are met:
 - a) Applicant to pay an application fee of \$905.00 towards the administration of the road closure to Ōtorohanga District Council.

- b) Applicant to pay a bond of \$5,000.00, this bond can be waived at the discretion of the Group Manager Engineering & Assets on application. The said bond is returnable after post event drive over, undertaken by Council's Roading Team.
- c) Applicant to pay for all advertising costs to the appropriate newspapers. Public notice advertisements are to be published in the King Country News, Council's website and Facebook page.
- d) Applicant is responsible for obtaining public liability insurance, (and paying the cost thereof), to a minimum value of \$10,000,000. This is required to indemnify Council against any damage to the property because of rally activities during the road closure period.
- e) Applicant is to liaise and provide evidence of liaison with all operators and businesses that may be affected by the road closures. A subsequent mail-drop is to be completed no later than ten full days before the proposed closures.
- f) Applicant is solely responsible for submitting the appropriate Traffic Management Plan for approval, for signposting and policing of the roads to be closed, to ensure that only vehicles connected with the event have access to the road closure areas. This includes arranging the delivery, erection and staffing of all road closure barriers, and the removal thereof, after closures.
- g) All gates and entranceways are to be taped, and to ensure its removal thereafter.
- h) Signs advising of the road closures are to be erected at the start and end of the closed portions of the roads and on each intersecting road two weeks prior to the road closure. All signs are to be removed immediately after the closure.
- i) Emergency Services always have right of passage.

6. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 6.1. Roading is defined as a significant activity. However, as this is a discretionary and low-cost activity, it is assessed as not significant and that legal community engagement requirements have been satisfied.

Mana whenua / Māori

- 6.2. Staff consider the matters set out in this report do not have a direct impact on cultural wellbeing, sites of significance or waterways.

Strategic alignment

- 6.3. This proposal aligns with ŌDC's strategic focus on People, Place and Partnerships by enabling a community event that promotes participation, supports local organisations and showcases the district. The event provides opportunities for community groups to be involved through event support, catering and fundraising activities, strengthening local connections and community wellbeing. It also contributes to the promotion of the district as a destination for visitors while maintaining appropriate safety, traffic management and community engagement processes.

Legal

6.4. This is addressed under the Tenth Schedule of the Local Government Act 1974.

Financial

6.5. There is no financial impact on ŌDC. The applicant is responsible for all costs related to traffic management, advertising, and reinstatement.

Risk analysis

6.6. The event is covered under the Tenth Schedule of the Local Government Act 1974. No material risks to ŌDC are identified. Emergency services retain full right of passage and access is managed in accordance with the approved TMP.

7. Options analysis | Tātari Kōwhiringa

Options summary of considerations

	Option 1	Option 2
Summary	Approve the Temporary Road Closure	Decline to the Temporary Road Closure
Advantages	Approval will allow the event to proceed, supporting community engagement and promoting the district. The event includes partnerships with local schools and clubs and brings additional economic activity.	Declining the application may prevent the event from taking place in Ōtorohanga, resulting in loss of community involvement and district promotion.
Disadvantages	Temporary disruption to residents, road users and businesses due to restricted access during the closure period. Requires ŌDC staff oversight to ensure compliance with all traffic management, safety and public notification requirements. Potential for public concern or complaints relating to noise, increased traffic movements, or inconvenience associated with the event.	The annual rally event would be unable to proceed in its proposed format within the district. Local community groups would lose fundraising and participation opportunities associated with the event. Potential loss of visitor spending and reduced promotion of Ōtorohanga as a destination for motorsport and community events. May negatively impact ŌDC's relationship with event organisers, volunteers and community partners who have supported the event in previous years.

	Option 3	Option 4
Summary	Approve with Additional Conditions	Defer the Decision Pending Further Information
Advantages	Addresses any specific concerns raised by elected members or residents. Provides additional assurance regarding safety, communications or traffic management. Enables the event to proceed while managing identified risks.	Provides ŌDC with additional assurance if information is considered incomplete. Allows clarification of any outstanding matters.
Disadvantages	May create additional compliance obligations for the organiser. Could increase event costs and administrative requirements. Conditions may be unnecessary where standard closure requirements already adequately manage risks.	May delay event planning and public notification processes. Could create uncertainty for event organisers, residents and community groups. No specific issues have been identified that would justify deferral.

Recommended option and rationale

- 7.1. That ŌDC approves the application (option 1). The event is well planned, risk-managed, and aligns with ŌDC's community and engagement goals.

8. Appendices | Ngā āpitihanga

Number	Title
There are no appendices.	

Information only reports

Ngā pūrongo mōhiohio anake

Reports in this section are provided for information only.

Item 58 Waikato Waters Limited transition update

To Ōtorohanga District Council

From Shaun Hodson - ŌDC Transition Manager (Consultant)

Type **INFORMATION REPORT**

Date 28 July 2026



1. Purpose | Te kaupapa

- 1.1. To provide an update on the transition of Ōtorohanga District Council's water and wastewater activities to Waikato Waters Limited and introduce a proposed monthly reporting format for clear and efficient updates going forward.

2. Executive summary | Whakarāpopoto matua

- 2.1. This report provides Ōtorohanga District Council (ŌDC) with an update on ŌDC's transition of water and wastewater activities to Waikato Waters Limited (WWL), with ŌDC scheduled to transition on 1 July 2027. WWL commenced operations on 1 July 2026 with the first three transitioning councils, providing ŌDC with an opportunity to build on the processes, lessons learned, and practical experience gained through that initial transition phase.
- 2.2. The overall programme status for ŌDC is currently assessed as Green. Foundational governance arrangements are largely in place, including the Constitution, Shareholders Agreement, Statement of Expectations, and key funding arrangements. Work is continuing on the transfer-related agreements, shared service arrangements, post-completion services, land transfer matters, and other operational requirements needed to support a smooth transition to WWL.
- 2.3. There are no high risks or issues requiring ŌDC decision at this time.
- 2.4. The main areas requiring ongoing attention are staff working arrangements, residual support services such as customer services and billing, water-related bylaws, the 2027–37 Long Term Plan, and the timing of detailed agreements between ŌDC and WWL. These matters will continue to be monitored through the Waters Project Group, with any significant risks or decisions escalated to ŌDC as required.
- 2.5. The proposed monthly reporting format is intended to give ŌDC a clear and consistent view of progress, key milestones, current risks and issues, upcoming decisions, and areas where ŌDC effort or direction may be required. Activity is expected to be relatively quiet over the next two months while WWL embeds its new staff and operating arrangements, before increasing from around September as ŌDC progresses the detailed transition work needed ahead of its Day One operations.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council **RECEIVE** the report titled 'Waikato Waters Limited Transition Update' by Shaun Hodson, ŌDC Transition Manager.

4. Context | Horopaki

- 4.1. In July 2025, ŌDC confirmed Waikato Water Done Well (WWDW) as its preferred water services delivery model following extensive community consultation. The foundation documents for Waikato Waters Limited (WWL) were adopted in July 2025, with the new entity commencing operations on 1 July 2026 for the first three transitioning councils: Waipā, Waitomo, and South Waikato. Matamata-Piako District Council is scheduled to transition in October 2026, with ŌDC and Hauraki District Council both scheduled to transition on 1 July 2027.
- 4.2. Much of the formative work was completed by the participating councils ahead of WWL's launch on 1 July 2026 (Day One). This work followed a high-level Establishment Plan and was supported by the formation of a WWL Establishment Team and individual council transition teams. ŌDC's transition team includes key affected staff and a contracted Transition Manager.
- 4.3. The transition has followed a structured workstream approach, providing oversight and guidance to ensure all aspects of the programme are managed effectively.
- 4.4. The purpose of this report is to refresh ŌDC on progress to date, provide the current status of ŌDC's water transition programme, and introduce a concise reporting format for future updates. The report also identifies any issues or risks requiring attention and outlines the critical next steps needed to keep the programme on track for ŌDC's Day One operations.

5. Discussion | He kōrerorero

Programme Status and Current Position

- 5.1. WWL is now operating with the first three councils transitioned. Some residual support services are still required from those councils for at least the first year, principally customer services and billing. As a later transitioning council, this has had limited impact on ŌDC's current water-related activities, but the impact may increase as ŌDC moves closer to transition.
- 5.2. The following graphic (figure 1) provides a high-level representation of programme work that has been completed, is underway, or has changed as circumstances and agreements between ŌDC and WWL have developed. It also identifies key decision gateways, critical path items, significant outputs, and areas where ŌDC's effort is likely to be required.

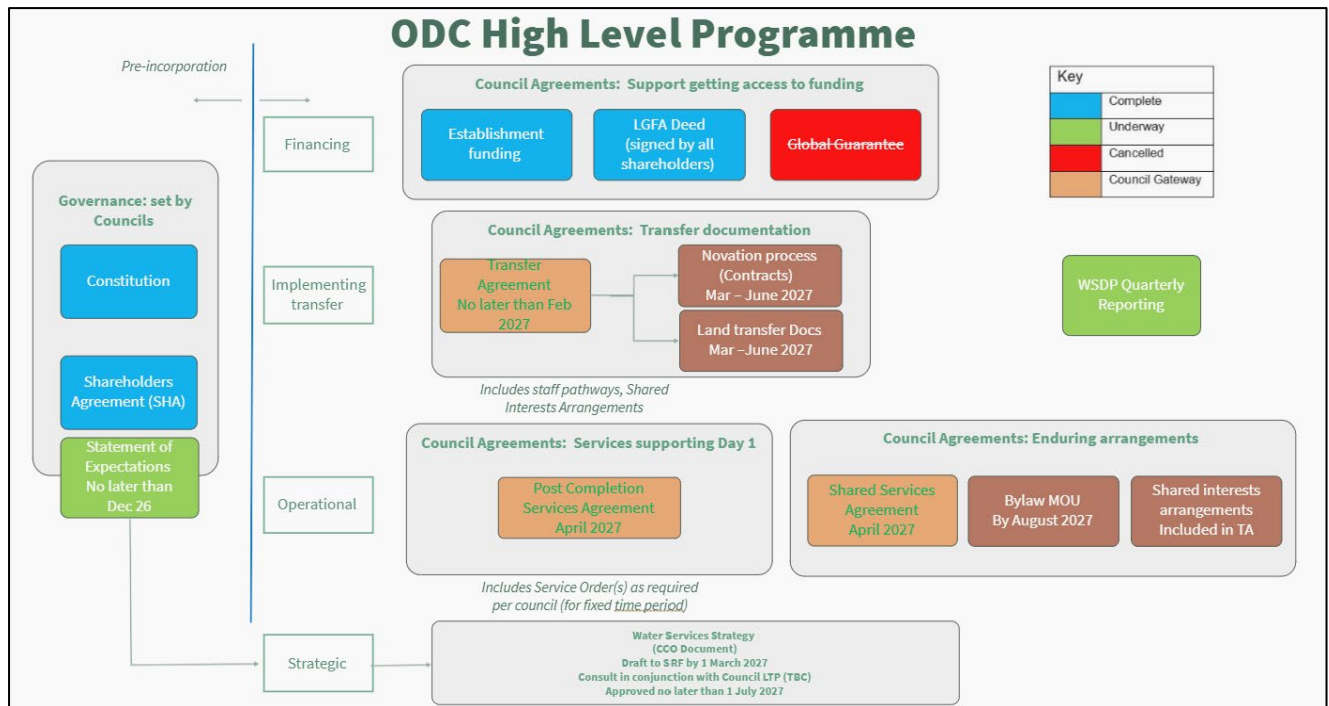


Figure 1 – ŌDC High Level Programme

- 5.3. The reporting approach is still in its early stages, and feedback is sought from ŌDC on the level of detail it would like to see in future updates and how that information should be presented. The current approach uses a written report but may also include workshops as certain documents are fine-tuned prior to adoption. The level of detail will increase as the programme is updated to reflect defined steps, lessons learned by WWL and the early transitioning councils, and more realistic timeframes for key tasks that were initially underestimated.

Transition Readiness and Change Approach

- 5.4. At this stage of the transition programme, the first three councils have transitioned to WWL and worked through detailed processes and steps that ŌDC can use and learn from, while still retaining the original bridge approach. The bridge concept (Figure 2) was developed by the councils and WWL as a metaphor to illustrate the transition required to move from the current state to the desired future state.
- 5.5. The transition represents the span of the bridge, connecting what exists today with what must be achieved in the future. For the bridge to function, both ends must be firmly in place: the foundations in the current state and the structures of the future state. With WWL now operating, the foundations on the future-state side of the bridge are becoming more stable and will continue to mature as ŌDC and Hauraki District Council transition to WWL.
- 5.6. ŌDC continues to work collaboratively with WWL to ensure both organisations maintain operational readiness. A mutual support mechanism has been agreed for staff required to support WWL while also maintaining ongoing ŌDC operations. The bridge approach is depicted in the figure below.

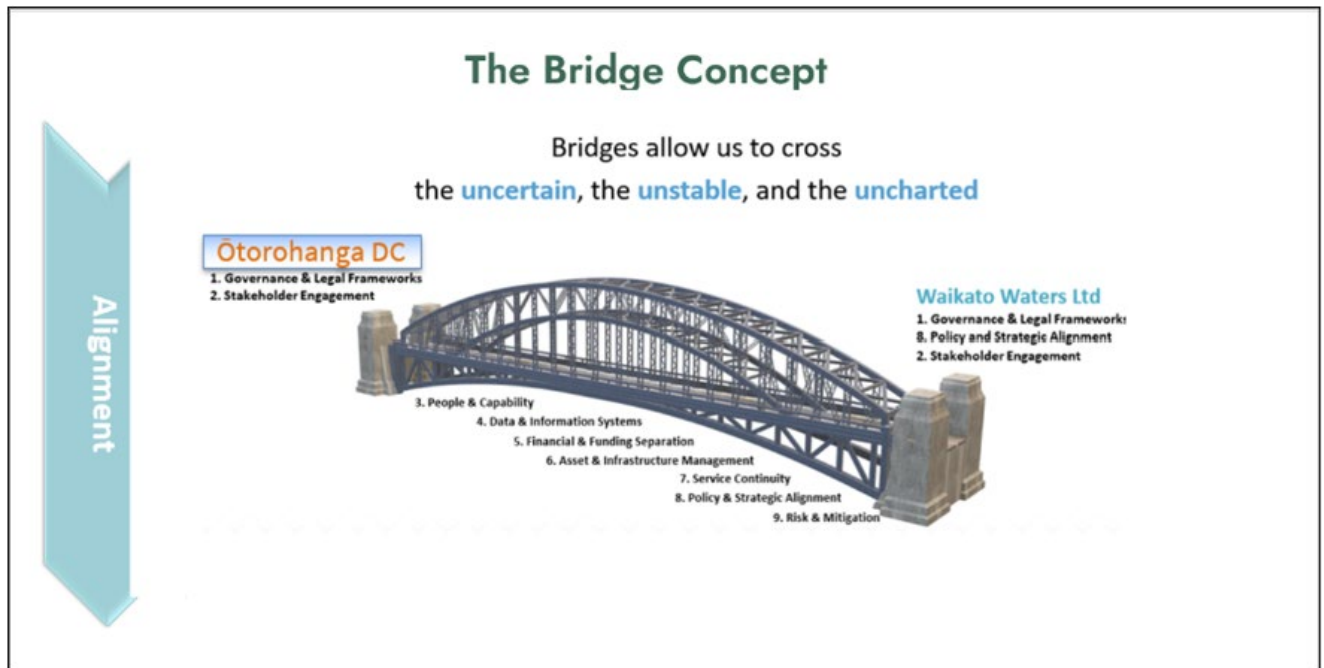


Figure 2 – ŌDC Transition to WWL

5.7. The figure above provides a high-level snapshot of ŌDC’s transition programme to WWL. It brings together the key work completed to date, the activities now underway, and the main items still to be progressed before ŌDC transitions on 1 July 2027. It also identifies where key decisions, significant inputs, or key programme outputs are likely to be required. The graphic should be read as an indicative programme view that will continue to be refined as WWL, ŌDC, and the earlier transitioning councils confirm detailed timeframes, responsibilities, and lessons learned from the first stages of implementation.

Activities Completed to Date

- 5.8. Governance activities are largely complete. The Constitution, Shareholders Agreement, and key foundational agreements, including funding arrangements, are in place. The Statement of Expectations is currently under consideration for signing.
- 5.9. The Global Guarantee was cancelled by all councils after it was determined to be unnecessary. ŌDC has also been updating its water-related bylaws and trade waste discharge plan, which will involve WWL before being consulted on with the wider community through the Long-Term Plan process.
- 5.10. Work has commenced on the Transfer Agreement, with a skeleton version previously presented to ŌDC. The agreement was not signed at that stage, as the immediate need reduced once interim staff support arrangements were put in place across ŌDC and WWL. Work is continuing on this document, along with the associated transfer of contracts and land parcels. WWL is now working through the detailed steps and sub-activity timelines required, drawing on its experience with the earlier transitioning councils. This same approach will apply to the Post-Completion Services Agreement, Shared Service Agreement, and Shared Interest Arrangements. The additional detail will be incorporated into future reporting and, where required, reported to ŌDC for significant outputs.

Risks and Issues

- 5.11. The current risk status of the programme is assessed as Green. There are no high risks or issues requiring ŌDC decision at this time; however, there are several areas that will continue to be monitored as the transition programme progresses.
- 5.12. ŌDC is already adjusting to shared staffing arrangements in both the water and project delivery spaces following WWL's Day One commencement. These arrangements are currently working, but they will need to be monitored closely to ensure ŌDC can continue to support WWL while maintaining its own operational and project delivery responsibilities. If pressure increases, additional support may be required in these areas.
- 5.13. This resourcing risk is occurring alongside other local government reform work and preparation for the 2027–37 Long Term Plan, both of which are adding to workloads across the organisation. To assist with this, ŌDC has engaged BECA to support the Stormwater Water Services Strategy work. A portion of this work will be funded from existing transition funding.
- 5.14. While there are risks still to be managed, these are expected to reduce as the shared working arrangements become established. Regular risk reviews will be held with the Waters Project Group, with any high risks or issues escalated to ŌDC for consideration. There are currently no high risks or issues requiring escalation.

Next Steps and Pending Milestones

- 5.15. The next reporting period is expected to involve a lower level of activity for ŌDC, as WWL's immediate focus will be on supporting the transition of Matamata-Piako District Council to WWL and continuing to embed the councils already transitioned on Day One. During this period, ŌDC will focus on preparatory work that keeps the programme moving without placing unnecessary pressure on WWL or ŌDC staff.
- 5.16. Key milestones for the next period include confirming the forward programme reporting approach, continuing work with WWL on water-related bylaws, engaging a land transfer specialist, and beginning the ŌDC-specific Transfer Agreement and related shared service, post-completion, and shared interest arrangements. ŌDC currently does not expect to have any contracts to novate across to WWL.
- 5.17. Staff has commenced work on the Stormwater Water Services Strategy and will be workshopping the strategy with ŌDC in August.
- 5.18. Activity is expected to increase once the Matamata-Piako transition is substantially complete, with the workload likely to ramp up from around September and continue through to ŌDC's go-live date with WWL on 1 July 2027.

Item 59	Service providers 12-month reports for 2025-2026
To	Ōtorohanga District Council
From	Nardia Gower, Group Manager Strategy and Community
Type	INFORMATION REPORT
Date	28 July 2026



1. Purpose | Te kaupapa

- 1.1. To receive the 12-month reports from Ōtorohanga District Council (ŌDC) funded service providers for 2025/2026.

2. Executive summary | Whakarāpopoto matua

- 2.1. This report presents the 12-month performance results for 2025/26 from ŌDC-funded service providers, as committed through the 2024–2034 Long Term Plan (LTP) and subsequent Annual Plan decisions. These partnerships contribute to the community outcomes of People, Place and Partnerships by delivering services and programmes that support economic development, youth wellbeing, environmental sustainability, sport and recreation, heritage preservation, and employment opportunities.
- 2.2. Over the reporting period, ŌDC maintained funding agreements with Maru Energy Trust, Waikato Screen, Enviroschools, Thrive Youth Trust, Ōtorohanga Support House Whare Āwhina, Sport Waikato, and the Driver Licence Programme, James Towers Consultant for Mayors Task Force for Jobs and the Ōtorohanga District Development Board (Elevate). In addition, ŌDC approved unbudgeted funding to the Ōtorohanga Historical Society for museum staffing.
- 2.3. The attached appendices provide the detailed 12-month reports from the following providers, outlining their activities, results, and contributions to ŌDC's strategic outcomes.
- Maru Energy Trust
 - Waikato Screen
 - Enviroschools
 - Thrive Youth Trust
 - Ōtorohanga Support House Whare Āwhina
 - Sport Waikato
 - Ōtorohanga Historical Society

- 2.4. ŌDC received the end of year report from James Towers Consultant for Mayors Task Force for Jobs on 30 June 2026 and will receive the end of year report from Elevate on 25 August 2026.
- 2.5. The Museum Director, Liz Cowan, will be present to speak to the Museums end of year report.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Ōtorohanga District Council **RECEIVE** the report 'Service providers 12-month reports for 2025 – 2026' and accompanying reports from:

- a) Maru Energy Trust
- b) Waikato Screen
- c) Enviroschool
- d) Thrive Youth Trust
- e) Ōtorohanga Support House Whare Āwhina (ŌSWHĀ)
- f) Ōtorohanga Historical Society (Ōtorohanga Museum)
- g) Sport Waikato.

4. Discussion | He kōrerorero

- 4.1. Through the 2024-2034 LTP, ŌDC confirmed funding to several external agencies for the first three years of the LTP (2024/25 - 2026/27). These allocations support the community outcomes of People, Place and Partnerships¹. Funding beyond 2026/27 will be considered during the development and adoption of the 2027–2037 LTP.
- 4.2. This report provides a summary of the funded agencies listed in point 2.3 above and their programmes, including the annual funding allocation, and is accompanied by each agency's 12-month report from 1 July 2025 to 30 June 2026, which are attached as appendices.
- 4.3. ŌDC also agreed to continue funding the Driver Licence Programme up to \$70,000, funded from rates, following a reduction in NZTA's allocation in November 2024. This report highlights the outcome of the programme.

Maru Energy Trust (the Trust)

- 4.4. This report is accompanied by the Trust's 12-month report for 1 July 2025 - 30 June 2026 (attached as Appendix 1). ŌDC committed \$30,000 per annum, funded by district-wide rates, to assist with the Trust's home insulation and heating initiatives.
- 4.5. The Trust is a not-for-profit charitable trust, established in 2018 by The Lines Company. As part of the Government's 'Warmer Kiwi Homes' programme, the Trust supports homeowners in the Lines Company's network region of King Country and central North Island to insulate their homes. The Trust's geographic area is shown in image below:

¹ <https://engage.otodc.govt.nz/ltp> Page 15 of LTP Volume 1



- 4.6. The Trust's services do not cover the entire Ōtorohanga district, as they are limited to areas supplied by The Lines Company. Northern and western areas of the district are served by Waipā Networks.
- 4.7. The Trust's mission is to create warmer, drier, healthier homes that use less energy, helping to reduce energy poverty. This is achieved by providing ceiling and underfloor insulation and/or heat pumps to vulnerable homeowners.
- 4.8. Homeowners may qualify for the programme if they:
- Own and live in a home built before 2008 AND have a Community Services card or Super Gold Combo card; OR
 - Own and live in a home in an area identified as low income; OR
 - Are referred by the Healthy Homes Initiative.
- 4.9. Ōtorohanga District has approximately 3,900 homes with around 2,391 built before 2008.
- 4.10. The following data is based on 2023 Census data²:
- 21.5% of our community live in damp dwellings
 - 16.4% of our community live in mouldy dwellings.
- 4.11. During 2025/26, the Trust strengthened its engagement and service delivery within the Ōtorohanga District through increased local marketing, the appointment of Kim Ingham as Community Champion, and a regular in-person presence at OSHWA by Team Lead Renee Parks. These initiatives were associated with a significant increase in insulation and heat pump installations across the district.
- 4.12. ŌDC's Cheryl Reynolds, Manager Economic Wellbeing, is the relationship manager for the Trust.

² <https://2023census-statsnz.hub.arcgis.com/apps/78c63a59bd1f47d7974df27af1353efd/explore>

Waikato Screen

- 4.13. This report is accompanied by the Waikato Screen's 12-month report for 1 July 2025 to 30 June 2026 (attached as Appendix 2). ŌDC committed \$3,000 per annum, funded through the Economic Wellbeing budget using district-wide rates, to assist with the organisations goal of fostering economic and cultural growth through the screen industry.
- 4.14. Waikato Screen is the regional body that supports film and television production and connects directly with the national and international film industry - relationships that are not readily available to ŌDC or the public.
- 4.15. The organisation focuses on attracting film productions by promoting the district as a filming location and as a supplier of production services, such as crew accommodation, tradespeople, and catering.
- 4.16. Waikato Screen promotes the Ōtorohanga district to potential film and television productions via a series of diverse location photos. Highlights of these can be viewed on the Waikato Screen website and these photographs are also available for ŌDC's use.
- 4.17. Staff regularly receive specific location requests which are communicated out to elected members.
- 4.18. Cheryl Reynolds, Manager Economic Wellbeing, is the relationship manager for Waikato Screen.

Enviroschool Programme (the Programme)

- 4.19. This report is accompanied by the Enviroschools 12-month performance report for the period 1 July 2025 to 30 June 2026 (attached as Appendix 3). ŌDC has committed \$6,000 per annum, funded from ŌDC's Waste Levy, to support the Programme's aim of integrating environmental education into all aspects of school life.
- 4.20. Waikato Regional Council delivers the Enviroschools Programme on behalf of the Toimata Foundation, with additional support from a network of stakeholders and partners. Local councils form the core of this network.
- 4.21. Participating schools are assigned an Enviroschools facilitator and have access to resources, professional development, and networking opportunities. In return for their commitment, schools and centres are supported to:
 - Engage as a whole school/centre in a journey towards sustainability
 - Enable tamariki and students to take action on real-life meaningful projects
 - Share successes and challenges with the Enviroschools network
 - Participate in networking events and professional development opportunities
 - Look beyond the school or centre gate and engage whānau and community in the learning and action journey.
- 4.22. The values and community outcomes promoted through the Enviroschools Programme in the Ōtorohanga district include cultural, social and economic sustainability; waste reduction and zero

waste; biodiversity and biosecurity action; water health and conservation; kai/food production and distribution; energy conservation and action; and ecological building.

4.23. Currently Ōtorohanga district has three schools that are full Enviroschools and three that are Friends of Enviroschools (FOE). The FOE status acts as a stepping stone to becoming an Enviroschool. The six participating schools are;

- Kio Kio School (Full)
- Ngutunui School (Full)
- Ōtorohanga Primary (Full)
- Korakonui School (FoE)
- Kāwhia School (FoE)
- Arohena School (FoE)

4.24. The Enviroschools programme empowers children and young people to plan, design and implement sustainability actions that are important to them and their communities. It provides real-world contexts for learners to connect with their environment and their communities, and to actively participate in social, cultural, economic, and environmental change.

4.25. ŌDC's Jane Shaw, Waste Minimisation Co-ordinator, is the relationship manager for Enviroschools and meets regularly with Michelle Daly, Senior Education Advisor for WRC.

Thrive Youth Trust (Thrive)

4.26. This report is accompanied by Thrive's 12-month report for the period 1 July 2025 to 30 June 2026 (attached as Appendix 4). ŌDC has committed \$30,000 per annum to Thrive, funded by district-wide rates, to support the delivery of the following youth-centered outcomes:

- To provide a seamless and integrated series of programmes, which effectively transition youth/rangatahi through all stages of their development.
- To empower the youth/rangatahi of Ōtorohanga district to achieve their potential by reinforcing positive mindsets and fostering wellbeing, thereby enabling them to thrive and contribute to the welfare of our local community and Aotearoa New Zealand.

4.27. Thrive delivers four key programs to achieve these outcomes:

- True North - a mentoring program mainly for Years 7 to 10 students assisting them to transition from our coastal schools to secondary school
- Verge - catering for primary school students and youth with a focus on rock climbing
- Thrive Hub - now working mainly with referred senior primary school children and available to mentor senior students at Ōtorohanga College
- MPowA - assisting school-leavers to transition to further education, training or employment.

- 4.28. Nicky Deeley, ŌDC's Manager of Community Development and Wellbeing, is the relationship manager for Thrive.

Ōtorohanga Support House Whare Awhina (ŌSHWĀ)

- 4.29. This report is accompanied by the ŌSHWĀ 12-month report for 1 July 2025 to 30 June 2026 (attached as Appendix 5). ŌDC committed \$36,000 per annum, funded by district wide rates, for the exclusive use of 88 and 120 Maniapoto Street, which are ŌDC-owned premises.
- 4.30. The current lease agreement is a two-year extension through to 30 June 2028. The funding provided is equal to the market rent for the properties, effectively negating the rental cost for ŌSHWĀ.
- 4.31. ŌDC's funding to ŌSHWĀ is provided solely to cover the lease of the premises. It is not tied to the delivery of any specific council-directed services or programmes. The scope and nature of services delivered by ŌSHWĀ are determined independently by the organisation and may also be supported through other grants or funding sources.
- 4.32. ŌSHWĀ provides a wide range of services to the community, including budgeting, financial and debt support; counselling; social services access; family harm support; medical referrals and advocacy; health transport; employment referrals; parenting programmes; foodbank access; housing and emergency housing support; justice of the peace services; and probation services.
- 4.33. Manager Dot Ngarotata retired after two years in the role, and during that time led the organisation through a significant transition from an Incorporated Society to a Charitable Trust. The group currently have interim Manager Leah Wallace in place whilst they advertise for a replacement.
- 4.34. In November the Trust will be celebrating 35 years of operation and have also refreshed their branding and external signage. ŌSHWĀ maintains regular contact with Ms Deeley.

Ōtorohanga Historical Society (Ōtorohanga Museum)

- 4.35. This report is accompanied by the Ōtorohanga Museum 12-month report for 1 July 2025 to 30 June 2026 (attached as Appendix 6). ŌDC committed \$58,000 per annum towards staff wages and is funded by district wide rates.
- 4.36. The museum is open to the public with free entry, three afternoons per week, and promotes, exhibits and celebrates the history and awareness of the Ōtorohanga District's heritage. This work includes delivering exhibitions, supporting school visits, responding to research requests, caring for objects and taonga within the archive, improving the museum buildings, and hosting community events and creative workshops.
- 4.37. ŌDC's Manager of Community Development and Wellbeing, Nicky Deeley, is the relationship manager for the Museum.

Sport Waikato

- 4.38. This report is accompanied by the Sport Waikato 12-month report for 1 July 2025 to 30 June 2026 (attached as Appendix 7). The report outlines activities and outcomes aligned with the Moving Waikato Regional Strategy for Sport and Recreation, which is underpinned by three key focus areas noted in point 4.40 below.
- 4.39. ŌDC committed \$35,000 per annum, funded by district wide rates, for contracted services to support outcomes in play, active recreation, and sport in the Ōtorohanga District. A further \$3,380 per annum as a contribution for the delivery of the Waikato Regional Active Spaces Plan.
- 4.40. The contracted services include the delivery of the *Moving Waikato* Regional Strategy, with the following objectives:
- Our People: More adults, more children ‘Out there and active’
 - Building Communities: Helping communities to help themselves
 - Regional Leadership: Leading and delivering change.
- 4.41. The Sport Waikato Regional Connectivity Coordinator (West) Robbie Matthews operates from ŌDC premises two days each week.
- 4.42. Ms Matthews has also provided input and support into the development of the Reserves Management Strategy & Plan and continues to contribute to the development of the Sports Hub Project, and the management of the Sport NZ Rural Travel Fund alongside council staff.
- 4.43. ŌDC’s Manager of Community Development and Wellbeing, Nicky Deely, is the relationship manager for Sport Waikato.

Driver Licence Programme

- 4.44. For the 2025/26 year, ŌDC engaged both Number 12 (based in Te Kuiti) and the Ōtorohanga Employment Hub (ŌEH) to deliver the Driver Licence Programme for Ōtorohanga youth. Funding was used to assist with costs associated with licence tests, driving lessons, and defensive driving courses, with the level of support varying for each learner. Both organisations worked closely with Ōtorohanga College, with Number 12 focusing primarily on learner licences and ŌEH focusing on restricted and full licences.
- 4.45. The results achieved during the reporting period were:

License	Number 12	Ōtorohanga Employment Hub
Learners	52	-
Restricted	6	10
Full	4	3

- 4.46. ŌDC has confirmed funding for the programme up to \$70,000 per annum, funded by district-wide rates.
- 4.47. ŌDC’s Group Manager Strategy and Community, Nardia Gower, is the contract manager for this programme delivery.

5. Appendices | Ngā āpitihanga

#	Title
1	Maru Energy Trust 12-month report 1 July 2025 – 30 June 2026
2	Waikato Screen 12-month report 1 July 2025 – 30 June 2026
3	Enviroschool 12-month report 1 July 2025 – 30 June 2026
4	Thrive 12-month report 1 July 2025 – 30 June 2026
5	Ōtorohanga Support House Whare Āwhina report 1 July 2025 – 30 June 2026
6	Ōtorohanga Historical Society report 1 July 2025 – 30 June 2026
7	Sport Waikato 12-month report 1 July 2025 – 30 June 2026

9 July 2026

Ōtorohanga District Council
17 Maniapoto Street
Ōtorohanga

Dear Nardia,

On behalf of Maru Energy Trust (Maru), we sincerely thank Ōtorohanga District Council (ŌDC) for its continued support and investment in our kaupapa.

This report provides a summary of our activities and outcomes for the period **1 July 2025 to 30 June 2026**.

Over the past 12 months, Maru has significantly increased its delivery across the Ōtorohanga district, supporting whānau to create warmer, healthier homes through insulation and heating interventions.

This period has seen:

- Increased installation activity across both insulation and heat pump programmes
- Stronger engagement with local whānau and referral partners
- Greater visibility of services through targeted outreach and community connections

In response to increasing demand, Maru has also expanded its network of approved insulation and heating providers since December, enabling:

- Increased capacity to deliver installations
- More timely responses to referrals
- Improved coverage across the district

Maru has also strengthened its community engagement efforts through the appointment of Kim Ingham as Community Champion, whose role focuses on raising awareness of available services and fostering local connections. Combined with targeted outreach activities, this proactive approach has enhanced lead generation and helped ensure more eligible homeowners can access support through the Warmer Kiwi Homes programme, alongside Maru-funded contributions.

We are pleased to report that all Ōtorohanga District Council grant funding allocated to Maru has now been fully committed and expended within this reporting period.

This reflects:

- Strong demand for services within the district
- Efficient programme delivery and coordination
- Continued alignment between Council investment and community need

The full utilisation of funding has enabled a greater number of homeowners to receive support and has contributed to measurable improvements in home health outcomes across the district.

Maru remains committed to continuing this momentum within the Ōtorohanga district.

Our focus moving forward includes:

- Sustaining delivery levels to meet ongoing demand
- Continuing to strengthen referral pathways and community partnerships
- Advocating for ongoing investment to ensure continued support for vulnerable homeowners

We are proud of the impact achieved over the past year and thank Council for its ongoing support of this important work. Your investment continues to make a meaningful difference in the lives of Ōtorohanga whānau.

Ngā mihi nui,

Renee Parkes

Team Lead – Kaiārahi o Maru

Accountability Report – Ōtorohanga District Council

The following tables summarise installations in the Ōtorohanga District Council region.

Installations Completed 1 July 2025 - 30 June 2026

	Qty	Spend
Insulation	24	27,383
Heat Pumps	9	8,639
Total	33	36,022

ŌDC Contribution

	Spend
Funding (21 July 2025) Inclusive \$5k Marketing	30,000
Less Completed Installs	36,022
Less Marketing	2,818
Total Spend	38,840
Remaining Funds	0

Total Installs completed since Maru inception as at 30 June 2026

	Qty	Spend
Insulation	83	57,391
Heat Pumps	41	26,335
Total	124	83,726

Enviroschools- Ōtorohanga District

Six Monthly Report on the Delivery of the Enviroschools Programme in Ōtorohanga for last six months of the 2025/2026 Financial Year



This report provides the Ōtorohanga District Council with an update on the delivery of the Enviroschools Programme for the period from 1 January to 30 June 2026.

The Enviroschools Programme supports and empowers children and young people to plan, design and implement sustainability actions that are important to them and their communities. It provides relevant life contexts for learners to be connected with their environment and their communities, and how to be actively involved in social, cultural, economic and environmental change. The programme is guided by Māori perspectives and respect for the diversity of people and cultures is actively celebrated.

Where the programme is embedded, it is resilient in the face of challenges. An Enviroschools journey for schools is not based on linear growth as it can include highs and lows, and sometimes appears to regress followed then by reengagement. Evidence has shown that when the programme is developed as 'Whole School Approach' then these periods of hiatus can bring stronger engagement across the school and community over the long term.

Enviroschools Programme in Ōtorohanga District

Facilitator: Anna Cunningham

Students reached: 298

3 Number of Enviroschools

Percentage of schools that are Enviroschools: 25%

Friends of Enviroschools: 2

Year levels reached through Enviroschools: 1-6



Value of Enviroschools for Ōtorohanga District Council

The annual contribution of \$6,000 provided by the Ōtorohanga District Council supports the facilitation of the Programme to achieve several outcomes for the district, schools and young people to directly align with the community outcomes for the district, including:

- Cultural, Social and Economic Sustainability
- Waste Reduction & Zero Waste
- Biodiversity & Biosecurity Action
- Water health & conservation
- Kai/Food production & distribution
- Energy conservation & action
- Ecological Building action

WRC provides co-funding for facilitation, regional leadership and runs two Enviroschools grant rounds for school projects that align with the Enviroschools guiding principles.

Regional support open to all Waikato Enviroschools

- Thanks to [Toimata Foundations' Environmental Outcomes Funding](#), Waikato Enviroschools professional learning was offered to all Waikato secondary schools at Sanctuary Mountain Maungatautari. It focused on student enviroleaders, curriculum-linked resources, and local secondary Enviroschools [case studies](#).
- 6 schools competed in the annual Waikato Maara Kai interschool challenge with a cook off with produce grown from their gardens.
- Secondary Enviroleaders attended a [school tour](#) and an overnight summit to support action back in their schools.
- Teacher professional developed as offered through [in person](#), in school and [online](#) connecting teachers to Enviroschools resources
- Interschool student events were held to support Conservation week in April across the region.

Stories from Ōtorohanga District from the Programme

Lake study at Lake Arapuni with Arohena School

Arohena School reached out to Waikato Regional Council for some support with their water enquiry. Enviroschools Facilitator Anna suggested a few options and they chose an in-person facilitated session comprising a classroom talk and a visit to their local waterway (Lake Arapuni on the Waikato River) for some water quality testing.

The session started with a talk about why healthy waterways are important (streams / rivers / lakes), how we can find out if a waterway is healthy and what we can do to keep waterways healthy. The students were very attentive and had some great prior knowledge. The classes had already done some work on how to tell if the lake was safe to swim in (Lake Arapuni sometimes has toxic algal blooms), which fitted into the conversation well.

Students then tested water temperature, clarity and hunted for macroinvertebrates and discussed freshwater pest species and why it's important to check - clean - dry. Students thought that the water was really clear, and were surprised when they could only see to 60cm on the clarity tube.

Arohena School is a Friend of Enviroschools and now had an environmental education taster and know how to reach the team if they are keen to get more involved.



Kio Kio Year 3 and 4 Camp

Kio Kio School's Rimu class (years 3 & 4) visited Raglan for their 2026 camp, including a morning at Xtreme Zero Waste followed by Enviroschools activities to tie into their learning. Enviroschools ran a beach clean and a scavenger hunt around the busy Papahua Domain by the Raglan footbridge; teams collected a bag of rubbish each in just 15 minutes, with lolly wrappers the most common find. Kio Kio School runs camps in Term 1 and Term 4, with Enviroschools called in to deliver an environmental or nature-connection activity during each.

WAIKATO SCREEN NZ

Regional Film Office

Annual Stakeholder Report 2025/26

Reporting period: 1 April 2025 – 31 March 2026

Otorohanga Appendix Report

- Pg 13: Ōtorohanga District Report 2025/26
- Ōtorohanga Production spend & ROI
- Delivery for Ōtorohanga
- Ōtorohanga Looking ahead

**Growing screen opportunity, regional
visibility and practical pathways
across the Waikato.**

Prepared June 2026

**Nine Districts.
One Connected Regional Screen Destination.**



Executive Summary

Waikato Screen NZ has continued to strengthen the Waikato as a visible, prepared and film-friendly screen destination. Across 2025/26, the Regional Film Office supported production attraction, location facilitation, local workforce connection, regional visibility, screen tourism opportunities, education pathways and community development across the screen sector.

The year delivered measurable activity and continued momentum: 55 production and screen-related enquiries, 43 productions and screen projects supported, and 32 confirmed projects across documentaries, short films, commercials, corporate and event content, music videos, series, tourism, news, social media, podcast, video game and major international production activity. Estimated production spend supported, facilitated or tracked through Waikato Screen totalled \$6,481,525 across the region.

2025/26 Headline Results

55 Total enquiries 34% increase on 2024/25	43 Productions / projects 23% increase on 2024/25
32 Confirmed projects Approx. 74% confirmation	\$6.48m Estimated production spend supported by Waikato Screen
\$75.72 District council ROI Returned per \$1 invested	\$27.51 Total council ROI incl. WRC Returned per \$1 invested

These results reflect the productions and screen-related activity that came through Waikato Screen for support, facilitation, connection or tracking. Filming activity continues to grow across the wider region, and these figures represent the measurable portion of activity where Waikato Screen had direct visibility or involvement.

Our Role as the Regional Film Office

- Attract national and international productions to the region
- Facilitate logistical support and location guidance
- Connect productions with local crew, talent, suppliers and businesses
- Showcase locations, infrastructure and film-friendly capability
- Support responsible filming and production impact management
- Coordinate enquiries across multiple districts
- Build the location library, crew directory and preferred supplier / business directory
- Develop pathways for local talent, community participation and sector growth
- Represent Waikato in national and international screen sector conversations



Year-on-Year Growth Regional Momentum

The 2025/26 year reflects a maturing Regional Film Office model, with more productions, agencies, creatives, councils, businesses and sector partners recognising Waikato Screen as the central point of connection for filming in the region.

Filming activity is growing across the wider Waikato. These statistics reflect the productions and enquiries that required Waikato Screen support, coordination or facilitation, and provide a strong indicator of increasing regional screen activity.

Measure	2023/24	2024/25	2025/26	Change / Story
Production enquiries	39	41	55	Growing year-on-year
Productions / projects supported	31	35	43	Continued increase
Confirmed projects	—	—	32	New reporting measure
Estimated production spend	\$3.225m*	\$6.586m	\$6.482m	Sustained above \$6.4m for two years
District council investment	\$77,381	\$70,000	\$85,600	Increased district participation
Waikato Regional Council investment	\$275,000	\$150,000	\$150,000	Three-year foundation funding
Total council investment incl. WRC	\$352,381	\$220,000	\$235,600	Ongoing stakeholder investment

* The 2023/24 production spend figure reflects six notable productions where spend data was available, rather than the full regional screen spend. Waikato Screen has continued improving production-spend tracking and reporting for stakeholders.

The increase in enquiries demonstrates growing awareness of Waikato as a film-friendly region. The increase in supported productions shows this awareness converting into practical activity, local coordination and production outcomes. 32 confirmed projects from 43 supported projects represents a confirmation rate of approximately 74%, delivering direct economic impact and community benefits.

Production Activity by Type

Type	No.	Type	No.
Documentary	5	Music	3
Short Film	8	Series	2
Commercial	12	Video Game	1
Corporate / Event	3	Tourism	2
Major International	3	Indie	1
Social Media	1	News	1
Podcast	1	Total	43

Production Spend & ROI

2025/26 regional return

A key measure of Waikato Screen's value is the direct production spend generated across the region through screen activity supported, facilitated or tracked by the Regional Film Office. For 2025/26, Waikato Screen recorded an estimated \$6,481,525 in production spend across the Waikato region.

Measure	Investment	Spend	Return
District council investment	\$85,600	\$6,481,525	\$75.72 per \$1
District councils + WRC	\$235,600	\$6,481,525	\$27.51 per \$1

Council investment supports production activity that flows into accommodation, catering, hospitality, transport, crew, talent, equipment, locations, services, local businesses and visitor activity. Production spend data is commercially sensitive and difficult to capture in full; Waikato Screen will continue improving reporting and data collection.

Production Spend by District

District / Measure	Investment	Spend	ROI
Hamilton	\$10,000	\$135,500	\$13.55
Hauraki District	\$7,500	\$526,500	\$70.20
Matamata-Piako	\$0	\$43,100	N/A
Ōtorohanga	\$3,000	\$137,000	\$45.67
South Waikato	\$4,600	\$2,500	\$0.54
Thames-Coromandel	\$15,500	\$378,050	\$24.39
Waikato District	\$28,500	\$2,536,000	\$88.98
Waipā District	\$10,000	\$2,715,375	\$271.54
Waitomo District	\$6,500	\$7,500	\$1.15
District Council Total	\$85,600	\$6,481,525	\$75.72
Waikato Regional Council	\$150,000	—	As below,inclu
Total Council Investment	\$235,600	\$6,481,525	\$27.51

Production activity often crosses district boundaries, so district-level ROI should be read as a conservative indicator of recorded local spend rather than the full regional benefit of each council's contribution.

2025/26 Trading Income

Financial position and funding alignment

For the year ended 31 March 2026, Waikato Screen NZ Limited recorded total trading income of **\$356,879.81**.

This reflects a mix of council investment, regional support, community grant funding and stakeholder contributions.

Of this, **\$295,403** relates to council, regional council and listed grant support received during the reporting period. A further **\$54,086.75** was funding carried forward from the previous financial year to support 2025/26 delivery and align with council funding cycles.

Waikato Screen continues to grow and diversify its support base through councils, Wel Energy Trust, Trust Waikato and other community grant opportunities.

\$356,879.81

Total trading income
Year ended 31 March 2026

\$295,403

Council, regional council
and listed grant support

\$54,086.75

Grants applied in advance
from previous FY

2026/27

Clear direction, regional
support and forward
momentum

Together, this demonstrates a stable and developing regional model. Waikato Screen continues to deliver direct value back to councils, communities, businesses and the wider Waikato economy. Alongside council support, Waikato Screen continues to grow and diversify its funding base through regional and community partners including Wel Energy Trust, Trust Waikato and other community grant opportunities.

Funding Confidence

Waikato Screen enters the 2026/27 year with a stronger industry reputation, growing stakeholder confidence and a clear role as the region's trusted point of connection for screen production.

As more productions, agencies and sector partners work with Waikato Screen, the region is increasingly recognised as film-friendly, responsive and efficient to work in. This reputation matters. It gives producers confidence that filming in the Waikato can be well supported, well coordinated and commercially practical.

Council funding remains an important part of Waikato Screen's wider stakeholder support base, enabling the Regional Film Office to continue delivering production attraction, location facilitation, council coordination, industry development, regional visibility and measurable economic return.

Alongside council support, Waikato Screen continues to diversify its funding base and build confidence with community and regional funding partners, including Wel Energy Trust, Trust Waikato and other community grant opportunities. The formalisation of the Waikato Screen Charitable Trust further strengthens the wider Waikato Screen ecosystem, creating dedicated pathways for education, mentoring, scholarships, training, community programmes and future philanthropic and government funding opportunities.

Together, this demonstrates a stable and developing regional model — one that is building industry respect, growing support and positioning Waikato Screen to enter 2026/27 with confidence, credibility and momentum.

Detailed financials:

The full 2025/26 Profit and Loss Report is available as a supporting financial appendix for stakeholders requiring detailed income, expenditure and reporting information.

Link: [2025/26 Profit and Loss](#) [25 26 FY Profit and Loss Report](#)

Production Activity

Major releases, visibility and future pipeline

The 2025/26 year included a broad range of production activity across the region. Commercial production remained a strong contributor, while documentaries, short films, tourism content, series and independent activity continued to show the breadth of the Waikato screen pipeline.

Many productions require confidentiality during scouting, development and filming, so some Waikato Screen work remains behind the scenes until projects are released. When they reach the screen, it gives us the opportunity to celebrate the region's role and build visibility for Waikato.

Major Releases and Visibility

- Minecraft launch premiere in April 2025 created strong regional visibility and destination potential
- Chief of War premiere and NZFC industry event strengthened national screen relationships
- Predator: Badlands demonstrates the importance of remaining prepared, film-friendly and visible to major production partners

Significant 2025/26 Production Activity

- Waka Kotahi Commercial — Mercer
- Molenberg Bread TVC — Ohinewai / Maramarua
- Spark Commercial — multiple rural Waikato locations
- Toyota Commercial — Paeroa and surrounding districts
- East of Eden — Thames and Pokeno
- Umami / confidential production code — Wharepapa South and Waipā / Ōtorohanga
- Ruby Tui Documentary — Hamilton / Raglan
- 2113 Short Film — Hamilton / Raglan
- Farah Khan tourism content — Hamilton Gardens, Ruakuri Caves and Hobbiton
- Fieldays Commercial — Cambridge
- Collective Force Commercial — Lake Karapiro
- Danish Travel Programme — Waitomo
- A Confidential Production: Obsidian Feature Film

Non-Financial Enquiries and Future Pipeline

- Māori filmmaker connection and pathway enquiries
- University of Waikato actor pathways converting into 2026/27 partnership outcomes
- NZ presenter and media connections; career pathway enquiries; specific crew requests
- Casting calls; iwi and RFONZ connections; commercial location enquiries
- Major international production enquiries, Pokémon game enquiry, Minecraft 2 enquiry and BBC Great Railway Journey enquiry



Sector Development

Partnerships and regional profile

A strong Regional Film Office is not only measured by production spend. It is also measured by the relationships it builds, the rooms it is present in, the pathways it creates, the visibility it generates for the region and the confidence it gives productions, councils, creatives, funders, iwi, businesses and communities.

Major Industry Engagement and Representation

- Big Screen Symposium July 2025
- Women in Film and Television Awards
- New Zealand Screen Awards and TV Awards, Auckland, Nov 2025
- Minecraft launch premiere, April 2025
- Chief of War premiere and industry
- Pike River premiere and Waikato Screen-hosted Q&A in Hamilton with Rob Sarkies and the real women of Pike River
- Indian film industry event in Auckland; career developers event in Hamilton
- Meeting with Minister Paul Goldsmith
- US Exec Producers, presenting Waikato to US-based studios and producers including Netflix and Amazon
- Regional Film Offices New Zealand Hui in Auckland, March 2026

Māori Filmmakers Hui and Indigenous-Led Screen Development

- Waikato Screen supported Māori screen development and connection through the Māori Filmmakers Hui and related industry engagement, welcoming Nga Aho Whakaari .
- Māori Careers Day with the University with Nga Aho Whakaari and Mike Johnathan.
- Hosted Mike Jonathan and Piriipi Curtis for conversations around film opportunities, screen development and regional pathways
- The Studio West purchase by Jason Momoa, Taika Waititi and Cliff Curtis through Āriki Group signals a major moment for Indigenous-led screen development in Aotearoa

Regional Film Offices New Zealand Hui

- Connected Waikato with NZ's 11 regional film offices, national screen agencies and industry leaders, including Netflix Executive.
- Focus on production attraction, screen tourism, Māori engagement, AI, non-traditional platforms, policy and global positioning
- Ensures Waikato remains connected to production pipelines, national advocacy and shared RFO knowledge



Training & Events

Workshops, pathways and audience connection

Waikato Screen continued to support practical skills development and professional pathways for emerging screen practitioners. The Producer 101 course with Dailies Studio focused on essential skills for crew, emerging producers and people wanting to better understand the production process. Waikato Screen also attended a career developers event in Hamilton.

Pike River Q&A Event

- Waikato Screen hosted the Pike River Q&A with director Rob Sarkies, Anna Osborne and Sonya Rockhouse
- Tracy Hampton moderated the event
- The event connected audiences with the people behind the story, the filmmaking process and the lived experience represented on screen
- It reflects Waikato Screen's role in screen culture, audience connection, public conversation and the power of film to hold important stories

The Tavern — Local Film Success

- The premiere of The Tavern in Cambridge was a standout regional screen moment
- The locally made film was strongly supported by audiences and became a New Zealand film tour success with sell-out screenings
- In June 2026, The Tavern was purchased by TVNZ+ for on-demand release, extending its audience reach nationally

Farah Khan Visit and International Audience Reach

- Waikato Screen hosted Farah Khan and her team during their Waikato visit
- Itinerary included Hamilton Gardens with Mayor Tim Macindoe, Ruakuri Caves with Mayor John Robertson, and Hobbiton
- The visit reached an audience of approximately 4 million
- Waikato Screen's welcoming video reached approximately 178,000
- The visit shows how screen, tourism and digital influence can position Waikato destinations in front of large international audiences

4m

Plus! Farah Khan international audience reach

178k

Waikato Screen Farah Khan welcoming video reach

TVNZ+

The Tavern acquired for on-demand release

Digital Platforms

Sponsorship and business connection

Waikato Screen continued to grow its social media platforms and public engagement. Social platforms are now an important part of the Regional Film Office's work: promoting filming activity, celebrating regional success, sharing opportunities, supporting local creatives, communicating with stakeholders and building public awareness of the value of the screen sector.

Crew Directory and Preferred Supplier Development

- Creation and continued development of paid tiered listing options for crew and preferred suppliers
- The paid Crew Directory helps Waikato-based screen practitioners, industry professionals, crew and emerging talent become more visible to productions
- The Preferred Suppliers / Business Directory supports local businesses across accommodation, catering, transport, equipment, hospitality, construction, security, locations support, printing and specialist services
- These platforms help keep production spend within the region by making it easier for productions to find and use local services

Platform Growth

884

Facebook followers

533

Instagram followers

143

Crew Directory local industry professionals

17k

A Key post interaction

Paid tiers

Additional revenue supporting digital development

2026/27

Enquiry converted to partnership outcome

University of Waikato — Enquiry to 2026/27 Outcome

- In 2025/26, Waikato Screen received an enquiry from the University of Waikato seeking access to actors and performers for medical student training
- This developed into a practical partnership outcome in the following financial year, with paid actor opportunities delivered in May and June 2026
- This demonstrates how Waikato Screen enquiries can convert into paid local work, education partnerships and new pathways for performers

Charitable Trust

Governance and advisory support

A major milestone has been the formalisation of the Waikato Screen Charitable Trust. The Trust has been established to advance education, creativity, community outcomes and pathways through screen and storytelling. Its purpose supports training, mentoring, scholarships, cultural storytelling, community outreach and access to opportunities for people who may not otherwise see a pathway into the screen sector.

This strengthens the wider Waikato Screen ecosystem by creating a dedicated structure for education and community-facing work, while Waikato Screen NZ continues to operate as the Regional Film Office focused on production attraction, facilitation, sector development and regional economic outcomes. We are pleased to introduce Rachel Adams as part of the Trust governance.



Rachel Adams joins Tracy Hampton and Erin Griffiths as Trustees, bringing strategic leadership, governance, funding and screen sector experience to strengthen the Waikato Screen Charitable Trust.

Trust Focus Areas

- Training and mentoring
- Scholarships and practical pathways
- Cultural storytelling and community outreach
- Education and workforce development
- Future philanthropic and government funding opportunities



Rachel Adams

Trustee | Waikato Screen Charitable Trust

Rachel Adams is a strategic leader, entrepreneur and screen sector advocate with experience across economic development, governance, funding strategy and industry growth. As a Trustee of the Waikato Screen Charitable Trust, she supports workforce development, education pathways and industry partnerships that connect local talent with opportunities in the screen sector while strengthening the Waikato's creative economy.



ADVISORY BOARD

Waikato Screen NZ is supported by an experienced advisory board who provide strategic guidance, sector knowledge, regional insight and professional expertise. Advisors meet quarterly and are also independently available as specialist expertise is required.

Toby Adams steps back, continuing his support for the film office, but with mayoral duties, he has officially completed his three years as an advisor. We are grateful for his continual support, and we welcome our newest trustee in mid 2026



Michele Paki



Deserae Frisk



Mark McCabe



Esmae McKenzie-Norbury

Stable Stakeholder Support

Looking ahead: 2026/27

The year ahead is an important one for Waikato Screen. The focus for 2026/27 will be to strengthen the region's screen infrastructure, develop partnerships, grow production attraction and expand community pathways through both Waikato Screen NZ Ltd (non-profit) and the new Waikato Screen Charitable Trust.

1 Strengthening production attraction

Continuing to promote Waikato to national and international productions, location scouts, producers, directors, agencies and sector partners.

2 Building a stronger regional funding model

Working with councils and stakeholders toward a shared regional approach that reflects shared regional benefits.

3 Exploring screen tourism opportunities

Progressing future opportunities carefully with the right partners, permissions and commercial considerations.

4 Growing the Crew and Business Directories

Improving visibility for local crew, talent, suppliers and businesses so productions can find Waikato-based services.

5 Advancing education through the Charitable Trust

Supporting workshops, scholarships, mentoring, cultural storytelling, community pathways and practical training.

6 Strengthening iwi and community relationships

Building respectful relationships that protect places of significance and support community-led storytelling.

7 Improving data and reporting

Improving how production activity, local spend, district impact, crew engagement and community benefit are recorded.

8 Keeping Waikato film-friendly

Working with councils to make filming processes clear, professional and responsive while balancing community impact.

Waikato Screen enters 2026/27 with clear direction, established regional support and strong forward momentum.

Supporting document:

A 2026/27 Strategic Funding Forecast has been prepared to outline Waikato Screen's projected income, programme delivery budget and funding alignment for the year ahead. This provides stakeholders with a clear view of the proposed regional funding framework and the organisation's forward planning position.

Link: 2026/27 Strategic [2026/27 Strategic Funding Forecast Report](#) Forecast Report

Stakeholder Acknowledgement

Waikato Screen sincerely thanks our council partners, community funders, industry supporters, iwi partners, businesses, crew, creatives, contractors, advisory board, charitable trust trustees and regional stakeholders.

We acknowledge the support and confidence of councils as part of our wider stakeholder support base, alongside community funding partners including Wel Energy Trust, Trust Waikato and other community grant opportunities. This support has helped Waikato Screen continue the practical work of attracting productions, supporting filming, building local capability, promoting the region, strengthening industry relationships and creating pathways for future growth.

Together, we are building a stronger screen future for the Waikato — one that creates economic value, opens pathways for local people, supports storytelling, strengthens tourism and ensures our region is seen.

***Ehara taku toa, he takitahi,
he toa takitini.***

*My success should not be bestowed onto me alone,
as it was not individual success but success of a
collective.*

Ngā mihi nui,

Thank you for your continued support & partnership.

Tracy Hampton
Film Office Manager / Co-Director
Waikato Screen NZ

Erin Griffiths
Attraction and Facilitation Manager / Co-Director
Waikato Screen NZ

With thanks from the Waikato Screen Team



WAIKATO SCREEN NZ

District Appendix

Ōtorohanga District Report 2025/26

Reporting period: 1 April 2025 – 31 March 2026

Production impact, regional visibility
and practical pathways for
Ōtorohanga.

Prepared July 2026

Ōtorohanga connected to one
regional screen destination.



Ōtorohanga Production Spend & ROI

2025/26 district return

Ōtorohanga District Council invested \$3,000. Recorded production activity generated a minimum estimated \$137,000 in district spend — an estimated return of \$45.67 for every dollar invested.

Measure	Investment	Spend	Return
District council investment	\$85,600	\$6,481,525	\$75.72 per \$1
District councils + WRC	\$235,600	\$6,481,525	\$27.51 per \$1

One confidential major international production near Wharepapa South drove demand for local accommodation, hospitality, transport, traffic management, regional talent and business services.

Ōtorohanga in regional context

District / Measure	Investment	Spend	ROI
Hamilton	\$10,000	\$135,500	\$13.55
Hauraki District	\$7,500	\$526,500	\$70.20
Matamata-Piako	\$0	\$43,100	N/A
Ōtorohanga	\$3,000	\$137,000	\$45.67
South Waikato	\$4,600	\$2,500	\$0.54
Thames-Coromandel	\$15,500	\$378,050	\$24.39
Waikato District	\$28,500	\$2,536,000	\$88.98
Waipā District	\$10,000	\$2,715,375	\$271.54
Waitomo District	\$6,500	\$7,500	\$1.15
District Council Total	\$85,600	\$6,481,525	\$75.72
Waikato Regional Council	\$150,000	—	As below,inclu
Total Council Investment	\$235,600	\$6,481,525	\$27.51

District-level spend is a conservative minimum. When the confidential production is released, it is expected to create further visibility for Wharepapa South, Ōtorohanga and surrounding towns.

Delivery for Ōtorohanga

Production, community connection and district promotion

In 2025/26 Waikato Screen delivered direct production support, education activity, industry connection and location promotion for Ōtorohanga. Some production work remains confidential until release; this appendix records the district benefit that can presently be reported.

Community and industry connection

- Promoted the Fade Up educational podcast programme with Ōtorohanga School
- Supported the Mārama film Q&A, with local Leon Hemara as MC
- Ōtorohanga participants specifically invited to the Māori Filmmakers Hui, with strong Maniapoto attendance
- Ongoing work with Leon Hemara, Robbie Neha and Baylee Rangitawa

Major production impact

- Confidential international feature near Wharepapa South
- More than 250 crew, actors, drivers and talent
- 80 regional extras engaged
- Local traffic-management services used
- Ōtorohanga accommodation fully utilised by the production
- Wider demand for hospitality, transport and business services

District promotion and future pipeline

- Updated the location gallery to continue representing Ōtorohanga
- Presented all Waikato districts to US executives alongside Screen Auckland, Film Northland and the NZ Film Commission
- Worked on five Waitomo-area pitches that also promote Ōtorohanga accommodation, hospitality and businesses
- Continued confidential production attraction and location enquiries



Ōtorohanga: Looking Ahead

Priorities for continued district impact

Waikato Screen will continue connecting Ōtorohanga to regional production attraction, location promotion, industry relationships and community pathways. Delivery will be supported by the regional film office and complemented by the Waikato Screen Charitable Trust.

1 Strengthening production attraction

Promoting Ōtorohanga locations, accommodation and services to national and international productions.

2 Regional funding participation

Maintaining a shared regional model that reflects the economic and visibility benefits delivered across council boundaries.

3 Growing screen visibility

Building opportunities carefully around Wharepapa South, nearby towns and future production releases.

4 Supporting local people and businesses

Connecting producers with local talent, crew, hospitality, transport, suppliers and accommodation.

5 Advancing education pathways

Using the Charitable Trust to support mentoring, workshops, cultural storytelling and accessible screen pathways.

6 Strengthening Maniapoto relationships

Continuing respectful engagement with local filmmakers, iwi and communities.

7 Improving district reporting

Recording production activity, local spend, participation and community benefit more consistently.

8 Keeping Ōtorohanga film-friendly

Working with Council so production enquiries and filming activity are clear, responsive and community-aware.

Ōtorohanga enters 2026/27 with demonstrated production value, strong local relationships and further opportunity ahead.

This comprehensive Waikato Screen Annual Stakeholders Report provides the full regional context, governance, financial position and delivery outcomes.

Appendix 13- 16 : Ōtorohanga District Report 2025/26

As we prepare for the next stage of regional delivery, the foundational investment from Waikato Regional Council provides an important base for Waikato Screen's new regional funding model, which is being presented across all nine councils.

This shared approach supports the continued delivery of the Regional Film Office as the screen sector grows and the Waikato strengthens its reputation as a diverse, location-led production region within easy reach of Auckland's studios and screen infrastructure.

We look forward to presenting the new funding model to Ōtorohanga District Councillors on 8 September 2026.

Through continued regional partnership, we can maintain a strong focus on attracting production and realising the significant economic and direct community benefits the screen sector brings to our districts.

Thrive Ōtorohanga Youth Trust Community Partner Funding Grant

Annual report on progress to Ōtorohanga District Council as at 30th June 2026

Executive Summary – *(The executive summary, at least down to Thrive's four programmes, is still the same as last year to inform new council members of who we are and what we do)*

Thrive Ōtorohanga Youth Trust (Thrive), formerly known as The Harvest Centre Charitable Trust, has served the Ōtorohanga community since 2008 and underwent considerable review and an associated name-change in 2015. Thrive receives funding from a range of agencies, including Ōtorohanga District Council and Ōtorohanga Community Trust as well as donations from individual members and businesses within the Ōtorohanga community.

Peter Coventry continues to be Thrive's CE with support from the Thrive Board and Thrive Advisory Board.

Our Vision

To provide a seamless and integrated series of programmes, which effectively transition youth/rangatahi through all stages of their development.

Our Mission

To empower the youth/rangatahi of Ōtorohanga and surrounding districts from all cultures to achieve their potential by reinforcing positive mind-sets and fostering well-being; enabling them to thrive and contribute to the welfare of our local community and Aotearoa New Zealand.

Our Values

We are motivated by Christian principles and values, especially compassion/aroha, relationship/whanaungatanga, respect/mana, and contributing/manaakitanga.

Community Strength Model

Thrive staff implement a community strength model which aims to:

- Connect and engage youth through relationship or referrals
- Develop life skills through training and education
- Improve well-being
- Reduce youth offending
- Encourage youth to engage in further education, training or employment

Thrive's four programmes have seen some change in 2026, but we still aim to provide a seamless approach to youth welfare and development in Ōtorohanga. Our programmes are currently:

- **Harvest Rock - catering for primary school students and youth with a focus on rock climbing.**
- **True North - a mentoring programme mainly for Years 7 to 10 students assisting them to transition from our coastal schools to secondary school.**
- **In February of 2026, our Thrive Hub and MPOWA coordinator resigned from Thrive to work fulltime at Ōtorohanga College. This means that we no longer offer these programmes, but our work with young people continues.**

- We are in the process of establishing an after-school programme for higher risk primary school children

Harvest Rock Indoor Rock Climbing **Staff member - Julian Pope**

Total participation: 1309 of all ages - Harvest Rock programmes:

(267 school students)

The Lions Reach Awards is a rock-climbing incentive award that is freely available to 18 schools (including a college) in the wider Ōtorohanga District and surrounds, funded and volunteered by the Ōtorohanga Lions Club.

Main points:

- Much coveted and highly appreciated by students and schools who participate.
- Is part of many schools' incentive rewards programmes and learning culture.
- Some schools, however, cite finding time within busy timetable, EOTC's (Education Outside of the Classroom) paperwork and transport as factors that prevent them from participating in the awards.

(222+ students & adults)

After School Climbing happens Tuesday/Wednesday/Thursday from 3:30pm-5:30pm during the school term.

Main points:

- Primary school students are the majority although college students and some parents climb too.
- As climbers need a belayer, this encourages mum/ dad/ caregivers/ family to be involved.
- Teamwork (climber/belayer), good communication and challenging yourself is all part of the rock-climbing experience.
- Provides a safe and encouraging environment to learn or extend your rock climbing and set/reach new goals.

(340 kids, youth and adults)

Thrive School Holiday Climbing takes place during the 2 weeks of the Term 1/ 2 /3 and part of the Term 4 school holidays.

Main points:

- An encouraging, safe family environment for all ages and abilities.
- Keeping the climbers and belayers engaged and safe are keys to the programme.
- Term 1 holiday climbing was cancelled due to a staff family bereavement.

(277 kids, youth and adults)

Group Bookings for groups of all ages during weekdays.

Main points:

- For schools, tertiary education, adventure, clubs, organizations, party groups.
- Providing a dry, warm place to climb if the weather prevents outdoor climbing.
- Ideal for training basics or more advanced skills before venturing outside.
- Climbing routes catering to all skill levels and abilities.

(203 of all ages)

Thursday Night Climbing 6-9pm

Main points:

- Generally, more adults (14 years & over) than kids (under 14 years old).
- Awesome “family” atmosphere created by the regulars and a warm and welcoming feel.
- Skilled and experienced climbers are always encouraging less experienced climbers leading to a confidence building environment.

Results and community impact

Awesome to see the family dynamic of kids and parents having fun together.

Seeing fear and doubt being replaced with joy and “I did it!”, after conquering a climb or sometimes just getting off the ground, is what it’s all about.

Harvest Rock is for family, friends and the relationship with fellow climbers and belayers that happen to meet for “such a time as this”.

Health and Safety

Daily, weekly, monthly, yearly inspections are all part of the indoor rock-climbing world. Continual upgrading of rock-wall equipment and staff training ensures a safe and confidence inspiring environment for all that call Harvest Rock home.

Harvest Rock is regularly inspected by qualified external personnel to meet all the certified safety requirements.

TrueNorth Mentorship Programme
Staff member - Bradley Hamilton

School Numbers:

Kawhia - 7 students Y 7 & 8 - as well as younger kids during lunch.

Hauturu - 10 Y7 & 8 - can include whole school during breaks.

Kinohaku - 11 all year levels

Piripiri - 11 all year levels

Ōtorohanga Primary – 10 Students

All schools have varied ages, spending time with me during break times.

A total of 49 Students

Gender Break down – 23 Girls/26 Boys

Ethnicity Breakdown – 37 Māori/9 NZ European/3 Fijian

Hauturu

It has been a rewarding year working alongside the students and staff at Hauturu. Throughout the year, I have had the opportunity to support students in a variety of ways, both inside and outside the classroom. My role as a mentor has involved building positive relationships with students, encouraging them to engage in their learning, supporting their wellbeing, and helping them develop confidence in their abilities.

One of the highlights of the year has been assisting with rugby coaching and preparation for various sporting tournaments. Working alongside the students during training sessions has allowed me to help them develop their skills, fitness, teamwork, and understanding of the game. It has been particularly rewarding to see students grow in confidence and apply the lessons learned during training when representing their school at competitions. Sport has provided an excellent platform for teaching resilience, discipline, communication, and leadership skills.

Beyond sport, I have worked closely with students in the classroom and during school activities. This has included providing encouragement, helping students set goals, supporting them when they encounter challenges, and celebrating their achievements. Throughout the year, I have seen students demonstrate increasing confidence in their learning and willingness to participate in new opportunities. It has been pleasing to watch them support one another and develop positive relationships with their peers.

As a mentor, I have focused on being a positive role model and creating an environment where students feel supported and valued. Building trust and rapport has enabled students to seek guidance when needed and develop greater confidence in themselves. It has been a privilege to be part of their journey throughout the year, and I am proud of the growth they have shown both academically and personally.

Kāwhia

This year has been a fantastic opportunity to work with the students at Kāwhia and support them across a range of academic, sporting, and personal development experiences. My mentoring role has involved encouraging students to challenge themselves, develop positive relationships, and build confidence in their abilities.

A significant part of my time at Kāwhia has involved supporting students through sporting opportunities, including tournament preparation and attendance at inter-school events. Throughout the year, students have represented their school with pride, courage, and respect. While results have not always gone their way, the students consistently demonstrated perseverance, teamwork, and sportsmanship. These experiences provided valuable learning opportunities and helped students understand the importance of effort, resilience, and maintaining a positive attitude.

In addition to sport, I have spent time supporting students in their learning and everyday school life. This has included helping students remain engaged in classroom activities, assisting with problem-solving, encouraging positive behavior, and supporting students to achieve personal and academic goals. I have enjoyed watching students grow in confidence as they have developed new skills and become more willing to step outside their comfort zones.

One of the most rewarding aspects of working at Kāwhia has been seeing students encourage and support one another. Through mentoring conversations and daily interactions, I have worked to reinforce positive values such as respect, responsibility, and perseverance. It has been wonderful to see students mature throughout the year and take pride in their achievements and contributions to their school community.

Piripiri

Piripiri has experienced continued growth throughout the year, creating exciting opportunities for students and staff alike. As a mentor, I have enjoyed supporting students as they adapted to changes within the school and embraced new opportunities to learn, collaborate, and build friendships.

My role has involved working alongside students during classroom activities, supporting positive social interactions, and helping students develop confidence in themselves and their abilities. With an increasing number of students attending the school, there have been more opportunities for group learning, cooperative games, and peer support. It has been rewarding to watch students build relationships with one another and learn valuable social skills through these experiences.

Throughout the year, I have focused on helping students develop self-confidence, resilience, and positive decision-making skills. Whether through informal conversations, structured activities, or daily interactions, I have worked to encourage students to recognize their strengths and set goals for their personal growth. It has been

pleasing to see students become more comfortable working with different peers and contributing to school activities.

The positive atmosphere at Piripiri has made it a fantastic environment in which to mentor students. I have enjoyed supporting them through challenges, celebrating their successes, and watching them grow as individuals. The progress students have made throughout the year reflects their willingness to learn and the supportive culture within the school community.

Kinohaku

Working at Kinohaku throughout the year has been an enjoyable and rewarding experience. The students have participated in a range of unique learning opportunities and experiences that have supported both their personal development and educational growth. As a mentor, I have had the privilege of helping students make the most of these opportunities while encouraging them to challenge themselves and develop confidence.

Throughout the year, students have participated in several memorable experiences, including educational trips, community activities, and special events. These experiences have provided opportunities for students to learn beyond the classroom and develop important life skills such as communication, teamwork, independence, and problem-solving. It has been exciting to see students embrace these opportunities and reflect positively on what they have learned.

My mentoring role has involved building strong relationships with students, providing guidance when needed, and supporting them to achieve both personal and academic goals. I have worked alongside students to help them overcome challenges, celebrate successes, and develop confidence in their abilities. Through regular interactions, I have aimed to create a supportive environment where students feel comfortable seeking advice and sharing their achievements.

One of the most pleasing aspects of the year has been witnessing the growth in students' confidence and willingness to take on new challenges. Whether in the classroom, during school events, or through extracurricular activities, students have demonstrated resilience, determination, and a positive attitude towards learning. It has been a privilege to support them throughout the year, and I look forward to seeing them continue to build on the progress they have made.

TrueNorth Summary

It has been a rewarding year working across Hauturu, Kāwhia, Piripiri, and Kinohaku. Throughout the year, my role as a mentor has focused on building positive relationships with students, supporting their wellbeing, encouraging engagement in learning, and helping them develop confidence, resilience, and positive social skills.

Across all four schools, I have worked alongside students in classrooms, during school activities, and through sporting opportunities. I have supported students in setting goals, overcoming challenges, developing positive behaviors, and celebrating their achievements. A key focus has been creating a supportive environment where students feel valued, encouraged, and confident to participate in new experiences.

Sport has played an important role throughout the year, particularly through rugby coaching and supporting students at various tournaments and events. These experiences have provided valuable opportunities to develop teamwork, leadership, perseverance, and sportsmanship while representing their schools with pride.

It has been particularly rewarding to see students grow in confidence, strengthen their relationships with peers, and demonstrate resilience when faced with challenges. Whether through classroom learning, sporting events, school trips, or everyday interactions, students have consistently shown a willingness to learn and support one another.

I have thoroughly enjoyed being part of each school community and feel privileged to have supported students throughout their journeys this year. I am proud of the progress they have made and look forward to seeing them continue to grow and succeed in the future.

Thrive Hub (July 2025 – January 2026)

Staff member: Jenny Edwards

Ōtorohanga College

Participation:

Year 9 – 11 students

Year 11: Ngā Manahua mentorship group for 8 Māori female students

Year 13: 2 students

Main Areas of Work

- Providing a familiar, welcoming presence for Year 9 students as they begin college.

- Building relationships with Year 9 students through conversation, encouragement, and regular in-class support.
- Supporting each Year 9 class group twice a week across English, Maths, Science, and Art.
- Providing in-class support for Year 11 students in Science, Maths, Art, and English.
- Supporting students working towards their driver licence, alongside the Pathways teacher.
- Meeting with Year 13 students to discuss goals and plans for the term, the year, and the next five years.
- Offering a listening ear and helping students identify the right staff member or support person to speak with.
- Creating a safe, non-judgemental space for authentic conversations.
- Working alongside staff to help ensure students are not “flying under the radar”.
- Providing one-to-one support where needed, either academically or in a wellbeing role.
- Supporting teachers in class and working alongside Deans and the DP Hauora.

Specific Task: Ngā Manahua Mentoring Group

A new mentoring group, Ngā Manahua, began in 2025. The name means “to be open” or “to open out like a flower”. The group encourages and motivates Year 11 girls as they set goals and make future plans.

Year 7 & 8 Experience Day:

Primary schools attended were Ōtorohanga Primary, Ōtorohanga South School, Maihihi, KioKio, Ōtewā, Piripiri, Hauturu, Kāwhia, St. Mary’s and Ngutunui.

I spent the day mingling with students as they experienced a taster of college life.

Ōtorohanga Primary School

Participation

Main Areas of Work

- Encouraging sportsmanship, leadership, and teamwork.
- Supporting students to encourage one another and build positive relationships.
- Providing a listening ear and helping students build confidence for high school.
- Setting weekly challenges based on values such as kindness and helpfulness.
- Sessions are interactive and shaped around the needs of each group. With the girls, arts and crafts have been used to encourage conversation, support decision-making, and strengthen relational connection.

- With the boys, sessions have focused on ball games, communication, attitudes towards school and others, and the importance of teamwork.
- Certificates of participation were presented at the end of Term 4, and I attended prizegiving.

Kāwhia Primary School

Participation: 6 students

Main Areas of Work

- Building confidence.
- Encouraging teamwork.
- Strengthening relationships.

Monthly visits to Kāwhia School were made alongside Brad Hamilton to support the Year 7 and 8 girls. These visits helped build relationships with students so that, if they attend Ōtorohanga College in 2026, they will have a familiar face to greet them on their first day and help them settle into high school life. Together, Brad and I also attended the “Show us your town” event and the end-of-year prizegiving, where we were asked to present some of the prizes.

MPOWA Youth Mentorship (July 2025 – January 2026)

Staff member: Jenny Edwards

Main Aspects of the Programme

- The MPOWA programme supports school leavers.
- The MOU with Ōtorohanga College provides a safety net for students when they sign out of school, supporting future planning and wellbeing.
- Support is offered in the wellbeing space.
- Students are encouraged to connect with youth services available in the district.
- Current students at Ōtorohanga College are informed about what MPOWA offers.
- Connections are maintained with ex-students working locally, including at Woolworths, Moss & Co, Paper Plus, and OTC.

Young people are welcome to return for further guidance at any time.

Since 2008, nearly 1,000 students have been enrolled with the MPOWA programme. Support is available to all school leavers from age 16 through to sign-off at age 20.

July–December 2025: 104 students enrolled in the programme

Most ex-students have had some form of contact in the past 12 months, including through post, email, text, or face-to-face contact.

Status	Number of students
Full-time employment	22
Part-time employment	9
Full-time study (University/Wintec)	19
Apprenticeship	4
Relocated/uncontactable	58

Future Direction

The priority is to connect with students as early as possible. Some students leave college before the end of Year 13 as they move into the next chapter of their lives, so it is important they know support is available when needed. This may include wellbeing support or guidance to help them process their next steps. Flyers are regularly distributed to senior students to keep this support visible.

Comments from Parents

“...what a fantastic idea.”

“...I never realised this happened.”



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Environmental and Socio-economic Factors Affecting Client Outcomes

Key environmental and socio-economic factors affecting whānau and client outcomes across the Ōtorohanga and Waitomo Districts, as identified through foodbank data for 2025–2026, include financial hardship, rising utility costs, vehicle repair expenses, health and medical costs, attendance at medical appointments, changes in family circumstances, housing and relocation costs, and benefit-related issues, including stand-downs and suspended payments. In addition, the 100-year flood had a significant impact on the Ōtorohanga District, further compounding hardship for affected whānau.

Analysis Summary

Statistical Summary

Measure	Reported Figure
Total Food Parcels Issued	436
Total Individuals Supported	1,429
Adults Supported	673
Teenagers Supported	209
Children Supported	547
Average Household Size Supported	Approximately 3.3 people per parcel

Key Insights

Foodbank data for 2025–2026 indicates that demand peaked in August 2025, with 60 parcels issued, likely reflecting increased seasonal pressure associated with winter utility costs. Demographic data shows that approximately 63% of recipients identified as Māori and 27% as European. Around 75% of those supported were receiving government benefits, indicating a high level of reliance on fixed or limited incomes. Referral patterns show that 73% of clients accessed support through self-referral or informal family and friend networks. Children and teenagers comprised 53% of all individuals supported, highlighting the significant impact of food insecurity on households with dependent children and young people.

Summary of Contributing Factors

The following categories summarise the main factors contributing to food insecurity and service demand across the Ōtorohanga and Waitomo Districts during the reporting period.



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Foodbank	
Category	Examples
Financial Hardship	Insufficient income, debt obligations, and limited access to essential household resources
Utility Costs	High electricity and other household utility bills, including arrears
Transport and Vehicle Costs	Vehicle repairs, tyre replacement, and travel costs associated with accessing services and medical care
Health and Medical Costs	Recovery from surgery, hospital attendance, and other medical-related expenses
Changes in Family Circumstances	Additional dependants in the household, including grandchildren or extended whānau requiring support
Housing and Relocation Costs	Moving expenses, temporary accommodation, and emergency housing-related pressures
Benefit-related Issues	Stand-down periods, suspended payments, and other disruptions to income support
Adverse Events	The effects of the 100-year flood, including increased household hardship and disruption to normal living conditions
MHUD, MSD, FAMILY SUPPORT, OT	
Category	Examples
Anger Management	Insufficient income, alcohol or drug issues, high household utility bills, social issues and other disruptions can lead to anger within the whānau/family setting.
Parenting Programme	Insufficient income, alcohol or drug issues as well as other social issues for the whānau/clients can disrupt the whānau/family dynamics and can the tamariki are the ones who suffer.
OT	Insufficient income, alcohol or drug issues and other social issues by the parent can lead to disruptions for the tamariki and can impact highly on food, healthy homes, and education issues for them.



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MHUD

Insufficient income, high rent, high utility bills and other social issues can impede progress for whānau/families to purchase their own home and can barely afford to rent.

Family Support

The staff are constantly dealing with social issues for the whānau/families which can vary from day to day, most whānau/families do not know what supports they require until a discussion is had with staff.

Priority Areas for Improvement to Achieve Better Client Outcomes

Based on the data presented, priority areas for improving client outcomes include strengthening income stability, improving access to affordable essential services, enabling earlier identification of hardship, enhancing formal referral pathways, prioritising support for households with dependent children, and improving preparedness and coordinated responses to adverse events. These areas reflect the primary drivers of food insecurity and service demand identified across the Ōtorohanga and Waitomo Districts during the reporting period.

Recommended Service Responses

1. Strengthen coordination with income support and budgeting services to reduce the impact of benefit-related disruptions and financial hardship.
2. Improve access to practical assistance for essential costs, including utilities, transport, housing-related expenses, and medical needs.
3. Develop earlier identification and outreach processes for households likely to experience seasonal or event-related hardship.
4. Strengthen referral pathways with schools, health providers, and community agencies to support timely and coordinated access to services.
5. Prioritise whānau-centred support for households with dependent children and young people who are disproportionately affected by food, insecurity.
6. Enhance local preparedness and coordinated response planning for emergencies and adverse events, including flood-related disruption.

Who are the partners that help achieve results. Have there been any joint activities we have participated in?

Strong partnerships are central to achieving positive outcomes for whānau. Over the reporting period, we have continued to work collaboratively with a wide network of providers, agencies, and community groups to ensure a coordinated and effective approach to service delivery.

Key Partnerships



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During the recent flood event, collaboration across the district and wider region was critical in responding to the needs of whānau. We worked alongside the following organisations and groups:

- TAS (Temporary Accommodation Service)
- Ministry of Housing and Urban Development (MHUD)
- Te Rūnanga o Kiriikiriroa
- Emergency Operations Centre (EOC)
- Te Nehenehenui Trust (TNN)
- Whānau Pai – Kōkiri (Maniapoto Whānau Ora Centre)
- Ōtorohanga District Council (ODC)
- Here to Help U
- Cambridge Food Bank
- Bidfood Network
- Ministry of Social Development
- Healthline

We also acknowledge the significant contribution of the community, including:

- Whānau across the Ōtorohanga and Waitomo districts who donated clothing, bedding, and household items
- A Whānau Ora provider in Tokoroa who donated essential hygiene items and food
- Cambridge foodbank for delivering food to the organisation.
- Churches donate to foodbank on a regular basis
- Woolworths who support us daily
- Individuals who would like to remain ANON donate food almost monthly
- Farmers within the district are constantly donating meat for those in need.

Joint Activities and Outcomes

Our partnerships enabled a coordinated and responsive approach during the flood event. Together, we:

- Distributed food, clothing, and essential supplies to affected whānau
- Supported welfare checks and immediate response needs
- Shared resources and information to enhance service delivery
- Assisted whānau who were displaced or significantly impacted

These collective efforts ensured that support was provided in a timely, culturally responsive, and mana-enhancing way.

Ongoing Collaborative Approach

Beyond emergency response, we continue to actively work with partner organisations to provide wraparound support for whānau:



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- **Mental Health Support:**

We encourage engagement with Whānau Pai – Kōkiri at the Maniapoto Whānau Ora Centre for whānau requiring mild to moderate mental health support.

- **Alcohol and Drug (AOD) Support:**

Whānau experiencing substance use challenges are supported to access AOD counselling services through the Maniapoto Whānau Ora Centre.

- **Financial Wellbeing:**

Whānau who access our services regularly are encouraged to seek budgeting support. This initiative aims to reduce reliance on food support by strengthening financial management and supporting debt reduction.

- **Iwi Organisations: (Tainui and Te Nehenehenui)**

Whānau who are disconnected from their iwi or hapu can feel a connection again through registering and seeking information online or at the office of the organisation, they could be supported to access other grants which the organisation offers such as health grants for kaumatua, education grants, drivers licence for some,, pepi packs, sports grants etc.

Volunteer Contribution

Our volunteer network continues to play a vital role in supporting service delivery:

- **Volunteer Drivers:**

Volunteer drivers provide transport for whānau attending medical appointments between the Waikato region and Waitomo districts, helping to remove barriers to accessing essential healthcare services.

Summary

Collaboration remains a key strength of our service. The partnerships established and maintained have enabled us to deliver responsive, coordinated, and holistic support to whānau. The collective impact of these relationships continues to strengthen outcomes for our community. The information provided above has come from our foodbank service and the recent flood which hit the district in March of 2026.

We could provide a whole range of supports we offer but felt that this information sums up some of the issues and supports we have provided for whānau/families within the district. If you would like further information please let me know and I will ensure to complete this.

I would like to acknowledge our staff for continually supporting whānau/families within the district without your support, advocacy and advice the whānau/families would struggle.



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We would also like to thank all those other providers who consistently give to others in need.

Ōtorohanga Museum Annual Report

(1 July 2025 – 30 June 2026)

Purpose of the Ōtorohanga Museum

“To function as a museum that benefits the community by fostering, promoting, exhibiting and celebrating the history and awareness of the Ōtorohanga District’s heritage and the relationship of Tangata Whenua to their taonga.”

(Constitution of the Ōtorohanga Historical Society Inc.)

Community Outreach

Facebook

- Free, interactive and easily updated. Emphasis on posting material that is historically accurate, informative, highlights our collections and is relevant to the Ōtorohanga District.
Facebook followers (as at 30/07/2025) = **1,874**
Facebook followers (as at 19/06/2026) = **3,265**
- We receive numerous research requests via Facebook Messenger & Google My Business listings. These are promptly attended to.
- Quarterly newsletter produced for museum members; available at museum for visitors.

Opening Hours:

- Thursdays, Fridays and Saturdays 12.00pm -3.00pm. (All visits are free of charge).
- Wherever possible, we offer to open outside official visiting times by prior arrangement. This is particularly useful for school and special interest groups, because we can concentrate on their specific requirements, uninterrupted by other visitors.
- Visitors (1 July 2025 – 30 June 2026) = 1240 (as at 19/06/2026)

Schools/educational visits

- Visit by South School (3 junior classes) – hands on butter making / writing with fountain pens & ink.
*“Thank you so much for an amazing visit today. The kids and parents loved it. The hands-on aspects were very engaging for them. We got some great writing out of them afterwards too. Regards, **Kerry-Anne Lardelli**, Team Leader Year 3 & 4, Teacher Ōtorohanga South School”*
- Visits by Art & Social Studies classes - Ōtorohanga College.

- Visit by Professor Tom Roa with research group, Te Pūnaha Matatini, a Centre of Research Excellence based in Auckland. Videographer, Leon Hemera, was on hand to record the visit.
- Contacted the Waitomo Museum of Caves and requested inclusion in their LEOTC programme (Learning Experiences Outside the Classroom). Offered access to the museum buildings and collections for visiting schools. This would be a good fit with LEOTC visits to the Kiwiana Display arcade and the Ōtorohanga Kiwi House.

Arts related activities

- The museum regularly hosts creative workshops for adults & children led by Rebecca Ngāpō (Ōtorohanga Creative Conduit). There are also monthly collaborative sessions for creatives.
- The museum will host the biennial ArtBeat festival featuring local creatives (17th & 18th October 2026)
- The museum has offered to host the annual Xmas Tree Decoration Competition and provide space outside for Xmas decorations for the Ōtorohanga Xmas Tree Club.
- A Digital Storytelling workshop was held in the courthouse (23 & 24 August 2025). Participants were Hiria & Lorraine Anderson, Frank Lewis, Priya Singhal, Jo Russell & Kath Short. (Fully funded by Creative NZ.)
- A Morning Tea for museum members & committee was held on Friday 28 November 2025.

Displays:

- (Courtroom) “Through the King Country with a Camera in 1885” – a series of photos by Dunedin photographer Alfred Burton. These are the earliest known photos taken in Ōtorohanga and depict the great Maniapoto chiefs and their wives and children at Haerehuka on 4 June 1885. (Alfred Burton documented his stay at Haerehuka in a journal entitled THROUGH THE KING COUNTRY WITH THE CAMERA. - A PHOTOGRAPHER'S DIARY).
- (Te Waonui o Tāne) “Etched in Time – Ngāti Maniapoto Kuia and Moko Kauae” – features seven traditionally tattooed Maniapoto Kuia. The response on Facebook was overwhelmingly positive with several offers of photos & information about other Maniapoto Kuia.
- (Courtroom) History of the Ōtorohanga Town Hall 1915-1995
- (Courtroom) 1885 Turning of the Sod, Wahanui/family & friends – historic photos.

- (Anglican Church) History of the railway & the three Ōtorohanga railway stations from 1887 – 1985
- (Courtroom) “Harrodsville” 40th Anniversary - commemorating the June 1986 event, when Ōtorohanga protested against Harrods of London taking legal action against several small NZ businesses trading under the same or similar names. The town-wide business promotion received international media attention.
The museum has purchased the original 2-minute TVNZ News video clip fronted by Dylan Taite on 10 June 1986. This is solely licensed to the museum in perpetuity.
- 1903 cemetery records (1903 – early 1960s). The original, extremely fragile, hand-drawn map has been digitised and reprinted together with descriptive booklets. These contain photos and records of selected Ōtorohanga residents buried in our cemetery.

Funding & Donations

Council funding

Current hours funded = 35 hours/week (25 hours Museum Director; 10 hours Creative coordinator)

Linda Gee (Dept. of Internal Affairs) advised that current funding criteria exclude museums/heritage facilities. She does not currently encourage applications.

Rewarewa School Relocation & Renovation

- Ōtorohanga Lions Club – Relocation of the Rewarewa School (\$18,000)
- Private donations – Relocation of the Rewarewa School (\$13,000)
- Ōtorohanga Charitable Trust – plumbing Rewarewa School (\$3,450)
- Silent Auction proceeds (\$500)
- Funds on hand from museum accumulated reserves (\$25,000)

(\$60,000 tagged for the Rewarewa School project).

Flood Remediation

- We have received \$12,000 in flood relief grants.
 - ❖ Ōtorohanga Charitable Trust (\$5,000)
 - ❖ Ōtorohanga Lions Club (\$7,000)

These funds are tagged for the reinstatement of our Ngāti Maniapoto taonga in Te Waonui o Tāne, mainly for the design & manufacture of display cases. (Te Awamutu Museum generously shared ideas and contacts).

- Te Papa EKE programme (Expert Knowledge Exchange) – initial post-flood assessment of waka & wooden taonga (\$2,034.35) followed by a detailed Condition Assessment of the waka and selected wooden taonga. (Te Papa grant \$10,643.25).
- A substantial private donation by an ex-Ōtorohanga resident was recently received to protect & preserve our collections. (This was motivated by a Facebook post). To date this donation has funded new carpeting in the 1909 Anglican church, which is now a warmer, more inviting space and an ideal venue for small concerts (the acoustics are perfect) art & craft workshops.

- Ōtorohanga Charitable Trust funded an electrical upgrade of the 1909 Anglican church (\$2004.34)
- An application for \$3,500 has been submitted to COGS for basic operational funding (power/accounting software/office supplies/internet)
- The museum receives a modest income from koha and venue hire (e.g. business workshops, & creative workshops. These are held outside normal visiting times – (Thursdays, Fridays & Saturday 12pm – 3pm).

Significant research projects

Toki Identification

Funded by a Te Papa Helping Hands grant (\$1995). In November 2025 & April 2026 approximately 120 toki (stone adzes) and patu (stone pounders) were evaluated by ethnographer Wiremu Puke and geologist Dr. Oliver McLeod, assisted by Prof. David Lowe & Dr. Sebastian Lowe. The final report by Dr. Sebastian Rowe has been submitted and provides a comprehensive and fascinating insight into the uses, manufacture and geological origins of the toki and patu in the museum collection.

Waka Condition Assessment

This work has been undertaken by expert conservator Sara Gainsford (RedOx Cultural Heritage Services). Sara & her husband Matthew (Marine archaeologist) visited 2 & 3 June. Matthew trialled 3D imaging equipment on the waka at no additional cost. Sara's report will inform us about the waka's current condition and any conservation & treatment options, including environmental controls, that may be needed in future.

Textile assessment

Visit by Dr. Rangi Te Kanawa, internationally recognised expert in the preservation of Māori textiles, for an initial assessment of the piupiu & harakeke kete collection.

Flooding of Te Waonui o Tāne (Friday 13 February 2026)

- We thank the Ōtorohanga District Council for providing the insurance cover for the drying, cleanup and refurbishment of the building interior.
- The carpet was removed, the concrete floor cleaned and sealed with a heavy-duty clear sealant. Flood-damaged wall panelling was removed, replaced and painted.
- All rescued taonga were decontaminated following advice from Professor Emeritus Roberta Farrell (Waikato University).
- We are now sourcing and manufacturing new display cases and plinths. Meanwhile Te Waonui o Tāne remains closed until all taonga are safely installed in the display cases. (Projected re-opening mid-late July).



Ōtorohanga IMPACT SNAPSHOT



JULY 2025 – JUNE 2026

This snapshot highlights what changed in Ōtorohanga between 1 July 2025 and 30 June 2026 through local investment, community partnerships and collaborative action across play, active recreation and sport.

During this period, funding was directed towards opportunities for tamariki and rangatahi, schools strengthened their capability to create quality physical activity experiences, community partnerships progressed future facility planning, and new local insights helped inform future investment and decision-making.

The following highlights demonstrate how Sport Waikato is helping create a district where movement is part of everyday life.



Together, these activities are helping remove barriers to participation and create more opportunities for tamariki and rangatahi to be active, connected and well. By building capability within schools, clubs and communities, the benefits create lasting impact across the district.





Stronger Communities

- Targeted school support through aquatic education, teacher capability development and school-based physical activity initiatives.
- Progressed natural play initiatives including Play on the Way and footpath stencils.
- Supported flood recovery by identifying priority outdoor play spaces for renewal.



Better Decisions for Future Investment

- Progressed the Ōtorohanga PARS Plan from development towards implementation.
- Aligned PARS priorities with Long Term Plan outcomes.
- Captured local youth and coach voice to guide future planning and investment.



Active As is making a difference

Supporting Ōtorohanga College through Sport New Zealand's Active As initiative has contributed to measurable improvements between 2023 and 2025:

6%

Sport participation

14%

Sense of belonging

16%

Students happy to attend school

9%

Student happiness

7%

Regular attendance

These initiatives are helping create more opportunities for people to move, strengthening local capability, informing future investment decisions and ensuring community spaces continue to deliver greater value for Ōtorohanga residents.

What's next?



Building Momentum

- Continue aquatic education and teacher professional learning.
- Strengthen youth voice and local insight.
- Progress school-community partnerships.
- Expand Positive Vibes Only across schools and community sport.



Shaping the Future

- Implement priority PARS actions.
- Progress community hub developments.
- Align Long Term Plan investment with PARS priorities.
- Continue evidence-informed planning and facility development.

Our focus remains on creating the conditions for more Ōtorohanga residents to move more, connect more and thrive. By combining local insight, strong partnerships and targeted investment, we will continue supporting a movement system that delivers lasting wellbeing benefits for communities across the district.

Ōtorohanga District Report

Date Range: 1 July 2025 – 30 June 2026

ORGANISATIONAL UPDATE/S – Steve Dalgety, Sport Waikato GM Regional Leadership

The work of Sport Waikato staff continues to be guided by the Moving Waikato strategy, now operating within Horizon 3 – a future-focused phase centred on equity, innovation, and strengthening community wellbeing through play, active recreation and sport.



Over the past twelve months, we have continued to work alongside councils, schools, iwi, regional organisations and community partners to strengthen local capability, improve alignment, and support sustainable participation opportunities across the Waikato. A key focus has been helping partners navigate change while maintaining momentum towards shared outcomes.

At a regional level, Sport Waikato has assumed a stronger leadership role in secondary school sport following a strategic review with the Waikato Secondary Schools Sports Association (WSSSA). This transition provides greater alignment across education, sport and community sectors, while ensuring secondary school voices continue to inform decision-making through an ongoing advisory structure.

Our commitment to evidence-informed planning continues to grow through initiatives such as the Moving Waikato Community Survey, Moving Waikato Youth Survey, Voice of Tamariki and ActiveXchange movement data. These insights are helping councils and community partners make more informed decisions about investment, planning and delivery. Over the coming year, district-specific profiles will further strengthen local decision-making by providing a deeper understanding of participation patterns, community needs and emerging opportunities across each district.

Thank you to Ōtorohanga District Council for your continued partnership and shared commitment to creating active, connected and thriving communities. We look forward to continuing this work together throughout 2026.

ŌTOROHANGA SPORT AND ACTIVE RECREATION PLAN MAJOR PROJECT UPDATES

STATUS	On Track 	Some Challenges 	High Risk 	Complete 
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Focus Areas	Progress	Further Considerations/ Proposed Future Actions	Status
Support activity deliverers in the district to better understand the needs of the participant (with a particular focus on target groups of children and young people, women and girls, and deprived communities)	Tū Manawa During this reporting period, Sport Waikato supported the distribution of \$40,915 through the Tū Manawa Active Aotearoa Fund, increasing access to quality play, active recreation and sport opportunities across the Ōtorohanga District. Funding was targeted towards tamariki and rangatahi who face barriers to participation, ensuring opportunities were locally relevant, accessible and inclusive. This \$40,915 was allocated to: • Ōtorohanga RDA – “Equal Opportunities” • Nga Koihoe o Manaipoto – Hauora & holiday program (Waka ama & open water safety) • Youthtown – Holiday program (3x school holiday blocks) • Youthtown – Ōtorohanga College ‘HER’ project – Water confidence & safety In addition to the \$40,915 distributed to district-based initiatives, Sport Waikato supported the distribution of a further \$110,077 in regional Tū Manawa funding to organisations delivering programmes across multiple Waikato districts, including Ōtorohanga. While this funding was not allocated exclusively to the district, it expanded the range of play, active recreation and sport opportunities available to local tamariki and rangatahi through regional delivery, demonstrating the added value of a coordinated regional investment approach. • Swim Waikato Inc – “Swim Safe Programs in schools” • King Country Lee Gar – He Ara whakama (Oto & Waitomo) • KC Rugby – Te Rohe Potae – Kura Focus • Maniapoto Sports & Cultural Assoc – Rugby League	• Continue supporting activity deliverers across the district to better understand and respond to participant needs, particularly for children and young people, women and girls, and communities experiencing higher levels of deprivation. • Strengthen capability around inclusive programme design and delivery, ensuring opportunities remain accessible, welcoming and responsive to local community needs. • Continue supporting organisations through the Tū Manawa application process to build long-term capability and maximise community impact.	

	Sport Waikato has also continued working alongside prospective applicants by providing advice and support through the Expressions of Interest process, helping strengthen future applications and ensuring projects are well aligned to local community need. Sport Waikato brought together secondary schools, Regional Sport Organisations and district partners through the Waikato Secondary School Sport Forum to identify practical opportunities to strengthen youth sport across the district. The forum focused on reducing barriers to participation, improving collaboration between providers, and exploring more flexible, youth-centred approaches to sport delivery. Key collaborative opportunities identified included: • Cross-code and multi-sport participation opportunities. • Alternative models of participation that better meet the needs of rangatahi. • Shared referee, official and coach development. • Improved accessibility and stronger connections between schools and community providers. These initiatives recognise that improving youth participation requires collaboration across schools, Regional Sport Organisations and community partners rather than individual organisations working in isolation.	• Progress collaborative projects identified through the Waikato Secondary School Sport Forum. • Strengthen partnerships between schools, Regional Sport Organisations and community providers to improve participation pathways for rangatahi. • Continue using youth voice and local insights to inform future participation opportunities and improve youth sporting experiences.	
Grow local sector capability through the provision of targeted workshops and education initiatives	Professional Learning in Primary Schools Sport Waikato has continued strengthening relationships with schools across the Ōtorohanga District while responding to significant changes within the national education landscape. Recognising the pressures schools have experienced implementing new literacy and numeracy curriculum requirements, our approach has been to work alongside schools at their pace, ensuring Health and Physical Education and physical activity remain important contributors to student wellbeing and learning. Targeted support has continued through aquatic education, teacher capability development and school-based physical activity initiatives. Working alongside Swimming Waikato and Community Leisure Management, Sport Waikato has supported aquatic education	• Resume regular Health and Physical Education professional learning opportunities for lead teachers across the district. • Continue supporting lead teachers to embed professional learning within their own schools. • Support schools to access funding and resources that enhance the quality of	



	professional learning and modelled sessions for teachers and students, with additional schools identified for delivery during 2026. This work is contributing to: - Increased teacher confidence to deliver quality Health and Physical Education and physical activity opportunities. - More consistent use of play-based and student-centred approaches that strengthen physical literacy. - Stronger connections between schools, community organisations and local providers, creating sustainable opportunities for tamariki beyond the classroom.	play and physical education experiences. Expand aquatic education support to the additional schools identified for delivery during 2026.	
	Play Initiatives: - Sport Waikato continues to work alongside schools and Ōtorohanga District Council to identify opportunities that strengthen play within school environments. Current initiatives include exploring "Play on the Way", footpath stencils and opportunities to incorporate more natural play environments that encourage everyday movement, active play and physical literacy. Community Engagement: - Sport Waikato has continued strengthening connections between primary schools, secondary schools and community partners to identify opportunities that improve access to coaching, officiating and physical activity experiences across the district. These conversations are helping build stronger pathways for tamariki and rangatahi to remain active within their local communities. Flood Relief Support Following the flooding event, Sport Waikato worked alongside Ōtorohanga District Council and Ōtorohanga Primary School to assess the impact on outdoor play and physical activity spaces. Together, priority outdoor play and physical activity spaces were identified for recovery and renewal, helping guide future investment towards spaces that will have the greatest benefit for tamariki.	- Progress identified play initiatives with schools and Council as opportunities and funding become available. - Continue supporting schools to design play spaces informed by student voice and aligned with quality play principles. - Continue strengthening school-to-community partnerships that increase access to coaching, officiating and participation opportunities. - Support collaborative initiatives that grow local coaching, officiating and volunteer capability.	

	Sport Waikato also proactively connected with other affected schools across the district to determine whether additional support was required. While no further assistance was needed at the time, this ensured schools remained connected to available support throughout the recovery process. Sport Waikato continues to work alongside the Ministry of Education and local partners to support the restoration and enhancement of school play environments, helping create safe, engaging spaces that encourage active play, learning and wellbeing.	Continue working alongside Council, the Ministry of Education and schools to support the renewal of outdoor play and physical activity spaces, ensuring recovery efforts leave a lasting legacy through safe, engaging and inclusive environments for tamariki.	
Support Coach Development in the district in both school and community settings	Positive Vibes Only (PVO) is Sport Waikato's youth-centred approach to creating positive, inclusive and enjoyable environments where rangatahi choose to participate in play, active recreation and sport. By working alongside schools, coaches, leaders and activity providers, PVO supports environments that prioritise belonging, enjoyment, confidence and wellbeing, recognising these as key drivers of ongoing participation. During the reporting period, Sport Waikato introduced the Positive Vibes Only approach to Ōtorohanga schools and began engaging with local sporting organisations to support wider adoption across the district. King Country Rugby has commenced planning for implementation during the 2027 season, while Waikato Rugby has already adopted and is embedding the approach within its delivery. Active As – Ōtorohanga College Sport Waikato continues to support Ōtorohanga College through Sport New Zealand's Active As initiative. By focusing on student voice, inclusive participation, leadership development and activating school spaces, the programme has significantly strengthened student wellbeing, connectedness and participation. Between 2023 and 2025 the College achieved: Sport participation increased by 6% (32% to 38%) Sense of belonging increased by 14% (44% to 58%)	- Continue supporting the rollout of Positive Vibes Only across schools, clubs and community sport settings within the district. - Work alongside Regional Sport Organisations to support adoption of Positive Vibes Only through their coach and club development programmes. - Deepen engagement with Regional Sport Organisations to build a shared understanding of the ongoing challenges influencing youth sport participation and experiences, while	

	• Students happy to attend school increased by 16% (44% to 60%) • Student happiness ratings increased by 9% (33% to 42%) • Regular attendance (80%+) increased by 7% (48% to 55%) These outcomes demonstrate the positive impact of prioritising physical activity as a contributor to student wellbeing, stronger school connectedness and improved educational engagement.	collaboratively exploring long-term sustainable delivery models that meet the needs of rangatahi. • Continue connecting secondary schools with local sport and active recreation opportunities to ensure rangatahi remain central to future planning and delivery.	
Lead the development and review of the district sport and recreation plan, in collaboration with the District Council	Local Play, Active Recreation and Sport (PARS) Plan Sport Waikato has continued working alongside Ōtorohanga District Council to develop the district's Play, Active Recreation and Sport (PARS) Plan, bringing together local participation data, demographic information, community insights and regional evidence to create an evidence-informed framework for future planning and investment. During this reporting period, the PARS Plan has progressed from development towards implementation. The Regional Connectivity Coordinator has worked alongside Council staff to begin developing an implementation action plan, identifying priority initiatives that will support the operationalisation of the Plan. Initial work has focused on aligning PARS priorities with Council's Long Term Plan outcomes, identifying opportunities for collaborative delivery, and ensuring future investment is informed by local evidence and community need. The PARS Plan provides a coordinated roadmap for Council and community partners, recognising the interconnected role of people, places, programmes and partnerships in creating sustainable play, active recreation and sport opportunities across the district.	• Continue implementing priority actions identified through the PARS Plan in partnership with Council and key community stakeholders. • Progress priority projects by aligning PARS priorities with Long Term Plan investment opportunities and external funding where appropriate. • Monitor implementation progress and use local participation insights and community feedback to review and refine priorities over time.	

Drive key outcomes, alongside District Council staff, as identified in the district sport and recreation plan – including and with specific attention to local facilities projects	LTP 2024-2034 Consultations Sport Waikato continued to support Ōtorohanga District Council throughout the implementation of Long Term Plan priorities by providing an independent, evidence-informed perspective on play, active recreation and sport. Through participation in the Reserve Management Strategy Working Party and associated community consultation processes, Sport Waikato helped connect sports clubs, schools and community organisations with Council, ensuring local voices were represented within long-term planning discussions. This included facilitating conversations around: • Island Reserve • Ōtorohanga Domain • Ōtorohanga College partnerships • Future Sports Hub opportunities Sport Waikato also contributed regional insights, participation trends and examples of leading practice from across the Waikato to support robust decision-making and encourage collaborative approaches to future investment.	• Continue supporting Council to implement priority actions identified through the Long Term Plan and Reserve Management Strategy. • Provide evidence, regional insights and facilitation support to inform future planning and investment decisions. • Continue strengthening partnerships between Council, schools, clubs and community organisations to progress agreed priority projects.	
	Hubbing Sport Waikato continues to work alongside Council, community organisations and iwi to explore sustainable hubbing opportunities that maximise community benefit from existing and future facilities. Throughout the reporting period, significant progress has been made across several hub projects, including: • Ōtorohanga Community & Sports Hub. • Ōtorohanga Equestrian & Rural Park. • Kawhia Sports & Community Hub.	• Continue supporting governance, feasibility and partnership development across identified hub projects. • Facilitate collaboration between Council, community organisations and iwi to maximise shared investment opportunities. • Continue using regional examples, participation	



	Sport Waikato's role has focused on facilitating collaboration, connecting stakeholders, supporting feasibility work and providing regional expertise to help guide future investment decisions. The Rural & Equestrian Park has continued to evolve through collaboration between Riding for the Disabled, Pony Club, Adult Riding Club, Polocrosse and other rural recreation groups. Sport Waikato has supported needs assessment work, feasibility planning and partnership discussions that have ultimately contributed to Council's decision to accept the gifted land and support the establishment of a Trust to oversee the project. These projects demonstrate the value of collaborative planning and shared governance in creating sustainable community facilities that respond to changing community needs.	evidence and community insights to inform facility planning and future investment decisions.	
Provide stakeholders with district specific insights to support decision-making and enable community conversations	Moving Waikato Youth Survey & Voice of Coach Sport Waikato continues to strengthen evidence-informed decision-making by providing local insight into how tamariki, rangatahi and communities experience play, active recreation and sport. Through the Moving Waikato Youth Survey, Voice of Coach, and other engagement initiatives, local organisations are better equipped to understand participation patterns, barriers and opportunities, enabling more targeted planning and investment. Ōtorohanga College participated in the Moving Waikato Youth Survey, contributing valuable local insights into young people's experiences of physical activity, physical education and organised sport. These findings are now being shared with the school alongside national School Sport Census data to identify practical actions that improve participation, satisfaction and overall physical activity experiences for rangatahi. The Voice of Coach survey has also provided valuable regional insights into the experiences and development needs of coaches. Key findings around inclusivity, coach confidence, mentoring and volunteer support will inform future coach development initiatives delivered alongside Regional Sport Organisations, schools and clubs.	• Continue expanding local insight through youth voice, school engagement and community consultation. • Support schools, clubs, Regional Sport Organisations and Council to use local evidence when planning programmes, facilities and funding priorities. • Continue encouraging participation in Sport Waikato insight initiatives to strengthen the local evidence base over time.	

	Spaces and Places updates Sport Waikato continues to support district planning through regional leadership in Spaces and Places. During the reporting period, Council staff participated in regional forums focused on partnership approaches, hubbing, technology, and evidence-informed planning for community facilities. These forums provide opportunities for councils across the Waikato to share challenges, learn from regional examples and strengthen capability around long-term planning and investment. Regular Spaces and Places newsletters have also continued to keep Council staff informed of emerging trends, resources and leading practice from across the region. By facilitating regional collaboration and sharing practical examples, Sport Waikato is helping councils make more informed decisions that maximise community benefit from future investment in play, active recreation and sport infrastructure.	• Continue facilitating regional Spaces and Places forums that strengthen capability across the local government sector. • Share emerging national and regional examples that support evidence-informed facility planning. • Continue strengthening collaboration between councils, funders and sector partners around future Spaces and Places priorities.	
Contribute to Council conversations about play, active recreation and sport via regular meetings and collaboration on key projects	Sport Waikato has maintained a strong working relationship with Ōtorohanga District Council through regular engagement across planning, parks, reserves and community development functions. The ongoing presence of the Regional Connectivity Coordinator within Council offices has strengthened collaboration, enabled timely advice and supported coordinated responses to emerging opportunities and challenges. During the reporting period, Sport Waikato also facilitated a Play Workshop with Council staff, contributing to the implementation of the PARS Plan and strengthening understanding of play-based approaches across Council planning. Council staff have also continued participating in Sport Waikato's cross-council operational network, providing opportunities to share knowledge, discuss common challenges and learn from initiatives occurring across the Waikato region.	• Continue embedding play, active recreation and sport considerations across Council planning and decision-making. • Deliver further professional development opportunities for Council staff that strengthen understanding of play, active recreation and sport outcomes. • Continue facilitating cross-council collaboration to encourage knowledge sharing and regional	

		consistency where appropriate.	
Increase collaboration and connection between key stakeholders in play, active recreation and sport in the district through community partnerships	Sport Waikato continues to strengthen collaboration between Council, schools, community organisations, sports clubs, iwi and regional partners to create more connected and sustainable opportunities for play, active recreation and sport across the district. Key partnership initiatives during the reporting period have included continued development of: • Ōtorohanga Community & Sports Hub • Ōtorohanga Equestrian & Rural Park • Kawhia Sports & Community Hub Sport Waikato has also continued progressing conversations around improving community access to school facilities, recognising the significant opportunity to increase participation by better connecting existing community infrastructure with local need. These initiatives demonstrate Sport Waikato's role in bringing organisations together, facilitating collaboration and helping communities develop shared solutions that maximise participation opportunities and long-term sustainability.	• Continue working alongside key stakeholders to strengthen collaborative delivery of play, active recreation and sport opportunities across the district. • Support the progression of community hub projects through facilitation, partnership development and strategic advice. • Continue exploring opportunities to improve community access to school facilities through collaborative partnerships.	 
Identify opportunities to appropriately celebrate positive sport and recreation outcomes	Sport Waikato continues to strengthen the visibility of community success through storytelling that celebrates innovation, collaboration and community leadership. During the reporting period, work has commenced on local case studies highlighting: • The Ōtorohanga Bowls, Croquet and Recreation Club, recognising its collaborative approach to creating inclusive recreation opportunities for older adults. • Ōtorohanga College's Active As initiative, showcasing the positive impact of student-led approaches to increasing physical activity, wellbeing and school connectedness. These stories help demonstrate the value of local partnerships while recognising the people and organisations contributing to stronger community outcomes.	• Continue developing and sharing local success stories that celebrate innovation, collaboration and community impact. • Continue advocating for the recognition of volunteers and community leaders who make significant contributions to play, active recreation and sport across the district. • Explore opportunities to partner with existing	



		community recognition programmes to further celebrate local achievement.	
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Item 60 Ōtorohanga Kiwi House – Progress Report to 31 May 2026

To Ōtorohanga District Council

From Graham Bunn, GM Business Enablement

Type **INFORMATION REPORT**

Date 28 July 2026



1. Purpose | Te kaupapa

- 1.1. To receive the Ōtorohanga Kiwi House Charitable Trust's Progress Report to 31 May 2026 in accordance with the conditions in the Loan agreement.

2. Executive summary | Whakarāpopoto matua

- 2.1. The Ōtorohanga Kiwi House Charitable Trust's (the Trust) progress report to 31 May 2026 is presented as required by the Ōtorohanga District Council (ODC) loan agreement.
- 2.2. The report notes a provisional operating surplus of \$33,200 alongside reduced cash reserves, annual visitation of 50,845 with a final-quarter recovery, and continued delivery of conservation, education, and advocacy outcomes.
- 2.3. It states the Trust remain focused on strengthening commercial performance, governance, partnerships, tourism engagement, and redevelopment planning.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That Ōtorohanga District Council **RECEIVE** the Ōtorohanga Kiwi House Charitable Trust's Progress Report to 31 May 2026.

4. Discussion | He kōrerorero

- 4.1. At its meeting on 25 June 2020, ŌDC resolved to advance a \$2M loan to the ŌKHCT to assist with the redevelopment. The original terms were for a 10-year loan with the first two years being interest free with no principal repayments. The conditions that were included in the initial agreement were unable to be met due to a limitation on generating sufficient revenue to service the loan.
- 4.2. The Terms of the loan have been revised twice in 2022 and 2024, with the 2024 agreement being a 20-year term and the first six years interest free. The interest free period expired on 30 June 2026.
- 4.3. In February 2026 there was a further variation to the \$2M loan with the term extended to 21 years and the interest free period to seven years with the first repayment due seven years from the initial Drawdown Date. The interest rate is to be reviewed with the rate to be determined by reference to the

Local Government Funding Agency fixed rate for the balance of the term. The revised conditions of the loan and revised Accountability Clauses are included in the table below.

Item	Term	Comment
The Loan		
Principal amount	\$2,000,000	
Term Expiry Date	Twenty-One (21) years from the initial Drawdown Date with a final maturity in 2041 (first repayment due seven years from the initial Drawdown Date)	
Interest Rate	Interest free for the first seven (7) years and thereafter the interest rate shall be determined by reference to the current Local Government Funding Agency fixed rate for the balance of the term.	
Reporting		
Quarterly report to the Ōtorohanga District Council A representative of the ŌKHCT shall attend (on a quarterly basis) the ŌDC meeting to report on the following matters: 1. Actual income and expenditure for the quarter (including explanation where required for any differences to the budgeted amounts for that quarter); 2. Grants received; 3. Loans and other funding (both received and applied for); 4. Forecasted income and expenditure for next quarter; 5. Analysis of visitor numbers for the relevant quarter compared to the same quarter in the previous year; With a representative of the Trust in attendance for Council meetings to speak to their report.		This information would be reviewed by the Group Manager Business Enablement. This information might be commercial and confidential, subject to LGOIMA. Public statements / reports on the performance of the ŌKH by ŌDC should be available to the ŌKH 5 days prior to becoming public.

- 4.4. The attached Performance Report (appendix 1) and Financial Report (appendix 2) from the Trust are to meet the conditions and accountability clause set out in the loan agreement.

5. Observations

- 5.1. The unaudited year-end accounts to 31 May 2026 represent a provisional surplus of \$33,200 in what has been a challenging year. Cashflow is still tight but is being well managed through the winter season when visitor numbers drop off. The OKH have taken a pragmatic approach to this and have ensured strong budgetary constraint and cashflow management. The Trust have an overdraft of \$200K with the BNZ to support cashflow fluctuations over the next 12 months.

- 5.2. Annual visitor numbers of 50,845 for 2025/26 were down 2,168 for the same period the previous year. Quarter 4 recovered with a 4.3% increase over the previous year.
- 5.3. Since the last report, the Trust have recruited a new General Manager, Peter Makara who will present this report to the meeting. The previous interim General Manager, Richard Spittle has now been brought onto the Board. Tim Jones has stood down from the Board and Jenny Martin has been brought on as Treasurer. These appointments will be confirmed at the AGM.
- 5.4. The GM Business Enablement continues to attend the Trust monthly meetings as an observer.

6. Appendices | Ngā āpitihanga

Number	Title
1	Performance Report to 31 May 2026
2	Year-End Financial Report to 31 May 2026

Performance Report

Ōtorohanga Kiwi House Charitable Trust
For the year ended 31 May 2026

Prepared by Bailey Ingham Ltd

Contents

3	Entity Information
4	Approval of Financial Report
5	Statement of Service Performance
6	Statement of Financial Performance
7	Statement of Financial Position
8	Statement of Cash Flows
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Entity Information

Ōtorohanga Kiwi House Charitable Trust For the year ended 31 May 2026

Legal Name of Entity

Ōtorohanga Kiwi House Charitable Trust

Type of Entity

Charitable Trust and Registered Charity governed by Trustees

Registration Number

CC23249

Entity's Purpose or Mission

Conservation and Breeding of New Zealand Native Wildlife, especially Kiwi Birds.

Entity Structure

Trust and Registered Charity Governed by Trustees

Main Sources of Entity's Cash and Resources

Ticket Sales for Park Admission and Tours

Main Methods Used by Entity to Raise Funds

Grant Applications

Entity's Reliance on Volunteers and Donated Goods or Services

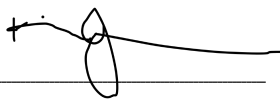
Volunteers Assist with the conservation activities of the Organisation and working bees for specific maintenance and park projects.

Approval of Financial Report

Ōtorohanga Kiwi House Charitable Trust For the year ended 31 May 2026

The Trustees are pleased to present the approved financial report including the historical financial statements of Ōtorohanga Kiwi House Charitable Trust for year ended 31 May 2026.

APPROVED



Sign
Kim Ingham - OKHCT Chairperson

Chairperson Name

Date 15/7/26

Sign

Treasurer Name

Date

Statement of Service Performance

Ōtorohanga Kiwi House Charitable Trust For the year ended 31 May 2026

Description of medium to long term objectives

Medium to Long-Term Objectives 2025-2026 financial year

The Trust's medium to long-term objectives, which guided decision-making and activity planning, were to:

1. Preserve, protect, and restore indigenous fauna through captive management, breeding, rehabilitation, and collaboration with national conservation partners.
2. Increase public understanding, engagement, and advocacy for New Zealand's natural taonga through visitor experiences and education programmes.
3. Operate as a financially and operationally sustainable not-for-profit organisation capable of maintaining core conservation services and progressing long-term infrastructure renewal.
4. Strengthen collaboration with mana whenua, local authorities, community partners, and volunteers to enhance shared stewardship and community benefit.

Significant Activities and Performance (2025-2026)

During the year ended 31 May 2026, the Trust undertook the following **significant activities** in pursuit of its objectives:

Activity	Impact
Conservation Impact	Number of managed animals across avian, reptile and invertebrate taxa = 485 Number of threatened species held under DOC permits = 392 Number of animals rescued and rehabilitated (2025–2026) 2 x Rescues: -1 x Kaka released to Pureora 1 x Rescue Petrel passed away Number of animals released or transferred to conservation partners 96 Mahoenui Giant Wētā released during this period to Rotakare Reserve. 6 Pateke chicks transferred to Issacs Conservation Trust 4 x Kaka transferred to Tangaoio
Education & Visitor Engagement	Total visitor numbers 50,845 inclusive of school participants Number of school visits and student participants 1,148 students Number of scheduled education talks 16 More than 1,700 visitor advocacy talks completed, covering key species – Kiwi, Kea, Kaka, Mahoenui Giant Weta, Eels, Whio, Kakariki, Pateke plus impromptu talks for unorganised tour groups
Organisational Sustainability	Facility operated for full financial year YES Engagements with Council regarding loan obligations included regular reporting and meeting attendance.

Statement of Financial Performance

Ōtorohanga Kiwi House Charitable Trust For the year ended 31 May 2026

	NOTES	2026	2025
Revenue			
Donations, Koha Bequests and Other General Fundraising Activities	1	57,259	21,495
General Grants	1	37,785	77,391
Government Service Delivery Grants/Contracts	1	119,951	101,354
Non-government Service Delivery Grants/contracts	1	1,268,885	1,119,377
Membership Fees and Subscriptions	1	4,405	4,353
Interest, Dividends and Other Investment Revenue	1	755	1,911
Other Revenue	1	5,669	250
Total Revenue		1,494,709	1,326,131
Expenses			
Employee Remuneration and other Related Expenses	2	837,705	921,662
Other Expenses Related to Service Delivery	2	379,381	352,860
Grants and Donations made	2	34	357
Other Expenses	2	38,711	41,309
Weta Breeding Laboratory Costs		205,679	-
Total Expenses		1,461,510	1,316,187
Surplus/(Deficit) for the Year		33,200	9,944

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Financial Position

Ōtorohanga Kiwi House Charitable Trust

As at 31 May 2026

	NOTES	31 MAY 2026	31 MAY 2025
Assets			
Current Assets			
Bank Accounts and Cash	3	68,467	200,036
Debtors and Prepayments	3	5,311	2,451
Inventory	3	18,244	9,481
Total Current Assets		92,022	211,968
Non-Current Assets			
Property, Plant and Equipment	5	924,305	908,533
Other Non-current Assets - Development In Progress	3	4,546,669	4,437,384
Total Non-Current Assets		5,470,974	5,345,918
Total Assets		5,562,996	5,557,886
Liabilities			
Current Liabilities			
Creditors and Accrued Expenses	4	45,444	47,368
Employee Costs Payable	4	168,752	119,968
Unspent Grants with Conditions Attached	4	39,335	114,285
Total Current Liabilities		253,531	281,620
Non-Current Liabilities			
Loans	4	2,000,000	2,000,000
Total Non-Current Liabilities		2,000,000	2,000,000
Total Liabilities		2,253,531	2,281,620
Total Assets less Total Liabilities (Net Assets)		3,309,465	3,276,266
Accumulated Funds			
Accumulated surpluses (or deficits)	6	3,309,465	3,276,266
Total Accumulated Funds		3,309,465	3,276,266

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Cash Flows

Ōtorohanga Kiwi House Charitable Trust For the year ended 31 May 2026

	2026	2025
Cash Flows from Operating Activities		
Operating receipts (money deposited into the bank account)		
Donations, Koha, Bequests and Other General Fundraising activities	27,559	9,118
General Grants	27,806	89,768
Government Service Delivery Grants/Contracts	10,667	4,831
Non-government Service Delivery Grants/Contracts	1,295,750	1,119,659
Membership Fees and Subscriptions	4,405	4,353
Interest or dividends received	949	2,673
Other cash received	5,669	424
GST received	191,422	207,432
Total Operating receipts (money deposited into the bank account)	1,564,226	1,438,259
Operating payments (money withdrawn from the bank account)		
Payments related to public fundraising	-	(4,000)
Employee remuneration and other related payments	(929,954)	(894,277)
Other payments related to service delivery	(333,413)	(229,143)
Grants and donations paid	(34)	(357)
Other payments	(163,773)	(140,892)
GST paid	(186,016)	(196,518)
Total Operating payments (money withdrawn from the bank account)	(1,613,189)	(1,465,185)
Total Cash Flows from Operating Activities	(48,963)	(26,927)
Cash Flows from Other Activities		
Receipts from other activities		
Proceeds from loans borrowed from other parties	-	100,000
Receipts from other activities	47,149	322,337
Total Receipts from other activities	47,149	422,337
Payments from other activities		
Payments to acquire property, plant and equipment	(43,664)	-
Repayments of loans borrowed from other parties	-	(100,000)
Payments for other activities	(85,985)	(264,218)
Total Payments from other activities	(129,649)	(364,218)
Total Cash Flows from Other Activities	(82,500)	58,119
Net Increase/(Decrease) in Cash	(131,463)	31,193
Bank Accounts and Cash		
Opening cash	200,036	168,844
Net change in cash for period	(131,463)	31,193
Closing cash	68,573	200,036

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Accounting Policies

Ōtorohanga Kiwi House Charitable Trust For the year ended 31 May 2026

Basis of Preparation

The entity is permitted by law to apply the Tier 3 (NFP) Standard issued by the External Reporting Board (XRB) and has elected to do so. A PBE may apply the standard if it does not have public accountability and has total annual expenses less than or equal to \$5,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

All amounts are rounded to the nearest New Zealand dollar.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

Ōtorohanga Kiwi House Charitable Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Revenue Recognition

Grants are recognised as revenue when the funding is received unless there is an obligation to return the funds if conditions of the grant are not met. If there is such an obligation, the grant is initially recorded as a liability and recognised as revenue when conditions of the grant are satisfied.

Donations are recognised as revenue on receipt.

Revenue from the sale of goods is recognised when the goods are sold to the customer.

Revenue from the sale of services is recognised by the reference to the stage of completion of the services delivered at balance date as a percentage of the total services to be provided

Interest revenue is recorded as it is earned during the year.

Revenue

Revenue is measured at the fair value of the consideration received or receivable, to the extent it is probable that economic benefits will flow to the Trust and revenue can be reliably measured.

Interest income is recognised on the accrual basis.

Sponsorship income is recognised as revenue when the sponsorship is received unless there is an obligation to return the funds if conditions of the sponsorship are not met.

Property, Plant and Equipment

Property, Plant and Equipment is stated at historical cost less accumulated depreciation and impairment losses. Historical cost includes expenditure directly attributable to the acquisition of assets, and includes the cost of replacements that are eligible for capitalisation when these are incurred.

All other repairs and maintenance expenditure is recognised in profit or loss as incurred.

An item of property, plant and equipment is derecognised upon disposal or when no further future economic benefits are expected from its use or disposal. Any gain or loss arising on derecognition of the asset (calculated as the difference between the net disposal proceeds and the carrying amount of the asset) is included in profit or loss in the year the asset is derecognised.

Debtors

Debtors are stated at their estimated realisable value.

Work in Progress

Work in Progress is shown in the accounts on a cost basis.

Changes in Accounting Policies

The Ōtorohanga Kiwi House Charitable Trust acknowledges the issuance of the new Tier 3 (Not-for-Profit) Standard: Reporting Requirements for Tier 3 Not-for-Profit Entities by the External Reporting Board (XRB), effective for periods beginning on or after 1 April 2024. Accordingly, the performance report has been prepared in compliance with the Tier 3 (NFP) Standard, which replaces the previous PBE Simple Format Reporting-Accrual Standards. There have been no other changes in accounting policies.

Notes to the Performance Report

Ōtorohanga Kiwi House Charitable Trust For the year ended 31 May 2026

	2026	2025
1. Analysis of Revenue		
Donations, koha, bequests and other general fundraising activities		
Adopt a Bird	6,261	3,774
Donations	18,006	2,501
Income - Kiwi Donation Box	1,695	1,005
Income - Weka Box	1,289	1,406
Income - Wishing Well	309	433
Specified Donations	-	12,377
Power It Forward Contribution	29,700	-
Total Donations, koha, bequests and other general fundraising activities	57,259	21,495
General grants		
Glenice & John Gallagher Foundation	5,979	-
Len Reynolds Trust	-	17,391
Otorohanga Charitable Trust	26,806	40,000
Otorohanga Lions Club	-	20,000
Creative Community Schemes	5,000	-
Total General grants	37,785	77,391
Government service delivery grants/contracts		
IRG Grant Funding	109,285	96,523
Ministry of Social Development	10,667	4,831
Total Government service delivery grants/contracts	119,951	101,354
Non-government service delivery grants/contracts		
Behind the scene tours	15,265	3,743
Conference Room Rental	5,870	6,442
Sales - Food & Drinks	25,570	23,857
Sales - Retail	190,079	170,902
Ticket Sales Kiwihouse	926,161	851,178
Tickets Website Direct Bookings	86,770	63,255
Surcharge - Eftpos	19,170	-
Total Non-government service delivery grants/contracts	1,268,885	1,119,377
Membership fees and subscriptions		
Membership Donation	-	70
Membership Subscriptions	4,405	4,283
Total Membership fees and subscriptions	4,405	4,353
Interest, dividends and other investment revenue		
Interest - BNZ	755	1,911
Total Interest, dividends and other investment revenue	755	1,911
Other revenue		

Other Income	5,669	250
Total Other revenue	5,669	250

2026 2025

2. Analysis of Expenses

Employee remuneration and other related expenses

Wages	749,931	897,960
ACC Levy	9,576	8,850
Management Fees	54,980	10,852
MSD Wage Subsidy Employee	23,218	-
Grant Management	-	4,000
Total Employee remuneration and other related expenses	837,705	921,662

Other expenses related to service delivery

Cost of Sales

Opening Inventory	9,481	11,334
Purchases - Food & Drinks	17,425	15,814
Purchases - Retail	101,507	84,453
Packaging & Labels	478	482
Freight - In/Out shop	337	448
Closing Inventory	(18,244)	(9,481)
Total Cost of Sales	110,984	103,049

Accountancy Fees	2,500	3,000
Bank Charges	3,049	131
Buildings - Park	6,506	5,933
Buildings - Shop	5,866	-
Conference Room Expenses	73	870
Consultancy Fees	-	13,391
Displays, Signs	1,591	19
Drainage, Pumps, Ponds	2,726	400
Eftpos Equipment Hire	1,599	1,599
Eftpos/Card Fees	23,491	20,731
Expense for Power it Forward	590	-
General Expenses	1,000	-
Grounds, Gardens - Park	8,859	2,201
HR Services	300	13,412
Insurance	9,027	9,844
Kitchen, Hospital	-	144
Lease	183	183
Machinery, Tools & Equipment - Park	4,715	4,933
Machinery, Tools & Equipment - Shop	49	911
Office Supplies, Rations & First Aid	1,689	2,689
Paths, Bridges, Fences	4,256	665
Petrol/Diesel	4,365	3,480



	2026	2025
Postage	327	351
Printing, Photocopier & Stationery	2,768	2,701
R & M Aviaries & Habitats	4,146	3,995
Rates - Park	839	729
Register Discrepancies	(30)	432
Ripley Jones Reserve Expenses	671	350
Secretarial Support	3,020	869
Subscriptions	4,787	3,177
Adopt a Bird Expenses	752	333
Advertising	1,412	974
Animal Food Dry Goods Expenses	16,948	16,728
Animal Food Expenses	-	57
Animal Food Live Food Expenses	6,347	6,599
Animal Food Perishables	35,514	30,987
Animal General Expenses	3,146	12,503
Animal Health Emergency Expenses	3,060	8,344
Animal Health Routine Expenses	3,644	2,874
Animal Health Transfer Expenses	1,270	57
Avian Dog Aversion Training	(22)	(33)
Freight & Cartage	2,080	2,046
Licences - Park	8,540	7,424
Light, Power & Heating - Park	28,910	29,298
Pest Control & Traps	10,864	260
Protective Clothing	2,773	2,271
Security	1,640	334
Staff Training	936	1,655
Uniforms	3,154	6,155
Waste Disposal	7,782	4,043
Water	105	164
Water - Park	112	104
Web Site	-	80
Bird & Visitor Audit	813	-
Brochure Printing	-	440
Cleaning & Laundry	2,419	2,911
Computer Expenses	4,662	1,247
Telephone, Tolls & Internet	10,471	8,448
Travel & Accommodation	1,834	-
Tuatara Classroom	409	-
Vehicle Expenses	9,859	6,367
Total Other expenses related to service delivery	379,381	352,860
Grants and donations made		
Koha/Gifts	34	357
Total Grants and donations made	34	357
Other expenses		

	2026	2025
Audit Fee	60	3,116
Bad Debt	-	360
Cash Variances	-	71
Interest - IRD	1,208	4,112
Overdraft	5,155	-
IRD Penalties	408	2,984
OKHCT Expenses	1,162	33
Depreciation Aviaries & Pens	14,584	13,897
Depreciation on Buildings	12,132	11,498
Depreciation on Motor Vehicles	32	43
Depreciation on Plant and Machinery	3,969	5,197
Total Other expenses	38,711	41,309

Weta Breeding Laboratory Costs

Wages	189,571	-
Electricity	11,168	-
Consumables	4,940	-
Total Weta Breeding Laboratory Costs	205,679	-

2026 2025

3. Analysis of Assets**Cash and short-term deposits**

BNZ 00	(23,669)	64,464
BNZ 01	788	116,533
BNZ 25	2	2
BNZ 97	67,422	12,124
Cash Clearing	23,625	6,945
Eftpos Clearing	-	106
Funds held on behalf	-	(438)
Till Floats	300	300
Total Cash and short-term deposits	68,467	200,036

Debtors and prepayments

Accounts Receivable	5,311	2,451
Total Debtors and prepayments	5,311	2,451

Inventory

Inventory	18,244	9,481
Total Inventory	18,244	9,481

Other non-current assets - Work in Progress

Redevelopment Project Preliminary Planning	292,085	292,085
Redevelopment Stage One Associated Grants	10,000	10,000
Redevelopment Stage Four Project Costs	1,280,559	1,180,455
Redevelopment Stage Seven Project Costs	8,570	1,070
Redevelopment Stage Six Project Costs	174	174

Redevelopment Stage Three Project Costs	771,277	769,833
Redevelopment Stage Two Project Costs	74,514	75,695
Redevelopment Stage One Project Costs	2,079,209	2,077,790
Viewing Platform - BR Aviary Project Costs	960	960
Virtual Bird Park Project Costs	29,322	29,322
Total Other non-current assets - Work in Progress	4,546,669	4,437,384

2026 2025

4. Analysis of Liabilities

Creditors and accrued expenses

Accounts Payable	33,028	31,034
GST	12,416	6,948
Accrued Expenses	-	9,386
Total Creditors and accrued expenses	45,444	47,368

Employee costs payable

Wages Deductions Payable - PAYE	40,335	44,379
Leave Accrual	89,495	47,430
Park Salary Accrual	38,922	28,159
Total Employee costs payable	168,752	119,968

Deferred revenue

Creative Community Schemes	-	5,000
IRG Grant Revenue	-	109,285
Glenice & John Gallagher Foundation	39,335	-
Total Deferred revenue	39,335	114,285

Loans

ODC Loan	2,000,000	2,000,000
Total Loans	2,000,000	2,000,000

2026 2025

5. Property, Plant and Equipment

Other Fixed Assets

Opening Balance	908,533	939,167
Fixed assets	15,772	(30,634)
Total Other Fixed Assets	924,305	908,533

Total Property, Plant and Equipment	924,305	908,533
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2026 2025

6. Accumulated Funds

Accumulated surpluses or (deficits)

Opening Balance	3,276,266	3,266,322
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	2026	2025
Current year earnings	33,200	9,944
Total Accumulated surpluses or (deficits)	3,309,465	3,276,266
Total Accumulated Funds	3,309,465	3,276,266

7. Contingent Liabilities and Guarantees (Alternative)

There are no contingent liabilities or guarantees as at 31 May 2026 (Last year - nil).

8. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

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Depreciation Schedule

Ōtorohanga Kiwi House Charitable Trust For the year ended 31 May 2026

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
Aviaries & Pens Original Cost						
2 Falcon Signs	622	343	-	-	39	304
2 Feeding Platforms BR	131	57	-	-	9	48
3 Kings Island Skink Enclosure	2,044	1,672	-	-	67	1,605
Antips Aviary	1,607	1,113	-	-	80	1,033
Antips Aviary - Netting	112	77	-	-	6	72
Antips Bird ID Signs	195	108	-	-	12	95
B Rowe Aviary Additions - Pergola	2,617	1,602	-	-	152	1,450
Blue Duck Aviary	1,845	1,510	-	-	60	1,449
Blue Duck Aviary - Electric circuits	775	602	-	-	30	572
Blue Duck Aviary - Pump	29	9	-	-	2	7
Blue Duck Aviary Additions	1,496	1,163	-	-	58	1,105
Carpet for Nocturnal House	3	-	-	-	-	-
Concrete Pipe Inv 31656	58	39	-	-	3	37
Conduit Pipe	1,305	778	-	-	78	700
Drainage System	1,249	851	-	-	102	749
Dusk to Dawn Exhibit	44,863	36,707	-	-	1,468	35,239
Excavating Drains, Install Pipes	119	63	-	-	8	56
Falcon Aviary	1,968	856	-	-	133	722
Fences	706	521	-	-	31	490
Fencing	121	74	-	-	7	67
Fencing	68	42	-	-	4	38
Galvanised Pipes - Aviary Extension	1,317	1,077	-	-	43	1,034
Gecko Pen	192	157	-	-	6	151
Gecko Pen Additions	486	397	-	-	16	382
Gecko Unit Additions	199	156	-	-	8	149
Gecko unit aluminium window	594	507	-	-	18	489
Glass gecko breeding unit	5	-	-	-	-	-
Horti Drone Grow Light 200W x 12	4,200	1,764	-	-	706	1,058
Kakariki Aviary	39,893	32,641	-	-	1,306	31,335
Kea Sign	224	134	-	-	13	120
Kea/Kaka Aviary	3,315	2,712	-	-	108	2,604
Kiwi Pen - 1 (old)	626	454	-	-	29	426
Kiwi Pen - 2 (old)	501	410	-	-	16	394
Kiwi Recovery Pens	2,872	2,232	-	-	112	2,121
Mustelid Signs for BR - Pergola	1,147	633	-	-	72	561
New Brustic Fencing	11,687	6,238	-	-	749	5,489
Pen - Old (old)	422	345	-	-	14	332
Predator Proof Drain	78,731	69,054	-	-	1,968	67,086
Predator Proof Fence	247,364	223,040	-	-	4,947	218,093
Reptile Vivarium	649	-	649	-	7	642
Ruru Aviary	16,598	13,580	-	-	543	13,037

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
Skink Enclosure	296	129	-	-	20	109
Skink enclosure additions	89	45	-	-	6	39
Solar Feeder Doors	855	-	855	-	11	843
Spring Aviary (old)	166	102	-	-	10	92
Top Soil	832	832	-	-	-	832
Weta Enclosures	11,584	-	11,584	-	1,506	10,078
Whio Blue Duck Sign - large	2	-	-	-	-	-
Total Aviaries & Pens Original Cost	486,779	404,828	13,088	-	14,584	403,332

Buildings Original Cost

1 large road sign - Hwy 31	71	11	-	-	4	8
10 Foot Storage Container	-	-	-	-	-	-
2 Frames for road signs - Addition	9	1	-	-	-	1
Air Filter System	3,109	1,040	-	-	208	832
Audio Visual Theatre	-	-	-	-	-	-
Aviary Glazing	882	722	-	-	29	693
Carpark Marking	918	751	-	-	30	721
Colour PVC printed signage SH3 - SH31	91	16	-	-	5	11
Concrete - Picnic Area	394	316	-	-	16	300
Design for 2 large road signs	55	9	-	-	3	6
Framing for sign SH31	17	3	-	-	1	2
Gate Power Pack	1,327	791	-	-	79	712
Glass Viewing Window	37,889	31,001	-	-	1,240	29,761
In Park Toilet Building	-	-	-	-	-	-
Jetstream Deck Mount Prerinse x 2	2,408	1,969	-	-	197	1,772
Kiwi House Building & Kitchen	-	-	-	-	-	-
Kiwi House Outside Development	2,100	1,901	-	-	38	1,863
Kiwi Night Zone	89,917	81,416	-	-	1,628	79,788
LED Ribbon Lighting	1,774	146	-	-	58	87
Main Building Upgrade	34,774	31,487	-	-	630	30,857
Nocturnal House	124,285	112,535	-	-	2,251	110,284
Panasonic Air Conditioning Unit CS-CU-21	1,711	572	-	-	114	458
Portable Building Camp Ground Office	274	184	-	-	18	166
Portacom Walkway Roof	2,079	1,701	-	-	68	1,633
Roof Repairs+ Skydome - Store Room	728	460	-	-	55	405
Solar Panels	25,826	-	25,826	-	1,033	24,793
Tuatara Classroom & Toilet	242,748	219,798	-	-	4,396	215,402
Work Bench	538	321	-	-	32	289
Total Buildings Original Cost	573,923	487,150	25,826	-	12,132	500,843

Motor Vehicles Original Cost

Ford Courier 2WD Flatdeck 2003	517	135	-	-	32	102
Total Motor Vehicles Original Cost	517	135	-	-	32	102

Plant and Machinery Original Cost

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
1.1kw Single Phase Self Priming Pump	1,290	-	1,290	-	172	1,118
1997 Honda ATV TRX350FM	1,187	207	-	-	62	145
2704 Bench Saw	150	70	-	-	10	60
3 Display Covers - Preditors	35	13	-	-	2	11
3 Phase Lowara Pump	2,280	-	2,280	-	152	2,128
Assembly for pump between Aviary	141	111	-	-	5	105
BEKO 369L FRIDGE	1,130	477	-	-	119	357
Bird Guard - Opel Industries	229	188	-	-	8	180
Bird Signs - Adhesive Digital Prints	223	123	-	-	14	109
Burrow Cams	62	2	-	-	1	1
Cateq Meat Mincer	240	121	-	-	16	105
Dahua CCTV Security System	10,359	3,465	-	-	693	2,772
Dahua PTZ Security Camera System	1,239	465	-	-	93	372
Dahua Security System	731	245	-	-	49	196
Davies SPK Pump No 2 (Eel Pond)	168	64	-	-	11	52
Davies SPK Pump No. 1 (Swamp)	138	52	-	-	9	43
Dewalt Power Tools	920	4	-	-	3	1
Digital Bench scale 30kg x 10g	215	53	-	-	13	39
Display Unit - Shop	11	5	-	-	1	4
Docket Printer - Samsung 131P	-	-	-	-	-	-
Docket Printer - Samsung 131P	-	-	-	-	-	-
Drapes for Theater & blinds office	39	7	-	-	2	5
Fibre	3,241	790	-	-	198	593
Freezer	129	32	-	-	8	24
Freezer - Kelvinator	7	2	-	-	-	2
Freezer - N Ames	16	4	-	-	1	3
Haier 342L Fridge/Freezer	575	140	-	-	35	105
Heat Pump for Theater	192	50	-	-	12	38
Hedge Trimmer HT230D - Donation	76	36	-	-	5	30
HP Computer & 22" Monitor	21	1	-	-	-	-
HP Elitebook 650 G10	1,531	670	-	-	335	335
HP Elitebook 650 G9	1,519	380	-	-	190	190
HP Elitebook 650 G9 & AOC 24E2QA 24" Monitor	3,617	791	-	-	396	396
HP PB 450G6 Laptop	606	21	-	-	10	10
HP Prodesk Computer	1,517	59	-	-	30	30
Incubator 1 - Polyhatch	50	18	-	-	3	14
Incubator 2 - Brinsea	55	19	-	-	4	16
Infinity 18 Gas Water Heater	179	81	-	-	12	69
Ingenico Terminal	21	1	-	-	-	-
Ingenico Terminal	21	1	-	-	-	-
Intermec Label Printer	252	127	-	-	17	111
Karcher Steam Cleaner	1,000	-	1,000	-	21	979
Kiwi Donation Box	230	188	-	-	8	181
Laptop	301	10	-	-	5	5

NAME	COST	OPENING VALUE	PURCHASES	DISPOSALS	DEPRECIATION	CLOSING VALUE
Lenovo Yoga 16GB Laptop	1,648	94	-	-	47	47
Meat Slicer - Wedderburn	43	23	-	-	3	20
Menuboard Special (includes 32" TV)	30	1	-	-	1	1
Microscope	2	-	-	-	-	-
Mistral Air Compressor - Donation	82	29	-	-	6	23
Monitoring Equipment	364	217	-	-	22	195
Nest Box Cameras	1,180	-	1,180	-	79	1,101
Night Storm	1,215	944	-	-	47	897
Outdoor Chairs - 20	89	34	-	-	6	28
Outdoor Tables - 5	63	24	-	-	4	19
Panasonic Air Conditioning Units Model CS/UE 28PKR (2)	3,894	1,302	-	-	261	1,042
Panasonic CS/CU RZ 25VKR Air Conditioning Unit	1,495	500	-	-	100	400
Panasonic POS Terminals (2)	138	5	-	-	2	2
Panasonic TV TH-40D	82	7	-	-	3	4
Robot Vacuum	1,826	-	1,826	-	38	1,788
Sail & wooden poles	53	16	-	-	3	12
Security Door	145	99	-	-	7	91
Signs for new Gecko Pen	311	185	-	-	19	167
Sprinkler System	306	193	-	-	17	175
STIHL BR 200-Z Backpack Blower	314	1	-	-	1	-
Stihl RB 800 Water Blaster	2,272	759	-	-	190	569
SV407 Pump (main pump house top)	175	66	-	-	12	54
Temperature Control & UV System for Giant Kokopu Aquarium	916	75	-	-	30	45
Theatre Fans	21	11	-	-	1	10
Water Blaster Petrol engine	169	86	-	-	11	74
Water Storage Tank	28	11	-	-	2	9
Weaving and frame - donated	147	38	-	-	9	29
Wedderburn Scales	68	16	-	-	4	12
Wheelchair	10	2	-	-	1	1
x2 Spyforce 11-D Trail Cameras	1,476	121	-	-	48	73
x3 Bird Trays	840	501	-	-	50	450
x3 Viewtech Mini Dome Cameras	779	64	-	-	26	38
x6 Brinsea EcoGlow Safety Brooders	508	124	-	-	31	93
x6 Nestable Bins 450Ltr	1,733	1,033	-	-	103	930
Zip Boiler Unit	1,130	750	-	-	60	690
Total Plant and Machinery Original Cost	59,498	16,420	7,576	-	3,969	20,028
Total	1,120,717	908,533	46,490	-	30,718	924,305

Year-End Report for Ōtorohanga District Council

For the year ended 31 May 2026

Report status	Final
Prepared by	Peter Makara, General Manager
Prepared for	Ōtorohanga District Council
Date	July 2026

1. Reporting basis

This report provides Council, as strategic partner and lender, with a year-end update on financial performance, grants and other funding, the Ōtorohanga District Council term loan, visitor activity, service performance and strategic direction.

Financial information is drawn from the Bailey Ingham Ltd draft Performance Report for the year ended 31 May 2026 and remains provisional pending finalisation. Visitor results are drawn from the updated Kiwi House monthly visitor dataset for the same reporting period.

Financial figures in this report are provisional and may be updated when the 2025/26 Performance Report is finalised.

2. Executive summary

Measure	2025/26	2024/25	Movement
Revenue	\$1,494,709	\$1,326,131	+\$168,578 / +12.7%
Expenses	\$1,461,510	\$1,316,187	+\$145,323 / +11.0%
Accounting surplus	\$33,200	\$9,944	+\$23,256
Closing cash	\$68,467	\$200,036	-\$131,569
Visitors	50,845	53,013	-2,168 / -4.1%
ODC term loan	\$2,000,000	\$2,000,000	No change

Source: Bailey Ingham Ltd draft Performance Report for the year ended 31 May 2026 and updated Kiwi House visitor data.

Revenue increased by 12.7% and expenses increased by 11.0%, resulting in a draft accounting surplus of \$33,200. Cash and short-term deposits were \$68,467 at year end, and the draft cash flow statement records a net operating cash outflow of \$48,963.

Annual visitation was 50,845, 4.1% below 2024/25. Q1 was broadly stable, Q2 and Q3 were lower than the corresponding periods, and Q4 recovered to 4.3% above the prior-year quarter.

The facility operated throughout the full financial year and continued to deliver conservation, education and visitor-engagement activity alongside its commercial operations.

3. Financial performance

Financial measure	2025/26	2024/25	Movement
Total revenue	\$1,494,709	\$1,326,131	+\$168,578
Total expenses	\$1,461,510	\$1,316,187	+\$145,323
Surplus for the year	\$33,200	\$9,944	+\$23,256
Operating cash flow	(\$48,963)	(\$26,927)	(\$22,036)
Closing cash and short-term deposits	\$68,467	\$200,036	(\$131,569)
Net assets	\$3,309,465	\$3,276,266	+\$33,199

Source: Bailey Ingham Ltd draft Performance Report, Statements of Financial Performance, Financial Position and Cash Flows.

Total assets were \$5,562,996 at 31 May 2026. This included property, plant and equipment of \$924,305 and development work in progress of \$4,546,669. The draft accounts record no contingent liabilities or guarantees and state that the Trust expects to continue operating for the foreseeable future.

4. Grants, other funding and ODC loan

The following grant and funding revenue was recognised in the draft accounts for 2025/26:

Source	Classification	Revenue recognised
Glenice & John Gallagher Foundation	General grant	\$5,979
Ōtorohanga Charitable Trust	General grant	\$26,806
Creative Communities Scheme	General grant	\$5,000
IRG grant funding	Government service delivery	\$109,285
Ministry of Social Development	Government service delivery	\$10,667
Power It Forward contribution	Donation/fundraising contribution	\$29,700

Source: Bailey Ingham Ltd draft Performance Report, Note 1. Recognised revenue is not necessarily the same as cash received during the year.

The draft Statement of Cash Flows records \$27,806 of general-grant cash receipts and \$10,667 of government service-delivery grant or contract cash receipts during the year. Conditional grant funding of \$39,335 remained unspent at 31 May 2026.

ODC term loan

Loan term	Position
Principal balance at 31 May 2026	\$2,000,000
Interest	Interest-free for the first seven years from 1 July 2020
Repayments	Monthly principal and interest payments commence from July 2027
Final maturity	2041

Source: Third Variation to Term Loan Agreement dated 25 March 2026.

The loan balance was unchanged during 2025/26. The repayment structure and timing remain as set out in the varied Term Loan Agreement.

5. Visitor performance

Period	2024/25	2025/26	Variance	Variance %
Q1: June–August	8,363	8,400	+37	+0.4%
Q2: September–November	12,078	11,160	-918	-7.6%
Q3: December–February	20,651	18,848	-1,803	-8.7%
Q4: March–May	11,921	12,437	+516	+4.3%
Full year	53,013	50,845	-2,168	-4.1%

Source: Updated Kiwi House monthly visitor dataset. Financial year is June to May.

Full-year visitation reduced by 2,168 visitors compared with 2024/25. The year-on-year shortfall was concentrated in Q2 and Q3. Q4 visitation increased by 516 visitors, narrowing the annual variance by year end.

6. Conservation, education and organisational performance

Measure	Reported result for 2025/26
Wildlife care	485 managed animals across avian, reptile and invertebrate taxa; 392 threatened wildlife reported under DOC permits
Conservation outcomes	96 Mahoenui Giant Wētā (national critical threatened species) released to Rotakare Reserve; six pāteke chicks and four kākā transferred to conservation partners
Education and advocacy	1,148 students; 16 scheduled education talks; more than 1,700 visitor advocacy talks
Facility operation	The facility operated for the full financial year

Source: Bailey Ingham Ltd draft Statement of Service Performance, page 5.

7. Strategic direction

The Ōtorohanga Kiwi House Charitable Trust is entering a new phase of strategic maturity, combining its established conservation purpose with stronger commercial discipline, governance capability and long-term planning. The Board's ambition is to position the Kiwi House as a nationally significant conservation and tourism organisation while preserving its charitable purpose, community identity and commitment to local stewardship.

A central focus is exploring a strategic partnership with an aligned national organisation that could bring additional capability, expertise, investment and reach. Alongside this, the Board is strengthening engagement with inbound tourism operators, regional tourism organisations and national tourism networks to build a clearer understanding of visitor demand and growth opportunities. Experienced advisers in finance, investment, governance and strategic planning are supporting major decisions through robust modelling, commercial analysis and long-term thinking.

The intended outcome is a resilient organisation able to grow visitation and revenue, accelerate redevelopment, expand conservation and education outcomes, and reinvest future surpluses for the benefit of New Zealand's wildlife, the Ōtorohanga district and future generations.

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

Outstanding Council resolutions are listed below.

#	Date	Resolution	Staff update
C65	26/02/26	Item 43 - Alcohol Fees Bylaw Business Case That Ōtorohanga District Council DIRECT the Chief Executive to prepare a "Alcohol Fees Bylaw determination and Statement of Proposal" report to formally approve the bylaw preparation process.	A report was presented for consideration at the July meeting. Staff recommend this Resolution be REMOVED from the Register.
C76	30/06/26	Item 47 - Adoption of Annual Plan 2026/27 That Ōtorohanga District Council ADOPT the 2026/27 Annual Plan.	No further decision is required by ŌDC. Staff recommend this Resolution be REMOVED from the Register.
C77	30/06/26	Item 48 - Rates Resolution 2026/27 That Ōtorohanga District Council A. ADOPT the following rates under the Local Government (Rating) Act 2002, on rating units in the district for the financial year commencing 1 July 2026 and ending on 30 June 2027. B. <i>(refer to Minutes).</i>	No further decision is required by ŌDC. Staff recommend this Resolution be REMOVED from the Register.
C78	30/06/26	Item 49 - February 2026 Severe Weather Event Recovery Action Plan That Ōtorohanga District Council: A. ENDORSE the February 2026 Severe Weather Event Recovery Action Plan attached as Appendix 1 as the guiding framework for ŌDC's recovery programme. B. NOTE that the Recovery Action Plan is a living document and will continue to be updated as recovery actions unfold, and that only significant changes requiring governance decisions will be reported back.	No further decision is required by ŌDC. Staff recommend this Resolution be REMOVED from the Register.
C79	30/06/26	Item 50 - Older Persons Housing Policy That Ōtorohanga District Council: A. NOTES the recommendations received from the Kāwhia Community Board and the Ōtorohanga Community Board; B. ADOPTS the updated Older Persons Housing Policy; C. APPROVES a phased rent benchmark for the older persons housing portfolio to 75% of market rent over the next three financial years, being 65% in 2026/27, 70% in	No further decision is required by ŌDC. Staff recommend this Resolution be REMOVED from the Register.

2027/28, and 75% in 2028/29, with implementation to occur in accordance with the Residential Tenancies Act 1986;

D. (refer to Minutes)

Staff recommendation

That Ōtorohanga District Council confirm the removal of Resolutions C65, C76, C77, C78 and C79 from the Register.

Public excluded

Take matatapu

Information considered in public excluded must be reviewed for release in accordance with the Local Government Official Information and Meetings Act 1987.

#	Decision date	Resolution	Release date
CPE1	25/11/25	Item PE1: Risk and Assurance Committee - Independent Chairperson That Ōtorohanga District Council REAPPOINT Peter Stubbs as Independent Chair of the Risk and Assurance Committee.	30 June 2026
CPE10	31/03/26	Item PE5: Chief Executive six-month performance review That Ōtorohanga District Council CONFIRM the Chief Executive's six-month performance review has been undertaken.	30 June 2026

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

The Chairperson will invite a Member to provide the closing words and/or prayer/karakia.

Meeting closure

Katinga o te hui

The Chairperson will declare the meeting closed.

Workshops

Hui awheawhe

Workshops are held to discuss issues and provide direction. No decisions are made. Decisions will be made at a formal meeting. The timing indicated below is subject to change.

Please contact our team on 0800 734 000 for updated timing on the day.

Item #1	Ōtorohanga Kiwi House			11.20am
Type	Briefing	Discussion	External	
Open?	Yes	No	Reason for exclusion:	Protect commercial position / commercially sensitive information ¹
Presenter/s	Ōtorohanga Kiwi House representatives			

Item #2	Flood affected properties update			11.50am
Type	Briefing	Discussion	External	
Open?	Yes	No	Reason for exclusion:	To enable ŌDC to carry on negotiations without prejudice or disadvantage and to protect the privacy of natural persons. ²
Presenter/s	ŌDC staff			

Item #3	Monthly discussion with the Chief Executive			1.00pm
Type	Briefing	Discussion	External	
Open?	Yes	No	Reason for exclusion:	To maintain the effective conduct of public affairs through the free and frank expression of opinions by or between members, officers, or employees of a local authority. ³
Presenter/s	Chief Executive			

Item #4	Papakāinga National Environmental Standard			2.00pm
Type	Briefing		Discussion	External
Open?	Yes	No		
Presenter/s	ŌDC staff			

¹ Section 48(1)(a) of the Local Government Official Information and Meetings Act (LGOIMA), clause 7(2)(b)(ii).

² Section 48(1)(a) of the Local Government Official Information and Meetings Act (LGOIMA), clauses 7(2)(i) and 7(2)(a).

³ Section 48(1)(a) of the Local Government Official Information and Meetings Act (LGOIMA), clause s7(2)(f)(i).

Item #5	Service request dashboard update			2.15pm
Type	Briefing		Discussion	External
Open?	Yes	No		
Presenter/s	ŌDC staff			