



TE KAUNIHERA Ā-ROHE O  
**ŌTOROHANGA**  
DISTRICT COUNCIL

# Open Minutes

**ŌTOROHANGA COMMUNITY BOARD**

13 April 2026

# Ōtorohanga Community Board

Open Minutes of an ordinary meeting of the Ōtorohanga Community Board held in Waikōwhitiwhiti (Council Chambers), Ōtorohanga District Council, 17 Maniapoto Street, Ōtorohanga on Monday, 13 April 2026 commencing at 4.00pm.

Tanya Winter, Chief Executive

16 April 2026

## Ōtorohanga Community Board attendance

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

## ŌDC senior staff in attendance

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

<b>Opening formalities</b>	<b>Ngā tikanga mihimihi</b>	<b>Page #</b>
Commencement of meeting		4
Opening prayer/reflection/words of wisdom		4
Apologies		4
Public forum		4
Late items		4
Declaration of a conflict of interest		5
Confirmation of minutes		5

<b>Decision reports</b>	<b>Nga pūranga whakatau</b>	<b>Page #</b>
There were no reports.		

<b>Information reports</b>	<b>Nga pūrongo mohiohio anake</b>	<b>Page #</b>
Item 8	Arts, Culture and Heritage Activities for Ōtorohanga Township	6

<b>Other business</b>	<b>Ētahi atu take</b>	<b>Page #</b>
Board Member updates		7
Board projects		7
Ōtorohanga General Reserve Fund		7
Ōtorohanga Property Fund		8
Discretionary Fund		8
Resolution Register		8

<b>Public excluded</b>	<b>Take matatapu</b>	<b>Page #</b>
There were no reports.		

<b>Closing formalities</b>	<b>Nga tikanga whakakapi</b>	<b>Page #</b>
Closing prayer/reflection/words of wisdom		9
Meeting closure		9

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

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

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

Chairperson Tubman declared the meeting open at 4.02pm.

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

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

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

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

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

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

**Apologies****Ngā hōnea**

There were no apologies.

**Public forum****Hui tūmatanui**

There were no requests to speak.

**Late items****Ngā take tōmuri**

There were no late items.

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

There were no declarations made.

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

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

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

Chairperson Tubman | Deputy Chairperson Thomas

**Decision reports****Ngā pūrongo whakatau**

There were no reports.

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

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

The Board discussed:

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

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

**Photo frame**

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

**Bus stop artwork**

The Board expressed support for the proposal.

**Community noticeboard**

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

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

### **Play on the Way**

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

### **Bus Shelter and Railway Station**

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

### **Artist involvement and sustainability**

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

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

Board Member Massey | Board Member McNeil

## **Board Member updates**

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

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

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

## Board projects

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

## Ōtorohanga General Reserve Fund

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

## Ōtorohanga Property Reserve Fund

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

## Discretionary Fund

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

## Conflict of Interest Declaration

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

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

Board Member McNeil | Board Member Massey

## Resolution Register

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

Councillor Barclay | Deputy Chairperson Thomas

## Public excluded

There were no reports.

## Closing prayer/reflection/words of wisdom

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

## Meeting closure

Chairperson Tubman declared the meeting closed at 5.08pm.

## Workshops/briefings

The following workshops/briefings were held:

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

The session concluded at 5.44pm.