ROTORUA
LAKES COUNCIL
Te Kaunihera o ngā Roto o Rotorua

Kaupapataka

Agenda

NOTICE OF A MEETING

OF

COUNCIL

Date:	**Wednesday 20 May 2026**
Time:	**9:30 am**
Venue:	**Council Chamber**

MEMBERSHIP

Chair Mayor Tapsell

Members

Deputy Mayor Kai Fong (Deputy Chair)	Cr Maxwell
Cr Barker	Cr Paterson
Cr Brown	Cr Raukawa-Tait
Cr Lee	Cr Sandford
Cr Wang	Cr Temara-Benfell

Quorum 6

Andrew Moraes
Chief Executive

NGĀ TUKUNGA HAEPAPA A TE KAUNIHERA
COUNCIL DELEGATIONS

Type of Committee	Governing Body
Subordinate Committees	• Infrastructure Committee • Audit & Risk Committee • Te Arawa 2050 Vision Committee • Chief Executive Performance Review Committee • District Licencing Committee • Dog Control Panel
Legislative Basis	Section 11, Local Government Act 2002 Schedule 7, Clause 32 (1), Local Government Act 2002
Purpose	The purpose of the Council is to make decisions on all matters that cannot be delegated, that it has not delegated, or that it has had referred to it by staff or a committee.
Membership	Mayor (Chair) Deputy Mayor (Deputy Chair) All councillors
Quorum	6
Meeting frequency	Monthly
Delegations	Powers Council is prohibited from delegating: • the power to make a rate. • the power to make a bylaw. • the power to borrow money, or purchase or dispose of assets, other than in accordance with the Long-term Plan. • the power to adopt a long-term plan, annual plan, or annual report. • the power to appoint a chief executive. • the power to adopt policies required to be adopted and consulted on under the LGA 2002 in association with the long-term plan, or developed for the purpose of the local governance statement. • the power to adopt a remuneration and employment policy. Responsibilities retained by Council include: • The power to set and support strategies in measures related to emergency matters. • All the powers, duties and discretions under the Civil Defence Act.

	• The development and approval of long-term plans, annual plans, bylaws and council policies, through hearings, deliberations and adoption. • The power to make resolutions required to be made by a local authority under the Local Electoral Act 2001. • The power to acquire property in accordance with the Long-term Plan. • The power to carry out disposals in accordance with the Long-term Plan. • All duties in regard to Council-Controlled Organisations, including making and removing appointments, advising on the content of Statements of Expectations and Statements of Intent, and monitoring the financial and non-financial performance of CCO's. • The management of council's planning, monitoring, education and enforcement activities. • The development and approval of district plan reviews and changes. • The development and implementation of economic strategies and frameworks. • The development and implementation of a destination management plan. • The revitalised growth and development of the Central Business District. • The management of district growth and development. • Any decision required by resolution of the local authority, not already delegated.
Relevant Statutes	All the duties and responsibilities listed above must be carried out in accordance with the relevant legislation.
Limits to Delegations	Powers that cannot be delegated to committees a per the Local Government Act 2002 Schedule 7 S32.

Order of Business

1 KARAKIA WHAKAPUAKI – OPENING KARAKIA

TŪTAWA MAI	TŪTAWA MAI
Tūtawa mai i runga	I summon from above
Tūtawa mai i raro	I summon from below
Tūtawa mai i roto	I summon from within
Tūtawa mai i waho	I summon the surrounding environment
Kia tau ai te mauri tū	The universal vitality and energy to infuse and
Te mauri ora, ki te katoa	enrich all present
Hāumi e. Hui e. Tāiki e!	Enriched, unified and blessed

2 NGĀ WHAKAPĀHA – APOLOGIES

The Chair invites notice from members of:

1. Leave of absence for future meetings of the Council; or
2. Apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

3 WHAKAPUAKITANGA WHAIPĀNGA – DECLARATIONS OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

4 NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE – URGENT ITEMS NOT ON THE AGENDA

Items of business not on the agenda which cannot be delayed
The Chair will give notice of items not on the agenda as follows:
Matters Requiring Urgent Attention as Determined by Resolution of Rotorua Lakes Council
The Chair shall state to the meeting.

3. The reason why the item is not on the agenda; and
4. The reason why discussion of the item cannot be delayed until a subsequent meeting.

The item may be allowed onto the agenda by resolution of the Rotorua Lakes Council.
s.46A (7), LGOIMA

Discussion of minor matters not on the agenda.
Minor Matters relating to the General Business of the Rotorua Lakes Council.
The Chair shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Rotorua Lakes Council for further discussion
s.46A (7), LGOIMA

5 TE WHAKAŪ I NGĀ MENETI – CONFIRMATION OF MINUTES

5.1 MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON 22 APRIL 2026

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held 22 April 2026 be confirmed as a true and correct record.

Minutes (Draft)

Council meeting
held Wednesday 22 April 2026 at 9.30am
Council Chamber, Rotorua Lakes Council

MEMBERS PRESENT:	Mayor Tapsell (Chair) Deputy Mayor Kai Fong (Deputy Chair), Cr Barker, Cr Brown, Cr Lee, Cr Maxwell, Cr Paterson, Cr Raukawa-Tait, Cr Sandford, Cr Temara-Benfell, Cr Wang
APOLOGIES:	Nil
IN ATTENDANCE:	A Wilson, Chief Executive, RotoruaNZ. M Balle, Head of Marketing & Communications, RotoruaNZ; S Hulton, Head of Commercial, RotoruaNZ. K Ward, Chair, Rotorua Regional Airport; N Brewer, Chief Executive, Rotorua Regional Airport;
STAFF PRESENT:	A Moraes, Chief Executive; S Fellows, Group Manager - Organisational Performance & Innovation; S Kelly, Acting Group Manager, Destination Development; S Michael, Group Manager, Infrastructure and Assets; A Wilson, Group Manager, Community Experience; P Warbrick, Manahautū Te Arawa Hourua; D Jensen, Chief Financial Officer; M Overbeek, Manager – Finance & Business Performance; M Hingston, Manager – Te Amorangi; R Brelsford-Smith, Strategic Financial Planner; B Jung, Projects & Quality Delivery Lead, Destination Development; G Kieck, Manager - Governance, Strategy & Compliance; I Tiriana, Communications Manager; N Michael, Executive of Communications – Mayor's Office; G Konara, Governance & Democracy Advisor;

The meeting opened at 9.31am.

The Mayor welcomed elected members, media, staff and members of the public.

1 KARAKIA WHAKAPUAKI – OPENING KARAKIA

Cr Paterson opened the meeting with a Karakia.

2 NGĀ WHAKAPĀHA – APOLOGIES

Nil

3 WHAKAPUAKITANGA WHAIPĀNGA – DECLARATIONS OF INTEREST

Nil

4 NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE – URGENT ITEMS NOT ON THE AGENDA

The Chair noted that the Chief Executive will provide an update later in the agenda, on the fuel situation.

5 TE WHAKAŪ I NGĀ MENETI – CONFIRMATION OF MINUTES

5.1 MINUTES OF THE ORDINARY COUNCIL MEETINGS HELD ON 18 MARCH 2026

5.2 MINUTES OF THE ORDINARY COUNCIL MEETINGS HELD ON 25 MARCH 2026

RESOLVED C 26/04-041

Moved: Cr Temara-Benfell
Seconded: Cr Wang

1. **That the minutes of the Ordinary Council Meeting held 18 March 2026 be confirmed as a true and correct record.**

2. **That the minutes of the Ordinary Council Meeting held 25 March 2026 be confirmed as a true and correct record.**

CARRIED

6 TE PAPA KŌRERO MŌ TE TŪMATAWHĀNUI – PUBLIC FORUM

Madge McGuire expressed concern about the lack of shelter outside the iSite and provided feedback regarding the need to provide some seating inside the iSite office and to have the office open till 7pm to accommodate those waiting for buses.

7 HE PUKA INOI TŪMATAWHĀNUI – PUBLIC PETITIONS

Nil

8 NGĀ WHAKAMŌHIOTANGA MŌTINI – NOTICES OF MOTION

Nil

9 NGĀ TĀPAETANGA – PRESENTATIONS

The Chief Executive spoke to a presentation titled "Fuel pricing situation update" (ECM - 22671508).

10 PŪRONGO KAIMAHI – STAFF REPORTS

10.1 ADOPTION OF ANNUAL PLAN 2026/27

RESOLVED C 26/04-042

Moved: Cr Lee
Seconded: Cr Raukawa-Tait

1. That the report 'Adoption of Annual Plan 2026/27' be received.

CARRIED

David Jensen and Greg Kieck overviewed the report and spoke to a presentation titled " Annual Plan 2026-2027" (ECM – 22670773).

RESOLVED C 26/04-043

Moved: Mayor Tapsell
Seconded: Cr Temara-Benfell

2. **That the Council adopt the Annual Plan 2026/27 and notes the plan delivers on decisions made by Council through development of the Annual Plan.**

3. **That Council adopts the corresponding Fees and Charges schedule for the 2026/27 Financial year.**

4. **That Council authorise officers to make any minor editorial or design changes prior to finalisation of the Annual Plan document for public release.**

CARRIED

The Chair ruled to consider item 10.6 next.

10.6 SETTING COUNCIL RATES FOR THE YEAR 1 JULY 2026 TO 30 JUNE 2027

RESOLVED C 26/04-044

Moved: Cr Barker
Seconded: Cr Brown

1. **That the report 'Setting Council Rates for the Year 1 July 2026 to 30 June 2027' be received.**

CARRIED

David Jensen overviewed the report

RESOLVED C 26/04-045

Moved: Mayor Tapsell
Seconded: Cr Wang

2. **That the Council**
   - **(a) in accordance with section 23 of the Local Government (Rating) Act 2002, set the rates (as set out in Rates Impact Statement attached);**
   - **(b) in accordance with section 24 of the Local Government (Rating) Act 2002, set the dates by which rates must be paid (as set out in Rates Impact Statement attached);**
   - **(c) in accordance with sections 57 and 58 of the Local Government (Rating) Act 2002, set the penalties that may be added to unpaid rates (as set out in Rates Impact Statement attached);**
   - **(d) set the discount for early payment at 2%.**

CARRIED

10.2 CCO QUARTERLY REPORT - ROTORUANZ - Q1 & Q2 - FY2026

RESOLVED C 26/04-046

Moved: Cr Paterson
Seconded: Cr Brown

1. That the report 'CCO Quarterly Report - RotoruaNZ - Q1 & Q2 - FY2026' be received.

CARRIED

Andrew Wilson, Marissa Balle and Sam Hulton overviewed the report and spoke to a presentation titled " RotoruaNZ – CCO Report – April 2026" (ECM – 22662983).

Noted apologies from Tim Cossar, RotoruaNZ Board Chair.

The meeting adjourned at 11.10am and reesumed at 11.27am.

10.3 COUNCIL CONSIDERATION OF 2026/27 STATEMENT OF INTENT FOR ROTORUANZ

RESOLVED C 26/04-047

Moved: Cr Wang
Seconded: Cr Barker

1. That the report 'Council Consideration of 2026/27 Statement of Intent for RotoruaNZ' be received.

CARRIED

Stephanie Kelly, Bonnee Jung and Sam Fellows overviewed the report.

RECOMMENDATION

2. That the Council resolves to submit [no comments] OR [the below comments] on the Draft Statements of Intent for RotoruaNZ Limited as outlined in this report.

Following motion was moved and seconded by the Mayor and the Deputy Mayor respectively;

RESOLVED C 26/04-048

Moved: Mayor Tapsell
Seconded: Deputy Mayor Kai Fong

2. That the Council resolves to submit the comments on the Draft Statements of Intent for RotoruaNZ Limited as outlined in this report and at this Council meeting.

In Favour:	Mayor Tapsell, Deputy Mayor Kai Fong, Cr Barker, Cr Brown, Cr Maxwell, Cr Paterson, Cr Raukawa-Tait, Cr Sandford, Cr Temara-Benfell and Cr Wang
Against:	Cr Lee

CARRIED 10/1

Note: - The comments made at this Council meeting are attached as "Appendix A" to the minutes.

The Chief Executive noted that the final document will have precise definitions and consistency in language.

During the discussion, a point of order was raised under Standing Order 26.2 (c) - Irrelevance. The Chairperson ruled the point of order was sustained.

10.4 APPROVAL OF THE ROTORUA FUTURE DEVELOPMENT JOINT COMMITTEE TERMS OF REFERENCE AND THE APPOINTMENT OF AN ADDITIONAL COUNCIL MEMBER TO THE JOINT COMMITTEE

RESOLVED C 26/04-049

Moved: Cr Maxwell
Seconded: Deputy Mayor Kai Fong

1. That the report 'Approval of the Rotorua Future Development Joint Committee Terms of Reference and the Appointment of an Additional Council Member to the Joint Committee' be received.

CARRIED

The report was taken as read.

RESOLVED C 26/04-050

Moved: Mayor Tapsell
Seconded: Cr Wang

2. That the Council approve the Rotorua Future Development Joint Committee Terms of Reference.

3. That the Council appoint Councillor Te Rika Temara-Benfell to the Joint Committee.

CARRIED

10.5 APPOINTMENT OF ALTERNATE REPRESENTATIVES TO OTHER ENTITIES AND UPDATE ON THE BOPRC PUBLIC TRANSPORT COMMITTEE.

RESOLVED C 26/04-051

Moved: Deputy Mayor Kai Fong
Seconded: Cr Sandford

1. That the report 'Appointment of Alternate Representatives to Other Entities and Update on the BoPRC Public Transport Committee.' be received.

CARRIED

The report was taken as read.

2. That the Council note that Cr Te Rika Temara-Benfell has been appointed by the Mayor, as alternate, to the Te Maru o Kaituna River Authority.

3. That the Council note that Mr Mitch Collins has been appointed by the Mayor, as alternate, to the Tarawera Awa Restoration Strategy Group.

4. That the Council note that Cr Gregg Brown has been appointed by the Mayor, as alternate, to the Waikawau/Hannahs Bay Reserve Committee.

Cr Lee requested the recommendations be considered in parts.

RESOLVED C 26/04-052

Moved: Mayor Tapsell
Seconded: Cr Sandford

2. That the Council note that Cr Te Rika Temara-Benfell has been appointed by the Mayor, as alternate, to the Te Maru o Kaituna River Authority.

CARRIED

RESOLVED C 26/04-053

Moved: Mayor Tapsell
Seconded: Cr Sandford

3. That the Council note that Mr Mitch Collins has been appointed by the Mayor, as alternate, to the Tarawera Awa Restoration Strategy Group.

In Favour: Mayor Tapsell, Deputy Mayor Kai Fong, Cr Barker, Cr Brown, Cr Maxwell, Cr Paterson, Cr Raukawa-Tait, Cr Sandford, Cr Temara-Benfell and Cr Wang

Against: Cr Lee

CARRIED 10/1

RESOLVED C 26/04-054

Moved: Mayor Tapsell
Seconded: Cr Sandford

4. That the Council note that Cr Gregg Brown has been appointed by the Mayor, as alternate, to the Waikawau/Hannahs Bay Reserve Committee.

In Favour: Mayor Tapsell, Deputy Mayor Kai Fong, Cr Barker, Cr Brown, Cr Maxwell, Cr Paterson, Cr Raukawa-Tait, Cr Sandford, Cr Temara-Benfell and Cr Wang

Against: Cr Lee

CARRIED 10/1

10.7 COUNCIL'S WORK PROGRAMME 2026/27

RESOLVED C 26/04-055

Moved: Cr Temara-Benfell
Seconded: Cr Wang

1. **That the report 'Council's work programme 2026/27' be received.**
2. **That the Council notes the 2026/27 work programme and that the Long-term Plan development will begin in May 2026.**
3. **That the Council notes the upcoming bylaw and policy reviews and that the Livestock Movement Bylaw and Food Safety Bylaw have lapsed following reviews of these bylaws.**

CARRIED

Greg Kieck overviewed the report

10.8 APPOINTMENT AND REMUNERATION OF DIRECTORS FOR COUNCIL CONTROLLED ORGANISATIONS POLICY 2026

RESOLVED C 26/04-056

Moved: Cr Lee
Seconded: Cr Barker

1. **That the report 'Appointment and Remuneration of Directors for Council Controlled Organisations Policy 2026' be received.**

CARRIED

Sam Fellows and Ashton Mismash overviewed the report.

RESOLVED C 26/04-057

Moved: Deputy Mayor Kai Fong
Seconded: Cr Wang

2. **That the Council adopts the "Appointment and Remuneration of Directors for Council Controlled Organisations Policy 2026".**

In Favour: Mayor Tapsell, Deputy Mayor Kai Fong, Cr Barker, Cr Brown, Cr Maxwell, Cr Paterson, Cr Raukawa-Tait, Cr Sandford, Cr Temara-Benfell and Cr Wang

Against: Nil

Abstained: Cr Lee

CARRIED 10/0

10.9 FINANCIAL UPDATE - MARCH 2026

RESOLVED C 26/04-058

Moved: Cr Wang
Seconded: Cr Barker

1. **That the report 'Financial Update - March 2026' be received.**

CARRIED

David Jensen and Michelle Overbeek overviewed the report and spoke to a presentation titled " Financial Update – March 2026" (ECM - 22672303).

11 HE WHAKATAUNGA KIA HOKI ATU TE ARONGA O TE HUI HAI HUI TŪMATAWHĀNUI – RESOLUTION TO MOVE INTO PUBLIC EXCLUDED (TO CONSIDER AND ADOPT CONFIDENTIAL ITEMS)

RESOLVED C 26/04-059

Moved: Mayor Tapsell
Seconded: Cr Sandford

1. **That Council resolves to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act:**

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
11.1 - Confidential Minutes of the Ordinary Council Meeting held on 18 March 2026	Please refer to the relevant clause/s in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a).
11.2 - Confidential Minutes of the Ordinary Council Meeting held on 25 March 2026		

11.3 - Board Appointment Strategy & Process for Directors of Council Controlled Organisations - Rotorua Regional Airport Limited & RotoruaNZ	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.4 - Rotorua Regional Airport Funding - Business Park Stage 1A	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.5 - Mountain Bike Events Ltd (Crankworx) - Underwrite Agreement	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
Plain English	Withholding of the information is necessary due to commercial position and commercial activities.	

Consideration has been given to public interest in these matters and officers' advice is that the above reasons for confidentiality outweigh the public interest in these matters.

CARRIED

The meeting moved into public excluded session at 12.32pm.

CLOSED SESSION

The meeting moved out of public excluded session at 1.03pm.

OPEN SESSION

13 TE KARAKIA WHAKAMUTUNGA – CLOSING KARAKIA

Cr Paterson closed the meeting with a Karakia.

The Meeting closed at 1.04pm

To be confirmed at the Council meeting on 20 May 2026.

Note: -Rotorua Lakes Council is the operating name of Rotorua District Council

Item 10.3 - Council Consideration of 2026/27 Statement of Intent for RotoruaNZ

Appendix A

Elected Members' Feedback on RotoruaNZ Draft Statement of Intent (SOI)

The following outlines additional feedback provided by elected members at the 22 April 2026 Council meeting, which is intended to supplement, reinforce, and expand on the staff feedback on the RotoruaNZ draft Statement of Intent (SOI) as outlined in the Council Consideration of 2026/27 Statement of Intent for RotoruaNZ report:

- The SOI would be strengthened by presenting a full three-year overview as noted in the staff recommendations.
- Elected members noted their agreement that the SOI would benefit from clearer articulation of RNZ's expanded economic development role and would like to see clarity of direction and stronger KPI's reflecting this.
- Consider reviewing the SOI to ensure the language and terminology is precise and consistently applied throughout the SOI.
- The current drafting of SOI's 'priority sectors' is inconsistent throughout the document and pointed to examples of this as follows:
    - Foreword, Section 4. Our Strategic Framework and Key Performance measures
        - "…with a focus on priority sectors – tourism and forestry…"
    - Section 5.6 Strategy and Investment
        - "…with strategic focus on priority sectors – tourism, bioeconomy and renewable energy…"
        - "…focused on the priority sectors in the investment prospectus: tourism, renewable energy and forestry & bioeconomy."

  It is suggested that the SOI would be strengthened by ensuring a clear and consistent use of terminology. It would also benefit from outlining how the priority sectors have been identified, if appropriate.

- There appears to be misalignment with the Annual Plan which references employment across a wider range of sectors that are not clearly reflected or referenced in the SOI.
- As reflected in the staff recommendations, it was noted the SOI would be strengthened by greater attention to detail around the Māori Economic Development Strategy and the suggested staff additions.
- In addition to the staff feedback on Section 5.3, it was noted that customer service is not currently articulated clearly and to consider the distinction between customer service and customer satisfaction. It is therefore suggested that the SOI would be strengthened by clarifying customer service objectives and delivery expectations and to introduce or strengthen measures that capture customer satisfaction and perceived value.
- Under section 7.1 Key Performance Measures it is suggested that the wording in the measure around the "number of submissions written by RotoruaNZ…." Be strengthened to perhaps reflect whether the submissions were successful.

5.2 MINUTES OF THE EMERGENCY COUNCIL MEETING HELD ON 8 MAY 2026

RECOMMENDATION

That the minutes of the Emergency Council Meeting held 8 May 2026 be confirmed as a true and correct record.

Minutes (Draft)

Council meeting
held Friday 8 May 2026 at 1:00 pm
Council Chamber, Rotorua Lakes Council

MEMBERS PRESENT:	Mayor Tapsell (Chair) Deputy Mayor Kai Fong (Deputy Chair), Cr Barker, Cr Brown, Cr Lee, Cr Maxwell, Cr Paterson, Cr Raukawa-Tait, Cr Sandford, Cr Temara-Benfell and Cr Wang via Zoom
APOLOGIES:	Cr Temara-Benfell for lateness
IN ATTENDANCE:	Jessica Phillips, Partner, Tompkins Wake (via Zoom)
STAFF PRESENT:	A Moraes, Chief Executive; S Fellows, Group Manager - Organisational Performance & Innovation; S Kelly, Acting Group Manager, Destination Development; S Michael, Group Manager, Infrastructure and Assets; A Wilson, Group Manager, Community Experience; P Warbrick, Manahautū Te Arawa Hourua; D Jensen, Chief Financial Officer; H Leef, General Counsel; E Hayde, Business Performance Lead, Finance & Business Performance; G Kieck, Manager - Governance, Strategy & Compliance; I Tiriana, Communications Manager; N Michael, Executive of Communications – Mayor's Office; G Konara, Governance & Democracy Advisor;.

The meeting opened at 1.00pm.

The Mayor welcomed elected members, media, staff and members of the public.

1 KARAKIA WHAKAPUAKI – OPENING KARAKIA

Deputy Mayor Kai Fong opened the meeting with a Karakia.

2 NGĀ WHAKAPĀHA – APOLOGIES

RESOLVED C 26/05-068

Moved: Mayor Tapsell
Seconded: Cr Barker

1. **That apologies from Cr Temara-Benfell for lateness be accepted.**

CARRIED

3 WHAKAPUAKITANGA WHAIPĀNGA – DECLARATIONS OF INTEREST

Nil

4 NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE – URGENT ITEMS NOT ON THE AGENDA

Nil

5 HE WHAKATAUNGA KIA HOKI ATU TE ARONGA O TE HUI HAI HUI TŪMATAWHĀNUI – RESOLUTION TO MOVE INTO PUBLIC EXCLUDED (TO CONSIDER AND ADOPT CONFIDENTIAL ITEMS)

RESOLVED C 26/05-069

Moved: Mayor Tapsell
Seconded: Cr Brown

1. **That Council resolves to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act:**

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
5.1 - Linton Park Update	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good

	position of the person who supplied or who is the subject of the information s7(2)(g) - the withholding of the information is necessary to maintain legal professional privilege s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	reason for withholding would exist under section 6 or section 7
Plain English	• To protect the commercial sensitivity and avoid any prejudice to the commercial position of parties to the discussion. • To protect all communications between a legal adviser and clients from being disclosed without the permission of the client. • To enable delivery of commercial activities without disadvantage or prejudice. • To enable commercial or industrial negotiations without disadvantage or prejudice	

Consideration has been given to public interest in this matter and officers' advice is that the above reasons for confidentiality outweigh the public interest in this matter.

CARRIED

5.2 PUBLIC TO REMAIN FOR CONFIDENTIAL ITEMS

RESOLVED C 26/05-070

Moved: Cr Barker
Seconded: Deputy Mayor Kai Fong

1. That Jessica Phillips, Partner, Tompkins Wake be permitted to attend the confidential session for confidential item titled "Linton Park Update" due to her knowledge on the matters related to this item.

CARRIED

The meeting moved into public excluded session at 1.02pm.

CLOSED SEESION

The meeting moved out of public excluded session at 1.45pm.

OPEN SEESION

7 TE KARAKIA WHAKAMUTUNGA – CLOSING KARAKIA

Cr Temara- Benfell closed the meeting with a Karakia.

The Meeting closed at 1.46pm.

To be confirmed at the Council meeting on 20 May 2026.

Note: -Rotorua Lakes Council is the operating name of Rotorua District Council

6 TE PAPA KŌRERO MŌ TE TŪMATAWHĀNUI – PUBLIC FORUM

The Council has set aside time for members of the public to speak in the public forum at the commencement of each Council meeting.

7 HE PUKA INOI TŪMATAWHĀNUI – PUBLIC PETITIONS

Nil

8 NGĀ WHAKAMŌHIOTANGA MŌTINI – NOTICES OF MOTION

Nil

9 NGĀ TĀPAETANGA – PRESENTATIONS

Nil

10 HE WHAKATAUNGA KIA HURI ATU TE ARONGA O TE HUI KI TE HUI TŪMATAITI – RESOLUTION TO MOVE INTO PUBLIC EXCLUDED (TO CONSIDER AND ADOPT CONFIDENTIAL ITEMS)

PUBLIC EXCLUDED

1. Exclusion of the Public
2. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

RECOMMENDATION

That Council resolves to exclude the public on the grounds contained in Section 48(1) of the Local Government Official Information and Meetings Act:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
10.1 - Confidential Minutes of the Ordinary Council Meeting held on 22 April 2026 10.2 - Confidential Minutes of the Emergency Council Meeting held on 8 May 2026	Please refer to the relevant clause/s in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a).
10.3 - Hunt Block - Joint Venture Development Opportunity	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(c)(ii) - the withholding of the information is necessary to protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

	authority of any enactment, where the making available of the information would be likely otherwise to damage the public interest s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	
10.4 - Proposed disposal of the surplus Council land of 434 Pukehāngi Road	s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
10.5 - Parking services transition planning update	s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
Plain English	Withholding of the information is necessary because of; • commercial position • subject to an obligation of confidence • to carry out commercial activities without prejudice or disadvantage • to carry out commercial and industrial negotiations without prejudice or disadvantage	

Consideration has been given to public interest in these matters and officers' advice is that the above reasons for confidentiality outweigh the public interest in these matters.

CLOSED SESSION

11 He Whakataunga Kia Huri Atu Te Aronga O Te Hui Hai Hui Tūmatawhānui - Resolution to move out of Public Excluded

RECOMMENDATION

1. **That Council move out of public excluded session.**

12 PŪRONGO KAIMAHI – STAFF REPORTS

12.1 PARKING SERVICES PROJECT - FEES AND LAYOUT ENDORSEMENT

Doc ID:	**22715748**
Prepared by:	**Kurt Williams, Principal Advisor - Community Safety & Regulatory Services**
Approved by:	**Stephanie Kelly, Housing, Growth and Partnerships Manager**
Attachments:	**1. The draft fee/tariff schedule** **2. The draft inner-city parking layout map**

1. TE PŪTAKE PURPOSE

This report provides an update on recent targeted key stakeholder engagement relating to the parking project, including the revised approach for the Pukuatua Street carpark building.

This report seeks Council endorsement of the proposed inner-city parking fees/tariffs and associated layout map.

HE TŪTOHUNGA
RECOMMENDATION

1. That the report 'Parking Services Project - Fees and layout endorsement' be received.

2. That the Council endorse;
(a) The draft fee/tariff schedule (Attachment 1); and
(b) The draft inner-city parking layout map (Attachment 2);

2. TE TĀHUHU BACKGROUND

Council previously resolved not to extend the current fully contracted parking services model beyond 30 June 2026. Approval was also provided for staff to undertake a tender and procurement process for a suitable lease-based parking hardware and software provider and to bring the customer facing parking services roles back in-house. A refresh of the inner-city parking layout and technology was also signalled.

Through this process, Orikan was selected as the preferred supplier and a five-plus-five-year contract has been entered into.

In parallel, Council has completed recruitment for the new parking services team, comprising four parking wardens, two adjudicators, a senior parking warden and a team leader, all appointed ahead of 1 July 2026.

To support the transition, updates have been made to the Council's Traffic Bylaw, Parking Policy and Parking Guidelines following public consultation. Feedback received has informed the draft fees/tariffs and the draft inner-city parking layout map presented in this report, as well as further targeted stakeholder engagement.

To improve parking capacity and user experience, enhancements have been made to CCTV, lighting and stairwell amenity in the Pukuatua Street carpark building alongside a two-month 'free parking' trial to encourage new users, and test behaviour.

Finalisation and Council endorsement of the fees/tariffs and layout are critical to achieving the planned go-live date of 1 July 2026.

3. TE MATAPAKI ME NGĀ KŌWHIRINGA DISCUSSION AND OPTIONS

The draft fee/tariff schedule is included as Attachment 1.

The draft inner-city parking layout map is included as Attachment 2.

It is noted that neither the revised fees/tariffs nor the parking map documents attached technically require formal Council approval. This is because parking price adjustments have delegated authority to the Director, Transport Services (Clause 2.2. Rotorua Lakes Council Parking Management Guidelines 2026). As such, pricing can be amended operationally at any time in accordance with the 'demand' and 'occupancy' triggers contained in the same document. Similarly, the city's parking map can also be amended and re-gazetted for enforcement by obtaining the signatures of the Director, Transport Services and the Mayor. These operational abilities help ensure parking activities and desired parking occupation levels remain aligned with the expectations in the aforementioned documents.

However, it is important that Council is made aware that:

- A significant system-wide parking refresh has been undertaken;
- Parking is a high public-interest activity;
- The proposed fee structure and layout will directly affect users.

Accordingly, it is considered prudent to seek formal Council endorsement in a public forum to ensure transparency and confirm Council support.

For clarity, the fees and tariffs contained in this report are only those which a customer pays for their parking and do not include Infringement fines (which are instead set by central government).

Please also note that an internal review of the effectiveness of the parking services changes is scheduled to begin six months after 1 July go-live. This will be data-led and will also incorporate any feedback received from users. The review will help to confirm whether the resulting occupation rates, and financial sustainability of the changes are aligned with Council's expectations, and whether we are facing any sustained trends which require adjustments to be made. No other changes are intended to be made during the initial six-month period as it is important that sufficient time is provided for the changes to 'settle in' and for the community to adjust accordingly.

The options available for consideration by Council are as follows:

A. Endorse the draft fee/tariff schedule **(recommended).**

B. Endorse the draft inner-city layout map **(recommended).**

C. Do not endorse the attached draft fee/tariff schedule **(not recommended).** Significant financial modelling has been undertaken to ensure affordability and financial sustainability.

D. Do not endorse the draft inner-city parking layout map **(not recommended).** The layout map and financial modelling undertaken are interdependent, and implementation timeframes are tight.

E. Endorse the documents while noting suggested amendments for consideration during review period beginning six months after go-live.

4. TE TINO AROMATAWAI
ASSESSMENT OF SIGNIFICANCE

While noted that neither of the endorsements sought in this report are specifically required of Council, the fact that staff have chosen to communicate the planned approach back to Council speaks to the high level of public interest that is expected.

Parking is a key activity which touches a significant proportion of the community at any one time and remains important in terms of ensuring people can access the inner-city in a way which supports the building and maintaining a vibrant inner-city, particularly in terms of economic activity and user experience.

As such, the matters contained in this report are considered significant.

5. NGĀ KŌRERA O TE HAPORI ME TE WHAKATAIRANGA
COMMUNITY INPUT/ENGAGEMENT AND PUBLICITY

This report does not re-visit the wider consultation undertaken as part of the Traffic Bylaw, Parking Policy and Parking Guidelines updates (adopted by Council on 26 March 2026).

Instead, it provides an update on the targeted key stakeholder engagement undertaken in late April and early May.

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Targeted stakeholder engagement

With the bulk of the system planning finalised, Council staff have spent the past few weeks meeting with and informing relevant stakeholders about the upcoming changes.

Those parties include:

- Rotorua Business Chamber and members
- Parksyde seniors focus group
- RotoruaNZ and Rotorua Library
- Inner-city businesses
- Rotorua (mobility) Access Group
- Rotorua Police
- Bay of Plenty Regional Council

Feedback to date has been largely positive with groups acknowledging the range of options for users, the focus on access, fairness and affordability and anticipation for new reliable technology.

Themes

The feedback through the recent engagement largely matches feedback themes identified through the public consultation earlier this year. The project team were able to address most concerns raised by stakeholders, with some further work for consideration or minor tweaks ahead of go-live on 1 July.

Themes identified:

- Technology and parking reliability.
- Affordability and access for inner-city workers.
- Access to the inner-city for shopping and appointments.
- Confusion and complexity of the parking system.
- Payment method, surcharges and options to suit different users.
- Safety concerns with parking proximity to the inner-city.
- Enforcement – consistency and fairness.
- Accessibility and mobility parking.

Communications and marketing

The key objectives of the communications and marketing will be to ensure our community is as well-informed as possible, and that information and tools that are clear, easily accessible, and responsive to questions and concerns.

Our teams will use a range of channels and methods to reach the community including (but not limited to) paid advertising – radio, digital, large-format and print – social media campaigns, video, on-street information, direct communication, web updates, newsletters (RLC and community), leveraging group networks, internal communications to RLC staff.

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Orikan will support the technology roll-out with prepared information about machines, virtual machines and the PayStay app. They will also have Orikan ambassadors out on the street for the first three days after 1 July to provide hands-on assistance to people parking in the inner-city. After that council's Safe City Guardians will be able to do the same.

The new requirement for users to register their number plate within 10 minutes of their arrival in any zone through any of the payment means is crucial, and aligns with the approach in a number of other cities.

The community will be encouraged to sign up to PayStay ahead of go-live as well as select ePermits being available to purchase for the longer terms, and to assist Mobility Card Holders ahead of 1 July.

Pukuatua Street Carpark Building – Free parking trial

The trial was largely successful and saw close to a doubling of use from previous levels with just over 500 users per day at its peak.

The trial was ended to confirm what percentage of users would continue to use the building after having tried it, and what percentage were likely only using it because it was free. Early indications have confirmed that occupancy has now dropped to previous levels indicating that free parking was likely the primary driver for the previous rise. This supports decisions to offer a more affordable option for inner-city workers in the core CBD to improve utilisation of the facility by the wider community.

Long term lease/permit holders have been advised about next steps following the end of the 'free parking trial' and ahead of changes coming on 1 July.

6. HE WHAIWHAKAARO CONSIDERATIONS

6.1. Mahere Pūtea Financial/Budget Considerations

Council has previously approved the parking project budget, supplier procurement, staffing, and associated transition costs.

The financial model has been stress-tested across a range of pricing and occupancy scenarios and is considered conservative to ensure financial sustainability. Efforts have been made to ensure fees are affordable and incentivise longer term parking through tiered pricing.

The fees/tariffs relate only to parking charges and exclude infringement fines (which are set by the Government).

6.2. Kaupapa Here Me Ngā Hiraunga Whakariterite Policy and Planning Implications

The recommendations align with the Rotorua Lakes Council's Parking Management Policy and Parking Management Guidelines and supports effective and efficient enforcement of the Rotorua Lakes Council Traffic Bylaw for stationary vehicle offences.

6.3. Te Aromatawai Whakapātanga Ki Te Tāngata Whenua Tāngata Whenua Impact Assessment

No new risks specific to Tāngata whenua have been identified. Previous reports to Council addressed considerations relating to charging for parking in Gifted Reserves, and the importance of achieving an outcome deemed to be affordable for the community (inclusive of Tāngata whenua).

6.4. Tūraru Risks

The primary risks relate to public response, behavioural uncertainty, implementation timeframes, and financial performance.

Parking changes are inherently high public-interest and may be perceived as complex or punitive.

Transitioning fringe areas to permit parking will require adjustment by users.

There is a risk of pressure to make early changes following go-live; however, it is important to allow for sufficient time for the system to stabilise before any review that takes place through the LTP.

While financial modelling is robust, there remains some uncertainty around actual user behaviour following implementation.

The implementation timeframe remains tight, with limited flexibility for further changes prior to go-live.

These risks are being mitigated as much as possible through a comprehensive and well-timed communications plan.

This report relates to the delivery of a core Council regulatory function.

6.5. Te Whaimana Authority

Council has the authority to endorse the proposed approach and supporting documentation, and to direct the Chief Executive to authorise staff to approve the proposed fees in accordance with clause 2.2 of the Rotorua Lakes Council Parking Management Guidelines.

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Placeholder for Attachment A

Parking Services Project - Fees and layout endorsement

The draft fee/tariff schedule


Card
Coin
PB Coin and Card
Virtual
P5 Parking
Free P15
P30
Parent Parking
Mobility Parking
Free P60
First Hour Free
General Parking
Permit Parking
Motor Cycle Parking
P180
Free Parking
P180 Event Permit
P180/Event operational permit
PB Reserved
PB Casual/Mobility
PB Motor Cycle
Police
Loading Zone
Bus
Taxi
Free P60 first hour, varying rates for each additional hour. No max time limit.
Varying rates. No max time limit.
Permit Parking Only - Kuirau Park changes to free parking on Saturdays.
Free no time limit, Unless signed otherwise.
Free time limited
EEC Permitted
Eagle Technology, LINZ
SDP111771
Attachment 2
N
NZTM Projection
0 50 100 200 300 Metres
ROTORUA
LAKES COUNCIL

12.2 COUNCIL CONSIDERATION OF 2026/27 STATEMENT OF INTENT FOR ROTORUA REGIONAL AIRPORT LIMITED

Doc ID: **22715742**

Prepared by: **Bonnee Jung, Projects and Quality Delivery Lead**

Approved by: **Stephanie Kelly, Housing, Growth and Partnerships Manager**

Attachments: **1. Draft RRAL SOI FY27-29 (under separate cover)**

1. TE PŪTAKE PURPOSE

This report presents Council with recommendations on the feedback for consideration for the Rotorua Regional Airport Limited (RRAL) board to be incorporated into the finalised Statement of Intent (SOI) for RRAL. It also outlines the role of the SOI as the key annual mechanism for influencing RRAL's strategic direction, work programme, and financial framework.

HE TŪTOHUNGA
RECOMMENDATION

1. **That the report 'Council Consideration of 2026/27 Statement of Intent for Rotorua Regional Airport Limited' be received.**

2. **That the Council resolves to submit [no comments] OR [the below comments] on the Draft Statement of Intent for Rotorua Regional Airport as outlined in this report.**

2. TE TĀHUHU BACKGROUND

RRAL is an essential infrastructure asset for Rotorua and plays a pivotal role in the region's economic performance, growth, and connectivity. It is home to a number of Rotorua-based businesses and delivers both financial returns and wider social and economic benefits to the community. RRAL is responsible for maintaining a safe and efficient Airport operation whilst optimising the use of its assets to facilitate, and grow tourism and trade, other commercial activity and airport profitability. RRAL is responsible for the ongoing capital development and maintenance of the Airport assets and ownership of the core infrastructure.

Under Schedule 8 of the Local Government Act 2002, each CCO must deliver a draft Statement of Intent (SOI) by 1 March, consider shareholder comments by 1 May, and provide the final SOI before the new financial year begins.

RRAL provided its draft SOI by 1 March. Rotorua Lakes Council (RLC) has subsequently advised RRAL that it wishes to extend the period for submitting shareholder comments to 1 June, rather than 1 May, to allow additional time to seek clarity on a number of matters. Informal feedback has been provided to support this process. RRAL has acknowledged this extension, and the requirement to finalise and adopt the SOI before the start of the new financial year remains unchanged.

CCO's are also required to report annually and half-yearly against their SOI, which sets out their activities, intentions, and performance measures. The SOI process provides Council with its formal annual opportunity to influence the strategic direction of each CCO through feedback on the draft SOI.

The purpose of the SOI is to:

- Publicly state the activities and intentions of the CCO for the next three financial years, with year 1 providing a more detailed operational view, while years 2 and 3 setting out higher-level strategic direction and objectives to which those activities will contribute;
- Provide an opportunity for shareholders to influence the direction of the organisation;
- Provide a basis for holding directors accountable to the shareholders for the performance of the organisation.

As a shareholder, RLC may provide formal comments on the draft SOI to the CCO board for consideration as part of the SOI development process.

Section 60 of the Local Government Act 2002 requires that all operational decisions be made by, or under the authority of, the CCO board in accordance with its SOI and constitution. This reinforces the separation between the board's governance responsibilities and Council's role as shareholder, ensuring accountabilities are clearly defined.

3. TE MATAPAKI ME NGĀ KŌWHIRINGA
DISCUSSION AND OPTIONS

SOI FEEDBACK

The SOI provides the primary accountability mechanism between Council and the CCO and an opportunity for shareholders to influence the direction of the organisation, setting out agreed strategic direction, priorities and intended activities while recognising that responsibility for operational decisions remains with the Board, in accordance with section 60 of the Local Government Act 2002.

To support effective accountability and alignment with Council's Long-Term Plan, the SOI should identify any borrowing or cashflow reliance on Council, clarify governance roles consistent with the Local Government Act 2002, and provide appropriate visibility of strategic and development projects, including key timing and financial implications.

The following analysis presents specific feedback.

Statement of Intent

The RRAL SOI is prepared in accordance with Section 64(1) of the Local Government Act 2002.

The draft SOI is included as **Attachment 1.**

Staff have provided the following feedback to improve the SOI:

Overall Observations

- The draft SOI states that it presents a three-year overview, however, it would benefit from clearer articulation of the full three-year horizon required under Schedule 8 of the Local Government Act 2002. Year 1 should provide a more detailed operational view, while years 2 and 3 should set out higher-level strategic direction, intended outcomes and key performance measures within a rolling three-year SOI framework.

- Consider providing clear, end-to-end visibility of all major capital and development projects, including project descriptions, status, indicative timeframes, anticipated debt drawdowns, and any consultation requirements. Where projects are progressing toward business cases, the SOI should outline timing and potential implications for Council consultation or Long-Term Plan impacts, consistent with the section 60 governance framework.

- The SOI would be strengthened by better reflecting RRALs commitment to maintaining strong, enduring relationships with mana whenua through collaborative approaches that support shared aspirations and sustainable economic development, and by reflecting mana whenua values and narratives where appropriate within the airport environment and customer experience.

- Some sections would benefit from refinement, including clearer articulation of governance roles and expectations, strengthened detail within performance measures, and streamlined wording

Feedback on Three-Year Planning and Schedule 8 Alignment
Schedule 8 requires an SOI to cover a minimum of three financial years. Best practice is for the first year to provide a higher level of operational detail, with years two and three presented at a more strategic level, focusing on direction, priorities, and key performance measures. A three-year rolling SOI supports this approach and enables clearer tracking of progress over time.

While the SOI references a high-level strategic plan and notes that initiatives for FY27 will be updated in the final SOI, the document would be strengthened by more clearly structuring content across all three years. In particular, explicitly identifying which initiatives, deliverables, and performance measures apply to each year would improve readability, accountability, and alignment with Schedule 8 expectations.

General feedback

The final SOI should provide end-to-end detail on all major capital and development projects being explored. This includes a clear description of each project, its current stage, indicative timeframes for future steps, and any anticipated debt drawdowns. The SOI should also identify whether targeted or wider public consultation will be required, including any circumstances that may trigger a special consultative procedure or other Council processes. For example, where a major development project is progressing to a business case for Board consideration, the SOI should outline this timing and any implications for Council consultation or Long-Term Plan impacts. These requirements support the governance framework established under Section 60 of the Local Government Act, which confirms that operational and investment decisions rest with the Board while ensuring Council has necessary visibility where its shareholder or financing responsibilities are engaged.

Feedback for specific sections

Ownership & Governance

- To strengthen this section, the SOI would benefit from greater clarity and specificity about the role of the board, particularly the responsibilities of directors and the expectations placed on them. While governance is referenced at a high level, the current draft does not clearly articulate how the board will discharge its duties in practice.

Relationship with Iwi

- Consider amending the title to "Relationship with Mana Whenua".
- Consider revising the section with the following amendments:
    - RRA is committed to strengthening its ~~partnership~~ relationship with iwi and hapu by acknowledging the past and actively building a future ~~grounded in Tikanga Māori and Mana Whenua.~~*of high trust and exploring shared aspirations*.

      RRA has a Memorandum of Understanding and meaningful relationship with Ngāti Uenukukōpako. Ngāti Uenukukōpako ~~assert~~ are mana whenua over Rotokawa, which is where the airport is located. While recognising that other iwi and hapū are affected by the airport operations, RRA recognises Ngāti Uenukukōpako's deep ancestral connections to Rotokawa and the land underlying Rotorua Airport.

      RRA also recognises and is committed to building and maintaining an ongoing relationship with Ngā Uri o Karamuramu, the descendants of the original owners of the land which is home to Rotorua Airport today.

- Consider including the following:
    - *RRA acknowledges that our success is underpinned by strong and enduring relationships with Iwi and hapu and we are working collaboratively to advance mutual aspirations.*

Airport Business Park

Consider revising the following paragraph with the following amendments:

- As part of the delivery of the business park, RRA will work with Ngāti Uenukukōpako and Ngā Uri o Karamuramu to lay the foundations for a development that ~~not only~~ supports RRA, Rotorua Community and iwi and hapu growth aspirations, underpinned by ~~and Rotorua's growth aspirations, but also reflects~~ the mauri (essence) of the whenua (land) and its people.

Performance Measures

To strengthen the SOI's non-financial performance measures, consideration could be given to including measures that reflect RRAL approach to partnership with mana whenua such as the following:

- RRAL will maintain and strengthen enduring relationships with mana whenua, including the descendants of the original owners.
- In accordance with the principles of the Local Government Act 2002, the Airport will, where practicable, work collaboratively with mana whenua to support and advance shared aspirations, including enabling sustainable economic development opportunities aligned with the Airport's role, purpose, and activities.
- Rotorua Airport will also seek opportunities to reflect mana whenua values and narratives where appropriate within the Airport environment and customer experience.

If Council wishes these or additional instructions to be detailed in the final SOI, these should be listed in the resolution.

4. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

The decisions or matters of this report are not considered significant in accordance with the Council's Significance and Engagement Policy. The process is dictated by the requirements of the Local Government Act 2002.

5. NGĀ KŌRERA O TE HAPORI ME TE WHAKATAIRANGA COMMUNITY INPUT/ENGAGEMENT AND PUBLICITY

Community views have not been sought in relation to the recommendation of this report.

Providing feedback on CCO's draft SOI's is not considered significant in accordance with Council's Significance and Engagement Policy.

Consultation on this matter is not required. It is important to note the final SOI needs to be publicly available.

6. HE WHAIWHAKAARO CONSIDERATIONS

6.1. Mahere Pūtea Financial/Budget Considerations

Council's financial contributions to CCO's was allocated in the Long-term Plan 2024-2034 and the recommendations of this report do not require any additional expenditure.

6.2. Kaupapa Here Me Ngā Hiraunga Whakariterite Policy and Planning Implications

There are no policy implications. SOIs are expected to reflect Council's overall direction and priorities for delivery by the CCOs.

6.3. Te Aromatawai Whakapātanga Ki Te Tāngata Whenua Tāngata Whenua Impact Assessment

The SOI for RRAL influences activities that direct affect mana whenua, whenua, resources, and iwi interests across the district.

While no specific assessment has been undertaken, RRAL operates in culturally significant areas and has responsibilities to reflect our legislative obligations, including enabling meaningful Māori participation in decision-making.

Advice has been provided by Te Amorangi staff to strengthen early and ongoing iwi engagement, particularly in relation to infrastructure and development projects, and to further develop and expand on delivery performance measures that reflect these outcomes.

RRAL's SOI should attempt to explicitly outline how they will support Māori participation, build iwi capacity, and reflect tangata whenua outcomes in performance measures.

6.4. Tūraru Risks

The primary risk associated with this item is that Council feedback on the draft Statement of Intent may not sufficiently influence RRAL's final strategic direction, resulting in misalignment with Council priorities, Long-Term Plan outcomes, or shareholder expectations.

There is also a risk that gaps in clarity (including three-year planning, end-to-end detail on all major capital and development projects being explored, clearer articulation of governance roles and expectations and performance measures) persist into the final SOI, potentially limiting effective monitoring and accountability.

This risk is managed through the formal SOI statutory process, provision of detailed and structured Council feedback, alignment with legislative requirements under Schedule 8 of the Local Government Act 2002, and ongoing reporting and oversight by Council as a shareholder.

6.5. Te Whaimana
Authority

Feedback requirements on the draft SOI are delegated to Council.

12.3 APPOINTMENT OF COUNCILLOR TO ROTORUA ACCESS GROUP

Doc ID:	**22715697**
Prepared by:	**Debbie Cossar, Governance and Democracy Lead**
Approved by:	**Greg Kieck, Manager, Governance, Strategy & Compliance**
Attachments:	**Nil**

1. TE PŪTAKE
PURPOSE

The purpose of this report is to appointed Cr Sandford as Council's representative on the Rotorua Access Group.

HE TŪTOHUNGA
RECOMMENDATION

1. **That the report 'Appointment of Councillor to Rotorua Access Group' be received.**

2. **That the Council appoint Cr Ben Sandford as Council's representative on the Rotorua Access Group.**

2. TE MATAPAKI ME NGĀ KŌWHIRINGA
DISCUSSION AND OPTIONS

Local Authorities may, where relevant, appoint representatives as ex-officio positions to other entities (Clause 30(1), (7) and 31 of Schedule 7 of the Local Government Act 2002). In the context of Rotorua Lakes Council, other entities are external committees, Iwi protocol committees, joint committees, boards and trusts within the Bay of Plenty region.

Following each local body election, decisions are made as to which members will represent Rotorua Lakes Council on a variety of external committees and trusts as stipulated in the Council's "Elected Members Membership of Other Entities Policy".

The decisions made about the membership of other entities, in general, stand for the balance of the triennium which follows the election.

The terms of reference, rules or constitution of each group, committee or trust outlines their focus and how the group conducts their business. The role of elected member is as an ex-officio member of the entity.

It is recommended Cr Ben Sandford be appointed as Council's representative on the Rotorua Access Group.

2.1. Rotorua Access Group

The Rotorua Access Group is an independent group working towards making Rotorua a more accessible and inclusive district.

The purpose of the Group is to:

- Promote the use of Universal Design principles.
- Encourage practical solutions to disability access constraints throughout the Rotorua area.
- Facilitate compliance with the NZ Building Act 2004, NZ Standard 4121:2001, AS/NZS 1428.4.1:2009, RTS14 (NZ Transport Agency Waka Kotahi) and the NZ Disability Strategy 2016-2026.
- Consider and advocate for pro-active measures and activity around access issues.

Meetings are held bi-monthly.

3. TE TINO AROMATAWAI
ASSESSMENT OF SIGNIFICANCE

The matters of this report are not considered significant in accordance with Council's Significance and Engagement Policy.

4. NGĀ KŌRERA O TE HAPORI ME TE WHAKATAIRANGA
COMMUNITY INPUT/ENGAGEMENT AND PUBLICITY

There is no requirement for community input to this review.

The outcome of this process, to appoint a Councillor to the Rotorua Access Group, contributes to the community's perception of elected members and their activities in the community.

5. HE WHAIWHAKAARO
CONSIDERATIONS

5.1. Mahere Pūtea
Financial/Budget Considerations

There is no cost associated with this appointment.

5.2. Kaupapa Here Me Ngā Hiraunga Whakariterite Policy and Planning Implications

The decision to maintain council representation on this entity is in line with Council's approach to appoint representatives as per the Local Government Act 2002.

5.3. Te Aromatawai Whakapātanga Ki Te Tāngata Whenua Tāngata Whenua Impact Assessment

The elected member appointments to other entities does not in itself give rise to direct impacts on Māori. The significance lies in how the appointments are implemented, as this will influence the extent to which the parties uphold Te Tiriti o Waitangi and settlement obligations and engages effectively with iwi and hapū on regional matters.

5.4. Tūraru Risks

The primary risk associated with this report is that insufficient availability, continuity, or capability of elected members appointed to other entities could impact effective representation on external entities, potentially leading to missed input into governance decisions or reduced influence on matters of strategic importance. This risk is managed through the Council's appointment of suitably experienced elected members and established governance and reporting processes to Council.

5.5. Te Whaimana Authority

The Mayor and Council under the Local Government Act have the ability to appoint representatives to other entities.

12.4 AUDIT & RISK COMMITTEE TERMS OF REFERENCE UPDATE

Doc ID:	**22715700**
Prepared by:	**Robert Griffith, Governance and Democracy Advisor**
Approved by:	**Greg Kieck, Manager, Governance, Strategy & Compliance**
Attachments:	**1. Audit & Risk Committee Terms of Reference (Current) (under separate cover)** **2. Draft Audit & Risk Committee Terms of Reference (Recommended) (under separate cover)**

1. TE PŪTAKE
PURPOSE

The purpose of this report is to recommend that Council adopt an updated terms of reference for the Audit & Risk Committee.

HE TŪTOHUNGA
RECOMMENDATION

1. That the report 'Audit & Risk Committee Terms of Reference Update' be received.

2. That the Council adopt the Terms of Reference for the Audit & Risk Committee (Attachment 2).

2. TE TĀHUHU
BACKGROUND

The terms of reference of a decision-making body often contains several elements that comprise the decision-making body. In the context of Council this includes membership, quorum, purpose, and delegations – all of which have ties to requirements set out in Standing Orders (SO) and the Local Government Act 2002 (LGA).

An updated terms of reference has been recommended to Council by the Audit & Risk Committee (the Committee) and a resolution of Council is required for these to take effect.

On the 26th of November 2025 Council noted the terms of reference for several decision-making bodies of council. These bodies were established by the Mayor under the powers of the Mayor, S41A(3) LGA. On the 26th of November 2025 the Council also resolved to delegate decision-making powers (delegations) to the very same decision-making bodies, Sch 7 Cl32 LGA. At that meeting Council was provided background information on:

- establishing decision-making bodies;
- the different forms decision-making bodies may take; and
- delegated authority in relation to decision-making bodies.

That report is available on page 32 of the 26th November 2025 Council agenda. Typically, the establishment of the decision-making bodies – as occurred on the 26th of November 2025 – would be referred to as Council's "Governance Structure."

One such body formed by Council on the 26th of November 2025, was the Audit & Risk Committee, and the original terms of reference are also attached to this report (Attachment 1).

At the meeting of the Committee on the 17th of April 2026 the Committee agreed to recommend a new terms of reference to Council for adoption. The recommended terms of reference (Attachment 2) contain elements which are determined either by decision of Council, the CE, a committee chair or a committee itself. Some elements such as delegations, membership and purpose, require a Council resolution to be amended. For simplicity, the entire terms of reference are attached for Council's adoption.

In a statutory context, Council has the power to reconstitute a committee with an updated terms of reference, even when the committee has been formed through the Mayoral powers set out in Section 41A(3) & 41A(4) LGA or through resolution of Council, Schedule 7, S30(5a) LGA.

The original terms of reference created for the Committee provided the ability to make recommendations to Council in all things relevant to its purpose. The Committee has made a recommendation to Council, that the attached terms of reference will enhance its ability to carry out the Committee's purpose. In this sense, the Audit & Risk Committee has the powers to make this recommendation to Council.

This report outlines the governance background of the decision, specifically updating of a terms of reference, the ability of each body to approve or recommend a terms of reference, and the background of how this decision has been brought to council. For information relating to the rationale behind the terms of reference please refer to the original report which can be found on page 18 of the 17th April Audit & Risk Committee agenda. The discussion and debate in relation to this decision by the audit and Risk Committee can also be revisited by watching the livestream of the Audit & Risk Committee Meeting held on the 17th of April.

3. TE MATAPAKI ME NGĀ KŌWHIRINGA
DISCUSSION AND OPTIONS

The Council may adopt, amend, or not adopt the recommended terms of reference.

Should Council adopt the recommended terms of reference this will be applied to the Committee going forward. No recommendation to revoke the prior decision of Council is required, as this decision will be considered as a reconstitution of the committee with an amended terms of reference.

Council may amend the recommended terms of reference, in this instance the same outcome as per above will apply, simply with a different terms of reference for the committee.

Should Council choose not to adopt the recommended terms of reference, the Committee will continue to operate under the already adopted terms of reference by Council on the 26th of November 2025.

4. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

Council decision-making bodies, and decisions regarding their structure, does not meet the threshold of significance as per the Council's Significance and Engagement Policy. This is to say the decision does not require a consultative process.

The governance structure of council plays a significant role in council achieving its purposes as set out in Section 10 of the LGA.

5. NGĀ KŌRERA O TE HAPORI ME TE WHAKATAIRANGA COMMUNITY INPUT/ENGAGEMENT AND PUBLICITY

No community input has been sought in relation to this decision, as the decision is: not significant as per the Council's Significance and Engagement policy; and falls within the powers of the Mayor, Council and the Committee.

The decisions (Agenda, Minutes and Livestream) of Council and the Audit & Risk Committee meetings relevant to this report are publicly available on Council's website here - Meetings & Livestream - Rotorua Lakes Council.

6. HE WHAIWHAKAARO CONSIDERATIONS

6.1. Mahere Pūtea Financial/Budget Considerations

Adopting the recommended terms of reference for the Audit & Risk Committee will not impact budgets currently approved in the Long-term Plan 2024/2034.

6.2. Kaupapa Here Me Ngā Hiraunga Whakariterite Policy and Planning Implications

Other than the Sections of the LGA already referenced in this report, there are no other relevant implications with council plans or policies that need to be considered in conjunction with the decisions of this report.

6.3. Te Aromatawai Whakapātanga Ki Te Tāngata Whenua Tāngata Whenua Impact Assessment

The decisions of this report, do not require a tāngata whenua impact assessment.

As council's governance structure contributes to the achievement of the purposes of Local Government set out in Section 10 of the LGA – it is important to consider the role of Local Government in relation to the Treaty of Waitangi, namely contribution to decision-making by Māori, S14 (1d) & S81 LGA.

6.4. Tūraru
Risks

Should council choose to amend or not adopt the recommended terms of reference for the Committee this may undermine the Committee's function – as set out in the Office of the Auditor General's Advice – which may lead to reputational and/or organisational risk.

6.5. Te Whaimana
Authority

Council has the ability to amend a committee's terms of reference, including where that committee has been established by the Mayor and had decision-making authority delegated to it by Council, S41A(4) LGA & Sch 7 Cl30(5) LGA.

12.5 MAYORS INTERNATIONAL TRAVEL REPORT - KIWINORTH CHINA ROADSHOW 2026

Doc ID:	**22715746**
Prepared by:	**Tania Tapsell, Mayor**
Approved by:	**Tania Tapsell, Mayor**
Attachments:	**1. Mayor Tapsell international travel report - 21 March to 2 April 2026** **2. Letter of appreciation on behalf of all operators, 7 Apr 2026** **3. RotoruaNZ board letter of appreciation - 14 Apr 2026**

1. TE PŪTAKE PURPOSE

To report back to Rotorua Lakes Council on the recent travel undertaken by Mayor Tapsell for KiwiNorth China Roadshow to Beijing, Shanghai, Chengdu, and Guangzhou. This follows on from the business case report taken to Council in February 2026 and is required by the Mayor and Elected members International Relations Policy.

HE TŪTOHUNGA
RECOMMENDATION

1. That the report 'Mayors International Travel Report - KiwiNorth China Roadshow 2026' be received.

Mayor Tapsell international travel report to Council

China
21 March to 2 April 2026

OVERVIEW

This report summarizes the outcomes of the 2026 China Kiwi North Roadshow, with a focus on three core components:

- Agent training delivery
- Senior management engagement
- Cultural activation through the Māori performance group

The 2026 roadshow delivered a notable increase in both scale and quality compared to 2025. Agent participation levels rose significantly, alongside deeper engagement with key decision-makers across priority markets. In addition, partnerships with airlines and major distribution platforms were further strengthened, enhancing overall market reach and commercial alignment. A key highlight of the program was the inclusion of a Rotorua Māori cultural performance group. Their presence added an authentic dimension to the road show, reinforcing the unique cultural value proposition and branding of Rotorua. This element resonated strongly with trade partners and clearly demonstrated the growing demand for high-quality Māori cultural experiences within the China visitor market. Due to the uniqueness of this inclusion we also had increased organic reach on Chinese social media platforms based on their performances.

Beijing

Agent Training

A total of 80+ agents were trained in Beijing, exceeding 2025 participation levels. Importantly, the audience included a higher proportion of senior decision-makers, improving the commercial value of engagement and potential conversion.

Airline Partnership – Air China

Air China participated in the training program for the first time, delivering a dedicated presentation. Their involvement significantly enhanced the event by:

- Aligning airline and destination messaging
- Strengthening trade confidence in route development and capacity
- Enabling more targeted discussions on accelerating market growth

This collaboration reflects a maturing partnership and presents clear opportunities to align future campaigns.

Trade Engagement – U-Tour Visit

A hosted visit to U-Tour provided valuable exposure for operators, particularly those new to China. The visit:

- Offered practical insight into conducting sales calls in-market

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- Built confidence among operators unfamiliar with Chinese trade dynamics
- Highlighted the importance of relationship-building and local market understanding

Strategic Engagement – Air China Head Office

Senior management met with the commercial leadership team at Air China. Key outcomes included:

- Confirmation of strong growth ambition despite global geopolitical pressures
- Identification of opportunities for Kiwi North to align with airline priorities
- Reinforcement of the need for operators to be "China-ready" to fully leverage these opportunities

Senior management visited the New Zealand Embassy in Beijing to discuss the objectives and outcomes of the roadshow, and to provide an overview of our broader market engagement strategy.

- This engagement initiated constructive dialogue around potential areas for future collaboration
- Insights were shared on emerging market trends and developments
- The session ensured alignment, with the Embassy fully informed of our activities and appropriately represented within our work in market

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Shanghai

Agent Training

A further 80+ agents were trained in Shanghai, again exceeding 2025 results. The quality of attendees remained high, with strong representation from key decision-makers.

Airline Partnership – Air New Zealand

Air New Zealand participated in the training sessions, demonstrating strengthened airline–destination alignment.

This improved collaboration enhances:

- Market credibility
- Trade engagement
- Opportunities for joint promotional activity

Strategic Partner Engagement – Ctrip

The full delegation visited Ctrip headquarters, delivering value across multiple levels:

Senior Management Outcomes

- Engagement with commercial and destination marketing teams
- Discussions on post-campaign opportunities and next-phase activity
- Exploration of integrated campaigns involving both airlines and OTA platforms

This engagement reinforced the importance of a unified Kiwi North approach and deepened understanding of Ctrip's distribution ecosystem beyond individual regional interests.

Strategic Engagement – China Eastern Head Office

Senior management met with the commercial leadership team at China Eastern. Key outcomes included:

- Confirmation of strong growth ambition despite global geopolitical pressures
- Identification of opportunities for Kiwi North to align with airline priorities
- Reinforcement of the need for operators to be "China-ready" to fully leverage these opportunities

Operator Capability Development

Operators participated in an in-depth introduction to Ctrip's global operations, gaining:

- Practical knowledge of OTA distribution models
- Insight into product positioning within the platform
- Clarity on key contacts and engagement pathways

This capability-building is critical to improving conversion and long-term trade success.

Cultural Activation – Māori Performance Group

The Māori cultural group delivered a performance at Ctrip, generating high-value content and strong engagement. This activation:

- Elevated Kiwi North's brand presence at a senior stakeholder level, strengthening strategic positioning within the market.
- Developed and aligned content to support current campaign delivery and inform future product and marketing development.
- Demonstrated the importance of authentic, culturally intimate experiences in fostering meaningful connections between cultures, highlighting this as a key driver of future visitor demand.

This visibility significantly strengthened destination differentiation in a competitive market.

Leadership Engagement – Mayor of Rotorua

Delivered a presentation via Ctrip's BOSS LIVE platform.

The session:

- Was completed in a single take, demonstrating high professionalism
- Will be leveraged in future campaign activity
- Reinforced the credibility and leadership positioning of Kiwi North in-market


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Kiwi North
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Kiwi North
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Kiwi North
ROTORUA
Falling for New Zealand


Kiwi North
Kiwi North

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Kiwi North
旅行体验


Kiwi North
Kiwi North


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Kiwi North

Chengdu

Agent Training

A further 80+ agents were trained in Chengdu, again exceeding 2025 results. The quality of attendees remained high, with strong representation from key decision-makers, reinforcing the continued uplift in both scale and engagement across Tier 2–3 China markets.

Senior Management Outcomes

This reinforced the importance of a unified Kiwi North approach and strengthened understanding of ecosystem across regional markets, not just Tier 1 cities but possible next stage into Tier 2 cities.

Operator Capability Development

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Operators received a comprehensive introduction to the Chengdu market through the training session, highlighting its position within a relatively emerging outbound tourism segment. The session also underscored the significant growth potential of the broader region, particularly driven by major neighboring cities such as Chongqing, gaining:

- Practical understanding of this market
- Clear insight into product positioning and close regional growth
- Identification of key contacts and escalation points within this market

This capability development is critical to improving long-term trade performance and conversion outcomes.

Cultural Activation – Māori Performance Group

The Māori cultural group delivered a performance at city center, generating high-value content and strong engagement.
This activation:

- Elevated Kiwi North's brand presence within Chengdu.
- Built cultural awareness in this region for the demand from this visitor.
- The characteristics of this visitor market align strongly with the North Island tourism offering. Delivering this activation within a public-facing environment further enhances visibility and positions Rotorua as a key destination within the region.

This approach significantly enhances destination differentiation and fosters a stronger emotional connection in a highly competitive outbound market, where visitors are actively seeking the unique experiences offered by Rotorua.

Guangzhou

<u>Agent Training</u>

A total of 80+ agents were trained in Guangzhou, continuing the positive trend seen across other cities and exceeding 2025 results. The quality of attendees remained high, with strong representation from senior decision-makers, reinforcing the commercial value of the engagement.

Strategic Partner Engagement – Air NZ 60-year event & General Consulate

1. The small delegation visited Hong Kong to attend the 60-year celebration for Air New Zealand.
2. General Consulate lunch of New Zealand:

General Consulate participated in the training session from lunchtime throughout the day, demonstrating continued strengthening of trade alignment.

This collaboration supported:

- Increased market credibility within Western China.
- Stronger trade engagement and confidence in product delivery including the Consulate across our work.
- Expanded opportunities for joint promotional activity and campaign alignment with the Consulate.

Senior Management Outcomes

- Engagement with commercial and destination marketing teams
- Engaged in discussions with Chief Executive, CEO, and General Manager level stakeholders across all cities visited during the event, strengthening senior-level relationships and strategic connectivity.
- The initiative successfully showcased the Kiwi North and Rotorua brands to key industry partners responsible for decision-making in their respective markets for New Zealand, resulting in strong engagement and positive outcomes.
- Increased market credibility within Western China.
- Stronger trade engagement and confidence in product delivery including the Consulate across our work.
- Expanded opportunities for joint promotional activity and campaign alignment with the Consulate.

This engagement reinforced the importance of a unified Kiwi North approach and deepened understanding of Rotorua and individual regional offers within the North Island.

Operator Capability Development

Operators participated in an in-depth introduction to Zuzuhe global OTA operations, gaining:

- Practical knowledge of OTA distribution models
- Insight into product positioning within the platform
- Clarity on key contacts and engagement pathways

This capability-building is critical to improving conversion and long-term trade success.

Cultural Activation – Māori Performance Group

The Māori cultural group delivered a performance at Hong Kong Air New Zealand event, generating high-value content and strong engagement. This activation:

- Elevated Kiwi North's brand presence at a senior level
- Built on momentum from prior engagement in Hong Kong
- Leveraged existing market relationships, including collaboration with Air New Zealand, to deliver a high-quality cultural performance. This reinforced Rotorua's position as market-

ready and the preferred regional destination for support and delivery. Visibility in front of key decision-makers was critical in strengthening confidence and reinforcing Rotorua's strategic value within the market.

This significantly strengthens destination differentiation and emotional connection in a competitive outbound market.

Key Strategic Insights

- Growth Trajectory: Increased agent numbers and improved audience quality indicate strong market recovery and growing interest in New Zealand.
- Partnership Strength: Enhanced collaboration with airlines and OTAs is a major step forward, enabling more integrated and effective market activation.
- Capability Gap: There remains a clear need for operators to become "China-ready" to fully capitalize on opportunities.
- Brand Differentiation: Cultural storytelling and high-level leadership engagement significantly elevate market positioning and influence.

12

13


Kiwi
North


Kiwi
North


Kiwi
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三等奖
Skylin
ROTORUA
CANOPY
TOURS
Weta
WORKSHOP

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CONCLUSION

The 2026 China Kiwi North Roadshow delivered measurable improvements across key performance areas, including agent engagement, partner alignment, and overall brand visibility. The integration of airline partnerships, OTA collaboration, and cultural activations further strengthened Kiwi North's position within the market and established a strong platform for future growth.

To capitalise on this momentum, the next phase of activity should focus on enhancing operator readiness, deepening strategic partnerships with OTA/Airlines, and ensuring coordinated and consistent follow-up engagement within the market.

Maintaining a strong presence across the four-core cities of Beijing, Shanghai, Chengdu, and Guangzhou remain of the highest importance. At the same time, consideration should be given to identifying and developing additional emerging cities and regions to expand reach and further grow market share.

Operators who attended the Roadshow:

China Tourism Development Manager	WellingtonNZ
Sales Manager Asia	Distinction Hotels
Sales Manager - Asia	Entrada Travel Group
Sales Manager- China	Ngai Tahu Tourism
Head of Sales and Marketing-Asia	Millennium Hotels and Resorts New Zealand
CHINA & SEA Sales Coordinator	AJ Hackett Bungy NZ
Sales Manager	Wētā Workshop
Managing Director	Terra and Tide
CEO	Rotorua canopy Tours
Business Development Manager	Polynesian Spa Ltd.
Trade Sales Co-ordinator	Hobbiton Movie Set
Asian Markets Sales Manager	Skyline
General Manager	Redwoods Treewalk
International Sales Manager	Te Puia NZMACI
CEO	Te Puia NZMACI
Owner Representative	Hao Boutique Hotel Group
General Manager	Wai Ariki Hot Springs and Spa
Sales and Marketing Manager	Hells Gate
Manager	Wai-o-Tapu Thermal Wonderland
Director - Asia	Paradise valley Springs Wildlife Park
Director Tourism	Tataki Auckland Unlimited
Tourism Development Manager	Tataki Auckland Unlimited

Her Worship the Mayor
Tania Tapsell
Rotorua Lakes Council
Rotorua

7th April 2026

Tēnā koe e Te Manukura, Tania Tapsell,

On behalf of the 18 operators who attended and invested in the recent China Roadshow, I am writing to acknowledge and sincerely thank you for your presence and commitment to the programme.

Your attendance in market added significant mana to the roadshow. In a market such as China, where hierarchy and senior representation are particularly important, your presence elevated the impact of our engagements and reinforced the importance of Rotorua across all interactions, from trade and airline partners through to dignitary and government connections.

We recognise that your involvement comes at a cost - both in time away from your responsibilities at home and personally. That commitment does not go unnoticed. Your willingness to stand alongside the industry in market sends a strong signal about the importance of tourism to Rotorua and the value of working together to grow our region.

Your presence helped strengthen relationships, lift the quality of conversations, and support a more coordinated and confident representation of Rotorua. It also contributed to a broader sense of alignment between industry and civic leadership, which is critical as we look to grow international markets.

You are exceptional at what you do, and we are proud to have you leading our delegation in market. Your leadership, presence, and ability to connect across cultures made a meaningful difference to the success of the programme.

This was a programme that required collective effort, and your contribution played an important role in its success.

On behalf of all operators involved, thank you again for your leadership, your commitment, and your support of the visitor economy.

Ngā mihi nui,

Paul Button
Cc: AJ Hackett Bungy NZ; Entrada Travel Group; Millennium Hotels and Resorts New Zealand; Hobbiton Movie Set; Terra and Tide; Wētā Workshop; Distinction Hotels; Hao Boutique Hotel Group; Hell's Gate; Ngāi Tahu Tourism; Paradise Valley Springs Wildlife Park; Polynesian Spa Ltd.; Treewalk; Skyline; Te Puia NZMACI; Wai Ariki Hot Springs and Spa; Wai-O-Tapu Thermal Wonderland.

14 April 2026

Tēnā koe e Te Manukura, Mayor Tania Tapsell,

On behalf of the RotoruaNZ Board, we would like to extend our sincere thanks for your leadership and presence as lead dignitary on the recent China Roadshow.

Your role in market added significant mana to the programme. As reflected in feedback from operators, senior representation is highly valued in China, and your presence elevated the impact of our engagements across trade, airline, and government channels. It reinforced Rotorua's standing as a priority destination and strengthened the credibility of our collective message.

We recognise the commitment required to participate in a programme of this scale, both professionally and personally. Your willingness to represent Rotorua on the ground, alongside industry, sends a strong and visible signal about the importance of tourism to our region and the value of a unified approach.

Your leadership helped foster meaningful connections, lift the quality of conversations, and ensure Rotorua was represented with confidence and cohesion. It also demonstrated the strength of alignment between civic leadership and industry, which is critical as we continue to rebuild and grow in key international markets.

Thank you again for your dedication, leadership, and support. Your contribution played an important role in the success of the roadshow, and we are grateful to have had you leading our delegation in market.

Ngā mihi nui,

Andrew Wilson
Chief Executive - RotoruaNZ
On behalf of the RotoruaNZ Board

1167 Fenton Street Private Bag 3007, Rotorua 3046 RotoruaNZ.com

12.6 RECOMMENDATIONS FROM OTHER COMMITTEES - TE ARAWA 2050 VISION COMMITTEE MEETING 9 APRIL 2026

Doc ID: **22715757**

Prepared by: **Robert Griffith, Governance and Democracy Advisor**

Approved by: **Greg Kieck, Manager, Governance, Strategy & Compliance**

Attachments: **Attachments: Nil**

1. TE PŪTAKE PURPOSE

The purpose of this report is to provide an opportunity for Council to consider recommendations received from the Te Arawa 2050 Vision Committee meeting held 9 April 2026.

Members: Cr Raukawa-Tait (Chair), Cr Temara-Benfell (Deputy Chair), Cr Maxwell, Mr James Hamiora (Interim Chair - Te Tatau o Te Arawa), Mayor Tapsell, Cr Kai Fong, Cr Barker, Mr Potaua Biasiny-Tule (Te Tatau o Te Arawa), Cr Brown, Mrs Waiarangi Hotene (Te Tatau o Te Arawa), Cr Lee, Cr Paterson, Miss Rangitiaria Tibble (Te Tatau o Te Arawa), Cr Wang, Cr Sandford and Mr Te Taru White.

HE TŪTOHUNGA
RECOMMENDATION

1. **That the report 'Recommendations From Other Committees - Te Arawa 2050 Vision Committee Meeting 9 April 2026' be received.**

2. **That the following recommendations of the Te Arawa 2050 Vision Committee meeting held 9 April 2026 be adopted:**

RECOMMENDATION
TE ARAWA 2050 VISION COMMITTEE – KEY PROJECTS

RESOLVED TAVC 26/04-004

Moved: Mr Biasiny-Tule
Seconded: Cr Temara-Benfell

1. **That the Committee recommends to Council that staff be authorised to progress scoping of key projects and activities, to be presented at the next Te Arawa 2050 Committee Meeting.**

CARRIED

Reports and attachments relating to the above recommendations were included in the agenda for the Te Arawa 2050 Vision Committee meeting held 9 April 2026. The agenda is available for viewing on Council's website under Meetings & Livestream - Rotorua Lakes Council.

13 TE KARAKIA WHAKAMUTUNGA – CLOSING KARAKIA

Kia whakairia te tapu	Restrictions are moved aside
Kia wātea ai te ara	So the pathway is clear
Kia turuki whakataha ai	To return to every day activities
Kia turuki whakataha ai	To return to every day activities
Hāumi e. Hui e. Tāiki e!	Allied, enriched, unified, and blessed