Kaupapataka

Agenda

NOTICE OF A MEETING

OF

COUNCIL

Date:	**Wednesday 24 June 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.

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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 enrich all present
Te mauri ora, ki te katoa	
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 20 MAY 2026

RECOMMENDATION

That the minutes of the Ordinary Council Meeting held 20 May 2026 be confirmed as a true and correct record.

Minutes (Draft)

Council meeting
held Wednesday 20 May 2026 at 9:30 am
Council Chamber, Rotorua Lakes Council

MEMBERS PRESENT:	Deputy Mayor Kai Fong (Chair), Cr Barker, Cr Brown, Cr Lee, Cr Paterson, Cr Raukawa-Tait, Cr Sandford, Cr Temara-Benfell, Cr Wang and Mayor Tapsell and Cr Maxwell 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; P Warbrick, Manahautū Te Arawa Hourua; E McCarthy, Manager, Capital Delivery; R Fraser, Manager, Infrastructure Services Performance; M Overbeek, Manager – Finance and Business Performance; D Jensen, Chief Financial Officer; S Bell, Development Support Manager; B Jung, Projects & Quality Delivery Lead; M Owen, Manager – Community Safety & Regulatory Services; K Williams, Principal Advisor - Community Safety & Regulatory Services; G Kieck, Manager - Governance, Strategy & Compliance; V Cawte, Senior Communications Advisor; N Michael, Executive of Communications – Mayor's Office; G Konara, Governance & Democracy Advisor.

The meeting opened at 9.31am.

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

1 KARAKIA WHAKAPUAKI – OPENING KARAKIA

Cr Sandford 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

Nil

5 TE WHAKAŪ I NGĀ MENETI – CONFIRMATION OF MINUTES

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

5.2 MINUTES OF THE EMERGENCY COUNCIL MEETING HELD ON 20 MAY 2026

RESOLVED C 26/05-074

Moved: Cr Temara-Benfell
Seconded: Cr Wang

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

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

CARRIED

6 TE PAPA KŌRERO MŌ TE TŪMATAWHĀNUI – PUBLIC FORUM

Nil

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

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	Please refer to the relevant clause/s in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a).
10.2 - Confidential Minutes of the Emergency Council Meeting held on 8 May 2026		
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.

RESOLVED C 26/05-075

Moved: Cr Barker
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:**

CARRIED

The meeting moved into public excluded at 9.35am.

CLOSED SESSION

Attendance: Cr Maxwell left the meeting at 12.02pm (via Zoom).

The meeting moved out of public excluded at 12.08pm and adjourned for a break.

Attendance: Mayor Tapsell left the meeting at adjournment (via Zoom).

The meeting resumed at 1pm.

12 PŪRONGO KAIMAHI – STAFF REPORTS

12.1 PARKING SERVICES PROJECT - FEES AND LAYOUT ENDORSEMENT

RESOLVED C 26/05-076

Moved: Cr Paterson
Seconded: Cr Brown

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

CARRIED

Mihikore Owen, Kurt Williams and Michelle Overbeek overviewed the report and spoke to a presentation titled "Parking Services Project - Fees and Layout Endorsement" (ECM – 22750237).

Attendance: Cr Raukawa-Tait re-joined the meeting at 1.35pm.

RESOLVED C 26/05-077

Moved: Cr Wang
Seconded: Cr Temara-Benfell

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

<u>In Favour:</u> Deputy Mayor Kai Fong, Cr Barker, Cr Brown, Cr Paterson, Cr Raukawa-Tait, Cr Sandford, Cr Temara-Benfell and Cr Wang

<u>Against:</u> Cr Lee

CARRIED 8/1

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

RESOLVED C 26/05-078

Moved: Cr Wang
Seconded: Cr Brown

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

CARRIED

Stephanie Kelly and Bonnee Jung overviewed the report.

HE TŪTOHUNGA
RECOMMENDATION

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.

The above recommendation was passed with the amenedments detailed below;

RESOLVED C 26/05-079

Moved: Cr Temara-Benfell
Seconded: Cr Wang

2. That the Council resolves to submit the comments on the Draft Statement of Intent for Rotorua Regional Airport as outlined in this report and the following additional comments.

- **Need to provide full financials for future draft Statements of Intent**
- **Performance measures to be included in the Draft Statement of Intent for Council's consideration**
- **Need to capture the term "mana whenua" instead of "Iwi and hapu" in the section under "Relationship with Iwi"**
- **Under the section "Ownership & Governance", a reference to knowledge of Tikanga Māori in discharge of the duties by company directors.**

CARRIED

12.3 APPOINTMENT OF COUNCILLOR TO ROTORUA ACCESS GROUP

RESOLVED C 26/05-080

Moved: Cr Barker
Seconded: Cr Temara-Benfell

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

CARRIED

The report was taken as read.

RESOLVED C 26/05-081

Moved: Cr Wang
Seconded: Cr Raukawa-Tait

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

CARRIED

12.4 AUDIT & RISK COMMITTEE TERMS OF REFERENCE UPDATE

RESOLVED C 26/05-082

Moved: Cr Barker
Seconded: Cr Brown

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

CARRIED

The report was taken as read.

RESOLVED C 26/05-083

Moved: Cr Sandford
Seconded: Cr Brown

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

CARRIED

12.5 MAYOR'S INTERNATIONAL TRAVEL REPORT - KIWINORTH CHINA ROADSHOW 2026

RESOLVED C 26/05-084

Moved: Cr Raukawa-Tait
Seconded: Cr Wang

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

CARRIED

The report was taken as read.

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

RESOLVED C 26/05-085

Moved: Cr Raukawa-Tait
Seconded: Cr Barker

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

CARRIED

The report was taken as read.

RESOLVED C 26/05-086

Moved: Cr Temara-Benfell
Seconded: Cr Sandford

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

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

Against: Nil

Abstained: Cr Lee

CARRIED 8/0

12.7 REMIT TO LGNZ 2026 AGM: DEVOLUTION OF PLACE-NAMING AUTHORITY TO LOCAL GOVERNMENT

RESOLVED C 26/05-087

Moved: Cr Barker
Seconded: Cr Temara-Benfell

1. **That the report 'Remit to LGNZ 2026 AGM: Devolution of Place-naming Authority to Local Government' be received.**

CARRIED

The report to be taken as read.

RECOMMENDATION

2. **That the Council support the Far North District Council remit 'Devolution of Place-naming Authority to Local Government', to be considered at the Local Government New Zealand 2026 Annual General Meeting.**

The above recommendation was moved by Cr Paterson but was not seconded by an elected member. Therefore, the motion failed.

13 TE KARAKIA WHAKAMUTUNGA – CLOSING KARAKIA

Cr Sandford closed the meeting with a Karakia.

The Meeting closed at 2.12pm.

To be confirmed at the Council meeting on 24 June 2026.

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

5.2 MINUTES OF THE EXTRAORDINARY COUNCIL MEETING HELD ON 8 JUNE 2026

RECOMMENDATION

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

Minutes (Draft)

Council Extraordinary meeting
held Monday 8 June 2026 at 10:00 am
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 Raukawa-Tait (initially via Zoom) and Cr Wang (via Zoom)
APOLOGIES:	Cr Temara-Benfell for lateness
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; D Jensen, Chief Financial Officer; G Kieck, Manager - Governance, Strategy & Compliance; L Dodds, Manager, Communications & Engagement; I Tiriana, Communications Manager; M Hingston, Kaiwhakatere - Te Amorangi Manager; C Litchfield, Corporate Strategy & Compliance Lead; G Konara, Governance & Democracy Advisor.

The meeting opened at 10.02am.

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

1 KARAKIA WHAKAPUAKI – OPENING KARAKIA

Cr Maxwell opened the meeting with a Karakia.

Acknowledgement

Cr Maxwell acknowledged the passing of Ken Raureti, Chair of Pūkenga Koeke (Council of Elders) for Rotorua Museum /Te Whare Taonga o Te Arawa.

Mayor Tapsell noted that Mr Raureti was an incredible leader from Ngāti Rangitihi and Ngāti Whakaue and acknowledged his contribution to the work relating to Rotorua Museum.

The meeting observed a moment of silence.

2 NGĀ WHAKAPĀHA – APOLOGIES

RESOLVED C 26/06-088
Moved: Cr Barker
Seconded: Deputy Mayor Kai Fong

2. That the 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 NGĀ TĀPAETANGA – PRESENTATIONS

Nil

6 PŪRONGO KAIMAHI – STAFF REPORTS

6.1 HEAD START PATHWAY

RESOLVED C 26/06-089

Moved: Deputy Mayor Kai Fong
Seconded: Cr Brown

1. That the report 'Head Start Pathway' be received.

CARRIED

Attendance: Cr Wang joined the meeting via Zoom at 10.06am.
Cr Temara-Benfell joined the meeting at 10.09am.
Attendance: Cr Raukawa-Tait who joined via Zoom left the meeting at 10.14am and re-joined in person at 10.27am

Sam Fellows overviewed the report.

HE TŪTOHUNGA
RECOMMENDATION

2. That the Council agrees to continue investigating whether participation in the Government's Head Start pathway is in Rotorua's best interests, including further analysis, engagement, and discussions with potential partner councils.

3. That the Council establishes a working group to support the process of analysing options against Council criteria.

4. That the Council approves the following six criteria areas to guide assessment of potential partner councils and emerging options:
   a. Financial health of the council
   b. Communities of interest alignment with Rotorua District communities
   c. Mana whenua views, interests, and relevant commitments
   d. Economic alignment and strategic fit
   e. Local voice and political representation
   f. Ability to deliver the 5 priorities of government in the policy

5. That the Council notes the proposed communications and engagement approach, including that the current phase is exploratory and not formal consultation on a preferred option.

6. That the Council notes that this decision does not commit Council to submitting a Head Start proposal.

7. That the Council notes that further reports will return to Council as analysis and engagement progress.

OR

8. That the Council agrees not to participate in the Head Start process noting that Rotorua Lakes Council would be subject to the Back Stop process should legislation reflect the current policy.

Cr Lee moved the following motion. However, the motion did not proceed as there was no seconder.

MOTION

Moved: Cr Lee

8. That the Council agrees not to participate in the Head Start process noting that Rotorua Lakes Council would be subject to the Back Stop process should legislation reflect the current policy.

The following motion was passed.

RESOLVED C 26/06-090

Moved: Mayor Tapsell
Seconded: Cr Sandford

2. That the Council agrees to continue investigating whether participation in the Government's Head Start pathway is in Rotorua's best interests, including further analysis, engagement, and discussions with potential partner councils.

3. That the Council establishes a working group to support the process of analysing options against Council criteria.

4. That the Council approves the following six criteria areas to guide assessment of potential partner councils and emerging options:
   a. Financial health of the council
   b. Communities of interest alignment with Rotorua District communities
   c. Mana whenua views, interests, and relevant commitments
   d. Economic alignment and strategic fit
   e. Local voice and political representation
   f. Ability to deliver the 5 priorities of government in the policy

5. That the Council notes the proposed communications and engagement approach, including that the current phase is exploratory and not formal consultation on a preferred option.

6. That the Council notes that this decision does not commit Council to submitting a Head Start proposal.

7. That the Council notes that further reports will return to Council as analysis and engagement progress.

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

7 TE KARAKIA WHAKAMUTUNGA – CLOSING KARAKIA

Cr Maxwell closed the meeting with a Karakia.

The Meeting closed at 12.04pm

To be confirmed at the Council meeting on 24 June 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

10 PŪRONGO KAIMAHI – STAFF REPORTS

10.1 CCO QUARTERLY REPORT - ROTORUA REGIONAL AIRPORT LTD - YTD APRIL 2026

Doc ID: **22816097**

Prepared by: **Nicole Brewer, Chief Executive-Rotorua Regional Airport**

Approved by: **Nicole Brewer, Chief Executive-Rotorua Regional Airport**

Attachments: **1. CCO Quarterly Report - Rotorua Regional Airport Ltd - YTD April 2026**

1. TE PŪTAKE PURPOSE

The purpose of this report is to present the quarterly update from Rotorua Regional Airport Limited as per the Statement of Intent.

HE TŪTOHUNGA
RECOMMENDATION

1. **That the report 'CCO Quarterly Report - Rotorua Regional Airport Ltd - YTD April 2026' be received.**

ROTORUA AIRPORT

ROTORUA REGIONAL AIRPORT LIMITED CCO QUARTERLY REPORT

YTD Apr 2026 (Jul 2025 to Apr 2026)

Report writer: Nicole Brewer, Chief Executive

Report approver: Nicole Brewer, Chief Executive

WHAT WE'RE WORKING TOWARDS

Purpose Statement

RRA's purpose is to be **"Rotorua's runway to a thriving future"**

and its vision is **"To be a uniquely Rotorua hub our community can be proud of".**

RRA's core business is to maintain a safe and efficient Airport operation in a commercially viable manner, whilst optimising the use of its assets to facilitate and grow tourism and trade, other commercial activity, and Airport profitability. RRA is responsible for the ongoing capital development and maintenance of the Airport assets and infrastructure.

Strategic Objectives

The board and management have identified five key priorities for the airport to deliver its vision:

- Excelling Today
- Ready For Tomorrow
- Quality Asset Management
- Stronger Together
- Be Financially Sustainable

Critical elements in delivering the vision and realising these priorities include:

- A continuous improvement culture that embraces best practice Safety Management System, compliance and aeronautical practices
- Future ready capability that seeks to adopt emerging aviation technologies and adapt with climate change
- Plan and maintain assets to a high standard including a mature asset management system with maintenance, renewals and clear future financial forecasting
- Deliver value from people, partnerships and customer experience and drive positive community outcomes
- Drive commercial success and reduce the financial reliance on RLC by unlocking under-utilised airport land and growing non-aeronautical revenue

PROGRESS AGAINST SOI

Financial Performance

Rotorua Regional Airport's (RRA) Net Surplus (after depreciation) for the period July '25 to Apr '26 was 73% ahead of budget, driven by lower than forecast operating expenses. Total revenue, including both aeronautical and non-aeronautical revenue for the period was in line with budget.

Air NZ carried 162k passengers in Jul-Apr which was -2% less than forecast and -9% behind the same period last year.

Operating expenses for Jul-Apr were -19% below budget due to the timing of apron maintenance work and overheads were 2% ahead of budget. Total expenses (excl depreciation) were -10% below budget. This gap is expected to close in the last three months of the year, but with expenses remaining below budget for the full year.

Due to prudent cost management the Net Surplus after depreciation for Jul to Apr was $721k versus a forecast of $416k. May/June are typically expensive months for RRA (lower revenue and increased year end costs) and this is reflected in the full year FY26 target of $206k. RRA expects to finish the year with a net surplus above budget.

Capital expenditure for the period is $518k which is well below budget. Delays have moved some items, including the climate resilience airside swale and the final instalment of the Angloco, into FY27.

Non-Financial Performance

RRA is on track with regards to all non-financial performance measures.

Operations and Compliance

Following meetings with Air NZ, RRA and Rotorua NZ are working closely to identify, and execute, opportunities to grow air passenger demand to/from Rotorua. Current air services into Rotorua are not meeting Air NZ's performance expectations and growing patronage will require a joint effort from all parties including the airport, Rotorua NZ, Rotorua businesses, the community and Air NZ.

As part of its focus on obstacle management and improving airport accessibility RRA is developing a new Obstacle Limitation Surface based on the latest guidance from ICAO. The new OLS will ultimately be included in the District Plan and RRA is working with RLC staff on the required process.

The RRA Operations fleet is getting an upgrade this winter. A new electric SUV is replacing a diesel ute as the primary operations vehicle and the new Angloco fire appliance met its acceptance test with flying colours. It is currently en route from Southhampton with a July ETA.

Two of the airports seven rental properties have been renovated following tenant exits. Another residential rental was converted to commercial use in late 2025 meaning the property usage is better aligned to its underlying zone. Additionally, the tenant also leases the surrounding land (which was previously vacant) providing additional income.

Looking Forward

Following board and RLC borrowing approval for Stage 1A of the airport business park, management has moved into delivery mode. A project delivery manager has been appointed and an earthworks consent application will be submitted later this month. Iwi have been invited to form an Advisory Group to provide input into the Stage 1A development.

Technical investigations continue for the Solar Array Project and RRA has issued an EOI for gen-retailers and EPC contractor.

RRA is in the final stages of consultation on aeronautical charges for regular passenger services. The new charges will be effective from 1 July 2026.

FINANCIAL MANAGEMENT

	Jul - Apr Actual	Jul - Apr Target	FY26 Target
a. Aircraft			
Aircraft movements	4,310	4,645	5,364
b. Passengers			
Domestic	161,775	164,828	182,881
c. Financial			
Aeronautical Revenue	*$4,291,769*	*$4,276,529*	*$4,964,943*
Non-Aeronautical Revenue	*$1,268,327*	*$1,248,972*	*$1,486,031*
Service Funding Agreement	*$1,500,000*	*$1,500,000*	*$1,800,000*
Total Revenue	***$7,060,097***	***$7,025,501***	***$8,250,974***
Operating expenses	*$1,904,528*	*$2,350,410*	*$2,842,612*
Overheads (less Interest)	*$1,870,783*	*$1,841,798*	*$2,301,217*
Interest	*$242,853*	*$294,550*	*$353,460*
Total Expenses (excl Depreciation)	***$4,018,164***	***$4,486,758***	***$5,497,289***
Net Surplus (before Depreciation)	*$3,041,933*	*$2,538,743*	*$2,753,685*
Depreciation	*$2,320,472*	*$2,122,910*	*$2,547,492*
Net Surplus / Loss (after Depreciation & before tax)	***$721,461***	***$415,833***	***$206,193***
Capital expenditure	$518,491		$2,302,500
Shareholders' funds to total assets			77%
d. RRA Term Borrowings			
(with LGFA via RLC)			
As at 31 Jan	$9,750,000	$9,750,000	$8,350,000

NON-FINANCIAL PERFORMANCE MANAGEMENT

	Jul - Apr Actual	Jul - Apr Target	FY26 Target
e. Aviation Compliance			
RRA has a current Part 139 Operating Certificate	Yes	Yes	Yes
f. Legal Compliance			
5 year compliance calendar	Attached		
h. Asset Management			
High-level Asset Management Plan to RLC			Due by 30 Dec

10.2 PARKING MANAGEMENT GUIDELINES MINOR AMENDMENTS

Doc ID:	**22808785**
Prepared by:	**Kurt Williams, Principal Advisor - Community Safety & Regulatory Services**
Approved by:	**Mihikore Owen, Director, Community Safety**
Attachments:	**1. Parking Management Guidelines Minor Amendment June 2026 Tracked Changes (under separate cover)** **2. Parking Management Guidelines Minor Amendment June 2026 Clean Copy (under separate cover)**

1. TE PŪTAKE PURPOSE

The purpose of this report is to seek approval for minor amendments to the Rotorua Lakes Council Parking Management Guidelines.

HE TŪTOHUNGA
RECOMMENDATION

1. The report 'Parking Management Guidelines Minor Amendments ' be received.

2. That Council adopts the recommended minor amendments to the Parking Management Guidelines.

2. TE TĀHUHU BACKGROUND

On 25 March 2026, Council adopted the amended Parking Management Guidelines, Parking Policy and Traffic Bylaw. Since the adoption, minor amendments to the Parking Management Guidelines have been identified that require Council approval specifically:

- Correction of clause numbering inconsistencies (refer attachment 1).
- Updating clause 2.2 wording to better reflect coin payment capability to provide increased flexibility for users.

These amendments, while minor and largely administrative in nature, require formal Council adoption because the Parking Management Guidelines form an integral supporting document to both the Parking Policy and the Traffic Bylaw. As such, any changes, regardless of size, must be formally endorsed to ensure consistency across the regulatory framework, maintain legal robustness, and provide clarity for enforcement and public understanding.

3. TE MATAPAKI ME NGĀ KŌWHIRINGA DISCUSSION AND OPTIONS

3 (a). Various numbering amendments

Following the recent renumbering of the Parking Management Guidelines, several cross-references to clauses have become incorrect.

These inconsistencies reduce clarity and usability of the document., Attachment 1 outlines the affected sections and corrections.

3 (b). Clause 2.2. – Parking prices and time increments

During meter programming and user interface testing, it was identified that removing the minimum $0.50c coin payment requirements and associated minimum time increment would improve usability and fully utilise the meter capabilities.

Allowing payments using the smallest legal tender increases flexibility, improves customer experience and may reduce non-compliance where users might otherwise choose not to pay.

Digital payment options, such as the PayStay app, already operate with greater flexibility and are not aligned with such a rigid pricing structure.

The current wording restricts payment increments and is not considered to reflect how modern, flexible parking systems should operate.

To address this, the following revised wording is proposed:

"*Parking prices and time increments may vary depending on the payment system in use. Charges may be applied in multiples of the smallest accepted payment unit and corresponding time increments as determined by the system, starting from no charge and with no upper limit. Applicable fees and conditions are those displayed on the parking machine or other payment interface".*

OPTIONS

Option 1: (Recommended)
Adopt all minor amendments outlined in this document.

Option 2:
Do not adopt the proposed amendments.

4. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

The proposed amendments are minor and do not trigger Council's significance or engagement thresholds.

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

Community engagement is not required, as the amendments are minor and relate solely to wording changes within a non-statutory guideline.

The proposal does not meet the threshold for formal consultation.

6. HE WHAIWHAKAARO CONSIDERATIONS

6.1. Mahere Pūtea Financial/Budget Considerations

There are no foreseeable financial implications associated with these elements.

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

There are no planning or policy implications.

The amendments relate only to a non-statutory guideline and do not alter the separate Traffic Bylaw 2026 or the Parking Policy 2026.

The amendments support the implementation of the current parking work programme.

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

These amendments are minor and have no impact on existing policies, bylaws, or Māori interests.

6.4. Tūraru Risks

No significant strategic, financial, legal, or reputational risks have been identified in relation to the proposed amendments.

The amendments are primarily administrative and operational in nature. If the proposed changes to minimum payment amounts and time increments are not adopted, there is a risk of avoidable project delays and additional operational effort arising from the need to reconfigure parking machines to align with the current guideline settings. There may also be a negative impact on customer experience, particularly for users making coin-based payments.

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6.5. Te Whaimana
Authority

Council has the authority to approve these amendments under its general decision-making powers in the Local Government Act 2002 (sections 10, 12 and 76 – 82).

As the Guidelines are non-statutory, amendments can be approved through the standard Council decision-making process.

10.3 COMMUNITY FUNDING IMPACT REPORT

Doc ID: **22808873**

Prepared by: **Wiremu Tapara, Manager, Partnerships and Programmes**

Approved by: **Alex Wilson, Group Manager Community Experience**

Attachments: **1. List of Approved Applicants**

1. TE PŪTAKE PURPOSE

To provide Council with a review and insights into the impact of RLC's Community Funding programme for the 2025-2026 period.

2. TE TUHINGA WHAKARĀPOPOTOTANGA EXECUTIVE SUMMARY

In 2025/2026, Rotorua Lakes Council invested $357,435 across three community funding programmes, the Community Matching Fund, Partnership Agreements, and the Creative Communities Scheme, supporting 68 community projects and organisations across Rotorua.

The Community Matching Fund returned $3.07 in community value for every $1 invested, generating $322,364 in contributions from 499 volunteers and community partners.

Partnership Agreement holders operate within a wider funding ecosystem of over $7 million, with Council's $195,000 contributing to community services delivered at a scale beyond Council's direct capacity.

The Creative Communities Scheme allocated $62,435 of funding on behalf of Creative NZ and supported 31 arts projects with an estimated reach of 94,000 people.

Demand exceeded supply across all three funds, with combined requests totalling over $2.4 million against an available budget of $357,435.

This report outlines fund performance for the 2025/2026 fiscal year in alignment with RLC's Community Funding Policy 2024–2027.

HE TŪTOHUNGA RECOMMENDATION

1. That the report 'Community Funding Impact Report' be received.

3. TE TĀHUHU BACKGROUND

Rotorua Lakes Council (RLC) allocates $295,000 annually in community funding through the Community Matching Fund and Partnership Agreements, in alignment with the Long-Term Plan 2024–2034 and Community Funding Policy. The policy governing this investment was reviewed and updated in 2024, in alignment with the Long-Term Plan 2024–2034. This report outlines key performance insights and analysis of the funding for the 2025/2026 fiscal year.

RLC also administers the local Creative Communities Scheme on behalf of Creative New Zealand, receiving an annual allocation of $62,435 to support local arts projects that increase participation, diversity, and access to the arts in the Rotorua district. Funding is distributed through two contestable funding rounds each year. Applicants submit proposals that are assessed against national scheme criteria and local priorities. Applications are reviewed by an independent assessment panel which includes an elected member and community representatives with arts knowledge.

RLC's community funding enables the community sector to contribute to Council priorities and community outcomes. RLC recognises the significant role the community sector plays, making funds available to support the community sector's contribution towards RLC's Community Outcomes, community-led action, capacity building and volunteerism.

Rotorua Lakes Council's community funding programmes are designed to maximise impact by using Council investment as a catalyst for broader community investment. Rather than fully funding initiatives, grants are typically provided as partial contributions, encouraging applicants to secure additional funding, partnerships, sponsorship, and in-kind support such as volunteer time, donated materials, and shared resources.

This co-investment approach enables Council funding to achieve broader reach, supporting a greater number of initiatives and delivering wider community benefit from each ratepayer dollar invested. It also strengthens collaboration, builds community capability, and fosters ownership, ensuring that Council funding delivers wider social, cultural, environmental, and economic benefits across the district.

Table 1: Community Funding Overview

	Community Matching	**Partnerships**	**Creative Communities**
Budget	$100,000pa.	$195,000pa.	$62,435pa.
Source	Rates	Rates	Creative Communities NZ
Description	Supports community driven projects and events with high volunteer /community	Multi-year agreements with community organisations that align to fund and RLC	Supports community-led arts projects that increase participation, diversity, and access to the arts.

	contribution. Distributed annually.	priorities. Distributed on a 3-year cycle.	
Fund allocation	Small < $5k; Large < $20k; Annual	$5k-$40k; 3 year terms	Average grant of 2k; 2 rounds pa.
Decision Process	Contestable; officers and panel	Contestable; panel	Contestable; panel

Ngā Whāinga — Objectives of RLC's Community Funding Policy 2024–2027

- Supporting community organisations' activities and services which contribute towards the achievement of RLC Priorities
- Improved equitable outcomes for our community
- Strengthening the ability of local community groups to respond effectively to local needs
- Building social capital
- Increasing community safety
- Building and strengthening the capability and capacity of the community sector
- Building participation and a sense of belonging
- Increasing community access to opportunities and resources

The Partnerships and Programmes team is responsible for overseeing the community funding portfolio, including monitoring and reviewing fund performance.

In addition to administering the funds, the team maintains strong relationships with the community, arts, and volunteer sectors, which are the primary recipients of funding. The team support a district-wide funders forum that helps share knowledge and awareness of the various funds available for community groups to access.

This annual review presents the data and returns of investment to Council for the 25/26 financial year and covers both tangible and intangible outcomes that enhance relationships and grow community capability across the Rotorua district.

4. TE MATAPAKI ME NGĀ KŌWHIRINGA
DISCUSSION AND OPTIONS

This section summarises the performance of RLC's three community funding programmes for the 2025/2026 financial year, covering funding demand, return on investment, alignment with Council's strategic priorities, and a case study from each fund.

4.1 Community Matching Fund

The Community Matching Fund (CMF) distributed $100,000 in 2025/2026, supporting 17 community-led projects across the district. The fund operates as a match funding model, with each dollar requested from Council being matched by community contributions including volunteer labour, donated expertise, materials, and cash.

For every $1 invested by Council, $3.07 in community value was returned, a total community contribution of $322,364 against a $100,000 investment. This equates to an increase of 61% of the $200.000 target.

This contribution was achieved through 499 volunteers contributing 15,847 hours, alongside donated materials, professional services, and cash contributions from partner organisations

Table 3: CMF Breakdown

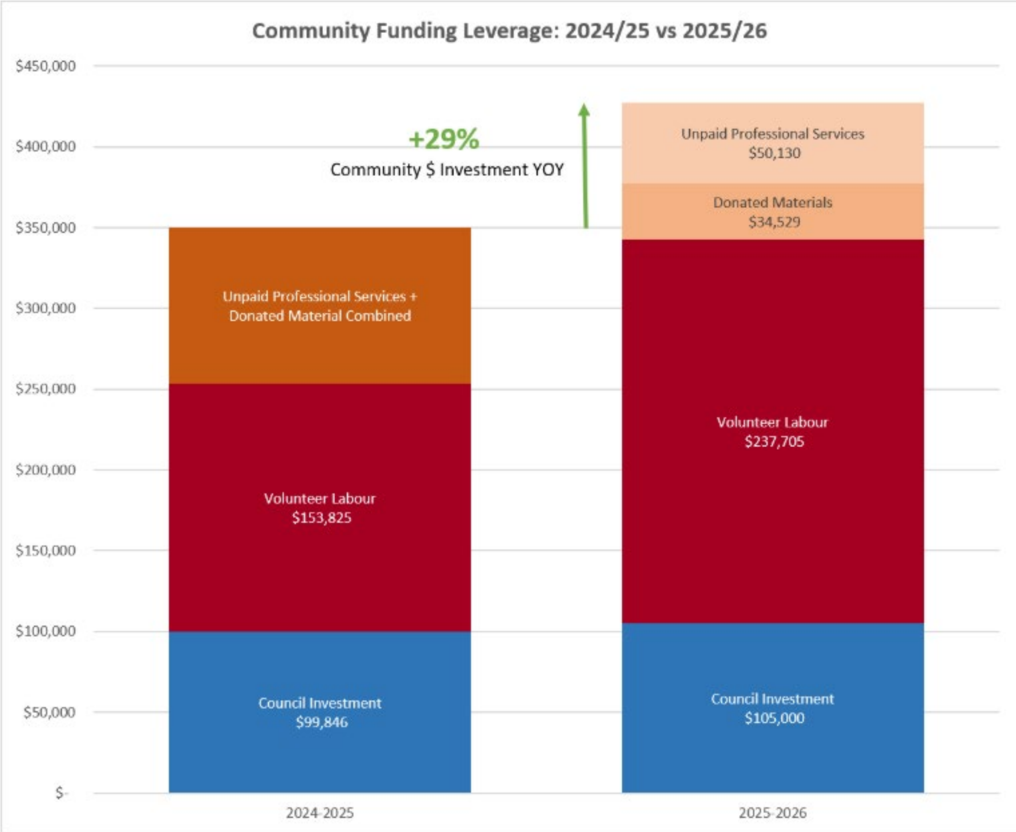
Area	Details
Funding Streams	Small grants (under $5,000, open year-round); Large grants ($5,001–$20,000, annual round)
Who Can Apply	Community and not-for-profit groups; informal groups via a fiscal sponsor
Purpose	Enables community-led projects and events that strengthen social infrastructure
Funding Model	Co-investment approach, matching grants with volunteer and community contributions
Use Across Council	Supports engagement across multiple teams (e.g. Active & Engaged Communities, Te Amorangi, Arts & Culture, Safer Journeys, Environmental services)
Priorities	• Bringing people together to collaborate on neighbourhood projects • Empowering people to enhance and strengthen their own neighbourhood • Contributing to whānau working, playing and talking together • Renewing and revitalizing of places and spaces within neighbourhoods • Improving equity / quality of life / community safety in a specific community or neighbourhood.

CMF ROI

The graph below shows that the fund generated a 29% increase in in-kind support in the 25/26 financial year compared to the prior year. This was mainly due to successful applicants needing to show stronger evidence of leveraging to be successful this round. Due to high demand, ROI held a higher weighting in the 2025/26 year.

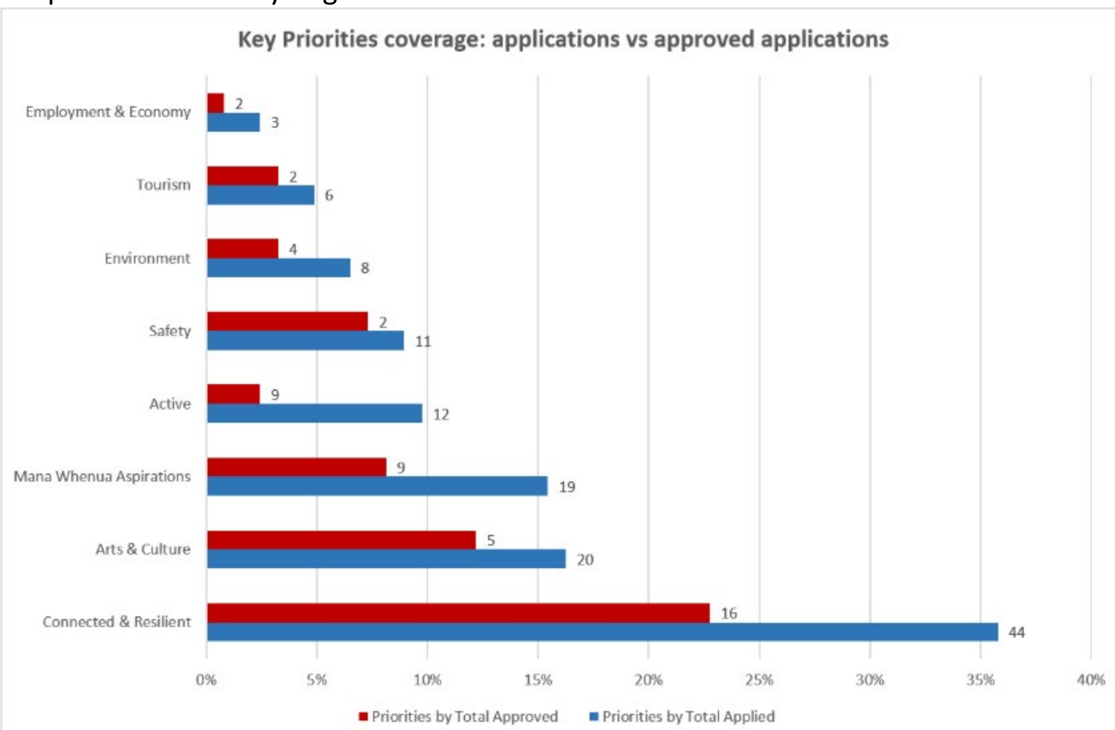
The fund also achieved a 227% return on investment for Council, demonstrating the significant value leveraged through community contributions.

Graph 1: Community Funding Leverage



CMF Council Priority Alignment
The graph below outlines the projects applied and approved for each Council outcome area. 8 of the 9 Council outcomes were represented through various community projects this year.

Graph 2: CMF Priority Alignment



CMF Supply and Demand

CMF funding requests exceeded available funds by 712%, with $712,155 requested against a budget of $100,000.

Of the 17 approved applications, 48% of the total requested funding was approved.

Table 4: CMF Requested and Approved Funding

	Total Requested	Total Applications	Approved Applications	Average Approved Value	Average Request Value	Total Approved
Large	$615,619	28	6	$12,500	$21,986	$75,000
Small	$96,536	20	11	$2,727	$4,827	$30,000
Totals	$712,155	48	17	$6,469	$14,837	$105,000

CMF Case Study
Parafed BOP – All Abilities Amazing Race, Redwoods 2025
CMF Grant: $2,179 Community Contribution: $3940
Council Priority Alignment: Connected & Resilient, Active, Safety

A celebration of inclusion and participation, the All Abilities Amazing Race was designed to bring together people of different abilities and build confidence and participation in physical activity. Collaborating with multiple outdoor organisations and trusts, the event connected not only the disabled community but aimed to build awareness and education on inclusion through wider community involvement. The event hosted multiple activities throughout the day, including Hungerball, Badmington, Circus skills, and forest accessibility options.

Key Outcomes:

- Deliver on RLC's Accessibility For All Policy, supporting the independence, dignity, and joyful lives of the disability community
- Leverage of $3940 from community contributions and in-kind support/donations from 4 other organisations
- 90 participants plus their whānau involvement of all different abilities, exceeding their volunteer requirements with help from 52 volunteers

- Alignment to Pārekareka PARS Strategy, by providing opportunities for all abilities to connect through physical activity, play and sport – including the Trailrider uniwheel bike
- Enhanced community awareness and understanding of disability inclusion, building a stronger sense of community pride, connection and belonging
- Overwhelmingly positive engagement on social media and post-event feedback with all wanting to come back next year
- Event sustainability through collaboration with 12 organisations and growing interest in future events
- Strengthened community connection through shared experiences. Whanau connecting as a community, enjoying the forest, getting to know each other and services available to them

4.2 Partnership Funding

Partnership Agreements provide financial and closer Council support, by way of capability support and networking, to established Rotorua community sector organisations that significantly contribute to RLC's Priority Outcomes.

Partnership funding reflects Council's commitment to working alongside the community sector to build strong, connected and resilient communities, with a focus on equitable outcomes and responding to local needs.

Recipients are required to demonstrate a proven capacity to deliver meaningful community impact and enable community-led initiatives. Through high-trust, multi-year agreements (typically three years), this funding provides greater certainty to sustain core capability, strengthen organisational capacity, and support the delivery of longer-term outcomes aligned with Council priorities.

The following detail summarises Partnership Agreement fund performance for the 24/25 fiscal year. Reporting is done on an annual basis with the 2025/2026 Partnership Agreement reporting due in mid-June 2026.

Table 5: Partnership Breakdown

Area	Details
Funding Streams	Available once every three years, with guaranteed funding each year for a three-year agreement period. Grants range between \$5k-\$25k p/a.
Who Can Apply	Established Rotorua-based not-for-profit community sector groups and organisations with a track record of making a difference
Purpose	Supports and/or financially assists community organisations whose services significantly contribute to RLC priority outcomes, improve equitable outcomes, focus on community wellbeing, and support community-led action
Funding Model	High-trust agreements that support core organisation functions
Priorities	• Supports services contributing to one or more RLC priority outcomes • Improves equitable outcomes • Strengthens community responses to local needs

	• Builds sector capability, social capital, participation, belonging, and access • Supports community safety and community-led action

Partnership Supply and Demand

37 applications were received in 2024-25 and of these 20 were approved.

Demand significantly exceeded available funding, with over $1 million requested against a budget of $195,000, enabling support for 19% of total applications.

62% of applicants were previous recipients of partnership funding seeking continued support.

Each partnership application was assessed against Council priorities, as well as prior performance (where applicable) to determine the final funding contribution.

Table 6: Partnership Requested and Approved Funding

	Total Requested	Total Applications	Approved Applications	Total Approved	Requested by Approved	Average Approved Value
Partnership	$1,008,149	37	20	$195,000	$389,049	$9,750pa.

Partnership Funding – Enabling Broader Impact

Partnership funding plays a catalytic role, supporting organisations with proven capability to attract and sustain additional investment. Council's $195,000 contribution sits alongside more than $7 million secured from other sources, enabling the delivery of community outcomes at greater scale and reach.

Table 7: Partnership Leveraged Funding

	Amount
Central Government	$3,496,973
Other	$821,033
Gaming Trusts	$303,662
Bay Trust	$301,585
Rotorua Trust	$292,315
Rotorua Lakes Council	$210,000
Te Whatu Ora	$67,174
Philanthropic Funds	$40,000
Creative New Zealand	$36,861
Rotary Rotorua Sunshine	$20,000
Tindall Foundation	$10,500
Tu Manawa Sport BOP	$7,800
Geyser Community Foundation	$6,800
Rotorua Civics Arts Trust	$6,484

Partnership Council Priority Alignment
The graph below illustrates how partner-delivered services align with Rotorua Lakes Council (RLC) outcomes. The distribution reflects the intent of the Partnership model, which invests in established organisations delivering services in response to identified community needs.

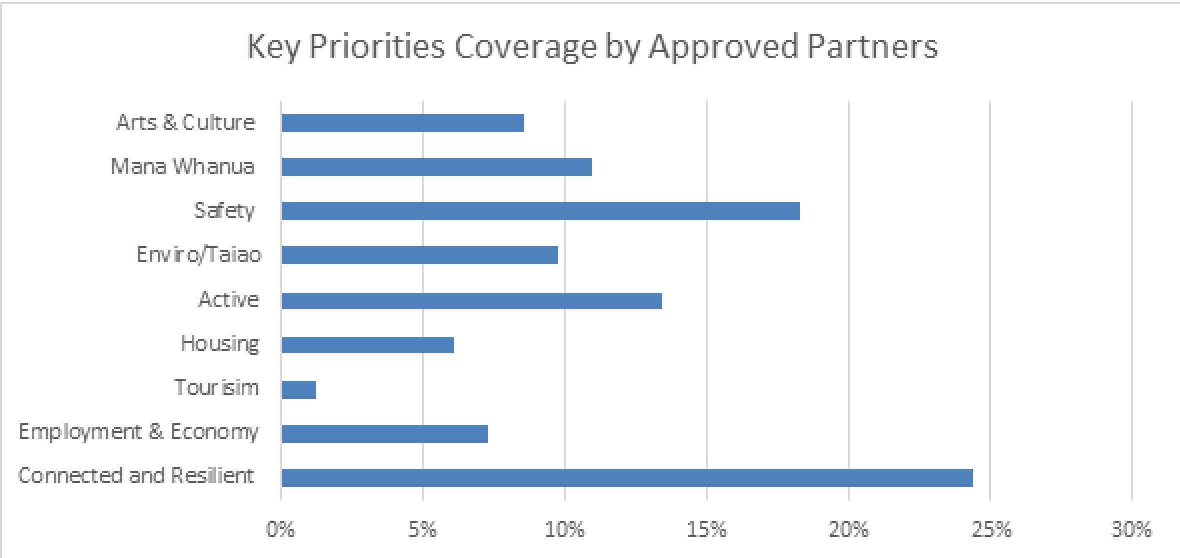
The strongest alignment with RLC's outcome areas are; Connected and Resilient Communities (24%), Safety (18%), and Active Communities (13%); areas where community organisations are well placed to deliver consistent, on-the-ground support.

These services play a critical role in strengthening social connections, wellbeing, participation, and local support networks, at a scale and depth that would be challenging for Council to deliver directly.

Lower levels of alignment with Tourism (1%), Housing (6%), Employment and Economy (7%), and Arts and Culture (9%) reflect the different delivery mechanisms typically used to achieve these outcomes.

For example, housing initiatives generally require long-term, multi-agency investment, while arts and culture outcomes are supported through targeted funding programmes such as the Creative Communities Scheme. As such, lower representation within the Partnership Fund does not indicate a gap in overall Council investment, but rather the complementary role this fund plays within a broader funding framework.

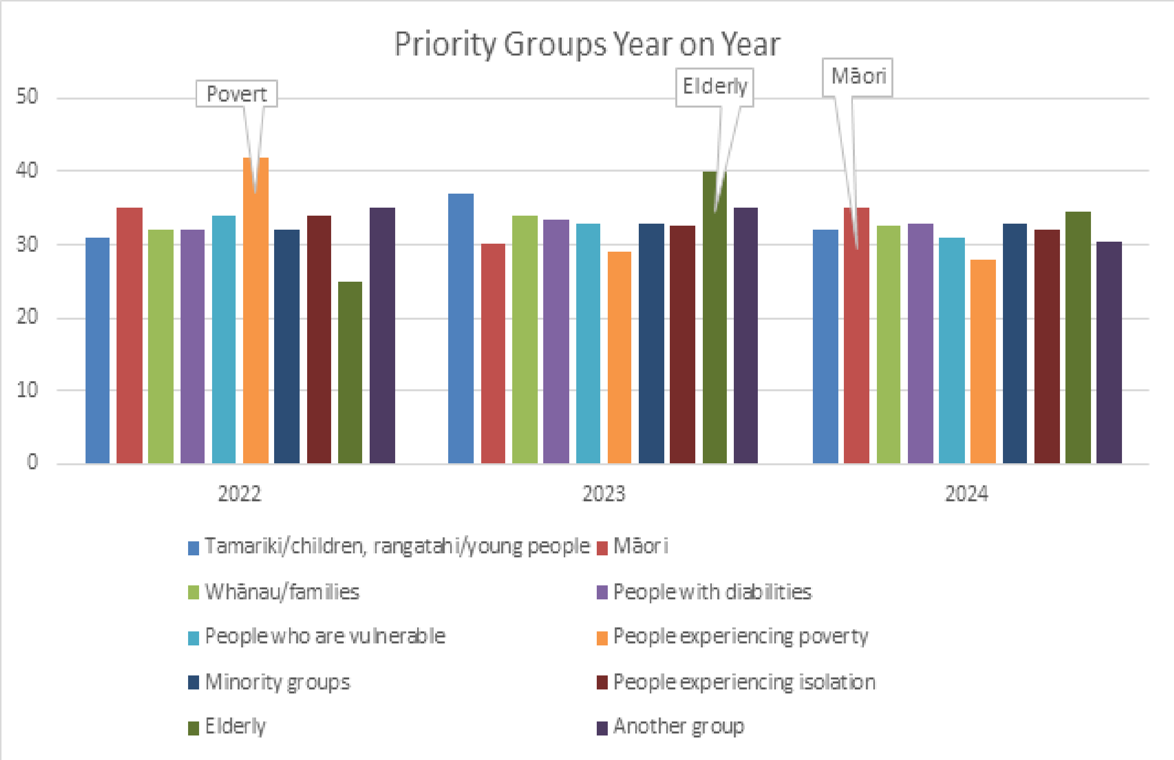
Graph 3: Partner Priority Alignment



Partnership Priority Groups
Children and young people, whanau/families and vulnerable people were the main priority groups of our partners in 2024/2025.

The graph below shows the changing priorities of our community partners over time, namely post Covid-19. Community groups responded where the need was at the time. Adapting and shifting focus to fill gaps and meet needs. There was also increased activity in Central Government funding and contracts during this time. Community organisations adapted their focus to respond to emerging needs, shifting priorities to fill gaps as they arose. This period also saw increased Central Government funding and contracting activity in the community sector.

Graph 5: Partner Priority Groups



Partnership Case Study
Rotorua Citizens Advice Bureau - $25,000pa.
Additional funding - $80,050 (Rotorua Trust, Gaming Trusts, DIA, Phillip Verry)

Rotorua Citizens Advice Bureau provides free, independent support to a wide range of residents, especially those facing vulnerability, digital exclusion, financial hardship, or difficulty navigating services. Through advice, advocacy, referrals, and practical help, the Bureau complements Council's Customer Centre, Civil Defence Local Welfare Committee and Settlement Support Network by improving access to information, rights, support, and essential tools. The service runs primarily on volunteers, with only one paid staff person.

In 24/25 Rotorua Citizens Advice Bureau recorded:

- 11,565 clients assisted in the financial year
- 51% of clients supported face-to-face and 45% by phone
- 107 clients supported by Employment Advocates
- 41 clients supported by Beneficiary Advocates
- 99 digitally excluded clients supported with online access, accounts, applications and hardship support
- 23 migrant exploitation cases assisted, including immigration reporting and visa support
- Three JP clinics each week
- Two free legal clinics each week
- Fortnightly immigration legal clinics
- A community database of more than 700 entries
- An updated Rotorua Good Health Directory

Service data is recorded for every client interaction, building a strong evidence base for tracking demand, trends, and emerging community needs. The most common areas of enquiry were employment rights, rental housing, and relationship issues. Regular client feedback indicates that for some residents, the Citizens Advice Bureau was the only organisation that listened to them or acted on their behalf.

4.3 Creative Communities Funding

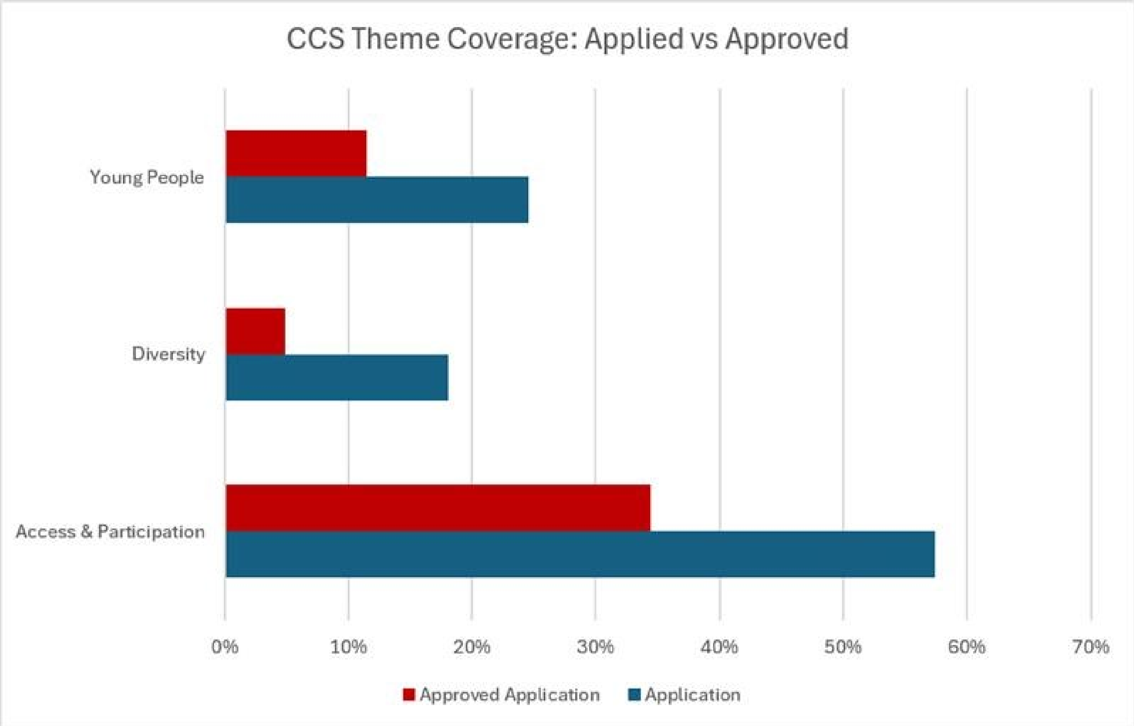
Rotorua Lakes Council administers the Creative Communities Scheme (CCS) on behalf of Creative New Zealand, providing contestable grants for local arts projects that increase participation, support cultural diversity, and encourage young people to engage in the arts. The scheme funds community-led creative projects through two funding rounds each year, with applications assessed by an independent local committee against national criteria.

Table 8: Creative Communities Breakdown

Area	Details
Funding Streams	Grants have no maximum cap, with two contestable funding rounds each year.
Who Can Apply	Individuals and groups can apply for arts-focused projects in Rotorua.
Purpose	Supports local arts projects that encourage participation, celebrate cultural diversity, and enable young people to engage with and actively participate in the arts.
Funding Model	Contestable, project-based funding assessed against Creative New Zealand criteria by an independent assessment committee (Incl one Councillor).
Use Across Council	Supports Arts and Culture outcomes across Council by enabling community participation, cultural expression, youth engagement, and local creative sector development.
Priorities	Create opportunities for local communities to engage with, and participate in local arts activities. Support the diverse artistic cultural traditions of local communities. Enable young people (under 18 years) to engage with, and participate in the arts.

CCS Priority Groups
The three key areas withing the Creative Communities Scheme are young people, diversity and access & participation. The graph below shows the themes from this year's applicants.

Graph 5: CCS Priority Groups



CCS Supply and Demand
In 2025/26 we received 61 applications, of which 31 were approved. Total funds requested against what was approved represented only 13.4%.

Table 8: CCS Requested and Approved Funding

	Total Requested	Total Applications	Approved Applications	Total Approved	Total Requested by Approved	Average Approved Value
Partnership	$679,362	61	31	$58,706	$397,803	$1,893

CCS Case Study
Art in the Park 2026 – Rotorua Arts Village
Grant: $2,400

Art in the Park 2026 was a free community arts event held at Government Gardens, bringing together local artists, makers, musicians, kai vendors, volunteers, and whānau. The event supported Access & Participation, Diversity, and Youth, creating a welcoming space where the community could engage with local arts and culture, and where young people were active contributors rather than passive attendees.

Participation, reach and key stats:

- Over 3,000 people attended the event.
- The event included 81 artists and stallholders, 13 food vendors, 26 volunteers, 1 performer, 2 arts tutors, Music at the Rotunda, Music Rotorua and Friends of the Museum.
- A children’s art activation was facilitated by two young people.

Funding supported a large-scale, free community event that reduced financial barriers to arts participation and showcased the strength and diversity of Rotorua's creative community. The event featured a broad range of local artforms, cultural influences, and price points, creating space for both established and emerging creatives while remaining accessible to a wide audience.

Organiser feedback noted that improvements made in response to the previous year's learnings, including expanded kai options, coffee vendors, a redesigned site map, and collaboration with Music at the Rotunda all improved the attendee experience and encouraged people to stay, explore, and engage longer. The children's art activation created hands-on creative opportunities for Tamariki and gave two young leaders a meaningful role in delivering the event.

Art in the Park has grown into more than a market day, strengthening community pride, creative visibility, and local connection. Organisers will apply 2026 learnings to improve site design and vendor layout for 2027.

5. TE TINO AROMATAWAI
ASSESSMENT OF SIGNIFICANCE

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

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

Consultation is not taking place on this report due to it being an information report. Data from the Annual plan consultation in 2023 was provided on table 2.

7. HE WHAIWHAKAARO CONSIDERATIONS

7.1. Mahere Pūtea Financial/Budget Considerations

Budget for the community funding portfolio is covered in table 1.

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

The 2024-27 Community Funding Policy is currently under review.

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

This report does not specifically affect tāngata whenua in ways that are different or more intensive than other parts of our community.

7.4. Tūraru Risks

This report is provided for information and governance oversight purposes only and does not seek a decision. Accordingly, no new organisational risks arise directly from the receipt of this report.

7.5. Te Whaimana Authority

No decision is sought from this report.

Community Funding - Approved applications

Community Matching Fund

Organisation	Project	Amount	
Glenbrae Village Limited	Glenbrae Upcycling Bike Programme	$	4,475
Grace Church Rotorua	Community Gardening Owhata	$	4,006
Ko.Ko.Ko Creative Limited	He reo whakaari ki Te Arawa - Te Reo Theatre Production	$	1,000
Linton Park Community Trust	Whenua Warrior Holiday Programme	$	5,000
Mamaku Residents Association - Mamaku Events	Mamaku Annual Community Car Show	$	1,730
Ngā Ringa Hāpai o Te Karapu o Te Whakarewarewa	Whakarewarewa Sports Club - Engagement & Rebuild	$	5,000
Parafed Bay of Plenty	Amazing Race at the Redwoods	$	2,179
Rotoma-Rotoehu Pest Reduction Programme	Pest Reduction Programme	$	1,488
Rotorua Multi Cultural Council	Japanese Summer Festival	$	1,024
Rotorua Multicultural Council	Latin American Independence Day Celebration	$	2,800
Rotorua Sri Lankan Cultural Society Incorporated	Public Display and Community Celebration 2025	$	1,823
Rotorua Wacky Warm Ups	Creating essential garments and accessories	$	5,000
Te Arawa Lakes Trust	Lake Rotorua Lakeweed Removal	$	40,000
Te Kura Taiao Collective	Hatupatu Drive / Motutara Upgrade	$	4,475
Te Papa Takaro o Te Arawa	Hoops in Marae Programme	$	10,000
Te Paratehoata Marae (Tūnohopū)- Waitangi Working Group	Mo te Aroha o te Iwi - For the Love of the People, Waitangi Day Event	$	10,000
Western Heights Community Association	3x3 Rangatahi Basketball Competition	$	5,000
Total		**$**	**105,000**

Partnership Agreements

Organisation	Amount	
Age Concern Rotorua	$	5,000
Big Brothers Big Sisters of Rotorua	$	10,000
EquiSucceed NZ Incorporated	$	10,000
Graeme Dingle Foundation	$	7,500
Grandparents Raising Grandchildren Trust	$	5,000
KidsCan Charitable Trust	$	10,000
Ko te Tuara Totara o Fordlands Incorporated	$	15,000
Linton Park Community Trust	$	5,000
Love Soup Charitable Trust	$	10,000
Mokoia Community Association	$	5,000
Neighbourhood Support Rotorua	$	5,000
Older Persons Community Centre (Parksyde)	$	15,000
Rotorua Citizens Advice Bureau	$	25,000
Rotorua District Presbyterian Church	$	7,500
Rotorua Lakes Volunteer Coastguard	$	5,000
Rotorua Multicultural Council	$	15,000
St Chads Communication Centre	$	15,000
Te Waiariki Purea Trust	$	15,000
Victim Support	$	5,000
Waikato Regional Council - Enviroschools	$	5,000
Total	**$**	**195,000**

Creative Communities Scheme

Organisation	Project	Amount	
Anthony (Tony) Pope	Ruruhau - Shelter" or "O tatau turangawaewae - Our place to stand."	$	866
Aronui Arts Festival Charitable Trust	Aronui Matariki Drone Show 2026	$	1,500
Aronui Arts Festival Charitable Trust	DJ Workshops with rangatahi	$	1,000
Bruce norman	Nurturing Talent'	$	1,525
Cook Islands Christian Church Rotorua	Cook Islands Christian Church Women's Fellowship	$	1,000
Creative Fibre Bay of Plenty Area	Creative Fibre Bay of Plenty Retreat	$	1,000
Creative Rotorua Co op Trust	The Puriri Tree Rangatahi Production	$	3,000
Flynn's Celtic Strings	Flynn's Celtic Strings	$	2,615
Geyserland Art Group	Geyserland Art Group Exhibition 2026	$	1,000
Kearoa Marae Committee	Nga Whenu Tawhito	$	1,000
Ko.Ko.Ko Creative Limited	Te Reo Whakaari ki Te Arawa	$	1,000
Magic Groovers via Linton Park Community Centre	Magic Groovers Dance Class	$	2,800
New Zealand Aria Trust	2025 NZ Aria	$	1,000
Oriwa Morgan Ward	Threads of Ancestry a Soul Connection	$	3,000
Rotorua Arts Village	Christmas in the Gardens	$	1,700
Rotorua Arts Village	Open Studios 2025	$	4,000
Rotorua Arts Village	Art in the Park	$	2,400
Rotorua Arts Village Trust	Koanga Maori Market	$	1,500
Rotorua Arts Village Trust	Under the Stars	$	2,000
Rotorua Arts Village Trust	Haututu Day - The Arts Village Open Day	$	1,500
Rotorua Boys High School	Tarzan - School Production 2026	$	2,500
Rotorua Competitions Society	79th Annual Rotorua Speech & Drama Competition	$	3,000
Rotorua Musical Theatre	Rotorua Youth Jam Music Sessions	$	1,500
Rotorua Musical Theatre	Musical Theatre Directing Workshop Series	$	2,000
Rotorua Symphonic Band	Rotorua Symphonic Band operation	$	2,000
St Chads Communication Centre	St Chads Art Exhibition	$	1,300
Te Manatōpū Hau Kāinga o Ōhinemutu Incorporated Society	Ōhinemutu Rangatahi Creative Community Film Project	$	2,000

Tennille Ryburn	Love Seat	$	1,000
Trish de Muth (Rotorua Multi Cultural Council in support)	He Kete Kotahi He Whenu Maha, One Basket, Many Strands	$	3,000
Tutu Toi Ltd	Whiria Hou - Weave Anew	$	3,000
Western Heights Community Association	Arts in the Park	$	3,000
Total		**$**	**59,706**

10.4 FINANCIAL UPDATE - APRIL 2026

Doc ID: **22817521**

Prepared by: **Michelle Overbeek, Director of Finance**

Approved by: **David Jensen, Chief Financial Officer**

Attachments: **Attachments: Nil**

1. TE PŪTAKE PURPOSE

The purpose of the report is to provide information on Council's financial performance for the ten months ended 30 April 2026.

HE TŪTOHUNGA
RECOMMENDATION

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

2. TE TĀHUHU BACKGROUND

This report provides an overview of Council's core operating position as at 30 April 2026, along with the impact of capital subsidies and development contribution revenue.

Rate revenue is tracking ahead of budget, primarily due to higher-than-expected lump sum payments related to the Tarawera wastewater scheme, with fees & charges trailing slightly below budget due to lower fees than expected from lease rental income and parking.

Operating costs are slightly positive when compared with the year-to-date budget, largely due to the lower interest costs than planned, which is largely driven by delays within the capital programme. Additional costs are expected to occur due to elevated fuel prices and subsequent inflation implications.

Capital spending is currently below the year-to-date budget, due to delays in the growth capital programme associated with stormwater works.

3. TE MATAPAKI ME NGĀ KŌWHIRINGA DISCUSSION AND OPTIONS

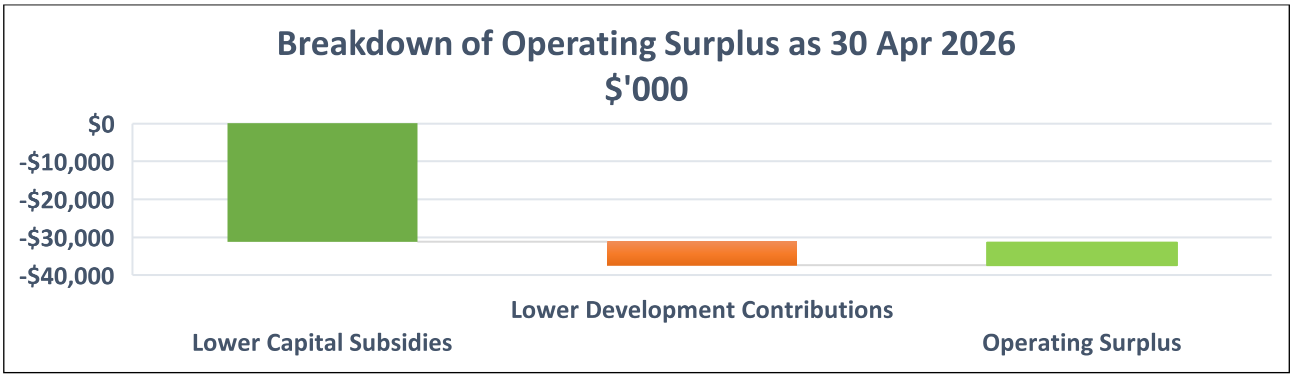
Financial Position as at 30 April 2026

Council is reporting an operating surplus of $4.6 million, after normalising for capital subsidies and development contributions.
Rates revenue and user fees are tracking largely in line with budget expectations, providing stability across Council's core income streams.

Operating expenditure is slightly below budget. This is primarily due to lower interest expense, reflecting reduced debt drawdowns reflecting delays in the capital programme, as well as staff vacancies across the organisation.

Capital revenue is currently behind budget, largely driven by the timing of milestone achievements within several growth-related capital programmes, many of which are still in the planning or early delivery phases. These programmes are being closely monitored to ensure they remain aligned with Council's long-term objectives.

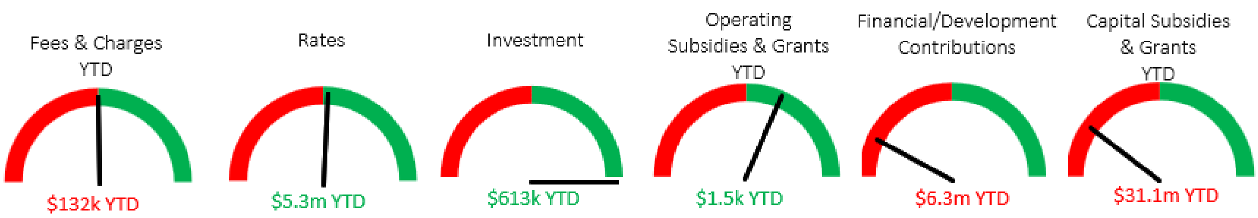
Council's net debt at the end of April 2026 is $483m which is below the forecast 2025/26 Annual Plan net debt of $507m.



Year to Date Financial Performance

Figures in $000's	Year To Date		
	Actual	Budget	Variance - Favorable / (Unfavorable)
Income			
Fees & Charges	15,586	15,718	(132)
Rates	163,531	158,193	5,338
Investment Income	1,096	483	613
Development & Financial Contributions	2,698	8,965	(6,267)
Subsidies & Grants - Capital	20,225	51,315	(31,090)
Subsidies & Grants - Operational	6,893	5,392	1,501
Total Income	**210,030**	**240,065**	**(30,035)**
Opex			
Administration Expense	3,928	3,723	(205)
Finance Cost	268	219	(49)
Maintenance	1,568	1,925	357
Operating Expenses	61,371	58,730	(2,641)
Staff Costs	40,593	40,846	253
Utilities	2,642	2,461	(181)
Depreciation	40,455	40,828	373
Interest Cost	16,420	17,812	1,392
Total Opex	**167,245**	**166,546**	**(700)**
Total Operating Surplus / (Deficit)	**42,785**	**73,519**	**(30,735)**

Income



Total Income is tracking unfavourably to budget, with a $30m negative variance to budget. This is primarily driven by the Capital Grants and Subsidies.

- Fees and charges are direct charges to customers for specific Council services. Council's core fees and charges are $132k below year-to-date budget, driven primarily by lower than anticipated revenue for Parking fees, lease rental income and inspection fees slightly offset by revenue earned for stadium rugby which was hosted in April.

- Rate revenue remains $5.3m higher than year-to-date budget partially due to number of ratepayers paying the Tarawera Wastewater Capital Rate as a lump sum, in addition rates penalties are higher than plan and rates remissions remain below budget.

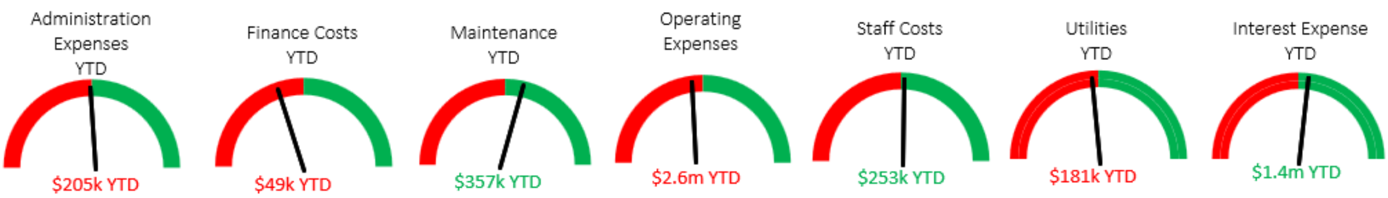
- Investment income is revenue received by Council through dividends, and interest received on term deposits. Investment Income is currently $613k ahead of year-to-date budget due to Council placing funds on term deposit at a rate more favourable than the debt servicing.

- Operating Subsidies and Grants are funds provided from external parties towards Council's operating expenditure. Operating Subsidies and Grants are $1.5m higher compared with budget largely due to MFE waste disposal levy and operational grants received for activities which were previously not budgeted.

- Financial and Development Contributions is revenue paid by developers towards the capital costs required to enable their development. Financial and Development Contributions are $6.3m behind year-to-date budget, and are forecast to remain behind budget at year end.

- Capital Subsidies and Grants are funds provided by external parties towards Council's capital projects. Capital Subsidies and Grants are $31.1m behind year-to-date budget due to the timing of completion of capital works and relevant key milestones.

Operating Expenses



Operating Expenses are tracking slightly negative to budget, with a $700k variance to budget.

- Administration Expenses cover the day-to-day running expenses of Council. Administration Expenses are $205k negative compared with year-to-date budget primarily related to additional audit and asset revaluation expenses.

- Finance Costs are the fees payable on banking facilities and debt management. Finance Costs are $49k negative compared with budget at the end of April.

- Maintenance expenses are the budget provided for planned and reactive maintenance of Council buildings. Maintenance continues to remain $357k positive compared with year-to-date budget, due to the lower than expected reactive maintenance.

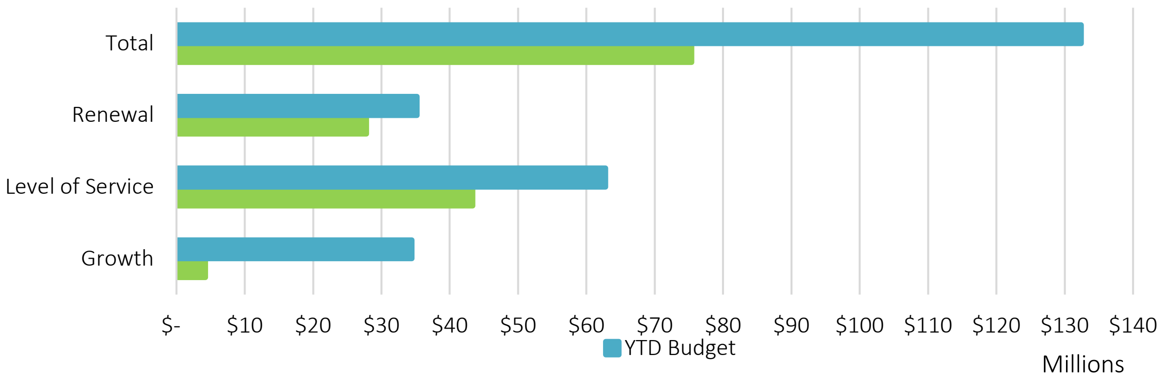
- Operating expenses, which relate to the delivery of Council's day-to-day services, are tracking $2.6m above the year-to-date budget. This variance is primarily driven by higher contractor costs, increased materials and consumables, and additional compliance fees associated with geothermal monitoring. Water supply consent costs are also tracking above budget. In addition, legal expenses are higher than budget due to compliance activity in Animal Control and Parking Infringements, along with legal costs incurred in relation to Rotokakahi, which have now been expensed.

- Staff costs cover the salaries and wages of Council employees. Staff Costs are $253k positive when compared with year-to-date budget. This is largely driven by vacancies across the organisation and offset by higher overtime fees and lower capitalisation of staff time to capital programs.

- Utilities cover the water, power and gas expenses involved in Council operations. Utilities were $181k negative compared with year-to-date budget. This is largely driven by increased cost of power and gas, where possible these fees are on charged.

- Interest Expense is the external interest payable to Council's lenders. Interest expense is currently $1.4m positive compared with year-to-date budget as Council's net borrowings are lower year-to-date than budgeted for due to delays in the capital program.

Capital Expenses



As at 30 April 2026, Council had spent $75.4m (47%) against the full year budget of $160m.

Capital spending is currently below budget, primarily due to delays in the stormwater growth programme. Council has been working proactively to progress the variation agreement with Central Government.

Expenditure on key projects YTD is as follows:

(i) **Wastewater Treatment Plant Upgrade: $6.6m** - the large-scale upgrade of Rotorua's Wastewater Treatment Plant (WWTP) is nearing the final construction phase, with mechanical and process works essentially complete. All major structures and equipment are in place, and project focus has shifted to integrating the new plant with the existing networks and preparing for full commissioning.

(ii) **Rotorua Museum: $21.2m** - the restoration project is approximately 85% complete as of end April 2026. Structural strengthening and heritage restoration works have progressed steadily through April–May, with major visible milestones such as the removal of exterior scaffolding on parts of the historic Bath House building and the reinstallation of the grand heritage staircase. The project's construction phase remains on schedule and within budget.

(iii) **Tarawera Wastewater Project: $6.3m**. Stage 2 (on-site installations) of the Tarawera Sewerage Scheme is well underway following the completion of the main pipeline and pump stations (Stage 1) last year. In April–May, contractors continued to install Low-Pressure Grinder Pump (LPGP) units on individual properties, enabling households around Lake Tarawera to connect to the new reticulated sewer network.

(iv) **Infrastructure Investment for Growth (IIG) Stormwater program: $1.1m** is a multi-year initiative delivering critical stormwater infrastructure upgrades to support new housing and improve flood resilience in Rotorua's Western and Central urban catchments. In April, the programme is undergoing a significant re-scoping and funding confirmation phase to better align project outputs with funding timelines and community needs.

4. TE TINO AROMATAWAI
ASSESSMENT OF SIGNIFICANCE

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

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

There are no community input/engagement and publicity issues associated with this report.

6. HE WHAIWHAKAARO
CONSIDERATIONS

6.1. Mahere Pūtea
Financial/Budget Considerations

There are no financial/budget issues associated with this report.

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

There are no policy or planning considerations associated with this report.

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

There are no Tāngata Whenua considerations associated with this report.

6.4. Tūraru Risks

This report is presented to Council in accordance with the Delegated Financial Authority Policy to provide visibility of Council's financial performance. The report does not create any new organisational risk exposure; rather, it supports governance oversight of existing financial performance and associated financial risks.

6.5. Te Whaimana Authority

This report is presented to Council in accordance with the Delegated Financial Authority policy.

10.5 COMMUNITY EXPERIENCE DASHBOARD

Doc ID: **22817565**

Prepared by: **Alex Wilson, Group Manager Community Experience**

Approved by: **Alex Wilson, Group Manager Community Experience**

Attachments: **1. Community Experience Dashboard (distributed separately)**

1. TE PŪTAKE
PURPOSE

The purpose of this report is to receive a presentation on Community Experience Dashboard.

HE TŪTOHUNGA
RECOMMENDATION

1. That the presentation 'Community Experience Dashboard' be received.

Placeholder for Attachment A

Community Experience Dashboard

Community Experience Dashboard (distributed separately)

10.6 CONFIDENTIAL ITEMS TO BE RELEASED FOR THE PERIOD JANUARY 2026 - MAY 2026

Doc ID: **22817543**

Prepared by: **Melanie Stretch, Governance Support - Official Information Officer**

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

Attachments: **Nil**

1. TE PŪTAKE PURPOSE

The purpose of this report is to provide Council with an update on confidential items which can now be released for the period 1 January 2026 to 31 May 2026.

HE TŪTOHUNGA
RECOMMENDATION

1. **That the report 'Confidential Items to be released for the period January 2026 - May 2026' be received.**

2. TE TĀHUHU BACKGROUND

Council's Standing Orders, Clause 18.5 'Release of information from public excluded' states:

> "A local authority may provide for the release to the public of information which has been considered during the public excluded part of a meeting.
>
> Each public excluded meeting must consider and agree by resolution, what, if any, information will be released to the public. In addition, the Chief Executive may release information which has been considered at a meeting from which the public has been excluded where it is determined the grounds to withhold the information no longer exists."

3. HE WHAKARAPOPOTOTANGA O NGĀ WHAKATAUNGA MATATAPO KUA PUTAINA SUMMARY OF CONFIDENTIAL DECISION RELEASED

ITEM NO.	ITEM	MEETING
3.1	Appointment of board members of the Mountain Bike Events Ltd	Council Meeting 10 December 2025
3.2	Request to support reallocation of Crown Deed Funding to Te Arawa Lakes Trust (TALT)	Council Meeting 18 March 2026

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3.3	**Rotorua District Licensing Committee List Member and Chairperson Appointments**	**Council Meeting 25 March 2026**
3.4	**Recommendations on Tenancy/Property Management and Potential Redevelopment of the Pensioner Housing Portfolio**	**Council Meeting 23 July 2025**
3.5	**Wastewater Treatment Plant Asst Disposal**	**Audit and Risk Meeting 18 June 2025**
3.6	**Appointment of Independent Chair of Audit & Risk Committee**	**Council Meeting 18 February 2026**

3.1 APPOINTMENT OF BOARD MEMBERS OF THE MOUNTAIN BIKE EVENTS LTD

RESOLVED C 25/12-229
Moved: Deputy Mayor Kai Fong
Seconded: Cr Brown

1. **That the report 'Appointment of Board Members of the Mountain Bike Events Ltd' be received.**

CARRIED

RESOLVED C 25/12-230
Moved: Deputy Mayor Kai Fong
Seconded: Cr Brown

2. **That the Council appoint Grant Butterworth to fill the urgent vacancy of the Mountain Bike Events Ltd board.**

3. **That this report not be made publicly available.**

   AND

4. **That the minutes relating to this item be made publicly available following notification to the Company and the candidates.**

CARRIED

3.2 REQUEST TO SUPPORT REALLOCATION OF CORWN DEED FUNDING TO TE ARAWA LAKES TRUST (TALT)

RESOLVED C 26/03-042
Moved: Cr Sandford
Seconded: Cr Barker

1. **That the report 'Request to support Reallocation of Crown Deed Funding to Te Arawa Lakes Trust (TALT)' be received.**

CARRIED

Paul Warbrick and Michelle Hingston overviewed the report.

Cr Lee moved a procedural motion to lay the discussion on the table until the next Council meeting on 25 March 2026. There was no seconder for the procedural motion.

Cr Temara-Benfell moved and Cr Paterson seconded the recommended motion.

RESOLVED C 26/03-043
Moved: Cr Temara-Benfell
Seconded: Cr Paterson

2. **That the Council supports, in principle, the reduction of $2 million in BOPRC's Crown Deed funding allocation under the Funding Deed, and this amount to be reallocated to Te Arawa Lakes Trust (TALT) under the funding Deed as requested by Te Arawa Lakes Trust.**

3. **That the Council authorises the Mayor to sign the attached letter to the Minister for the Environment on behalf of Rotorua Lakes Council.**

4. **That Council authorizes the Chief Executive to negotiate a funding Deed Variation for approval by Rotorua Te Arawa Lakes Strategy Group (RTALSG)**

5. **That this report not be made publicly.**

   AND

6. **That the minutes relating to this item be made publicly available after the funding deed letter has been signed by Rotorua Te Arawa Lakes Strategy Group (RTALSG).**

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

3.3 ROTORUA DISTRICT LICENSING COMMITTEE LIST MEMBER AND CHAIRPERSON APPOINTMENTS

RESOLVED C 26/03-046
Moved: Cr Temara-Benfell
Seconded: Cr Wang

1. **That the report 'Rotorua District Licensing Committee List Member and Chairperson Appointments' be received.**

CARRIED

Greg Kieck and Pauline Burgess overviewed the report.

The Chair noted that:

- Cr Sandford does not have a conflict of interest for this item and referred to the section of the report that explains that a Councillor can be appointed as a Chair of the District Licensing Committee under the provisions of the Act.

- Cr Sandford stepped away as his CV was being discussed at the meeting.

RESOLVED C 26/03-047
Moved: Cr Temara-Benfell
Seconded: Cr Wang

2. That the Council resolves to appoint the following individuals as:

(a) District Licensing Committee list members, each for a term of up to five years, pursuant to section 192 of the Sale and Supply of Alcohol Act 2012:
- **Mike Keefe**
- **Danielle Caudwell**
- **Tachina Rereti**
- **Ben Sandford**
- **Hinemoa Awatere**
- **Tamarapa Lloyd**

(b) Chairpersons of the District Licensing Committee, pursuant to section 189 of the Sale and Supply of Alcohol Act 2012, in addition to the existing Chair, Ana Morrison:
- **Ben Sandford**
- **Tamarapa Lloyd**

3. That this report not be made publicly available on account of the personal details that are included.

AND

4. That the minutes relating to this item be made publicly available with personal information redacted following the appointees being notified.

CARRIED

3.4 RECOMMENDATIONS ON TENANCY/PROPERTY MANAGEMENT AND POTENTIAL REDEVELOPEMENT OF THE PENSIONER HOUSING PORTFOLIO

RESOLVED C 25/07-162
Moved: Cr O'Brien
Seconded: Cr Waru

1. That the report 'Recommendations on tenancy/property management and potential redevelopment of the Pensioner Housing Portfolio' be received.

CARRIED

Jean-Paul Gaston and Stephanie Kelly overviewed the report and spoke to a presentation titled " Pensioner Housing" (ECM - 2144404).

RECOMMENDATION

2. **That Council authorises the Chief Executive to negotiate and enter into a Property Services Agreement to commence no earlier than 1 September 2025, with Emerge Aotearoa Housing Trust for the management of the Pensioner Housing Portfolio.**

3. **That the Council resolves to increase the weekly rental for the pensioner housing units to a market rent from 1 February 2026, as assessed by a current rental valuation from a registered valuer, on the basis that tenants solely reliant on New Zealand Superannuation will be no worse off financially for two years.**

4. **That the Council notes that the Emerge Aotearoa Housing Trust will work with tenants on an individual basis to ensure that they are able to access the maximum entitled government benefits.**

5. **That the Council approves an amendment to the Pensioner Housing Policy to reflect that the Pensioner Housing Portfolio will be managed by a registered and experienced Community Housing Provider.**

6. **That the Council continue to make provision for capital upgrades to the Pensioner Housing Portfolio in accordance with committed budgets included in the 2024-34 Long-term Plan, noting that any capital upgrades will align with long-term redevelopment options.**

7. **That the Council approve the Chief Executive to enter into a Heads of Agreement with the Emerge Aotearoa Housing Trust to explore options to progress a full redevelopment of the Pensioner Housing Portfolio including a commitment to develop a business case for the redevelopment of the Lucas Place complex, to be considered by the Council in early 2026.**

8. **That this report be made publicly available when Council's pensioner housing tenants have been advised of the change in management of the portfolio to the Emerge Aotearoa Housing Trust.**

   AND

9. **That the minutes relating to this item be made publicly available when Council's pensioner housing tenants have been advised of the change in management of the portfolio to the Emerge Aotearoa Housing Trust.**

The following amended motion was moved by Cr Kai Fong and seconded by Cr Brown.

RESOLVED C 25/07-163
Moved: Cr Kai Fong
Seconded: Cr Brown

1. **That the Council authorises the Chief Executive to negotiate and enter into a Property**

Services Agreement to commence no earlier than 1 September 2025, with Emerge Aotearoa Housing Trust for the management of the Pensioner Housing Portfolio.

2. **That the Council resolves to increase the weekly rental for the pensioner housing units to a market rent from 1 February 2026, as assessed by a current rental valuation from a registered valuer.**

3. **That the Council notes that the Emerge Aotearoa Housing Trust will work with tenants on an individual basis to ensure that they are able to access the maximum entitled government benefits noting that tenants solely reliant on New Zealand Superannuation will be no worse off financially for the next two years.**

4. **That the Council approves an amendment to the Pensioner Housing Policy to reflect that the Pensioner Housing Portfolio will be managed by a registered and experienced Community Housing Provider.**

5. **That the Council continue to make provision for capital upgrades to the Pensioner Housing Portfolio in accordance with committed budgets included in the 2024-34 Long term Plan, noting that any capital upgrades will align with long-term redevelopment options.**

7. **That the Council approve the Chief Executive to enter into a Heads of Agreement with the Emerge Aotearoa Housing Trust to explore options to progress a full redevelopment of the Pensioner Housing Portfolio including a commitment to develop a business case for the redevelopment of the Lucas Place complex, to be considered by the Council in early 2026.**

8. **That this report be made publicly available when Council's pensioner housing tenants have been advised of the change in management of the portfolio to the Emerge Aotearoa Housing Trust.**

AND

9. **That the minutes relating to this item be made publicly available when Council's pensioner housing tenants have been advised of the change in management of the portfolio to the Emerge Aotearoa Housing Trust.**

In Favour: Mayor Tapsell, Cr Kai Fong, Cr Barker, Cr Brown, Cr Kereopa, Cr Lee, Cr Paterson, Cr Wang and Cr Waru
Against: Cr Maxwell and Cr O'Brien

CARRIED 9/2

The report will be uploaded alongside the minutes when published.

3.5 WASTEWATER TREATMENT PLANT ASSET DISPOSAL

RESOLVED AR 25/06-025
Moved: Cr Kai Fong
Seconded: Cr Waru

1. **That the report 'WWTP Asset Disposal' be received.**

CARRIED

David Jensen overviewed the report.

- Following a review of the future of the WWTP project the assts is to be impaired.
- There is an ability to reverse the impairment if required in the future.

In response to questions from Cr Kai Fong:

- The nature of the asset being impaired is regarding contract negotiations.
- Delaying the decision would go against current accounting standards.
- The Committee is reviewing the decision as an accounting judgement within the Annual Report.
- The impairment will be taken to Council for further review.

The Chair moved an amendment to the motion within the agenda.

RESOLVED AR 25/06-026
Moved: Mr Garrett
Seconded: Cr Waru

2. **That the Committee endorse the capital work in progress impairment of $6,958,201 in this financial year ending 30 June 2025.**

3. **That the Committee note that the proposed impairment will be brought to Council for approval.**

4. **That this report not be made publicly available.**

AND

5. **That the minutes relating to this item be made publicly available upon adoption of the 2025 Annual Report.**

3.6 APPOINTMENT OF INDEPENDENT CHAIR OF AUDIT & RISK COMMITTEE

RESOLVED C 26/02-020
Moved: Cr Brown
Seconded: Cr Temara-Benfell

1. **That the report 'Appointment of Independent Chair of Audit & Risk Committee' be received.**

CARRIED

2. **That the Council resolves to appoint Mike Timmer as Independent Chair of the Audit and Risk Committee on the terms set out in this report.**

3. **That this report be made publicly available after successful confirmation of appointment.**

4. **That the minutes relating to this item be made publicly available after successful**

confirmation of appointment.

The above recommendations were moved and seconded with an amendment to recommendation number 3 as follows;

2. **That the Council resolves to appoint Mike Timmer as Independent Chair of the Audit and Risk Committee on the terms set out in this report.**

3. **That this report, excluding the CV, be made publicly available after successful confirmation of appointment.**

AND

4. **That the minutes relating to this item be made publicly available after successful confirmation of appointment.**

CARRIED

The report, excluding the CV, will be uploaded alongside the minutes when published.

11 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

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 20 May 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 - Rotorua Museum Te Whare Taonga o Te Arawa Reopening - Update and Progression of Exhibition Project	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 s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or	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

	disadvantage, negotiations (including commercial and industrial negotiations)	
11.3 - Appointment of a Chairperson for Rotorua Regional Airport Limited (RRAL), A Council Controlled Organisation (CCO)	s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons	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 • to carry out commercial activities without prejudice or disadvantage • to carry out commercial and industrial negotiations without prejudice or disadvantage • to protect privacy of a person	

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.

12 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