



**ROTORUA
LAKES COUNCIL**
Te Kaunihera o ngā Roto o Rotorua

Kaupapataka Agenda

NOTICE OF A MEETING OF COUNCIL

Date: Wednesday 7 October 2026

Time: 10:30 am

Venue: Council Chamber

MEMBERSHIP

Chair

Mayor Tapsell

Members

Deputy Mayor Kai Fong (Deputy Chair)

Cr Barker

Cr Brown

Cr Lee

Cr Wang

Cr Maxwell

Cr Paterson

Cr Raukawa-Tait

Cr Sandford

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 i runga
Tūtawa mai i raro
Tūtawa mai i roto
Tūtawa mai i waho
Kia tau ai te mauri tū
Te mauri ora, ki te katoa
Hāumi e. Hui e. Tāiki e!

TŪTAWA MAI

I summon from above
I summon from below
I summon from within
I summon the surrounding environment
The universal vitality and energy to infuse and
enrich all present
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 23 SEPTEMBER 2026

RECOMMENDATION

- 1. That the minutes of the Ordinary Council Meeting held 23 September 2026 be confirmed as a true and correct record.**

Minutes

Council meeting

held Wednesday 23 September 2026 at 9:30 am

Council Chamber, Rotorua Lakes Council

MEMBERS PRESENT: Mayor Tapsell (Chair)
Cr Barker, Cr Brown, Cr Lee, Cr Maxwell, Cr Paterson, Cr Raukawa-Tait,
Cr Sandford, Cr Temara-Benfell, Cr Wang.

APOLOGIES: Deputy Mayor Kai Fong.

IN ATTENDANCE: Max Baxter, Independent Advisor, Local Water Done Well;
Nick Davis, Partner, Maritn Jenkins;
Andrew Wilson, Chief Executive, RotoruaNZ;
Nicole Brewer, Chief Executive Rotorua Regional Airport.

STAFF PRESENT: A Moraes, Chief Executive;
J-P Gaston, Group Manager, Destination Development;
S Michael, Group Manager, Infrastructure and Assets;
A Wilson, Group Manager, Community Experience;
D Jensen, Chief Financial Officer;
M Overbeek, Acting Chief Financial Officer;
R George, Director - Infrastructure and Environment;
G Kieck, Manager - Governance, Strategy & Compliance;
S Kelly, Development & Partnerships Manager;
M Hingston, Te Amorangi Manager;
R Pitkethley, Parks & Open Spaces Manager;
S Martin, Manager – Facilities Services;
D Holder, Manager – Building Services;
I Tiriana, Communications Manager;
C Tiriana, Programme Manager - Local Water Done Well;
R Griffith, Governance & Democracy Advisor.

The meeting opened at 9.30am.

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

1 KARAKIA WHAKAPUAKI – OPENING KARAKIA

Cr Temara-Benfell opened the meeting with a Karakia.

2 NGĀ WHAKAPĀHA – APOLOGIES

RESOLVED C 26/09-164

Moved: Cr Brown

Seconded: Cr Temara-Benfell

1. That the apologies from Deputy Mayor Kai Fong be accepted.

CARRIED

3 WHAKAPUAKITANGA WHAIPĀNGA – DECLARATIONS OF INTEREST

None.

Cr Lee joined the meeting at 9.32am.

Cr Wang joined the meeting at 9.33am.

4 NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE – URGENT ITEMS NOT ON THE AGENDA**RESOLVED C 26/09-165**

Moved: Cr Brown

Seconded: Cr Barker

1. That the items “Building Consent Checking Assistant – Co-Lab Funding and Development Proposal” and “Museum Opening Event” be dealt with at this meeting.

CARRIED

The Chair noted that due to timing the reports were not on the meeting agenda, and that the reports can not wait until a future meeting.

5 TE WHAKAŪ I NGĀ MENETI – CONFIRMATION OF MINUTES**RESOLVED C 26/09-166**

Moved: Cr Temara-Benfell

Seconded: Cr Wang

1. That the minutes of the ordinary council meeting held on 19 August 2026 be confirmed as a true and correct record.

CARRIED

6 TE PAPA KŌRERO MŌ TE TŪMATAWHĀNUI – PUBLIC FORUM**6.1 PUBLIC FORUM – TERRY HAMMOND**

Terry Hammond spoke at the public forum in regard to the Lakeland Queen

Mr Hammond tabled a letter dated 3 May 2022 – Attachment 1 (DOC ID: 23230207).

7 HE PUKA INOI TŪMATAWHĀNUI – PUBLIC PETITIONS

None.

8 NGĀ WHAKAMŌHIOTANGA MŌTINI – NOTICES OF MOTION

None.

9 NGĀ TĀPAETANGA – PRESENTATIONS

None.

10 PŪRONGO KAIMAHI – STAFF REPORTS**10.1 FUTURE WATER SERVICE DELIVERY OPTION FOR CONSULTATION****RESOLVED C 26/09-167**

Moved: Cr Temara-Benfell

Seconded: Cr Barker

- 1. That the report 'Future Water Service Delivery Option for Consultation' be received.**

CARRIED

Andrew Moraes, Stavros Michael, Craig Tiriana, Max Baxter (Independent Advisor), and Nick Davis (via Zoom) (Partner, Martin Jenkins) overviewed the report and spoke to a presentation titled "Future Water Service Delivery Option for Consultation" (DOC ID: 2322568).

The Chair noted that recommendation 5 would be taken separately.

RESOLVED C 26/09-168

Moved: Mayor Tapsell

Seconded: Cr Paterson

- 2. That the Council receives the WWG Investigation into a WSCCO report.**
- 3. That the Council notes the report assesses the multi-council WSCCO against the In-house business unit delivery option.**
- 4. That the Council notes the report recommends a combined multi-council WSCCO as a viable future delivery model for the Rotorua, Whākatane, Ōpōtiki and Kawerau district councils**
- 6. That the Council approves public consultation and decision making be undertaken on the preferred option in line with the milestones and timeline set within the WSDP.**
- 7. That the Council notes that the other Heads of Agreement councils would still have to determine their preferred future water services delivery options and those decisions may impact the WSCCO model.**
- 8. That the Council notes the draft Engagement/Consultation activity plan timeline.**
- 9. That the Council notes, following today's meeting, the draft Consultation document will be finalised by the CE to reflect the preferred option for public consultation.**

CARRIED

RESOLVED C 26/09-169

Moved: Cr Maxwell

Seconded: Cr Paterson

5. That the Council determines the preferred option for long-term Waters Service Delivery for Rotorua Lakes Council as:**(a) to remain with RLC as an In-house Business unit****or****(b) a Multi-Council WSCCO with Ōpōtiki, Whākatane and Kawerau be established for water services deliveries from 1 July 2028 (subject to those councils agreeing).**

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

Against: Nil

CARRIED 10/0

The meeting adjourned at 11.24am.

The meeting reconvened at 11.45am.

10.2 INNER CITY - ENDORSEMENT OF PRIORITY DIRECTION**RESOLVED C 26/09-170**

Moved: Cr Temara-Benfell

Seconded: Cr Brown

1. That the report 'Inner City - Endorsement of Priority Direction' be received.**CARRIED**

Jean-Paul Gaston and Andrew Wilson (Chief Executive, RotoruaNZ) overviewed the report and spoke to a presentation titled "Inner City – Endorsement of Priority Direction" (DOC ID: 23225676).

RESOLVED C 26/09-171

Moved: Cr Brown

Seconded: Cr Paterson

2. That the Council:

- (a) Endorses the key direction for the Inner City including a targeted initial focus on the Lakefront Precinct, Amohia/Ranolf Street Neighbourhood and the Fenton Street Transition Area as priority inner city precincts.
- (b) Directs staff to develop an Incentives and Mechanisms Policy that is focused on the priority inner city precincts for subsequent Council consideration through the 2027-37 Long-term Plan process.
- (c) Approves further investigation, concept development and business case preparation for initial Village Green public-space improvements and Eat Street 2.0 with scope, costs and funding options for subsequent Council consideration and decision making through the 2027-37 Long-term Plan process.
- (d) Direct staff to review relevant renewal programmes, maintenance standards and operating budgets to identify if sufficient budget and resources are allocated to renew lighting, keep it operating, respond to graffiti, service bins and maintain public spaces to the expected standard for subsequent Council consideration and decision making through the 2027-37 Long-term Plan.

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

Against: Nil

CARRIED 10/0

10.3 CONSIDERATION OF VESTING ARRANGEMENTS FOR WAITOHARURU (TARAWERA LANDING) AND ROTORUA THERMAL HOLIDAY PARK

RESOLVED C 26/09-172

Moved: Cr Lee

Seconded: Cr Wang

- 1. That the report 'Consideration of vesting arrangements for Waitōharuru (Tarawera Landing) and Rotorua Thermal Holiday Park' be received.**

CARRIED

Andrew Moraes, Alex Wilson and Rob Pitkethley overviewed the report and spoke to a presentation titled "Consideration of Vesting Arrangements for Waitōharuru (Tarawera Landing) and Rotorua Thermal Holiday Park" (DOC ID: 23225678).

Cr Raukawa-Tait left the meeting at 12.48pm.

Cr Raukawa-Tait rejoined the meeting at 12.52pm.

RESOLVED C 26/09-173

Moved: Cr Temara-Benfell

Seconded: Cr Sandford

2. That the Council:

- (a) Notes the request received from the Department of Conservation requesting that the Council, as the reserve administering body, consent to the cancellation of the vesting of Waitōharuru (Tarawera Landing) Reserve and the part of Centennial Park occupied by the Rotorua Thermal Holiday Park.
- (b) Consents to the cancellation of the vesting of Waitōharuru (Tarawera Landing) Reserve, being Sec 1 SO 337671, pursuant to Section 27 of the Reserves Act 1977.
- (c) Agrees that the public assets of Waitōharuru (Tarawera Landing) Reserve will continue to be the responsibility of the Rotorua Lakes Council to ensure on going public access to those assets and directs the Chief Executive to negotiate and enter into an agreement with the Department of Conservation that gives effect to that intention.

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

Against: Cr Lee

CARRIED 9/1

The following procedural motion was moved by Cr Lee.

PROCEDURAL MOTION**RESOLVED C 26/09-174**

Moved: Cr Lee

Seconded: Cr Paterson

- 1. That, pursuant to Standing Order 25.2(c), resolutions 2(d) and 2(e) of Item 10.3 – *“Consideration of Vesting Arrangements for Waitōharuru (Tarawera Landing) and Rotorua Thermal Holiday Park”* be left lying on the table and be brought back for consideration at the 21st October Council meeting.

In Favour: Cr Barker, Cr Lee, Cr Paterson, Cr Sandford and Cr Wang

Against: Mayor Tapsell, Cr Brown, Cr Maxwell, Cr Raukawa-Tait and Cr Temara-Benfell

The vote being EQUAL the Chair exercised their Casting Vote in FAVOUR of the Motion

CARRIED

The Chair noted that the Item – “CCO Quarterly Report – Rotorua Regional Airport YTD May FY26” will be brought forward.

10.4 CCO QUARTERLY REPORT - ROTORUA REGIONAL AIRPORT YTD MAY FY26

RESOLVED C 26/09-175

Moved: Cr Brown

Seconded: Cr Wang

1. **That the report ‘CCO Quarterly Report - Rotorua Regional Airport YTD May FY26’ be received.**

CARRIED

Nicole Brewer (Chief Executive, Rotorua Regional Airport) overviewed the report and spoke to a presentation titled “Rotorua Airport – FY26 YTD May Performance Update” (DOC ID: 23225681).

Action Point:

- That the RMA hearing date be circulated to Councillors once it is confirmed.

The meeting adjourned at 1.50pm.

The meeting reconvened at 2.31pm.

10.5 ADOPTION OF FACILITIES POLICIES & STRATEGY

RESOLVED C 26/09-176

Moved: Cr Barker

Seconded: Cr Raukawa-Tait

1. **That the report ‘Adoption of Facilities Policies & Strategy’ be received.**

CARRIED

Andrew Moraes, Stavros Michael, Russell George, and Samantha Martin overviewed the report and spoke to a presentation titled “Adoption of Facilities Management Policies & Strategy” (DOC ID: 23225679).

The Chair noted that the recommendation will be taken in parts.

RESOLVED C 26/09-177

Moved: Mayor Tapsell

Seconded: Cr Brown

2. **That the Council adopts the Draft Facilities Policy (Attachment 1) for consultation as supporting information to the 2027–37 Long-Term Plan.**

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

CARRIED 10/0

RESOLVED C 26/09-178

Moved: Mayor Tapsell

Seconded: Cr Wang

- 3. That the Council adopts the Draft Facilities Strategy (Attachment 2) as supporting information to the 2027–37 Long-Term Plan.**

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

CARRIED 10/0

The following procedural motion was moved by Mayor Tapsell.

PROCEDURAL MOTION**RESOLVED C 26/09-179**

Moved: Mayor Tapsell

Seconded: Cr Temara-Benfell

- 1. That pursuant to Standing Order 25.2(c), resolution 4 of item 10.5 – “Adoption of Facilities Policies & Strategy” be left lying on the table and be brought back for consideration at the 21st October Council meeting.**

In Favour: Mayor Tapsell, Cr Maxwell, Cr Paterson, Cr Raukawa-Tait, Cr Sandford and Cr Temara-Benfell

Against: Cr Barker, Cr Brown, Cr Lee and Cr Wang

CARRIED 6/4**RESOLVED C 26/09-180**

Moved: Mayor Tapsell

Seconded: Cr Temara-Benfell

- 5. That the Council delegates authority to the Chief Executive to make minor amendments to the draft documents prior to public release.**
- 6. That the Council notes that feedback received through the Long-Term Plan consultation process will be considered prior to the final Facilities Policies and Facilities Strategy being adopted by Council.**

CARRIED

10.6 PLAN CHANGE 8 NATURAL HAZARDS REQUEST TO APPROVE AND MAKE OPERATIVE**RESOLVED C 26/09-181**

Moved: Cr Wang

Seconded: Cr Temara-Benfell

- 1. That the report 'Plan Change 8 Natural Hazards Request to Approve and Make Operative' be received.**
- 2. That the Council approve the provisions in Plan Change 8 and that this be effected by affixing the Council seal.**
- 3. That the Council instruct staff to notify an operative date for the plan change as soon as practical.**

CARRIED

Jean-Paul Gaston overviewed the report.

10.7 2025/2026 YEAR-END DRAFT NON-FINANCIAL PERFORMANCE MEASURES

The Chair noted that this item would be taken following the public excluded part of the meeting.

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

RESOLVED C 26/09-182

Moved: Cr Wang

Seconded: Cr Sandford

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

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48 for the passing of this resolution
11.1 - Confidential Minutes of the Ordinary Council Meeting held on 19 August 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 - Disposal of 61 Kawaha Point 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)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.3 - IIG Stormwater: Grant Funding Agreement for Waikete Precinct Development	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.4 - Building Consent Checking Assistant — Co-Lab Funding and Development Proposal	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
11.5 - Museum Opening Event - Verbal Update	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
11.4 - Building Consent Checking Assistant — Co-Lab Funding and Development Proposal	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
11.5 - Museum Opening Event - Verbal Update	s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7
Plain English	Making the information publicly available would impact Council's ability to carry out commercial activities.	

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

CARRIED

The meeting moved into public excluded session at 3.33pm.

CONFIDENTIAL SESSION

The meeting moved out of public excluded session at 4.53pm.

Cr Wang left the meeting at 4.53pm.

12 PŪRONGO KAIMAHI – STAFF REPORTS

12.1 2025/2026 YEAR-END DRAFT NON-FINANCIAL PERFORMANCE MEASURES
RESOLVED C 26/09-183 Moved: Mayor Tapsell Seconded: Cr Barker 1. That the report ‘2025/2026 Year-end draft non-financial performance measures’ be received. CARRIED

Greg Kieck overviewed the report and spoke to a presentation titled “Draft Non-financial Performance Measures Year End” (DOC ID: 23225677).

13 TE KARAKIA WHAKAMUTUNGA – CLOSING KARAKIA

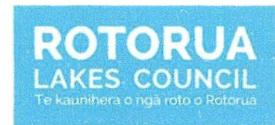
Cr Temara-Benfell closed the meeting with a karakia.

The Meeting closed at 4.56pm.

To be confirmed at the Council meeting on 7 October 2026.

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

ATTACHMENT 1 – Letter tabled by Terry Hammond dated 3 May 2022



Civic Centre
1061 Haupapa Street
Private Bag 3029
Rotorua Mail Centre
Rotorua 3046
New Zealand

3 May 2022

File Ref: 50-05-098

Doc No: RDC-1255094

Terry Hammond
Lakeland Queen

By email: terry@lakelandqueen.com and terryh@keswick.org.nz

Dear Terry

Lake Rotorua Lakefront – Rotorua Lakes Council Wharf and Lakeland Queen Wharf Head

We refer to Tonkin+Taylor's qualitative engineering assessment of the Rotorua Lakes Council Wharf ("RLC Wharf") and the Lakeland Queen Wharf Head ("LQ Wharf Head") dated 12 April 2022 ("Report"), provided to you on 13 April 2022.

The Report showed that the LQ Wharf Head was in poor to unsatisfactory condition and the RLC Wharf was in a fair condition. The Report concluded that the recommended remedial measures for the LQ Wharf Head are complex and difficult to cost and it was likely to be more economical from an engineering perspective to demolish the existing LQ Wharf Head and replace it with a new structure. It also concluded that the RLC Wharf was unlikely to have sufficient capacity to resist mooring loads from the Lakeland Queen and would not be long enough, nor without dredging allow enough depth to accommodate the Lakeland Queen.

We have discussed the Report's findings with Cassandra Crowley at Te Arawa Management Limited ("TAML"). She shares our concerns around the safety of the LQ Wharf Head and has requested we provide without delay engineering reports on all other structures at the lakefront.

As an outcome of discussions with you last year, from of August 2021, Rotorua Lakes Council ("Council") is the holder of the resource consent for the use, extension and maintenance of the RLC Wharf and LQ Wharf Head (A129) on and over the bed of Lake Rotorua (Consent RM21-0211-BC.04) ("Consent").

Under the Consent, Council has responsibilities to ensure the structure is adequately maintained in a structurally sound condition. We further note that all parties have obligations under the Health and Safety at Work Act 2015 to address the safety concerns raised in the Report.

Council considers that based on the findings of the Report there are two viable options available;

- (a) A major rebuild of both the RLC Wharf and LQ Wharf Head; or
- (b) The removal of both structures with a potential future replacement with a purpose-built jetty for the Lakeland Queen.

1. Option (a) – Rebuild

As previously discussed Council is not financially or politically in a position to repair or rebuild a new structure on the bed of Lake Rotorua solely for a commercial business. We understand that discussions between you and Cassandra have determined that TAML are also not in the position to fund a new jetty at this present.

Accordingly in order to proceed with Option A Council would require confirmation from you that you will fund the rebuild and assume responsibility for the work and corresponding health and safety risks.

Council are not at this point intending on retaining the RLC Wharf so this would also need to be factored into any new structure

2. Option (b) – Removal and Possible Future Development

If you are not in position to, or do not wish to a rebuild the LQ Wharf Head in the immediate future, Council considers that removing it together with the RLC Wharf is the safest and most cost effective option available. This option is consistent with the Report's recommendations and will immediately eliminate the safety concerns and risks the existing structures present and the Consent permits Council to do this.

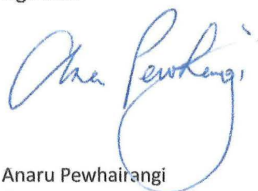
With the other work that is being carried out at the Lakefront, Council currently has the benefit of having existing contractors and heavy equipment at the site which could be used to remove both the RLC Wharf and the LQ Wharf Head in a cost effective and environmentally sensitive way. The equipment however has limited time left at the site and to be able to obtain the benefit of this a decision from you would need to be received by Council no later than 4pm on 6 May 2022 as work could commence as early as next week.

The Consent does not exclude the ability for a future rebuild of a purpose built jetty under the same consent. We have had preliminary discussions with the Chief Executive Officer of Rotorua Economic Development, Andrew Wilson about possible investment options for a new structure at the lakefront for the Lakeland Queen and he has indicated that he would be happy to work with you on exploring these options further.

Council agrees that on the basis that we receive your response in sufficient time to take advantage of the contractors and heavy equipment presently at the site, to meet all costs of the removal of the LQ Wharf Head. You will need to identify and or remove anything on the jetty that you wish to retain. Discussions with the contractors can be held to facilitate this and work in any heavy loads with their equipment if required.

We would appreciate acknowledgement of this letter and your confirmation that you agree to Council carrying out the work to remove the LQ Wharf Head (or otherwise) as early as possible so that we can notify the contractors of any requirements.

Ngā mihi



Anaru Pewhairangi
Deputy Chief Executive, Community Wellbeing

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

None.

8 NGĀ WHAKAMŌHIOTANGA MŌTINI – NOTICES OF MOTION

None.

9 NGĀ TĀPAETANGA – PRESENTATIONS

None.

10 PŪRONGO KAIMAHI – STAFF REPORTS**10.1 ARRAS-ROTORUA TWINNING CHARTER**

Prepared by: Tania Tapsell, Mayor

Approved by: Andrew Moraes, Chief Executive

Attachments:

1. Arras-Rotorua Twinning Charter - draft
2. International Relations Policy

**1. TE PŪTAKE
PURPOSE**

An opportunity has arisen to formalise the relationship between Rotorua and Arras through the signing of a Twinning Charter, following confirmation that a delegation from the City of Arras, France, will visit Rotorua from 15 to 18 October. The delegation will include the Mayor of Arras, a Councillor, the Chief of Staff, and the Director of Heritage, International Relations and Tourism.

A draft Twinning Charter was provided to Mayor Tapsell and has since been amended to align with Rotorua Lakes Council's existing Sister-City agreements. The document has also undergone legal review.

There is a strong and well-documented historical connection between Arras and New Zealand soldiers, particularly members of the New Zealand Tunnelling Company and the Māori Pioneer Battalion. The extensive underground tunnel system beneath Arras is regarded as one of New Zealand's most significant engineering achievements of the First World War and played a critical role in saving thousands of lives.

Rotorua has developed a longstanding and positive relationship with the City of Arras. Previous visits have included hosting the Mayor and delegation from Arras at Te Papaīouru Marae, Ōhinemutu, where they acknowledged the service of New Zealand soldiers and presented commemorative medals to descendants and family members.

Since that time, relationship-building efforts have continued between Arras and Rotorua, including through the New Zealand Māori Arts and Crafts Institute. The institute is currently undertaking a separate project to create a Pou Maumahara that will be installed in Arras in the near future.

The proposed twinning arrangement seeks to create enduring bonds of friendship and goodwill between the two cities by encouraging mutually beneficial exchanges, cooperation, and the sharing of knowledge and experiences across cultural, educational, economic development, tourism, environmental and civic sectors.

Rotorua and Arras share a commitment to intercultural connection, remembrance of our shared history, and building a peaceful future founded on mutual understanding and respect. The twinning arrangement recognises the importance of honouring those who have served in our militaries, preserving historical connections for future generations, and strengthening community relationships based on shared values.

The Twinning Charter establishes the principles, objectives and arrangements that will guide the partnership between Arras and Rotorua.

**HE TŪTOHUNGA
RECOMMENDATION**

1. That the report 'Arras-Rotorua Twinning Charter' be received.

1. That Council notes the historical connection between Arras and the Māori Pioneer Battalion soldiers, and continued relationship with Rotorua community and iwi.
2. That Council approves the Mayor to sign the Arras Rotorua Twinning Charter on 16 October 2026 during an official ceremony held at Te Puia.
3. That Council confirms there is no funding required to support this agreement, and administration and correspondence is expected to be completed through the Office of the Mayor.

**3. TE TĀHUHU
BACKGROUND**

The City of Arras in the Hauts-de-France region of France and Rotorua share a unique historical connection through the service of New Zealand soldiers during the First World War.

In December 1916, 43 members of the Māori Pioneer Battalion were sent to assist the New Zealand Tunnelling Company in Arras. Prior to the Battle of Arras in 1917, the tunnellers constructed a network of caverns and more than 20 kilometres of tunnels beneath the city. These tunnels enabled Allied troops to move safely and assemble close to enemy lines before the battle commenced.

The underground network could accommodate up to 20,000 soldiers and included running water, lighting, kitchens, toilets, a light rail system and a hospital. Following the Second World War, the tunnels were sealed and later rediscovered by archaeologists in the early 1990s.

Many of the tunnels and caverns were named after New Zealand towns and cities, including Wellington, Christchurch, Blenheim and Auckland. The Wellington cavern is now preserved as the Carrière Wellington Museum and Memorial to the Battle of Arras.

The Carrière Wellington Museum has demonstrated a strong commitment to preserving and sharing the stories of the Māori Pioneer Battalion members who served alongside the New Zealand tunnellers. The carvings left within the chalk walls of the caverns continue to resonate strongly with Māori and provide a connection to past service and sacrifice.

Research undertaken by Sue Baker Wilson identified 39 of the 43 Māori Pioneer Battalion members who served in Arras. Together with Moe Hobbs and the late Tene Kereopa and Maria Tibble of Rotorua, significant work has been undertaken to build relationships among the families of the Māori Pioneer Battalion, and a successful group visit to Arras took place in 2017.

Rotorua whānau and hapū share WWI stories with Arras through Te Arawa men who served in the caverns. These include Kereopa Hori (Ngāti Wāhiao), Harry Dansey (Ngāti Whakaue) and Tu Hawaiki Matehaere (of Ngongotahā).

The Mayor of Arras, Frédéric Leturque, first visited Rotorua in 2015 as part of a New Zealand centenary programme and visited the 28th Māori Battalion exhibition at Rotorua Museum.

In April 2023, Mayor Leturque returned to Rotorua to strengthen relationships with descendants of members of the New Zealand Tunnelling Company and Māori Pioneer Battalion. During this visit, Mayor Tapsell and Te Arawa representatives met with the delegation to discuss the ongoing historical and cultural ties between the two communities.

The relationship has continued to develop since that visit, including support and recognition shared between the two cities. A further visit by Mayor Leturque and a delegation from Arras is now planned for October, providing an opportunity to formalise the relationship through a twinning agreement.



4. TE MATAPAKI ME NGĀ KŌWHIRINGA DISCUSSION AND OPTIONS

Mayor Tapsell has been invited to sign the Arras - Rotorua Twinning Charter during an official ceremony to be held in Rotorua while the Arras delegation is visiting.

The agreement would formalise an existing relationship that has developed over a number of years and reflects the shared commitment of both cities to remembrance, cultural exchange and international cooperation.

The twinning arrangement aims to create lasting bonds of friendship and goodwill by encouraging mutually beneficial exchanges and collaboration across cultural, educational, tourism, economic development, environmental and civic areas.

The recommended option is to approve the signing of the Twinning Charter and formally establish the Arras - Rotorua relationship.

5. TE TINO AROMATAWAI ASSESSMENT OF SIGNIFICANCE

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

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

Consultation on this matter is not being undertaken as the policies that relate to this business case gives decision making powers to council.

7. HE WHAIWHAKAARO CONSIDERATIONS

7.1. Mahere Pūtea Financial/Budget Considerations

There are no direct costs associated with entering into the Twinning Charter.

Administration, correspondence and relationship management activities will be coordinated through the Office of the Mayor using existing resources.

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

The proposed Twinning Charter supports Council's objectives relating to international relationships, cultural connections, civic leadership and the promotion of Rotorua's unique heritage and history.

The agreement is consistent with Council's role in fostering strategic partnerships that provide cultural, educational and economic opportunities for the district.

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

This twinning agreement is expected to further enhance the existing and direct relationship that the city of Arras have with local whānau, hapū and iwi of Rotorua that have been engaged in exchanges and also formal ceremony acknowledging the services of Māori Battalion Soldiers. Much of the existing relationships and visits have been led and / or hosted by tangata whenua.

**7.4. Tūraru
Risks**

Risks associated with the proposed agreement are considered low.

The agreement does not create any binding financial commitments or obligations on Council. Reputational risk is minimal given the longstanding and positive relationship between Rotorua and Arras and our strong historical connections.

**7.5. Te Whaimana
Authority**

Council has the authority to approve a twinning charter or other such international relationship agreements as per the [Rotorua Lakes Council International Relations Policy](#).

Project of Twinning Charter Between the City of Arras (France) and the City of Rotorua (New Zealand)

Background

The City of Arras in the Hauts-de-France region (France) and the City of Rotorua on New Zealand's North Island (New Zealand), share a strong commitment to intercultural connection, remembering our shared history, and building a peaceful future together.

Recognising that city twinning is a meaningful way to honour the memory of those who have served in our militaries, pass on important stories and history to younger generations, strengthen mutual understanding between our communities, and promote and uphold shared values.

Both cities wish to form a twinning partnership based on respect, friendship, shared remembrance and recognition, and mutual exchange.

This Charter sets out the principles, objectives, and arrangements of the twinning between Arras and Rotorua.

Article 1 – Purpose of the Twinning

The twinning between Arras and Rotorua aims to create lasting bonds, friendship and goodwill between the two communities and their residents by encouraging mutually beneficial exchanges, cooperation, and the sharing of experiences in cultural, educational, economic development, tourism, environmental, and civic fields.

Article 2 – Shared Values

Both cities commit to founding their partnership on the following values:

- Respect for cultural, linguistic, and historical identities;
- Promotion of cultural diversity and intercultural dialogue;
- Equality, solidarity, and inclusion;
- Civic participation, particularly among youth;
- Pursuit of sustainable and responsible development.

Article 3 – Areas of Cooperation

Within the framework of this twinning, Arras and Rotorua commit to developing joint actions, particularly in the following areas:

3.1 Memory, History, and Reconciliation

- Memorial work on World War I, particularly the involvement of New Zealand and Māori soldiers on French soil;
- Enhancement of memorial sites, military cemeteries, commemorative monuments, and places of historical transmission around Arras;
- Recognition and promotion of Māori culture, traditions, and memory, particularly their military engagement and contribution to world history;
- Organisation of joint commemorative ceremonies, memorial exchanges, and educational and artistic projects related to peace and reconciliation between peoples.

3.2 Culture and Heritage

- Artistic exchanges (exhibitions, performances, artist residencies);
- Promotion of historical, memorial, and Indigenous heritage;
- Cooperation between cultural institutions, museums, interpretation centres, and associations.

3.3 Education, Youth, and Sports

- School, university, and linguistic exchanges;
- Youth meetings around educational, sports, and civic projects, particularly on themes of memory, history, and peace;
- Sharing of best practices in youth policies.

3.4 Tourism and Attractiveness

- Cross-promotion of the two cities;
- Development of memorial tourism and respect for Indigenous cultures;
- Exchange of expertise in sustainable and cultural tourism.

3.5 Sustainable Development and Environment

- Exchanges on environmental protection, ecological transition, and natural resource management;
- Cooperation on climate, water, and biodiversity challenges;
- Raising citizen awareness of sustainable practices.

3.6 Economic Cooperation and Innovation

- Connecting economic, institutional, and associative stakeholders;
- Exchanges of experiences in innovation, local economy, and training;
- Encouragement of initiatives promoting employment and entrepreneurship.

Article 4 – Implementation Arrangements

To ensure the successful implementation of the twinning:

- Each city designates a lead elected official or committee responsible for monitoring actions;
- A multi-year action programme is jointly developed;

- Regular meetings, in person or remotely, are organised to evaluate projects and define new ones.

Residents, associations, schools, and local stakeholders are encouraged to actively participate in twinning initiatives.

Article 5 – Commitments of the Parties

Both cities commit to:

- Providing moral and institutional support for actions undertaken under the twinning;
- Promoting communication and dissemination of projects to their residents;
- Seeking, within their means, the necessary resources to carry out joint actions.

Article 6 – Duration and Evolution of the Twinning

This Charter is concluded for an indefinite period. It may be revised by mutual agreement between the two cities to adapt to changing contexts, priorities, and projects.

Each party retains the right to terminate the twinning, provided that the other party is informed in writing and in the spirit of respect and dialogue.

Article 7 – Signature

This Twinning Charter is drawn up in two original copies, in French and English, each version being equally valid.

Signed in Arras / Rotorua,
The

For the City of Arras

For the City of Rotorua

The Mayor

The Mayor

Note: The bilingual nature of the Charter ensures legal equivalence between both versions, as stipulated in Article 7.



International Relations Policy

Date Adopted	Review Date	Officer Responsible
25 June 2025	25 June 2028	Manager Governance Strategy and Compliance

Policy Purpose

The International Relations Policy establishes how Rotorua Lakes Council (RLC) will cooperate and manage relations with its current and prospective international partners, including its sister cities. Furthermore, it will guide RLC with decision making in relation to these entities.

Scope

This policy will primarily be relevant for elected members and council staff on understanding the aspirations and processes related to RLC's international relationships.

Interpretations

Sister city – a formal, long-term relationship based on diverse links between two cities which could include cultural, education and business connections, among others.

Friendship city – these are similar to a sister city with comparable benefits, however, are generally less formal. They can often be a stepping stone to a more formal sister city agreement.

Background

Rotorua is the most established and recognised tourism destination in New Zealand due to its unique geography and rich cultural identity. It is also home to a diverse set of industries ranging from agriculture and forestry to science and research. To continue attracting visitors and growing innovation and resilience within our sectors connecting with others across the world is essential.

RLC plays an important role in establishing these partnerships, due to the status and influence a Council holds it has more access to opportunities globally. These international relationships can provide benefits for all our community in the form of education, cultural understanding, knowledge sharing, exchanges of people, trade and business.

Sister Cities

Rotorua has four sister cities: Beppu (Japan), Lake Macquarrie (Australia), Klamath Falls (United States of America) and Wuzhong District of Suzhou City (China). The deep-rooted, formal bonds created between Rotorua and its sister cities allows for our distant communities to connect. This paves the way for the continuous exchange of ideas, culture, people, and facilitates development within the areas of trade and tourism.

Most of these relationships were established via the International Sister Cities programme between 1987 and 2000 and were formed for a variety of reasons including shared geography, demography, unique cultural identity and industry sectors.

In recent years the relationship between RLC and its sister cities has not been prioritised. These effects were further compounded by COVID-19 which stopped all travel impacting on exchanges of Council delegations and people. Therefore, the potential opportunities and benefits that these partnerships bring has been limited. This policy sets a new direction where these relationships will be revitalised to ensure all benefits are fully explored.

Friendship city

In August 2024, RLC approved of the creation of a Memorandum of Understanding (MoU) between Pingtung, Taiwan and Rotorua. This MoU honours the historical connection based on evidence that Māori originally migrated from Taiwan. The intention of the MoU is to enhance cooperation through cultural, educational, and sustainable development exchanges.

Content of Policy

International Relationships

RLC recognises the vast economic, educational, social and cultural opportunities that come with connecting to others globally. Particularly, as these align with RLC's economy priority¹ and several of the key outcomes listed in the Long-term Plan 2024-2034² such as: economy, tourism and arts and culture. Therefore, Council will adopt an open approach to collaborating and partnering with those based internationally. These relationships will be strategic in their nature and will be assessed on their potential to provide mutual benefits.

RLC will facilitate the connecting of Rotorua based businesses, organisations, community groups, educational institutions to those overseas to ensure all opportunities are explored, particularly prospective trade and economic ties. As part of this, delegations from overseas are hosted every year showcasing the best of Rotorua, RLC will continue to extend its warm hospitality on these occasions.

Sister Cities Relationships

RLC envisages prosperous and enduring partnerships with its sister cities for the betterment of our district and community. The Council will build on the foundations on existing agreements and create mutually beneficial and meaningful partnerships.

¹ Rotorua Lakes Council, Vision 2022-2025. [Vision - Rotorua Lakes Council](#)

² Rotorua Lakes Council, Long-term Plan 2024 – 2034. [Long-term Plan - Rotorua Lakes Council](#)

In particular, RLC will continue to develop and exchange ideas and people to bring benefits in the areas of:

- Culture
- Education
- Business
- Internships
- Youth
- Sports
- Trade & Tourism
- Events

RLC and its sister cities have already undertaken many shared ventures, many of which are encompassed below. Looking forward, RLC will continue to:

- Host delegations and attend appropriate events abroad to strengthen ties and economic possibilities.
- Deepen economic ties by connecting our diverse and talented industry and businesses with potential partners.
- Support the placement of students internationally via internship programmes
- Exploring more virtual communication between schools and the possibility of language programmes.
- Develop annual exchange programmes to provide more opportunities for school, youth and community groups, including sports related activities.

New Sister Cities

Sister City relationships are strategic long-term partnerships that should be mutually beneficial, and identifying potential partners is the foundation to developing a successful relationship. To develop a new sister city the potential similarities could include, but not limited to:

- Population size
- Industries
- Pre-existing relationships
- Geography
- Academic Institutions
- Cultural Institutions

- Historical connections

Once a potential partner is identified, a line of communication will be developed either by RLC or the interested party. Correspondence could include detail on their respective communities, industries and partnership goals.

If agreed by both parties a formal partnership agreement will be drafted. This will need to be approved by RLC's elected members in a formal Council meeting. Following this, if approved, a formal signing ceremony will occur between Rotorua's Mayor and their counterpart.

Prior to establishing a new sister city RLC will contact the relevant Government departments and embassies for their advice.

International Travel

There are occasions when elected members may be invited or required to attend international events or undertaken activities as representatives of the Rotorua District. Typically, these costs are offset via revenue generated from hosting international delegations throughout the year. Although, there may be occasions where some costs may be covered by the ratepayer.

For transparency and integrity on any proposed international travel undertaken, it will need to be supported by a business case that outlines the benefits of the travel against the following criterion:

- The travel or activity must support RLC's vision, business objectives and aspirations for the future as encapsulated in the Long-term Plan, or
- The travel or activity must support council's current priorities.

When developing a business case to Council, consideration will be given to the economic, social and cultural benefits of the proposed travel. Over time, as RLC pro-

actively develops its relationships with those globally, it is expected trade and business ties will strengthen.

All business cases will need to be approved by recommendation from the Chief Executive and be approved by resolution at a Council meeting. In addition, travel costs of accompanying persons will not be paid for, unless the business case explicitly supports this.

At the conclusion of the travel the elected member or staff member is required to provide a written report to council.

For clarity, this policy does not include travel by elected members that has been undertaken at the request of and paid for by other international, national or local organisations.

Document history

Version	Adopted	Approved by
Version 1	8 December 2016	Council meeting
Version 2	25 June 2025	Council resolution on 25 June 2025

10.2 EMERGENCY MANAGEMENT (EM) - RECOMMENDATION FOR TRANSITIONAL APPOINTMENT OF LOCAL CONTROLLER AND LOCAL RECOVERY MANAGER

Prepared by: Bruce Horne, Civil Defence Readiness Manager
Approved by: Stavros Michael, Group Manager, Infrastructure and Assets
Attachments: Nil

**1. TE PŪTAKE
PURPOSE**

This report seeks the endorsement of Council to the nomination of **Andrew Moraes** to the position of Alternate Local Controller and **Rajind Seneviratne** to the position of Local Recovery Manager, pursuant to the transitional provisions of the new Emergency Management Act 2026. The reason for seeking this appointment is to strengthen the capacity of the Council Emergency Response Incident Management Team (IMT).

**2. TE TUHINGA WHAKARĀPOPOTOTANGA
EXECUTIVE SUMMARY**

The Civil Defence Emergency Management Act 2002 has been repealed and replaced by the Emergency Management Act 2026. The new statutory arrangements for 'District Controllers' and 'District Recovery Managers' do not come into force until 3 September 2027. However, Schedule 1 of the Emergency Management Act 2026 provides transitional arrangements for 'Local Controllers' and 'Local Recovery Managers', including appointments to these roles during this interim period.

Accordingly, the proposed appointments are presented as **Local Controller and Local Recovery Manager appointments under the transitional arrangements**, rather than as appointments under section 57 of the new Emergency Management Act.

**HE TŪTOHUNGA
RECOMMENDATION**

- 1. That the report 'Emergency Management (EM) - Recommendation for Transitional Appointment of Local Controller and Local Recovery Manager' be received.**
- 2. That the Council endorse the nomination of Andrew Moraes, Chief Executive, to the appointment of Alternate Local Controller.**
- 3. That Council endorse the nomination of Rajind Seneviratne, Emergency Management Officer, to the appointment of Local Recovery Manager.**

3. TE TĀHUHU BACKGROUND

Every District Council in New Zealand has specific responsibilities under the Emergency Management Act 2026, including ensuring it has capacity and capability to address what are known as the 4R's of Emergency Management – reduction, readiness, response and recovery.

Local Controller

In order to meet the core requirements of an emergency response, every District Council must appoint a cadre of Local Controllers who are suitably experienced and qualified to wield the statutory responsibilities of a CDEM Controller and lead an emergency response.

Personnel appointed to the role are responsible for active management of their own personal development and are required to undertake comprehensive training program funded by the Bay of Plenty Emergency Management Group.

A Local Controller leads the Emergency Operation Centre (EOC) during or immediately after an emergency event, coordinating the response of multiple parties. Those parties often include Police, FENZ and St. John ambulance service; as well as a number of welfare agencies and service organisations. Critical skills for a Local Controller include the ability to effectively lead and manage an emergency response, make sound decisions under pressure, build and maintain relationships with both the EOC team and community partners, and fulfil the statutory responsibilities of the role. A Local Controller also needs to be able to maintain critical relationships at a senior level with the Group Controller and with the other agencies.

Andrew Moraes is the Chief Executive of Rotorua Lakes Council. Prior to taking up his role as CE, Andrew worked overseas for 13 years in Australia, Thailand, Singapore and Myanmar. Andrew has an established 20+ year track record of leading teams and delivering results in a diverse range of sectors across a number of countries. While overseas Andrew trained with "Red R", originally established as the Register of Engineers for Disaster Relief. It now also provides learning and development, technical assistance, and knowledge-sharing services for humanitarian, development and disaster-response professionals. Andrew's academic qualifications include a Bachelor of Engineering (Hons) from the University of Canterbury and an Executive MBA (Distinction) from the INSEAD international business school. Andrew is also a Chartered Professional Engineer.

Local Recovery Manager

In order to meet the core requirements of an emergency response, every District Council must appoint at least one Local Recovery Manager. That person must be suitably experienced and qualified to wield both the statutory responsibilities of an Emergency Management Recovery Manager and lead the initial stages of the recovery phase following an emergency event.

A Local Recovery Manager supports the Controller in the Emergency Operation Centre (EOC) during or immediately after an emergency event. In addition to providing support and advice to the Controller, the Recovery Manager assists the Welfare function activate a network of welfare agencies and service organisations. They also support the Planning and Operations team transition from the response to the recovery phase; and play a leadership role in the development of the Recovery Plan for the event.

Critical skills for a Recovery Manager are similar to those of a Controller, including the ability to effectively lead and manage a diverse team, make sound decisions under pressure, build and maintain relationships with both the EOC team and community partners, and fulfil the statutory responsibilities of the role. A Local Recovery Manager also needs to be able to maintain critical relationships at a senior level with the Group Controller, Group Recovery Manager and with senior leaders in other agencies.

Rajind holds a Master of Business Administration (MBA) and an Advanced Diploma in Business. He has also successfully completed the Response and Recovery Leadership Development Programme (with Distinction) – which is the specific tertiary qualification required of all Controllers and Recovery Managers.

He has worked full-time in Emergency Management for the past two years as both an Emergency Management Officer (EMO) and Local Welfare Manager. During this time, he has built strong collaborative relationships with numerous government agencies, service organisations and NGO's, and community groups. He has also demonstrated a strong commitment to developing capability within the Local Welfare team in the Emergency Operations Centre (EOC), using coaching and mentoring to empower new team members to build their confidence, leadership skills, and operational knowledge.

One of Rajind's strengths is his ability to engage with culturally diverse and migrant communities; and has an extensive community network. He has an excellent understanding of the unique vulnerabilities and recovery challenges these communities will face following an emergency event. He served on the local Police Ethnic Advisory Board for three years before being appointed to the District Police Ethnic Advisory Board. These roles have enabled him to work closely with community leaders, cultural representatives, while also providing valuable opportunities to collaborate with local Police leaders.

4. TE MATAPAKI ME NGĀ KŌWHIRINGA DISCUSSION AND OPTIONS

As a result of Government reviews of CDEM responses to emergencies over recent years, including the Government report on North Island Severe Weather Events (2023), central government has affirmed the importance of local authorities taking steps to increase both the capacity and capability of their Emergency Management teams. That intent is also reflected in the new Emergency Management Act 2026.

To assist Council's staffing capability in any prolonged event and to provide assistance to National Controller (National Crisis Management Centre), Group Controller and/or neighbouring districts; it is considered beneficial for Council to appoint additional staffing to the position of alternate Local Controller.

The current Emergency Management Recovery Manager for Rotorua Lakes Council is Paul Warbrick. Paul is also an alternate Controller. Paul has asked to be released from the Recovery Manager role, but will remain an alternate Controller for Rotorua Lakes Council. The appointment of Rajind Seneviratne will both enable Council to accommodate Paul's request; and strengthen the capacity and capability of the senior leadership team of the Rotorua Emergency management Incident Management Team (IMT).

Council endorsement of the nominations is the first step in the process toward being appointed as a Controller or Recovery Manager. Following Council endorsement, the Council Chief Executive must formally support the nominations before they can be considered by the Bay of Plenty Group Controller/Recovery Manager and the Bay of Plenty Emergency Management Co-ordinating Executive Group. The final step is appointment by the Bay of Plenty Multi-member Emergency Management Committee (formerly known as Joint Committee).

**5. TE TINO AROMATAWAI
ASSESSMENT OF SIGNIFICANCE**

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

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

Consultation on this matter is not being undertaken.

**7. HE WHAIWHAKAARO
CONSIDERATIONS**

**7.1. Mahere Pūtea
Financial/Budget Considerations**

No budget consideration has been undertaken.

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

The endorsement or recruitment to the positions of Emergency Management Controller and Recovery Manager are consistent with Council responsibilities under the Emergency Management Act 2026.

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

No implications to Māori/Te Arawa/tāngata whenua have been identified.

**7.4. Tūraru
Risks**

Consideration to the potential risk of insufficient staffing capability in the early stages of an emergency response or during a prolonged period of disaster response.

**7.5. Te Whaimana
Authority**

In accordance with the BOP EM Group policy for the recruitment and development of Controllers and Recovery Managers, the Council, the Chief Executive and the EM Chief Executive Group (CEG) has the authority to endorse this recommended course of action.

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 23 September 2026	Please refer to the relevant clause/s in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a).
Consideration has been given to the public interest in these matters and officers advice is that the above reasons for confidentiality outweigh the public interest in the matters.		

12 TE KARAKIA WHAKAMUTUNGA – CLOSING KARAKIA

Kia whakairia te tapu
Kia wātea ai te ara
Kia turuki whakataha ai
Kia turuki whakataha ai
Hāumi e. Hui e. Tāiki e!

Restrictions are moved aside
So the pathway is clear
To return to every day activities
To return to every day activities
Allied, enriched, unified, and blessed