

Workshops

From time to time council will hold workshops. The purpose of a workshop or briefing is to prepare councillors with the appropriate background and knowledge to make robust decisions for their communities, and to allow discussion among and between elected members and council staff. Workshops are part of an educative phase of the council's decision making process. Workshops cannot be used to make final decisions, as final decisions and resolutions cannot lawfully be made outside the context of a properly constituted meeting.

It is intended that all workshops are open to the public in accordance with requirements of the LGA 2002, that '...a local authority should conduct its business in an open, transparent and democratically accountable manner....'

The reasons for excluding the public from a workshop are detailed in Section 7 of the Local Government Official Information Meetings Act 1987.

The table below provides information on whether a session is open or closed to the public and if closed, the reason for this decision.

Rotorua Lakes Council workshops

Date/Time /Venue	Duration	Title of workshop & workshop notes	Workshop outline	Open / closed workshop	Councillor attendance
15 December 2023 9.00pm - 11.30pm Council Chamber Rotorua Lakes Council	2 hours	<p>Piecing it together</p> <p>This was the final LTP workshop for the year. The focus of the workshop was on:</p> <ul style="list-style-type: none"> Financial model for the Draft Consultation document. Capex programme in regard to what was included and excluded. Forecast Debt profile Next steps <p>Councillors were updated on the process and decision making that had informed the draft consultation document they would be reviewing at the workshop.</p> <p>Councillors were advised on the change to year 1 rates since last meeting 10.2% - 9.8%.</p> <p>Councillors raised questions on:</p> <ul style="list-style-type: none"> Clarification on the Aquatic Centre Better Off Funding. Ratepayer funding of Tarawera Sewerage Scheme. Value of spreading rates increases over 3 years instead of including most of the increase in year 1. Presenting different rating options to the community in the consultation document. 	Overall wrap up of LTP journey Outline of consultation questions	Open session	<p>Mayor Tapsell (via Zoom), Deputy Mayor Cr Sandra Kai Fong, Cr Karen Barker, Cr Don Patterson, Cr Trevor Maxwell, Cr Lani Kereopa, Cr Gregg Brown, Cr Robert Lee, Cr Rawiri Waru (via Zoom)</p> <p>Apologies Cr Fisher Wang</p> <p>No Attendance Cr O'Brien</p>

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		<p>Councillors were updated on the Capital works programme including the modelled Priority 1 capex renewals, Level of Service capex spend and capex growth that have been included in the draft consultation document.</p> <p>Councillors raised questions on:</p> <ul style="list-style-type: none"> • Expediting the sale of strategic properties. • \$20m water supply and enhancements. <p>Councillors were updated on the excluded capex (priorities 2 and 3)</p> <p>Councillors raised questions on:</p> <ul style="list-style-type: none"> • Clarification that there will be no unsubsidized roading projects for 10 years. • Will excluded capex projects be included in the draft consultation document? • Expectations of the Chamber and business community that there will be investment in the inner city. • Value of keeping in walking and cycling for safety of school children. • Value of reinstating the Kuirau Skate Park into the LTP within the 10 year plan. An update was then provided on the status of the development. <p>Councillors discussed the excluded Priority 2 projects and their inclusion in the consultation document so that the community had the chance to provide feedback.</p> <p>Councillors were updated on the updated debt modelling.</p> <p>Councillors raised questions on:</p> <ul style="list-style-type: none"> • Increasing fees and charges as a more significant revenue source. <p><u>Decisions on key projects</u></p> <p><u>Aquatic Centre Stage 3</u> Option 1 preferred: Replacing spas and aquaplay. Limiting funding to \$3m (\$2,5 external Better Off, \$0.5 RLC).</p>			

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		<p>However consultation document will also include asking community about funding hydro-slide in later years.</p> <p><u>Inner City Revitalisation</u> Include proposal to approve development with the Master Plan (opex) and \$60k per year over 10 years for renewals and signaling support for Option 2: remodel and include \$3,3m for years 4, 5 and 6 in the consultation document.</p> <p><u>Lake Tarawera Capital Rate</u> Information only. No decision required.</p> <p><u>Excluded Priority 2 projects (capex)</u> Councillors supported \$8.2m for walking and cycling improvements to be added to the LTP financial modelling.</p> <p>The workshop concluded with discussion on the overall focus, messaging and themes of the consultation document</p>			
<p>11 December 2023 9.30am-12.30pm Council Chamber Rotorua Lakes Council</p>	<p>3 hours</p>	<p>Funding and Delivery Pt 2 – Rating Framework</p> <p>In this workshop Councillors were asked to provide feedback on the 2nd draft of the financial modelling following changes made to operating and capital expenditure following the last workshop (21 Nov).</p> <p>Councillors were reminded of the challenges (financial and regulatory) in preparing LTP.</p> <p>Councillors were taken through the components that made up the 14.1% rates rise proposed in the previous workshop and the challenges Councillors had set for staff at the last workshop:</p> <ul style="list-style-type: none"> • Reduce year 1 rates increase from 14% to less than 10% without abnormally high increases in the following years. • Focus on delivering essential services. • Financial framework to support delivery and investment into council services while balancing cost and regulatory pressures with affordability. 	<p>This session will explore how the ‘what is being delivered’ looks like in terms of the rating framework – ‘who pays’ (impacts of rating categories, targeted rates, general rates, uniform annual general charge etc.</p>	<p>Open session</p>	<p>Mayor Tania Tapsell (via zoom), Deputy Mayor Sandra Kai Fong, Cr Karen Barker, Cr Trevor Maxwell, Cr Don Paterson, Cr Robert Lee, Cr Lani Kereopa (attended via zoom from 10am)</p> <p>Apologies Cr Gregg Brown (apologies for lateness – arrived 9.44am), Cr Conan O’Brien (apologies for lateness attended via zoom), Cr Fisher Wang</p> <p>No Attendance Cr Rawiri Waru</p>

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		<p>Staff reviewed current year's capital works programmes and borrowings, looked at years 1-3 in operating expenditure and created a new financial model:</p> <p>Operational expenditure</p> <ul style="list-style-type: none"> • Adjusted the weighted average cost of capital. • Re-forecasted end of year debt. • Increased water by meter and trade waste charges. • Reduced the increased funding to RotoruaNZ. • Capitalised water consents. • Deferred specific planned maintenance activities. • Deferred funding of some community safety costs. <p>Capital Expenditure</p> <ul style="list-style-type: none"> • Renewal budgets have been rephrased to match available funding • Wastewater Treatment Plant has also been rephrased across the years of the project. • Infrastructure strategy has been reviewed and Wastewater/Water supply enhancement and expansion projects have been rephased <p>Councillors were advised that the revised proposed rates increase was now 10.2% and taken through the components of the new rate.</p> <p>Councillors were updated on the new debt profile modelled for the proposed new rates increase.</p> <p>Councillors directed the staff to:</p> <ul style="list-style-type: none"> • Consult with the community on reducing level of investment that should go into the Stadium. • Consult with community on pausing investment into shared cycleways. 			

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		<ul style="list-style-type: none"> • Staff to look at strategic property sales. • Ask Airport Board to look at opportunities for partnership funding. • Tarawera sewerage scheme – staff to model 5-year increments. • Ask DIA if some Aquatic Centre funding to another project. • Councillors are comfortable with debt limits. • Staff to look for \$1m operational expenditure efficiencies in the council organisation – an ongoing target. • Consult on original rates increase for year 1 (14.1%) rather than the draft 2 proposed rates rise which spread the rates rise over 3 years 			
<p>CANCELLED: re-scheduled to 11 December 5 December 2023 9.30am-3.00pm Council Chamber Rotorua Lakes Council</p>	5.5 hours	Funding and Delivery Pt 2 – Rating Framework	This session will explore how the ‘what is being delivered’ looks like in terms of the rating framework – ‘who pays’ (impacts of rating categories, targeted rates, general rates, uniform annual general charge etc.	Open session	Cancelled
<p>21 November 2023 9.30am-3.00pm Council Chamber Rotorua Lakes Council</p>	5.5 hours	<p>Funding and delivery Pt 1 – The Financial Strategy, Capex programme and what it will cost to fund council services</p> <p>This workshop focused on:</p> <ul style="list-style-type: none"> • Financial Strategy • Infrastructure Strategy • Debt • Funding Policy <p>Financial Strategy Councillors were advised that the Long Term Plan is underpinned by a set of financial statements/models.</p> <p>The workshop focused on:</p> <ul style="list-style-type: none"> • Updating Councillors on the work Council officers had undertaken to create a baseline for Council’s existing services (Priority 1), the changes in levels of service tied to Council’s strategic priorities 	The session will bring together how the direction set by council has come together into a financial strategy. This will include looking at the funding policy and fees and charges.	Open session	Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Karen Barker, Cr Trevor Maxwell, Cr Gregg Brown, Cr Don Paterson, Cr Conan O’Brien, Cr Lani Kereopa, Cr Robert Lee, Cr Fisher Wang, Cr Rawiri Waru (via zoom).

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		<p>identified in previous workshops (Priority 2) and levels of services changes from other strategies and community requests (Priority 3).</p> <ul style="list-style-type: none"> • Financial modelling to 2034 (revenues, operating expense, capital investment and borrowings). • The assumptions that will have a significant impact on the financial forecasts in the LTP: <ul style="list-style-type: none"> ○ Inflation ○ Finance costs ○ Population growth (converted into household unit equivalents) • First draft of the initial rate modelling indicates: <ul style="list-style-type: none"> ○ Year 1 increase 14% (General rates increase 10%, Targeted rate increase 22%) ○ Split between activities funded by general or targeted rates. ○ Drivers of the Year 1 increase (inflation, Interest rate increase, Depreciation, Contract Cost escalation, New Air BNB rate, other, Increased building maintenance, Increased Infrastructure OPEX, Community Safety) <p>Infrastructure Strategy Infrastructure Strategy is revised every three years and looks out 10 years. It was introduced to give Councillors a long-term view of Council's infrastructure base and networks. It is one of the significant components of the Long Term Plan.</p> <p>Proposed Priority 1 infrastructure funding:</p> <ul style="list-style-type: none"> • Councillors advised that \$568m budgeted for next 10 years to with significant investment going into stormwater and roading. • Councillors were also updated on non-Infrastructure Investment (open spaces, community amenities, corporate infrastructure). Most significant 			

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		<p>investment is into the Rotorua Museum \$72m.</p> <ul style="list-style-type: none"> • Councillors were advised that: <ul style="list-style-type: none"> ○ the proposed 10 year Capital Works programme requires \$789m investment with the 3 major components being the Museum, storm water and waste water. ○ 10 year renewals make up \$363m of the total spend. ○ 10 year level of service spending \$237m (debt funded). ○ \$189m targeted to infrastructure to support growth. <p>Debt Overall debt for the 10 year period is expected to increase by \$159.4m, but front loaded into first 3 years to support infrastructure investment.</p> <p>Year 1 of LTP Council proposing to borrow \$63.7m to support projects, but also paying down \$16m.</p> <p>One of the challenges is the pace that Council can repay debt. Council looking at shortening loan periods on a number of projects.</p> <p>Potential of asset sales to repay debt discussed by Councilors. Staff asked to provide list to be considered.</p> <p>Staff asked by the Mayor to work very hard to ensure that Council does not breach the internal debt ceiling.</p> <p>Funding Policy Po</p>			
25 October 2023 2.00pm – 5.00pm Council Chamber Rotorua Lakes Council	3 Hours	<p>LTP 2024 – 2034 – Project Proposals This workshop is a continuation of the proposals for consideration and included a more in-depth focus on Inner City Revitalisation, Community Funding and the Aquatic Centre Stage 3 funding.</p> <p>Proposals for consideration</p>		Open session	Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Karen Barker, Cr Trevor Maxwell, Cr Gregg Brown, Cr Don Paterson, Cr Conan O’Brien, Cr Lani Kereopa (via zoom), Cr Robert Lee, Cr Fisher Wang, Cr Rawiri Waru.

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		<p><i>Inner City Revitalisation</i></p> <p>A stage approach was proposed: Stage 1 (Sept 22 – Year 1) addressing immediate challenges – Community safety, quality renewals, reputation, working with inner city businesses to develop the Master Plan; Stage 2 (Years 2 and 3) grow pride and proof – master planning delivered and initial investments to implement; Stage 3 (Year 4 onwards) confidence and investment.</p> <ul style="list-style-type: none"> • Councillors expressed support for Inner City Revitalisation. <p><i>Community Funding</i></p> <p>Councillors were updated on the current community funding model and asked if they wished to retain or change it. Feedback from Councillors was sought to inform a future workshop on the topic.</p> <p>Councillors provided the following feedback:</p> <ul style="list-style-type: none"> • Community safety is priority, but also timely for refresh of funding model, many pools aligned to the same directions for ten years. Notably this may mean organizations that traditionally receive funding no longer do but we need to be weary of the financial struggles facing our community. • Funding may bring indirect economic value to the community, and this should be considered in the funding • Environment could also be included alongside community safety. • Funds are valuable in the sense that they help council staff in their mahi by giving the community a chance to assist in council’s workload. • Perhaps not being aligned to council values means focus can be on Council priorities while community works in areas Council is not. • Ultimately all that apply for grants are worthy, and it is a difficult task to eliminate applications 			

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		<ul style="list-style-type: none"> Councillors expressed support for 'Community Funding' <p><i>Aquatic Centre Stage 3</i> Councillors were updated on funding and asked to consider options for Stage 3.</p> <p>Councillors expressed support for Aquatic Centre Stage 3 – Option 2: Provide fun/play based activities to increase visitation and satisfy community expectations.</p>			
<p>18 October 2023 9.30am-3.00pm Council Chamber Rotorua Lakes Council</p>	<p>5.5 hours</p>	<p>LTP 2024 – 2034 – Project Proposals This workshop is a continuation of the proposals for consideration. Councillors were asked to provide direction on 3 of 13 proposals identified for consideration.</p> <p>Proposals for consideration <i>Proposal 8 – PARRS</i> Proposal 8a PARSS (Titoki PI)</p> <ul style="list-style-type: none"> Councillors preferred - Option 2 - Investigate the creation of 2 new sports fields and ancillary services at Titoki PI. <p>Proposal 8b PARSS (Indoor Court Facilities)</p> <ul style="list-style-type: none"> Councillors preferred - Option 2 – Investigate options to increase court facilities. <p>Proposal 8c PARSS Investment to support Mountain biking)</p> <ul style="list-style-type: none"> Councillors supported the recommendation to maintain the current level of funding across the proposed 10 year LTP being \$250,000 per annum. <p><i>Proposal 9 – Environmental Strategy</i> Request for funding for the Environmental Strategy.</p> <ul style="list-style-type: none"> Councillors preferred – Option 2 – Develop an Environmental Strategy to tie together all actions of Council to seek restoration and protection of the environment. <p><i>Proposal 11 – Rating Policy</i></p>		<p>Open session</p>	<p>Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Trevor Maxwell, Cr Gregg Brown, Cr Karen Barker, Cr Don Paterson, Cr Fisher Wang , Cr Conan O’Brien, Cr Robert Lee, Cr Lani Kereopa, Cr Rawiri Waru</p>

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		<p>Proposal 11a Rating Policy (Short Term Rentals) Investigate the implementation of rating short term accommodation as commercial.</p> <ul style="list-style-type: none"> • Councillors preferred – Option 2 – Reclassify short term accommodation as commercial if advertised for longer than 60 days. <p>Proposal 11b Rating Policy (Vacant Land) Investigate the rating of vacant land at full residential rates.</p> <ul style="list-style-type: none"> • Councillors preferred – Option 2 – Create policy guidelines to include eligible vacant land to be rated at full residential rates. <p><i>Proposal 12 – User Fees and Charges</i> Proposal 12a User Fees and Charges (MTB Related Car Parking) Investigate the policy of charging for MTB parking to reallocate funds to upgrades and maintenance of facilities.</p> <ul style="list-style-type: none"> • Councillors preferred – Option 1 – Continue with status quo and do not investigate MTB parking charges. <p><i>Proposal 13 – Devolved Funding Policy</i> Look at the funding allocation to Community Boards for Devolved Funding.</p> <ul style="list-style-type: none"> • Councillors preferred – Options 2 and 4: <ul style="list-style-type: none"> ○ 2) Increase Community Board funding to \$200,000 each. ○ 4) Split an increased devolved funding pool based on population of Rural and lakes areas (assumed \$400k). 			
<p>17 October 2023 9.30am-3.00pm Council Chamber Rotorua Lakes Council</p>	<p>5.5 hours</p>	<p>LTP 2024 – 2034 – Project Proposals The workshop began with Councillors confirming the 9 community outcomes developed in their visioning workshop:</p> <ol style="list-style-type: none"> 1. Active – the accessibility of our lakes, forests, open space networks and the quality of our facilities create opportunities for everyone to be active throughout their lives. 2. Safety – our communities, businesses and visitors feel safe across our district. 	<p>This session is to confirm the 9 community outcomes workshopped by Councillors. The session also includes an economic update and discussion on projects in progress.</p>	<p>Open session</p>	<p>Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Trevor Maxwell, Cr Gregg Brown, Cr Karen Barker, Cr Don Paterson, Cr Fisher Wang , Cr Conan O’Brien, Cr Robert Lee, Cr Lani Kereopa, Cr Rawiri Waru</p>

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		<p>3. Tangata Whenua Aspirations – we recognize and support the aspirations of tangata whenua and partner to grow economic and social opportunities for everyone</p> <p>4. Housing – All residents have access to a range of housing options that ensures they can live in quality homes that are safe and healthy.</p> <p>5. Employment and Economy – we enable businesses to grow with confidence through increasing investment opportunities. There are employment options across a range of sectors.</p> <p>6. Tourism – we are a world class destination with a vibrant inner city and positive reputation.</p> <p>7. Environment – Mauri Wai – we are committed to protecting and improving our lakes, water ways, forests and green spaces.</p> <p>8. Connected a resilient – our communities are cohesive and prepared for the effects of climate change and natural hazards and we invest in safe and reliable infrastructure.</p> <p>9. Arts and Culture - Rotorua’s unique cultural identity is the foundation for attracting and delivering a diverse range of events, increasing activity and driving economic and community benefits within our facilities and for our district. (the word vibrant/vibrancy to be added).</p> <p>The next part of the workshop focused on the current economic environment impacts on Council including:</p> <ul style="list-style-type: none"> • With the likely change of government the assumption that the current 3 waters proposal would not go ahead. • Contractor and labour shortages continuing and impact on project delivery. • Interest rate environment at 15-year high. • Inflation still above 6%. <p>Projects in progress Councillors were updated on the current projects in progress:</p> <ul style="list-style-type: none"> • Waste Water Treatment Plant • Tarawera Sewerage Scheme 			

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		<ul style="list-style-type: none"> • Rotoiti/Rotoma Sewerage Scheme • Stormwater Masterplan Projects • Eastside Stormwater Planning • Organic Waste Collection • Te Whare o Te Arawa – Rotorua Museum • Renewals <p>Proposals for consideration Councillors were asked to provide direction on 3 of 13 proposals identified for consideration.</p> <p><i>Proposal 1 - Community Safety</i> Look at installing CCTV cameras in rural and Eastside locations.</p> <ul style="list-style-type: none"> • Councillors preferred option - Option 1 – Keep funding and CCTV process at status quo. <p><i>Proposal 2 - Growth proposal</i> Maintain current level of funding within policy team</p> <ul style="list-style-type: none"> • Councillors preferred option – Maintain current level of funding. <p><i>Proposal 3 – Inner City Revitalisation</i> 3a - Revitalise the CBD and Fenton St</p> <ul style="list-style-type: none"> • Councillors preferred option – ??? <p>3b – Investigate link between lake front and Inner City/Eat Street</p> <ul style="list-style-type: none"> • Councillors preferred option – ??? <p>3c – Investigate promotion of bi-cultural signage</p> <ul style="list-style-type: none"> • Councillors preferred option – ??? <p><i>Proposal 4 – RotoruaNZ</i></p> <ul style="list-style-type: none"> • Councillors preferred option – to increase funding to RotoruaNZ to \$1m <p><i>Proposal 5 – Pensioner Housing</i></p> <ul style="list-style-type: none"> • Councillors deferred decision to future meeting. 			
9 October 2023 9.30am-12.00pm Council Chamber Rotorua Lakes Council	2.5 hours	<p>Joint Community Board Workshop - LTP 2024-2034 This workshop included two separate presentations from the Chairs of the Rural Community Board and Lakes Community Board. Rural Community Board</p>	A joint discussion between Rotorua Lakes Councillors' and Lakes and Rural Community Board members on the development of the Long Term Plan 2024-2034.	Open session	Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Trevor Maxwell (joined at 9.43am), Cr Gregg Brown, Cr Karen Barker, Cr Don Paterson, Cr Fisher Wang (attended via Zoom), Cr Conan O'Brien, Mr Phill

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		<p>The key message from the Chair is that the Board didn't want to see the rural community left behind.</p> <p>Challenges still to be addressed included:</p> <p>Infrastructure:</p> <ul style="list-style-type: none"> • Road safety and maintenance. • More sustainable ways to control vegetation. • Groundwater contamination in Mamaku. <p>Open Spaces:</p> <ul style="list-style-type: none"> • Asset renewals (reserve furniture, toilet blocks, maintaining rural playgrounds etc) • Lake side asset resilience. <p>Community:</p> <ul style="list-style-type: none"> • Deterioration of the community halls. • Ensuring good access for housing • Safety (increased investment in CCTV surveillance, road safety around rural schools) <p>Rating:</p> <ul style="list-style-type: none"> • Request for business and economic targeted rate review – rural areas not seeing direct benefit. <p>Devolved funding:</p> <ul style="list-style-type: none"> • Way for community boards to make a tangible impact on lives of individuals in rural areas. • Increase in funding requested. <p>Lakes Community Board</p> <p>Post Covid challenges for lakes communities:</p> <ul style="list-style-type: none"> • 18 months double to treble amount of rainfall. • Golden Clams <p>Support for investment and challenges to be addressed included:</p> <ul style="list-style-type: none"> • Roading and footpaths extensions, public toilets, (from 2018 LTP). • Sewerage, storm water and reticulation of drinking water. • Lakeside asset renewals • Act on results of RTALSG Working Group to mitigate effects of climate change. • Board would like to be part of working on the rating regime for short term rentals for lakeside properties. • Supports increased investment into lakes communities through devolved funding. 			<p>Thomass, Mr Ben Hollier and Ms Rachel Clark</p> <p>Apologies Cr Robert Lee and Mr C Guyton Cr Lani Kereopa (for lateness – joined at 10.13am)</p>

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3 October 2023 1.00 pm-3.30pm Council Chamber Rotorua Lakes Council	2.5 hours	<p>Te Tatau o Te Arawa Board and RLC Councillor discussions on Te Arawa Vision 2050 and RLC LTP 2024-34</p> <p>Te Tatau o Te Arawa led the Councillors on a journey of the history of Te Arawa, Rotorua and engagement between Te Arawa and Council.</p> <p>Council and Te Tatau o Te Arawa shared in a conversation about the priorities for the future and what everyone is seeking to create for the future.</p> <p>Te Tatau o Te A and Council also discussed what true partnership means and how partnerships can be strengthened.</p> <p>The Mayor then outlined in summary the community outcomes that the council has identified at this stage. Outcome areas are areas the council wishes to focus effort on in order to make real positive change for Rotorua across the ten years of the Long-term Plan.</p>	A joint discussion between Rotorua Lakes Councillors' and Te Tatau o Te Arawa board members on the Te Arawa Vision 2025 and a discussion on RLC priorities leading to the development of the Long Term Plan.	Open session	<p>Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Trevor Maxwell, Cr Gregg Brown (attended via Zoom), Cr Don Paterson, Cr Fisher Wang.</p> <p>Te Tatau o Te Arawa Board members Te Taru White, Mariana Vercoe</p> <p>Apologies Cr Robert Lee, Cr Rawiri Waru</p>
21 September 2023 9.30am-3.00pm Scion	5.5 hours	<p>LTP 2024 – Priority direction for the next 10 years</p> <p>An independently facilitated workshop that stepped the Elected Members through what they believed were the Strengths and Challenges of Rotorua over the next three years. This was expanded to a longer term view and themes of these strengths were identified. These themes were ranked by Elected Members as to their level of importance with the highest ranked themes becoming outcome focus areas over the next 10 years. Elected members developed a number of options for a vision for Rotorua that will be worked on over the coming weeks.</p>	An independently facilitated workshop for Councillors to focus on vision for the next 10 years, confirm priority areas and projects for the next 10 years.	Closed session Provide Councillors with the opportunity to openly discuss without prejudice individual views in a process that will lead to a set of community outcomes for the District.	<p>Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Robert Lee, Cr Trevor Maxwell, Cr Gregg Brown (attended via Zoom), Cr Don Paterson, Cr Rawiri Waru, Cr Fisher Wang.</p> <p>Apologies Cr Lani Kereopa Cr Conan O'Brien (apology for lateness 11.40am)</p>
14 September 2023 9.30am-3.00pm Council Chamber Rotorua Lakes Council	5.5 hours	<p>LTP 2024 – Council priority area – Infrastructure</p> <p>A presentation from the Manager, Active and Engaged Communities included the following:</p> <ul style="list-style-type: none"> ▪ Sport and Activity benefits, including community wellbeing, proud communities, smart investment, and confidence in city reputation all contribute to a range of council priorities as well as 	<p>An opportunity to cover the background and history of Council's priority areas for infrastructure. What has been done to date, what is currently being delivered and what is possible moving forward.</p> <p>Strategies covered: Parks, Active Recreation and Sportfields (PARS) 30 Year Infrastructure Strategy</p>	Open session	<p>Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong (via Zoom), Cr Robert Lee, Cr Trevor Maxwell, Cr Gregg Brown, Cr Don Paterson, Cr Rawiri Waru, Cr Lani Kereopa, Cr Conan O'Brien</p> <p>Apologies Cr Fisher Wang.</p>

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		<p>national priorities around health, activity and wellbeing.</p> <ul style="list-style-type: none"> ▪ Planning information and knowledge obtained, including the Open Space Level of Service policy, sports facility supply and demand, Open Space Network Plan ▪ Enhancing current spaces and facilities, including looking at barriers to usage and potential for capital investment from Council and by other parties. ▪ Draft Rotorua Golf Facilities Strategy – BOP Golf/Golf NZ <p>The Group Manager, Infrastructure and Environment presented on the Infrastructure Strategy, noting that infrastructure is the most intensive and high scale intergenerational investment made into the community.</p> <p>The presentation focused on:</p> <ul style="list-style-type: none"> • Water supplies, ensuring infrastructure is delivered, that keeps pace with our city. • Water assets, including 3 urban and 9 treatment plants, 11 water sources and 22 storage reservoirs, approx. 800kms of pipes and 11 main pump stations, a significant number of connections, replacement value of renewals around \$3M with the condition being 50% remaining asset life. • Wastewater, including progressed sewerage reticulations. • Stormwater, including Rotorua’s flooding risk profile and masterplan to ensure management of stormwater flow in extreme weather events. • Transport, including safety and resilience projects. • Waste, including clean-up of the landfill, kerbside rubbish collection and the procurement phase for FOGO [food organic and green waste]. • Draft Environmental Strategy • Climate Action Plan 	<p>Environmental Strategy Climate Action Plan Infrastructure Accelerated Fund programme</p>		
8 September 2023 9.30am-3.30pm	6 hours	LTP 2024 – Council priority area – Economy and Housing	An opportunity to cover the background and history of Council’s priority areas for economy and housing. What has been done to date, what is	Open session	Mayor Tania Tapsell, Cr Karen Barker, Cr Robert Lee,

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Council Chamber Rotorua Lakes Council		<p>Mayor Tapsell provided an introduction to the interactive LTP workshop and the priority areas that would be covered – the economy and housing.</p> <p><u>Economy</u></p> <p>Points covered included:</p> <ul style="list-style-type: none"> • FDS Spatial picture – identifying residential growth areas and areas identified for intensification. • Upcoming plan changes – 1)Green field expansion 2)Flooding and hazards 3) Creating business and industrial land. • Long term Economic Development Strategy and economic LTP considerations • RotoruaNZ – key objectives. • Inner City revitalisation - – direction for revitalisation of inner city and Fenton St corridor; strategic investment projects to activate revitalisation – delivering and future. <p><u>Housing</u></p> <p>Points covered included:</p> <ul style="list-style-type: none"> • Completion of Future Development Strategy (FDS) and PC9 by March 2024 as agreed with Ministry for the Environment. • Partnering to unlock residential development. • Regulatory action around emergency housing. • Healthy homes. • Rotorua Housing Accord • RMA Reforms 	<p>currently being delivered and what is possible moving forward.</p> <p>Strategies covered:</p> <ul style="list-style-type: none"> • Draft Economic Development Strategy • Inner City Strategy • Destination Management Plan • Forestry Management Plan • Future Development Strategy 		<p>Cr Conan O'Brien, Cr Fisher Wang, Cr Gregg Brown (joined at 10am), Cr Trevor Maxwell, Cr Don Paterson, Cr Lani Kereopa, Cr Rawiri Waru (joined at 12.15pm).</p> <p>Apologies Deputy Mayor Sandra Kai Fong</p>
7 September 2023 9.30am-3.00pm Council Chamber Rotorua Lakes Council	5.50 hours	<p>LTP 2024 – Introduction and setting the context for a financial framework</p> <p>Mayor Tapsell opened the workshop with an introduction to the Long Term Plan (LTP) 2024-2034 and how it will be developed, noting that the workshop will be in two parts.</p>	<p>Provide an overview of what an LTP is.</p> <p>Traverse all of the elements of the financial side of an LTP - a major foundational piece of the LTP.</p> <p>Within the discussion will look at the significant forecasting assumptions that are used to build a financial model and look at the ways in which services are currently funded introducing options</p>	Open session	<p>Mayor Tania Tapsell, Cr Karen Barker, Cr Robert Lee, Cr Conan O'Brien, Cr Fisher Wang, Cr Gregg Brown, Cr Trevor Maxwell, Cr Don Paterson, Cr Rawiri Waru (joined at 10.06am)</p>

Date/Time /Venue	Duration	Title of workshop & workshop notes	Workshop outline	Open / closed workshop	Councillor attendance
		<p><u>Part 1: Introduction to the Long Term Plan 2024 - 2034</u></p> <p>Provided an overview of the process of preparing an LTP and the key elements that will be covered in the LTP. This was undertaken as an interactive, question and answer session with Councillors.</p> <p>Main points covered included:</p> <ul style="list-style-type: none"> • The timeline for developing the LTP- a 12 month process, with the next 3 months focused on the consultation document. The completed consultation document will be reviewed by AuditNZ in February 2024, with consultation with the community completed during April 2024 and deliberations/decision-making June 2024, adoption by 30 June. • The principles for creating a successful LTP: <ul style="list-style-type: none"> ○ Understand the current environment Council is working in and financial situation. ○ Be outwardly focused to understand what is going on at a national and international level. ○ The document needs to present the right debate, with a clear direction for the community to follow and tell an integrated coherent story. ○ Councillors should be thinking beyond 10 years to 20-30 years. • Purpose of the consultation document - contains the key conversations that Councillors wish to have with the community. • The approach to developing the LTP - will refer to Council's existing strategic goals, plans and actions; bring them together into the LTP, and through the LTP, show the ways Council are going to deliver its actions and the strategies. • Role of the Auditor General and AuditNZ- an audit opinion provides reassurance to the community that the LTP is robust and methodical. • Role of Councillors through the development of the LTP – to define what matters for the community and associated priorities. Make decisions on the funding mechanisms, the services that are going to be provided, the 	<p>that look at alternative to funding services other than the traditional methods of rates and fees and charges.</p>		<p>Apologies Deputy Mayor Sandra Kai Fong and Cr Lani Kereopa</p>

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		<p>strategies that are guiding Council’s direction, the policies and projects and investment into services.</p> <p><u>Part 2: Financial Foundations of an LTP</u></p> <p>Provided an overview of the role of the Finance team in preparing the ten year financials for the LTP and introduced the financial building blocks of the LTP. This was undertaken as an interactive, question and answer session with Councillors.</p> <p>Points covered included:</p> <ul style="list-style-type: none"> • Purpose of the 10 year financials in the LTP – explains what Council plans to do over the next ten years, how much it will cost and how it will be paid for. • Financial components of the LTP – Financial prudence disclosures, Forecast 10 year financial statements, Funding Impact Statements (FIS) council level and group level, Statement of Capital Expenditure, Disclosures of reserve movements, Balanced Budget Statement, Rating base disclosures • Key building blocks of the 10 year financials – financial assumptions are based on 3 strategies -1) Financial strategy, 2)Infrastructure strategy, 3)Significant forecasting assumptions. • The Financial strategy – a synthesis of the financial implications, constraints, and consequences of council’s policy and service delivery decisions. It is a long-term view to how Council plans and funds activities and services. It is a tool for the public to understand the rationale for LTP decisions. • Revenue and Financing policy – explains why Council has chosen to fund projects and services, applied rates, and set fees and charges to the level that they are. It is mandatory and a stand-alone document that will be adopted separately. • Funding services – the funding table in the LTP lists each individual activity of Council, why that activity exists, who benefits from it, who exacerbates it and who therefore should pay for it; and from that rating and fees and charges are established. 			

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		<ul style="list-style-type: none"> • Alternative funding – through the LTP process Councillors could explore and consult on changing current fees and charges and developing new fees and charges. Special Purpose Vehicles (multiple entities coming together to accelerate development) that could be used to fund other priorities were also highlighted. 			
<p>Cancelled 29 August 2023 9.30am-12.30pm Council Chamber Rotorua Lakes Council</p>	3 hours	Introduction to the LTP 2024	<ul style="list-style-type: none"> • Overview of the development and guiding principles for the LTP • Key linkages of the components of the LTP • Proposed process for the development of LTP 2024 • Timeline • Deliverables 	Open session	
<p>18 July 2023 9.30am-11am Council Chamber Rotorua Lakes Council</p>	1.50 hours	<p>Museum strengthening and restoration project – Project risk and cost control</p> <p><u>Notes</u> Councilors received a presentation focused on:</p> <ul style="list-style-type: none"> • Contract price • Contingency amount and methodology • Likelihood of the project being outside of the budgeted price and the full range of tools used to mitigate risk. 	<p>A session on the identification of the risks associated with the project and the plans that will be put in place to mitigate these.</p> <p>Detail includes:</p> <ul style="list-style-type: none"> • Contingency settings. • Management of the contract. • Management through legal and QS experts. 	<p>Closed session</p> <p>Section 7 (2) (i)....without prejudice or disadvantage, negotiations (including commercial and industrial negotiations.</p> <p>Relevant in protecting the council’s contingency for a significant project to ensure that a tight control is kept on any draw down of contingency as a result of cost variations.</p> <p>This session is confidential to protect the public interest. When discussing project contingency which is in essence public money the ratepayer should have the confidence that the council is protecting the information from those that may use information for private use or gain.</p>	<p>Cr Karen Barker (Chair), Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Robert Lee, Cr Trevor Maxwell, Cr Conan O'Brien, Cr Gregg Brown, Cr Lani Kereopa, Cr Don Paterson, Cr Rawiri Waru (attended via Zoom), Cr Fisher Wang (attended via Zoom).</p>
<p>12 July 2023 3.15-4.30pm Council Chamber Rotorua Lakes Council</p>	1.25 hours	<p>Museum strengthening and restoration project – External Funding</p> <p><u>Notes</u></p>	<p>A session on the importance of external funding towards the completion of the Museum project. Session will cover:</p>	Open session	<p>Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Karen Barker, Cr Robert Lee, Cr Conan O'Brien, Cr Lani Kereopa,</p>

Date/Time /Venue	Duration	Title of workshop & workshop notes	Workshop outline	Open / closed workshop	Councillor attendance
		<p>Councillors were provided with a review of the external funding of the museum project to date and information on the application process and the commitments made by both council and the funders of this is project.</p> <p>Information was also provided on other potential funding/funders that could help to reduce the current funding gap.</p>	<ul style="list-style-type: none"> Driving work and relationships to secure funding Funding landscape changes – the different funding environment we are now in Partners and funding relationships – the levels of ongoing commitment needed to working together Comparison per capita of external funding in Rotorua vs other parts of the country Basis of the funding contracts – what does the funding fund? Key provisions in the funding contracts – what must RLC deliver and what do the funders promise to deliver? 		<p>Cr Fisher Wang , Cr Don Paterson, Cr Gregg Brown (attended via Zoom).</p> <p>Apologies Cr Rawiri Waru and Cr Trevor Maxwell</p>
<p>12 July 2023 2pm-3.15pm Council Chamber Rotorua Lakes Council</p>	<p>1.25 hours</p>	<p>Council Financial Strategy – RLC levels of investment</p> <p><u>Notes</u> The purpose of the session was to provide Councillors with an understanding a of what capacity is available for potential further investment into the Museum.</p> <p>Councillors were provided with a review of council’s debt, how it is managed and how it is used to fund investment into future infrastructure. The purpose of the session was to provide councillors with an understanding a of what capacity is available for potential further investment into the museum.</p>	<p>Part 1: A session that looks at the ability of RLC to invest into projects, programmes etc</p> <ul style="list-style-type: none"> What is the debt ceiling? What are the levers RLC can use to manage debt levels? What is the difference between personal/business/govt debt? Benchmarking against other districts <p>Part 2: A session that looks into what is the level of investment /potential envelope Council has available that it could invest into the Museum project?</p>	<p>Open session</p>	<p>Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Karen Barker, Cr Robert Lee, Cr Conan O'Brien, Cr Lani Kereopa, Cr Fisher Wang , Cr Don Paterson, Cr Gregg Brown (attended via Zoom).</p> <p>Apologies Cr Rawiri Waru and Cr Trevor Maxwell</p>
<p>5 July 2023 1pm – 4.30pm Council Chamber Rotorua Lakes Council</p>	<p>3.5 hours</p>	<p>Museum strengthening and restoration project – feasibility of building project</p> <p><u>Notes</u> Councillors' received presentations from technical consultants who provided information on the structure of the Museum building and the work that has been done to date to mitigate construction risks. Presenters:</p> <ul style="list-style-type: none"> Tonkin & Taylor – presented on the testing of the groundwork and findings. Dizhur Consulting – presented on the structural investigation and monitoring network used; and the building analysis. DPA Architects – provided 	<ul style="list-style-type: none"> An in-depth discussion on the feasibility of the building project inside a 100+ year old building. Can it be built What are the component parts of construction – ground works, roof, structural walls etc. What are the challenges this building work faces How has the design of each of these components been managed to deal with the challenges 	<p>Open session</p>	<p>Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Fisher Wang, Cr Karen Barker, Cr Rawiri Waru, Cr Robert Lee, Cr Trevor Maxwell, Cr Conan O'Brien, Cr Gregg Brown (attended via Zoom).</p> <p>Apologies Cr Lani Kereopa and Cr Don Paterson</p>

