

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
18 November 2024 2-4pm	2 hours	Annual Plan Workshop #2	This workshop is to be used to update elected members on the Annual Plan 2026 progress	Closed Confidential for the reasons of: <ul style="list-style-type: none"> The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons. 	
14 November 2024 10-11:30am	1.5 hours	Community Halls Workshop At this workshop Councillors were provided with information on the role each hall plays within its community, as well as a review of the current and potential future management and maintenance of these facilities. Ket points raised were: <ul style="list-style-type: none"> Council is looking to form a long term facilities strategy. A facilities/property strategic assessment including the halls will review and inform the council's long term position and investment required to 	The purpose of this workshop is to provide Councillors with information on the condition, utilisation and background of the ten community halls within the Rotorua District.	Open	Mayor Tania Tapsell, Cr Sandra Kai Fong, Cr Fisher Wang, Cr O'Brien, Cr Don Paterson, Cr Lani Kereopa, Cr Gregg Brown, Cr Barker Apologies Cr Robert Lee, Cr Trevor Maxwell, Cr Waru

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		<p>support the "Retain"or "Replace" options.</p> <ul style="list-style-type: none"> • Should all be retained or replaced with other fit for purpose facilities or the total numbers be reduced? • Non-negotiable is that the Halls need to be structurally safe for use. This could be for short or medium terms and then re-assessed for the longer-term future. <p>Councillors questions included:</p> <ul style="list-style-type: none"> • Has there been any consideration on reducing level of insurance for the community halls? • Why are there 2 halls in Rerewhakitū? • Do we have a plan showing ratio of community hall to Marae? • What has fed the community perception in Mamaku that the community hall is one of the few things that Council provides to their community? • When will repairs on Mamaku and Reporoa halls be completed? • Would any future decisions look at returning halls to community ownership? • Will there be a report to a Council meeting on the community halls? • Will there be no more hall closures before the LTP and is there enough funding for renewals until that time. • Why is the Reporoa Hall being repaired again when the roof was repaired 6 years ago? • Why was the \$200,000 capex budget for community halls not used in previous years? • What state are the 2 Rerewhakitū halls in? • When will the decision on retaining halls be made? • Do critical areas need to be addressed within the next 2-5 years? Is there enough budget? • Are there any communities that contribute to the maintenance of their own halls? • Is the utilization of halls reflected in the presentation? 			

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		<ul style="list-style-type: none"> • Are there conversations underway with the Ministry of Education about the utilization of the halls? • What is the status of the Tarawera Community Centre, is it Council owned? • How are halls booked and how is revenue paid to council? 			
21 October 2024 10am-12pm	2 hours	<p>Annual Plan Workshop #1</p> <p>At this workshop councillors were provided with a recap of Year 2 as set out in the Long-Term Plan 2024-2034, and a timeline for the Annual Plan 2025/2026 process.</p> <p>Councillors questions included:</p> <ul style="list-style-type: none"> • Request for information on Inflation forecasts. • Request for circulation of the BERL report. • Potential for consideration of levels of service. • What constitutes a long-term plan amendment. • Whether efficiency targets would require consultation. • Appropriate financial costs for councils to be servicing. • Make up of 'other costs' as shown in a council expenditure breakdown provided by Council officers. • How the policy used for funding depreciation is determined and implemented. • Pros and cons of deferring depreciation. • Difference between museum exhibition funding and museum building funding. • Whether further workshops could include revenue lines alongside expenditure. • How water asset depreciation rates are determined. • Year 2 rates impact of Tarawera sewerage scheme. 	The purpose of this workshop is to recap LTP Year 2 and outline what has changed since the adoption of the LTP.	Open	<p>Mayor Tania Tapsell, Cr Sandra Kai Fong, Cr Gregg Brown, Cr Trevor Maxwell, Cr Don Paterson, Cr Conan O'Brien, Cr Karen Barker, Cr Robert Lee, Cr Lani Kereopa (zoom).</p> <p>Apologises Cr Fisher Wang, Cr Rawiri Waru.</p>
10 October 9:30-10:30am	1 hour	Waikato Regional Council Presentation - Regional Public transport Rate	Waikato Regional Council recently consulted on options for a regional rate for public transport through their 2024-2034 Long Term Plan, resulting in WRC	Open	Mayor Tania Tapsell, Cr Karen Barker, Cr Don Paterson, Cr Conan O'Brien, Cr Lani Kereopa, Cr Robert Lee, Cr Gregg Brown (zoom)

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			<p>councillors deciding to proceed with the rate from 2025/26 after further developing rating models in partnership with local councils.</p> <p>The purpose of this presentation is an opportunity for WRC to present revised options to our council and invite feedback.</p>		
<p>9 October 2024 1.30pm-2.30pm</p>	<p>1 hour</p>	<p>Development of Local Alcohol Policy workshop</p> <p>At this workshop Councillors were provided with further information on the development of the Local Alcohol Policy (LAP) and Statement of Proposal in preparation to go out for public consultation in December 2024 – February 2025.</p> <p>Councillors questions included:</p> <ul style="list-style-type: none"> • Request for statistics on sales to underage people in supermarkets. • Request for data on the alcohol types that are causing harm to underage people. • Requests for information on the impact/correlations of hours of sale for alcohol. • Do other regions differentiate in their LAP's between off license and licensed premises. • Is the development of the LAP going to include data from communities who have opposed extension of alcohol licenses. • Request for further information on residential accomodation proximity, regarding number of complaints between commercial and private accomodations. • Does the policy differentiate between an on licence night club and on license restaurant. • Who are key stakeholders that will be consulted with prior to the wider public consultation. 	<p>The purpose of this workshop is to update Councillors on the preparation of a local Alcohol policy.</p>	<p>Open</p>	<p>Mayor Tania Tapsell, Cr Sandra Kai Fong, Cr Lani Kereopa, Cr Karen Barker, Cr Don Paterson, Cr Conan O'Brien, Cr Robert Lee, Cr Rawiri Waru, Cr Trevor Maxwell</p> <p>Cr Gregg Brown declared conflict of interest and while in attendance, did not take part in the discussion.</p> <p>Apologies Cr Fisher Wang</p>
<p>30 September 2024 2.00-4.00pm</p>	<p>2 hours</p>	<p>Collaborating on Climate Work (presentation)</p>	<p>The purpose of this presentation is to provide an opportunity for Rotorua Lakes Council, Waikato Regional Council and Bay of Plenty Regional Council to present on their Climate Change Action Plans</p>	<p>Open</p>	<p>Mayor Tania Tapsell, Cr Lani Kereopa, Cr Karen Barker, Cr Don Paterson, Cr Gregg Brown (zoom)</p>
<p>19 September 2024 1.00-2.30pm</p>	<p>1.5 hours</p>	<p>PARSS (Play, Active, Recreation & Sport Strategy) workshop</p>	<p>The purpose of this workshop is to provide an update to Councillors on the development and future</p>	<p>Open</p>	<p>Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Fisher Wang, Cr Gregg Brown (zoom), Cr Karen</p>

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		<p>At this workshop Councillors were provided with a situational report on the background to the development of the Play, Active, Recreation & Sport Strategy (PARSS). Including the work done to identify the current and projected demand and supply of sports facilities in Rotorua. There was information on why a strategy is needed and the need of a strategy so that Councillors are well informed as they consider the next Long-term Plan.</p> <p>Councillors questions included:</p> <ul style="list-style-type: none"> • Did the mapping take schools into account and is it possible to work with schools regarding access to their spaces? • Does the information correlate with population statistics to estimate future demand? • Have we seen a bounce back in sports participation by students since Covid? • Clarity on where further expansion of sports fields may occur? • Importance of the relationship with Sports Bay of Plenty? • Clarification on the Rotorua Golf Strategy and funding of it? • Does the strategy consider the needs of the older population of Rotorua? • Was the Springfield Golf Course asked to participate in the feedback on the strategy? • Can Councillors be supplied with the other strategies that were considered in the development of the strategy? • Clarification of Council's partial ownership of the Racing Club land? • Are there plans to include kapa haka in the strategy? • Request for statistics on the growth of golf participation in Rotorua? • Clarification on Council's funding and revenue policy in regard to sports and recreation? 	implementation of the Play, Active, Recreation & Sport Strategy.		<p>Barker, Cr Conan O'Brien, Cr Don Paterson, Cr Robret Lee, Cr Rawiri Waru, Cr Lani Kereopa</p> <p>Apologies Cr Trevor Maxwell</p>

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18 September 2024 2.30pm-4pm	1.5 hours	Events & Venues workshop	The purpose of this workshop is to provide an update to Councillors on Events & Venues.	Confidential for the reasons of: <ul style="list-style-type: none"> The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons 	Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Fisher Wang, Cr Gregg Brown, Cr Karen Barker, Cr Conan O'Brien, Cr Don Paterson, Cr Rawiri Waru Apologies Cr Lani Kereopa, Cr Robert Lee
11 September 2024 1pm-2pm	1 hours	Class IV Gambling Policy workshop At this workshop Councillors were provided with an update on the Gambling act 2002, the Act's impact on gambling, types of gambling and the addictive nature of electronic gaming machines (pokies), lack of research on economic benefit of gambling to communities and distribution of funding.	The purpose of this workshop is to provide Councillors with information following the review of the Class IV Gambling Policy	Open	Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Fisher Wang, Cr Gregg Brown, Cr Karen Barker, Cr Conan O'Brien, Cr Don Paterson, Cr Robret Lee Apologies Cr Trevor Maxwell, Cr Lani Kereopa, Cr Rawiri Waru
10 September 2024 1pm-4.30pm	3 hours	District Licensing Committee workshop At this workshop Councillors received information on the aims of the Sale & Supply of Alcohol Act, the role of the District Licensing Committee and how they make their decisions, statistics on the harm caused by alcohol consumption in New Zealand, recent changes to the Act and the effect that a new Local Alcohol Policy could have on the decision-making powers of the District licensing Committee. Councillors questions included: <ul style="list-style-type: none"> How many people present at Lakes DHB as a result of alcohol-related harm? Links between location of alcohol outlets and instances of domestic violence in same area? Functionality of online applications to the District Licensing Committee? Request for Eftpos point of sale data? Ability for Council to increase number of sensitive sites in the Local Alcohol policy? 	The purpose of this workshop is to provide Councillors with information on recent changes that have been made to the licensing process in the Sale and Supply of Alcohol Act 2012 and the impact on Council processes.	Open	Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Fisher Wang, Cr Gregg Brown, Cr Karen Barker, Cr Conan O'Brien, Cr Don Paterson, Cr Robret Lee Apologies Cr Trevor Maxwell, Cr Lani Kereopa, Cr Rawiri Waru

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		<ul style="list-style-type: none"> Length of time it would take for the ilcommunity to feel the positive effect of changes in a new Local Alcohol Policy? 			
5 September 2024	1.5hours	Springfield Golf Course workshop- part 2		Confidential for the reasons of: <ul style="list-style-type: none"> Holding information to carry out, without prejudice or disadvantage, commercial activities. Prevent the disclosure or use of official information for improper gain or improper advantage. 	Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Fisher Wang, Cr Gregg Brown, Cr Karen Barker, Cr Lani Kereopa, Cr Rawiri Waru, Cr Conan O'Brien, Cr Don Paterson, Cr Robret Lee Apologies Cr Trevor Maxwell
5 September 2024	1 hour	Better Off Funding Workshop		Confidential for the reasons of: <ul style="list-style-type: none"> Holding information to carry out, without prejudice or disadvantage, commercial activities. Prevent the disclosure or use of official information for improper gain or improper advantage. 	Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Fisher Wang, Cr Gregg Brown, Cr Karen Barker, Cr Lani Kereopa, Cr Rawiri Waru, Cr Conan O'Brien, Cr Don Paterson, Cr Robret Lee Apologies Cr Trevor Maxwell
29 July 2024	1.5 hours	Briefing on the Local Government (Māori Wards) Amendment Bill At this briefing Councillors were guided through the Local Electoral (Māori Wards and Māori Constituencies) Amendment Bill before Parliament and the implications of the legislation for Rotorua Lakes Council. Councillors were provided with the background to the introduction of Maori Wards in Rotorua under the former legislation. (Local Electoral (Māori Wards and Māori Constituencies) Amendment Act 2021). The parameters of the new legislation were outlined followed by guidance for Councillors on the options for Council to either disestablish Māori Wards prior to the 2025 elections or hold a	The purpose of this briefing is to update Councillors on the Māori Wards Amendment Bill.	Open	

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		binding poll at the 2025 elections on whether to retain Maori Wards following the 2025 elections. (in this case maori Wards would remain in place for the 2025-2028 term).			
25 July 2024 1pm-4.pm	3 hours	Museum exhibition workshop	Purpose of the workshop is to provide an update to elected members on the progress of the Museum Exhibition. The workshop will provide an overview of the concept and proposed detail design.	Confidential for the reasons of: <ul style="list-style-type: none"> • Holding information to carry out, without prejudice or disadvantage, commercial activities. • Prevent the disclosure or use of official information for improper gain or improper advantage. 	
10 July 2024 11.30am-12.30am	1 hour	<p>Accessibility Policy At this workshop Councillors were provided with information on the current status of accessibility in Rotorua and the perceptions of stakeholders obtained via focus groups/survey/LTP submissions.</p> <p>Councillors were updated on the process to develop an Accessibility policy and advised that the policy when developed would come back to a Council meeting for adoption.</p> <p>Councillors questions included:</p> <ul style="list-style-type: none"> • What were the perceptions of accessibility in Rotorua? • Requests for information about specific facilities. • Questions about universal access standards. • Council's role as a leader I regard to disseminating information. • If local businesses are becoming more accessible. • Current accessibility requirements for events. • Government funding options to support delivery. 	The purpose of the workshop is on the development of an accessibility policy, including initial community engagement, best practice and potential scope of policy.	Open	<p>Mayor Tania Tapsell, Deputy Mayor Sandra Kai Fong, Cr Gregg Brown, Cr Karen Barker, Cr Rawiri Waru, Cr Trevor Maxwell, Cr Robert Lee, Cr Don Paterson, Cr Conan O'Brien, Cr Fisher Wang</p> <p>Apologies Cr Lani Kereopa</p>
17 May 2024 10am-12pm	2 hours	Te Arawa Partnership Agreement workshop	This is an opportunity for the Te Arawa Partnership Agreement review findings and recommendations	Open	Andrew Moraes (CE, RLC), Leo Watson, (Coordinator), Mayor Tania Tapsell, Deputy Mayor

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RLC Council Chamber		At this workshop RLC councillors and Te Tatau o Te Arawa board members discussed the recommendations from the Te Arawa Partnership Working Party and identify timeframes going forward to inform the Terms of Reference.	going forward to be traversed by both the Te Tatau o Te Arawa Board and Rotorua Lakes Council elected members before any decisions are made.		Sandra Kai Fong, Cr Gregg Brown, Cr Karen Barker, Cr Rawiri Waru, Cr Lani Kereopa, Cr Trevor Maxwell, Te Tatau o Te Arawa James Hamiora (Chair), Te Taru White, Kiri Potaka-Dewes, Jude Pani (Manahautū), Roku Mihinui, Tiwhai Wetini, Jenny Riini Apologies Cr Robert Lee, Cr Don Paterson, Cr Conan O'Brien, Mariana Vercoe, Kahutapeka Ututaonga, Rangitiarua Tibble, Anaru Te Amo
13 March 2024 1pm –3.30pm RLC Council Chamber	2.5 hours	Draft Development Contributions Policy workshop	<p>The purpose of the workshop is to provide information to councillors about the Draft Development Contributions Policy prior to the council meeting on 27th March 2024.</p> <p>Development Contributions It is recognised that development, especially new development, creates a cost to the district to build and maintain new local roads, footpaths, wastewater, water and stormwater systems and open space. A development contributions policy puts the cost of providing additional infrastructure needed to accommodate the demand arising from development directly on those who benefit ie the developers.</p> <p>In 2022, Council re-introduced a Development Contributions Policy in anticipation of further growth in the district. Alongside this growth requirement is the understanding of the level of infrastructure investment required to support the growth. The revised Draft 30 Year Infrastructure Plan and funding of growth projects from the Government provides the opportunity to revise assumptions and calculations in the formation of a Draft Development Contributions Policy. When completed it shall be consulted on alongside the LTP 2024-34.</p>	Closed	Mayor Tapsell, Cr Karen Barker, Cr Gregg Brown, Cr Lani Kereopa (via zoom), Cr Robert Lee, Cr Conan O'Brien, Cr Don Paterson, Cr Fisher Wang Apologies Deputy Mayor Sandra Kai Fong, Cr Trevor Maxwell, Cr Rawiri Waru
29 February 2024 2pm – 4.30pm RLC Council Chamber	2.5 hours	RLC/BOPRC Joint Workshop – LTP 2024-2034	<p>This workshop is an opportunity for RLC and BOPRC elected members to present an overview of their draft LTP 2024-2034 consultation documents.</p> <p>The livestreamed workshop provides an opportunity for the residents and ratepayers of Rotorua and the wider BoP to view the workshop, hear more about the RLC and BoPRC long term plans and receive important</p>	Open	Apologies: Cr Sandra Kai Fong

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			information should they wish to participate in the consultation.		
28th February 2024 2 – 4pm RLC Council Chamber	2 hours	LTP workshop – Capital funding programmes and introduction to property rating revaluations		Closed Confidential for the reasons of: <ul style="list-style-type: none"> • Holding information to carry out, without prejudice or disadvantage, commercial activities. • Prevent the disclosure or use of official information for improper gain or improper advantage. 	Mayor Tania Tapsell, Cr Karen Barker, Cr Gregg Brown, Cr Lani Kereopa (via zoom), Cr Robert Lee, Cr Conan O'Brien, Cr Don Paterson, Cr Fisher Wang, Cr Rawiri Waru Apologies Cr Sandra Kai Fong, Cr Trevor Maxwell