

Finance & Corporate Committee Public Agenda

17 September 2024

Council Chambers
Waipā District Council
101 Bank Street
Te Awamutu



Chairperson
AW Brown

Members
Her Worship the Mayor SC O'Regan, LE Brown,
PTJ Coles, RDB Gordon, ML Gower, MG Montgomerie, DM Morgan, MJ Pettit, EM Stolwyk, CS St
Pierre, BS Thomas,

17 September 2024 01:00 PM

Agenda Topic	Presenter	Time	Page
Opening Karakia		01:00 PM-01:02 PM	
1. Apologies	Chairperson	01:02 PM-01:03 PM	3
2. Disclosure of Members' Interests	Chairperson	01:03 PM-01:04 PM	4
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5.1 Unconfirmed Finance and Corporate Committee Minutes - 20 August 2024			8
6. Hamilton and Waikato Tourism Year End Report to 30 June 2024	Sally Sheedy	01:07 PM-01:27 PM	15
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7. Finance Report for the Period Ended 31 August 2024	Nada Milne	01:27 PM-01:47 PM	37

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8.	New Community Leases - Cambridge Dog Obedience Club Incorporated and Hautapu Sports Recreation (Incorporated)	Angela McEwan	01:47 PM-01:52 PM	48
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10.	New Community Lease - Te Awamutu Brass Band Incorporated	Angela McEwan	01:57 PM-02:02 PM	67
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11.	Variation of Lease Cambridge Community House Trust	Angela McEwan	02:02 PM-02:07 PM	75
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11.3	Appendix 3: Existing Lease 036 Cambridge Community House Inc 37180 (ECM Number 10471098)			83
12.	Karāpiro Lake Domain Temporary Liquor Bans for 2024/25 Season	David Varcoe	02:07 PM-02:12 PM	100
12.1	Appendix 1: Karāpiro Lake Domain Event Calendar 2024-2025			104
13.	Resolution to Exclude the Public	Chairperson	02:12 PM-02:13 PM	105

Workshops 2.45pm (Indicative Timings)

OPEN: Karāpiro Reserve Management Plan (15 minutes)

OPEN: Pirongia Hall Feasibility Study Outcomes (30 minutes)



APOLOGIES



DISCLOSURE OF MEMBERS' INTERESTS

Members are reminded to declare and stand aside from decision making when a conflict arises between their role as an elected member and any private or other external interest they may have.



LATE ITEMS

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.



CONFIRMATION OF ORDER OF MEETING

Recommendation

That the Finance and Corporate Committee confirms the order of the meeting.



To: The Chairperson and Members of the Finance and Corporate Committee

From: Governance

Subject: **CONFIRMATION OF MINUTES**

Meeting Date: 17 September 2024

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The local authority, its committees, subcommittees and any local and community boards must keep minutes of their proceedings. These minutes must be kept in hard or electronic copy, authorised by a Chairperson’s manual or electronic signature once confirmed by resolution at a subsequent meeting. Once authorised the minutes are the prima facie evidence of the proceedings they relate to.

The only topic that may be discussed at a subsequent meeting, with respect to the minutes, is their correctness.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the open minutes of the Finance and Corporate Committee meeting held on 20 August 2024, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

3 ATTACHMENT - ĀPITITANGA

Finance and Corporate Open Minutes – 20 August 2024. (Pre-circulated)



Committee: Finance and Corporate
Time: 1.00pm
Date: Tuesday 20 August 2024
Venue: Council Chambers, 101 Bank Street, Te Awamutu

PRESENT

Chairperson
AW Brown

Members

LE Brown (left the meeting at 2.42pm), PJ Coles, RDB Gordon, MG Montgomerie, MJ Pettit, EM Stolwyk, CS St Pierre

Opening Karakia – Manager Organisational Excellence, Georgina Knapp

1 APOLOGIES

RESOLVED

3/24/49

That the apologies from Her Worship the Mayor O'Regan and Councillor Morgan who were away on council business and Councillors Gower and Thomas who were away on personal business be received.

Councillor St Pierre / Councillor L Brown

2 DISCLOSURE OF MEMBERS' INTERESTS

None

3 LATE ITEMS

Nil



4 CONFIRMATION OF ORDER OF MEETING

RESOLVED

3/24/50

That the order of the meeting be confirmed subject to the removal of item 11 – Silverwood Lane Cambridge – Segregation Strip due to the application being processed by the Department of Conversation.

Councillor Gordon / Councillor L Brown

5 CONFIRMATION OF MINUTES

RESOLVED

3/24/51

That the open minutes of the Finance and Corporate Committee meeting held on 18 June 2024, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Councillor St Pierre / Councillor Gordon

6 CONFIRMATION OF MINUTES

RESOLVED

3/24/52

That the open minutes of the Finance and Corporate Committee meeting held on 30 July 2024, having been circulated, be taken as read and confirmed as a true and correct record of that meeting subject to the correction of a minor formatting error.

Councillor St Pierre / Councillor Coles

7 HEALTH AND SAFETY REPORT FOR THE PERIOD MARCH TO JULY INCLUSIVE

Group Manager Human Resources, Stephanie Shores and Health and Safety Business Partner Bev Taylor provided the Committee with an update on the Health and Safety work programme for the period March to July 2024 inclusive.



RESOLVED

3/24/53

That the Finance and Corporate Committee receive the report of Clark Collins, Manager HR Operations, Bev Taylor and Terry Phillips, Health and Safety Business Partners, titled Health & Safety Report for the period March to July 2024 inclusive (ECM number 11281041).

Councillor Pettit / Councillor St Pierre

8 QUARTERLY PROPERTY SERVICES REPORT FOR 1 APRIL 2024 TO 30 JUNE 2024

Manager Property Services, David Varcoe provided a quarterly update to the Committee on the Property Services activities.

RESOLVED

3/24/54

That the Finance and Corporate Committee receives the report of David Varcoe, Manager Property Services, titled 'Quarterly Property Services Report for 1 April 2024 to 30 June 2024' (ECM number 11260741)

Councillor L Brown / Councillor St Pierre

9 SIX MONTHLY ORGANISATIONAL PERFORMANCE AND IMPROVEMENT REPORT

Manager Organisation Excellence, Georgina Knapp introduced to the Committee the new six-monthly Organisational Performance and Improvement report.

RESOLVED

3/24/55

That the Finance and Corporate Committee receive the report of Georgina Knapp, Manager Organisational Excellence titled Six Monthly Organisational Performance and Improvement Report (ECM number 11279931).

Councillor Pettit / Councillor Coles



10 PROPOSED EASEMENT SOUGHT BY NZTA FOR GROUNDWATER TAKE AT MOANA ROA RESERVE

Property Advisor, Angela McEwan sought approval from the Committee to grant an easement to Waka Kotahi NZ Transport Agency (NZTA) and sought delegation from the Committee to the Group Manager Business Support to finalise and sign the easement document.

Waka Kotahi NZ Transport Agency representatives, Mike Wood and Yana Averianova were available to answer questions from the Committee.

RESOLVED

3/24/56

That the Finance and Corporate Committee

- a) *Receives the report of Angela McEwan, Property Advisor, titled Proposed easement sought by NZTA for groundwater take at Moana Roa Reserve (ECM 11267984)*
- b) *Approves, pursuant to section 48(1)(a) of the Reserves Act 1977, as administering body over the Moana Roa Recreation Reserve ("the Reserve"), the grant of an easement to Waka Kotahi NZ Transport Agency over part of the Reserve to enable the installation, maintenance, monitoring and repair of equipment and other installations as necessary for the purposes of testing a methodology to remove gold clam from water taken from Lake Karāpiro and, if successful, to take groundwater from the Reserve to support the construction of the SH1 Cambridge to Piarere Project and associated infrastructure and construction for a maximum term of eight (8) years, subject to Ministerial approval of the easement pursuant to section 48(1) of the Reserves Act 1977;*
- c) *Delegates to the Group Manager Business Support the authority to finalise negotiations, sign such documentation, and undertake any remaining action necessary to enable implementation of recommendation b) subject to Ministerial approval of the easement pursuant to section 48(1) of the Reserves Act 1977.*

Councillor Stolwyk / Councillor L Brown



11 SILVERWOOD LANE CAMBRIDGE – SEGREGATION STRIP

This item was removed from the agenda as resolved in the Confirmation of Order of Meeting.

12 RATES DEBT RECOVERY UPDATE

Revenue Team Leader, Kirsten McNamara and Manager Finance Jolanda Hechter provided an update to the Committee.

RESOLVED

3/24/57

That the Finance and Corporate Committee receive the report of Kirsten McNamara Revenue Team Leader titled Rates Debt Recovery update (ECM number 11268124).

Councillor Stolwyk / Councillor Gordon

13 RESOLUTION TO EXCLUDE THE PUBLIC

RESOLVED

3/24/58

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of the 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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
14. Confirmation of Public Excluded Minutes – 18 June 2024 15. Maungatautari	Good reason to withhold exists under section 7 Local Government Official Information and Meetings	Section 48(1)(a)

COMMITTEE MINUTES



<p><i>Ecological Island Trust Report as at 30 June 2024 16. Disposal of Residential Land Kihikihi</i></p>	<p><i>Act 1987</i></p>	
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This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may be, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
14,16	7(2)(i)	<i>To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>
14,15	7(2)(b)(ii)	<i>To protect information which if public would unreasonably prejudice the commercial position of the person who supplied or is the subject of the information.</i>
15	7(2)(c)	<p><i>To protect information which is subject to an obligation of confidence where the making available of the information would be likely to:</i></p> <ul style="list-style-type: none"> <i>i. prejudice the supply of similar information, or information from the same source, where it is in the public interest that such information should continue to be supplied; or</i> <i>ii. would be likely otherwise to damage public interest</i>

Councillor St Pierre / Councillor Montgomerie

The meeting went into Public Exclusion at 2.05pm
There being no further business the meeting closed at 2.51pm



CONFIRMED AS A TRUE AND CORRECT RECORD

CHAIRPERSON:

DATE:

COMMITTEE REPORT



INFORMATION ONLY

To: The Chairperson and Members of the Finance and Corporate Committee

From: Group Manager Customer and Community Services

Subject: **Hamilton and Waikato Tourism Year End Report to 30 June 2024**

Meeting Date: 17 September 2024

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

Hamilton & Waikato Tourism (HWT) is the region’s Regional Tourism Organisation (RTO), whose role is to generate competitive economic benefit through visitor sector strategies focussed on increasing visitor length of stay and spend. HWT is a subsidiary company under the Council Controlled Organisation of Waikato Regional Airport Limited. HWT has a commercial board with Richard Leggat the Chair.

HWT is funded through a public/private partnership with the region’s tourism industry. The work outlined within the HWT report was funded by six local authorities including Hamilton City, Matamata-Piako, Ōtorohanga, Waikato, Waipā and Waitomo.

Chief Executive Nicola Greenwell will be in attendance to speak to this report.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Finance and Corporate Committee receive the report of Sally Sheedy, Group Manager Customer and Community Services, titled Hamilton and Waikato Tourism Year End Report to 30 June 2024 (document number 11263522).

3 COMMENTARY - KŌRERO

An overview of the key highlights, visitor statistics, marketing, events and destination management are included in Nicola Greenwell’s report in Appendix 1. This report provides an overview of achievements throughout the 2023/24 financial year, noting considerable HWT resources was put into securing ongoing support through the funding various Councils Long Term Plan or Enhanced Annual Plan processes.

HWT delivered a number of key marketing activities, campaigns and continued media coverage with a return to 'normal' following the lifting of pandemic travel restrictions.

An overview of this work will be presented at the Committee meeting on the 17 September 2024.

4 APPENDIX – ĀPITITANGA

No:	Appendix Title
1	Hamilton Waikato Tourism Year End Report to 30 June 2023 (document number 11288957)



Sally Sheedy

GROUP MANAGER CUSTOMER AND COMMUNITY SERVICES

APPENDIX 1

Hamilton and Waikato Tourism Year End Report to 30 June 2024 (document number 11288957)



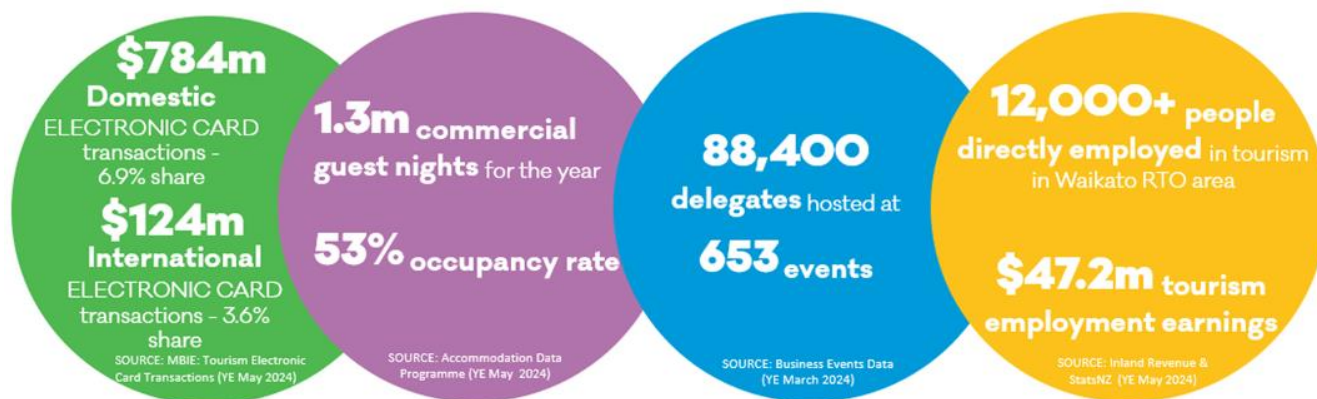
Report to Waipā District Council 1 July 2023 – 30 June 2024

Hamilton & Waikato Tourism (HWT) is the region’s Regional Tourism Organisation (RTO) whose role is to generate competitive economic benefit through visitor sector strategies focused on increasing visitor length of stay and spend.

Hamilton & Waikato Tourism is a subsidiary company under the Council Controlled Organisation (CCO) of Waikato Regional Airport Limited. It has a commercial board with Richard Leggat appointed as the Chair in December 2021.

HWT is funded through a public/private partnership with the region’s tourism industry and six local authorities including Hamilton City, Matamata-Piako, Ōtorohanga, Waikato, Waipā and Waitomo. This report covers the financial year from 1 July 2023 through to 30 June 2024 – the final year of the three-year Service Level Agreement.

KEY HIGHLIGHTS (July 2023 to June 2024)





EXECUTIVE SUMMARY

Despite much of the year being disrupted through the Long Term Plan processes across six councils and uncertainty of the organisations ongoing viability, the team remained committed to delivering our regular mahi, ensuring we continue to build a visitor sector that provides economic, social and cultural wellbeing for our communities.

During the year we have met and trained 1,874 travel trade (ie: travel agents, wholesalers). This included visits to countries such as Australia, America, England and Singapore, online presentations and webinars and key trade events such as eXplore and TRENZ. 146 travel sellers have also famil'ed the region from the following markets: North America, UK/Germany, Southeast Asia, Japan, Australia. In total 2,020 global travel sellers have been educated about/experienced what the Waikato has to offer to international travellers.

We assisted with 20 regional conference bids in the year; two of which were international conference bids, with one of these won. We won ten regional bids, lost nine with one still pending. Lack of higher end and overall accommodation availability continues to be a factor in some decision making. The announcement of two hotels being developed in Hamilton has sparked interest in 2026 onwards. Amidst bidding for events, the team have provided advice, recommendations, support and guidance to 55 event professionals looking to host their business event in our region.

A range of domestic marketing campaigns have been activated during the year – Matariki, Winter Warmers, Berry campaign, Summer Magic, Summer Events Guide, Chinese New Year, Hamilton-Christchurch airport JV and Always-On activity. HWT PR/Media activity in the period including outlets such as Kia Ora, Cuisine, NZ Herald, Stuff, Escape (AU) and Malaysian Influencers.

Collectively our paid campaigns and PR/Media activity reached more than 24.5million people throughout the year.

We continued to offer a range of capability building opportunities and support to businesses who operate in the visitor sector across the region. We have a range of new tools published on our website; held two industry symposia in the year; provided data and insights to key stakeholders; and visited operators for one-on-one support across the region.

As mentioned above, the Long Term Plan process commanded a large amount of time during this reporting period. The process and time involved in advocating and lobbying for ongoing funding has been immense. We thank Hamilton City Council for reinstating our funding the full amount; however, there have been reductions from all other councils. The organisation remains viable but with significant changes for the 2024/25 financial year and Long Term Plan period.



PERFORMANCE TARGETS

Hamilton & Waikato Tourism (HWT) have eight performance targets which are set in the ‘Schedule of Services for Local Government 2023-2024’. The results are provided below.

KPI	Result
INDUSTRY CONTRIBUTION <ul style="list-style-type: none"> Grow industry contribution to \$200,000 (Measure: HWT activity tracking and financial reports) 	<ul style="list-style-type: none"> Partnership \$154,000 Visitor Guide \$74,500 Symposium Tickets \$5,638 HCC Tiaki JV \$50,000 Total \$284,138 PLUS In-Kind \$83,491
COMMERCIAL ACCOMMODATION <ul style="list-style-type: none"> Grow <u>market share</u> of guest nights to 4% (currently 3.5%) (Measure: Accommodation Data Programme) 	<ul style="list-style-type: none"> 3% for 12 months ending May 2024 3.2% for May 2024
VISITOR EXPENDITURE <ul style="list-style-type: none"> Grow <u>market share</u> of domestic spend to 8% (currently 6.3%) Grow <u>market share</u> of international spend to 4% (currently 3.5%) (Measure: Tourism Electronic Card Transactions) 	<ul style="list-style-type: none"> 6.6% in May 2024 6.8% for YE May 2024 3.8% in May 2024 3.6% for YE May 2024
BUSINESS EVENTS <ul style="list-style-type: none"> Grow <u>market share</u> of total business events to 10% (currently 9%) Grow <u>market share</u> of total delegate days to 6% (currently 5%) (Measure: Business Events Data Programme) 	<ul style="list-style-type: none"> 6% as of Mar 2024 6% as of Mar 2024
MEDIA AND TRAVEL TRADE ACTIVITY <ul style="list-style-type: none"> 10 media outlets hosted 150 travel trade trained or hosted (Measure: HWT activity tracking) 	<ul style="list-style-type: none"> 22 media outlets hosted 1,874 trade trained and 146 trade hosted (total 2,020) (as at 30 June 2024)
CAPABILITY BUILDING <ul style="list-style-type: none"> Provide support to operators to gain Qualmark; aim for 80 operators with Qualmark (currently 69) Deliver two industry symposia in the year, with target of 100 attendees at each event (Measure: Qualmark report and HWT activity tracking) 	<ul style="list-style-type: none"> 78 and 6 with Provisional Licences (as of 30 June 2024) Nov 2023 Symposium – 93 registered/84 attended April 2024 Symposium – 104 registered/90 attended
<ul style="list-style-type: none"> ● complete or on target ● underway, some hesitancy ● at risk of non-completion 	



DESTINATION MANAGEMENT

Destination management brings together different stakeholders to achieve the common goal of developing a well-managed, sustainable visitor destination. It is an ongoing process that requires destinations to plan and considers the social, economic, cultural and environmental risks and opportunities.

Adopting a destination management approach enables communities and destinations to respond to changing conditions and determine the type of tourism they would like to have and the benefits they would like to receive, taking an active role in managing these.

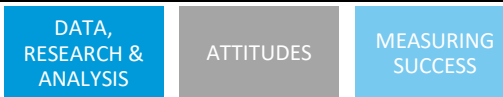
Destination management requires a holistic and integrated approach across the following 16 components:



The 12-page Destination Management Plan “[Snap Shot](#)” is available on our website. The document provides operators with a brief description of what the management plan entails and how their tourism activities contribute to achieving the common goal of developing a well-managed, sustainable visitor destination.

For each section of our report, we’ll indicate which of the 16 components this work is aligning to.

Insights overview



DISRUPTION IN DATA: MBIE has restored Tourism Electronic Card Transactions (TECTs) data as of 31 May 2024. This data will serve as an interim measure until the Monthly Regional Tourism Estimates (MRTEs) are back online. As part of Stats NZ ongoing efforts to streamline data collection and production processes, Data Ventures (their commercial arm) was disestablished in December 2023, resulting in the discontinued visitation insights and services provided by Data Ventures.

New Zealand at a glance

- **Strong revenue and visitor numbers:** International tourism surged to become the second-highest national export earner behind dairy, reaching a total value of \$11.2 billion by YE March 2024.
- **Nearing pre-pandemic levels:** Compared to pre-pandemic times (adjusted for inflation), visitor spending has recovered to a significant 80% (\$8.9 billion). Visitor numbers are also on a strong comeback path, reaching 82% of pre-pandemic levels.
- **Shifting visitor trends:** Growth in visitor spending is keeping pace with the rise in visitor arrivals. This indicates a return of higher-spending visitors, such as those from China and those on business or holiday trips.
- **Normalisation of visitor types:** The proportion of budget-conscious visitors, like those staying with friends and family or Australian visitors, is decreasing after a temporary rise during the past two years. This trend suggests a return to pre-pandemic visitor demographics.



International Arrivals¹

Year-end visitor arrivals for May 2024 surged by 753,000, reaching a total of 3.21 million. This growth was driven by a rise in arrivals from key markets, including China (up 175,000), United States (up 122,000), and Australia (up 82,000). Additionally, arrivals from Korea (up 34,000), India (up 33,000), and Japan (up 30,000) also contributed to the positive trend.

The Mighty Waikato at a glance

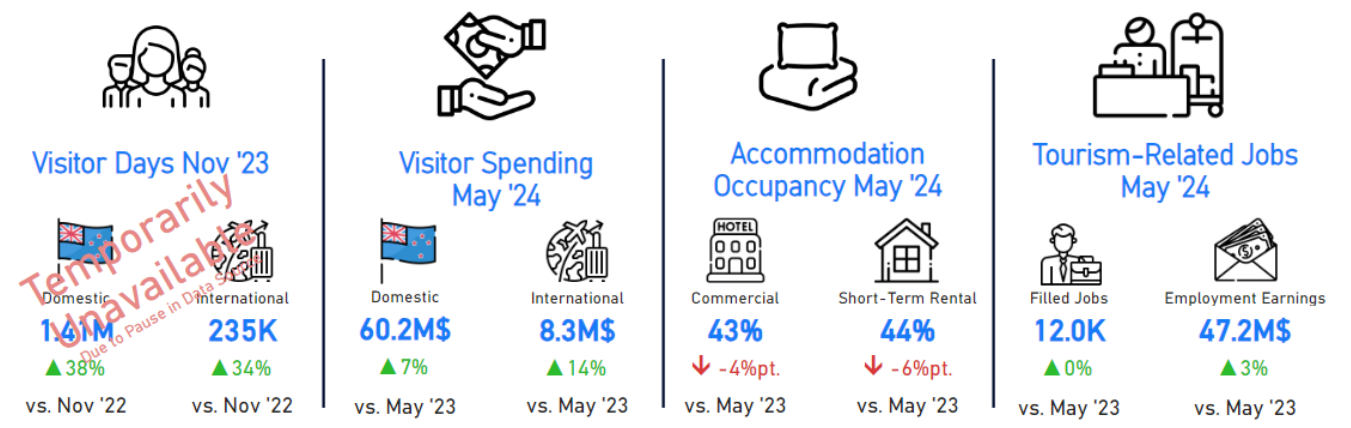
May 2024 data paints a complex picture for tourism. While accommodation occupancy rates dropped across the board, visitor spending via electronic cards reached its highest point since May 2021 in both domestic and international markets. This suggests shorter stays with higher spending per visitor.

International Market: This sector showed the most significant contrast. Despite a 14% decline in guest nights, international visitor spending rose by 14%. Waikato district even saw a 4% increase in international overnight stays.

Domestic Market: Domestic tourism remained relatively stable. Guest nights dipped slightly, but spending surpassed the national average and grew the most among Central North Island regions. The "Retail Other" category continued its dominance with a 1% increase in spending.

Accommodation Market: Occupancy rates fell in all areas except Hamilton City, which saw a moderate increase. The number of active accommodation establishments, however, increased by 11%.

Employment: Overall tourism employment remained steady compared to May 2023, with a positive trend in earnings (+6%). The strongest growth came from "Transport Services" (+22%) and "Activity & Tour Services" (+7%), while "Accommodation and Food & Beverage Services" saw a slight decline.



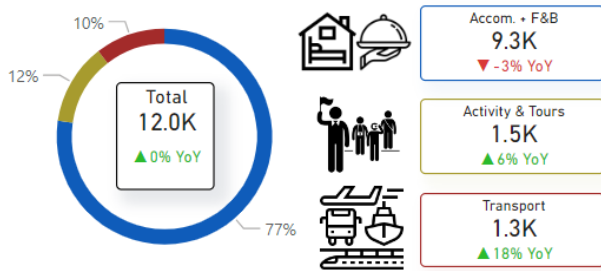


Economic Indicators for Waikato Region²

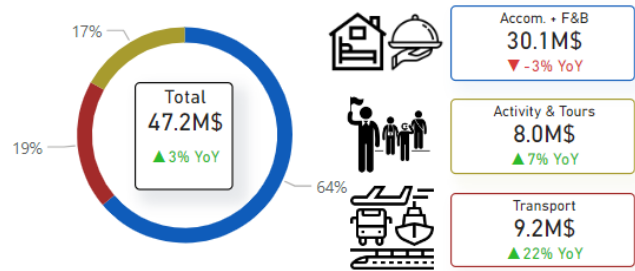
Growth: Transport services (coaches, cruises) led the surge with a +22% increase in employment earnings, injecting significant capital into the local economy. Activity & tour operators followed closely, up +7% in earnings, indicating strong visitor engagement with local experiences.

Challenges: The accommodation & food & beverage sector, likely more reliant on discretionary spending, dipped slightly (-3%) in earnings. This suggests tourists might be spending less on extras like extended stays or restaurant meals.

Month Overview - May '24 Filled Tourism Jobs



Tourism Employment Earnings

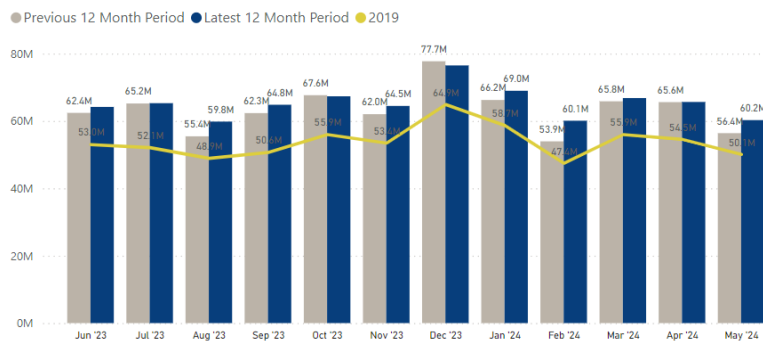


Domestic Visitor Spend⁴

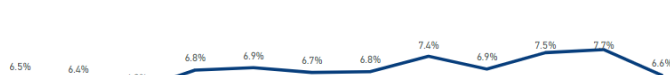
Monthly spend May 2024: Domestic visitors spent \$60.2 million in May, slightly down from the previous month but 6.9% higher than same time last year. This outperforms the national average decline of -3.8%. Waikato ranked 4th highest among all 31 RTOs in terms of TECT spend. Waikato, Auckland and Bay of Plenty were the top spenders in the region. Waikato captured 7.3% of the domestic visitor spending market share.

Year end spend May 2024: Domestic visitors spent a total of \$784 million in Waikato throughout the year, maintaining the same level as last year. This consistency secured Waikato a 6.9% share of the domestic visitor market. Visitors from within Waikato, Auckland, and Bay of Plenty contributed the most to this total.

Captured Monthly Visiting Cardholder Spend (NZ \$)



Market Share - Latest Period (%)

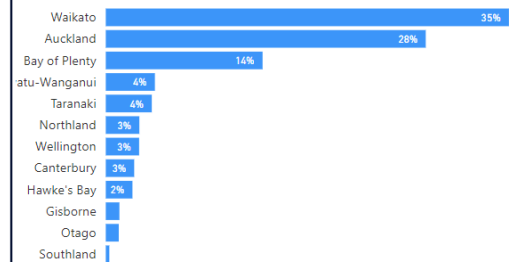


Last Month % TECT Visitor Spend by ANZSIC Product Category



Last Month % TECT Visitor Spend by Region of Origin

(Scroll down to see all regions)



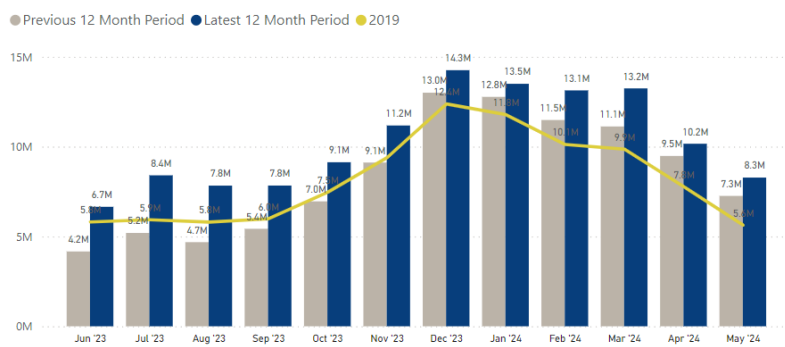


International Visitor Spend in Waikato Region⁴

Monthly spend May 2024: International visitors contributed \$8.3m in May 2024 to Waikato’s economy, a 18.5% decline from previous month, but a 14.1% increase from same time last year. Of all 31 RTOs, HWT ranked 6th highest in TECT spend. Waikato secured 3.6% of international visitor spend market share.

Year-end spend May 2024: International visitors delivered a significant boost to Waikato's economy in 2024, spending a total of \$123.6m. This represents a 22.8% increase compared to the previous year. Visitors from the United States, Australia, and the United Kingdom led the pack in terms of spending.

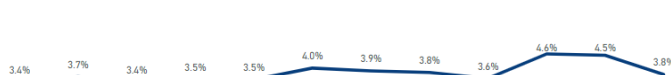
Captured Monthly Visiting Cardholder Spend (NZ \$)



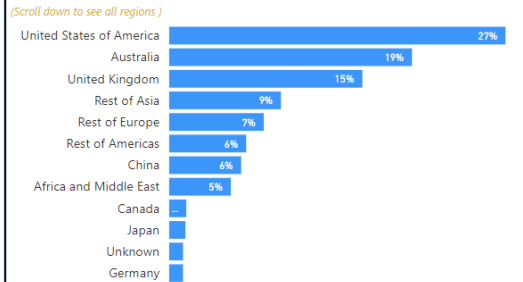
Last Month % TECT Visitor Spend by ANZSIC Product Category



Market Share - Latest Period (%)



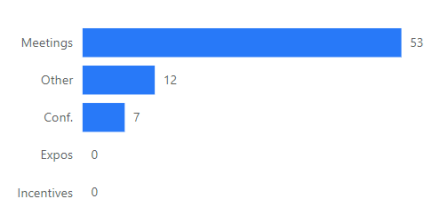
Last Month % TECT Visitor Spend by Region of Origin



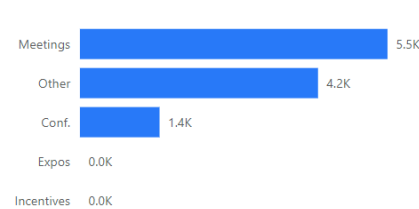
Business Events in Waikato Region⁶

Overall, the number of events and thus number of delegates decreased significantly (events: -48%, unique delegates: -35%, delegate days: -38% vs. Q1 2023). This is likely attributed to a drop in smaller events as the number of events dropped significantly stronger than the number of delegates. **In Quarter 1 of 2024**, Waikato’s Business Events sector held 72 events, hosting 11,200 delegates which equated to 15,200 delegate days. Overall, Waikato achieved 6% market share of events in NZ. **Over the past 12 months**, Waikato hosted 9% of NZ events, 653 events in total. These events hosted 88,400 delegates, 7% market share.

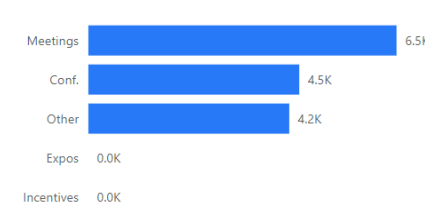
Business Events by Type - Q1 2024



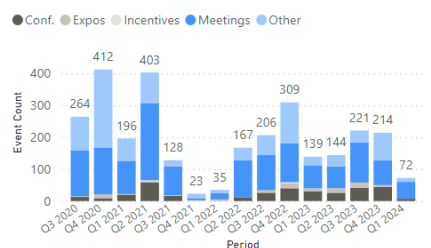
Delegates by Event Type - Q1 2024



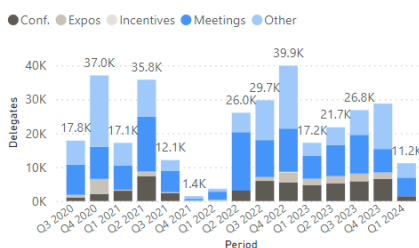
Delegate Days by Event Type - Q1 2024



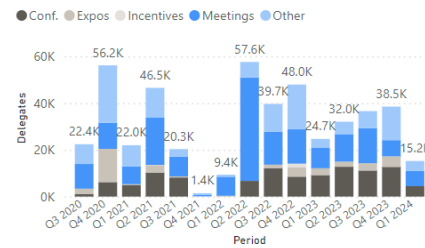
Business Events by Type - All Periods



Delegates by Event Type - All Periods



Delegate Days by Event Type - All Periods

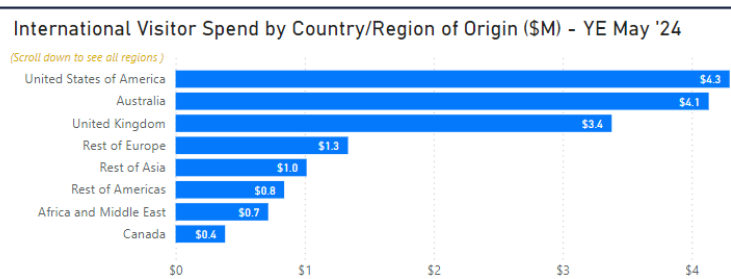
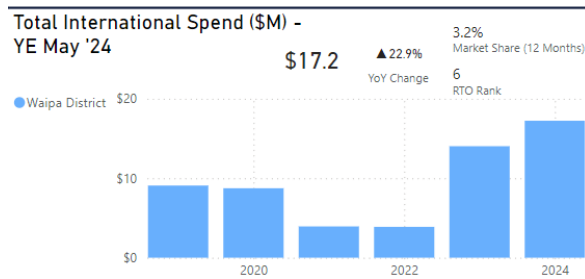
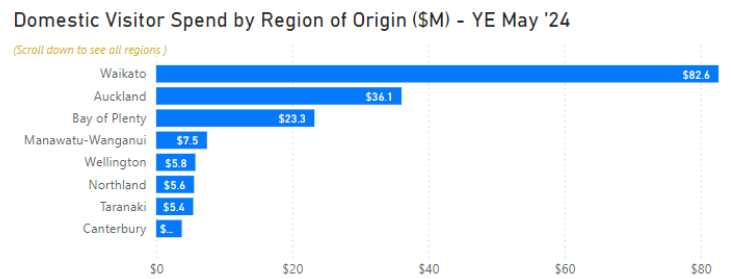
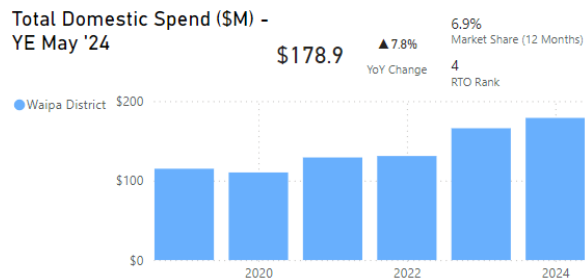




Visitor expenditure in Waipā

Domestic Spend: Visitors contributed \$178.9m towards the Waipā district economy year end May 2024, reflecting a 7.8% increase compared to same period last year. Overall, the region secured the 4th highest position among all 31 RTOs in terms of TECT spend. Visitors from Waikato, Auckland, and Bay of Plenty contributed the most to Waipā’s domestic visitor spend.

International Spend: Visitors contributed 17.2m to Waipā’s economy year end May 2024, a 22.9% increase compared to the same time last year. This positive trend positions the region ranking 6th out of all 31 RTOs in terms of TECT spend.



Commercial accommodation in Waipā

The Waipā District saw 199,700 guest nights generated by 101,500 visitor arrivals year end May 2024 (averaging two nights per stay). International visitors comprised 14% of the total. Occupancy rates dipped slightly below the national average of 55.1%, settling at 49.7% year end, and 37% for the month of May 24, as the region transitioned into the quieter season

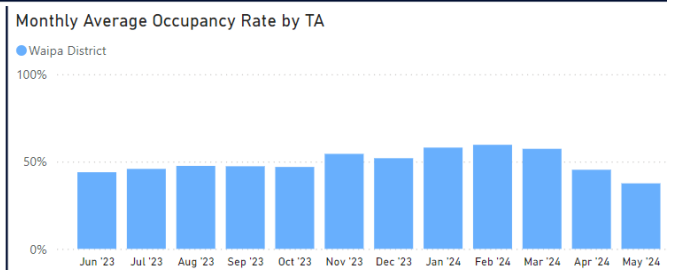
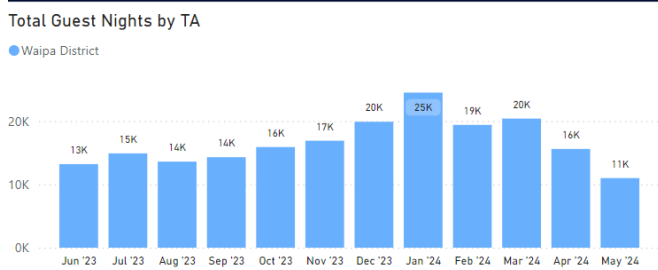
Select RTO: Waikato | Select TA: Waipā District

6.1K Total Guest Arrivals ▼-29.9% Guest Arrivals MoM Change ▼-1.6% Guest Arrivals YoY Change

11.0K Total Guest Nights ▼-29.5% Guest Nights MoM Change ▼-10.6% Guest Nights YoY Change

13.6% % Guest Nights Intl.

37.7% Occupancy ▼-17.2% Occupancy MoM Change ▼-10.5% Occupancy YoY Change



1 – StatsNZ International Visitor Arrivals covers the number and characteristics of overseas visitors and New Zealand resident travellers (short-term movements) entering or leaving New Zealand. 2 – HWT Insights Dashboard is produced and monitored by Vistr Limited on behalf of HWT. Datasets are sourced and aggregated by Vistr from a number of industry standard sources along Vistr’s proprietary datasets. 3 - Employment data of select tourism industries is used as an economic indicator of tourism’s contribution to the regional economy. The data represents employment in select tourism industries, but not overall tourism employment. The number of filled jobs and the amount of employment earnings is presented by select tourism industries - Accommodation and Food and Beverage Services; Activity, Travel and Tour Services; Transport Services. 4 – The Tourism Electronic Card Transactions (TECTs) were established by MBIE as an interim replacement for the MRTEs. The MRTE series was disrupted by COVID-19, as the methodology for weighting the measured electronic card transaction spend up to the whole of industry spend became unusable. The TECTs instead aim to present the measured electronic card transactions (ECT) attributable to tourism but without any attempt to represent the total spend. This method is considered to be the best way to provide spend data to the industry while travel is severely affected by COVID-19 border restrictions. Users need to be aware of the limitations of this approach, as set out in this notice. 5 – Commercial accommodation data is based on the accommodation data programme which has varying levels of coverage both region by region and month by month. Hence all figures should be read as “figures from participating venues” as opposed to absolute. STR figures come from AirDNA were supplied or AIC data. 6 – The Business Events Data Plan (BEDP) is provided by Fresh Info. BEDP was co-funded by RTNZ and MBIE, with RTOs contributing annually for access. As per the ADP, venues are not obliged to provide their data.



Leisure, Media and Trade Marketing

BRAND
POSITIONING

TARGET
MARKETS

ATTITUDES

MARKETING &
PROMOTION
(awareness)

Domestic Campaigns

Matariki 2023

- Through June-July 2023 HWT were in market to promote visiting the Waikato during our newest public holiday and long weekend and throughout the period of Matariki.
- This campaign profiled experiences, accommodation and activities as well as all the fantastic events that took place through Matariki ki Waikato including a number of paid and free events. Working in partnership with Matariki ki Waikato activity targeted Waikato residents and key drive markets via digital channels, a printed supplement and print ads.
- This 2023 activity was primarily funded by central Government funding before the funding period ended. Future Matariki activity will be reduced.

Winter Warmers Campaign 2023 & 2024

- To encourage travel to the Waikato over the winter period, we ran two mini 'Waikato Winter Warmers' campaigns in August 2023 & June 2024, highlighting relaxing, indulgent winter escapes.
- The campaign targeted key drive markets, Auckland, Bay of Plenty and Taranaki, and reminded travellers that there is still plenty of ways to enjoy time in the Waikato over the winter period despite the cooler weather.

Hamilton – Christchurch Campaign

- Alongside Hamilton Airport and Air New Zealand we collaborated on a campaign to highlight the Christchurch to Hamilton route. This campaign was designed to encourage leisure travel to the Waikato, increase patronage on the Christchurch to Hamilton services and highlight what the Waikato has to offer leisure visitors.
- A series of out-of-home ads ran at Christchurch Airport and across Christchurch CBD with supporting digital ads on the NZ Herald site in September and early October.

Berry Campaign

- Identified as an opportunity in our Food & Beverage Development Plan, the Waikato is one of the largest berry growing regions in the country. There is also a growing trend regarding provenance and farm related experiences.
- A small campaign highlighting this was undertaken in Nov-Dec across Facebook to Waikato residents to build knowledge of what's available here including PYO locations, dining establishments featuring berries on the menu, real fruit ice cream purveyors and fresh local berry retailers.
- This 2023 activity was primarily funded by STAPP funding before the funding period ended. Future Berry campaign activity will be reduced.

Always on Facebook

- Alongside our impact marketing campaigns, we continue to run a series of ads across Facebook and Google on an ongoing 'always on' basis.
- This ongoing activity has ads designed for a local Waikato audience as well as visitors from key drive and fly markets.
- The focus of ads is based around walking, experiences, cycling, food and events and features our HWT partners throughout.
- Matariki 2024 and Matariki ki Waikato was also featured as part of the always-on suite of online ads during June 24.



Summer Magic Campaign

- Our Summer campaign – aimed at encouraging travel to the Waikato over the months of late January– March/April launched in mid-January.
- Targeting key drive and fly markets, Auckland, Bay of Plenty, Central North Island, Wellington and Christchurch, the campaign reminds travellers that there is plenty to do in the Waikato including a great line-up of events over the summer season.

Summer Events Guide

- As in previous years, we created a Summer Events Guide for 2024.
- This 2-page print supplement highlighted the key events throughout the region during January - April. Targeting our Waikato locals, this guide was inserted into the Waikato Times, Waikato Herald, Hamilton Press, Piako Post and Cambridge Edition on 26 January.
- We also published the digital version on our website as well as promotion on social media.

Chinese New Zealanders Chinese New Year

- HWT undertakes year-round digital marketing activity through Weibo, Little Red Book and Facebook to encourage visitation the Waikato by the Chinese New Zealanders community.
- Specific campaigns for Chinese New Year was also undertaken, with a focus on the Auckland market, to promote exploring the Waikato during this time period around the themes of family time, nature/seasonality, events and food.

Visitor Guide

- The 2024 Official Regional Visitor Guide was launched in December. The Guide contains a Waipā section and includes editorial content and advertisers. 60,000 copies will be distributed throughout the calendar year.

International travel trade

- 1,874 travel trade have been trained during the year including through in-market visits and Tourism New Zealand roadshows to countries such as Australia, America, England and Singapore, online presentations and webinars and key trade events such as eXplore and TRENZ. 146 travel sellers have also famil'ed the region from the following markets: North America, UK/Germany, Southeast Asia, Japan, Australia.
- In total 2,020 global travel sellers have been educated about/experienced what the Waikato has to offer to international travellers.

Media & PR

- Over 9 million people were reached through HWT PR/Media activity during the year including outlets such as Kia Ora, Cuisine, NZ Herald, Stuff, Escape (AU) and Malaysian Influencers.

Tiaki in Waitomo & Tiaki in Kirikiriroa Initiatives

Tiaki in Waitomo was launched in October 2023 and Tiaki in Kirikiriroa was launched in June 2024.

- The initiatives shine a light on the ability of tourism to make a meaningful and positive contribution to the environment, community wellbeing and cultural storytelling, as well as the economy.
- They explore the important mahi (work) being undertaken by tourism operators in both destinations to ensure the experiences they offer actively care for people and place, through a series of engaging videos and articles and 'how to' resources. By showcasing these stories and sharing the advice and tools developed, we aim to help inspire other locals, manuhiri (visitors) and industry alike to embrace Tiaki.



Online activities

- Waikatoz.com has been refreshed and new content added.
- Waipā was profiled through HWT's various social media channels including: Te Awa River Ride, Cambridge, Lake Karapiro, Lake Te Koo Utu, Gallagher Bike Skills Park, Grassroots Trust Velodrome, Te Miro Mountain Bike Park, Matariki Events, Parks and Walks in Waipā x 12, Sanctuary Mountain Maungatautari, Jet Park Hamilton Airport, Christmas Events, NZMCA Motorhome, Caravan & Leisure Show, The Great Kiwi Summer Festival, Sika Show - Hunting & Outdoor Expo, NZDBA Dragon Boat Nationals, Te Awamutu Annual Craft Fair, National Fieldays, Events in Waipā x 27, Te Awamutu, The TreeChurch, Lake Karapiro.
- Quarterly e-newsletters were distributed to our consumer, trade and media databases featuring: Takapoto Estate, Camjet, Riverside Adventures, Te Awa River Ride, Lake Karapiro, Alpino Cambridge, Mystery Creek Events Centre, The Good Life Retreat, Lake Te Koo Utu, Hidden Lake Hotel and Apartments, The Clements Hotel, Cambridge town, Kaipaki Sunflowers, Christmas events and Events in Waipā x 11, Sanctuary Mountain Maungatautari, Hamilton Airport, Helicorp, JetPark Hotel Hamilton, Cambridge Raceway, Podium Lodge.
- Waipā was profiled through HWT's Weibo and Little Red Book Chinese social media channels featuring: Oar and Paddle, Hidden Lake Hotel and Apartments, Lake Te Koo Utu, Cambridge, Grassroots Trust Velodrome, Café Irresistible at Monavale Blueberries, Propeller Airport Café.



Events and Incentives



Business Events

We assisted with 20 regional conference bids over the last financial year with two of these being international conference bids, one of which we won. In totality, Waikato won ten regional bids, lost nine and have one still pending. We worked on 55 service requests for event professionals around Aotearoa and conducted four regional bespoke site visits each spanning over one to two days. We ran 4 buyer famils, one of these being a regional group famil, and were involved in two additional international Tourism New Zealand business event famils.

We attended nine tradeshows over the year, showcasing the Waikato as a business events destination of choice to New Zealand and Australian buyers. These events included Office PA Planner Show, AuSAE Linc Conference, Corporate PA Summit, Business Events Expo, Association Event Managers Conference, MEETINGS, AIME, AuSAE IF and Association X.

AuSAE Linc Conference was held in Hamilton 10-12 September 2023 which saw just over 100 Association executives’ event and explore in our region. Forty-one delegates partook in one of the three pre-Conference famil activity options hosted by convention bureau. Alongside six of our partners we hosted our annual Wellington Soiree in November at Flamingo Joes on Wellington waterfront. This saw us provide an opportunity for our region to network and do business with 31 Wellington based event professionals. We jointly hosted a dinner for Christchurch based PCOs and had sales calls in Wellington and Christchurch. Jointly with industry we hosted local event professionals at the Hamilton Arts Festival and a University of Waikato academic’s lunch. Internally, with our HWT marketing team, we hosted four HWT Partner breakfasts over the course of the year.

We ran an ‘always on’ and retargeting business events online campaigns and distributed three industry e-dm to our international and national database of 2,945 event professionals. We took advertorial space in Waikato Business News Publication in August and November 2023 talking to our local Waikato business events audience and had a regional feature in Meeting Newz, New Zealand’s leading business events publication.

Thermal Explorer Regional Events Fund

The four regions of the Thermal Explorer Highway collective including Waikato, Rotorua, Taupō and Ruapehu were approved \$3.75 million for regional events in December 2020. The Regional Tourism Organisations (RTOs), alongside their council partners, developed a collaborative regional events investment plan to drive additional domestic visitation into their regions. The funding is available for activity through until June 2025.

Hamilton & Waikato Tourism were selected as the Lead Entity for the Regional Events Fund across the four regions. The collaboration between Waikato, Rotorua, Taupō and Ruapehu has led to a strong and compelling event proposition for our four regions.

Sixteen funded events were held across the Waikato region from end of June 2023 to start of July 2024.

With capability building, connection and storytelling being the focus this year, the Panel ran their second and third series of ‘Roadshow’ workshops in Spring 2023 and Autumn 2024. Each roadshow took place in each of the four regions with focus on Sponsorship, Funding and Event Marketing and Event Measurement and Strategic Growth Planning respectively. 40 events people completed the St Johns Mental Health First Aid Course with REF covering the cost of this. The first two event Case Studies of four scheduled were completed as were four e-newsletters. REF was approached by NZEA to lead a webinar to councils and RTOs across the country sharing the ThermEX REF journey as a successful example of IMA funding at the time the government’s new REPF funding was released.

Hamilton & Waikato Tourism

Development and support



Regenerative Tourism

We have introduced a Regenerative tourism section of waikatonz.com for operators, providing advice and resources to assist operators on their journey. Online tools on website include:

- Everyday Sustainability video series
 - Reducing Waste
 - Sustainable Food
 - Protecting Nature
 - Supporting Communities
- Tiaki Promise in Waitomo Case studies
- Mighty Waikato Sustainability Quick-start Guide
- The most recent resource developed includes a range of tools to help businesses integrate Tiaki easily into their operations and share care for people and place messaging with their manuhiri (visitors) including Tiaki in Kirikiriroa case studies, a helpful How-To Guide and informative bite-sized videos

Data, Research & Analysis

HWT have officially launched the public facing Waikato Destination Insights Dashboard. This interactive dashboard, powered by Vistr Destination Intelligence, is designed to empower the tourism sector with valuable data and trends.

HWT continues to provide bi-monthly district Insights reports, providing up to date insights around visitation, expenditure, economic indicators, accommodation and business events.

Capability Building for the Industry

The team have provided a variety of support services to our tourism operators. This support has been through attendance at capability building workshops and events, newly developed online tools on our website and by one-on-one support with the HWT team.

The Industry section on our website provides access to the latest news, industry events, and business support and tools. Most recently added resources include:

- A series of videos on:
 - Value Proposition – Making Your Business Stand Out
 - Successful Product Pricing
 - Understanding Commissions & integrating Them into Your Pricing
 - Product Booking Systems
- How to make the most of Tourism New Zealand
- Qualmark

HWT hosted two online capability building webinars, including:

- Google Analytics on 18 July 2023 for 38 registered attendees
- AI tools for tourism business on 21 August 2023 for 52 registered attendees



Specific Waipā operators benefited from one-on-one visits/support, include:

- Takapoto Estate
- Ariki Lake House
- Cambridge Chamber of Commerce
- Sam Hewitt – Property Development
- Cambridge Distillery Co
- Puniu River Care Inc
- Destination Cambridge
- Clements Hotel Development
- Mainstream Green
- Lakeview Lodge

HWT hosted a custom designed Ambassador Workshop specifically for the I-Site staff on Thursday 9 November 2023 at the Waikato Museum. The content encompassed multiple districts including Hamilton City, Matamata-Piako, Waipā, Ōtorohanga, Waitomo and Waikato Districts. I-Site staff were also taken on a personal guided tour around Waikato Museum exhibits that related to the material shared within the workshop.

HWT hosted two successful Tourism Industry Symposiums:

- The first, held on 15 November 2023, at the Red Barn in Karapiro, drew 81 attendees who learned from industry experts at HWT, Aotearoa Circle, and Tourism New Zealand. This event, showcasing new regional offerings like the Made, Pōkeno Whisky, and the Ōtorohanga Kiwi House redevelopment, concluded with complimentary drinks and networking. To ensure attendee commitment and cover catering costs, a new attendance fee was implemented for the first time, receiving positive feedback with steady attendance and no negative comments.
- Building on this success, the HWT held another Symposium on 20 April 2024, at Novotel Tainui in Hamilton City. This event attracted 104 registrations and featured keynote speakers from industry leaders Rebecca Ingram (Tourism Industry Aotearoa), Billie Moore (NZ Airports Association), and Kiri Goulter (Regional Tourism New Zealand). Registrants also gained insights into exciting new regional offerings, with presentations from Waikato Regional Theatre, Te Puna Wai Tours, and Clements Hotel Development.

CONCLUSION

During the coming new financial year, we will be adjusting our work to align to reduced funding levels.

On behalf of the board and management of Hamilton & Waikato Tourism, we thank Waipā District Council, our local government partners and the industry for their continued partnership. Your proactive support has been appreciated by the tourism sector and our communities.

Nicola Greenwell

General Manager
Hamilton & Waikato Tourism
21 August 2024



APPENDIX 1

Marketing activity for Waipā

A summary of specific media, trade and leisure marketing for Waipā is detailed below:

Target market	Campaign or activity	Waipā experiences profiled
Media – domestic & international famils + coverage	<p>Media coverage, hosting and famils profiling Waipā:</p> <ul style="list-style-type: none"> • Our New Zealand magazine • Qualmark regional highlight • AU Broadcast, Roads Less Travelled • Bare Kiwi • Malaysian Influencer • Kia Ora Magazine • Stuff.co.nz • NZ Herald • Waikato Herald • Motorhomes, Caravans & Destinations Magazine • Fashion Quarterly • AU Women's Weekly 	<p>Hidden Lake Hotel, Alpino Cambridge, Te Awa River Ride, Riverside Adventures (Te Awa River Ride packages, cycle hire and shuttles), Podium Lodge, Te Awa – The Great NZ River Ride, Pirongia, Sanctuary Mountain Maungatautari, Cambridge Top 10 Holiday Park, Lake Te Koo Utu, National Fieldays, The Chillie House, Paddock Cambridge, Koi Cambridge, Hanoi Boy, Alpha Street Kitchen Bar, Cambridge, Cambridge Distillery, Homebrew, Pijjas, St Kilda Berry Farm, Lake Karapiro, Podium Lodge.</p>
Travel Trade – training & events	<p>International trade events and webinars profiling/attended by Waikato:</p> <ul style="list-style-type: none"> • Tourism NZ SEA Roadshow • ECNI North America Roadshow • Tourism NZ North America Roadshow • Tourism NZ UK/Europe Roadshow • ECNI UK/Europe Sales Calls • Tourism NZ North America North Island Webinar • Tourism NZ Korean Agents Event • Central North Island AU sales calls • ITO/RTO Event • Australia & New Zealand Holidays Webinar • ECNI eXplore Show • TRENZ 	<p>Trade-ready products: Sanctuary Mountain Maungatautari, Hidden Lake Hotel, Rural Tours, Podium Lodge, Camjet, Helicorp, JetPark Hamilton, Riverside Adventures (Te Awa River Ride packages, cycle hire and shuttles), Takapoto Estate.</p>
Travel Trade – famil hosting	<p>Hosted in region:</p> <ul style="list-style-type: none"> • ID Tours • General Travel • GSN Pacific • Live It Up Lifestyle Adventures • Go Way • TNZ SEA Agents • Delta Vacations/ ANZCRO • Travelmore (TRENZ famil) • Trilogy (TRENZ famil) • TNZ Japan (TRENZ famil) • NZ Fine Touring • Down Under Answers Travel Group ECNI • Trailfinders 	<p>Trade-ready products: Riverside Adventures (Te Awa River Ride packages, cycle hire and shuttles), Hidden Lake Hotel, Sanctuary Mountain Maungatautari, Monavale Blueberries, JetPark Hamilton Hotel, Rural Tours, Takapoto Estate.</p>

Hamilton & Waikato Tourism

Domestic consumer -Local, Hamilton & Waikato	<ul style="list-style-type: none"> • Matariki 2023 - July 2023 • Always On Facebook • Always On Search • Summer Events Guide • Berry Month • Waikato to Taranaki Way • Matariki June 2024 	Sanctuary Mountain Maungatautari, Hidden Lake Hotel, Te Awa – The Great NZ River Ride, Te Miro Mountain Bike Park, Grassroots Trust Velodrome, Berry Picking, Hamilton Airport, Cambridge township, Lake Karapiro, Camjet, Alpino, Punnet, National Fieldays, Monavale Blueberries, Matariki events 2024, Riverside Adventures (Te Awa River Ride packages, cycle hire and shuttles), Alphra Lavenda, Maungakawa Scenic Reserve, New Zealand Cheese Festival, Mystery Creek Festival of Polo, Meatstock, Takapoto Classic, Long Course Weekend.
Domestic consumer - External Drive & Fly Markets	<ul style="list-style-type: none"> • Winter Warmers • Always On Facebook • Hamilton – Christchurch Campaign • Summer Magic 	Sanctuary Mountain Maungatautari, Hidden Lake Hotel, Te Awa – The Great NZ River Ride, Te Miro Mountain Bike Park, Grassroots Trust Velodrome, Berry Picking, Hamilton Airport, Cambridge township, Lake Karapiro, Camjet, Alpino, Punnet, National Fieldays, Monavale Blueberries, Matariki events 2024, Riverside Adventures (Te Awa River Ride packages, cycle hire and shuttles), Alphra Lavenda, Oar and Paddle.
Domestic consumer – Chinese New Zealanders	Ongoing campaign activity has continued through our Weibo social media channel, blogs, community forums etc	Oar and Paddle, Hidden Lake Hotel and Apartments, Lake Te Koo Utu, Hanlin Road Cambridge, Grassroots Trust Velodrome, Café Irresistible at Monavale Blueberries, JetPark Hotel Hamilton, Podium Lodge, Alphra Lavendar, Sanctuary Mountain Maungatautari, Propeller Airport Café.
Domestic & International consumer	2024 Hamilton & Waikato Regional Visitor Guide	Waipā profiled in ‘Regional Highlights’ section and ‘Cambridge’ and ‘Te Awamutu’ sections. Waipa based tourism operators advertised in their respective sections. Events based in Waipa have also been profiled in the ‘Events’ section
Domestic & international consumer, travel trade and media	Quarterly e-newsletters distributed to our consumer, trade and media databases featuring: Takapoto Estate, Camjet, Riverside Adventures, Te Awa River Ride, Lake Karapiro, Alpino Restaurant, Mystery Creek Festival of Polo, The Good Life Retreat, Lake Te Koo Utu, Hidden Lake Hotel and Apartments, The Clements Hotel, Cambridge Town, Kaipaki Sunflowers, Christmas Events, Festival One, The Great Kiwi Summer Festival 2023, Sika Show, Mystery Creek Events Centre, Grins Night of Champions, Cambridge Raceway, Long Course Weekend, National Fieldays 2024, Podium Lodge, Matariki Weekend Camjet Boat Tour, NZ Boat, Fish & Dive Expo, Takapoto Classic Event, The Great Kiwi Summer Festival 2024, Sanctuary Mountain Maungatautari, Hamilton Airport, Helicorp, NZDBA Dragon Boat Nationals, JetPark Hotel Hamilton.	
Domestic & International consumer	Wāipa profiled through HWT’s website and various social profiles including Facebook, Instagram, Twitter & YouTube, including: Maungakawa Scenic Reserve, Te Awa River Ride, Cambridge, Lake Karapiro, Lake Te Koo Utu, Gallagher Bike Skills Park, Grassroots Trust Velodrome, Te Miro Mountain Bike Park, Camjet, Takapoto Estate, Riverside Adventures Bike Shop, Cambridge Museum, Walk of Fame Cambridge, Cambridge Farmers' Market, Yarndley’s Bush, Sanctuary Mountain Maungatautari, Kakepuku Mountain, Kakepuku Historic Reserve, Sanctuary Mountain Maungatautari Ancient Forest Guided Walk, Lake Ngaroto, Kakepuku Mountain Track, Mt Pirongia Forest Park, Jet Park Hamilton, Rotopiko Wetland Discovery Trail, Mt Pirongia, The TreeChurch, Kaipaki Sunflowers Farm, Te Awamutu, Hidden Lake Hotel and Apartments, Podium Lodge, Hamilton Airport Events featured on social media: Matariki Events, Musica Con Fusion, Ride the Raceway 2023, FYI Craft Show, The Great Kiwi Summer Festival, Cambridge Christmas Festival, Cambridge Christmas Parade, Waka Ama National Sprint Championships, Festival One, Takapoto Classic 2024, Track, National Championships, Cambridge Autumn Festival, Grins Night of Champions, Winter Showjumping at Takapoto Estate, Te Awamutu Comedy Club, Te Awamutu Annual Craft Fair, The, Extravaganza Fair Summer Tour, Tui And Tama Eco Expo, Ukulele Jam in the Park 2024, NZMCA Motorhome, Caravan & Leisure Show, Orchids & More, Sika Show - Hunting & Outdoor Expo, Autorama 2023, Pirongia Christmas Market, Te Awamutu Gypsy Fair 2024, Mystery Creek Festival of Polo, Waikato Westpac Rescue Helicopter Open Day, Run the Runway, A Good Life for Horses Conference, NZDBA Dragon Boat Nationals, Long Course Weekend, The NZMCA Motorhome, Caravan & Leisure Show, Sanctuary Mountain Maungatautari Gala Dinner, National Fieldays.	

Hamilton & Waikato Tourism

Waikato NZ
Published by November 7, 2022

Known as the 'town of roses', Te Awamutu is full of hidden gems to discover - from the town's famous Rose Gardens and fields of lavender to Te Ara Wai Journeys, wetland walks, museum exhibitions, a high-quality provincial cinema and much more. There are eateries and bars, and nearby Sanctuary Mountain Maungatautari is a major drawcard too.

Not to miss:

- Sanctuary Mountain Maungatautari
- Te Ara Wai Journeys
- Te Awamutu Rose Gardens
- Te Awamutu Space Centre
- Lake Ngaroto and Lake Serpentine
- Alpha Lavender
- Regent Theatre
- Pick Your Own Blueberries

Explore Te Awamutu here: <http://bit.ly/3haEnyk>



WAIKATONZ.COM
Explore Te Awamutu
Attractions in and around the small township include something for...

Instagram

waikatonz.com
Alpha Lavender

waikatonz.com 📍 Alpha Lavender, Te Awamutu
Life is more beautiful with lavender 🌸💜... more

The Waikato Waikato

Te Ara Wai Journeys

The Ara Wai Journeys is a free, self-guided tour of culturally significant sites throughout the Waikato District. Discover stories of local and national importance, and four unique locations linked by local rivers.

The stories of the Waikato are woven into the fabric of the region, and appreciated through the Te Ara Wai Journeys, a free self-guided tour of culturally significant sites throughout the Waikato.

Discover the Waikato's rich history, culture, and landscape through the Te Ara Wai Journeys. This self-guided tour offers a unique perspective on the region's heritage and natural beauty.

Culture and Heritage
Discover the Waikato's rich history, culture, and landscape through the Te Ara Wai Journeys. This self-guided tour offers a unique perspective on the region's heritage and natural beauty.

Start your journey at www.waikato.co.nz

Instagram

waikatonz.com
Cambridge, New Zealand

waikatonz.com 📍 Cambridge, Waipā, New Zealand
We couldn't let this magnificent sunrise shot go ... more

Instagram

waikatonz.com
Sanctuary Mountain Maungatautari

waikatonz.com 📍 Sanctuary Mountain Maungatautari, New Zealand... more



Event activity for Waipa District

A summary of specific event activities for Waipa is detailed below:

Target market	Campaign or activity	Waipa experiences profiled
Business Events - Famils & Hosting	Business events have hosted the following: <ul style="list-style-type: none"> • Wellington Soiree • Christchurch buyers' dinner • Regional Famil • AuSAE Linc Conference – host region • AuSAE Linc famils <ul style="list-style-type: none"> ○ Cycling Te Awa River Ride ○ Hobbiton Movie Set ○ Hamilton Gardens • Hamilton Arts Festival local hosting • Buyers' dinner at Meetings 2024 • 4x partner breakfasts • Regional networking drinks WLG • Anaesthetist Conference site visit • Tom, Dick & Harry site visit • NZ Airports Hui site visit • Occupational Therapy site visit • 2 TNZ pre-MEETINGS BE famils • Open spaces forum 	Jet Park Hotel Hamilton, Mystery Creek Events Centre, Riverside Adventures, Grassroots Trust Velodrome, Sir Don Rowlands Centre, Waipa District Council
Business Events- Attended Events	Events we have attended to promote the region: <ul style="list-style-type: none"> • Meetings 2024 • Association X • AuSAE Linc • AuSAE IF • Office & PA Show • Corporate PA Summit • BE Expo • Event Managers Conference (Associations) • AIME • AuSAE networking lunches AKL, WLG 	Jet Park Hotel Hamilton, Hamilton Airport, Sir Don Rowlands Centre, Riverside Adventures, Hidden Lake Hotel, Cambridge Raceway, Grassroots Trust Velodrome, Clearways, Takapoto Estate, Mystery Creek Events Centre, Podium Lodge
Business Events - Marketing Activity	Business Events have marketed the region in collateral as follows: <ul style="list-style-type: none"> • 2 x Waikato Business news adverts • Always on campaign • Retargeting campaign • Meeting news regional feature • 3 x EDM • 3 x seasonal features BEIA website • New regional moving footage • Event organiser e-toolkit 	Jet Park Hotel Hamilton, Hamilton Airport, Sir Don Rowlands Centre, Riverside Adventures, Hidden Lake Hotel, Cambridge Raceway, Grassroots Trust Velodrome, Clearways, Takapoto Estate, Mystery Creek Events Centre, Podium Lodge
Thermal Explorer Regional Events Fund - Activity	Capability building provided to Waikato, Rotorua, Taupō & Ruapehu regions via REF: <ul style="list-style-type: none"> • Sept-Oct 2023 roadshow • March 2024 roadshow • St Johns online mental first aid course (40pax) • 4 x e-dms • 1 x Waikato case study – Sika Show • NZEA webinar - hosted 	Frankly Done, Events Collective, BMX World Cup, Great Kiwi Summer Festival, Sika Show, Waipa District Council, NZ National Fieldays Society Inc, Big Bike Film Night, Cambridge Raceway, Grassroots Trust Velodrome, Takapoto Estate



Thermal Explorer Regional Events Fund – Funded Events	<p>Event funding provided to Waikato events:</p> <ul style="list-style-type: none"> • July 2023: PENZ Taka & EONZ kanohi ki te kanohi • August 2023: New Zealand Darts Masters • September 2023: Waves Conference • October 2023: Olympic Weightlifting New Zealand National Championships New Zealand Fitness Festival Sika Show • November 2023: Waitomo Trail Run Future Roads Conference Autorama The Great Kiwi Summer Festival • February 2024: Z World Manu Championships Hamilton Arts Festival - Toi ora ki Kirikiriroa • March 2024: NZ Planning Institute Annual Conference The Middle-earth Halfling Marathon • April 2024: Aramex Kiwi Walk and Run Series (Hamilton Gardens) Long Course Weekend
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Development activity for Waipā

A summary of specific development and capability building activities for Waipā is detailed below:

Activity	Campaign or activity	Waipā experiences involved
Development Support	<p>There were several operator capability building workshops held during the FY:</p> <ul style="list-style-type: none"> • I-site specific Ambassador Programme • Google Analytics 4 Workshop • AI tools for tourism businesses Webinar • One-on-One Consultations with a Tourism Specialist • Everyday sustainability videos • Go With Tourism Careers Expo <p>The team have provided development support to operators within Waipā district.</p>	<p>Cambridge Distillery Co, Hidden Lake Hotel & Apartments, NZ National Fieldays Society, Mainstream Green, Resolution Retreat, Essene Country Lodge, Te Awamutu i-SITE, Cambridge i-SITE, Cambridge Raceway, Sanctuary Mountain Maungatautari, Destination Cambridge, Tree Church, Don Rowlands Centre, Jetpark Hamilton Airport Hotel, Hamilton Airport, Mystery Creek Event Centre, Narrows Park, Waipā District Council, Riverside Adventures, Grass Roots Trust Veladrome, Punnet, Lakeview Lodge Karapiro, Cambridge Top 10 Holiday Park, Marsden Hotel Group, Cambridge Mews, The Sculpture Park, The Good Life Retreat, Off The Beaten Track, Capstone Hotel Management, Clements Hotel,</p>
HWT held events	<p>HWT have held the following events for industry:</p> <ul style="list-style-type: none"> • 4 x HWT partner breakfasts • 2 X HWT Symposiums 	<p>Camjet, Matariki Motor Lodge, Cambridge Chamber of Commerce, Black Fox Creative, Mt Pirongia Guest House, Te Awamutu i-SITE, Cambridge i-SITE, Cambridge Raceway, Sanctuary Mountain Maungatautari, Ballygelvar, Destination Cambridge, Karapiro Vista, 3 Cowleigh BNB, L3 CTS Airline Academy, Berry View Cottage, Waipā District Council, Epworth Retreat & Recreation, Riverside Adventures, ForumPoint2 Conference Partners, Jet Park Hotel, Podium Lodge, Veladrome, Takapoto Estate, Mystery Creek Events Centre, Capstone Hotel Management, Clements Hotel, Ariki Lake House</p>



INFORMATION ONLY

To: The Chairperson and Members of the Finance and Corporate Committee
From: Financial Accountant
Subject: **Financial Report for the Period Ended 31 August 2024**
Meeting Date: 17 September 2024

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

The financial position for the period ended 31 August 2024 is detailed in Section 3 and the attached report.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Finance and Corporate Committee receive the report of Nada Milne, Financial Accountant, titled 'Financial Report for the period ended 31 August 2024' (ECM number 11296790).

3 COMMENTARY - KŌRERO

FINANCIAL RESULTS FOR AUGUST 2024

Total income and expenditure is currently at 15 per cent of full year forecast.

Development and reserve contributions of \$2.5 million have been received to date, which is 16 per cent of the forecast.

The table below summarises the operating revenue and expenditure for each significant activity:

Significant Activity	Operating Revenue			Operating Expenditure		
	Actuals '000	Forecast '000	Forecast %	Actuals '000	Forecast '000	Forecast %
Year to Date						
Governance	26	59	44%	1,733	11,101	16%
Planning & Regulatory	1,455	6,740	22%	2,021	13,698	15%
Community Services & Facilities	1,492	13,147	11%	6,727	42,417	16%
Transportation	115	14,542	1%	5,210	29,448	18%
Stormwater	5	24	21%	1,227	6,706	18%
Wastewater Treatment & Disposal	268	1,560	17%	2,092	17,391	12%
Water Treatment & Supply	2,538	19,147	13%	3,306	20,061	16%
Support Services	478	1,512	32%	4,227	23,860	18%

Overall, the gross revenue from Significant Activities is at 11% of the forecast.

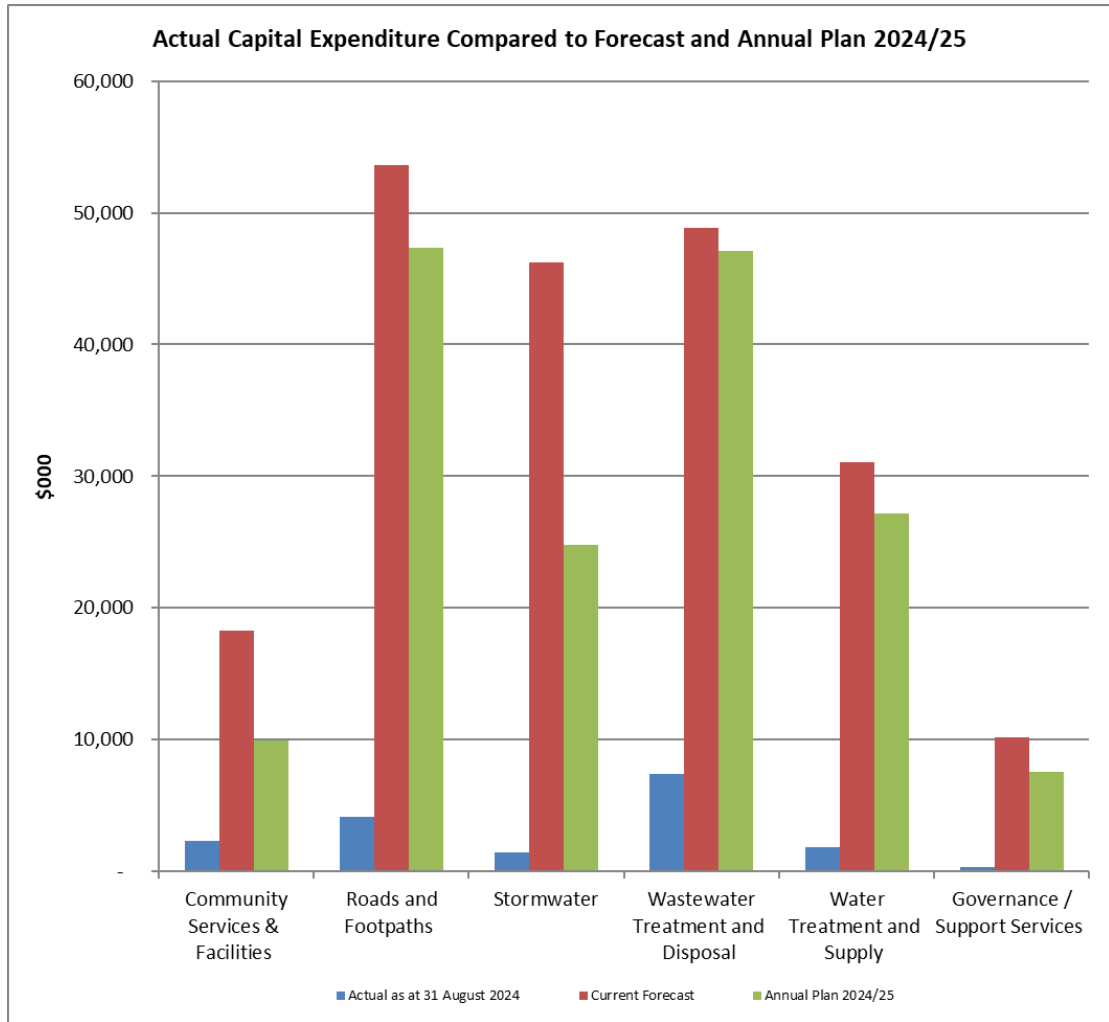
Overall, the gross expenditure from Significant Activities is 16% of forecast. Most of the activity expenditure results are generally slightly below or above the anticipated 17%.

CAPITAL EXPENDITURE

Capital expenditure to date is \$17.4 million which is 8% per cent of forecast.

A total of \$44.3 million was carried forward from the 2023/24 year to the current year to complete the 2023/24 contracts, largely due to developer or contractor delays. The Statement of Capital Expenditure in the appendix shows the amounts per activity area.

The capital forecast budget totals \$208.3 million. The graph below summarises the capital expenditure for each significant activity.

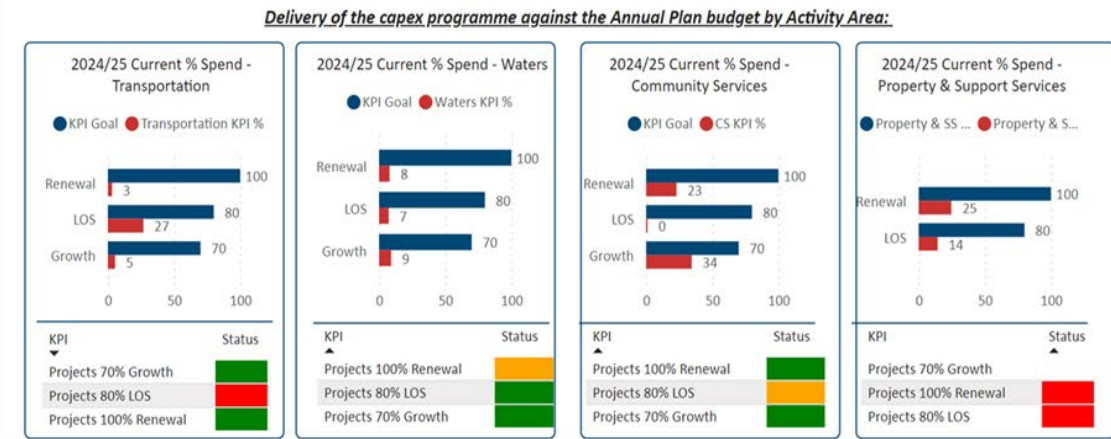
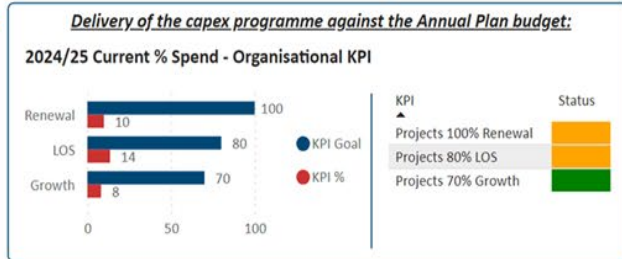
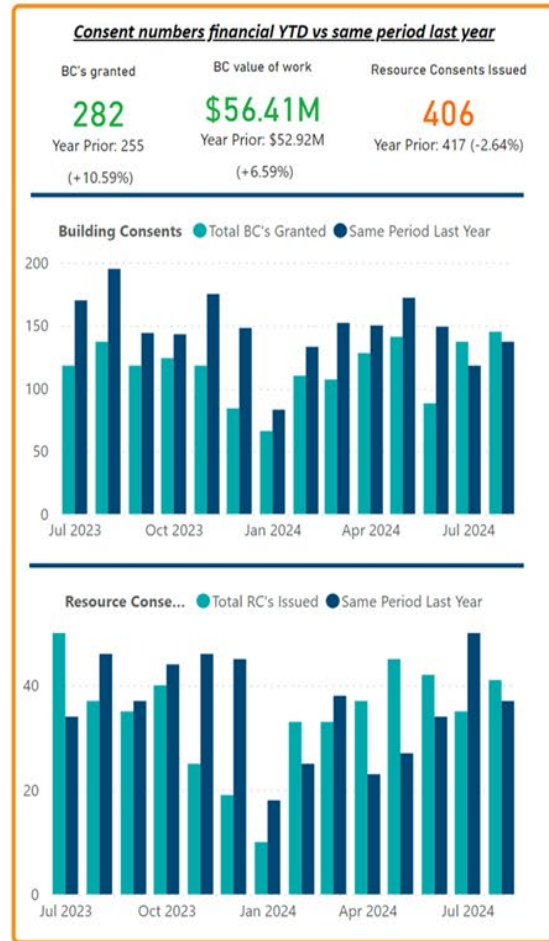


BUDGET CHANGES REQUIRING APPROVAL

There are no budget changes requiring approval this month.

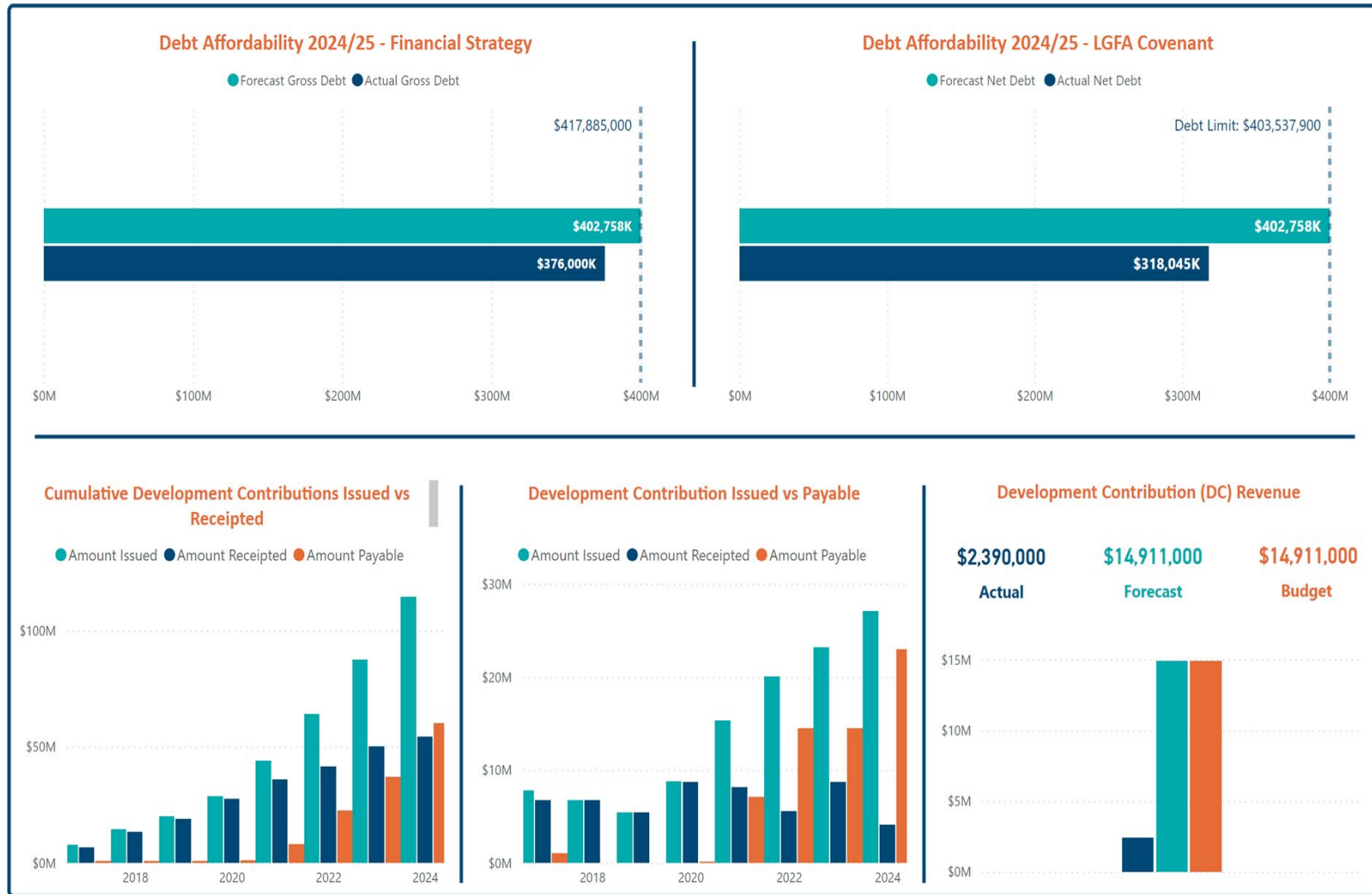
Key Risk Indicator Report to 31 August 2024

Status = Not started - On track - Off track - At risk - Complete



Status: On Track >= 100% of target || At Risk 80-99% of target || Off Track <79% of target





RATES STATUS

Rates of \$96.3 million (GST inclusive) have been set for the year. The attached report summarises the position in relation to the collection of rates. The amount outstanding from prior years is \$775,000.

There is a balance outstanding of \$1.9 million for the current year after billing of the first instalment which was due for payment on 21 August 2024.

WATER RATES STATUS

Water Rates of \$3.1 million (GST exclusive) have been invoiced for the year. The attached report summarises the position in relation to the collection of water rates.

The amount outstanding is \$1.89 million. There have been prepayments of \$189,000 leaving a total amount owing of \$1.7 million.

9 APPENDIX - ĀPITITANGA

No:	Appendix Title
1	Financial Reports for August 2024



Nada Milne
FINANCIAL ACCOUNTANT



Reviewed by Jolanda Hechter
MANAGER FINANCE



Approved by Georgina Knapp
ACTING GROUP MANAGER BUSINESS SUPPORT

APPENDIX 1

Financial Reports for August

	Notes	2024/25		2024/25		2024/25		Budget	Budget	Budget	2023/24
		Actual	Forecast	Forecast	Budget	Variance	Variance	Variance	2023/24		
		\$000	\$000	%	\$000	from 23/24	Reported	This Period	Last Year		
OPERATING INCOME											
Rates, excluding targeted water supply rates		13,718	81,714	17%	81,714	-	-	-	11,861		
Fees, charges, and targeted rates for water supply		5,950	32,533	18%	32,533	-	-	-	4,350		
Reserve contributions		124	1,342	9%	1,342	-	-	-	165		
Development contributions		2,390	14,911	16%	14,911	-	-	-	1,427		
Gain on revaluation of investment properties & forestry		-	450	0%	450	-	-	-	-		
Vested assets		1,673	11,300	15%	11,300	-	-	-	-		
Discovered assets		9	-	-	-	-	-	-	-		
Dividends		-	20	0%	20	-	-	-	-		
Finance income		515	499	103%	499	-	-	-	242		
Subsidies and Grants	1	400	23,958	2%	22,834	1,124	-	-	793		
Other revenue		105	427	25%	427	-	-	-	102		
Gain on swap derivative		-	-	-	-	-	-	-	-		
Total Operating Income		24,884	167,154	15%	166,030	1,124	-	-	18,940		
OPERATING EXPENDITURE											
Employee benefit expenses		6,024	38,609	16%	38,609	-	-	-	5,028		
Depreciation & amortisation		7,052	39,748	18%	39,748	-	-	-	6,375		
Other expenses	2	6,714	54,520	12%	52,733	1,788	-	-	5,299		
Finance costs		2,750	14,732	19%	14,732	-	-	-	1,550		
Loss on revaluation		-	-	-	-	-	-	-	-		
Loss on swap derivative		-	-	-	-	-	-	-	-		
Total Operating Expenditure		22,540	147,609	15%	145,822	1,788	-	-	18,252		
OPERATING SURPLUS		2,344	19,545	12%	20,208	(664)	-	-	688		
Other Comprehensive Income recognised directly in Equity											
Property Plant and Equipment											
Revaluation gains/(losses) taken to equity		-	125,372	0%	125,372	-	-	-	-		
Intangible Revaluation gains/(losses) taken to equity		-	-	-	-	-	-	-	-		
Investment Revaluation gains/(losses) taken to equity		-	-	-	-	-	-	-	-		
Cash flow hedges		-	-	-	-	-	-	-	-		
Total Other Comprehensive Income for the year		-	125,372	0%	125,372	-	-	-	-		
Total Comprehensive Income for the year		2,344	144,917	2%	145,580	(664)	-	-	688		

* Any Operating surpluses generally come from non-cash items. Council budgets for a general funds cash breakeven position.

1. Increase in subsidies and grant of \$1.1 million due to budget carried forward for the sale of assets.
2. Increase in other expenses of \$1.8 million due to unspent balances carried forward. This includes the unspent balances for Annual Plan & LTP Costs, Houchens Detention Ponds and Digital Roadmap Implementation.

**STATEMENT OF COST OF SERVICES
FOR THE PERIOD ENDED 31 August 2024**

	2024/25		2024/25		2024/25		Budget	Budget	Budget	2023/24
	Full Year		Full Year		Full Year		Variance	Variance	Variance	YTD
	Actual	Forecast	Forecast	Budget	Carryforward	Previously	This Period	Last Year		
	\$000	\$000	%	\$000	from 23/24	Reported	\$000	\$000	\$000	
Revenue										
Governance & Strategic Direction	26	59	44%	59	-	-	-	-	-	39
Planning and Regulatory	1,455	6,740	22%	6,740	-	-	-	-	-	893
Community Services and Facilities	1,203	11,754	10%	11,754	-	-	-	-	-	705
Forestry	-	-	-	-	-	-	-	-	-	233
Pensioner Housing & Own Your Own Housing	289	1,393	21%	1,393	-	-	-	-	-	255
Roads and Footpaths	115	14,542	1%	14,542	-	-	-	-	-	355
Stormwater	5	24	21%	24	-	-	-	-	-	7
Wastewater Treatment and Disposal	268	1,560	17%	1,560	-	-	-	-	-	177
Water Treatment and Supply	2,538	19,147	13%	19,147	-	-	-	-	-	2,186
Support Services	478	1,512	32%	388	-	-	-	-	-	386
GROSS REVENUE	6,377	56,731	11%	55,607	-	-	-	-	-	5,236
Less Internal Charges	(3,812)	(22,870)	17%	(22,870)	-	-	-	-	-	(3,245)
NET INCOME	2,565	33,861	8%	32,737	-	-	-	-	-	1,991
Expenditure										
Council & Committees	743	4,228	18%	4,206	22	-	-	-	-	662
Cambridge Community Board	42	318	13%	318	-	-	-	-	-	51
Te Awamutu Community Board	41	259	16%	259	-	-	-	-	-	39
Elections	6	53	11%	53	-	-	-	-	-	-
Community Grants	126	617	20%	582	35	-	-	-	-	164
Strategic Planning	321	2,649	12%	2,328	321	-	-	-	-	302
Community Relationships	454	2,977	15%	2,934	43	-	-	-	-	638
Resource Management	650	4,631	14%	4,631	-	-	-	-	-	698
Building Control	626	4,399	14%	4,399	-	-	-	-	-	538
Environmental Health	327	1,922	17%	1,922	-	-	-	-	-	226
Animal Control	193	1,244	16%	1,244	-	-	-	-	-	160
Development Engineering	225	1,502	15%	1,502	-	-	-	-	-	158
Parks and Reserves	1,492	11,504	13%	11,429	74	-	-	-	-	1,370
Karapiro Domain	351	2,421	14%	2,368	53	-	-	-	-	344
District Museums	248	1,778	14%	1,706	73	-	-	-	-	310
District Libraries	430	2,725	16%	2,725	-	-	-	-	-	406
District Pool Te Awamutu / Events Centre	556	2,753	20%	2,753	-	-	-	-	-	527
District Pool Cambridge	759	3,562	21%	3,562	-	-	-	-	-	707
Halls	220	1,341	16%	1,341	-	-	-	-	-	306
Heritage	38	210	18%	210	-	-	-	-	-	75
Cemeteries	75	650	12%	650	-	-	-	-	-	60
Public Toilets	118	1,087	11%	1,087	-	-	-	-	-	101
Properties	1,030	6,274	16%	6,203	70	-	-	-	-	760
Pensioner Housing & Own Your Own Housing	473	2,538	19%	2,538	-	-	-	-	-	474
Forestry	240	94	255%	94	-	-	-	-	-	20
Rural Fire/Civil Defence	74	444	17%	444	-	-	-	-	-	62
Waste Management	623	5,036	12%	5,036	-	-	-	-	-	671
Roads & Footpaths	5,210	29,448	18%	29,448	-	-	-	-	-	4,502
Stormwater	1,227	6,706	18%	5,941	765	-	-	-	-	928
Wastewater Treatment and Disposal	2,092	17,391	12%	17,391	-	-	-	-	-	2,176
Water Treatment and Supply	3,306	20,061	16%	20,061	-	-	-	-	-	2,957
Support Services	4,227	23,860	18%	23,529	331	-	-	-	-	3,617
GROSS EXPENDITURE	26,543	164,682	16%	162,894	1,787	-	-	-	-	24,009
Less Internal Charges	(3,812)	(22,870)	17%	(22,870)	-	-	-	-	-	(3,245)
Less rates charged to Council properties	(472)	(1,766)	27%	(1,766)	-	-	-	-	-	(416)
NET EXPENDITURE	22,259	140,046	16%	138,258	1,787	-	-	-	-	20,348

**STATEMENT OF CAPITAL EXPENDITURE
FOR THE PERIOD ENDING 31 August 2024**

	Full Year			Full Year	Budget	Budget	Budget	YTD
	Actual	Forecast	Forecast	Budget	Variance Carryforward from 23/24	Variance Previously Reported	Variance This Period	Last Year
	\$000	\$000	%	\$000	\$000	\$000	\$000	\$000
Water treatment and supply	1,838	31,086	6%	27,200	3,886	-	-	1,462
Waste water	7,358	48,818	15%	47,127	1,691	-	-	2,229
Transportation	4,128	53,608	8%	47,324	6,285	-	-	5,164
Stormwater	1,460	46,266	3%	24,790	21,476	-	-	5,547
Community Services & Facilities	2,267	18,303	12%	9,948	8,355	-	-	2,182
Governance	-	16	0%	16	-	-	-	9
Support services	322	10,153	3%	7,521	2,632	-	-	411
Planning & Regulatory	2	22	9%	22	-	-	-	2
	17,375	208,272	8%	163,948	44,325	-	-	17,006
Vested Assets (included above)					Carryforward from 23/24	Previously Reported	This Period	
Water treatment and supply	360	2,100	17%	2,100	-	-	-	-
Waste water	534	2,600	21%	2,600	-	-	-	-
Roads and Footpaths	10	3,600	0%	3,600	-	-	-	-
Stormwater	754	3,000	25%	3,000	-	-	-	-
	1,658	11,300	15%	11,300	-	-	-	-
Totals excluding Vested					Carryforward from 23/24	Previously Reported	This Period	
Water treatment and supply	1,478	28,986	5%	25,100	3,886	-	-	1,462
Waste water	6,824	46,218	15%	44,527	1,691	-	-	2,229
Roads and Footpaths	4,118	50,008	8%	43,724	6,285	-	-	5,164
Stormwater	706	43,266	2%	21,790	21,476	-	-	5,547
Community Services & Facilities	2,267	18,303	12%	9,948	8,355	-	-	2,182
Governance	-	16	0%	16	-	-	-	9
Support services	322	10,153	3%	7,521	2,632	-	-	411
Planning & Regulatory	2	22	9%	22	-	-	-	2
	15,717	196,972	8%	152,648	44,325	-	-	17,006

RATES STATUS REPORT			
	Notes	August 2024 \$000	August 2023 \$000
Arrears from prior years			
Opening balance		1,114	800
Add penalties		114	30
Less receipts	1	(453)	(300)
Total owing from prior years		775	530
Percentage collected		37%	36%
Rates for 2023/24			
Rates instalment	2	24,080	20,848
Add penalties		243	211
Less remissions		(228)	(220)
Less receipts	1	(22,142)	(19,142)
Total owing		1,953	1,696
Percentage collected		92%	92%
Summary of rates for the year			
Arrears from prior years		775	530
Rates for 2023/24		1,953	1,696
Prepayments for future rating periods	1	(3,872)	(3,688)
Instalments not yet due	2	72,238	62,543
Total		71,094	61,081
Notes:			
1) Receipts have been split across the different rating years			
2) 1 instalment charged			

WATER RATES STATUS REPORT			
	Notes	Aug 2024 \$000	Aug 2023 \$000
Water Rates for 2024/2025			
Balance B/Fwd from prior years		952	788
Total Invoiced	1	3,082	2,702
Add penalties		13	4
Less remissions & adjustments		(3)	(2)
Less receipts		(2,159)	(1,832)
Total owing from current year	2	1,886	1,660
Percentage collected		53%	52%
Summary of rates for the year			
Water Rates for 2024/2025		1,886	1,660
Prepayments	1	(189)	(494)
Total Owing		\$ 1,697	\$ 1,466
Notes:			
1) Number of quarters invoiced are as follows:			
Te Awamutu, Kihikihi, & Pirongia - 1st quarter invoiced			
Pukerimu/Ohaupo - quarter invoiced			
Cambridge - 1st quarter invoiced			
2) Charges not yet due		\$1,592,031.36	

*Total number of properties in arrears as at 31 August 2024 (includes customers on fixed direct debit arrangements) = 541

*Total number of connections as at 31 August 2024 = 17,992

COMMITTEE REPORT



To: The Chairperson and Members of the Finance and Corporate Committee

From: Property Advisor – Angela McEwan

Subject: **New Community Leases – Cambridge Dog Obedience Club Incorporated and Hautapu Sports and Recreation Club (Incorporated)**

Meeting Date: 17 September 2024

1 PURPOSE - TAKE

The purpose of this report is to seek the consent of the Finance & Corporate Committee (“the Committee”) to grant a new lease to the Cambridge Dog Obedience Club Incorporated (“the CB Dog Obedience”) and a new lease to the Hautapu Sports and Recreation Club (Incorporated) (“Hautapu Sports”) (together referred to as “the Clubs”) for use of parts of the recreation reserve located on Taylor Street, Cambridge which forms part of the Cambridge Town Belt and seek delegation from the Committee to the Group Manager Business Support to sign the leases.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

This report seeks the approval of the Committee in its function as an Administering Body under the Reserves Act 1977 (“the Act”) to enter into new leases with the CB Dog Obedience and Hautapu Sports in respect of part of the recreation reserve located on Taylor Street, Cambridge which forms part of the Cambridge Town Belt (“the Reserve”). The proposed leases are each for a term of five years at an initial annual rent of:

- The CB Dog Obedience - \$377.00 plus GST
- Hautapu Sports - \$873.00 plus GST

Each of the Clubs is the existing tenant of the respective parts of the Reserve and their current leases reached their final expiry dates in 2016 and 2018 respectively. Negotiations for renewals of the leases were delayed at that time as proposals were being considered in relation to a Master Plan being implemented in relation to those parts of the Reserve. Those plans have been put on hold in the interim and the Clubs have expressed a desire to enter into new leases in accordance with Council’s

Community Leasing Policy. In the meantime, the leases have been holding over on the existing terms.

Following consideration of the purpose of the leases, the Reserve Management Plan, the Reserves Act 1977 and public and iwi consultation, it is recommended that the Council, in its function as Administering Body under the Act, approve the lease.

A lease plan identifying the proposed lease areas is appended at **Appendix 1**.

Pursuant to the Act, Ministerial approval of the proposed leases is also required before they may be entered into. This power has been delegated to Council, and separate approval will be sought for this.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Finance and Corporate Committee

- a) *Receives the report of Angela McEwan, Property Advisor, titled New Community Leases – Cambridge Dog Obedience Club Incorporated and Hautapu Sports and Recreation Club (Incorporated) (ECM Number 11269608)*
- b) *Approves pursuant to section 54(1)(b) of the Reserves Act 1977, as administering body over the Cambridge Town Belt recreation reserve, entering:

 - i) *into a lease of five (5) years with the Cambridge Dog Obedience Club Incorporated over the land outlined in red in the plan in Appendix 1 to this report for the purpose of dog obedience activities; and*
 - ii) *a lease of five (5) years with Hautapu Sports and Recreation Club (Incorporated) over the land outlined in yellow in the plan in Appendix 1 to this report for the purpose of sport and recreation grounds,*

*and otherwise on the terms and conditions contained in Council’s standard community lease;**
- c) *Delegates to the Group Manager Business Support the authority to finalise negotiations, sign such documentation, and undertake any remaining actions necessary to enable implementation of recommendation b) subject to Ministerial approval of the leases pursuant to section 54(1) of the Reserves Act 1977.*

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Proposed Lease of Recreation Reserve

Council is the owner and administering body under the Act of the recreation reserve located on Taylor Street, Cambridge which forms part of the Cambridge Town Belt and is legally described as Allotments 18, 18A, 19, 20 and Allotment 23 Cambridge Town Belt contained in Record of Title 451548, a copy of which is appended at **Appendix 2** (“the Reserve”).

Proposed New Leases

Council's records record that the CB Dog Obedience has leased part of the Reserve since 1991. The lease expired on 19 June 2016. Council has also leased part of the Reserve to the Hautapu Sports immediately following the end of World War II. The Clubs wish to enter into new leases over the respective parts of the Reserve.

The proposed new leases would be for a term of five (5) years with no rights of renewal. Council's standard community lease terms provides for an initial term of five (5) years with two (2) rights of renewal of five (5) years each. The reason for the shorter term of these leases is because of the work Council's Community Services are in the process of undertaking following a sports field lease model review. The review indicated a change to the way sports fields are managed with, over time, publicly owned sports fields being managed by Council on behalf of the wider community. Staff will be working with clubs to understand the needs of existing and future lessees, and the wider community. Following the outcome of that work, there will be more certainty as to the structure and the terms and conditions to be proposed in longer term leases.

It is proposed that the new leases will otherwise be in the form of Council's standard community lease terms and conditions.

The total area recorded in the proposed lease to the CB Dog Obedience is approximately 2.1950ha and total area recorded in the proposed lease to Hautapu Sports is approximately 6.9ha.

Proposed Tenant

CB Dog Obedience

CB Dog Obedience is an incorporated society under the Incorporated Societies Act 1908 and has occupied the Reserve since 1991.

It is a small club offering domestic dog obedience classes and agility training classes with active club members competing in both agility and obedience competitions. They run weekly agility classes and regular domestic training sessions.

The club also hosts numerous events during the summer months which bring competitors in from all over the country. Many of those visitors use the leased area to camp overnight during the events.

CB Dog Obedience own the building on the site and is responsible for all maintenance and outgoings in relation to the building and any improvements.

The permitted use of the land under the proposed lease is "Dog obedience activities".

Hautapu Sports

Hautapu Sports is an Incorporated Society under the Incorporated Societies Act 2022 and is managed by a dedicated elected committee which also oversees the management and maintenance of the Reserve and facilities. It has been domiciled at the Reserve immediately following the end of World War II, which instigated the naming of the reserve as 'Memorial Park'.

Hautapu Sports commits significant financial resources on an annual basis to the Reserve grounds: current financial year \$14,451 and \$21,076 for the 2022/23 financial year. This ensures the grounds are maintained to a high standard through weed control, fertilising, scarification, and aeration. The fields are also irrigated to improve summer usage through its own water bore and irrigation system owned by the Hautapu Sports.

Hautapu Sports has grown rapidly over the past few years to be a major community orientated club in both Waipa, and the wider Waikato Region. It is home to 1,566 registered players participating in 151 teams across senior and junior sports including rugby, hockey, netball and summer touch. These sports are supported by 103 registered volunteers in established roles (e.g. coaching & managers, committee, grounds & facilities).

Numerous rugby and other sports players of all ages use the grounds, including primary and high schools, representative and international teams, regional tournaments, summer touch and schools' cross-country.

Community links promoting the use of the grounds have also been established for the Lions Club, Rural Schools Ag Days, Rural Farmers Support Days and other visiting community events. The Club has forged strong links with the wider community with formal community arrangements for shared facility use with the IHC IDEA (Management and Kapa Haka), and Interlock Disability Group which sees the disabled using the club and grounds daily.

Hautapu Sports owns all buildings on the site, which include clubrooms, changing rooms, toilets, grandstand, scoreboard tower and ticket office. The is responsible for all maintenance and outgoings in relation to those improvements.

The permitted use of the land under the proposed lease is "Sport and recreation grounds".

Public Notification

Section 54(1) of the Reserves Act 1977 provides that the Administering Body may, with the prior consent of the Minister, grant a lease within the Reserve.

Section 54(2) requires that, before granting any lease under subsection (1), the Administering Body shall give public notice in accordance with section 119 and give full consideration to all objections and submissions received in accordance with the provisions of section 120.

A public notice for each of the two proposed leases was placed in the Cambridge News on 1 August 2024. Submissions were able to be received for one month from the date of the notices. No submissions were received.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter in this report has a low level of significance.

This is because of the following reasons:

- a. limited public interest given it is a well-established activity on the Reserve.
- b. there are limited financial implications to Council.
- c. there is no effect on Council undertaking its role as Administering Body of the Reserve.
- d. the effects on the potential future use of the Reserve are less than minor.

As such, the level of consultation undertaken is considered to be appropriate.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Do nothing	<ul style="list-style-type: none"> ▪ No staff or other Council resources required. 	<ul style="list-style-type: none"> ▪ This option does not provide any of the parties with any certainty of tenure.
Option 2: Enter into a new lease with Cambridge Dog Obedience Club Incorporated and a new lease with the Hautapu Sports and Recreation Club (Incorporated) for a term of 5 year and otherwise on Council's standard community lease terms and such other conditions as may be considered appropriate	<ul style="list-style-type: none"> ▪ This option provides all parties with certainty, and ensures that Cambridge Dog Obedience Club Incorporated and Hautapu Sports and Recreation Club (Incorporated) are able to continue to work to promote its respective objectives as set out in this report. 	<ul style="list-style-type: none"> ▪ None identified.

The recommended option is Option 2 for the reasons set out above.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that the proposal to enter into the lease complies with Council’s legal and policy requirements.

Lease of Reserve Land

Staff confirm that the leases of option 2 comply with Council’s requirements under the Act. This is because Section 54(1)(b) of the Act provides that with prior consent of the Minister the Administering Body may lease to any voluntary organisation part of the reserve for the erection of stands, pavilions, gymnasiums, and, subject to sections 44 and 45, other buildings and structures associated with and necessary for the use of the reserve for outdoor sports, games, or other recreational activities, or lease to any voluntary organisation any such stands, pavilions, gymnasiums, and, subject to section 44, other buildings or structures already on the reserve. The proposed leases fall within this power.

Reserve Management Plan

Section 41 of the Act requires that management plans be adopted by Council in order to set policies for the administration of reserves, specific to the classification of each reserve. The Reserve is subject to the Cambridge Town Belt Reserve Management Plan (30 June 2012) (“RMP”). The existing leases are recorded in the RMP and the proposed leases are consistent with the RMP.

Property Policy

Council’s Property Policy deals with leasing. Part of that policy (“Leasing Land for Recreational Use”) states:

“Where land is reserve, Council will support recreational, educational, cultural and sporting clubs by permitting use of existing reserve land at minimal cost, provided the use meets the criteria of the relevant Reserve Management Plan and the Community Leisure Plan.”

Lease Terms and Conditions

Council has a standard community lease document that contains terms and conditions to protect Council’s interests. Leases are generally issued for a term of five (5) years with two (2) rights of renewal (five (5) years each), however, the leases are proposed to be for a term of five (5) years with no rights of renewal for the reasons outlined in section 4 of this report. The standard lease document (with a variation to the term) will be utilised for the proposed leases.

Financial Considerations – Whaiwhakaaro ā-Pūtea

Lessee groups, such as this which is the subject of this report, tend to be charged in accordance with the Community Leasing Policy, calculated on the value of the property being leased. In addition, community lessees are made responsible for the following outgoings:

- Annual administration charge
- Annual sewerage charge, if connected
- Metered water supply, based on consumption, if connected
- Utility costs (such as electricity)
- Insurance of their facilities
- Grounds maintenance

The rent on commencement of the new leases, calculated in accordance with the Community Leasing Policy, will be \$377.00 plus GST per annum (CB Dog Obedience) and \$873.00 plus GST per annum (Hautapu Sports) plus outgoings and, in each case, an annual administration fee (currently \$357.00 inclusive of GST per annum) will be payable from the Commencement Date of the lease.

Risks - Tūraru

There are no known significant risks associated with granting the leases.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

The administration of public reserves by local authorities requires that they give effect to the principles of the Treaty of Waitangi, pursuant to section 4 of the Conservation Act 1987.

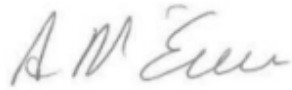
On 25 July 2024 iwi were informed of and invited to supply feedback on the proposed leases. No feedback or concerns have been received.

8 NEXT ACTIONS

Action	Responsibility	By When
Ministerial consent to the Leases	Council	24 September 2024
Sign the Leases	Group Manager Business Support	7 October 2024

9 APPENDICES - ĀPITITANGA

No:	Appendix Title
1	Plan of Leased Areas
2	Record of Title 451548



Angela McEwan
PROPERTY ADVISOR



David Varcoe
MANAGER PROPERTY SERVICES



Approved by Georgina Knapp
ACTING GROUP MANAGER BUSINESS SUPPORT

APPENDIX 1

Plan of Leased Areas

CB Dog Obedience (outlined in red)



Hautapu Sports (outlined in yellow)



APPENDIX 2

Certificate of Title 451548

Emtel Title Preview

Information as at Sunday 21st July 2024

RECORD OF TITLE UNDER LAND TRANSFER ACT 2017 FREEHOLD



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Identifier	451548		
Land Registration District	South Auckland		
Date Issued	03 November 2008		
Prior References	SA67/104	SA56/248	H549492
	SA36/248	266998	S351867
Estate	Fee Simple		
Area	163.8039 hectares		
Legal Description	Lot 1-2 Deposited Plan South Auckland 13572 and Lot 1 Deposited Plan South Auckland 10007 and Section 1 Survey Office Plan 362382 and Allotment 1-4 Cambridge Town Belt and Part Allotment 5-6 Cambridge Town Belt and Allotment 6A, 7A, 7 Cambridge Town Belt and Part Allotment 8 Cambridge Town Belt and Allotment 9-14 Cambridge Town Belt and Part Allotment 15-17 Cambridge Town Belt and Allotment 17A, 18A, 18-37 Cambridge Town Belt and Part Allotment 38 Cambridge Town Belt and Allotment 39-44 Cambridge Town Belt and Part Allotment 45-46 Cambridge Town Belt and Allotment 47-48 Cambridge Town Belt and Part Allotment 49 Cambridge Town Belt and Allotment 50 Cambridge Town Belt and Part Allotment 51-52 Cambridge Town Belt and Part Allotment 365-366, 368 Town of Cambridge East and Allotment 370 Town of Cambridge East		

Registered Owners

[Waipa District Council](#)

Interests

SUBJECT TO SECTION 11 WAIKATO RAUPATU CLAIMS SETTLEMENT ACT 1995 (WHICH PROVIDES FOR RESIDUAL CROWN LAND TO BE OFFERED FOR PURCHASE TO A LAND HOLDING TRUST FOR WAIKATO IN CERTAIN CIRCUMSTANCES) - SEE CERTIFICATE [6829799.1](#) - 18.4.2006 at 9:00 am (AFFECTS SECTION 1 SO 362382)

Subject to the Reserves Act 1977

Subject to a right of way over part Allotment 5 Cambridge Town Belt over parts marked A & L and over part Allotment 4 Cambridge Town Belt over parts marked B & K and a right of way (designated car park area) over part Allotment 5 Cambridge Town Belt over parts marked C, E, F, I & J and over part Allotment 4 Cambridge Town Belt over parts marked D, G & H and a right to convey electricity, telecommunications and computer media, water and gas and a right to drain water and sewage over part allotment 4 Cambridge Town Belt over parts marked K & H and over part Allotment 5 Cambridge Town Belt over parts marked I, J & L on SO 452968 created by Easement Instrument [9062292.1](#) - 5.6.2012 at 11:23 am

[9568608.1](#) Surrender of the right of way (designated car park area) over part Allotment 5 Cambridge Town Belt marked C, E, F, I & J on SO 452968 and a right to convey electricity, telecommunications and computer media, water and gas and a right to drain water and sewage over part Allotment 4 Cambridge Town Belt marked K & H on SO 452968 created by Easement Instrument 9062292.1 as appurtenant to Lot 1 DP 436998 - 12.12.2013 at 2:51 pm

Subject to a right to convey electricity, water, gas, telecommunications and computer media and a right to drain sewage and water over part Allotment 5, Cambridge Town Belt over part marked A and over Allotment 4, Cambridge Town Belt over part marked B all on SO 477928 created by Easement Instrument [958063.1](#) - 8.10.2014 at 9:06 am

Subject to a right (in gross) to right of way over part marked R on DP 475226 in favour of Waipa District Council created by Easement Instrument [10030254.1](#) - 14.4.2015 at 2:48 pm

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Report to Finance & Corporate Committee – 17 September 2024

COMMITTEE REPORT



To: The Chairperson and Members of the Finance and Corporate Committee

From: Property Advisor – Angela McEwan

Subject: **New Community Lease –
Te Awamutu Netball Center Incorporated**

Meeting Date: 17 September 2024

1 PURPOSE - TAKE

The purpose of this report is to seek consent from the Finance & Corporate Committee (“the Committee”) to grant a new lease to the Te Awamutu Netball Center Incorporated (“the Club”) for use of part of the land and buildings located at 153 Mangahoe Street, Te Awamutu and to seek delegation from the Committee to the Group Manager Business Support to sign the lease.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

This report seeks the approval of the Committee in its function as an Administering Body under the Reserves Act 1977 (“the Act”) to enter into a new lease with the Te Awamutu Netball Center Incorporated in respect of part of the recreation reserve located at 153 Mangahoe Street, Te Awamutu (“the Reserve”).

The Club is the existing tenant of the Reserve and their current lease records a final expiry date of 31 August 2023. The Club expressed a desire to enter into a new lease in accordance with Council’s Community Leasing Policy. The proposed lease is for a term of five years with two rights of renewal of five years each. Council’s Community Leasing Policy provides that not-for-profit organisations are to be charged a nominal rent based on the value of the land, with generous discounts applied and on that basis the initial annual rent is calculated to be \$73.00 plus GST.

Following consideration of the purpose of the lease, the Reserves Act 1977 and public and iwi consultation, it is recommended that the Council, in its function as Administering Body under the Act, approve the lease.

A lease plan identifying the proposed lease area is appended at **Appendix 1** (outlined in yellow).

Pursuant to the Act, Ministerial approval of the proposed lease is also required before it may be entered into. This power has been delegated to Council, and separate approval will be sought for this.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Finance and Corporate Committee

- a) *Receives the report of Angela McEwan, Property Advisor, titled New Community Lease – Te Awamutu Netball Center Incorporated (ECM Number 11269547);*
- b) *Approves pursuant to section 54(1)(b) of the Reserves Act 1977, as administering body over the recreation reserve located at 153 Mangahoe Street, Te Awamutu, entering into a lease with the Te Awamutu Netball Center Incorporated of the land outlined in yellow on the plan annexed at Appendix 1 of this report for an initial term of five (5) years with two (2) rights of renewal of five (5) years each for the purposes of netball and related activities and otherwise on the terms and conditions contained in Council’s standard community lease;*
- c) *Delegates to the Group Manager Business Support the authority to finalise negotiations, sign such documentation, and undertake any remaining actions necessary to enable implementation of recommendation b) subject to Ministerial approval of the lease pursuant to section 54(1) of the Reserves Act 1977.*

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Proposed Lease of Recreation Reserve

Council is the owner and administering body under the Act of the Reserve, legally described as Part Section 2 Teasdale Settlement and contained in Record of Title SA7C/1378, a copy of which is appended at **Appendix 2**.

Proposed New Lease

Council has leased part of the Reserve to the Te Awamutu Netball Center Incorporated (“the Club”) and the Club was established in the early 1930s. The lease expired on 31 August 2023 and the Club wishes to enter into a new lease.

The proposed new lease would be for an initial term of five (5) years with two (2) rights of renewal of five (5) years each and will be in the form of Council’s standard community lease terms and conditions. The commencement date of the new lease would be 1 September 2023, with the final expiry being 31 August 2038.

The total area recorded in the proposed lease is approximately 0.7ha.

Proposed Tenant

The Club is an incorporated society under the Incorporated Societies Act 1908 and is a longstanding tenant of the Reserve.

The Club currently has in excess of 700 associated members and provides opportunities for all ages, from primary school age through to adults. There are seven courts located at the site that are used for Saturday competitions, ranging from A grade netball to beginner grades. The premier and premier reserves grade competitions are held at the Te Awamutu Events Centre on Tuesday and Wednesday evenings each week.

The Club provides ongoing opportunities for players, coaches, managers and umpires. A successful Umpires Coaching programme is in place and this has been one of their largest projects which was implemented approximately two years ago.

The Club is affiliated to Waikato/Bay of Plenty Zone. Netball is considered to be the number one participant sport played by women and girls in New Zealand and is now attracting large audiences with an increasing amount of exposure through media interest and publicity. The Club believes that netball encourages positive social attitudes and attracts a diverse range of players.

The Club owns all buildings and improvements on the site, which include clubrooms, lights, fences, court surfaces, goal posts and seating. The Club is responsible for maintaining all buildings and improvements on the leased land.

The permitted use of the land under the proposed lease is “Netball and related activities”.

Public Notification

Section 54(1) of the Reserves Act 1977 provides that the Administering Body may, with the prior consent of the Minister, grant a lease within the Reserve.

Section 54(2) requires that, before granting any lease under subsection (1), the Administering Body shall give public notice in accordance with section 119 and give full consideration to all objections and submissions received in accordance with the provisions of section 120.

A public notice was placed in the Te Awamutu News on 1 August 2024. Submissions were able to be received for one month from the date of the notices. No submissions were received.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter in this report has a low level of significance.

This is because of the following reasons:

- a. limited public interest given it is a well-established activity on the Reserve.
- b. there are limited financial implications to Council.
- c. there is no effect on Council undertaking its role as Administering Body of the Reserve.
- d. the effects on the potential future use of the Reserve are less than minor.

As such, the level of consultation undertaken is considered to be appropriate.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Do nothing	<ul style="list-style-type: none"> ▪ No staff or other Council resources required. 	<ul style="list-style-type: none"> ▪ This option does not provide either party with any certainty of tenure.
Option 2: Enter into a new lease with the Te Awamutu Netball Center Incorporated for an initial term of 5 years with 2 rights of renewal of 5 years each on Council's standard community lease terms and such other conditions as may be considered appropriate	<ul style="list-style-type: none"> ▪ This option provides both parties with certainty, and ensures that the Te Awamutu Netball Center Incorporated is able to continue to work to promote its objectives as set out in this report. 	<ul style="list-style-type: none"> ▪ None identified.

The recommended option is Option 2 for the reasons set out above.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that the proposal to enter into the lease complies with Council's legal and policy requirements.

Lease of Reserve Land

Staff confirm that the lease of option 2 complies with Council’s requirements under the Act. This is because Section 54(1)(b) of the Act provides that with prior consent of the Minister the Administering Body may lease to any voluntary organisation part of the reserve for the erection of stands, pavilions, gymnasiums, and, subject to sections 44 and 45, other buildings and structures associated with and necessary for the use of the reserve for outdoor sports, games, or other recreational activities, or lease to any voluntary organisation any such stands, pavilions, gymnasiums, and, subject to section 44, other buildings or structures already on the reserve. The proposed lease falls within this power.

Reserve Management Plan

Section 41 of the Act requires that management plans be adopted by Council in order to set policies for the administration of reserves, specific to the classification of each reserve. Although the Reserve is not specifically referred to the Urban Reserves Management Plan Volume 1 (Te Awamutu & Cambridge) (2006) (“RMP”), we would expect that this Reserve is administered in a similar way to those reserves referred to in that document and staff consider that this activity is consistent with that RMP.

Property Policy

Council’s Property Policy deals with leasing. Part of that policy (“Leasing Land for Recreational Use”) states:

“Where land is reserve, Council will support recreational, educational, cultural and sporting clubs by permitting use of existing reserve land at minimal cost, provided the use meets the criteria of the relevant Reserve Management Plan and the Community Leisure Plan.”

Lease Terms and Conditions

Council has a standard community lease document that contains terms and conditions to protect Council’s interests. Leases are generally issued for a term of five (5) years with two (2) rights of renewal (five (5) years each). The standard lease document will be utilised for the proposed lease.

Financial Considerations – Whaiwhakaaro ā-Pūtea

Lessee groups, such as this which is the subject of this report, tend to be charged in accordance with the Community Leasing Policy, calculated on the value of the property being leased. In addition, community lessees are made responsible for the following outgoings:

- Annual administration charge
- Annual sewerage charge, if connected

- Metered water supply, based on consumption, if connected
- Utility costs (such as electricity)
- Insurance of their facilities
- Grounds maintenance

The rent on commencement on the new lease, calculated in accordance with the Community Leasing Policy, will be \$73.00 plus GST per annum plus outgoings. An annual administration fee (currently \$357.00 inclusive of GST per annum) will be payable annually from the Commencement Date of the Lease.

Risks - Tūraru

There are no known significant risks associated with granting a new Lease.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

The administration of public reserves by local authorities requires that they give effect to the principles of the Treaty of Waitangi, pursuant to section 4 of the Conservation Act 1987.

On 23 July 2024, iwi were informed of and invited to supply feedback on the proposed lease. No feedback or concerns have been raised.

8 NEXT ACTIONS

Action	Responsibility	By When
Ministerial consent to the Lease	Council	24 September 2024
Sign the Lease	Group Manager Business Support	7 October 2024

9 APPENDICES - ĀPITITANGA

No:	Appendix Title
1	Plan of Leased Area
2	Record of Title 483210



Angela McEwan
PROPERTY ADVISOR



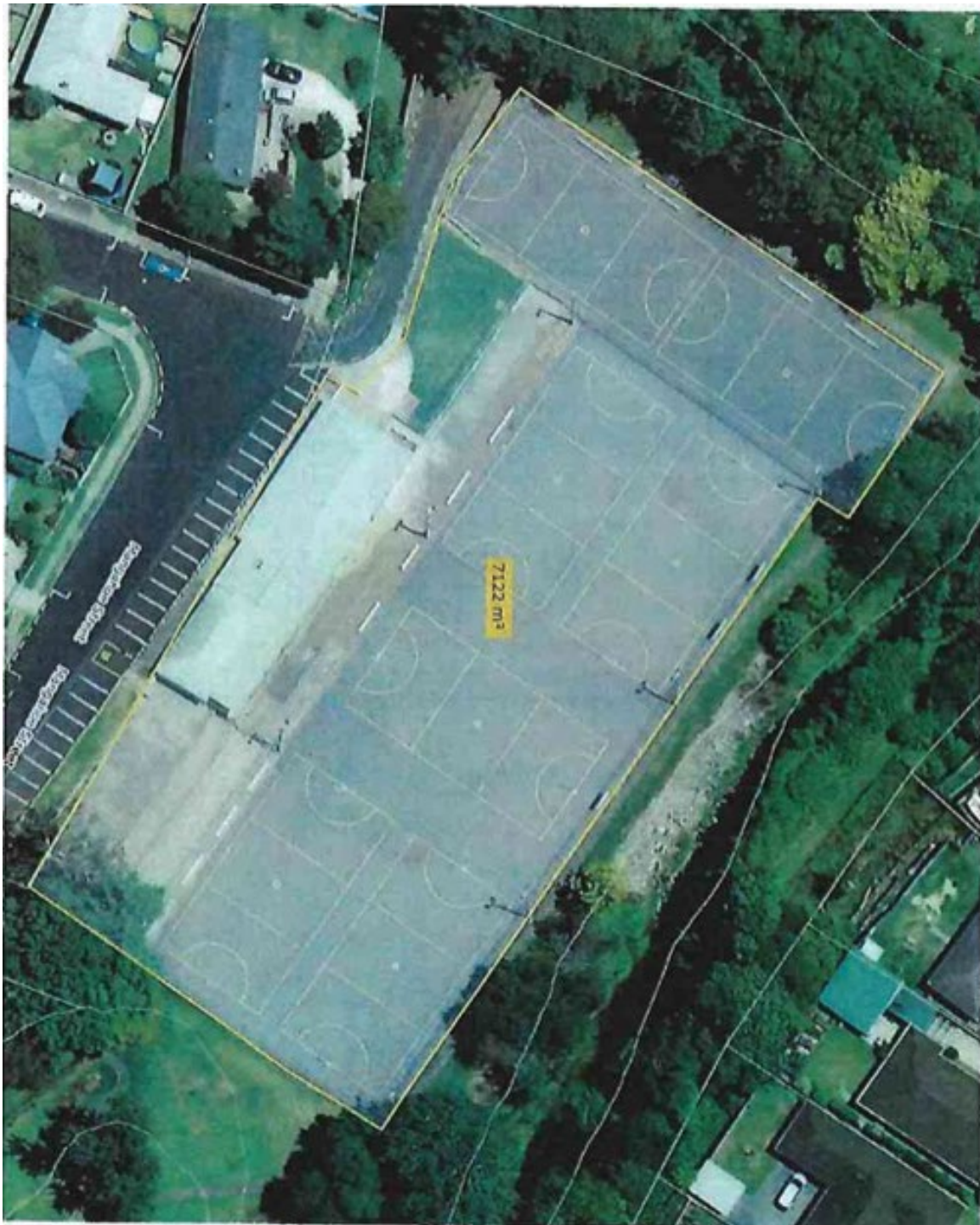
David Varcoe
MANAGER PROPERTY SERVICES



Approved by Georgina Knapp
ACTING GROUP MANAGER BUSINESS SUPPORT

APPENDIX 1

Plan of Leased Area



APPENDIX 2

Record of Title 483210

Emtel Title Preview

Information as at Sunday 25th February 2024

RECORD OF TITLE UNDER LAND TRANSFER ACT 2017 FREEHOLD



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Identifier 483210
Land Registration District South Auckland
Date Issued 07 July 2009

Prior References

[SA13C/438](#) [451549](#)

Estate	Fee Simple
Area	119.4525 hectares
Legal Description	Allotment 53 Cambridge Town Belt and Part Allotment 54 Cambridge Town Belt and Allotment 56-67 Cambridge Town Belt and Part Allotment 68 Cambridge Town Belt and Allotment 69-89 Cambridge Town Belt and Part Allotment 90 Cambridge Town Belt and Allotment 91-94, 98 Cambridge Town Belt

Registered Owners

[Waipa District Council](#)

Interests

Subject to the Reserves Act 1977

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COMMITTEE REPORT



To: The Chairperson and Members of the Finance and Corporate Committee

From: Property Advisor – Angela McEwan

Subject: **New Community Lease –
Te Awamutu Brass Band Incorporated**

Meeting Date: 17 September 2024

1 PURPOSE - TAKE

The purpose of this report is to seek consent from the Finance & Corporate Committee (“the Committee”) to grant a new lease to the Te Awamutu Brass Band Incorporated (“the Club”) for use of part of the land and buildings located at 420 Albert Park Drive, Te Awamutu (“the Reserve”) and to seek delegation from the Committee to the Group Manager Business Support to sign the lease.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

This report seeks the approval of the Committee in its function as an Administering Body under the Reserves Act 1977 (“the Act”) to enter into a new lease with the Club in respect of the Reserve.

The Club is the existing tenant of the Reserve and its current lease records a final expiry date of 30 August 2023. The Club expressed a desire to enter into a new lease in accordance with Council’s Community Leasing Policy.

The proposed lease is for a term of five years with two rights of renewal of five years each. Council’s Community Leasing Policy provides that not-for-profit organisations are to be charged a nominal rent based on the value of the land, with generous discounts applied and on that basis the initial annual rent is calculated to be \$27.00 plus GST.

A lease plan identifying the proposed lease area is appended at **Appendix 1** (outlined in yellow).

Pursuant to the Act, Ministerial approval of the proposed lease is also required before it may be entered into. This power has been delegated to Council, and separate approval will be sought for this.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Finance and Corporate Committee

- a) *Receives the report of Angela McEwan, Property Advisor, titled New Community Lease – Te Awamutu Brass Band Incorporated (ECM Number 11269577);*
- b) *Approves pursuant to section 54(1)(b) of the Reserves Act 1977, as administering body over the recreation reserve located at 420 Albert Park Drive, Te Awamutu, entering into a lease with the Te Awamutu Brass Band Incorporated of the area outlined in yellow on the plan annexed at Appendix 1 of this report for an initial term of five (5) years with two (2) rights of renewal of five (5) years each for the purposes of band rooms and otherwise on the terms and conditions contained in Council’s standard community lease;*
- c) *Delegates to the Group Manager Business Support the authority to finalise negotiations, sign such documentation, and undertake any remaining actions necessary to enable implementation of recommendation b) subject to Ministerial approval of the lease pursuant to section 54(1) of the Reserves Act 1977.*

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Proposed Lease of Recreation Reserve

Council is the owner and administering body under the Act of the Reserve which is legally described as Sections 1-3 Survey Office Plan 423469 contained in Record of Title 610909, a copy of which is appended at **Appendix 2** (“the Reserve”).

Proposed New Lease

Council has leased part of the Reserve to the Te Awamutu Brass Band Incorporated (“the Club”) since 1973. The lease expired on 30 August 2023 and the Club wishes to enter into a new lease.

The proposed new lease would be for an initial term of five (5) years with two (2) rights of renewal of five (5) years each and will be in the form of Council’s standard community lease terms and conditions. The commencement date of the new lease would be 31 August 2023, with the final expiry being 30 August 2038.

The total area recorded in the proposed lease is approximately 356m².

Proposed Tenant

The Club was registered as an incorporated society under the Incorporated Societies Act 1908 in 1916 and has occupied the site since the construction of the band rooms in 1973.

The Club currently comprises a membership of 38 individuals, including a learners' group and an active and representative committee. The Club owns the band room building on the site and is responsible for all maintenance in respect of that building.

The Club perform regularly in the community and also represent Te Awamutu in national and regional contests. The Club has invested significant funds and energy into renovating the band room, namely new bathrooms and replacing old gas heaters with heat pumps. The Club is aware of the age and changing condition of the band rooms and they strive to continue to maintain and update the band rooms when financially viable.

The band rooms are also used by the Te Awamutu College band and the Club is always open to assisting other community groups with a suitable space.

The permitted use of the land under the proposed lease is "Band rooms".

Public Notification

Section 54(1) of the Reserves Act 1977 provides that the Administering Body may, with the prior consent of the Minister, grant a lease within the Reserve.

Section 54(2) requires that, before granting any lease under subsection (1), the Administering Body shall give public notice in accordance with section 119 and give full consideration to all objections and submissions received in accordance with the provisions of section 120.

A public notice was placed in the Te Awamutu News on 1 August 2024. Submissions were able to be received for one month from the date of the notices. No submissions were received.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter in this report has a low level of significance.

This is because of the following reasons:

- a. limited public interest given it is a well-established activity on the Reserve.
- b. there are limited financial implications to Council.

- c. there is no effect on Council undertaking its role as Administering Body of the Reserve.
- d. the effects on the potential future use of the Reserve are less than minor.

As such, the level of consultation undertaken is considered to be appropriate.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Do nothing	<ul style="list-style-type: none"> ▪ No staff or other Council resources required. 	<ul style="list-style-type: none"> ▪ This option does not provide either party with any certainty of tenure.
Option 2: Enter into a new lease with the Te Awamutu Brass Band Incorporated for an initial term of 5 years with 2 rights of renewal of 5 years each on Council's standard community lease terms and such other conditions as may be considered appropriate	<ul style="list-style-type: none"> ▪ This option provides both parties with certainty, and ensures that the Te Awamutu Brass Band Incorporated is able to continue to work to promote its objectives as set out in this report. 	<ul style="list-style-type: none"> ▪ None identified.

The recommended option is Option 2 for the reasons set out above.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that the proposal to enter into the lease complies with Council's legal and policy requirements.

Lease of Reserve Land

Staff confirm that the lease of option 2 complies with Council's requirements under the Act. This is because Section 54(1)(b) of the Act provides that with prior consent of the Minister, the Administering Body may lease to any voluntary organisation part of the reserve for the erection of stands, pavilions, gymnasiums, and, subject to sections 44 and 45, other buildings and structures associated with and necessary for the use of the reserve for outdoor sports, games, or other recreational activities, or lease to any voluntary organisation any such stands, pavilions, gymnasiums, and, subject to section 44, other buildings or structures already on the reserve. The proposed lease falls within this power.

Reserve Management Plan

Section 41 of the Act requires that management plans be adopted by Council in order to set policies for the administration of reserves, specific to the classification of each reserve. The Reserve is subject to the Urban Reserves Management Plan Volume 1 (Te Awamutu & Cambridge) (2006) (“RMP”). The proposed lease is consistent with the RMP.

Property Policy

Council’s Property Policy deals with leasing. Part of that policy (“Leasing Land for Recreational Use”) states:

“Where land is reserve, Council will support recreational, educational, cultural and sporting clubs by permitting use of existing reserve land at minimal cost, provided the use meets the criteria of the relevant Reserve Management Plan and the Community Leisure Plan.”

Lease Terms and Conditions

Council has a standard community lease document that contains terms and conditions to protect Council’s interests. Leases are generally issued for a term of five (5) years with two (2) rights of renewal (five (5) years each). The standard lease document will be utilised for the proposed lease.

Financial Considerations – Whaiwhakaaro ā-Pūtea

Lessee groups, such as this which is the subject of this report, tend to be charged in accordance with the Community Leasing Policy, calculated on the value of the property being leased. In addition, community lessees are made responsible for the following outgoings:

- Annual administration charge
- Annual sewerage charge, if connected
- Metered water supply, based on consumption, if connected
- Utility costs (such as electricity)
- Insurance of their facilities
- Grounds maintenance

The rent on commencement on the new lease, calculated in accordance with the Community Leasing Policy, will be \$27.00 plus GST per annum plus outgoings. An annual administration fee (currently \$357.00 inclusive of GST per annum) will be payable annually from the Commencement Date of the Lease.

Risks - Tūraru

There are no known significant risks associated with granting a new Lease.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

The administration of public reserves by local authorities requires that they give effect to the principles of the Treaty of Waitangi, pursuant to section 4 of the Conservation Act 1987.

On 23 July 2024, iwi were informed of and invited to supply feedback on the proposed lease. No feedback or concerns have been raised.

8 NEXT ACTIONS

Action	Responsibility	By When
Ministerial consent to the Lease	Council	24 September 2024
Sign the Lease	Group Manager Business Support	7 October 2024

9 APPENDICES - ĀPITITANGA

No:	Appendix Title
1	Plan of Leased Area
2	Record of Title 483210



Angela McEwan
PROPERTY ADVISOR



David Varcoe
MANAGER PROPERTY SERVICES



Approved by Georgina Knapp
ACTING GROUP MANAGER BUSINESS SUPPORT

APPENDIX 1

Plan of Leased Area



APPENDIX 2

Record of Title

Emtel Title Preview

Information as at Sunday 21st July 2024

RECORD OF TITLE UNDER LAND TRANSFER ACT 2017 FREEHOLD



Search Copy

[View Historic Copy](#)

Identifier 610909
Land Registration District South Auckland
Date Issued 05 March 2013

Prior References

[SA25/73](#) GN H264667 GN 9330210.2 GN 9330210.3 [SA1094/206](#) GN 9330210.1

Estate Fee Simple
Area 7.9653 hectares
Legal Description Section 1-3 Survey Office Plan
 423469

Registered Owners

[Waipa District Council](#)

Interests

SUBJECT TO SECTION 11 WAIKATO RAUPATU CLAIMS SETTLEMENT ACT 1995 (WHICH PROVIDES FOR RESIDUAL CROWN LAND TO BE OFFERED FOR PURCHASE TO A LAND HOLDING TRUST FOR WAIKATO IN CERTAIN CIRCUMSTANCES) - SEE CERTIFICATE [8570671.1](#) - 18.8.2010 at 7:00 am (AFFECTS SECTION 3 SO 423469 BEING FORMERLY ALLOTMENT 22 VILLAGE OF TE AWAMUTU)

Subject to the Reserves Act 1977

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COMMITTEE REPORT



To: The Chairperson and Members of the Finance and Corporate Committee

From: Property Advisor – Angela McEwan

Subject: **Variation of Lease
Cambridge Community House Trust**

Meeting Date: 17 September 2024

1 PURPOSE - TAKE

The purpose of this report is to seek consent from the Finance & Corporate Committee (“the Committee”) to grant a variation to the existing lease to the Cambridge Community House Trust (“the Trust”) for use of the land and buildings located at 193 Shakespeare Street, Cambridge and seek delegation from the Committee to the Group Manager Business Support to sign the variation document.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

This report seeks the approval of the Committee in its function as an Administering Body under the Reserves Act 1977 (“the Act”) to enter into a variation of an existing lease with the Trust. The land is located at 193 Shakespeare Street, Cambridge and classified as local purpose reserve, set apart for community buildings by gazette notice.

The variation document proposes that the lease is varied as follows:

- To correctly record that the Trust owns all the buildings on the site and to record that the Trust will be permitted to remove any or all buildings and any related improvements on termination or surrender of the lease.
- To include two further rights of renewal of four years each.
- To amend the final expiry date of the Lease from 31 March 2031 to 31 March 2039.

A lease plan identifying the existing lease area is appended at **Appendix 1** (outlined in blue). The variation document does not alter the existing lease area.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That the Finance and Corporate Committee

- a) *Receives the report of Angela McEwan, Property Advisor, titled Variation of Lease – Cambridge Community House Trust (ECM Number 11269919);*
- b) *Approves pursuant to section 61(2A) of the Reserves Act 1977, as administering body over the local purpose reserve located at 193 Shakespeare Street, Cambridge (“Site”), entering into a variation of the existing lease of the Site with the Cambridge Community House Trust:*
 - *To record that the Trust owns all buildings on the Site;*
 - *To record that the Trust is permitted to remove any or all buildings and associated improvements from the Site on the termination or expiry of the lease;*
 - *To include two (2) further rights of renewal of four (4) years each; and*
 - *To amend the final expiry date to 31 March 2039;*
- c) *Delegates to the Group Manager Business Support the authority to finalise negotiations, sign documentation, and undertake any remaining actions necessary to enable implementation of recommendation b).*

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Lease of Local Purpose Reserve

Council is the owner and administering body under the Act of the local purpose reserve located at 193 Shakespeare Street, Cambridge, legally described as Section 1-3 Survey Office Plan 490551 and contained in Record of Title 719923, a copy of which is appended at **Appendix 2** (“the Leased Property”).

The existing lease was granted for a term of five (5) years with two (2) rights of renewal of five (5) years each commencing on 1 April 2016.

The first right of renewal was exercised on 1 April 2021.

There is one remaining right of renewal due to be exercised on 1 April 2026 and the final expiry date is 31 March 2031.

Proposed Variation of Lease

The Trust is seeking to vary the terms of the existing lease to include two additional rights of renewal after 1 April 2031, of four (4) years each, to extend the final expiry date to 31 March 2039 and record that all buildings fall under the ownership and control of the Trust and that the Trust is permitted to remove any or all buildings on termination or surrender of the Lease.

The lease also provides that on termination or surrender of the Lease the Trust shall, if required by Council, remove any or all of the buildings located on the Leased Property

and make good at the Trust's expense any resulting damage from such removal. This provision is to protect Council from inheriting buildings that may be in disrepair or not of any value to Council on the termination or surrender of the Lease.

All other terms and conditions contained in the existing lease would remain in full force and effect.

Existing Tenant

The Cambridge Community House was first established in 1985 and was then settled as a Charitable Trust in 1987 for the purposes of providing a range of educational, social welfare, health and employment related services to members of the Cambridge community who have fewer opportunities and advantages than others.

The Trust have occupied the original cottage located at 193 Shakespeare Street since 2007 and that building was sold to the Trust for \$1.00 in 2016. An additional portable classroom was relocated to the property in 2010 and then in 2020 an extension to the original cottage was completed. In 2024 another whare was added to provide space for the Whaanau Support Team.

Currently the services provided are drug and alcohol assessment and counselling, family/whaanau counselling and support, general counselling, youth counselling, financial mentoring, family violence response and support, family violence prevention coordination, whaanau support, community connector service. The Trust also provides emergency food support, volunteer transporting service, adult literacy tutoring, JPs, second hand uniforms and CV assistance. The Community House is home to a number of external agencies such as Tu Oho Mai, Tautoko Mai, CareerMoves, Adult Mental Health and Addictions Service, Corrections and Ko Wai Au Trust.

The demand for the services that the Trust provides has grown substantially. It is expected that this growth in demand will continue and in the future it may be necessary to relocate to a larger, purpose-built premises. In the meantime, the Trust is seeking an extension to the existing term of their lease to provide security of tenure and security of the substantial investment that the Trust has made.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8, and have assessed that the matter in this report has a low level of significance.

This is because of the following reasons:

- a. limited public interest given it is a well-established activity on the local purpose reserve.
- b. there are limited financial implications to Council.

- c. there is no effect on Council undertaking its role as Administering Body of the Reserve.
- d. the effects on the potential future use of the Reserve are less than minor.

As such, and given the requirements of the Act, no consultation is required on this proposal.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
<p>Option 1: Do nothing</p>	<ul style="list-style-type: none"> ▪ No staff or other Council resources required. 	<ul style="list-style-type: none"> ▪ This option does not provide the Cambridge Community House Trust with the maximum security of tenure or security of ownership of its buildings that it is seeking.
<p>Option 2: Enter into a variation of lease with the Cambridge Community House Trust to record that all buildings are owned by the Trust and to provide for two additional rights of renewal of four years each</p>	<ul style="list-style-type: none"> ▪ This option provides both parties with certainty, and ensures that the Cambridge Community House Trust is able to continue to work to promote its objectives as set out in this report. 	<ul style="list-style-type: none"> ▪ None identified.

The recommended option is Option 2 for the reasons set out above.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that the proposal to enter into the lease complies with Council’s legal and policy requirements.

Reserves Act 1977 (“the Act”)

Section 61(2A) of the Act provides that the Administering Body may lease all or any part of the reserve for the purposes of community building, playcentre, kindergarten, plunket room, or other like purposes. The proposed lease falls within this power. The existing lease has been granted under this section of the Act and is appropriate in the circumstances.

Community Lease Terms and Conditions

Council's maximum term for community leases under the Community Leasing Policy is fifteen (15) years, and generally offered by way of an initial term of five (5) years with two (2) rights of renewal of five (5) years each.

Staff consider that it is appropriate to grant the Trust two further rights of renewal of four (4) years each in addition to the remaining right of renewal exercisable in 2026. The two further rights of renewal would be exercisable in 2031 and 2035 and the final expiry date would be 31 March 2039. While the total contract term (if all rights of renewal were exercised) would be 23 years, this new proposal would align with Council's leasing policy not to exceed a maximum 15 year term (from 2024 until 2039).

Financial Considerations – Whaiwhakaaro ā-Pūtea

The proposal does not have any financial implications on Council. The Trust will remain responsible for rent payments, administration fees and outgoings as per the terms of the existing lease.

Risks - Tūraru

There are no known significant risks associated with granting a variation to the lease.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

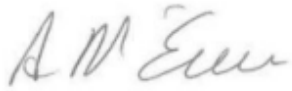
Staff do not consider that this proposal will impact mana whenua.

8 NEXT ACTIONS

Action	Responsibility	By When
Sign the variation document	Group Manager Business Support	30 September 2024

9 APPENDICES - ĀPITITANGA

No:	Appendix Title
1	Plan of Leased Area
2	Record of Title 451548
3	Existing Lease 036 Cambridge Community House Inc 37180 (ECM Number 10471098)



Angela McEwan
PROPERTY ADVISOR



David Varcoe
MANAGER PROPERTY SERVICES



Approved by Georgina Knapp
ACTING GROUP MANAGER BUSINESS SUPPORT

APPENDIX 1

Plan of Leased Area



The Leased Property, located at 193 (197) Shakespeare Street, Leamington, is outlined in blue on the map above.

APPENDIX 2

Certificate of Title 719923

Emtel Title Preview

Information as at Sunday 21st July 2024

RECORD OF TITLE UNDER LAND TRANSFER ACT 2017 FREEHOLD



Search Copy
[View Historic Copy](#)

Identifier 719923
Land Registration District South Auckland
Date Issued 16 November 2015

Prior References
[720849](#)

Estate Fee Simple
Area 875 square metres
Legal Description Section 1-3 Survey Office Plan
490551

Registered Owners
[Waipa District Council](#)

Interests

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APPENDIX 3

Existing Lease 036 Cambridge Community House Inc 37180 (ECM Number 10471098)

Lease to Sports Club / Community Group
(Unregistered form)

THIS LEASE is dated the 19th day of April 2016

LANDLORD: **WAIPA DISTRICT COUNCIL** (the "Landlord")

TENANT: **CAMBRIDGE COMMUNITY HOUSE TRUST**
(the "Tenant")

The Landlord leases to the Tenant and the Tenant accepts this Lease of the Leased Property as described in Schedule 1 for the rent and on the terms and conditions set out in Schedules 1 and 2 and in this Lease.

The Tenant acknowledges that it has had the opportunity to take legal advice before signing this Lease.

THE COMMON SEAL of
WAIPA DISTRICT COUNCIL was
hereto affixed as Landlord in the
presence of:



[Handwritten Signature]
Signature

Ken Morris, Group Manager
Name and office held (please print) Business Support

SIGNED for the Tenant
CAMBRIDGE COMMUNITY HOUSE TRUST)
by:)



[Handwritten Signature]
Member / Trustee signature

DAVID JOHN DAY CHAIR
Name and office held (please print)

[Handwritten Signature]
Member / Trustee signature

ANN MACLURE
Name and office held (please print) TRUSTEE TREASURER

SCHEDULE 1

Description of Leased Property:

The property located at 193 (197) Shakespeare Street, Leamington being 796 m² and being legally described as Sections 2 and 3 on SO Plan 490551 (previously being Part Lot 1 DP 30148 contained in certificate of title SA46B/385) as shown outlined in blue on the aerial photograph attached as Appendix A.

Buildings:

Brief Description of Building	Owner of Building	Insurance Responsibility
Cambridge Community House	Tenant	Tenant
Relocatable building containing offices and meeting rooms	Tenant	Tenant

Specified systems: (pursuant to Building Act 2004) *(see clause 2.5)*

list systems (if any)

Commencement Date of Lease: 1 April 2016

Initial Term of Lease: 5 years

Right of Renewal: Two rights of renewal of 5 years each exercisable in ~~2020~~ and ~~2025~~
2021 2026

Final Termination Date if Lease Renewals taken up: 31 March 2031

Rent and Payments to be made:

The Rent for the leased property comprises -

Administration Fee: \$210.00 plus GST per annum, payable in one instalment upon signing this Lease and then annually on the anniversary of the commencement date *(see clause 2.1)*

Rent: \$22.00 plus GST per annum, payable in one instalment upon signing this Lease and then annually on the anniversary of the commencement date *(see clause 2.1)*

Services Rent:

- (i) \$425.20 inclusive of GST per annum, for sewerage services, payable annually upon invoicing; and
- (ii) Water supply based on metered consumption, payable quarterly as separately invoiced to the Tenant.

Rent and Payment Reviews:

- The Property Rent will be reviewed at the time of renewal of lease in accordance with the Landlord's Policy *(see clause 4 and Schedule 2)*.
- The Administration Fee and Services Rent will be reviewed annually as part of the Landlord's review of Fees and Charges. The Tenant will be notified of any change to those charges at the time invoices are issued for same.

Use of Property:

To provide a range of educational, social welfare, health and employment related services to members of the Cambridge community who have fewer opportunities and advantages than others, in accordance with the documented objectives of the Tenant.

Note:

~~(1) The Tenant is reminded that any playing or recreation area which is a Reserve must by law be available to the public at times when the Tenant is not actually using it.~~

(2) The Tenant may hire the leased property to any individual person, group or organisation on a casual or regular basis for meetings, social functions and similar activities but not for any commercial purposes or private profit or gain.

Landlord's Chattels *[if any]*

nil

Liquor Licence: Yes/ No

Registration:

The Tenant is registered under –

- Incorporated Societies Act 1908
- Charitable Trusts Act 1957

Address for Notices:

Landlord:

Waipa District Council
101 Bank Street
Private Bag 2402
Te Awamutu 3840

Tenant:

Cambridge Community House Trust
193 Shakespeare Street
Leamington
Cambridge 3432

Tenant contact persons:

(two names, addresses & telephone numbers) (see clause 10)

Nicki de Reus Manager 193 Shakespeare St
P.O Box 633 Cambridge 827 5402.

DAVID DAY TRUST CHAIR

3 CHESTERTON DRIVE CAMBRIDGE 823 3108

SCHEDULE 2

The current Rent has been calculated in accordance with the Council's Policy, namely

Property value (0.0796ha of total 0.7844ha x \$550,000 total LV)	\$55,813.00
x 6%	\$3,348.78
Less $\frac{2}{3}$	<u>\$2,232.52</u>
	\$1,116.26
Less 98% subsidy	<u>\$1,093.93</u>
Property Rent (rounded to the nearest dollar)	\$22.00
Plus GST	<u>\$3.30</u>
Property Rent	\$25.30

By way of explanation:

- The 6% of Leased Property value represents a commercial rate for rent.
- The $\frac{2}{3}$ reduction on the commercial rate reflects restrictions on use of community land.
- The 98% subsidy reflects the benefits gained from community and sporting activities across the District.

This formula will be followed at the time of renewal of the Lease but on the basis of the then current property value.

INDEX OF TERMS AND CONDITIONS

Clause Content

1	Definitions
2	Tenant's Obligations
2.1	Payments
2.2	Use of Property
2.3	Care and Maintenance of Land and Buildings
2.4	New Building or Building Alterations
2.5	Statutory Matters
2.6	Advertising
2.7	Liquor Licence
2.8	Insurance
2.9	Assignment
2.10	Power of Entry
2.11	Indemnity
2.12	Registration
3	Building Ownership
4	Renewal of Lease and Rent Review
5	Default
6	Lack of Use
7	Reserves Act
8	Landlord's Obligations
9	Regulatory Role of Waipa District Council
10	Notices
11	Statutory References
12	Arbitration

TERMS AND CONDITIONS OF THE LEASE

1 DEFINITIONS

“Advertising Material” means any banner, hoarding, placard, poster or sign which advertises or promotes any product or service or commercial organisation.

“Commercial Purpose” means any activity carried out for the purpose of or with the intention of making profit, whether a profit results either directly or indirectly from the activity or not EXCLUDING any activity carried out by a not-for-profit community organisation for fund-raising purposes, where any funds derived from the activity will be directed back into the organisation to fund its operations.

“Leased Property” means the land leased by this Agreement and all buildings on that land whether such buildings are the property of the Landlord or the Tenant and whether such buildings have been erected before or after the commencement date of this Lease, UNLESS set out in Schedule 1 to this Lease or otherwise expressly agreed in writing.

2 TENANT’S OBLIGATIONS

The Tenant agrees with the Landlord as follows –

2.1 Payments

- (i) To pay the Rent and Administration Fee as set out in the Schedule in the manner and at the times specified therein.
- (ii) To pay all outgoings arising out of the Tenant’s use of the Leased Property
- (iii) To pay Services Rent for water consumption and sewerage services as set out in Schedule 1.

2.2 Use of Property

- (i) To use the Leased Property only for the purposes set out in Schedule 1 and for no other purpose, and in particular not to permit the Leased Property to be used:
 - (a) for any commercial purpose or for the private profit or gain of any member or members of the Tenant, or any other occupant or user; or

- (b) for any residential purpose; or
 - (c) for any unlawful purpose.
- (ii) If the Leased Property includes a common or shared area or has access to a common or shared driveway to ensure that at all times this area or driveway is kept clean and tidy and free of obstructions so that other permitted users may enjoy their rights of use.
 - (iii) Not do or permit to be done on the Leased Property anything which is or may become a nuisance or annoyance either to the Landlord or to other tenants or to the owners or occupiers of any other property in the vicinity of the Leased Property.

2.3 Care and Maintenance of Land and Buildings

- (i) To keep the Leased Property clean and tidy and not to deposit or allow to be deposited any waste material on the Leased Property.
- (ii) To keep the Leased Property free from litter and refuse and ensure that all litter and refuse is placed in appropriate receptacles which are emptied regularly so that they do not become a nuisance or attract flies or vermin.
- (iii) Subject to clause 8.1 to keep the interior and exterior of all buildings on the Leased Property properly painted, cleaned and maintained except for depreciation from fair wear and tear or other natural cause and damage by fire, storm, earthquake and flood.
- (iv) If any Landlord's chattels are included in this Lease, to keep such chattels in good repair (fair wear and tear excepted) and to notify the Landlord immediately of any breakage or loss.
- (v) To keep all drains on the Leased Property properly cleaned and free from obstruction of any kind.
- (vi) To keep all fences on the Leased Property in a good state of repair.
- (vii) At the end or sooner determination of this Lease to return the Leased Property to the Landlord in the condition required by this Agreement.
- (viii) Not without the prior written consent of the Landlord to cut down any tree or shrub growing on the Leased Property but to

carry out any pruning reasonably required to maintain such trees or shrubs in a healthy condition.

- (ix) Not without the prior written consent of the Landlord to plant any trees or shrubs and then only in accordance with an approved planting plan.
- (x) To keep the Leased Property free from all noxious plants and to comply with the provisions of the Bio Security Act 1993.

2.4 **Alterations to Leased Property**

- (i) Not to demolish or remove any building or other structure from the Leased Property without first obtaining the Landlord's written consent.
- (ii) Not to build or alter or add to any buildings on the Leased Property or carry out any other works or improvements to the Leased Property which would have the effect of altering the Leased Property without first obtaining the Landlord's written consent to the plans and specifications of such buildings, alterations or additions.

In granting such consent the Landlord may impose such conditions as it considers appropriate in the circumstances including but not limited to conditions as to:-

- (a) Materials to be used;
 - (b) The manner in which the work is to be carried out;
 - (c) The supervision of such work; and
 - (d) The timeframe within which the work is to be carried out.
- (iii) Not to install any structure, including floodlighting of any kind, without the prior written consent of the Landlord. If such consent is given, or if such structures are on the Leased Property at the commencement of the lease term, then they shall be maintained in a safe and useable condition at the expense of the Tenant.

2.5 **Statutory Matters**

- (i) In respect of the use of the Leased Property to comply fully and in all respects with all Acts, Regulations, Bylaws and the Waipa District Plan.

[Note: This will include, in particular –

- *The Resource Management Act 1991*
- *The Building Act 2004*

- *The Reserves Act 1977 and any relevant Reserve Management Plan*
 - *The Sale of Liquor Act 1989*
 - *The Health and Safety in Employment Act 1992*
 - *The Occupiers Liability Act 1962*
 - *Waipa District Council Bylaws*
 - *Waipa District Plan*
 - *Incorporated Societies Act 1908 (if the Tenant is an Incorporated Society)*
 - *Charitable Trusts Act 1957 (if the Tenant is a Charitable Trust)*
- (ii) (a) To keep the Specified Systems (if any) set out in Schedule 1 in good condition and so that they comply at all times with the provisions of the Building Act 2004.
- (b) To ensure that all its officers are aware of the Specified Systems and the compliance obligations.
- (c) If pursuant to Section 100 of the Building Act 2004 a Compliance Schedule is required, to supply all the appropriate information to the Landlord to enable the Compliance Schedule to be issued.

[Note: The Specified Systems will include fire safety equipment and devices. If in doubt the Tenant should contact the Waipa District Council Building Control Department.]

- (iv) To encourage all members of the Tenant and all other persons using the Leased Property to adopt safe practises on the Leased Property in accordance with the provisions of the Building Act 2004 and the Health and Safety in Employment Act 1992.
- (v) To notify the Landlord immediately of any hazard of which it becomes aware, on or in connection with the Leased Property, and which the Tenant considers is outside the Tenant’s control or responsibility.

2.6 Advertising

- (i) Except as permitted in clause 2.6(ii) not to display or permit to be displayed any advertising material of any description on any part of the Leased Property unless –
- (a) the consent in writing of the Landlord has first been obtained; or

(b) the advertising material cannot be seen from any public place.

(ii) This condition will not apply to advertising material placed on the Leased Property for the duration of or for 24 hours before or after an organised event.

2.7 **Liquor Licence**

(i) Except as provided in clause 2.7(ii) not to apply for or obtain a Licence under the Sale of Liquor Act 1989 for the Leased Property or any part of it unless the written consent of the Landlord is first obtained.

(ii) The prior written consent of the Landlord will not be required where a Special Licence for the sale and supply of liquor pursuant to Section 73 of the Sale of Liquor Act 1989 is granted for the Leased Property for no more than five (5) occasions in any one calendar year.

2.8 **Insurance**

2.8.1 To insure any buildings on the Leased Property in the joint names of the Landlord and the Tenant with an insurance office to be approved by the Landlord, against loss or damage by fire and other risks to the full insurable value, and to keep all such policies of insurance in force for the duration of the lease.

2.8.2 To provide the Landlord with the details of such insurance policies when so required by the Landlord.

2.8.3 In the event of loss or damage to apply all insurance moneys received from such policy towards the repair, reinstatement or rebuilding of any building damaged or destroyed.

2.9 **Assignment**

Not to assign or transfer, mortgage, sublet or part with possession of the Leased Property or any part of it or of the estate or interest of the Tenant in the Leased Property without the consent in writing of the Landlord.

2.10 **Power of Entry**

To permit the Landlord by its agents and employees at all reasonable times to enter upon the Leased Property to view the state of repair and compliance with the Tenant's obligations.

If the Landlord serves upon the Tenant notice in writing of any defect of repair or non-compliance with the Tenant's obligations, to make

good such defect or non-compliance as soon as reasonably practicable after receipt of such notice.

In default of so doing to permit the Landlord or its agents or employees to do what the Landlord considers necessary to make good such defect or non-compliance and to reimburse to the Landlord its costs of so doing together with interest at the rate of 15% per annum. Such sum shall be recoverable in the same way as if it were arrears of Rent under this Agreement.

2.11 Indemnity

- (i) To indemnify the Landlord from all costs, claims and demands arising out of the Tenant's use of the Leased Property including claims for loss or damage to personal property.
- (ii) If any boundary of the Leased Property is unfenced or inadequately fenced, to indemnify the Landlord against all costs which may be incurred in complying with any notice served on the Landlord under the Fencing Act 1978.

2.12 Registration

- (i) If the Tenant is registered as an incorporated society under the Incorporated Societies Act 1908 to maintain that registration during the term of this Lease.
- (ii) If the Tenant is registered as a charitable trust pursuant to the Charitable Trusts Act 1957 to maintain that registration during the term of this Lease.
- (iii) To provide to the Landlord when called on evidence of such registration.
- (iv) To provide to the Landlord on signing this Lease the names and addresses of all officers of the Tenant.
- (v) To provide to the Landlord details of any changes to those officers within 30 days of such change being made.

3 Building Ownership

- 3.1 Unless set out in Schedule 1 of this Lease or otherwise expressly agreed in writing, the Landlord retains ownership of all buildings and improvements on the Leased Property whether such buildings or improvements were in existence prior to the commencement of this Lease or came into existence subsequently.
- 3.2 In the event that the Tenant winds up, dissolves or otherwise ceases to operate, all buildings and improvements on the Leased Property,

whether such buildings or improvements were in existence prior to the commencement of this Lease or came into existence subsequently, shall vest in the ownership of the Landlord.

- 3.3 Upon the expiration or termination of this Lease or any subsequent Lease entered into between the Tenant and the Landlord the buildings shall vest in the ownership of the Landlord.
- 3.4 On the expiration or termination of this Lease or any subsequent Lease entered into between the Landlord and the Tenant the Landlord shall not be called upon or liable to pay any compensation for any improvements carried out or buildings erected by the Tenant on the Leased Property.

4 Renewal of Lease and Rent Review

If this Lease provides in Schedule 1 for the Tenant to have a right of renewal of this Lease then the following provisions will apply –

- 4.1 At least three months prior to the expiry of the term of this Lease the Tenant shall give the Landlord written notice that it wishes to renew this Lease.
- 4.2 Provided that the Tenant has complied with all the terms and conditions of this Lease the Landlord will grant to the Tenant a renewal of this Lease for the term set out in Schedule 1.
- 4.3 The Property Rent payable for the renewal term will be calculated in the following manner:
 - (i) The Landlord will determine (by valuation of a registered valuer where necessary) the value of the Leased Property;
 - (ii) A calculation will then be applied according to Schedule 2.
- 4.4 The Property Rent so calculated will be the Property Rent for the renewal period of the lease and will apply from the date of the commencement of that renewal period notwithstanding that any notice of renewal may have been given by the Tenant and accepted by the Landlord after the expiry of the term of the Lease.

5 Default

It is agreed as follows –

- 5.1 If the Tenant fails to pay any of the moneys due under clause 2.1 for a period of 60 days after they have become due and the Tenant has failed to remedy that breach within 10 working days after service of a

notice in accordance with section 245 of the Property Law Act 2007;
or

- 5.2 If the Tenant is in breach of any of the terms of this Lease (other than the covenant to pay rent) and has failed to remedy such breach within the period specified in a notice served on the Tenant in accordance with section 246 of the Property Law Act 2007 of notice having been given to it to do so; or
- 5.3 If the Tenant shall cease to be registered under the Incorporated Societies Act or the Charitable Trusts Act –

Then, and in any such case –

- (i) the Landlord may recover arrears of payment as a debt due;
- (ii) the Landlord may (in addition to the Landlord's right to apply to the Court for an order for possession) cancel the Lease by re-entering the Leased Property and determine the estate and interest of the Tenant in this Lease. This will not however discharge the Tenant from liability for Rent due or accruing due or for any other breach of this lease.

6 **Lack of Use**

If during the term of this Lease the Landlord is of the opinion that the Leased Property is not being used, or not sufficiently used, for the purposes for which this Lease was entered into then, after making such enquiries as it thinks fit and giving the Tenant an opportunity to explain the usage of the Leased Property, the Landlord may terminate this Lease upon such terms as the Landlord may determine.

7 **~~Reserves Act~~**

~~The Leased Property is, or forms part of, a reserve under the Reserves Act 1977, and this lease is intended to take effect as a lease of that reserve under the provisions of Section ___ of the Reserves Act 1977. The provisions of such legislation and of any Reserve Management Plan applicable to this Lease will be binding in all respects upon the parties to this Lease in the same manner as if such provisions had been fully set out. These provisions include the rights of the public to have access to the reserve at times when the Tenant is not actually using it.~~

8 **Landlord's Obligations**

The Landlord will –

- 8.1 Maintain the structure of those buildings which are identified in Schedule 1 as being owned by the Landlord.

8.2 Keep insured those buildings identified in Schedule 1 as being owned by the Landlord PROVIDED HOWEVER that there will be no obligation to maintain the structure or to insure any building which is identified in Schedule 1 as “not worth maintaining”.

8.3 Permit the Tenant to occupy the Leased Property free from interruption provided that the Tenant complies with the terms and obligations of this Lease.

9 The Regulatory Role of the Landlord

The Tenant acknowledges that the Landlord enters into this Lease in its capacity as a property owner. Nothing in this Lease is to affect or prejudice the role, obligations and responsibilities of the Landlord as a regulatory authority.

10 Notices

Any notices to be given under this Lease shall –

10.1 Be adequately served on the Tenant if handed personally to a Committee Member or sent by ordinary post to the Tenant’s registered office; and

10.2 Be adequately served on the Landlord if personally delivered or sent by ordinary post to the Landlord’s office as set out in Schedule 1.

11 Statutory References

All reference in this Lease to provisions of statutory enactment shall be deemed to apply to and include corresponding provisions of enactments passed in amendment or substitution.

12 Arbitration

Any dispute or difference arising between the parties may be resolved by either party referring the dispute to the arbitration of a single arbitrator appointed, in default of agreement, by the President for the time being of the Waikato / Bay of Plenty branch of the New Zealand Law Society and the decision of such arbitrator shall be final and binding on both parties.

Appendix A



The Leased Property, located at 193 (197) Shakespeare Street, Leamington, is outlined in blue on the map above.

COMMITTEE REPORT



To: The Chairperson and Members of the Finance and Corporate Committee

From: Manager Property Services

Subject: **Karāpiro Lake Domain Temporary Alcohol Bans for 2024/25 Season**

Meeting Date: 17 September 2024

1 PURPOSE - TAKE

The purpose of this report is to seek Council approval to create temporary alcohol bans at Karāpiro Lake Domain (excluding any leased facilities and the Sir Don Rowlands Centre) for events, dates and time periods, as listed in 'Lake Karāpiro Domain Event Calendar 2024-2025', Appendix 1 (document number 11276533), pursuant to the Waipā District Public Places Alcohol Control Bylaw 2015 and the Local Government Act 2002.

2 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

Temporary alcohol bans have been utilised on the Karāpiro Lake Domain since 2011 to control alcohol consumption and related issues during organised events and Christmas/New Year busy periods. It is the opinion of site management, Council staff and local representatives of the New Zealand Police that the implementation of temporary liquor bans on the Domain during summer events has been a positive move.

It is noted that the proposed bans should exclude the 5 to 9pm period (to enable Domain campers to socialise informally at the end of each day's activities).

Only Council has the authority to resolve the implementing of a temporary alcohol ban, therefore this report is being tabled for Council.

3 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

That Council

- a) *Receives the report of David Varcoe, Manager Property Services titled Karāpiro Lake Domain Temporary Alcohol Bans for 2024/25 Season (ECM Number: 11276791)*

- b) Pursuant to section 147B of the Local Government Act 2002, agrees that:
- i) there is evidence that the Karāpiro Lake Domain has experienced a high level of crime or disorder that can be shown to have been caused or made worse by alcohol consumption in that area; and
 - ii) a temporary alcohol ban for specified events is appropriate and proportionate in light of the evidence and can be justified as a reasonable limitation on people's rights and freedoms; and
- c) pursuant to clause 3.2 of the Waipā District Council Public Places Alcohol Control Bylaw 2015, make temporary alcohol bans for the events, dates and time periods as specified in appendix 1 (ECM number 11276533) at the Karāpiro Lake Domain (excluding any areas at the Karāpiro Lake Domain leased from Council and the Sir Don Rowlands Centre); and
- d) Delegates to the Manager Property Services authority to publish public notices at least 14 days prior to each temporary alcohol ban coming into effect and erect appropriate signage in respect of each temporary alcohol ban.

4 BACKGROUND – KŌRERO WHAIMĀRAMA

Under clause 3.2 of the Waipā District Council Public Places Alcohol Control Bylaw 2015, Council may, by resolution specify temporary alcohol bans for specific events or time of year. Where a temporary alcohol ban is in effect, the following actions are prohibited:

- a) The consumption of alcohol into the restricted place;
- b) The bringing of alcohol into the restricted place;
- c) The possession of alcohol in the restricted place; and
- d) In conjunction with the alcohol controls under paragraphs a) to c) above, the presence or consumption of alcohol in vehicles in restricted public places is also prohibited.

The prohibitions do not apply to licensed premises or the transport of unopened alcohol containers to licensed premises.

Before any resolution may be made under clause 3.2, pursuant to section 147B of the Local Government Act 2002, Council must be satisfied that:

- i) there is evidence that the restricted place has experienced a high level of crime or disorder that can be shown to have been caused or made worse by alcohol consumption in that area; and
- ii) a temporary alcohol ban for specified events is appropriate and proportionate in light of the evidence and can be justified as a reasonable limitation on people's rights and freedoms.

The Karāpiro Lake Domain holds a number of sporting and recreational events each year. Prior to 2011, alcohol consumption at some of these events were causing a high level of disorder. To mitigate this, since 2011 alcohol bans have been put in place during such events. Since then, alcohol-related disorder at events at Lake Karāpiro domain have substantially reduced.

Given this, temporary alcohol bans at specific events at the domain is considered justifiable. It is also considered a reasonable limitation on people’s rights and freedoms, including freedom of movement, particularly as the bans are only in place during specified events, and not all-year-around.

It is the opinion of site management, Council staff and local representatives of the New Zealand Police that the implementation of temporary liquor bans on the Domain during summer events has been a positive move.

Pursuant to the LGA, public notices will be published advising the public of the temporary alcohol bans at least 14 days before the relevant event. Appropriate signage around the domain will also be erected.

5 SIGNIFICANCE & ENGAGEMENT – KAUPAPA WHAI MANA ME NGĀ MATAPAKINGA

Staff have considered the key considerations under the Significance and Engagement Policy, in particular sections 7 and 8 and have assessed that the matter in this report has a low level of significance.

6 OPTIONS – NGĀ KŌWHIRINGA

Option	Advantages	Disadvantages
Option 1: Do nothing	<ul style="list-style-type: none"> ▪ <i>Nil</i> 	<ul style="list-style-type: none"> ▪ <i>Risk of alcohol related issues</i>
Option 2: Resolve to implement temporary liquor bans	<ul style="list-style-type: none"> ▪ <i>Ensures the effects of alcohol are not inflicted on members of the public</i> 	<ul style="list-style-type: none"> ▪ <i>Nil</i>

The recommended option is Option 2. The reason for this is to ensure the site is safe for all to use in the summer season.

7 OTHER CONSIDERATIONS – HEI WHAIWHAKAARO

Council’s Vision and Strategic Priorities

Aligns with our vision: Waipā Home of Champions: Building connected communities.

Aligns with our external strategic priorities:

- Creating Vibrant communities
- Nurturing and respecting our unique culture and heritage

Legal and Policy Considerations – Whaiwhakaaro ā-Ture

Staff confirm that Option 2 complies with Council’s legal and policy requirements.

Financial Considerations – Whaiwhakaaro ā-Pūtea

There are no financial considerations associated with this temporary liquor ban for the 2024-25 season.

Risks - Tūraru

There are no known significant risks associated with the decisions required for this matter.

Iwi and Mana Whenua Considerations - Whaiwhakaaro ki ngā Iwi me ngā Mana Whenua

This is a site of significance for Iwi and Mana Whenua.

8 NEXT ACTIONS

Action	Responsibility	By When
Inform GL Events Ltd of resolution outcome	Manager Property Services	Upon resolution
Advertise public notice of Alcohol ban and install signage	Manager Property Services	Upon resolution

9 APPENDIX - ĀPITITANGA

No:	Appendix Title
1	Karāpiro Lake Domain Event Calendar 2024-2025



David Varcoe
MANAGER PROPERTY SERVICES



Approved by Georgina Knapp
ACTING GENERAL MANAGER
BUSINESS SUPPORT

APPENDIX 1

Karāpiro Lake Domain Alcohol Ban 2024-2025

LAKE KARAPIRO DOMAIN ALCOHOL BAN		
YEAR: 2024/2025		
SEPTEMBER 2024	Times	Event
21st - 22nd September	12.01am-5pm/9pm-11.59pm daily	NZ Masters Rowing Nationals
28th -29th September	12.01am-5pm/9pm-11.59pm daily	North Island Interprovincial Rowing Regatta
OCTOBER 2024	Times	Event
12th-13th October	12.01am-5pm/9pm-11.59pm daily	100k Flyer (Cycle)
25th-27th October	12.01am-5pm/9pm-11.59pm daily	National Mini Car Rally
NOVEMBER 2024	Times	Event
2nd November	12.01am-5pm/9pm-11.59pm daily	Clive Steenson Memorial Rowing Regatta
9th-10th November	12.01am-5pm/9pm-11.59pm daily	Great Kiwi Summer Festival /Armistice in Cambridge/Illuminate
15th-16th November	12.01am-5pm/9pm-11.59pm daily	Te Wananga O Aotearoa Waka ama
16th-17th November	12.01am-5pm/9pm-11.59pm daily	KRI Memorial Rowing Regatta
17th November	12.01am-5pm/9pm-11.59pm daily	Waikato Vintage Swap Meet
24th November	12.01am-5pm/9pm-11.59pm daily	Stragglers Classic Car Show
December	12.01am-5pm/9pm-11.59pm daily	KRI Club Rowing Regatta
DECEMBER 2024	Times	Event
7th-8th December	12.01am-5pm/9pm-11.59pm daily	Te Puku O Te Ika Waka Ama
13th-15th December	12.01am-5pm/9pm-11.59pm daily	KRI Christmas Rowing Regatta
24th - 25th Dec	12.01am-5pm/9pm-11.59pm daily	No Event - Christmas camping
31st-01 Jan	12.01am-5pm/9pm-11.59pm daily	No Event - New Years camping
JANUARY 2025	Times	Event
12th-18th January	12.01am-11.59pm daily	Nga Kaihoe O Aoteroa Waka Ama NZ
26th January	12.01am-5pm/9pm-11.59pm daily	North Island Club Rowing Championships
FEBRUARY 2025	Times	Event
7th - 9th February	12.01am-11.59pm daily	NZGP Hydroplanes Drivers Club
21st -23rd February	12.01am-5pm/9pm-11.59pm daily	Aon Junior Rowing Regatta
MARCH 2025	Times	Event
1st-2nd March	12.01am-5pm/9pm-11.59pm daily	NZ Water Ski Racing Series Event
3rd-6th March	12.01am-5pm/9pm-11.59pm daily	NZ Rowing U21 Trials
6th -9th March	12.01am-5pm/9pm-11.59pm daily	AON NI Secondary Schools Rowing Regatta
17th-21st March	12.01am-5pm/9pm-11.59pm daily	NZ Rowing Elite Trials
21st -30th March	12.01am-5pm/9pm-11.59pm daily	Aon Maadi Rowing Regatta
APRIL 2025	Times	Event
4th - 5th April	12.01am-5pm/9pm-11.59pm daily	NZ Dragon Boat Nationals
11th-13th April	12.01am-5pm/9pm-11.59pm daily	Karapiro Marathon
11th-13th April	12.01am-5pm/9pm-11.59pm daily	Canoe Racing Oceania
15th-19th April	12.01am-5pm/9pm-11.59pm daily	NZ Rowing U19 Trials
MAY 2025	Times	Event
10th May	12.01am-5pm/9pm-11.59pm daily	Legion of Rowers Regatta

Exemption - Sir Don Rowlands centre, all leased facilities, Administration facilities & onsite house, Rob Waddell Lodge & Chalets.

COMMITTEE AGENDA



To: The Chairperson and Members of the Finance and Corporate Committee

From: Governance

Subject: **RESOLUTION TO EXCLUDE THE PUBLIC**

Meeting Date: 17 September 2024

1 EXECUTIVE SUMMARY – WHAKARĀPOPOTOTANGA MATUA

A local Authority may, by resolution, exclude the public from the whole or any part of the proceedings of any meeting under section 48(1) of the Local Government Official Information and Meetings Act 1987.

2 RECOMMENDATION – TŪTOHU Ā-KAIMAHI

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of the 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:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
14. Confirmation of Public Excluded Minutes – 20 August 2024 15. Maungatautari Ecological Island Trust Report as at 31 July 2024 16. Block Land Disposal Te Awamutu	<i>Good reason to withhold exists under section 7 Local Government Official Information and Meetings Act 1987</i>	<i>Section 48(1)(a)</i>

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act, or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may be, which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, are as follows:

Item No.	Section	Interest
14,16	7(2)(i)	<i>To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).</i>
14,15	7(2)(b)(ii)	<i>To protect information which if public would unreasonably prejudice the commercial position of the person who supplied or is the subject of the information.</i>
14,15,	7(2)(c)	<p><i>To protect information which is subject to an obligation of confidence where the making available of the information would be likely to:</i></p> <ul style="list-style-type: none"> <i>i. prejudice the supply of similar information, or information from the same source, where it is in the public interest that such information should continue to be supplied; or</i> <i>ii. would be likely otherwise to damage public interest</i>