



**I give notice that
an Ordinary Meeting of Taupō Reserves and Roding Committee will be
held on:**

Date:	Tuesday, 22 July 2025
Time:	1.00pm
Location:	Council Chamber Level 1, 67 Horomātangi Street Taupō

AGENDA

MEMBERSHIP

Chairperson	Cr John Williamson
Deputy Chairperson	Cr Yvonne Westerman

Members	Cr Duncan Campbell Cr Kylie Leonard Mr Te Moananui Rameka Cr Christine Rankin Cr Rachel Shepherd Cr Kevin Taylor Mayor David Trewavas Vacancy
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Quorum	5
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**Julie Gardyne
Chief Executive**

Order Of Business

1	Karakia	
2	Whakapāha Apologies	
3	Ngā Whakapānga Tukituki Conflicts of Interest	
4	Whakamanatanga O Ngā Meneti Confirmation of Minutes	
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4.1 ORDINARY TAUPŌ RESERVES AND ROADING COMMITTEE MEETING - 20 MAY 2025

Author: Karen Watts, Senior Committee Advisor

Authorised by: Nigel McAdie, Legal and Governance Manager

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the minutes of the Taupō Reserves and Roding Committee meeting held on Tuesday 20 May 2025 be approved and adopted as a true and correct record.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Taupō Reserves and Roding Committee Meeting Minutes - 20 May 2025

5.1 CUSTOMER REQUEST FOR TREE REMOVAL AT FERNEY PLACE RESERVE

Author: Billie Vi, Parks Advisor - Planning and Operations

Authorised by: Greg Hadley, Parks and Reserves Manager

TE PŪTAKE | PURPOSE

For the Taupō Reserves and Roding Committee to consider a customer's request to remove five specimen trees at Ferney Place reserve:

Tree 1: Pin Oak (*Quercus palustris*)

Tree 2: Silver Birch (*Betula pendula*)

Tree 3: Red Oak (*Quercus rubra*)

Tree 4 & 5: Monterey Cypress (*Cupressus macrocarpa*)

WHAKARĀPOPOTOTANGA MATUA | EXECUTIVE SUMMARY

Council officers received a request to remove five specimen trees at Ferney Place Reserve.

The request is to enhance the customer's view of the mountains, as it is currently obstructed by the specimen trees. Under the Tree and Vegetation Policy 2014, the removal of healthy trees is not considered because trees inhibiting views in not considered a severe hardship.

Should the Committee resolve to remove the healthy trees, there are neighbouring properties with trees that could potentially impact the customers view in the future. There are trees in 540 metres between the customer's property and the reserve that may grow to obstruct the view in future. These trees could be on Council land or private property.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

The Taupō Reserves and Roding Committee declines the request to remove the five specimen trees at Ferney Place Reserve.

TE WHAKAMAHUKI | BACKGROUND

Council officers received a service request in June 2024 related to the five specimen trees and their interference with the customer's view of the mountains. The request was to top the trees to enhance the view, but this request is not permitted under the Tree and Vegetation Policy 2014. The subject trees were added to the maintenance schedule to be crown lifted, and this work was completed in 2024 but failed to satisfy the customer.



View of trees from the customer's property.

Council's specialist arborist has not completed an assessment of the trees. The trees are mature and healthy; however, it is considered the best alternative that council officers receive a recommendation from elected members to save the cost of an arborist report. Should the Committee resolve to table the agenda subject to an assessment from council's specialist arborist then this matter can be brought to a future meeting.

The subject trees are approximately 540 metres southwest of the customer's property, at Ferney Place reserve. The reserve is a connector between Richmond Avenue, Ferney Place and Ryan Place with seven trees spread throughout the area. There are five trees the customer is requesting be removed.

The height of the trees varies between 8-13 metres and are all considered mature and healthy.

Tree 1: Pin Oak (*Quercus palustris*) 11 metres

Tree 2: Silver Birch (*Betula pendula*) 8 metres

Tree 3: Red Oak (*Quercus rubra*) 12 metres

Tree 4 & 5: Monterey Cypress (*Cupressus macrocarpa*) 13-13.5 metres

Based on the pictures of the obstructed view provided by the customer, it appears the Monterey Cypresses (*Cupressus macrocarpa*) are the primary trees blocking mountain views because they are evergreen trees (retains its leaves throughout the year) and the tallest in the reserve. Trees 2 and 3 obstruct the customer's view when in leaf during the warmer seasons, however when the trees are leafless during the colder months, the mountain is more visible.

NGĀ KŌRERORERO | DISCUSSION

Objective 3 of the Tree and Vegetation Policy 2014 provides the direction that trees on Council land will be retained and only considered for removal due to exceptional reasons. Trees may require removal for various reasons and Council follows a decision-making process with the guidance within the policy.



Policy 3.2 considers the removal of a healthy tree where there is severe hardship, however, trees which inhibit views is not considered to be causing severe hardship. The customer is aware of this policy.

The reserve is approximately 541 metres from the customer's property to the reserve. Should the trees be removed for the customer's view, there is no guarantee other trees in the customer's view shaft wouldn't grow and obstruct the customer's view again.

Should the Committee resolve to remove the trees, there are neighbouring properties on Ryan Place with trees that may present a similar issue in the future.

Based on the above, there are two options for the Committee to consider:

1. Decline to remove the trees at Ferney Place Reserve.
2. Agree to remove the trees at Ferney Place Reserve at the cost of the customer.

NGĀ KŌWHIRINGA | OPTIONS

Analysis of Options

Option 1.

Decline to remove the trees.

Advantages	Disadvantages
<ul style="list-style-type: none">• The decision aligns with policy, where the removal of healthy trees for a view is not considered severe hardship and will not be considered for removal.• The community and Council retains healthy trees in Ferney Place Reserve.	<ul style="list-style-type: none">• None foreseen.

Option 2.

Agree to remove the trees at the cost of the customer.

Advantages	Disadvantages
<ul style="list-style-type: none">• The cost of removal will be at the expense of the customer and not Council.• Opportunity to plant native species in the reserve.	<ul style="list-style-type: none">• The loss of healthy trees at the Ferney Place Reserve.

Analysis Conclusion:

Based on analysis of options the preferred alternative is option 1.

NGĀ HĪRAUNGA | CONSIDERATIONS

Ngā Aronga Pūtea | Financial Considerations

Should the Committee agree to remove the subject trees, the cost of removal will be at the expense of the customer. This request is considered an unbudgeted expenditure. Removal costs are likely to be in the order of \$15k.

Ngā Aronga Ture | Legal Considerations

Local Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of [Section 10](#) of the Local Government Act 2002. That section of the Act states that the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. It is considered that social, economic, environmental and cultural factors is of relevance to this particular matter.

Authorisations are not required from external parties.

Ngā Hīraunga Kaupapa Here | Policy ImplicationsTree and Vegetation Policy 2014

Policy 3.2 – Removal of Healthy Trees

Healthy trees on council land will be retained, and their removal will be the exception. Instances where council may consider removal of a healthy tree include:

...

- severe hardship is experienced (trees which inhibit views or drop debris are not considered to be causing severe hardship).

Te Kōrero tahi ki te Māori | Māori Engagement

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. Council has a responsibility to act reasonably and in good faith to reflect the partnership relationship, and to give effect to the principles of Te Tiriti. These principles include, but are not limited to the protection of Māori rights, enabling Māori participation in Council processes and having rangatiratanga over tāonga.

Our statutory obligations outline our duties to engage with Māori and enable participation in Council processes. Alongside this, we recognise the need to work side by side with iwi, and hapū of our district. No engagement has been conducted for this report.

No engagement occurred for this report.

Ngā Tūraru | Risks

Should the committee agree to remove the trees, it will not align with the policy where trees that inhibit views is not considered severe hardship and will not be considered for removal of healthy trees. Local residents have not been consulted on the removal of the trees and may enjoy the amenity they bring.

TE HIRANGA O TE WHAKATAU, TE TONO RĀNEI | SIGNIFICANCE OF THE DECISION OR PROPOSAL

Council's Significance and Engagement Policy identifies matters to be taken into account when assessing the degree of significance of proposals and decisions.

Officers have undertaken an assessment of the matters in the [Significance and Engagement Policy \(2022\)](#), and are of the opinion that the proposal under consideration is of a low degree of significance.

TE KŌRERO TAHI | ENGAGEMENT

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

TE WHAKAWHITI KŌRERO PĀPAHO | COMMUNICATION/MEDIA

No communication/media required.

WHAKAKAPINGA | CONCLUSION

Council officers recommend the Committee decline the customer request to remove the trees at Ferney Place Reserve. The policy does not consider the obstruction of views as a reason to remove healthy trees.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Before and after photos of tree maintenance

5.2 TREE REMOVAL OWEN DELANY PARK

Author: Travis Delich, Senior Project Manager

Authorised by: Steve Giles, Events and Venues Manager

TE PŪTAKE | PURPOSE

To seek approval from the Taupō Reserves and Roding Committee to remove 5 trees at Owen Delany Park which will interfere with the construction of new changing rooms and community space.

WHAKARĀPOPOTOTANGA MATUA | EXECUTIVE SUMMARY

This report is coming to the Taupō Reserves and Roding Committee as per our Tree and Vegetation Policy 2014 which states the following in relation to healthy trees on council land:

Policy 3.2 – Removal of Healthy Trees

Healthy trees on council land will be retained, and their removal will be the exception. Instances where council may consider removal of a healthy tree include:

- street redevelopment is to be implemented and options to retain the tree have been investigated and discounted,
- severe hardship is being experienced (trees which inhibit views or drop debris are not considered to be causing severe hardship),
- other community assets are impacted by trees or vegetation,
- the trees or vegetation are grown weeds and not intentionally planted, or
- the removal is part of a planned replacement programme.

As part of the OD Park Masterplan, Council received funding from central government to construct 8 new changing rooms and a community space. The size and location of the building and its services conflict with 5 existing trees along the edge of the carpark. The trees are non-native and relatively small (pictures provided in Attachment 1). The project will commit to planting 5 appropriate native tree species as part of the landscaping.



NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Reserves and Roding Committee approves the removal of five trees along the edge of the carpark identified in the report to allow construction of changing rooms and community space at Owen Delany Park.

TE WHAKAMAHUKI | BACKGROUND

The proposal has not been presented previously.

NGĀ KŌRERORERO | DISCUSSION

Based on this information it is considered that there are 4 options (including status quo or do nothing option).

NGĀ KŌWHIRINGA | OPTIONS

Analysis of Options

Option 1. Remove Trees

Advantages	Disadvantages
<ul style="list-style-type: none">• We can construct the building achieving the goals set out in the project• No additional design work• No additional time to design	<ul style="list-style-type: none">• We have to remove the trees

Option 2. Do not remove trees

Advantages	Disadvantages
<ul style="list-style-type: none">• Trees Remain	<ul style="list-style-type: none">• We may have to remove changing rooms, reduce size of building or change to a less desirable location. All of which have an impact on the buildings ability to be fit for purpose• Additional cost to redesign• Additional time to redesign which may lead to us missing deadlines to spend the funding and then losing all of our external funding• Additional construction cost to connect to services

Analysis Conclusion:

Option 1 is the preferred option as it allows us to construct the building as per the project requirements, and the removal of the trees can be offset with the planting of the appropriate native species. The other two identified options of moving or reducing the size of the building would mean we would not be achieving the stakeholder outcomes of the project. It would also add significant time to the project which could result in us missing our contractual obligations to spend money by the set dates, thus creating a risk of losing our external funding and the project not being able to progress.

NGĀ HĪRAUNGA | CONSIDERATIONS

Ngā Aronga Pūtea | Financial Considerations

The costs for this have been budgeted for as part of the project.

Long-term Plan/Annual Plan

The expenditure outlined is currently budgeted for as part of the Long-term Plan 2024-34.

Ngā Aronga Ture | Legal Considerations

Local Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of [Section 10](#) of the Local Government Act 2002. That section of the Act states that the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. It is considered that social, economic, environmental and cultural well-beings are of relevance to this particular matter.

Ngā Hīraunga Kaupapa Here | Policy Implications

The proposal has been evaluated against the following plans:

- ✓ Long-term Plan 2024-2034 ✓ Annual Plan ✓ Waikato Regional Plan
- ✓ Taupō District Plan ✓ Bylaws ✓ Relevant Management Plan(s)

The key policy for consideration with regards to this proposal relate to the Tree and Vegetation Policy. These trees while healthy, will impact the new changing rooms which will be an asset to the community. We have considered the possibility of keeping the trees, however the road alignment means there is not adequate space for the building footprint without removing the trees. It is not a good use of public money for Council to obtain an arborist assessment as the health of the trees is not the determining factor in their proposed removal.

Policy 3.2 – Removal of Healthy Trees

Healthy trees on council land will be retained, and their removal will be the exception. Instances where council may consider removal of a healthy tree include:

- street redevelopment is to be implemented and options to retain the tree have been investigated and discounted,
- severe hardship is being experienced (trees which inhibit views or drop debris are not considered to be causing severe hardship),
- other community assets are impacted by trees or vegetation,
- the trees or vegetation are grown weeds and not intentionally planted, or
- the removal is part of a planned replacement programme.

Te Kōrero tahi ki te Māori | Māori Engagement

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. Council has a responsibility to act reasonably and in good faith to reflect the partnership relationship, and to give effect to the principles of Te Tiriti. These principles include, but are not limited to the protection of Māori rights, enabling Māori participation in Council processes and having rangatiratanga over tāonga.

Our statutory obligations outline our duties to engage with Māori and enable participation in Council processes. Alongside this, we recognise the need to work side by side with iwi, and hapū of our district.

In line with these obligations and commitments we have presented this project to Te Kotahitanga o Ngāti Tūwharetoa and provided the designs and location of the building in respect to the trees.

Ngā Tūraru | Risks

There are no known risks.

TE HIRANGA O TE WHAKATAU, TE TONO RĀNEI | SIGNIFICANCE OF THE DECISION OR PROPOSAL

Council's Significance and Engagement Policy identifies matters to be taken into account when assessing the degree of significance of proposals and decisions.

Officers have undertaken an assessment of the matters in the [Significance and Engagement Policy \(2022\)](#), and are of the opinion that the proposal under consideration is of a low degree of significance.

TE KŌRERO TAHI | ENGAGEMENT

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.

TE WHAKAWHITI KŌRERO PĀPAHO | COMMUNICATION/MEDIA

No communication/media required.

WHAKAKAPINGA | CONCLUSION

The building design and location have been determined through a series of stakeholder engagements and design workshops. Options for retaining the trees have been considered, however when weighing up the options we determine the best course of action would be to remove the trees to construct the building and then plant native trees that will increase the amenity and environment at Owen Delany Park.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. 5 Trees proposed for removal

5.3 EXCHANGE OF RESERVE FOR OTHER LAND AT 204 CROWN ROAD - SECTION 15 RESERVES ACT 1977 (DELIBERATION)

Author: Janice Reuben, Commercial Property Officer

Authorised by: Chris Haskell, Property and Development Manager

TE PŪTAKE | PURPOSE

The purpose of this report is to seek the Committee's approval to request the Minister of Conservation to authorise the exchange of a drainage reserve for other land under section 15(1) of the Reserves Act 1977.

TE WHAKAMAHUKI | BACKGROUND

On 20 May 2025, a report on the intention to exchange a drainage reserve for other land for 204 Crown Land Subdivision was presented to Taupō Reserves and Roding Committee.

The Committee resolved the following:

- 1. approves in principle the exchange of part of Section 21 on Survey Office Plan 438781, being local purpose (drainage) reserve, for proposed Lot 102 on Land Transfer Plan 614613 under section 15 of the Reserves Act 1977; and*
- 2. authorises the giving of public notice of its intention to pass a resolution authorising the exchange of the land comprised in any reserve or any part or parts thereof for any other land to be held for the purposes of that reserve, as required by section 15(2) of the Reserves Act 1977.*

NGĀ KŌRERORERO | DISCUSSION

By resolution TRARC202505/05, the Committee signalled its intent to pass a resolution requesting the Minister of Conservation to authorise the exchange of a 711m² part of Section 21 Survey Office Plan 438781 (local purpose (drainage) reserve) for proposed Lot 102 Land Transfer Plan 614613 (2,553m² of stopped road) pursuant to section 15(1) of the Reserves Act 1977. The exchange will effectively 'transfer' the drainage reserve status of the specified part of Section 21 to proposed Lot 102, and will enable Council to obtain new titles to 18 new industrial lots at 204 Crown Road.

The proposed exchange was publicly notified in Taupō News and on the Council website on 29 May 2025 till 30 June 2025 in accordance with section 15(2) of the Reserves Act 1997. After considering any objections, the committee is to resolve whether to request the Minister of Conservation to authorise the exchange of a drainage reserve for the stopped road.

No objections were received, so the committee may immediately pass a resolution requesting the Minister of Conservation to authorise the exchange of a drainage reserve for other land under section 15(1) of the Reserves Act 1977.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Reserves and Roding Committee:

1. receives this report and notes that no objections to the proposed exchange were received;
2. resolves to request the Minister of Conservation to authorise the exchange of a 711m² part of Section 21 on Survey Office Plan 438781, being local purpose (drainage) reserve, for proposed Lot 102 on Land Transfer Plan 614613, pursuant to section 15(1) of the Reserves Act 1977; and
3. authorises officers to forward a copy of the above resolution to the Commissioner for transmission to the Minister of Conservation, as required by section 15(2) of the Reserves Act 1977.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. 20 May 2025 Report - Intention to exchange a drainage reserve for other land - 204 Crown Road

5.4 LEASE OF WAIORA HOUSE - WAIORA COMMUNITY TRUST

Author: Ryno Nienaber, Facilities Manager

Authorised by: Chris Haskell, Property and Development Manager

TE PŪTAKE | PURPOSE

The purpose of this report is to seek a decision under Part 3B of the Conservation Act 1987 regarding an application for a new lease of the premises known as Waiora House, including the associated land and buildings located at 129 Spa Road (100 Kaimanawa Street), Taupō.

WHAKARĀPOPOTOTANGA MATUA | EXECUTIVE SUMMARY

Waiora Community Trust has applied for a new lease of the land and buildings at 129 Spa Road (100 Kaimanawa Street), known as Waiora House, for a term of six years with one right of renewal for a further six years.

Following a detailed analysis of the two lease application options, officers have concluded that granting the lease (Option 2) is preferred (subject to completion of the public notification process). This approach supports the continuation of essential social services for the Taupō community while securing a stable and known tenant, thereby reducing the risk of vacancy and associated maintenance costs. Without this lease arrangement, Council may be required to deliver or support these services directly—likely at a significantly higher cost to the community, and with reduced access to the value these services provide.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Reserves and Roding Committee:

1. Approves in principle the granting of a new lease to *Waiora Community Trust* for the land and buildings located at 129 Spa Road (100 Kaimanawa Street), Taupō (Section 1 SO 59212), for an initial term of six (6) years with one right of renewal for a further six (6) years. This approval is subject to the outcome of public consultation, as required under Part 3B of the Conservation Act 1987.
2. Authorises Council officers to proceed with public notification of the proposed lease in accordance with section 17SC(1)(a) of the Conservation Act 1987, outlining Council's intention to grant the lease under the terms specified above.

TE WHAKAMAHUKI | BACKGROUND

The proposal has not been presented previously.

The subject land is the local purpose (community buildings) reserve vested in the Crown. Council is the administering body and owns the buildings, and the Taupō Reserves and Roding Committee (which has delegated authority) needs to consider and decide on this lease application.

The applicant has occupied the reserve and former buildings as a social services hub since 1 July 2007, under a lease that expired on 30 June 2022. The lease was not immediately replaced because the main building was being rebuilt.

NGĀ KŌRERORERO | DISCUSSION

Attached are the lease application and a plan showing the proposed lease area.

The applicant is proposing to use the space to provide co-working areas, meeting rooms, and private offices for not-for-profit organisations with a social focus. This type of use is very similar to what was previously offered at Waiora House, and no major changes to the level or type of activity are expected.

The proposed lease would be for an initial term of six years, with the option to renew for another six years. The starting rent is set at \$1.00 per year, with periodic reviews. Both the Council and the tenant would have

the ability to end the lease early if needed. The lease will also include standard provisions to recover building operating costs from the tenant.

The previous tenant at this site held a lease for 15 years under similar terms, in recognition of the valuable services they provided to the Taupō community.

Waiora Community Trust has applied for a term of six years with one right of renewal for a further six years. Although the initial application had sought a 10-year lease with a 10-year renewal option, the Trust subsequently requested a change to a six-year term with a six-year renewal. This adjustment was made to better align the lease period with the funding grants the Trust is pursuing, which are structured around shorter funding cycles.

As the site is on Crown reserve land, any new lease must be granted under Part 3B of the Conservation Act 1987. The Council, acting under delegated authority from the Minister of Conservation, may set lease conditions it considers appropriate for the facility and its intended use.

The proposed lease arrangement reflects a strong expectation that the Waiora Community Trust will operate in a financially and operationally sustainable manner. While the nominal rent recognises the community benefit of the Trust's activities, the inclusion of cost recovery provisions and the ability for either party to terminate the lease early ensures that the arrangement remains viable and adaptable. The Trust's proposed model—supporting not-for-profit organisations through shared facilities—aligns with sustainable use of the space and is expected to foster long-term resilience and community value.

Before the lease can be granted, the Council is required to publicly notify the proposal and invite public submissions.

Based on this information, it is considered that there are 2 options:

1. Decline the application – This may be appropriate if the information provided is considered insufficient or if Council prefers to complete the public consultation process before making any decision.
2. Support the lease in principle – Council may agree in principle to grant the lease, subject to the outcome of public consultation. If this option is chosen, staff should be directed to publicly notify the proposal in accordance with section 17SC of the Conservation Act 1987.

NGĀ KŌWHIRINGA | OPTIONS

Analysis of Options

Option 1. Decline the lease application.

Advantages	Disadvantages
<ul style="list-style-type: none"> Reduces financial exposure by avoiding a concessional lease. Opens the opportunity to secure tenants offering higher rental returns or greater long-term value 	<ul style="list-style-type: none"> Risks losing valuable social services currently benefiting the Taupō community. Property may remain vacant, leading to underutilisation, deterioration, and lost revenue.

Option 2. Agree in principle to grant the lease.

Advantages	Disadvantages
<ul style="list-style-type: none"> Maintains essential social services that support community wellbeing and continuity of use. Secures a stable tenant, reducing vacancy risk and ensuring consistent occupancy. 	<ul style="list-style-type: none"> Nominal rent and cost recovery may not fully offset maintenance and operational costs. Limits flexibility to pursue higher-value commercial opportunities in the future.

Analysis Conclusion:

Following a detailed analysis of the two lease application options, officers have concluded that granting the lease (Option 2) is preferred. This approach supports the continuation of essential social services for the Taupō community while securing a stable and known tenant, thereby reducing the risk of vacancy and associated maintenance costs. Without this lease arrangement, Council may be required to deliver or support these services directly, likely at a higher operational cost than the nominal rental return.

NGĀ HĪRAUNGA | CONSIDERATIONS**Ngā Aronga Pūtea | Financial Considerations**

Proposed Rent	\$1.00 per annum
To Lessee	\$57,047.57 plus GST per annum approx. including Rates, Building Compliance Costs, Electricity, HVAC & Security
Taupo District Council	Responsible for Building Maintenance and Renewals Costs including Depreciation
Reason for Proposed Rent	The proposed lessee is providing worthy social services facilities to the Taupō community
Indicative Potential Commercial Rental	\$381,270 per annum (subject to obtaining a current market rental valuation by a Registered Valuer)
<p>The Trust receives financial support from Taupō District Council (TDC) through concessional leases, such as a \$1 per annum arrangement. These leases are formalised through Council resolutions and typically require the lessee to cover operational costs of \$57,047 plus GST known as “Outgoings”.</p> <p>To ensure future sustainability, the Trust is expected to transition from concessional leases to market-based fees at the end of the lease period. This strategy is designed to increase Council revenue while maintaining community support. Additional funding sources include development contributions, government grants, and shared facility use with other organisations, which helps reduce overheads</p> <p>Council recovers its costs through lease terms that include legal and operational expenses, and through its Development Contributions Policy, which applies to capital infrastructure but excludes maintenance. The Long-Term Plan outlines a balanced funding approach using rents, rates, and asset sales to support property-related activities</p> <p>Under section 17X(f) of the Conservation Act 1987, the Council may give precedence to conservation values over financial considerations.</p>	

Long-term Plan/Annual Plan

No additional expenditure needs to be budgeted for in the Long-term Plan or Annual Plan.

Ngā Aronga Ture | Legal ConsiderationsLocal Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of [Section 10](#) of the Local Government Act 2002. That section of the Act states that the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. It is considered that social and cultural well-being are relevant here.

The proposal has been evaluated with regards to the Reserves Act 1977 and the Conservation Act 1987, and the relevant matters for consideration follow.

References to sections are to sections in the Conservation Act 1987 unless otherwise stated.

Reserves Act 1977

Section 59A of the Reserves Act 1977 permits the Minister to grant leases of Crown reserves but as concessions under Part 3B of the Conservation Act 1987.

This leasing power has been delegated to the Council by the instrument of Ministerial delegation dated 12 June 2013.

Conservation Act 1987

Council may grant a lease of the reserve having first complied with formalities in Part 3B of the Conservation Act 1987 and, having considered any objections or submissions resulting from public notification of the lease proposal, Council remains comfortable to grant the lease (s49 and s17SC).

Council may grant a lease of buildings and surrounds where the land around the buildings is needed for the permitted use or for the safety or security of the buildings (s17U).

The lease may be granted for a term (including renewals) of up to 30 years or, in exceptional cases, 60 years (s17Z).

Council may impose such lease conditions as it thinks fit for the buildings and permitted use, including those typically found in leases (reinstatement obligations, periodic rent reviews, covenant on any assignment or sublease of the lease), but Council may also discount the rent that might otherwise be charged where there is a non-commercial public benefit of the permitted use, or any circumstance that justifies such a reduction (s17X).

Authorisations are not required from external parties.

Ngā Hīraunga Kaupapa Here | Policy Implications

There are no known policy implications.

Te Kōrero tahi ki te Māori | Māori Engagement

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. Council has a responsibility to act reasonably and in good faith to reflect the partnership relationship, and to give effect to the principles of Te Tiriti. These principles include, but are not limited to, the protection of Māori rights, enabling Māori participation in Council processes and having rangatiratanga over tāonga.

Our statutory obligations outline our duties to engage with Māori and enable participation in Council processes. Alongside this, we recognise the need to work side by side with the ahi kaa / resident iwi of our district. Engagement may not always be required by law, however meaningful engagement with Māori allows Council to demonstrate good faith and our commitment to working together as partners across our district.

The report author acknowledges the above obligations, including the need to seek advice, guidance, feedback and/or involvement of Māori on the proposed recommendation/s in this report, but considers that further engagement with Māori is not needed on this occasion.

Ngā Tūraru | Risks

The risks of each option are identified in the options/disadvantage's columns.

TE HIRANGA O TE WHAKATAU, TE TONO RĀNEI | SIGNIFICANCE OF THE DECISION OR PROPOSAL

Council's Significance and Engagement Policy identifies matters to be considered when assessing the degree of significance of proposals and decisions.

Officers have undertaken an assessment of the matters in the [Significance and Engagement Policy \(2022\)](#), and are of the opinion that the proposal under consideration is of a low degree of significance.

TE KŌRERO TAHI | ENGAGEMENT

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that public consultation is required as stated under section 17SC(1)(a) of the Conservation Act 1987 to grant leases under Part IIIB. Submissions will be accepted on the Taupō District Council website submission page and email address stated on the public notice.

TE WHAKAWHITI KŌRERO PĀPAHO | COMMUNICATION/MEDIA

No communication/media required.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Committee approves, in principle, the granting of a lease to Waiora Community Trust for the use of Waiora House and the associated land and buildings at 129 Spa Road (100 Kaimanawa Street), Taupō (Section 1 SO 59212). The lease would be for an initial term of six (6) years, with one right of renewal for a further six (6) years, for the purpose of operating a social services hub. This approval is subject

to the outcome of public consultation, and officers are to be directed to publicly notify the lease proposal in accordance with the requirements of the Conservation Act 1987.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Lease area of proposed Lease of 129 Spa Road (Waiora House)
2. Application for Lease - Waiora House

5.5 TAUPŌ-NUI-A-TIA COLLEGE BUS STOP

Author: Claire Sharland, Asset Manager Transportation

Authorised by: Roger Stokes, Infrastructure Manager

TE PŪTAKE | PURPOSE

To approve a new licence to occupy for new bus shelters to be installed in Huka Street for students waiting for buses at the back of Taupō-nui-a-Tia College.

WHAKARĀPOPOTOTANGA MATUA | EXECUTIVE SUMMARY

A request was received from the College Principal of Taupō-nui-a-Tia College in March 2025, to see if they would be able to install additional bus shelters at the back of the college due to the number of students now catching the bus to and from school. The school currently has licence to occupy part of Waikato Street to allow for a bus shelter at this location, but the shelter no longer caters for the number of students waiting for the bus. A new licence to occupy this site was approved on 1 September 2023 with a right of renewal and the final expiry date being 31 August 2038.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Reserves and Roding Committee approves a new licence to occupy for two additional bus shelters to be installed on Huka Street at the back of Taupō-nui-a-Tia College, valid from date of installation until 31 August 2038.

or

That the Taupo Reserves and Roding Committee approves a new licence to occupy for four additional bus shelters to be installed on Huka Street at the back of Taupō-nui-a-Tia College, valid from date of installation until 31 August 2038.

TE WHAKAMAHUKI | BACKGROUND

The proposal has not been presented previously.

A request was received from the College Principal of Taupō-nui-a-Tia College to see if they would be able to install additional bus shelters at the back of the college due to the number of students now catching the bus to and from school.

NGĀ KŌRERORERO | DISCUSSION

The request came from the school in early March noting they have over 1200 students this year and the number of students cramming into the shelter (especially in inclement weather) proves to be a minor health and safety issue. The school was requesting to extend the shelter by installing 2 or 4 of the shelters adjacent to the existing bus shelter. However, when we received the plans of two different options from the school in late May 2025 the plan shows the location to be on Huka Street. The bus shelters and locations are shown in attachment 2 (2 bus shelters) and attachment 3 (4 bus shelters).

They also have students from a number of contributing schools who use the bus transition to wait for a connecting bus. From the link they provided it shows the shelter to be a Palram Cantilever Arizona model carport 2.9m x 5.0m, see attachment 1 for details.

Rather than delay this any agenda item further, and due to the winter weather we have been experiencing, we would like to present this at the July meeting, but with a proviso the recommendation is subject to the transport team reviewing the location and build aspect with the school, as there is now a retaining wall proposed.

It was originally thought we could easily amend the existing licence to occupy but on receiving the plans now think it should be a new licence to occupy.

Based on this information it is considered that there are two options.

NGĀ KŌWHIRINGA | OPTIONSAnalysis of Options

Option 1. Do not approve a new licence to occupy for the additional shelters.

Advantages	Disadvantages
<ul style="list-style-type: none"> No structures on road reserve. No maintenance issues i.e. mowing around the shelters. 	<ul style="list-style-type: none"> Students will continue to have to wait in rain while waiting for the bus. Existing bus shelter is too small for the number of students now using bus transport.

Option 2. Approve a new licence to occupy to allow for the addition of two (2) shelters.

Advantages	Disadvantages
<ul style="list-style-type: none"> Students will be somewhat protected from weather (rain) while waiting for the bus with the installation of two shelters. Less visual impact to the residents on the opposite side due to less bus shelters being installed. Licence to occupy can allow clauses to cover build, removal and/or who will undertake maintenance etc. No cost to Council for installation. 	<ul style="list-style-type: none"> Bus shelter mock-up shows it doesn't provide full protection from the wind but is better than no protection. Maintenance around bus shelter may be an issue with mowing etc. Some views from residents opposite may be minorly impacted, although the structures don't have walls.

Option 3. Approve a new licence to occupy to allow for the addition of four (4) shelters.

Advantages	Disadvantages
<ul style="list-style-type: none"> Students will be more protected from weather (rain) while waiting for the bus as there are four shelters. Less risk of conflict if bus shelters are located at each stop and students can wait off the footpath area. Licence to occupy can allow clauses to cover build, removal and/or who will undertake maintenance etc. No cost to Council for installation. 	<ul style="list-style-type: none"> Bus shelter mock-up won't provide protection from the wind but is better than no protection. Maintenance around bus shelter may be an issue with mowing etc. More visual impact to outlooks from residents on the opposite side due to the number of shelters, although the shelters don't have walls.
	<ul style="list-style-type: none">

Analysis Conclusion:

We have been unable to confirm with the school regarding their preferred option and/or if consultation with the residents has been undertaken, as they are closed for school holidays.

The preferred option from staff would be to consider Option 2 as it would lessen the visual impact on residents opposite the proposed bus shelters, however may not cater for the numbers of students waiting for the buses.

A verbal update on the above will be given to the meeting once the school is back in operation.

NGĀ HĪRAUNGA | CONSIDERATIONS**Ngā Aronga Pūtea | Financial Considerations**

The financial impact of the proposal is estimated to be \$0 per year as the school will be installing and maintaining the shelters at their cost and the school will pay \$1 per annum for the licence to occupy.

Ngā Aronga Ture | Legal Considerations

Local Government Act 2002

The matter comes within scope of the Council's lawful powers, including satisfying the purpose statement of [Section 10](#) of the Local Government Act 2002. That section of the Act states that the purpose of local government is (a) to enable democratic local decision-making and action by, and on behalf of, communities; and (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future. It is considered that social / economic / environmental and / or cultural are of relevance to this particular matter.

The proposal has been evaluated with regards to a range of legislation. The key legislation applicable to the proposal has been reviewed and the relevant matters for consideration are as follows:

Authorisations as follows are required for the proposal:

- ☐ Resource Consent ☐ Building Consent ☐ Environmental Health
☐ Alcohol Licencing ☒ Licence to occupy

Authorisations are not required from external parties.

Ngā Hīraunga Kaupapa Here | Policy Implications

The key aspects for consideration with regards to this proposal are as follows:

With regard to the encroachment policy; any person who seeks to erect structures, or otherwise do something that may occupy or obstruct any road may apply to the Council as landowner of the road for permission.

The shelters will be off the footpath and against the boundary to minimise interference and the roofs would be above head height. There are no overhead powerlines here.

Te Kōrero tahi ki te Māori | Māori Engagement

Taupō District Council is committed to meeting its statutory Tiriti O Waitangi obligations and acknowledges partnership as the basis of Te Tiriti. Council has a responsibility to act reasonably and in good faith to reflect the partnership relationship, and to give effect to the principles of Te Tiriti. These principles include but are not limited to the protection of Māori rights, enabling Māori participation in Council processes and having rangatiratanga over tāonga.

Our statutory obligations outline our duties to engage with Māori and enable participation in Council processes. Alongside this, we recognise the need to work side by side with iwi, and hapū of our district.

No specific circumstances requiring engagement were identified here.

Ngā Tūraru | Risks

There are no identified risks.

TE HIRANGA O TE WHAKATAU, TE TONO RĀNEI | SIGNIFICANCE OF THE DECISION OR PROPOSAL

Council's Significance and Engagement Policy identifies matters to be taken into account when assessing the degree of significance of proposals and decisions.

Officers have undertaken an assessment of the matters in the [Significance and Engagement Policy \(2022\)](#), and are of the opinion that the proposal under consideration is of a low degree of significance.

TE KŌRERO TAHI | ENGAGEMENT

Taking into consideration the above assessment, that the decision is of a low degree of significance, officers are of the opinion that no further engagement is required prior to Council making a decision.



Photographed above is the existing bus shelter on the corner of Waikato/Huka Street. Without walls the structure can be seen through so there is no significant impact on the outlooks of properties on the other side of Huka Street. There are no houses on the side of Huka Street adjacent to the proposed shelters. The students will also not be gathering directly outside the houses, but it is noted they already use this area to wait for their buses. For these reasons, it is considered that approval is not required from the residents on the other side of Huka Street.

TE WHAKAWHITI KŌRERO PĀPAHO | COMMUNICATION/MEDIA

No communication/media required.

WHAKAKAPINGA | CONCLUSION

The school currently has licence to occupy part of Waikato Street to allow for a bus shelter at this location, but the shelter no longer caters for the number of students who wait to catch the bus. A new licence to occupy this site was approved on 1 September 2023 with a right of renewal and the final expiry date being 31 August 2038. As the shelters are on Huka Street it would be prudent to set up a new licence to occupy for the additional shelters.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Mock-up of bus shelter and details
2. Location plan with two bus shelters
3. Location plan with four bus shelters
4. Copy of existing Licence to occupy

5.6 TRAFFIC CONTROL DEVICE UPDATES

Author: Anup Dahal, Asset Engineer - Transport

Authorised by: Roger Stokes, Infrastructure Manager

TE PŪTAKE | PURPOSE

To seek approval from the Taupō Reserves and Roding Committee to implement a 120-minute parking time restriction along the frontage of Central Motor Group (81–87 Tūwharetoa Street), as an additional traffic control device following the discussion at the 20 May 2025 meeting.

NGĀ KŌRERORERO | DISCUSSION

At the Taupō Reserves and Roding Committee meeting held on 20 May 2025, a report was presented recommending various traffic control updates along Tūwharetoa Street, including the installation of no stopping lines and an accessible park.

Following that discussion, an additional item was raised for consideration: the implementation of a 120-minute parking time restriction along the frontage of Central Motor Group (81–87 Tūwharetoa Street).

The purpose of this restriction is to discourage the long-term use of public on-street parking by the car yard for vehicle display and storage, thereby preserving valuable short-term parking for the public.

Given the nature of the issue, formal consultation with the car yard was not deemed necessary. However, informal communication has taken place and the car yard have confirmed they are comfortable with the proposed time restrictions.

All other items from the 20 May report remain unchanged. This additional restriction complements the previously proposed changes that were left to lie on the table and aligns with Council's objective of maintaining fair and accessible parking in the town centre.

The proposed signs and markings will be added to the Taupō District Council Traffic Control Device Register following a resolution, in accordance with the Taupō District Council Traffic Bylaw 2014.

WHAKAKAPINGA | CONCLUSION

It is recommended that the Taupō Reserves and Roding Committee approve the additional 120-minute parking time restriction to discourage long-term vehicle storage by the car yard and to support parking turnover and customer access along Tūwharetoa Street. Once approved, the restriction will be implemented and recorded in the Traffic Control Device Register.

NGĀ TŪTOHUNGA | RECOMMENDATION(S)

That the Taupō Reserves and Roothing Committee approves the following addition to the Taupō District Council Traffic Control Device Register:

Sign/Marking	Why	Where
1. Install 'No Stopping At All Times' markings (broken yellow lines)	To prevent parking in front of the access blocking the vehicle entrance.	81 – 87 Tūwharetoa Street, as per the attached plan.
2. Convert standard parking to accessible (disabled) parking with associated signs and markings. Like the current accessible parking space, no time restrictions are proposed.	To improve accessibility and ensure equal access for people with disabilities. Without a time restriction it allows for users to stay for extended time periods.	81 – 87 Tūwharetoa Street, as per the attached plan.
3. Removal of all day mobility space (signs and markings) in the all-day parking area, adjacent to the entrance.	To relocate to on road as mobility space is not adequate in this location.	All day parking area.
4. Install 120-minute parking time restriction (with signs and markings)	To manage short-term parking demand, support adjacent businesses, and prevent long-term use by the car yard.	Along the frontage of Central Motor Group (81–87 Tūwharetoa Street), as per the attached plan.

NGĀ TĀPIRIHANGA | ATTACHMENTS

1. Taupō Reserves and Roothing Committee meeting report 20 May 2025
2. Tūwharetoa Street - Plan