

NOTICE OF AN ORDINARY COUNCIL MEETING

**Opōtiki District Council Chambers, 108 St John Street, Opōtiki
Tuesday, 26 January 2021
Commencing at 9.00am**

ORDER PAPER

OPENING KARAKIA / PRAYER / INSPIRATIONAL READING – COUNCILLOR MOORE

APOLOGIES

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

PUBLIC FORUM

	Page
ITEM 01 CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 17 DECEMBER 2020	4
ITEM 02 MINUTES – ŌHIWA HARBOUR IMPLEMENTATION FORUM MEETING 30 NOVEMBER 2020	15
ITEM 03 MINUTES – REGIONAL TRANSPORT COMMITTEE MEETING 3 DECEMBER 2020	24
ITEM 04 MINUTES – CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP JOINT COMMITTEE MEETING 18 DECEMBER 2020	30
ITEM 05 MAYORAL REPORT 7 DECEMBER 2020 – 15 JANUARY 2021	38
ITEM 06 REVENUE AND FINANCING POLICY - ADOPTION AND CONSULTATION	41
ITEM 07 TE ARAWHITI AND TE WHĀNAU A APANUI – JOINT REQUEST – SPECIAL CONSULTATIVE PROCEDURE	79
ITEM 08 ŌPŌTIKI TOWN CENTRE MASTERPLAN AND IMPLEMENTATION PLAN	91
ITEM 09 FORD STREET RESERVE AND VOLKNERS ISLAND RESERVE – PUBLIC TOILETS – OPERATIONAL SERVICING COSTS	125
ITEM 10 ANIMAL CONTROL – ROAMING HORSES WITHIN ŌPŌTIKI TOWNSHIP	130
ITEM 11 ŌPŌTIKI WORKFORCE DEVELOPMENT CO-ORDINATION - UPDATE	135
ITEM 12 CHIEF EXECUTIVE OFFICER’S UPDATE	139
ITEM 13 RESOLUTION TO EXCLUDE THE PUBLIC	142

(Continued over page)

PUBLIC EXCLUDED BUSINESS

**ITEM 14 CONFIRMATION OF IN-COMMITTEE MINUTES – ORDINARY COUNCIL MEETING
17 DECEMBER 2020**

ITEM 15 RESOLUTION TO RESTATE RESOLUTIONS AND READMIT THE PUBLIC

Chair: Her Worship the Mayor – Lyn Riesterer

Members: Cr Shona Browne (Deputy Mayor)

Cr Debi Hocart

Cr Barry Howe

Cr David Moore

Cr Steve Nelson

Cr Louis Rāpihana

Committee Secretary: Gae Newell

Quorum: 4

LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

Councillors are reminded that if you have a pecuniary or non-pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the Council chamber.

Aileen Lawrie

CHIEF EXECUTIVE OFFICER



**MINUTES OF AN ORDINARY COUNCIL MEETING DATED THURSDAY, 17 DECEMBER 2020 IN THE
ŌPŌTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI AT 9.00AM**

PRESENT:

Mayor Lyn Riesterer (Chairperson)
Deputy Mayor Shona Browne (Deputy Chairperson)
Councillors:
Debi Hocart
Barry Howe
David Moore
Steve Nelson
Louis Rāpihana

IN ATTENDANCE:

Aileen Lawrie (Chief Executive Officer)
Bevan Gray (Finance and Corporate Services Group Manager)
Gerard McCormack (Planning and Regulatory Group Manager)
Glen McIntosh (Engineering and Services Group Manager (Acting))
Peter Bridgwater (Accountant)
Katherine Hall (Policy Planner)
Barbara MacLennan (Workforce Development Co-Ordinator)
Gae Finlay (Executive Assistant and Governance Support Officer)

GUESTS:

Malcolm Flattery (NZTA Senior Project Manager)
Kirsten Simpson (BECA Senior Project Manager)

PUBLIC:

Lawrence Hayward and Andy Edgington (Ōhiwa Ratepayers)

Councillor Howe opened the meeting with prayer.

APOLOGIES

Nil.

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

Councillor Rāpihana declared an interest in Item 12 (Te Arawhiti and Te Whānau a Apanui – Ōpōtiki District Reserve Land) as he is Vice Chair of Te Whānau a Apanui.

PUBLIC FORUM

Lawrence Hayward and Andy Edgington (Ōhiwa Ratepayers Association)

Andy Edgington handed out a paper which noted the concerns of the Ōhiwa Ratepayers Association.

Lawrence Hayward advised that at a recent meeting of the Ōhiwa Ratepayers Association, it was agreed that a further discussion be had with Council. The concerns of the group are as noted on the handout:

- General Rate – 2020 based on capital value
- UAGC - \$414.48 per ratepayer
- Council budgets – must be in line with CPI when setting rates
- Targeted Rates
- Want the opportunity to collaborate with the Finance & Policy group on setting rates as part of the LTP
- Ōhiwa ratepayers have no benefits as far as water, sewerage and rubbish are concerned; would like to see a reasonable and equitable model developed, e.g. user pays
- Feedback and communications – ratepayers will not accept the past processes and lack of transparency
- Kay dates for LTP and setting of rates.

Her Worship the Mayor thanked Lawrence Hayward and Andy Edgington for their attendance.

Lawrence Hayward and Andy Edgington left the meeting at 9.09am.

1. CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING: 17 NOVEMBER 2020 p4

Councillors agreed to have a discussion regarding the Eco Funerals presentation from Karyn Walker in the New Year.

RESOLVED

- (1) That the minutes of the Ordinary Council meeting held on 17 November 2020 be confirmed as a true and correct record.**

Rāpihana/Nelson

Carried

The Planning and Regulatory Group Manager left the meeting at 9.11am.

2. MINUTES – RISK AND ASSURANCE COMMITTEE MEETING 7 SEPTEMBER 2020 p13

RESOLVED

- (1) That the minutes of the Risk and Assurance Committee meeting held on 7 September 2020 and any recommendations therein be received.**

Hocart/HWTM

Carried

3. MINUTES – COAST COMMUNITY BOARD MEETING 20 OCTOBER 2020 p20

Councillor Rāpihana noted that the Coast Community Board discussed the idea of establishing other Community Boards within the district.

RESOLVED

- (1) That the minutes of the Coast Community Board meeting held on 20 October 2020 and any recommendations therein be received.**

Rāpihana/Browne

Carried

4. MINUTES – EASTERN BAY OF PLENTY JOINT COMMITTEE MEETING 22 SEPTEMBER 2020 p23

RESOLVED

- (1) That the minutes of the Eastern Bay of Plenty Joint Committee meeting held on 22 September 2020 be received.**

HWTM/Nelson

Carried

The Planning and Regulatory Group Manager rejoined the meeting at 9.14am.

5. MINUTES – CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP JOINT COMMITTEE MEETING 25 SEPTEMBER 2020 p30

RESOLVED

- (1) That the minutes of the Civil Defence Emergency Management Group Joint Committee meeting held on 25 September 2020 be received.**

HWTM/Rāpihana

Carried

6. MINUTES – BAY OF PLENTY MAYORAL FORUM MEETING 23 OCTOBER 2020 p37

RESOLVED

- (1) That the minutes of the Bay of Plenty Mayoral Forum meeting held on 23 October 2020 be received.**

HWTM/Browne

Carried

7. MAYORAL REPORT – 31 OCTOBER 2020-6 DECEMBER 2020 p44

RESOLVED

- (1) That the report titled “Mayoral Report – 31 October 2020-6 December 2020” be received.**

HWTM/Browne

Carried

8. QUARTERLY REPORT TO 30 SEPTEMBER 2020 p50

RESOLVED

- (1) That the report titled “Quarterly Report to 30 September 2020” be received.**

Rāpihana/Moore

Carried

9. NON-FINANCIAL PERFORMANCE MEASURES FOR THE LONG TERM PLAN p59

RESOLVED

- (1) That the report titled “Non-Financial Performance Measures For the Long Term Plan” be received.**

- (2) That the Council adopt these for inclusion into the Long Term Plan.**

Hocart/ Rāpihana

Carried

The Accountant left the meeting at 9.41am.

The Policy Planner entered the meeting at 9.42am.

**10. ŌPŌTIKI DISTRICT PLAN p79
and separate document**

The Chief Executive Officer stated this is a momentous decision today; it is only the second District Plan adopted by this Council and it gives certainty to people around what the rules are. The District Plan

represents a massive amount of work and it has been finalised in the best negotiated position which Council could have come to, along with giving effect to a large amount of overarching regional and national policy.

The Planning and Regulatory Group Manager said staff are conscious of what they will need to go through for the next District Plan, and a timeframe report will come back to Council in the New Year.

Councillor Rāpihana advised that Te Whanau a Te Ehotu is a Hapu of Te Whanau a Apanui and not a standalone Iwi and asked that this be corrected.

Further, Councillor Rāpihana noted that Maru Haere Muri is missing from the Te Whanau a Apanui list and asked that this be added in.

Councillor Moore expressed his opinion that he did not think the District Plan went far enough.

RESOLVED

- (1) That the report titled "Ōpōtiki District Plan" be received.**
- (2) That Council resolve to adopt the Ōpōtiki District Plan, and it be made operative in accordance with Schedule 1, Clause 17 of the Resource Management Act 1991.**
- (3) That Council make the Ōpōtiki District Plan operative on Tuesday, 5 January 2021.**

Browne/HWTM

Carried

Councillor Moore abstained from voting.

Malcolme Flattery and Kirsten Simpson entered the meeting at 9.59am.

The meeting adjourned for morning tea at 10.03am and reconvened at 10.17am.

PRESENTATION

NZTA Senior Project Manager Malcolme Flattery and BECA Senior Project Manager Kirsten Simpson spoke to Council on the following items, with the aid of a powerpoint presentation:

- Road Safety Strategy Road to Zero
- SH2 Wainui Road to Opotiki Safety Improvements
- Pohutukawa Tunnel
- Matekerepu Roundabout
- SH2 Opotiki District Speed Review.

A discussion ensued with the following queries being raised by Councillors and staff:

- First and foremost to ask those making decisions – how much of our district is State Highway?
- Could a temporary speed limit be placed on parts of the State Highways in our district during the holiday period?
- The possibility of speed cameras at points in and out of the town; possibly a collaboration between NZTA, Police and Council?
- Could Council put cameras on NZTA lighting on State Highways?

Malcolme Flattery and Kirsten Simpson will obtain answers to the queries raised and thanked Council for the opportunity to give the presentation.

The Workforce Development Co-ordinator entered the meeting at 10.46am.

The Policy Planner entered the 11.45am.

Councillor Hocart left the meeting at 11.44am and returned at 11.48am.

HWTM left the meeting at 11.46am and returned at 11.49am.

Her Worship the Mayor advised that Item 14 (Ōpōtiki Workforce Development Co-ordination – Update) will be considered next, then Item 11 (Sub-Regional Spatial Plan).

11. SUB-REGIONAL SPATIAL PLAN

p84

RESOLVED

- (1) That the report titled “Sub-Regional Spatial Plan” be received.**
- (2) That Council resolve to continue using Eastern Bay Beyond Today as the sub-regional spatial plan (Option 1 as outlined in the report) and not participate in a sub-regional review of it.**

Rāpihana/Hocart

Carried

12. TE ARAWHITI AND TE WHĀNAU A APANUI – ŌPŌTIKI DISTRICT RESERVE LAND

p90

It was noted that public use is still to be retained.

In Clause 3 of the recommendations the date referred to is to be amended from February 2021 to 26 January 2021. This reflects the correct date for the meeting it is intended to bring the further report to.

Councillor Rāpihana acknowledged the work done by the Planning and Regulatory Group Manager, especially around building relationships.

RESOLVED

- (1) That the report titled “Te Arawhiti and Te Whānau a Apanui – Ōpōtiki District Land Review” be received.**
- (2) That Council supports the Joint Request in principle, subject to further consideration following a Special Consultative Procedure.**
- (3) That Council Officers develop a Statement of Proposal for public consultation, which addresses each of the properties, supported by a report which assesses the future ownership and management options for each property, that can be reported to the Council on 26 January 2021, to enable the Special Consultative procedure to commence in respect of the Joint Request from Te Arawhiti and Te Whānau a Apanui.**

Hocart/Nelson

Carried

The Engineering and Services Group Manager (Acting) entered the meeting at 12.05pm.

The Chief Executive Officer left the meeting at 12.06pm and returned at 12.10pm.

The Planning and Regulatory Group Manager left the meeting at 12.19pm.

13. 2021-51 INFRASTRUCTURE STRATEGY FOR CONSULTATION

p127

The Engineering and Services Group Manager (Acting) spoke to the report.

The meeting adjourned for lunch at 12.38pm and reconvened at 1.04pm to continue with the Infrastructure Strategy for Consultation item.

The Engineering and Services Group Manager (Acting) highlighted the main points in the report, alongside a powerpoint presentation which covered the following:

RESOLVED

- (1) That the report titled “2021-51 Infrastructure Strategy for Consultation” be received.**
- (2) That the documents titled “2051 Infrastructure Strategy” be adopted as foundational information for preparing the Long Term Plan.**
- (3) That the documents titled “2051 Infrastructure Strategy” be adopted for consultation as part of the LTP document.**

Howe/Rāpihana

Carried

The Engineering and Services Group Manager (Acting) left the meeting at 1.30pm.

Item 14 was considered after Item 10.

14. ŌPŌTIKI WORKFORCE DEVELOPMENT CO-ORDINATION – UPDATE

p131

The Workforce Development Co-ordinator noted the past month has been very positive, with many locals gaining employment.

A powerpoint presentation covered the following in relation to Driver Licensing:

- NZ – Graduated Driver Licensing System
- The Journey to a Driver's Licence
- Class 1 Driver Licence Fees
- Eastern Bay of Plenty Crash Cause Factors (2015-16 / 2019-20)
- Risk Matrix from Community at Risk Register November 2019:
 - NZTA/Safer Journeys – Areas of High Concern
 - NZTA/Safer Journeys – Areas of Medium Concern
 - NZTA/Safer Journeys – Continued and Emerging Focus
- Trend in Car Licences Granted, Eastern Bay of Plenty
- Opoitiki Community Driver Mentoring Programme
- Personal Stories
- Mayors Taskforce For Jobs Support5 for Local Rangatahi
- Jobseeker Beneficiaries in Ōpōtiki by age
- Jobseeker Work-Ready Support for Longer than 6 months duration, Eastern Bay.

The Chief Executive Officer acknowledged the good work being done by the Workforce Development Co-ordinator.

RESOLVED

(1) That the report titled "Ōpōtiki Workforce Development Co-Ordination – Update" be received.

Hocart/Rāpihana

Carried

Deputy Mayor Browne left the meeting at 11.13am and returned at 11.16am.

The Workforce Development Co-ordinator, Kirsten Simpson and Malcolm Flattery left the meeting at 11.44am.

15. SCHEDULE OF MEETINGS 2021

p136

The Chief Executive Officer suggested that Council have a meetings break in July 2021.

Council agreed with the suggestion and that Clause 2 of the recommendations be amended as follows:

The July 2021 Ordinary Council meeting will be cancelled.

The July Risk and Assurance Committee meeting will move to 16 August 2021.

The July Coast Community Board meeting will move to 10 August 2021.

RESOLVED

(1) That the report titled "Schedule of Meetings 2021" be received.

(2) That Council adopts the Schedule of Meetings, amended as follows:

The July 2021 Ordinary Council meeting will be cancelled.

The July Risk and Assurance Committee meeting will move to 16 August 2021.

The July Coast Community Board meeting will move to 10 August 2021.

HWTM/Hocart

Carried

16. CHIEF EXECUTIVE OFFICER'S UPDATE

p138

RESOLVED

(1) That the report titled "Chief Executive Officer's Update" be received.

Rāpihana/Browne

Carried

17. RESOLUTION TO EXCLUDE THE PUBLIC

SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

18. Confirmation of In-Committee Minutes – Ordinary Council Meeting 17 November 2020.

19. Minutes – Toi-EDA Meeting 21 October 2020.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	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
18.	Confirmation of In-Committee Minutes – Ordinary Council Meeting 17 November 2020	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)
19.	Minutes – Toi-EDA Meeting 21 October 2020	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)

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 section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

18.	Protect the privacy of natural persons Protect information Protection from improper pressure or harassment Prevent disclosure or use of official information Carry out negotiations Maintain legal professional privilege Carry out commercial activities	Section 7(2)(a) Section 7(2)(b)(i) & (ii); (d) & (e) and Section 7(2)(c)(i) & (ii) Section 7(2)(f)(ii) Section 7(2)(j) Section 7(2)(i) Section 7(2)(g) Section 7(2)(h)
19.	Protect the privacy of natural persons Protect information	Section 7(2)(a) Section 7(2)(b)(i) & (ii)

Browne/HWTM

Carried

RESOLVED

(1) That the resolutions made while the public was excluded be confirmed in open meeting.

(2) That the public be readmitted to the meeting.

Rāpihana/Hocart

Carried

RESOLVED

- (1) **That the in-committee minutes of the Ordinary Council meeting held on 17 November 2020 be confirmed as a true and correct record.**

HWTM/Hocart

Carried

RESOLVED

- (1) **That the minutes of the Toi-EDA meeting held on 21 October 2021 be received.**

HWTM/Rāpihana

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 1.45PM.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING A
TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE COUNCIL HELD ON 26 JANUARY 2021**

L J RIESTERER

HER WORSHIP THE MAYOR

Ōhiwa Harbour Implementation Forum

Ngā Meneti Open Minutes

Commencing: Monday 30 November 2020, 9.30 am

Venue: Board Room, Whakatōhea Māori Trust Board, 122 Saint John Street, Ōpōtiki

**Heamana
Chairperson:** Cr Toi Kai Rākau Iti (Bay of Plenty Regional Council)

**Heamana Tuarua
Deputy Chairperson:** Mayor Lyn Riesterer (Ōpōtiki District Council)

**Ngā Kopounga
Members:** Cr Bill Clark - Alternate, Bay of Plenty Regional Council, Charlie Bluett - Te Rūnanga o Ngāti Awa, Deputy Mayor Andrew Iles - Whakatāne District Council, Trevor Ransfield - Te Upokorehe, Cr Debi Hocart - Alternate, Ōpōtiki District Council, Josie Mortensen - Whakatōhea Māori Trust Board

**Te Hunga i Tae Ake
In Attendance:** Pim de Monchy - Coastal Catchments Manager, Tim Senior - Land Management Office (Eastern), Lisa Bevan - Environmental Data Officer, Amanda Namana - Committee Advisor, all presenters - as listed in the minutes

**Ngā Hōnea
Apologies:** Tuwhakairiora O'Brien - Alternate, Te Rūnanga o Ngāti Awa

1. Karakia Whakatuwhera Opening Karakia

A karakia was provided by Whakatōhea Māori Trust Board Chairman Robert Edwards.

Whakatōhea update from Danny Paruru

2. *Presentation - Tracing the connections of kuku in Te Moana-a-Toi: Objective ID A3691705*

Whakatōhea Māori Trust Board Iwi Development Projects Manager Danny Paruru provided an update to the Forum.

Key Points:

- One outcome the Moana Project hoped to achieve was to have better forecasting for what the sea environment would be doing in the future
- Part of current research was looking at the connectivity, the whakapapa of the mussels across the Bay of Plenty
- Despite mussels being collected from rocks at Motiti Island only three years ago, there were none found there now and it was important to try and understand the reasons for this
- The target was to collect mussels from each location before the end of 2020 for sampling and the data to be analysed at Victoria University by April 2021
- The information this provided would be valuable to everyone, particularly in relation to mussels but also as an insight into what was happening in the environment in general.

In Response to Questions:

- Working with universities and their specialists in different fields potentially led to additional projects to assist other iwi with issues that had been identified
- It was hoped that more information would be gained through this project about why some rocks recruited and others did not
- There was a theory that some mussel spat returned to where they came from
- The project was also specifically focussed on climate change and there were oceanographers determining if the flow of the water would change due to heat increase
- Effects on mussels from marine heatwaves in recent years had already been noted and learning how this would impact mussels into the future was important.

Items for Staff Follow Up:

- The Forum requested an update on the project at a 2021 meeting once the results from the data collected was available.

2. Ngā Hōnea

Apologies

Resolved

That the Ōhiwa Harbour Implementation Forum:

- 1 Accepts the apology from Tuwhakairiora O'Brien - Alternate, Te Rūnanga o Ngāti Awa tendered at the meeting.**

**Riesterer/Iles
CARRIED**

3. Whakapuakanga o Ngā Take Whai Taha-Rua Declaration of Conflicts of Interest

Nil

4. Ngā Meneti Minutes

**Ngā Meneti a Ngā Komiti
Minutes to be Confirmed**

4.1 Ōhiwa Harbour Implementation Forum Minutes - 22 June 2020

Resolved

That the Ōhiwa Harbour Implementation Forum:

- 1 Confirms the minutes, Ōhiwa Harbour Implementation Forum Minutes - 22 June 2020 as a true and correct record.**

**Iles/Mortensen
CARRIED**

5. Whakahoutanga Kōrero Verbal Updates

5.1 Chairperson's Report

Chair Cr Toi Kai Rākau Iti provided a verbal update to the Forum.

Key Points:

- Outlined the process, timeline and content of the Consultation Document for Bay of Plenty Regional Council's (BOPRC) Long Term Plan (LTP)
 - Increasing investment in Care Groups was a key consideration
 - BOPRC had the largest number of iwi and hapū to engage with in the country and there were several initiatives underway to improve engagement methods and enhance participation.

Items for Staff Follow Up:

- Staff to arrange a Workshop early to mid-February 2021 to develop submissions from the Forum to LTP's. Staff members from each council to provide an overview of the components of each LTP relevant to Ōhiwa Harbour and members to provide contents of submission points. A nominated planner to collate these into draft submission documents for approval of the Forum at the next meeting on 11 March 2021.

6. Ngā Pūrongo Reports

Hei Pānui Anake Information Only

6.1 2020 Interim Report for the State of Environment Ōhiwa Harbour

Presentation - Interim Report for the State of the Environment Ōhiwa Harbour: Objective ID A3691713

Environmental Data Officer Lisa Bevan presented this item, supported by Coastal Catchments Manager Pim de Monchy and Land Management Officer (Eastern) Tim Senior.

Key Points:

- Several wading birds had reached record highs in Ōhiwa
 - Royal Spoonbills had 52 individuals in Ōhiwa Harbour at present and had only been recorded here since 2010
 - White Heron were rare and had recently been sighted visiting the eastern side of the harbour, there were only an estimated 150-200 individuals in New Zealand
 - Dotterels were vulnerable to many factors as they nested in the sand, causing susceptibility to the elements, high tides and predators. They were closely monitored by the Department of Conservation
- Erosion on Whangapikopiko - Tern Island was being attributed to lower numbers of dotterels nesting there
- Black swan numbers continued to increase and damage to sea grass meadows was estimated at a loss of 0.25 hectares per year
- Presently the swans were not having an extreme adverse effect on the seagrass but more data was required to establish if significant damage would occur if numbers increased
- Reduction of water quality was largely due to land use practises
- Long-term trend showed phosphorous levels had lowered significantly since 1990 but were still above recommended guidelines. Noted that soils in the Nukuhou catchment were naturally elevated in phosphorous
- The results of the marshbird survey would be available in 2021 which studied rare birds that live around salt marsh and mangroves.

In Response to Questions:

- Ammonia levels fluctuated between A and B bands and could be mitigated by measures such as riparian planting
- Dissolved oxygen was solely point samples, therefore difficult to determine a trend
- Original loss shown of indigenous forest was due to a mapping error and there had in fact been no true loss
- Due to the low human population in the Nukuhou catchment, faecal contamination was most likely caused by livestock
- The latest version of the essential freshwater package put more pressure on councils and communities to aim higher with water quality than previous versions
- Outlined the process and timelines for Plan Changes to the Forum.

Resolved**That the Ōhiwa Harbour Implementation Forum:**

- 1 Receives the report, 2020 Interim Report for the State of Environment Ōhiwa Harbour.**

**Riesterer/Iles
CARRIED**

10.47 am – The meeting adjourned.

11.04 am – The meeting reconvened.

6.2 Waka Kotahi NZ Transport Agency regional and project update

Presentation - Waka Kotahi NZTA SH2 Upgrade: Objective ID A3691708

Director Regional Relationships Steve Mutton and Senior Project Manager Malcolm Flattery, Waka Kotahi NZ Transport Agency presented this item.

Key Points:

- The Government Policy Statement (GPS) and the National Land Transport Plan (NLTP) occurred in three year blocks
- Outlined State Highway 2 (SH2) Wainui Road to Ōpōtiki safety improvements and the SH2 Ōpōtiki district speed reviews
- Approximately \$6B per annum revenue came from fuel tax and approximately \$5B from road user charges so the effects of Covid-19 lockdown on Waka Kotahi revenue were significant, with the impact on travel patterns potentially continuing for the next few years
- Maintenance was important in the long term from a commercial perspective but was also crucial to ensuring the roads remain safe
- Performing maintenance work had to happen in the summer months with warm and dry conditions in order to keep the water out of the roads.

In Response to Questions:

- State Highway 2 Waimana gorge potholes were likely caused by heavy vehicle traffic
- Focussing on maintenance and preservation of the roads was about spending the right money in right place at right time
- Measures taken to make the roads safer included dividing the traffic, providing skid resistance, widening the roads, policing and education
- Identifying where to spend money to save the most lives and reduce serious injuries was where priorities lay for funding expenditure.

Resolved**That the Ōhiwa Harbour Implementation Forum:**

- 1 Receives the report, Waka Kotahi NZ Transport Agency regional and project update.**

**Iles/Ransfield
CARRIED**

6.3 Summary report for WDC contract 21-012 and WDC 21-019: Wainui Road safety improvements; packages 1 and 2

Presentation - WDC Wainui Road Safety Upgrade: Objective ID A3691707

Whakatāne District Council Roading Manager Martin Taylor and WSP Design Team Project Manager Caleb Moniker presented this item.

Key Points:

- More traffic used Wainui Road and Thornton Road rather than the State Highway, in terms of numbers of vehicles and this was where most collisions occurred, which was where the improvements were targeted
- Outlined the Safe Roads Alliance projects and outcomes
- Work carried out from Provincial Growth Fund (PGF) funding included clearing of wilding pines and other feral vegetation and creating right turn bays at Stanley Road and Harrison Road
- One new project involved widening the road on both sides by 1.5 metres from Tauwhare Pā to Burma Road
- There were further opportunities for improvements in local cycle routes, including a cycle trail around the Wainui Road harbour margins.

Key Points - Members:

- Suggested discussing the potential harbour cycle trail at the Workshop in February as part of Long Term Plan submissions.

In Response to Questions:

- Several years ago work had been undertaken around this cycle trail and the cost at that time was estimated at \$1M.

Resolved

That the Ōhiwa Harbour Implementation Forum:

- 1 Summary report for WDC contract 21-012 and WDC 21-019: Wainui Road safety improvements; packages 1 and 2.**

**Iles/Bluett
CARRIED**

6.4 Update on the Ōhiwa Harbour mussel research - Awhi Mai Awhi Atu, Sustainable Seas National Science Challenge project, November 2020

Presentation - Awhi Mai Awhi Atu - Mussel Restoration Update: Objective ID A3692873

Waikato University Associate Professor Dr Kura Paul-Burke provided an update to the Forum on progress with the Awhi Mai Awhi Atu project.

Key Points:

- There were now three new early stage mussel beds in the harbour

- These new beds were in close proximity to the mussel restoration stations, supporting the theory that the restoration stations were assisting mussels growing on the bottom
- Rather than harvesting traditional material such as live harakeke to create the spat lines, bio waste was being used from dead and discarded tī kōuka (cabbage tree) leaves. Lines woven from these leaves had a better fibrous quality and lasted longer but would break down at the join so a supplejack 'back bone' was added to reinforce them. Traditional materials such as neinei and pingao were being blended with these and used in new and different ways to trial which spat lines lasted longer and yielded more mussels
- Deployment of the lines had occurred in cohesion with the Tangaroa phase of the Maramataka and the ecological spawning phases of mussels
- The sea star application for funding from the Innovation Fund was successful and the two year project would commence in 2021 - the \$250,000 would go solely into science to look at options for bioactives and collagen products from sea stars removed from the harbour
- The purpose of this work was a circular kaitiakitanga approach for Ōhiwa and included a zero waste philosophy for resources (potentially fertiliser and bait)
- Over time it had been noted that sea star growth correlated with mussel growth
- PhD Student Megan Ranapia was now focussing her work on researching sea stars
- Sea star mapping would be undertaken, not just the mussel beds but of the entire harbour.

In Response to Questions:

- In 2007 there were approximately 112 million mussels in a bed along the western side of the harbour
- It had been noted in an earlier study that there were higher sea star populations near where humans dwell
- Across the whole country, people were trying to restore mussels to their estuaries and harbours with varying degrees of success.

Resolved

That the Ōhiwa Harbour Implementation Forum:

- 1 Receives the report, Update on the Ōhiwa Harbour mussel research - Awhi Mai Awhi Atu, Sustainable Seas National Science Challenge project, November 2020.**

**Riesterer/Bluett
CARRIED**

12.05 pm - Deputy Mayor Andrew Iles **withdrew** from the meeting.

6.5 Ōhiwa Harbour Strategy annual work programme report for the year ending June 2020 and an update to October 2020

Presentation - Annual Work Programme: Objective ID A3691706

Land Management Officer (Eastern) Tim Senior presented this item, supported by Coastal Catchments Manager Pim de Monchy.

Key Points:

- Provided photographs of ideal riparian planting, which was expensive and took up a lot of paddock space. Outlined other options:
 - Shrub willows which adhered to banks well and only grew to 4-5 metres
 - Planting grasses as a compromise that created a barrier for nutrients entering streams from paddocks
- Care group work was aligned with high priority biodiversity sites
- Draft signs had been created to build awareness of the Asian Paddle Crab situation in the harbour and staff were awaiting two further photos of native crabs for comparison purposes before they could be installed
- There was to be a karakia by Te Upokorehe at 10 am on Wednesday 2 December 2020 at the Ōhiwa boat ramp to bless the works of installing the five new panels for the Heritage Trail
- Vehicles were now prohibited along Ōhiwa spit and signage was to be erected. Bollards had been installed at Ōhope spit to prevent four wheel drive vehicles, an approach which appeared successful.

In Response to Questions:

- In the Nukuhou catchment almost all streams were privately managed, with a small percentage managed by the Department of Conservation
- The interface between the management of drains and the water bodies that they feed into were under scope for freshwater farm plans under the National Policy Statement (NPS) and the National Environmental Standards (NES)
- The timelines for freshwater farm plans had not been decided and it was unlikely to be compulsory in the Bay of Plenty catchments first as water quality issues were not as acute as some other regions. However, when the Regional Natural Resources Plan (RNRP) changed in the 2023/24 period, councils had the discretion to consider whether they wished to impose this requirement on catchments themselves.

Items for Staff Follow Up:

- A second Workshop requested on the following topics:
 - Discussion on BOPRC requiring freshwater farm plans in the Nukuhou catchment for the health of the Ōhiwa Harbour
 - Flag to BOPRC Water Policy team that Ōhiwa Harbour Implementation Forum also request kōrero around water policy, changes in freshwater management, plan changes and options.

Resolved

That the Ōhiwa Harbour Implementation Forum:

- 1 Receives the report, Ōhiwa Harbour Strategy annual work programme report for the year ending June 2020 and an update to October 2020.**

**Riesterer/Bluett
CARRIED**

7. Karakia Kati Closing Karakia

A karakia was provided by Charlie Bluiett.

12.33 pm - the meeting closed.

CONFIRMED

Cr Toi Kai Rākau Iti
Chairperson, Ōhiwa Harbour Implementation
Forum

Regional Transport Committee

Open Minutes

- Commencing:** Thursday 3 December 2020, 12:00 pm
- Venue:** Bay of Plenty Regional Council Chambers, Ground Floor, Regional House, 1 Elizabeth Street, Tauranga
- Chairperson:** Cr Lyall Thurston - Bay of Plenty Regional Council
- Deputy Chairperson:** Cr Jane Nees - Bay of Plenty Regional Council
- Members:** Cr Norm Bruning – Alternate, Bay of Plenty Regional Council, Deputy Mayor Faylene Tunui – Alternate, Kawerau District Council, Mayor Lyn Riesterer - Ōpōtiki District Council (via Zoom), Deputy Mayor David Donaldson – Alternate, Rotorua Lakes Council, Deputy Mayor Tina Salisbury – Tauranga City Council, Mayor Garry Webber - Western Bay of Plenty District Council, Deputy Mayor Andrew Iles – Alternate, Whakatāne District Council, Cole O’Keefe - Waka Kotahi NZ Transport Agency, Cr Larry Baldock – Alternate, Tauranga City Council
- Councillors:** Bay of Plenty Regional Council – Cr Paula Thompson, Cr Andrew von Dadelszen, Cr Stacey Rose
Tauranga City Council: Cr Kelvin Clout, Cr John Robson
Whakatāne District Council: Cr Gavin Dennis
- In Attendance:** Glen Crowther – Environmental Sustainability Advisor, Dan Kneebone – Port of Tauranga Advisor
Bay of Plenty Regional Council: Fiona McTavish – Chief Executive, Namouta Poutasi – General Manager, Strategy and Science, Mat Taylor – General Manager, Corporate, James Llewellyn – Transport and Urban Planning Manager, Rachel Pinn – Contractor, Andrew Williams – Transport Planner, Amanda Namana – Committee Advisor
- Apologies:** Inspector Brent Crowe – NZ Police, Mayor Malcolm Campbell – Kawerau District Council, Mayor Steve Chadwick – Rotorua Lakes Council, Steve Mutton – Waka Kotahi NZTA

1. Apologies

Resolved

That the Regional Transport Committee:

- 1 Accepts the apologies from Inspector Brent Crowe - NZ Police, Mayor Malcolm Campbell - Kawerau District Council, Mayor Steve Chadwick - Rotorua Lakes Council and Steve Mutton - Waka Kotahi NZTA tendered at the meeting.**

**Thurston/Webber
CARRIED**

2. Declaration of Conflicts of Interest

None declared.

3. Minutes**Minutes to be Confirmed****3.1 Regional Transport Committee Minutes - 7 August 2020****Resolved****That the Regional Transport Committee:**

- 1 Confirms the Regional Transport Committee Minutes - 7 August 2020 as a true and correct record, subject to the following amendments:**
 - Remove Deputy Mayor Dave Donaldson from attendance as he was not present

**Webber/Nees
CARRIED**

4. Reports**4.1 Chairperson's Report****Resolved****That the Regional Transport Committee:**

- 1 Receives the report, Chairperson's Report.**

**Thurston/Nees
CARRIED**

4.2 Waka Kotahi NZ Transport Agency Update

Presentation - Waka Kotahi Update: Objective ID A3685903

Cole O'Keefe - Lead Strategic Planner, Waka Kotahi NZTA presented this item.

Key Points:

- A separate session would be held with members via Zoom to cover a number of projects in the region, including the Takitimu North Link

- The significant impacts of Covid-19 was expected to last for several years, including travel patterns and the drop in revenue for Waka Kotahi
- Outlined the proposed changes at Pilot Bay and Marine Parade at Mount Maunganui.

Key Points - Members:

- Noted the late timing of the Waka Kotahi prioritisation framework and the need for the Regional Land Transport Plan (RLTP) to align with this
- Highlighted concerns over the road condition of State Highway 29 over the Kaimai Ranges and State Highway 36 to Rotorua
- Design work and the purchase of land would absorb a large proportion of the \$933M allocated to the Takitimu North Link project
- Requested speed management outside of schools in Rotorua to be progressed at pace.

In Response to Questions:

- Was unable to comment on specific work around the maintenance programme or delays in relation to Takitimu but would respond to the committee on these matters in detail at the Waka Kotahi Zoom session to be held in December 2020
- Arataki was in place as a ten year outlook and this was a key document in assisting with forming RLTP's, the next stage of this document would be extended to a 30 year outlook.

Items for Staff Follow Up:

- An update to come to the next meeting regarding implications of proposed legislative changes from the Strategic Planning Act and potential impacts on the RLTP process going forward.

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Waka Kotahi NZ Transport Agency Update.**

**Thurston/Nees
CARRIED**

Decisions Required

4.3 Appointment of an External Advisor – NZ Automobile Association

Key Points - Members:

- It was important to consider the structure, role and purpose of the Committee in appointing external advisors.

Items for Staff Follow Up:

- The Committee requested a report of options for role and function of external advisors including tangata whenua.

Resolved**That the Regional Transport Committee:**

- 1 Receives the report, Appointment of an External Advisor;**
- 2 Appoints a member of the New Zealand Automobile Association as an external advisor to the Regional Transport Committee**

**Thurston/Riesterer
CARRIED**

Mayor Webber **opposed** the motion.

4.4 Regional Land Transport Plan Variation - Rotorua Public Transport Strategic Review

Transport and Urban Planning Manager James Llewellyn responded to questions.

In Response to Questions:

- The request was to fund undertaking an indicative business case in the current RLTP - the upcoming draft RLTP would decide whether any further business case work was required.

Resolved**That the Regional Transport Committee:**

- 1 Receives the report, Regional Land Transport Plan Variation - Rotorua Public Transport Strategic Review;**
- 2 Approves the proposed variation - Rotorua Public Transport Strategic Review - to be included in the Bay of Plenty Regional Land Transport Plan 2018;**
- 3 Determines that the proposed variation is not significant for the purposes of public consultation.**

**Webber/Nees
CARRIED**

Information Only**4.5 Regional Land Transport Plan Annual Report Card 2019/20**

Presentation - RLTP Annual Report Card 2019/20: Objective ID A3698196

Transport and Urban Planning Manager James Llewellyn and Transport Planner Andrew Williams presented this item.

Key Points:

- State Highway traffic volumes continued to increase across the region
- There had been approximately 5% growth in traffic volumes per annum on all major corridors
- Almost 442,000 containers were transported within the region
- Road fatalities had increased by six from the previous year
- Nitrogen dioxide levels were a marker for exposure to traffic related emissions.

In Response to Questions:

- There had been an increase in electric vehicles, however with the overall increase in traffic it was difficult to determine the contribution this made to the lowered emissions recorded
- The Rotorua site on the nitrogen dioxide slide was located at the corner of Old Taupō Road and Pukuatua Street
- Clarified that the transport emissions stated on Page 43 of the agenda referred to nitrogen dioxide only.

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Regional Land Transport Plan Annual Report Card 2019/20.**

**Thurston/Nees
CARRIED**

5. Round the Table - verbal update from members and advisors

Mayor Riesterer - Ōpōtiki District Council

- Ōpōtiki District Council had completed the road to be used for trucks out to the site for the Ōpōtiki Harbour development project
- Waka Kotahi report on page 26 of the agenda correction: a future wharf was not being developed, rather harbour walls or groynes would be developed
- Expressed safety concerns over the lack of action in reducing speeds on Ōpōtiki state highways as requested.

Deputy Mayor Andrew Iles - Whakatāne District Council

- Wainui Road safety improvements were well underway
- Bay of Plenty Regional Council had offered support in principle to work together with Whakatāne District Council on cycle trail opportunities
- Whakatāne District Council were also interested in working together on the upcoming review of public transport services to the Eastern Bay of Plenty due to commence in 2021
- Met with Waka Kotahi planners to discuss the upcoming Eastern Bay of Plenty

Mode Shift Plan due to commence in 2021

- Work would be commencing with Waka Kotahi on the Eastern Bay of Plenty speed management review within the next six months
- Whakatāne access project was nearing completion and would inform improvements for access into and through Whakatāne
- Requested the Waimana Gorge resilience report be reinstated in the review of Waka Kotahi projects for the Eastern Bay of Plenty.

Deputy Mayor Dave Donaldson – Rotorua Lakes Council

- Noted that drivers had not been adhering to the 30km/hr speed limit imposed at the State Highway 30 Te Ngae Road upgrade which was a concern for the safety of those working on the road.

Deputy Mayor Faylene Tunui – Kawerau District Council

- State Highway 30 speed reviews were a key issue. Provincial Growth Fund industrial development investment was an opportunity to join these programmes of work together and get them completed
- Disappointed at the lack of KiwiRail involvement in the Committee.

Glen Crowther – Environmental Sustainability Advisor

- Commended the Climate Change Action Plan released by Whakatāne District Council and noted its relevance to all Bay of Plenty councils.

Dan Kneebone – Port of Tauranga Advisor

- The Port was progressing plans for the southern berth extension at Sulphur Point
- Welcomed the prioritisation of Totara Street and Hewletts Road under the Transport System Plan (TSP).

1:33 pm – the meeting closed.

CONFIRMED

Cr Lyall Thurston
Chairperson, Regional Transport Committee

Bay of Plenty Civil Defence Emergency Management Group Joint Committee

Open Minutes

- Commencing:** Friday 18 December 2020, 10.00 am
- Venue:** Mataatua Room, Bay of Plenty Regional Council Building 5
Quay Street, Whakatane 3120
- Chairperson:** Cr David Love (Bay of Plenty Regional Council - BOPRC)
- Deputy Chairperson:** Mayor Judy Turner (Whakatāne District Council - WDC)
- Members:** Mayor Malcolm Campbell (Kawerau District Council - KDC)
Mayor Lyn Riesterer (Ōpōtiki District Council - ODC)
Deputy Mayor David Donaldson (Alternate) (Rotorua Lakes
Council - RLC)
Deputy Mayor Tina Salisbury (Tauranga City Council - TCC)
Deputy Mayor John Scrimgeour (Alternate) (Western Bay of
Plenty District Council - WBOPDC)
Deputy Mayor Shona Browne (Alternate) (ODC)
Deputy Mayor Andrew Iles (Alternate) (WDC)
Deputy Mayor Faylene Tunui (Alternate) (KDC)
Observer Jane Rollin (National Emergency Management
Agency - NEMA)
- In Attendance:** **KDC:** Russell George - Chair of Coordinating Executive Group
(CEG) & Chief Executive Officer
Emergency Management Bay of Plenty (EMBOP): Clinton
Naude - Director; Lisa Glass - Senior Advisor,
Communications; Andrea Thompson - Executive Assistant
WBOPDC: Miriam Taris - Chief Executive
TCC: Rowan Wallace - Manager: Emergency Management
BOPRC: Sarah Omundsen - General Manager, Regulatory
Services and Merinda Pansegrouw - Committee Advisor
- Apologies:** Mayor Steve Chadwick (RLC)
Mayor Garry Webber (WBOPDC)

Since the position of Chairperson of the Bay of Plenty Civil Defence Emergency Management Group Joint Committee was vacant due to the recent resignation of Tenby Powell, Deputy Chairperson Councillor David Love **assumed** the chair.

1. Apologies

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 **Accepts the apologies from Mayor Steve Chadwick and Mayor Garry Webber tendered at the meeting.**

Love/Campbell
CARRIED

2. Declaration of Conflicts of Interest

None advised.

3. Minutes

Minutes to be Confirmed

3.1 Bay of Plenty Civil Defence Emergency Management Group Joint Committee Minutes - 25 September 2020

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 **Confirms the Bay of Plenty Civil Defence Emergency Management Group Joint Committee Minutes - 25 September 2020 as a true and correct record.**

Riesterer/Campbell
CARRIED

4. Reports

Decisions Required

4.1 Election of the Civil Defence Emergency Management Group Joint Committee Chairperson due to vacancy

Deputy Chairperson Councillor David Love **vacated** the chair. Russell George, Chair of the Coordinating Executive Group (CEG), **assumed** the chair and presented the report.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Election of the Civil Defence Emergency Management Group Joint Committee Chairperson due to vacancy.**
- 2 Notes the resignation of Mayor Tenby Powell, Chairperson of the Civil Defence Emergency Management Group Joint Committee, effective 20 November 2020;**
- 3 Confirms System B as its voting system to elect a Chairperson as set out in Clause 25, Schedule 7 of the Local Government Act 2002;**

**Donaldson/Turner
CARRIED**

Mr George called for nominations for the position of Chairperson of the Civil Defence Emergency Management Group Joint Committee. Mayor Judy Turner nominated Councillor David Love as Chairperson; Mayor Malcolm Campbell seconded the motion. As only one nomination was received for the role of Chairperson, no voting was required.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 4 Elects Councillor David Love as the Chairperson of the Civil Defence Emergency Management Group Joint Committee for the remainder of the 2019-2022 local authority triennium.**

**Salisbury/Riesterer
CARRIED**

Coordinating Executive Group Chair Russell George **vacated** the chair and newly elected Chair, Councillor David Love **assumed** the chair.

4.2 Election of the Civil Defence Emergency Management Group Joint Committee Deputy Chairperson due to vacancy

Following the vacancy that has arisen as a result of Councillor David Love's election as Chairperson of the Civil Defence Emergency Management Group Joint Committee, the Chairperson called for nominations for the position of Deputy Chairperson of the Civil Defence Emergency Management Group Joint Committee.

Mayor Malcolm Campbell nominated Mayor Judy Turner as Deputy Chairperson; Mayor Lyn Riesterer seconded the motion. As only one nomination was received for the role of Deputy Chairperson, no voting was required.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Elects Mayor Judy Turner as the Deputy Chairperson of the Civil Defence Emergency Management Group Joint Committee for the remainder of the 2019-2022 local authority triennium.**

**Salisbury/Donaldson
CARRIED**

4.3 Bay of Plenty Civil Defence Emergency Management Group Local Recovery Manager Amendments

Director EMBOP Clinton Naude presented the report.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Bay of Plenty Civil Defence Emergency Management Group Local Recovery Manager Amendments.**
- 2 Rescind the appointment of Don Shewan as Local Recovery Manager for the Bay of Plenty Civil Defence Emergency Management Group, Western Bay of Plenty District Council.**
- 3 Appoint Kerrie Little as Local Recovery Manager for the Bay of Plenty Civil Defence Emergency Management Group, Western Bay of Plenty District Council as defined under s30 of the Civil Defence Emergency Management Act 2002.**

**Turner/Campbell
CARRIED**

4.4 Bay of Plenty CDEM Group KPI's, Long Term Planning 2021-31

Director EMBOP Clinton Naude presented the report.

Key Points:

- The Bay of Plenty CDEM Group had agreed to review the CDEM KPIs within Council LTPs for 2021-31
- A Working Group consisting of representatives from all local authorities reviewed the KPIs and proposed new KPIs which would be incorporated into Council LTPs for 2021-31
- The CDEM KPIs had subsequently been endorsed by the Bay of Plenty CDEM Coordinating Executive Group on 20 November 2020
- Next steps for all Local Authorities would be to ensure that the CDEM KPIs were fed into their long term planning processes.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Bay of Plenty CDEM Group KPI's, Long Term Planning 2021-31.**
- 2 Approves the proposed Bay of Plenty CDEM Group KPIs for Council LTPs 2021-31**

**Donaldson/Riesterer
CARRIED**

Information Only

4.5 Bay of Plenty CDEM Group - Controllers and Recovery Managers Annual Report 2019 - 2020

Director EMBOP Clinton Naude presented the report.

Key Points:

- As per the Bay of Plenty CDEM Group Policy for the Appointment and Development of Controllers and Recovery Managers an annual review of appointed Controllers and Recovery Managers was required
- To strengthen the professionalism of emergency management, with a particular focus on Controllers, the Response and Recovery Leadership Programmes (RRLP) had been developed. Staff was continuously encouraged to attend the courses; good progress had been made
- Bay of Plenty CDEM Group was currently undertaking a review into the Controller and Recovery Manager capability.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the report, Bay of Plenty CDEM Group - Controllers and Recovery Managers Annual Report 2019 - 2020.**

**Scrimgeour/Turner
CARRIED**

5. Verbal Updates

5.1 Update - National Emergency Management Agency

*Tabled Document 1 - .Presentation 1- NEMA Verbal Update to CDEMG BoP:
Objective ID A3700291*

Presented by Jane Rollin - Senior Regional Emergency Management Advisor, National Emergency Management Agency (NEMA)

Key Points:

- Provided an overview of where NEMA was heading
- Reflected on NEMA's journey to date
 - Transition programme from MCDEM to NEMA (established Dec 2019)
 - Series of other emergency events (including Whakaari and Covid19)
 - Transition programme and stabilisation programme continued throughout 2019 and 2020
- Emergency Management System Reform and priorities for change:

- People at the heart of the emergency management system
- Strengthening National Leadership
- Being clear 'who was responsible for what'
- Building capability and capacity
- Improving information and intelligence
- Video on NEMA website (part of elected officials induction programme):
<https://www.youtube.com/watch?v=5k7t9yWvVsE&feature=youtu.be>
- NEMA Transition Roadmap for 2020
 - Two key priorities for NEMA transition work
 - Strengthening Capability and Capacity
 - Setting the direction
- Minister for Emergency Management, Honourable Kiri Allan
- NEMA Senior Leadership Team Structure
- Process - Stabilising NEMA to Growing NEMA - working on many facets to underpin a lift in performance and invest in immediate priorities
- Trifecta Programme Update: CDEM Acts Amendments/National CDEM Plans / NDRS Roadmap – Rachel Hyde
 - The table provided an overview of high-level phases of work for the Regulatory Framework Review Programme and its three projects - the Act, the Plan/Guide, and the NDRS Roadmap. Timing of phases might change over time and more detailed planning would be done by each project respectively.

Key Points - Members:

- Expressed appreciation for the contribution made by Sarah Stuart-Black in her role as NEMA's Deputy Chief Executive and Director Civil Defence Emergency Management and wished her well in her new role as New Zealand Red Cross' Secretary General
- Expressed concern regarding the high-risk wildfires posed to communities living in close proximity to large forested areas/surrounding density of vegetation and a possible lack of accessibility for Fire and Emergency New Zealand (FENZ). A recent restructuring of FENZ could potentially add to confusion regarding lines of responsibility. Highlighted the importance of robust risk-based conversations
- Highlighted the potential impact the current Two Water Reform could have for FENZ
- Supported advocacy for the banning of fire-works as a mitigating step
- Noted that the Awatarariki Fanhead process had been concluded, ending a 15 year journey. A number of key leanings had been documented. Expressed appreciation for valuable assistance by all parties.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 Receives the verbal update provided by Jane Rollin, Senior Regional Emergency Management Advisor, National Emergency Management Agency.**

**Love/Salisbury
CARRIED**

5.2 Update - Director Emergency Management Bay of Plenty

Tabled Document 2 - .Presentation 2_Emergency Management - Directors Update - Joint Committee - 2020-12-18: Objective ID A3700290

Clinton Naude, Director, Emergency Management Bay of Plenty provided a verbal update on key activities by EMBOP since September 2020:

Key Points:

- “Get Ready to Shake Out” - National Earthquake Drill and Tsunami Hīkoi took place on 15 October 2020; EMBOP hosted the national earthquake drill and tsunami hīkoi from Matata Public School. The event was livestreamed around New Zealand, providing national publicity. Director of Civil Defence Emergency Management Sarah Stuart-Black was in attendance and had acknowledged EMBOP for its valuable contribution
- The National Lifelines Conference took place at the University of Waikato, Tauranga Campus on 21 and 22 October 2020; attended by 180 attendees from across New Zealand. Focus was on Response to Covid-19, Three Waters and Climate Change
- Covid-19 update: Government had announced what actions would be taken should there be a resurgence of COVID-19 during the summer holiday; subsequently EMBOP had reviewed and updated its Resurgence Co-ordination Plan, highlighting the roles and responsibilities for the various agencies
- Provided an update on progress made with Covid-19 Financial Claims
- The Emergency Mobile Alert nationwide test for 22 November 2020 had been cancelled due to the Covid-19 Status which applied to the Auckland Region at that time so as not to cause any confusion
- Noted that the National Warning System by NEMA (Internal Communication for key role players) was tested on 17 December 2020 but that not all parties had received the test email
- Provided an update on progress made with the construction of a purpose built Group Emergency Coordination Centre (GECC) for EMBOP
- Whakaari/White Island Update: the WorkSafe court case for the thirteen organisations and people facing charges in relation to the Whakaari/White Island eruption had been postponed until March 2021 to provide an opportunity for parties to review the evidence and seek legal advice
- Emergency Media and Public Affairs (EMPA) Award for Excellence in Communication 2020: Bay of Plenty Civil Defence Emergency Management Group had been awarded an EMPA award for Recovery in recognition of work following the Whakaari eruption
- New Zealand Emergency Management Assistance Team (NZ EMAT) - third round of recruitment was currently in progress. Several representatives from various agencies within the Bay of Plenty would be attending training in 2021
- New Zealand Response Teams (NZ-RTs): there were currently three teams within the Bay of Plenty. A project to establish a new NZ-RT framework (accreditation and registration system) was underway. Guidance from National Government was that Coordinating Executive Group needed to ensure any endorsed and registered NZRT within its geographical area of responsibility was integrated into response and recovery arrangements at the appropriate level.

Items for Staff Follow Up:

- To verify/update the names/contact numbers of key role players in the Bay of Plenty who should receive National Warning System notifications from NEMA following the test email sent on 17 December 2020
- Prepare a report to the next meeting of the Civil Defence Emergency Management Group Joint Committee on BOPRC's progress made with the construction of a purpose built Group Emergency Coordination Centre (GECC) for EMBOP.

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 **Receives the verbal update provided by Clinton Naude, Director, Emergency Management Bay of Plenty.**

**Love/Salisbury
CARRIED**

6. Consideration of General Business

6.1 Recognition of the contribution by Tenby Powell to the Civil Defence Emergency Management Group Joint Committee

Resolved

That the Bay of Plenty Civil Defence Emergency Management Group Joint Committee:

- 1 **Writes a letter of appreciation to Tenby Powell, former Chairperson of the Civil Defence Emergency Management Group Joint Committee, recognising his valuable contribution to the Joint Committee and sending him well wishes for a speedy recovery.**

**Campbell/Turner
CARRIED**

11:25 am - the meeting closed.

CONFIRMED

Cr David Love
Chairperson, Bay of Plenty Civil Defence
Emergency Management Group Joint Committee



REPORT

Date : 15 December 2021
To : Ordinary Council Meeting, 26 January 2021
From : Her Worship the Mayor, L J Riesterer
Subject : **MAYORAL REPORT 7 DECEMBER 2020–15 JANUARY 2021**
File ID : A226573

Since 7 December 2020, I have attended or met with the following:

7 DECEMBER 2020

Opotiki District Council Risk and Assurance Committee meeting
Opotiki District Council Long Term Plan workshop

8 DECEMBER 2020

Healthy Families East Cape – Strategic Leadership roopu hui, Gisborne

I travelled with Linda Steel, CEO of Te Ao Hou Trust the organisation which jointly holds the Healthy Families Contract for Opotiki and Gisborne. The two main initiatives being carried out in Opotiki are around Play and Sustainable Kai.

10 DECEMBER 2020

Councillor/CEO catch up meeting

11 DECEMBER 2020

Mayors Taskforce For Jobs Community Recovery Programme with MSD and MTFJ - Waikato/Bay of Plenty region meeting, via Zoom

This is an opportunity to share with other similar Councils around the MTFJ work co-ordination funding granted through MSD. Sharing of ideas, communication platforms and a chance for different work co-ordinators to help problem solve. I was heartened to see how advanced ODC is in comparison to other Councils in this space.

14 DECEMBER 2020

Ōpōtiki District Council Long Term Plan workshop

15 DECEMBER 2020

Met with Robert Edwards, Chair Whakatōhea Māori Trust Board

This was an informal "rounding up" of 2020 and a chat about where we would be concentrating our thinking for 2021. Always a worthwhile interaction for us both.

16 DECEMBER 2020

Mayors Taskforce For Jobs Under 30's Morning Tea followed by Y2 Hub Graduation

Both of these activities were around celebrating successes for young people (and not so young, in some cases) in their gaining qualifications for their jobs and hearing how well new jobs were working out for them. Part and parcel of the MTFJ work co-ordination but also sharing in the successes being achieved by several of our other education/training providers plus the businesses who are contributing within our District.

Meeting re Ōpōtiki health services with BOPDHB – attended by Deputy Mayor Browne, Councillor Hocart and myself, via Zoom

We have a quarterly commitment to sharing thoughts with CEO of the BOPDHB around health issues regarding our District. This is proving to be an excellent way for communicating our wants, needs, concerns and sharing triumphs where relevant. I am very pleased that this has continued throughout 2020 and is seen as a worthwhile hui to be continued by us, as Councillors, and with Pete Chandler, CEO of BOPDHB.

17 DECEMBER 2020

Ordinary Council meeting

Ōpōtiki District Council Long Term Plan workshop

18 DECEMBER 2020

Civil Defence Emergency Management Group Joint Committee meeting, Whakatāne

Deputy Mayor Browne attended this meeting with me.

Thornton Park Retirement Village Christmas Dinner

An opportunity to say hello and wish our elderly residents Merry Christmas...a dinner put on by all of the Thornton Park staff for residents and their families.

20 DECEMBER 2020

Ōpōtiki Christmas in the Park and Parade.

A fun Christmas Parade and event very quickly but expertly put together by the ODC events team who stepped in to help when another organisation was unable to carry out preparations for the parade for 2020. I enjoyed myself and Kevin the Minion was a huge hit for all.

13 JANUARY 2020

O-mazing Race – clue giving; meet the Mayor

Another little opportunity to help out and meet many of the 31 teams participating in one of the activities for our Summer Festival. A great chance to see many ex-locals home on holiday and to find out how far afield many of our visitors were from.

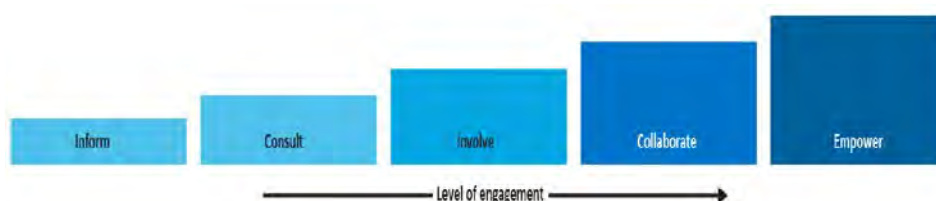
SIGNIFICANCE ASSESSMENT

Assessment of significance

Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of significance for receiving the Mayoral Report is considered to be low as determined by the criteria set out in Section 12 of the Significance and Engagement Policy.

Assessment of engagement requirements

As the level of significance for receiving the Mayoral Report is considered to be low, the level of engagement required is determined to be at the level of 'inform' according to Schedule 2 of the Significance and Engagement Policy.



RECOMMENDATION:

1. That the report titled "Mayoral Report 7 December 2020–15 January 2021" be received.

Lyn Riesterer

HER WORSHIP THE MAYOR

REPORT

Date : 12 January 2021

To : Ordinary Council Meeting, 26 January 2021

From : Finance and Corporate Services Group Manager, Bevan Gray

Subject : **REVENUE AND FINANCING POLICY – ADOPTION AND CONSULTATION**

File ID : A226485

EXECUTIVE SUMMARY

We have revised the Revenue and Financing Policy in order to make it more readable for consultation purposes. We have not proposed any change to the policy from the principles adopted in the last LTP. However, we are required to consult on this ahead of every LTP. We are proposing to consult on this early to ensure that any changes as a result of the consultation have enough time to be included into the consultation document.

PURPOSE

To adopt the Revenue and Financing Policy for consultation with the community.

BACKGROUND

The Revenue and Financing Policy sets out how we propose to fund the activities that we provide to the community. It is a legislative requirement that Councils have a Revenue and Financing Policy, and this must be consulted on independently to the LTP.

DISCUSSION AND OPTIONS SECTIONS

We have reviewed the existing Revenue and Financing Policy in the earlier parts of the LTP process, and the Council considered that the allocation of benefits and funding in the existing policy was about right, so have not proposed any changes in this revision of the policy.

Council has attempted to make the policy more readable for the consultation process with the public, and has revised the policy format and style to try to achieve this. We used the same consultant that provided the summary of the Stakeholder Strategy Day – you will note a consistent style and colouring.

We are wanting to consult with the community on this ahead of the LTP consultation so that if there are any required changes as a result of the consultation to the policy, these can be incorporated into the LTP and Consultation Document. Because the Revenue and Financing Policy is about how activities are funded, any changes to the policy will impact the figures that we provide the community as part of the LTP consultation.

We must have a Revenue and Financing Policy as part of the LTP, and this must be adopted and consulted on with the community. The only options available to Council are around the funding percentages that are allocated to those that benefit from the activity, or exacerbate the need for the activity. The Council carried out a workshop on this on 11 August 2020, and subsequently adopted a report on 6 October 2020.

The policy that is being adopted today is consistent with what was proposed in the workshop, and adopted at the Council meeting. The only amendment has been to make the policy more understandable and readable for consultation purposes. To do this we have moved away from estimating percentages that are open to confrontation, to ranges based on a standard across the whole policy. This is consistent to what a number of other Councils have done to make their policies more robust and reduce the risk of getting lost in the detail of amending finer percentages. We had already done this with providing ranges, but this way it is more transparent around how those ranges are defined.

We have prepared a poster to advertise the consultation, also attached.

This revised policy has been reviewed by Simpson Grierson for legislative compliance and has been given the all clear, and suggested improvements have been incorporated. Councillors can have confidence that the integrity of the less readable policy has been retained following the revisions to alter the policy for consultation.

SIGNIFICANCE ASSESSMENT

Assessment of significance

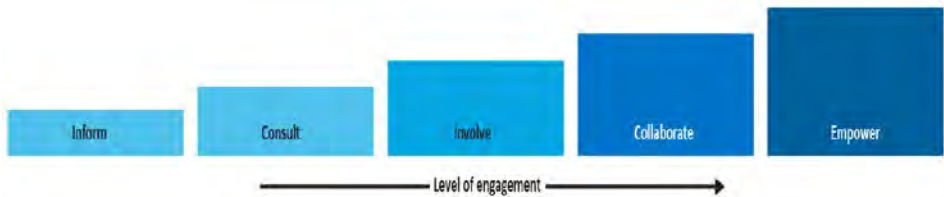
Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of

significance for Revenue and Financing Policy – Adoption and Consultation is considered to be high as determined by the criteria set out in section 17 of the Significance and Engagement Policy.

As a significant decision or matter, the Council must apply greater diligence in regards to the decision making requirements in sections 76-81 and the principles of consultation in section 82 of the Local Government Act 2002. This includes, but is not limited to, the degree to which different options are identified and assessed and the extent to which community views are considered, including whether consultation is required.

Assessment of engagement requirements

As the level of significance for Revenue and Financing Policy – Adoption and Consultation is considered to be high, the engagement required is determined to be at the level of Consult according to schedule 2 of the Significance and Engagement Policy.



COMMUNITY INPUT AND PUBLICITY

Following adoption Council will advertise the policy for consultation with the community and place feedback channels on our website. The feedback period will run for four weeks to 23 February 2021.

A summary of feedback and submissions will be provided to Council on 9 March 2021, and any changes to the policy made and fed through into the Consultation Document for adoption at the Extra Ordinary Council meeting on 22 March 2021.

CONSIDERATIONS

Policy and planning implications

This is a key policy for the LTP, so ensuring effective and balanced feedback through the consultation process is a high priority.

Risks

Council is already aware that there are some interest groups within the community that are particularly active at the moment. It is important that these interest groups don't create an imbalance in the consultation process.

In order to minimise this risk there is a Risk and Assurance meeting scheduled for 10 February 2021, which is approximately half way through the consultation process. This will allow the committee to assess the risk of any imbalance through the consultation process, and intervene accordingly if required.

The timing of the consultation ahead of the LTP consultation also allows Council to incorporate any changes to the policy into the Consultation Document. Any significant changes in policy will also be a consultation item in themselves, which will allow the community to have further feedback/submission opportunity with a clear understanding of what the financial impact of the changes will be.

Authority

The policy must be adopted at a Council meeting, and must be consulted on with the community in accordance with the principles of Section 82 of the LGA.

RECOMMENDATIONS

- 1. That the report titled "Revenue and Financing Policy – Adoption and Consultation" be received.**
- 2. That the Council adopt the revised Revenue and Financing Policy for consultation with the community.**

Bevan Gray

FINANCE AND CORPORATE SERVICES GROUP MANAGER



Ōpōtiki District Council
STRONG COMMUNITY STRONG FUTURE

Revenue & Financing Policy

Draft for Council approval

January 2021



CONTENTS

Background	3
Funding approach	9
Council activities	15
• Community & cultural sustainability	18
• Environmental sustainability	24
• Economic sustainability	29



BACKGROUND








The Local Government Act 2002 (LGA) requires every local authority to adopt a Revenue and Financing Policy.



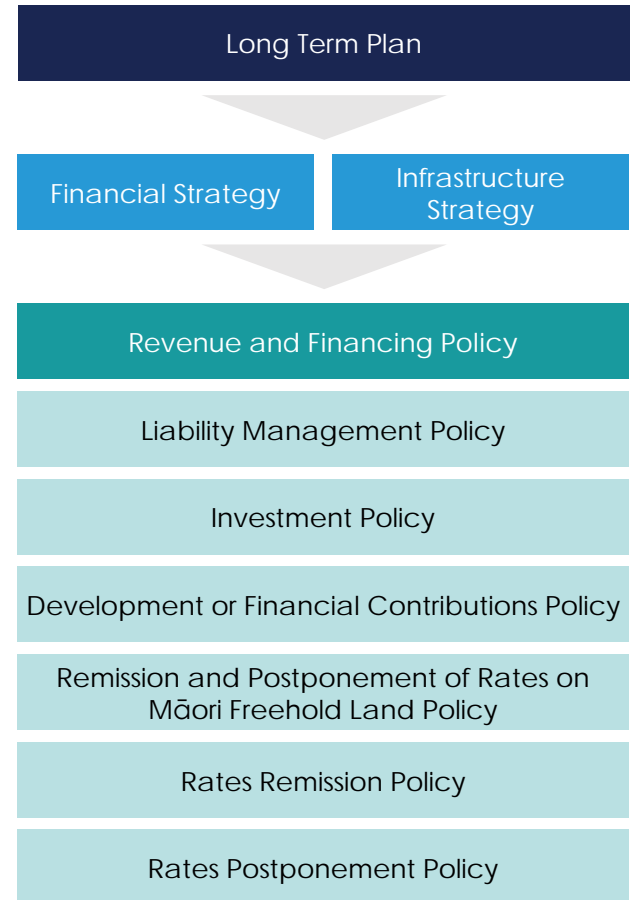
In accordance with the LGA, this Revenue and Financing Policy outlines how Ōpōtiki District Council proposes to fund its operating and capital expenditure, who will fund it, and why.

Council provides a number of distinct activities and services to achieve the community outcomes identified in its Long Term Plan (LTP). It is obliged to undertake these activities in a financially prudent and sustainable manner, across a variety of available funding sources.

Council's current activities can be grouped into the following three categories:

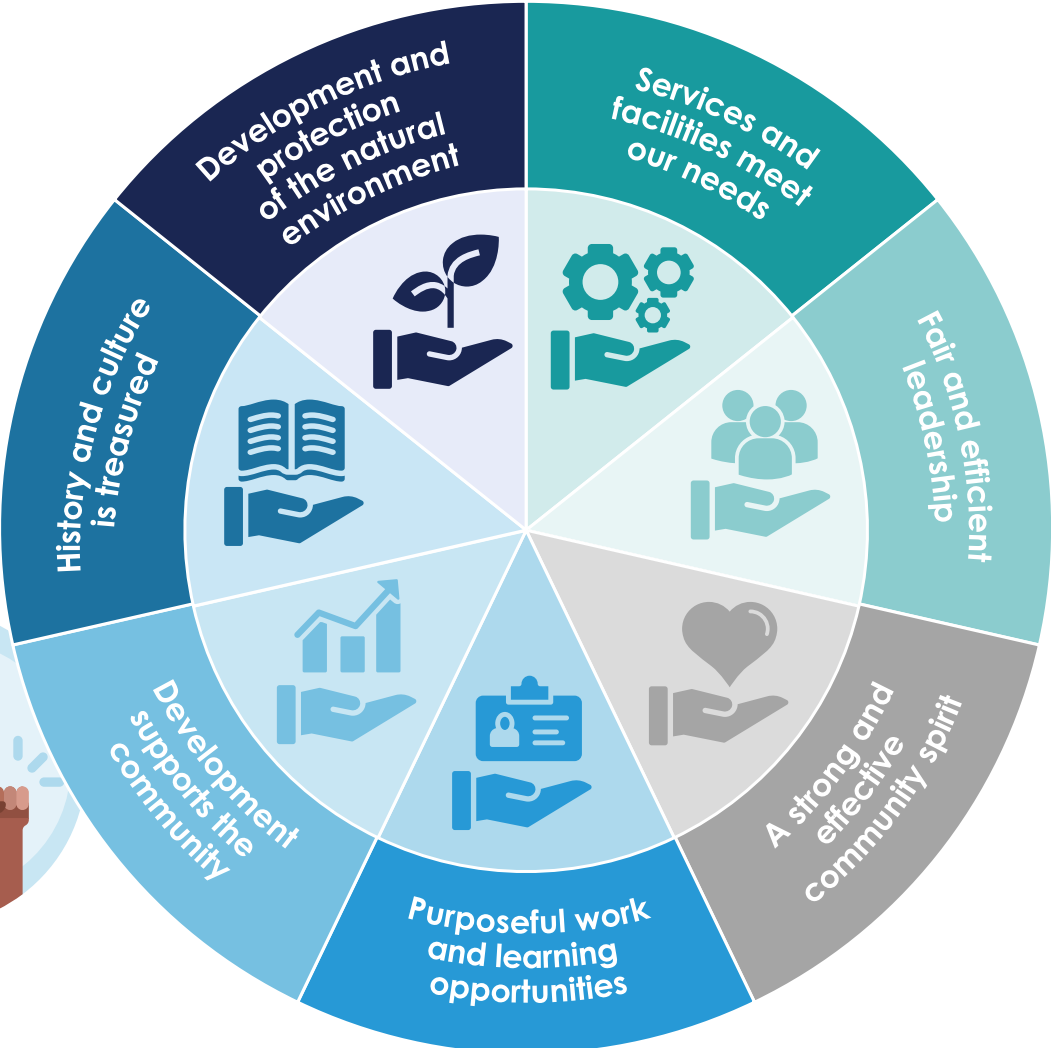
-  Community & cultural sustainability.
-  Environmental sustainability.
-  Economic sustainability.

Before discussing how each of these groups of activities are funded, this section first identifies Ōpōtiki district's community outcomes. It then describes the Council expenditure necessary to achieve these outcomes alongside the funding sources available and the matters considered by Council when making funding decisions.



Ōpōtiki district's vision and community outcomes

STRONG COMMUNITY STRONG FUTURE



Description of Council expenditure

Broadly speaking, Council has two types of expenditure to achieve its stated community outcomes; operating and capital.



OPERATING EXPENDITURE

Operating expenditure is used to fund the on-going, day-to-day activities and services of Council.

Ōpōtiki District Council's policies and practices regarding the funding of its operating expenses are set to ensure that they comply with applicable legislation and accounting practices.

In general terms, Council will use a mix of revenue sources to meet operating expenses. Major sources include general rates, subsidies, and fees and charges.

In addition, revenue from targeted rates is applied to specific activities. Reserve funds (including savings from previous years) are also occasionally used as a revenue source.

Operating costs do not normally utilise loans or proceeds from asset sales.

Deviating from this policy is a Council decision. At times, Council is required under accounting rules to write down or treat a cost as an operating expense that had been expected to be funded from loans.



CAPITAL EXPENDITURE

Capital expenditure is money spent in acquiring or upgrading a business asset such as equipment or buildings.

Council has three categories of capital expenditure in relation to its activities. These include:

- Renewals: defined as capital expenditure that increases the life of an existing asset with no increase in service level.
- Increased level of service: defined as capital expenditure that increases the service level delivered by the asset.
- Growth: defined as capital expenditure that is required to provide additional capacity to cater for growth in demand.

Capital expenditure is funded (in order of decreasing priority) from subsidies, user contributions, reserves or trust funds (where appropriate), and loans. In roading, some ongoing capital developments are funded from subsidies and rates. Capital development projects that are minor, and those projects that are regular and funded on an annual basis, are rate funded. For example, every year Council funds its share of minor safety road improvements from rates.

Available funding sources

Ōpōtiki District Council, like other local authorities, has a number of sources available to fund its activities.

As outlined in s103(2) of the LGA, these include:

- General rates, including choice of valuation system, differential rating, and uniform annual general charges;
- Targeted rates;
- Lump sum contributions;
- Fees and charges;
- Interest and dividends from investments;
- Borrowing;
- Proceeds from asset sales;
- Development contributions;
- Financial contributions under the Resource Management Act 1991;
- Grants and subsidies;
- Regional fuel taxes under the Land Transport Management Act 2003; and
- Any other source.

Further explanation of each of these funding sources, and how Council uses them, is included on pages 12 – 13.



Matters considered by Council when making funding decisions

In order to decide how to fund its activities to best achieve its community outcomes, Council was guided by the matters outlined in s101(3) of the LGA. Consideration of these matters helped Council to determine which funding source it would use for each of its activities.

These matters included:

- The community outcomes to which the activity primarily contributes;
- The distribution of benefits between the community as a whole, any identifiable part of the community, and individuals;
- The period in or over which those benefits are expected to occur;
- The extent to which the actions or inaction of particular individuals or a group contribute to the need to undertake the activity; and
- The costs and benefits, including consequences for transparency and accountability, of funding the activity distinctly from other activities.

Council also considered the overall impact of any allocation of liability for revenue needs on the current and future social, economic, environmental, and cultural wellbeing of the community.



In addition to these s101(3) matters, Council also considered the overall impact of its funding decisions on ratepayers, communities, and direct-users. Specifically, Council considered:

- 1 Affordability and the public's ability to pay rates. Council sought to strike a balance between achieving a level of service that meets customer and legislative requirements; and the need to provide these levels of service in an affordable manner. Council also considered how it could maintain an affordable and predictable level of rates in the future.
- 2 The current economic recession and consequent affordability issues that many residents (particularly urban residents) are facing. A larger proportion of infrastructure upgrade costs, for example, will be borne by urban ratepayers. Council is therefore focusing on designing infrastructure that balances function, longevity, and affordability.
- 3 Actively working to gain outside support and external grant funding, where possible and practical. Council has successfully secured central government funding in the past few years, for foundational projects such as the harbour redevelopment and town centre upgrade.
- 4 How best to enable the ongoing profitability of the rural sector, given the impact it has on the whole community.
- 5 Over the period of the LTP there are likely to be ups and downs in reaction to the current global pandemic, commodity prices, and the climate. In the past, Council has adapted to such crises by deferring projects or reducing savings for future asset replacement. These remain options for future crises.

A hand is shown in the upper right corner, balancing a small, dark, oval-shaped stone on top of a stack of four larger, smooth, light-colored stones. The stones are arranged in three stacks of varying heights: a stack of two stones on the left, a stack of three stones in the middle, and a stack of five stones on the right. The background is a blurred, light-colored surface.

FUNDING APPROACH

Funding challenges

Ōpōtiki district experiences a number of challenges that can impact the financial wellbeing of the community. These include:



Small population:

Ōpōtiki has a small population with a large number of assets. This creates challenges for repairing, maintaining, and renewing those assets to meet the evolving needs of the district.



Long-life assets:

Most of Ōpōtiki's long-life assets (up to 100 years) are over halfway through their useful lives. Funding the replacement of such assets to ensure continuity of service is critical.



Geographically spread assets:
Ōpōtiki district is large in size and assets are required across the district, even though some assets only serve a small number of ratepayers. This can increase the operational and capital costs of providing some necessary services.



Roading subsidies:

Council is reliant on Waka Kotahi (NZTA) subsidies for roading. In addition, increasing oil prices and/or lowering of the New Zealand dollar strongly impacts Council's roading construction costs.



Funding principles

Taking these challenges into account, Ōpōtiki District Council used the following general principles to determine which funding source would be the most equitable and appropriate to utilise for each Council activity:

All properties should contribute in some way to the running of the district, given that ratepayers largely benefit to an equal extent from some Council services.

1

2

User charges are preferred if Council activities benefit individuals to a greater extent than the community.

3

Differential or targeted rates are preferred where benefits accrue to specific groups within the community.

4

In some cases, targeted rates are used as a surrogate for user charges if Council considers this to be a more efficient and effective method of funding than individual user charges.

5

All Council activities are annually funded to ensure that each generation of ratepayers fund the services they receive.

6

Renewal expenditure and new capital assets will be funded by internal loans. Depreciation reserves will not be used for these activities due to intergenerational inequities embedded in this approach.

Council's approach per funding source

The following approach has been taken by Council and is used alongside the funding principles to determine funding sources for Council activities:

- While effort is made to link payment of rates to benefits received or costs generated, it is not always possible to do this on an individual ratepayer basis (nor is it legally required).
- Subsidies from central government recognise that some services, such as roads, form part of our national infrastructure and only central government can levy charges.
- Savings are generally placed into reserves which are funded from past surpluses, realisation of assets, or by rates. Trust funds are normally bequeathed to Council in trust. Reserves and trust funds (savings) may be used to fund activities where appropriate to the purpose of the reserves or trusts (operating or capital).

The remainder of this section describes the funding sources available to Council with more specific detail regarding Council's approach to each.

General rates

The general rate is set under Section 13 of the Local Government (Rating) Act 2002. The general rate is a rate in the dollar on capital/land value applied to all properties in the district.

A general rate is generally used when:

- Council considers that a capital/land value rate is fairer than the use of other existing rating tools for the activity funded;
- Council considers that the community as a whole should meet costs of the function;
- Council is unable to achieve its user charge targets and must fund expenditure; or
- Council favours use of the Uniform Annual General Charge (UAGC) but is constricted by the 30% cap.

Availability charges

The general rate is sometimes split between the base differential rating category and an 'availability charge' differential rating category.

This occurs when services are available (such as water supply located adjacent to a property), but a property is not connected. In these cases, the Council charges for the availability of this service (i.e. the ability to

connect). Availability is usually charged as targeted rates for water supply, wastewater, and refuse collection.

Uniform Annual General Charge

The UAGC is set under Section 15 Local Government (Rating) Act 2002. A UAGC is a specified amount applied to every rating unit or separately used or inhabited part of a rating unit. A UAGC is used when:

- Council considers that all district ratepayers benefit to an equal extent from some portion of one of Council's activities; and
- Council considers that applying a user charge for that portion of a service would not be practicable; and
- Valuation based rating does not provide a better proxy for equitable rating.

The Local Government (Rating) Act 2002 determines that certain rates must not exceed 30% of total rates revenue. In particular these are UAGC's set in accordance with section 15 and targeted rates that are set on a uniform basis in accordance with section 18(2) and clause 7 of schedule 3 of the Act. This cap excludes targeted rates that are set solely for water.

Targeted rates

A targeted rate is set under Sections 16 or 19 of the Local Government (Rating) Act 2002. Targeted rates are for funding one or more activities or groups of activities and can apply either to all the land in the district or one or more categories of land. A targeted rate is used when:

- Council considers that a targeted rate would enable a higher level of transparency in funding allocation; or
- Council considers that a targeted rate is fairer than the use of other existing rating tools for the activity funded, in consideration of the benefit derived from the activity; and
- There is not equal benefit to all ratepayers from that portion funded by a UAGC.

Fees and charges

Fees and charges are applied to individual users or exacerbator groups when:

- It is assessed that level of benefit to identified beneficiary/exacerbator groups justifies the seeking of user charges; and
- There are identifiable and distinct user groups/exacerbators identified; and
- User fees represent the fairest method to seek a contribution from identified beneficiaries or exacerbators.

Interest

Council receives limited interest from cash investments. Any interest received is used to offset the rate required in the year received.

Dividends

Any dividends received are used to offset the general rate required in the year received.

Borrowing

Borrowing is managed by the provisions of Council's policy on liability and investment management.

Proceeds from asset sales

Funds from any asset sales are applied first to offset borrowing.

Development contributions

Council does not currently collect development contributions. We will look at reintroducing these through this LTP.

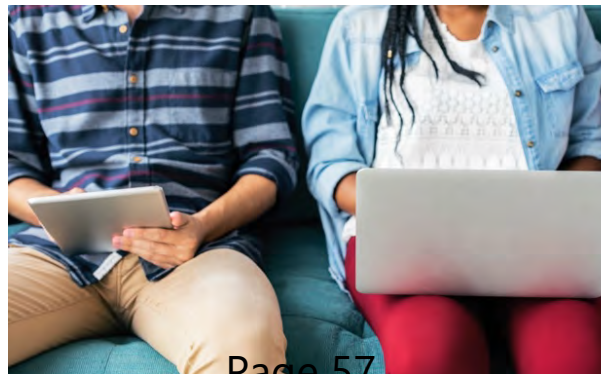
Financial contributions

Council uses funds from financial contributions to fund capital expenditure projects in accordance with the Resource Management Act 1991. Council will not use funds from financial contributions for operating expenditure.

Grants and subsidies

Council receives a subsidy from Waka Kotahi (NZTA) to part-fund operations, renewal, and capital development in Land Transport. The percentage of this subsidy differs for different types of works.

Council pursues other grant & subsidy funding available from central government and other agencies wherever it is considered appropriate.



Who benefits?

In relation to each Council activity that requires funding, Council must identify how the benefit of that activity is distributed. This includes the distribution of the benefit across the community as a whole, any identifiable part of the community, and/or individuals. The following groups have been identified for the purpose of considering the distribution of benefits of Council activities:



National benefit:

Benefits the nation and is public in nature.



Regional benefit:

Benefits the region and is public in nature.



District benefit:

Benefits the whole of Ōpōtiki district and is public in nature.



Offender/exacerbator:

Cost that results from offenders, or protagonists, who exacerbate a problem.



Community benefit:

Benefits a particular Ward, property type or property use and is public in nature.



Commercial benefit:

Benefits the commercial sector and has both public and private benefit.



User/applicant benefit:

Benefits an identifiable individual, group, or community segment.



The following section identifies the scale of 'attributable benefit' that each of these groups may experience as a result of specific Council activities. This ranges from 'high', 'medium' and 'low' likely benefit. Refer to pages 19 – 32 for further details.

Note:

Private benefit - The distribution of benefits between parts of the community and/or individuals.
Public benefit - The distribution of benefits between the community as a whole.

COUNCIL ACTIVITIES



Council activities

Council's current activities can be grouped into three categories, as identified below. These groupings are considered the best way to reflect how Council's activities promote community wellbeing across Ōpōtiki district. This section then identifies, for each group of activities, what funding mechanisms are available and how Council propose to fund each activity, following consideration of the matters outlined in s101(3) of the LGA.



COMMUNITY & CULTURAL SUSTAINABILITY

This group of activities focus on building and developing cohesive and functional communities in the Ōpōtiki district.

LEADERSHIP
COMMUNITY FACILITIES
COMMUNITY DEVELOPMENT
ECONOMIC DEVELOPMENT
REGULATION AND SAFETY



ENVIRONMENTAL SUSTAINABILITY

This group of activities work towards community outcomes that promote environmental wellbeing. They mitigate and manage impacts so that future generations can enjoy our districts' pristine natural environment.

SOLID WASTE MANAGEMENT
STORMWATER
DISTRICT PLANNING

WASTEWATER






ECONOMIC SUSTAINABILITY

This group of activities provide infrastructure that enables the community to grow and prosper. Ōpōtiki district needs reliable infrastructure to support the development of businesses and industries.

WATER SUPPLY
LAND TRANSPORT
INVESTMENTS

Funding operating and capital expenditure

The following table shows which mechanisms could be used to fund the operating and capital expenditure necessary to sustain Council's activities.

		Funding of operating expenditure				Funding of capital expenditure			
		General rates	Targeted rates	Grants & subsidies	Fees & charges	General rates	Targeted rates	Borrowings	Contributions/ user charges
 COMMUNITY & CULTURAL SUSTAINABILITY	Leadership	✓			✓	✓		✓	
	Community facilities	✓	✓	✓	✓	✓		✓	✓
	Community development	✓				✓		✓	
	Economic development	✓		✓	✓	✓		✓	✓
	Regulation & safety	✓			✓	✓		✓	
 ENVIRONMENTAL SUSTAINABILITY	Solid waste management	✓	✓	✓	✓	✓		✓	✓
	Stormwater	✓	✓			✓		✓	✓
	District planning	✓							
	Wastewater	✓	✓				✓	✓	✓
 ECONOMIC SUSTAINABILITY	Water supply	✓	✓		✓		✓	✓	
	Land transport	✓	✓	✓	✓	✓	✓	✓	✓
	Investments	✓			Page 61	✓		✓	



COMMUNITY &
CULTURAL
SUSTAINABILITY





Leadership

Council's leadership activity provides for:

- Governance at the district and local levels.
- Conduct of elections.
- Council's advocacy on issues that impact on the Ōpōtiki district's community outcomes.
- Planning and policy development to provide a framework for the community's strategic direction.
- Monitoring and reporting.

Leadership activity also includes the preparation of policies guiding strategic direction and strategic financial decisions for presentation to the community for feedback.



Community outcome:



Fair and efficient leadership

Period of benefit:



On-going

Need created by:



District

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING		Separate funding	Rationale
Benefit group	Level of benefit ¹	Funding method	Level of funding ²		
National	Low	No mechanism	None	This activity is not funded separately because there is a benefit to all ratepayers.	The preferred funding tool is general rates, which are applied to all households and businesses that benefit from Council's leadership activities.
Regional	Low	No mechanism	None		
District	High	Rates	All		

1. High = 67-100% likely attributable benefit; Medium = 34-66% likely attributable benefit; Low = 0-33% likely attributable benefit.
 2. All = 100%; Most = 75-99%; Moderate = 50-74%; Low = 25-49%; Minimal = 1-24%; None = 0%.



Community facilities

Council's community facilities activity ensures that individuals living in Ōpōtiki district have access to a range of services and facilities to increase their wellbeing and quality of life. These services and facilities are provided through functions such as:

- Airport.
- Cemeteries.
- Public toilets.
- Parks and reserves.
- Playgrounds.
- Property.
- District library.
- The cycle way.



Community outcome:



Services and facilities meet our needs

Period of benefit:



On-going

Need created by:



District



User/applicant

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING		Separate funding	Rationale
Benefit group	Level of benefit ¹	Funding method	Level of funding ²		
National	Low	No mechanism	None	It is useful to fund community facilities separately as some aspects of this activity suit different funding mechanisms. For example, cemeteries & libraries can be at least partly user-funded whereas cycleways cannot.	The user benefit of community facilities is high, however, Council currently lacks the means to effectively recover fees & charges from users. A mix of general rates, targeted rates, and some user charges is therefore preferred.
Regional	Low	No mechanism	None		
District	Med	Rates	Most		
Community	Low	Targeted rate	Minimal		
Commercial	Low	Targeted rate	Minimal		
User	Med	Fees and charges	Minimal		

1. High = 67-100% likely attributable benefit; Medium = 34-66% likely attributable benefit; Low = 0-33% likely attributable benefit.
2. All = 100%; Most = 75-99%; Moderate = 50-74%; Low = 25-49%; Minimal = 1-24%; None = 0%.



Community development

Council's community development activity works to ensure that individuals living in the Ōpōtiki district have access to a range of services and facilities to increase their quality of life. These services and facilities provide the following functions:

- Community grants.
- Healthy and active communities.



Community outcome:



A strong and effective community spirit

Period of benefit:



On-going

Need created by:



District



Community

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING		Separate funding	Rationale
Benefit group	Level of benefit ¹	Funding method	Level of funding ²		
National	Low	Subsidy	Minimal	Community development is funded separately to understand the cost of service and provide transparency regarding aspects such as community grants.	General rates or a UAGC (or a combination) are the most appropriate funding mechanisms given the distribution of benefits to the district & communities. It would be difficult to justify any other funding sources such as user-pays.
Regional	Low	Subsidy	Minimal		
District	Med	Rates	Most		
Community	Med	Subsidy	Minimal		

1. High = 67-100% likely attributable benefit; Medium = 34-66% likely attributable benefit; Low = 0-33% likely attributable benefit.
 2. All = 100%; Most = 75-99%; Moderate = 50-74%; Low = 25-49%; Minimal = 1-24%; None = 0%.



Economic development

Council's economic development activity creates a sustainable economic future for the district. This is achieved through the following functions:

- Economic development.
- Tourism promotion.
- Harbour development.



Community outcome:



Development supports the community



Purposeful work and learning opportunities

Period of benefit:



On-going

Need created by:



District



Community

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING		Separate funding	Rationale
Benefit group	Level of benefit ¹	Funding method	Level of funding ²		
National	Low	Subsidy	Low	Identifying separate funding assists in the accountability and transparency of Council's expenditure on this activity, which uses various funding sources.	General rates or a UAGC (or a combination) are the most appropriate funding mechanisms given the distribution of benefits to the district & communities.
Regional	Low	Subsidy	Low		
District	Med	Rates	Most		
Community	Low	Targeted rates	Minimal		
Commercial and user	Low	Fees and charges	Low		

1. High = 67-100% likely attributable benefit; Medium = 34-66% likely attributable benefit; Low = 0-33% likely attributable benefit.
 2. All = 100%; Most = 75-99%; Moderate = 50-74%; Low = 25-49%; Minimal = 1-24%; None = 0%.



Regulation & safety

Council's regulation and safety activity regulates a number of activities in the district to facilitate growth and maintain environmental qualities valued by the community. This is achieved through the following functions:

- Environmental health.
- Noise control.
- Animal control.
- Building control.
- District Plan implementation.
- Liquor licensing.
- Safety.



Community outcome:



Development supports the community



Development and protection of the natural environment

Period of benefit:



On-going

Need created by:



District



Community



Commercial

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING		Separate funding	Rationale
Benefit group	Level of benefit	Funding method	Level of funding		
National	Low	No mechanism	None	Identifying separate funding helps understand the cost of regulatory compliance and enhances the transparency of Council's expenditure.	General rates or a UAGC (or a combination) are the preferred funding mechanisms given the distribution of benefits. User charges and fines are also appropriate to recover costs of non-compliance.
Regional	Low	No mechanism	None		
District	Med	Rates	Moderate		
Community	Low	Targeted rates	Minimal		
Commercial and user	Low	Fees and charges	Low		



ENVIRONMENTAL SUSTAINABILITY



Solid waste management

Council's solid waste activity provides solid waste services for public health and future development for the district. This is achieved by the following functions:

- Kerbside collection.
- Resource recovery centres.
- Waste minimisation.
- Litter control.
- Closed landfills.



Community outcome:



Services and facilities meet our needs



Development and protection of the natural environment

Period of benefit:



On-going

Need created by:



District



User

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING		Separate funding	Rationale
Benefit group	Level of benefit ¹	Funding method	Level of funding ²		
National	Low	Subsidies and grants	Minimal	Identifying separate funding assists in the accountability and transparency of Council's expenditure on this activity.	The preferred funding tool is general rates, which are applied to all households and businesses that benefit from this activity. User charges and targeted rates also recognise the benefits to people disposing of waste.
Regional	Low	No mechanism	None		
District	High	Rates	Moderate		
User	Low	Targeted rates	Minimal		
		Fees and charges	Minimal		

1. High = 67-100% likely attributable benefit; Medium = 34-66% likely attributable benefit; Low = 0-33% likely attributable benefit.
 2. All = 100%; Most = 75-99%; Moderate = 50-74%; Low = 25-49%; Minimal = 1-24%; None = 0%.



Stormwater

Council's stormwater activity protects the health and safety of the community.



Community outcome:



Services and facilities meet our needs



Development and protection of the natural environment

Period of benefit:



On-going

Need created by:



District



Community

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING			
Benefit group	Level of benefit ¹	Funding method	Level of funding ²	Separate funding	Rationale
District	High	Rates	Most	Identifying separate funding helps understand the cost of service for stormwater and enhances the transparency of Council's expenditure.	The preferred funding tool is general rates, which are applied to all households and businesses that benefit from this activity. A targeted rate also acknowledges the additional benefit attributed to some communities.
Community	Low	Targeted rates	Minimal		

1. High = 67-100% likely attributable benefit; Medium = 34-66% likely attributable benefit; Low = 0-33% likely attributable benefit.
 2. All = 100%; Most = 75-99%; Moderate = 50-74%; Low = 25-49%; Minimal = 1-24%; None = 0%.



District planning

The district planning activity provides for future development of the district. This is achieved through the administrative, processing, monitoring and decision-making role for resource management.



Community outcome:



Development supports the community



Development and protection of the natural environment

Period of benefit:



On-going

Need created by:



District



User/applicant

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING		Separate funding	Rationale
Benefit group	Level of benefit ¹	Funding method	Level of funding ²		
National	Low	No mechanism	None	It is useful to fund district planning separately from other activities in order to understand the cost of service and set appropriate user fees & charges.	General rates or a UAGC (or a combination) are the preferred funding mechanisms given the distribution of benefits. User fees & charges are also appropriate.
Regional	Low	No mechanism	None		
District	High	Rates	Most		
User/applicant	Low	Fees and charges	Minimal		

1. High = 67-100% likely attributable benefit; Medium = 34-66% likely attributable benefit; Low = 0-33% likely attributable benefit.
 2. All = 100%; Most = 75-99%; Moderate = 50-74%; Low = 25-49%; Minimal = 1-24%; None = 0%.



Wastewater

Council's wastewater activity manages sewage disposal for public health and future development for the district.



Community outcome:



Services and facilities meet our needs

Period of benefit:



On-going

Need created by:



Community



District

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING		Separate funding	Rationale
Benefit group	Level of benefit ¹	Funding method	Level of funding ²		
District	Low	Rates	Low	Identifying separate funding assists in the accountability and transparency of Council's expenditure on wastewater. It can also inform estimates for future maintenance expenditure.	General rates or a UAGC (or a combination) are the preferred funding mechanisms given the distribution of benefits to the community. It is not practical to measure the quantity of each user's contribution to the sewage system.
Community	High	Targeted rates User charges	Moderate Minimal		

1. High = 67-100% likely attributable benefit; Medium = 34-66% likely attributable benefit; Low = 0-33% likely attributable benefit.
 2. All = 100%; Most = 75-99%; Moderate = 50-74%; Low = 25-49%; Minimal = 1-24%; None = 0%.



ECONOMIC SUSTAINABILITY



Water supply

Council's water supply activity provides a reliable and safe water supply for public health and future development for the district. This is achieved through the following functions:

- A reticulated supply to 5,760 residents.
- Water quality monitoring.
- Future supply needs.



Community outcome:



Services and facilities meet our needs

Period of benefit:



On-going

Need created by:



Community



User

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING			
Benefit group	Level of benefit ¹	Funding method	Level of funding ²	Separate funding	Rationale
District	Low	Rates	Minimal	Identifying separate funding (targeted rate based on water use) provides accountability and transparency of Council spending on water supply.	Targeted rates are appropriate for charging those communities and users that directly benefit from the use of potable water. An element of general rates is recommended to capture all beneficiaries.
Community and user	High	Targeted rates, metered water charges, and connection fees	Most		

1. High = 67-100% likely attributable benefit; Medium = 34-66% likely attributable benefit; Low = 0-33% likely attributable benefit.
 2. All = 100%; Most = 75-99%; Moderate = 50-74%; Low = 25-49%; Minimal = 1-24%; None = 0%.



Land transport

Council's land transport activity works to provide an efficient transport network and future development for the district. This is achieved by the following functions:

- Land transport.
- Land transport accelerated and enhanced.

Community outcome:



Services and facilities meet our needs



Development supports the community

Period of benefit:



On-going

Need created by:



District



Commercial



National



User



Regional

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING		Separate funding	Rationale
Benefit group	Level of benefit	Funding method	Level of funding		
National	Low	Subsidy	Low	Identifying separate funding provides accountability and transparency of Council's expenditure on this activity.	A subsidy is provided by the Govt given the national benefits of this activity. Some income may be claimable from the Regional Council given the regional benefits. Given the district-wide benefit a general rate or UAGC is preferred. A targeted rate will be applied to commercial users given environmental management benefits. Where a user benefit is identifiable, costs will be recovered via a targeted rate or minimal user charges.
Regional	Low	No mechanism	None		
District	Med	Rates	Moderate		
Commercial	Low	Targeted rates	Minimal		
User	Low	Targeted rates	Minimal		
		User charges	Minimal		



Investments

Council's investment activity attracts funds to provide for future development in the district. This is achieved by undertaking investment functions that are low risk and within areas of core council activities.

Council also uses BOPLASS to achieve joint buying power with other Council partners. BOPLASS is a company owned by nine councils (including Ōpōtiki DC) to promote joint procurement and shared services.

Community outcome:



Development supports the community

Period of benefit:



On-going

Need created by:



District



Regional

ATTRIBUTABLE BENEFIT		ALLOCATION OF FUNDING		Separate funding	Rationale
Benefit group	Level of benefit ¹	Funding method	Level of funding ²		
National	Low	No mechanism	None	Identifying separate funding provides accountability and transparency of Council's expenditure on this activity for both the community and BOPLASS partners.	Council's investments provide significant district benefit, as funds are invested for improvements in community services. A general rate or UAGC (or a combination) is therefore preferred.
Regional	Low	No mechanism	None		
District	High	Rates	Most		
		Fees and charges	Minimal		

1. High = 67-100% likely attributable benefit; Medium = 34-66% likely attributable benefit; Low = 0-33% likely attributable benefit.
 2. All = 100%; Most = 75-99%; Moderate = 50-74%; Low = 25-49%; Minimal = 1-24%; None = 0%.

Revenue & Financing Policy
Draft for Council approval
January 2021

HAVE YOUR SAY ON ŌDC'S REVENUE & FINANCING POLICY

The Revenue and Financing Policy sets out how the Council proposes to fund its operating and capital expenditure, who will fund it, and why.

Ōpōtiki District Council wants your help to finalise this policy before incorporating it into the Long Term Plan.

Do you agree with the principles that Council is using to allocate funding across its activities?



If not, why not?

Do you agree with who benefits from Council's three groups of activities, and the methods of funding them?

If not, what would you suggest?

Have your say!

Make a submission to council today!

Council has a draft copy of their policy for you to have a look at on their website at www.odc.govt.nz/haveyoursay. You can make a submission online on the website or by post or in person. For more information, contact: info@odc.govt.nz

Submissions close:

23

February



Ōpōtiki District Council

STRONG COMMUNITY STRONG FUTURE

REPORT

Date : 19 January 2021

To : Ordinary Council Meeting, 26 January 2021

From : Planning and Regulatory Group Manager, Gerard McCormack

Subject : **TE ARAWHITI AND TE WHĀNAU A APANUI – JOINT REQUEST – SPECIAL CONSULTATIVE PROCEDURE**

File ID : A225525

EXECUTIVE SUMMARY

At the 17 December 2020 Ordinary Council Meeting, Council resolved to develop a Statement of Proposal to commence a Special Consultative Procedure with regard to a Joint Request by Te Arawhiti: the Office for Māori Crown Relations (Te Arawhiti) and Te Whānau a Apanui.

The Joint Request is in relation to the transfer of ownership of properties in six locations in the district from Council to Te Whānau a Apanui, as part of Treaty of Waitangi settlement negotiations.

This report presents a draft Statement of Proposal for the Special Consultative Procedure, and seeks that Council resolve to adopt the Statement of Proposal for consultation using the Special Consultative Procedure under the Local Government Act 2002.

This report also discusses the various ownership and management options and their advantages and disadvantages to assist with the decision-making process.

PURPOSE

At the 17 December 2020 Ordinary Council Meeting, Council resolved to develop a Statement of Proposal, so that Council staff may commence a Special Consultative Procedure in relation to the Joint Request received by Te Arawhiti and Te Whānau a Apanui.

The Joint Request relates to the transfer of properties at six locations in the district from Council ownership to Te Whānau a Apanui as part of Treaty of Waitangi settlement negotiations. In December

2020 Council agreed, in principle, to support the Joint Request, subject to further consultation in the form of a Special Consultative Procedure.

The purpose of choosing to undertake a Special Consultative Procedure is to allow the Council to gather and consider the views of those persons interested in the matter, and for Council to fully understand the advantages and disadvantages of accepting the Joint Request relative to other options.

This report presents a draft Statement of Proposal for consideration and seeks a Council resolution to adopt the Statement of Proposal and undertake the Special Consultative Procedure based on the Statement of Proposal pursuant to s87(1)(b) and s83 of the Local Government Act 2002. It is proposed that Council officers (appointed staff) will undertake the consultation process pursuant to the statutory requirements and will therefore require the appropriate delegations. A resolution to delegate this responsibility and powers is also sought.

DISCUSSION AND OPTIONS SECTIONS

The report that was received at the 17 December 2020 Ordinary Council Meeting (titled Te Arawhiti and Te Whānau a Apanui – Ōpōtiki District Reserve Land) provides the background behind the Joint Request. Council resolved to support, in principle, the Joint Request subject to further consideration following a Special Consultative Procedure.

This report is acting on the third resolution made at that meeting:

That Council Officers develop a Statement of Proposal for public consultation, which addresses each of the properties, supported by a report which assesses the future ownership and management options for each property, that can be reported to the Council in February 2021, to enable the Special Consultative Procedure to commence in respect of the Joint Request from Te Arawhiti and Te Whānau a Apanui.

Further discussions were held after the 17 December 2020 meeting, and it was determined that sufficient engagement and consultation with relevant stakeholders has taken place in order for Council to develop and adopt a Statement of Proposal for public consultation.

The Statement of Proposal being presented for adoption by Council for consultation purposes relates to the properties that are subject to the Joint Request, and the ownership and management options that have been presented to Council as part of the Joint Request.

However, as part of the decision making process under the Local Government Act 2002, the Council is also required to identify other reasonably practicable options for achieving Council's objective, to assess those options in terms of their advantages and disadvantages, and take into account the relationship of Māori with their ancestral land. While Council's objective is to facilitate the transfer of ownership sought by the Joint Request, subject to consideration of the views of interested persons following a process of community consultation, there are various different combinations of ownership and management options which are summarised and assessed in this report to assist with Council's decision-making. A more detailed options analysis is provided in the report received at the 17 December 2020 Ordinary Council meeting.

Three broad options have been identified for the ownership and management of the reserves. For the purposes of the following assessment the reserves are dealt with together rather than individually, given that is what the Joint Request proposes, however there is also the option of dealing with the properties separately and transferring the ownership of some rather than all properties. The general disadvantage of that approach would be that the Joint Request and therefore the aspirations of the Crown and iwi would only be partially fulfilled. The general advantage would be that Council retains ownership of the relevant strategic asset. There may be more specific options and advantages / disadvantages for particular properties which become apparent following consultation, which can be considered before Council makes its final decision on the Joint Request.

The three broad options assessed in this report are:

1. Council continues to own the reserves and the management of the reserves remains as it is, with no transfer of land to Te Whānau a Apanui (the status quo);
2. Te Whānau a Apanui owns the reserves and is the sole management body of the reserves;
3. Te Whānau a Apanui owns the reserves and a joint reserve management board of the Council and Te Whānau a Apanui is created to manage reserves individually or collectively.

Under all ownership and management arrangements, it is proposed that the reserves would continue to be managed in accordance with the Reserves Act 1977.

Council has identified the following main advantages and disadvantages of each ownership and management arrangement:

Ownership arrangement	Management arrangement	Advantages	Disadvantages
Council owns the reserves	Council remains the sole management body.	Council retains reserves as a strategic assets.	The ongoing cost of managing and administration of the reserves continues to be met by Council. Te Whānau a Apanui does not have ownership of the reserve land which would not fulfil the Crown and Iwi's Treaty redress aspirations.
Council owns the reserves	The reserves are managed jointly by Council and Te Whānau a Apanui	The cost of maintaining the reserves is shared Council retains reserves as a strategic assets.	Administrative costs associated with the management body. Te Whānau a Apanui does not have ownership of the reserve land which would not fulfil the Crown and Iwi's Treaty redress aspirations
Te Whānau a Apanui owns the reserves	Te Whānau a Apanui is the sole management body.	Council is not required to meet the cost of ongoing maintenance of the reserves Council is compensated for the handing over of the reserves. Gives full effect to the Joint Request and therefore fulfils the Crown and Iwi's Treaty settlement aspirations	Council loses several of its strategic assets.
Te Whānau a Apanui owns the reserves	The reserves are managed jointly by Council and Te Whānau a Apanui	The cost of maintaining the reserves is shared. Gives partial effect to the Joint Request and therefore goes some way to fulfilling the Crown and Iwi's Treaty settlement aspirations	Council loses several of its strategic assets. Administrative costs on both Council and Te Whānau a Apanui to administer reserves.

SIGNIFICANCE ASSESSMENT

Assessment of significance

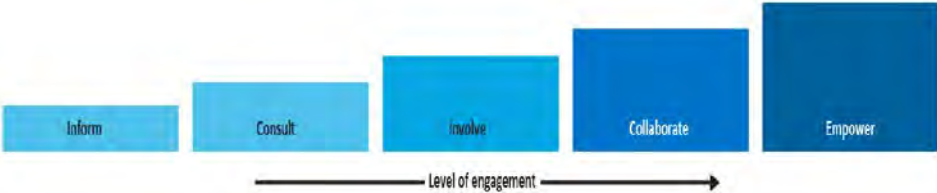
Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of

significance for the Statement of Proposal for commencing a Special Consultative Procedure is considered to be high as determined by the criteria set out in section 17 of the Significance and Engagement Policy because the Joint Request has proposed the change of ownership and management of a number of publicly owned reserves which are classified as a Strategic Asset. Therefore, the matter meets at least one of the criteria for high significance set out in section 17 of the Significance and Engagement Policy.

The decisions or matters in this report are part of a process to arrive at a decision that may be significant in accordance with section 2 of the Significance and Engagement Policy. This states that a matter shall be determined to be significant if/when there is a transfer of ownership or control of a strategic asset. As a significant decision or matter, the Council must apply greater diligence in regards to the decision making requirements in sections 76-81 and the principles of consultation in section 82 of the Local Government Act 2002. This includes, but is not limited to, the degree to which different options are identified and assessed and the extent to which community views are considered, including whether consultation is required.

Assessment of engagement requirements

As the level of significance for commencing a Special Consultative Procedure for the Joint Request is considered to be high, the engagement required is determined to be at the level of “consult” according to schedule 2 of the Significance and Engagement Policy.



COMMUNITY INPUT AND PUBLICITY

Since the 17 December 2020 Ordinary Council Meeting, the Council has engaged further with Te Whānau a Apanui and Te Arawhiti. Council staff have developed a draft Statement of Proposal based on this engagement. Wider community engagement will occur pursuant to s83 of the Local Government Act 2002 following adoption of the Statement of Proposal.

CONSIDERATIONS

Financial/budget considerations

The draft Statement of Proposal has been prepared by Council staff, and it is proposed that the Special Consultative Procedure will also be conducted by Council staff pursuant to appropriate delegation.

Policy and planning implications

The Reserve Management Plan 2020 notes that the Council will consult with the community on reviews of policy governing the management of reserves to be reflected in the Reserves Management Plan as set out in section 41 of the Reserves Act 1977. As the Joint Request relates to Council-owned reserves, the consultation to be carried out as part of the Special Consultative Procedure can assist in informing any future changes required to the Reserve Management Plan.

Risks

The following risks have been considered as part of this report:

- **Publicity/public perception:** this report is being considered in the open section of the meeting, to enable the public to be informed about the process that the report proposes to commence. The Special Consultative Procedure provides an opportunity for the public to provide their views on the Joint Request.

Authority

The report seeks that Council resolve to adopt the draft Statement of Proposal included as part of this report and to delegate to the specified office holders the responsibilities, duties and powers necessary to undertake the Special Consultative Procedure pursuant to s83 of the Local Government Act 2002, in accordance with Schedule 7 to that Act. This delegation is sought to accord with s83(1)(d) of the act to ensure that the public have an opportunity to present their views to the local authority in a manner that enables (or New Zealand sign language) interaction between the person and the local authority or any representatives to whom an appropriate delegation has been made.

RECOMMENDATIONS

- 1. That the report titled Te Arawhiti and Te Whānau a Apanui – Joint Request – Special Consultative Procedure be received**
- 2. That Council resolves to:**

- a) **adopt the draft Statement of Proposal for the Joint Request included as part of this Report, so that Council staff may commence the Special Consultative Procedure in relation to that proposal;**
- b) **delegate to the following Council office holders all responsibilities, duties and powers necessary to undertake the Special Consultative Procedure pursuant to s83 of the Local Government Act 2002, in accordance with Schedule 7 to that Act:**

Gerard McCormack (Planning and Regulatory Group Manager); Katherine Hall (Policy Planner); Garry Page (Reserves Manager) and Anna-Marei Kurei (Community Engagement Officer) to whom responsibility is to be delegated.

Gerard McCormack

PLANNING AND REGULATORY GROUP MANAGER



Ōpōtiki District Council
STRONG COMMUNITY STRONG FUTURE

Statement of Proposal

Te Arawhiti and Te Whānau a Apanui joint request

Ōpōtiki district reserve land

PREPARED FOR CONSIDERATION AND ADOPTION BY COUNCIL

Tuesday 26 January 2021
A225527

Introduction

This statement of proposal has been prepared in accordance with Section 83 the Local Government Act 2002 (the Act).

The Crown, through Te Arawhiti: the Office for Māori Crown Relations (Te Arawhiti), has sought to involve the Council in Te Whānau a Apanui Treaty of Waitangi settlement discussions.

Te Arawhiti and Te Whānau a Apanui have presented a joint request to Council with respect to properties at six locations within the Ōpōtiki district that the Council has an interest in (**Joint Request**). The Joint Request involves a proposed change to the ownership and management of certain land and reserves to enable these properties to be transferred from Council control to Iwi ownership.

At the 17 December 2020 Ordinary Council Meeting, Council resolved to carry out public consultation through the Special Consultative Procedure, in order to gather and consider the views of persons interested in the matter, and for the Council to fully consider the advantages and disadvantages of accepting the Joint Request to inform its final decision on the Joint Request.

Summary of Proposal

Given the short nature of this Statement of Proposal, Council is not producing a separate summary.

What is proposed

This Statement of Proposal reflects the Joint Request, which invites Council to consider the transfer of ownership of properties at six locations in the district to Te Whānau a Apanui. Although each property is proposed to remain as a reserve administered by Te Whānau a Apanui under the Reserves Act, there may be different options for management of each reserve. In addition to seeking views on the proposal to transfer ownership of the reserves, Council seeks views on the potential management options for each reserve, which are summarised at the end of this document.

Site	Address	Proposal
Esplanade Reserve in front of Tunapahore Marae – Hawaii	SH 35	<p>It is proposed that the Local Purpose Reserve (esplanade) would be transferred in full to Te Whānau a Apanui.</p> <p>The Local Purpose status under the Reserves Act 1977 would remain. The public rights of access would remain as per the Reserves Act as is currently the case.</p> <p>Te Whānau a Apanui would be the sole administering body for the reserve.</p>

<p>Hoani Waititi Memorial Recreation Reserve</p>	<p>Ōmaio Pā Road</p>	<p>It is proposed that the Hoani Waititi Memorial Reserve be transferred from the Ōpōtiki District Council to Te Whānau a Apanui.</p> <p>It is proposed that the status of the land would remain as a recreation reserve subject to the Reserves Act 1977. The public rights of access would be as per the Act as is currently the case.</p> <p>Te Whānau a Apanui would be the sole administering body for the reserve.</p> <p>This part of the proposal would be subject to Council first complying with any obligations to offer the land back to successors of former owners who may be entitled to be offered the land back under the Public Works Act 1981.</p>
<p>Maraetai Bay Recreation Reserve</p>	<p>SH 35, Te Kaha</p>	<p>It is proposed that the four parcels comprising this reserve be transferred from the Ōpōtiki District Council to Te Whānau a Apanui.</p> <p>It is proposed that the recreation reserve status of this land would remain the same, and subject to the Reserves Act 1977. The public rights of access would be as per that Act as is currently the case.</p> <p>Te Whānau a Apanui would be the sole administering body for the reserve.</p> <p>It is proposed that ODC would retain ownership of the improvements (i.e., public conveniences and children's playground) and liability for the maintenance of the improvements on the reserve.</p>
<p>Whanarua Bay Recreation Reserves</p>	<p>SH 35</p>	<p>It is proposed that the seven land parcels comprising this reserve be transferred from the Ōpōtiki District Council to Te Whānau a Apanui.</p> <p>It is proposed that Lot 80 (urupā) and all of Lot 71 would be vested in Te Whānau a Apanui unencumbered, without any reserve status and without any public access requirements.</p> <p>The remaining lots being 66, 68, 69, 70, balance of Lot 80 DP 4651 and Lot 3 DP6108 would be vested in Te Whānau a Apanui as historic reserves under the Reserves Act 1977. The public rights of access to those parcels, would be as per that Act as is currently the case. Implementing this part of the proposal would be subject to the Council first being satisfied as to how any existing encroachments are addressed prior to the land being transferred.</p> <p>It is proposed that Te Whānau a Apanui would be the sole administering body for the reserves.</p>

Waihou Bay Recreation Reserve	SH 35, Orete Point Road	<p>It is proposed that the six land parcels comprising this reserve be transferred from the Ōpōtiki District Council to Te Whānau a Apanui.</p> <p>It is proposed that the status of the land would remain a recreation reserve subject to the Reserves Act 1977. The public rights of access would be as per that Act as is currently the case.</p> <p>Te Whānau a Apanui would be the sole administering body for the recreation reserve.</p>
Waihou Boat Ramp Site	Orete Point Road, Waihou Bay	<p>It is proposed that the land adjacent to and including the boat ramp, which is currently road, would be surveyed and defined. Council would then initiate a process to stop the road in order that the land could be transferred to Te Whānau a Apanui.</p> <p>It is proposed that public access to the boat ramp, which is not owned by Council, would remain through an appropriate mechanism (for example, an easement in favour of ODC for public access). The boat ramp would remain in private ownership.</p>

Management options

This statement of proposal relates to the transfer of ownership of the six properties. In addition to seeking views on that matter, Council also seeks views about the management options for the reserves. These are summarised generally below, although sub-options might involve different approaches for each reserve. An assessment of the advantages and disadvantages of each option can be found in the Report dated [x] which was presented to the Council meeting on [x]. A copy of that report is available on Council's website at the following link or on request.

Three options have been identified for the management of the reserves identified in this Statement of Proposal, which assumes Council transfers ownership to Te Whānau a Apanui as proposed:

1. Te Whānau a Apanui owns the reserves but Council retains sole management of the reserves
2. Te Whānau a Apanui owns the reserves and a joint reserve management board of the Council and Te Whānau a Apanui is created to manage reserves individually or collectively;
3. Te Whānau a Apanui owns the reserves and is the sole management body of the reserves.

It is proposed that under all ownership and management arrangements, the reserves would continue to be managed in accordance with the Reserves Act 1977.

Have your say

Your views on the statement of proposal can be provided to Ōpōtiki District Council by any of the following methods:

- writing to Council at PO Box 44, Ōpōtiki 3162
- emailing info@odc.govt.nz
- completing the online submission form on our website
- completing the hardcopy submission form which is available at Council's office at 108 St John Street, Ōpōtiki or the Ōpōtiki District Library.

The consultation period will be from TBC to TBC.

The period for providing views on the proposal will close at 5.00pm on TBC.

All feedback will be made available to the Council and will be taken into consideration when making a final decision on the proposal.

What happens next?

After the consultation period has closed and all feedback has been reviewed and collated, a report will be prepared for Council to enable a final decision to be made on the proposal. The report will be available on the Council's website two working days prior to the relevant Council meeting which will be advertised in advance.

Further information

If you wish to discuss this Statement of Proposal, please contact Katherine Hall, Policy Planner on 07 315 3030 or katherineh@odc.govt.nz.

DRAFT

REPORT

Date : 14 January 2021

To : Ordinary Council Meeting, 26 January 2020

From : Planning and Regulatory Group Manager, Gerard McCormack

Subject : **OPŌTIKI TOWN CENTRE MASTERPLAN AND IMPLEMENTATION PLAN**

File ID : A226744

EXECUTIVE SUMMARY

In 2019, Council staff began the process of revitalising the Opotiki town centre. Extensive community consultation was carried out to create the Opotiki Town Centre Structure Plan, which was endorsed by Council in July 2020. Using the Structure Plan as its base, Council engaged a consultant to create the Opotiki Town Centre Masterplan and Implementation Plan.

The report seeks the following recommendations:

- 1. That the report titled Opotiki Town Centre Masterplan and Implementation Plan be received.**
- 2. That Council endorses the Opotiki Town Centre Masterplan and Implementation Plan (Appendix 1) as the guiding document for developing the Opotiki town centre.**

PURPOSE

The purpose of this report is to seek that Council endorse the Opotiki Town Centre Masterplan and Implementation Plan as the guiding document for revitalising the Opotiki town centre.

BACKGROUND

The project of revitalising the Opotiki town centre was presented to Council at the July 2019 Ordinary Council Meeting. At that meeting, Council resolved to develop a structure plan and design guidance for the town centre. Council then carried out extensive public consultation to gather the views of the community. Feedback was received from the business community, iwi, local residents, and shop owners. Council used pop-up shops, stakeholder workshops; the Council's website and Facebook page and advertised the project in the local newspaper.

The consultation formed the basis of the Ōpōtiki Town Centre Structure Plan which was endorsed by Council at the June 2020 Extra Ordinary Council Meeting.

Council engaged a consultant to create the masterplan and implementation plan. Workshops have been held with key stakeholders as part of the creation of the town centre masterplan and implementation plan. The final masterplan and implementation plan has been attached to this report as an appendix.

DISCUSSION AND OPTIONS SECTIONS

The vast amount of consultation with the public and key stakeholders over the past 18 months has provided a solid base of information to create Ōpōtiki Town Centre Masterplan and Implementation Plan.

The masterplan and implementation plan provides guidance to ensure that the revitalisation of the town centre is carried out coherently, and in keeping with the principles of the structure plan.

At every stage, care has been taken to ensure the project reflects the Ōpōtiki culture, environment, and heritage and desired future direction rather than directly importing ideas.

SIGNIFICANCE ASSESSMENT

Assessment of significance

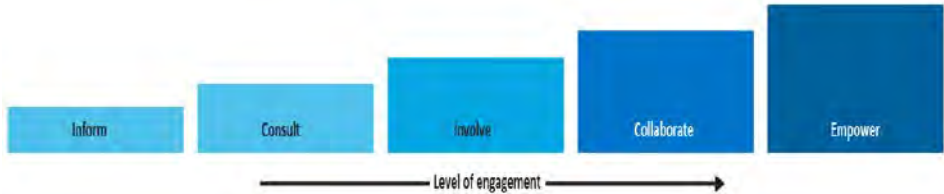
Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of significance for the Ōpōtiki Town Centre Masterplan and Implementation Plan is considered to be low as determined by the criteria set out in section 17 of the Significance and Engagement Policy.

The content of the Town Centre Masterplan and Implementation Plan has been subject to extensive public consultation and many key stakeholders have contributed to its development.

The report seeks that the masterplan and implementation plan is endorsed as the guiding document for the revitalisation of the Ōpōtiki town centre. Given that a vast amount of consultation has taken place, endorsement of the Ōpōtiki Town Centre Masterplan and Implementation Plan is considered to be of low significance.

Assessment of engagement requirements

As the level of significance for Ōpōtiki Town Centre Masterplan is considered to be low, the engagement required is determined to be at the level of inform according to schedule 2 of the Significance and Engagement Policy.



COMMUNITY INPUT AND PUBLICITY

The Council has consulted extensively with the public and key stakeholders in numerous different formats for approximately 18 months.

CONSIDERATIONS

Financial/budget considerations

The Ōpōtiki Town Centre Masterplan and Implementation Plan has been delivered within its allocated budget.

Policy and planning implications

The Ōpōtiki Town Centre Masterplan and Implementation Plan will be a subordinate document to the District Plan. However, it provides detail that is not included in the District Plan. Following the endorsement of the masterplan and implementation plan, it may be necessary to review the town centre chapter of the District Plan to align it with the masterplan and implementation plan.

Risks

There are no major risks associated with the decisions or matters.

Authority

The report seeks that Council endorses the Ōpōtiki Town Centre Masterplan and Implementation Plan as the guiding document for the revitalisation of the Ōpōtiki town centre.

RECOMMENDATIONS

- 1. That the report titled Ōpōtiki Town Centre Masterplan be received.

2. **That the Council endorses the Ōpōtiki Town Centre Masterplan and Implementation Plan (Appendix 1) as the guiding document for developing the Ōpōtiki CBD**

Gerard McCormack

PLANNING AND REGULATORY GROUP MANAGER

Ōpōtiki Town Centre

Masterplan and Implementation Plan

(21 January 2021)



Contents

1. Introduction and Overview	3
2. The Existing Town Centre	4
3. Local Development Economics	12
4. A Vision and Masterplan for Ōpōtiki Town Centre	17
Appendices.....	25
Appendix 1 - Building Design Guidance	27
Appendix 2 - Implementation Plan – streetscape projects and priority sites	29

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1. Introduction and Overview

Ōpōtiki is at the gateway of change. The current work to improve the harbour entrance, the significant expansion of the local aquaculture industry and demand associated with the development of the marine related activities will undoubtedly lead to economic growth in the town as a whole. This brings the opportunity to reconsider the role of the Town Centre and to plan for its future.

The Ōpōtiki District Council has already brought together a clear Structure Plan for the Town Centre area¹. This identifies the key opportunities and challenges as well as principles for revitalising the Town Centre. The production of this Masterplan for the Town Centre is the first step to implement the Structure Plan.

This Masterplan and Implementation Plan have been prepared to provide a long term vision for the Town Centre area, with the final detail of developments to be prepared on a site by site basis by individual developers in discussion with the Council.

The Masterplan supports the revitalisation of the town centre through the use of good practice urban design and which is informed by a thorough understanding of the local property and development market. To achieve this the Masterplan:

- Identifies the key attributes of the Town Centre as existing.
- Considers what forms of development could be feasible in the Town Centre, now and moving forward.
- Provides a vision for the Town Centre
- Identifies specific projects, and includes these in an Implementation Plan



Figure 1: Masterplan Summary

Councillor and Public input into the Masterplan

- A workshop was held with Councillors in September 2020 to obtain their early input into the masterplan. A further workshop was held with Councillors in December 2020 to discuss the emerging draft masterplan. The masterplan has been updated to reflect Councillors comments and views.
- In preparing the masterplan conversations were arranged with the Whakatōhea Maori Trust Board, local business people and developers. These people provided valuable input which has influenced the Masterplan.
- In addition, account has been taken of the Town Centre Structure Plan, which was itself generated through a consultative process, and of the many responses to the post by Councillor Rapihana on the Ōpōtiki Community Notices Facebook group asking what residents liked and disliked about the Town Centre. Many of the important matters raised in the Facebook post are addressed in the Masterplan.

¹ The Ōpōtiki Town Centre Structure Plan Summary, June 2020

2. The Existing Town Centre

A. Area and Uses

- Ōpōtiki Town Centre covers a 11ha area, including the commercial areas of Church Street, Elliott Street and King Street.
- The northern boundary of the area is marked by Kelly Street, the south by Richard Street and west by Potts Avenue.
- The western boundary is located within the block between Church Street and St.John's Road (State Highway 35).
- The land is zoned Town Centre in the Ōpōtiki Operative District Plan
- As well as the Ōpōtiki District Council controlling the roads within the Town Centre area, the Council also owns a number of sites within the Town Centre.
- A number of Council sites are being redeveloped, including for the Te Tahuu o Te Rangi technology and research centre (corner of Church Street with King Street), and sites to the north of this.

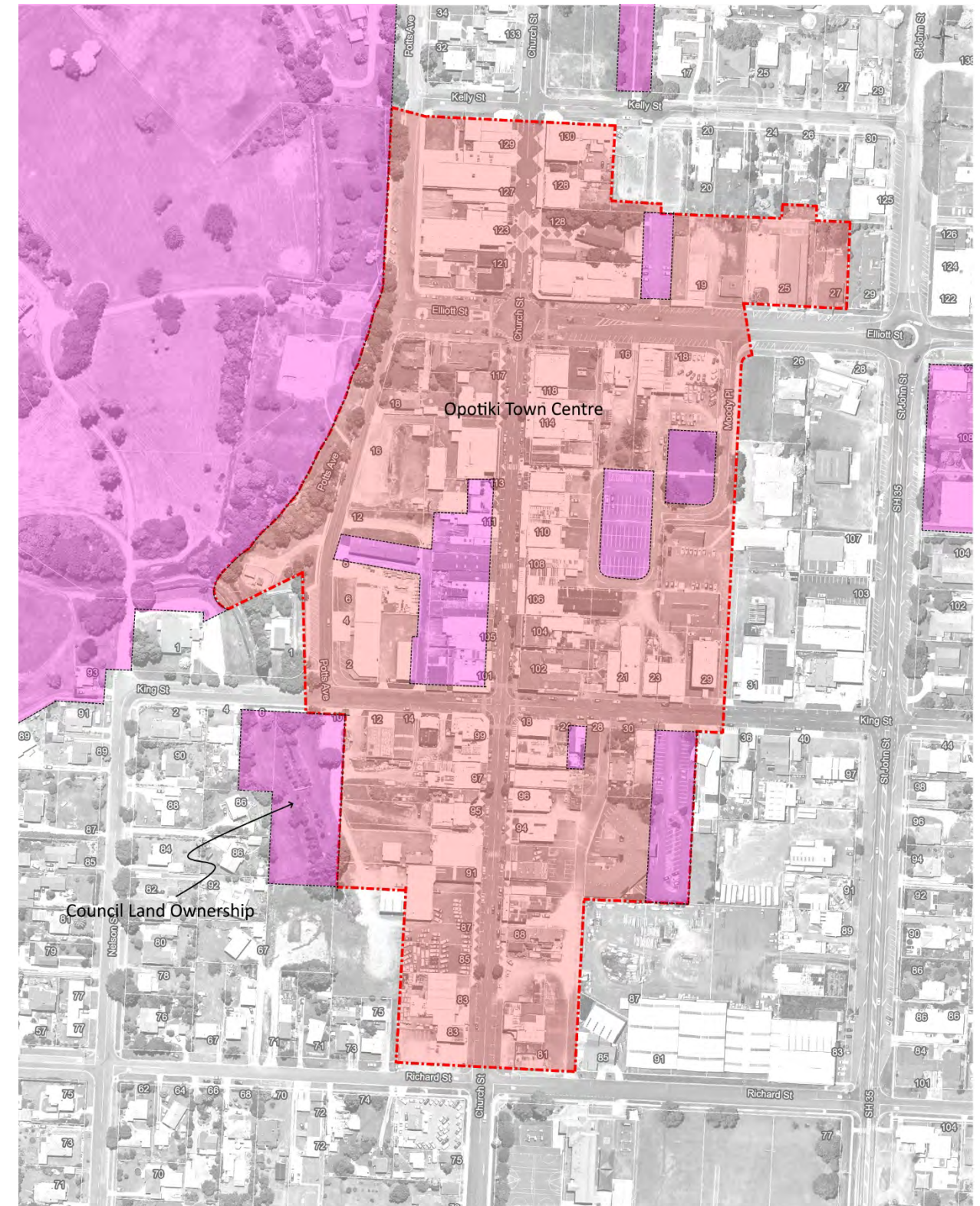


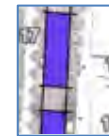
Figure 2: Boundary of the masterplan area dashed red.

B. Urban Structure and Movement



State Highway

- State Highway 35 by-passes the Town Centre; one block to the east and two blocks to the south.
- Apart from street signs, there are no obvious markers along the State Highway indicating the location of the Town Centre.
- It is important to ensure that casual users of State Highway 35 become aware of the location of the Town Centre and are encouraged to enter and explore.



Local Roads

- Ōpōtiki township is formed around a grid network of local roads, which provide simple access to the Town Centre from all directions
- These roads also link to State Highway 35, providing easy access to the Town Centre. However, as noted above apart from street signs, there are no obvious markers along the State Highway indicating the location of the Town Centre.



Rear Lanes and Roads

- A series of rear lanes and road provide access to the rear of shops.
- These are important as they take delivery and service vehicles away from the main street areas.
- They also provide significant flexibility in relation to the future redevelopment of sites, allowing upper floor uses to be accessed from the rear, meaning that continuous shop frontages are not interrupted by doors serving upper floors.
- It is important that these lanes/roads are retained and supplemented with new routes where possible.



Pedestrian Linkages

- Within the Town Centre footpaths and linkages allow for pedestrians to move through the area at a finer grain.

Street Design

- An enhancement scheme has already been implemented within the Church Street area. This incorporates patterns which reflect the cultural significance of the area. These are most clearly seen within the section of Church Street between Elliott Street and Kelly Street, where the patterns extend across the carriageway.
- Pohutukawa trees are planted within Church Street; as a native tree these provide an important link to the cultural significance of the area.
- Whilst there are issues associated with this paving being slippery in wet weather (a matter which will be addressed independent of this masterplan), there remains the potential to increase the use of this design within the Town Centre area, utilising alternative materials. This approach has been adopted for the external landscaped space to the rear of Te Tahu o Te Rangi technology and research centre, where the design for the new area reflects the designs seen within the street but utilised alternative materials.

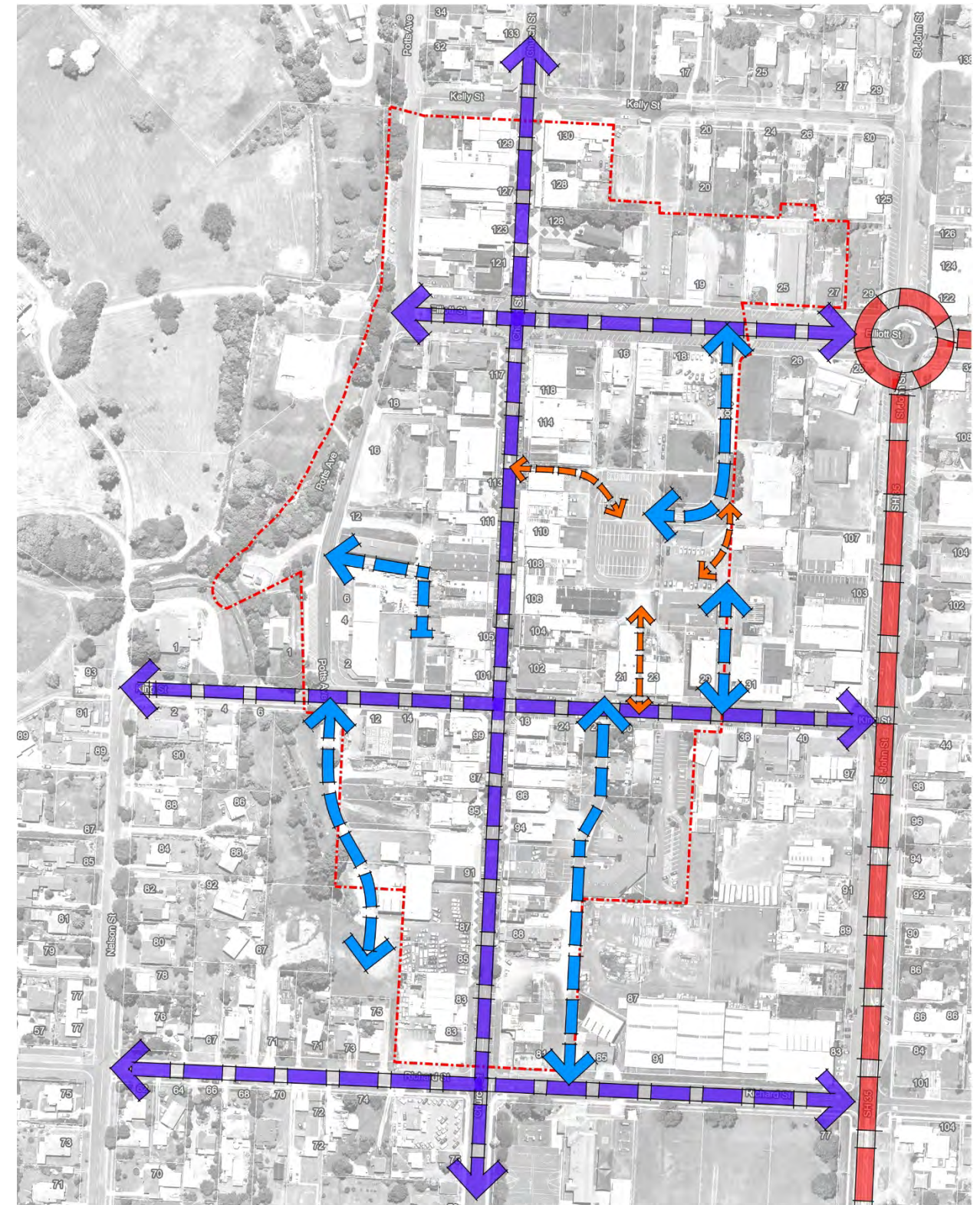


Figure 3: Street network

C. Heritage and Character Buildings

The History of Ōpōtiki Town Centre²

Ōpōtiki Town Centre has been recognised as one of the best surviving examples of a late 19th Century early 20th Century town centres in the upper North Island. It retains a broad range of building types, including both commercial buildings and early Churches and church halls.

The name 'Ōpōtiki' originated from the name of a spring of the eastern bluff above Waiotahi Beach called "O-Potiki mai-Tawhiti." This name goes back to the migration from Hawaiiki. It concerns a chief Tarawa who decided to join his people in Aotearoa New Zealand. Tarawa set sail for Aotearoa New Zealand in a canoe named Te Arautauta (also referred to as Te Araumauma), accompanied by two Tanahana fish pets known as O-Potiki-mai Tawhiti, meaning "two pets from afar". Landing on the Waiotahi Beach, Tarawa found a spring as an abode for his two fish pets. The spring thereafter became known as O-Potiki-mai-Tawhiti because of the continual reference to the inhabitant fish of the same name.³

Maori have occupied the area for many hundreds of years, with the tangata whenua Whakatōhea initially leading a traditional lifestyle. The early 19th Century saw this traditional lifestyle being slowly influenced by the introduction of European religion, material goods, livestock, crops, agricultural techniques and equipment, faster boats and wider trading networks, as well as alcohol and previously unknown diseases.

Whilst initial Maori-Pakeha contacts were indirect and sparse; by the 1840s this had changed to more sustained, longer-term contacts with a few Pakeha living near to or amongst Whakatōhea at Ōpōtiki. During this time, one of the few cavalry charges in the country occurred, which was an attack on Te Tarata Pa (located on the current Pile Road).

In 1865 a major clash of cultures ended in Whakatōhea 's land being confiscated. Ōpōtiki was surveyed and became a European-style township with a predominantly European population, under the Auckland Province and adhering to New Zealand laws and customs.

The first European settlement in the areas was part of the military frontier of the colonial government. The town provided a base for troop movements, with the newly built wharves allowing relatively easy sea access for people and supplies. The wharfs provided a convenient location for the export of produce from the emerging agricultural development within the surrounding district. As the port grew the Town Centre became a service centre for the surrounding rural community, providing a location for commercial services, as well as social, recreational and religious activities as well. As the largest town in the district, Government agencies and local bodies had their bases in Ōpōtiki.

Ōpōtiki 's greatest growth was in the last decades of the 19th Century through to the 1930s; in 1921 Ōpōtiki was much bigger than Te Puke, Whakatane or Taupo, but improvements in road and rail transport and the silting up of the harbour meant that sea freight became more difficult and less economic. The result was a slowing of growth in the area.

Whilst many of the historic heritage buildings and other buildings of character within the Town Centre stem from a period when Whakatōhea were less represented in the evolution of the Town Centre, the remaining buildings nevertheless represent a significant period in the growth and significance of Ōpōtiki and assist with telling the story of the town. As highlighted below, a number of these building have been recognised as being of national significance and are included on Heritage New Zealand Pouhere Taonga's New Zealand Heritage List/Rārangi Kōrero.

The Value of Heritage

- Ōpōtiki Town Centre has clear historic character and provides a venue for recreation and business which is distinct from other locations which are more recently developed. It is a location which could prove to be of more interest to a wider range of residents and visitors than more recently developed areas which lack its history.



Figure 4: Heritage Buildings, Local Character Buildings and Townscape Features

- Case studies have shown a clear link between increased economic activity and historic regeneration, and it is generally accepted that improvements to the historic environment have helped to support job creation and safeguarded existing employment.⁴
- Repurposing the Town Centre will bring the opportunity to build upon the cultural and historical significance of the area and to regenerate buildings and spaces along a common theme to create a distinct business neighbourhood which people can identify with and are drawn to.
- Cultural values and a sense of identity are seen as increasingly important within a 'global world'. Recognition of the special character of the area and involving the local community in the future management of the area can help to foster a sense of local and civic pride and make a positive contribution to the wellbeing of Ōpōtiki's residents. This includes younger people; historic neighbourhoods have been shown to provide what younger buyers are looking for, and younger people have been shown to be generally interested in heritage, especially with the interactivity and experiences that using an such an area could bring. With population growth possible as a result of the increasing economy of the area, the maintenance and enhancement of the area can assist new residents to 'connect' with the local area and integrate with the local community.
- The historic premises and overall historic character of Ōpōtiki Town Centre can provide a range of opportunities not available elsewhere in the region; it could provide a setting for cafés and restaurants to thrive, creating an urban oasis which has a feel and vitality that is very different from often increasingly similar town centres and shopping areas. It could help to create an area that could appeal to business enterprises that might otherwise not have the chance to develop; one in four businesses in a UK study confirmed that the historic environment was an important factor in deciding where to locate and that a heritage environment was valued as importantly as road access. Property developers and professionals value protecting and preserving historical buildings and cultural monuments and see this as a very important characteristic of a development. They view local heritage as being their investment.
- Overall, the historic environment of the Town Centre provides the opportunity to stimulate diverse shopping, commercial and leisure experiences. Making the most of historic buildings and places is an important way to develop groups of businesses that are unique to the area, with areas with a concentration of historic buildings shown to bring commercial activity in the mid to high price range and more independent brands.

Heritage and Character Buildings

Heritage Buildings



- A significant number of buildings in the Town Centre are included in Heritage New Zealand Pouhere Taonga's New Zealand Heritage List/Rārangi Kōrero ('the List'). Sites and building on the list are recognised as New Zealand's most significant and valued historical and cultural heritage places.
- These same sites are recognised in the Proposed District Plan (PDP) and are subject to the provisions of PDP Chapter 14.
- Investment in and the reuse of these buildings these buildings is key to realising the future potential of the Town Centre, as a place to shop, spend leisure time and to live.
- The existing judicial use of the Court Building is seen by many to have a negative impact on the Town Centre. Whilst it is positive that the building is in use and well maintained, a new use for the building could make better use of its high profile location.

Local Character Buildings



- In addition to the nationally recognised buildings, there are other building in the Town Centre which contribute to the character of the area, by reason of their attractive facades, sometimes including reference to original shop owners.
- Whilst these buildings are not protected in the same was the as the Listed heritage buildings, it remains important that in the very least their facades are retained, so they are still able to contribute to telling the story of Ōpōtiki, and continue to assist with telling the story of the town.

Earthquake Prone Buildings

- A large number of buildings in the Town Centre, including listed heritage buildings and local character buildings, area are potentially earthquake prone, however very few earthquake assessments have been carried out on behalf of owners so the actual number of earthquake prone buildings in the centre is not known.
- Anecdotal evidence, collected as part of the process to gain an understanding of the local Ōpōtiki property market for this masterplan, suggests that elsewhere owners have found it more economic to retain and strengthen earthquake prone buildings than to demolish them and to redevelop their site. In particular, it is reported that in Whakatane a few earthquake buildings have been strengthened internally rather than being rebuilt given the substantial difference in cost but with little difference in value. For example, an internal steel portal might cost \$100k compared to a full rebuild at several hundred thousand dollars with little difference in the eventual rent and capital value.



Figure 5: Heritage Scheduled former Salvation Army Barracks ...

² Information taken from Ōpōtiki Town Centre Historic Heritage Study Part One, Matthews and Matthews Architects Ltd, 2006

³ Information taken from OpotikiNZ website: <https://www.opotikin.z.co.nz/history-opotiki>

⁴ As considered in unpublished paper for Hamilton City Council by Richard Knott Limited, including

Townscape

- Townscape relates to how buildings and streets are viewed together; how the cumulative value of all features in Town Centre can be 'more valuable' than the sum of the parts i.e. whilst some individual buildings may not have significant interest in their own right they can play a key role when considered with other buildings and the street as a whole.
- Ōpōtiki Town Centre includes many factors which together are considered to create good Townscape. These include:

Corner Buildings



- A number of corners within the town centre are successfully marked by buildings. Corners are important in that, providing the building on them is memorable or distinctive, they contribute to the overall legibility of the centre. They also assist with forming key spaces within the Centre.



Figure 6: The Rostgard's building positively marks the intersection of Church Street with King Street, providing a distinctive appearance and providing enclosure to the street.

Continuous Frontage



- The existence of an interesting continuous building frontage with shopfronts on the back edge of the footpath helps to contain the street (helping to create a scale which humans can relate to), and adds significant interest for pedestrians.
- Much of the Town Centre area has clearly defined building frontages. These continuous building frontages to the street, with fine grain ground floor shopfront bring interest to passers-by as they move along the street and provide the opportunity for a wide range of different retail and café/restaurant uses.



Figure 7: Continuous frontage in Church Street

Lack of Enclosure

- This links to the benefits of a continuous active frontage but is the exact opposite. Lack of enclosure or containment creates spaces which lack a human scale and which are not comfortable to use.
- This is most obvious in the southern section of Church Street, where the Mobil petrol filling station, Bay of Plenty Farm Source, Magnus Lennie and redundant garage/workshop opposite. These do not, on the whole, provide active frontages to the street.
- There are other sites in Elliott Street which would benefit from a continuous frontage.

A number of sites along Potts Avenue are also noted as lacking enclosure. The character of Potts Avenue is different to Church Street, and continuous frontage is not therefore expected in the same way. However, the identified areas would still benefit from buildings addressing the street.

Rhythm in Ground Floor Frontages

- Regular, narrow shop frontages and fine grained uses along streets provides greater interest for pedestrian than single users occupying long stretches of building frontage. This is achieved throughout much of the centre, apart from those areas which lack enclosure or lack continuous frontage as described above. This contributes to the overall vitality of the Centre.



Figure 8: Rhythm in Frontage; the street is made up of a number of distinct buildings with narrow shop frontage.

Significant Spaces

- Where a number of the above factors come together, or where there is a change of enclosure or continuous building frontage there can be ‘spaces’ formed. These spaces can add to the legibility of the Centre, as well as providing an opportunity for other activities to take place.
- Noted key spaces include (Figure 3):

1. Space around Cenotaph (linking with 2.)



2. Space around Pou Whenua and Waka Whetu (linking with 1.), fronted by the Heritage Court Building and Masonic Hotel.



3. Space to front of Public Toilets and Old Plunket Rooms (Ladies Rest Room)



4. Space at intersection of Church Street with King Street, fronted by heritage buildings and Te Tahu o Te Rangi.



5. Area to front of 95 Church Street.



Cenotaph, Pou Whenua and Waka Whetu

- As noted above, the cenotaph, the Pou Whenua and Waka Whetu all contribute to the overall character and interest of the Town Centre, and also act as important markers which assist with the legibility of the Town Centre.

Gateways

- It is often considered important that a Town Centre is a clearly defined area, and that residents and visitors have a clear sense of entering the Town Centre area; these are often described as Gateways and can contribute towards providing a sense of grandeur to the area and the idea that there is something worth visiting.
- In the case of Ōpōtiki Town Centre, there are no features which clearly mark the entrance to the Town Centre; this is a missed opportunity.

Key Destinations

- Within and around the Town Centre there are a number of key destinations which draw residents and visitors into the area. These include:
 - A. Wharf and Camp Ground
 - B. Deluxe Theatre
 - C. New start to the Motu Trail and associated car parking (currently being designed and constructed)
 - D. The Skate Park (soon to be revitalised)
 - E. Easy to access car parking at Moody Street
 - F. Ōpōtiki District Council offices (to the east of the Town Centre)
 - G. Te Tahuu o Te Rangi technology and research centre (currently under construction)
 - H. Ōpōtiki Community Health Centre
 - I. Ōpōtiki Primary School (immediately to the south of the Town Centre)

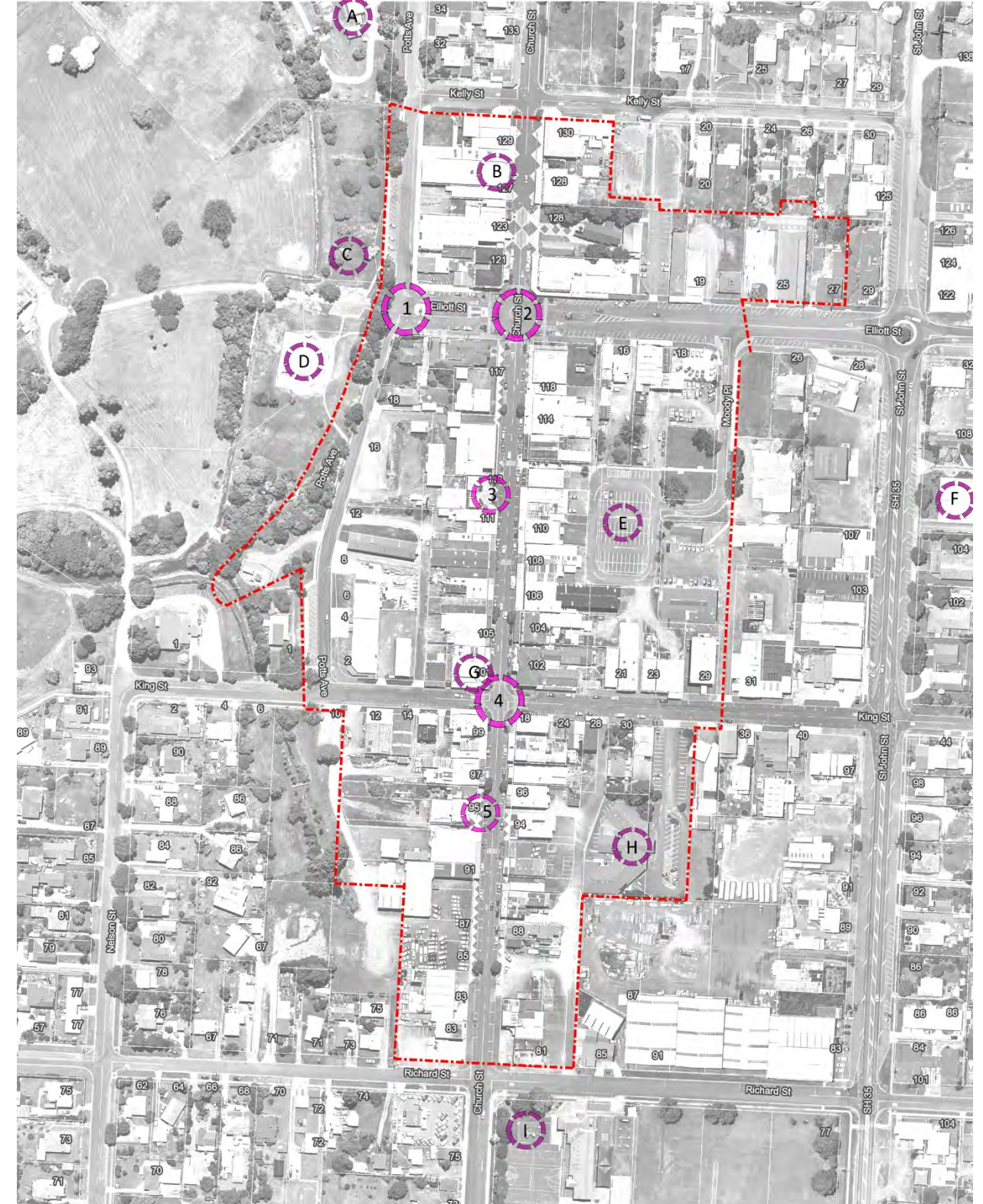
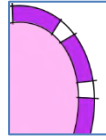


Figure 9: Significant Spaces and Key Destinations

D. Supermarket



- With population growth there may be demand for a further supermarket in Ōpōtiki.
- Whilst the existing New World, on Bridge Street, provides a high level of service for shoppers, locating an additional full size supermarket outside of the town centre could potentially have a negative impact upon the vitality of the Town Centre.
- The most desirable outcome would be for a new supermarket would be provided with a frontage to Church Street, to encourage shoppers using the supermarket to also shop within smaller Town Centre shops, to visit other local facilities and to use Town Centre restaurants and Cafes. A smaller supermarket in this location would be preferable to a larger supermarket elsewhere.
- However, it is likely that supermarket operators would prefer a site with easy access from State Highway 35.
- Should it be proven that there is demand for an additional supermarket a site between Church Street and St.John's Street with easy access from State Highway 35 (via Moody Place) with a shopfront orientated towards Church Street or with a direct pedestrian link from the supermarket to Church Street may be a compromise, although is less advantageous than a smaller supermarket directly facing Church Street.
- Other retail development should also be discouraged along State Highway 35 as this could, in the present time, potentially detract from the vibrancy of the Town Centre.

E. Car Parking

- As part of the masterplan project Ōpōtiki District Council have considered the existing levels of car parking available within the Town Centre, both on-street and within the Moody Place car park.
- This survey, carried out on Thursday 1st October 2020, indicated that out of a total of 244 car park spaces with the Town Centre area:
 1. At 10am there were 102 spaces empty.
 2. At midday there were 65 spaces empty.
 3. At 2pm there were 90 spaces empty.
- Based on the survey there does not appear to be any immediate issue with a lack of car parking in the Town Centre.
- Given that regular and efficient public transport is difficult to achieve in rural areas it is likely that workers and shoppers will continue to travel to the Town Centre by car. The provision of parking within the Town Centre is therefore important.
- Should new development take place within the Town Centre parking requirements would need to be considered on a case by case basis.
- A new car park will be developed at the new start to the Motu Trail, at the western end of Elliott Street. The very close proximity of this to the Town Centre makes it ideal as additional Town Centre car parking should an event take place which draws in additional numbers of people into the Town Centre.

F. Crime

- Anecdotal evidence suggests that there are issues with some crime, including car break-ins in the Town Centre.
- It is likely that this can in part be attributed to the low number of businesses open in the Town Centre during the evening, and due to the lack of other activity within the area.
- Increasing the numbers of people within the Town Centre, including living within the Town Centre, is likely to increase the 'eyes on the street' and have a positive impact on crime.

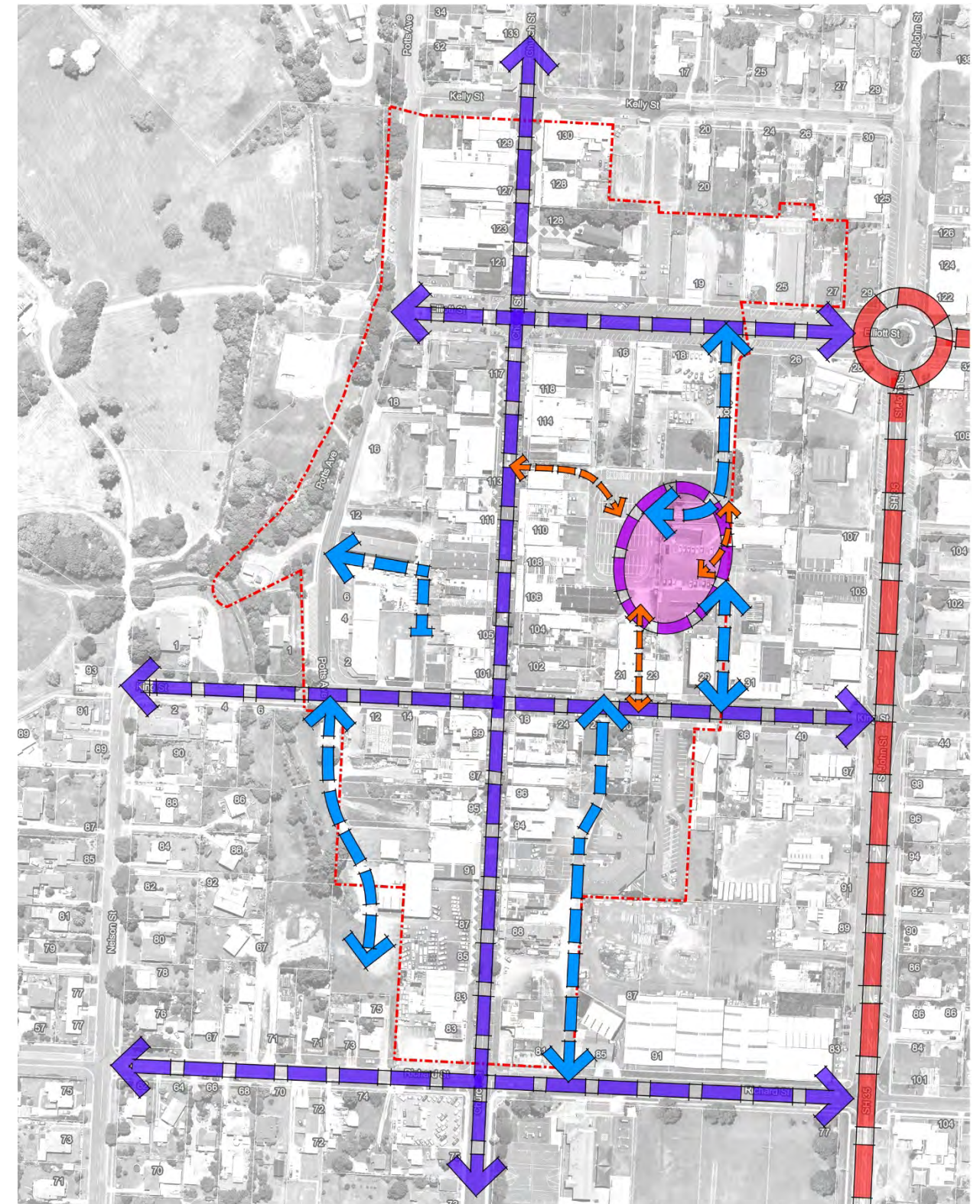


Figure 10: Supermarket Constraints

3. Local Development Economics

A. Relatively Likely Feasibility of Development

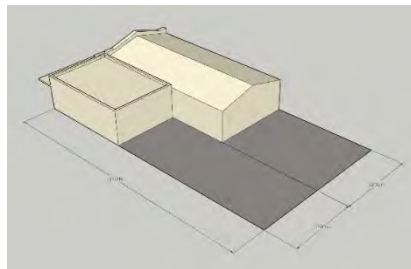
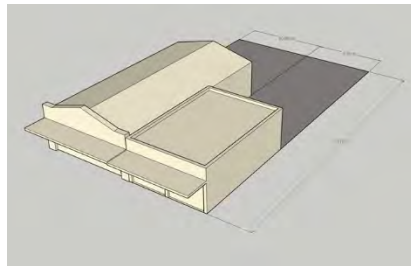
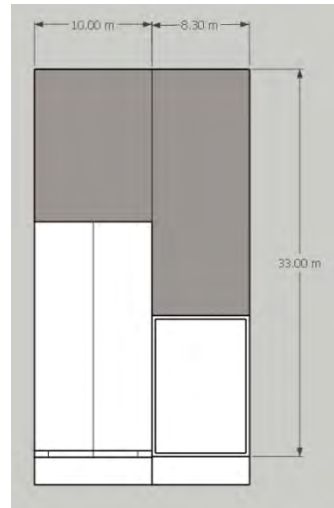
In order to ensure that the masterplan is informed by a realistic understanding of the local development market various development options for commercial and residential developments were considered to consider their relative likely feasibility. These options were based on fictitious sites, as it is important that any land owner or developer carries out their own development feasibility based on the specifics of their site and using up to date market information. However, the Commercial Street Frontage fictitious sites are typical of sites found in Church Street and the Non-Mainstreet Location fictitious site is similar to sites which could be formed in Potts Avenue.

Commercial Street Frontage Building Typologies Tested

Assumed site size (fictitious sites):

- Site 1: 10m(w) x 33m(d)
- Site 2: 8.3m(w) x 33m(d)

Option 1- Single Storey Commercial



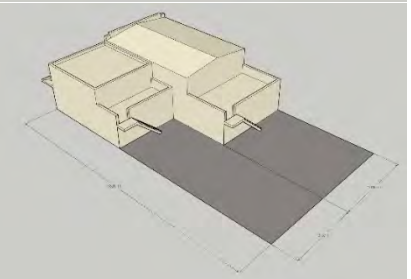
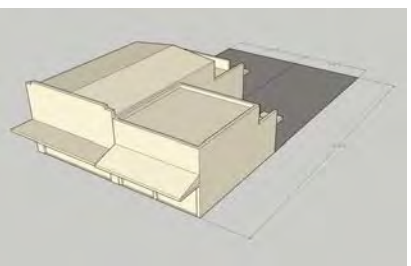
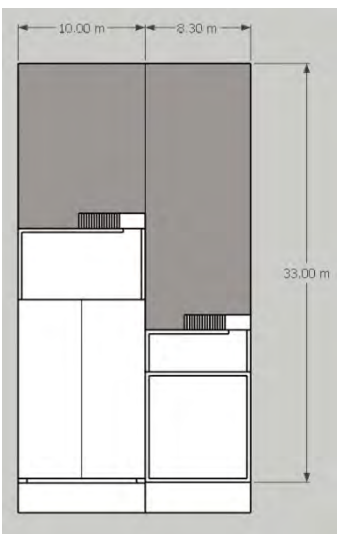
Building 1:

- 10m (w) x 20m
- 200m², or
- 2 x 100m²
- Assume 3m ceiling height

Building 2:

- 8.3m(w) x 12m
- 1 x 100m²
- Assume 3m ceiling height

Option 2 – Ground Floor Commercial and First Floor Residential



Building 1:

Ground Floor:

- 10m (w) x 20m
- 200m², or 2 x 100m²
- Assume 3m ceiling height (3.3m floor to floor)

First Floor:

- 144m² gross; assume 2 x 60m² apartments
- Access by external stairs at rear
- Rear unit has use of outdoor space above shop
- Front unit could have internal balcony; assume 5m²
- 2.7m floor to ceiling height

Building 2:

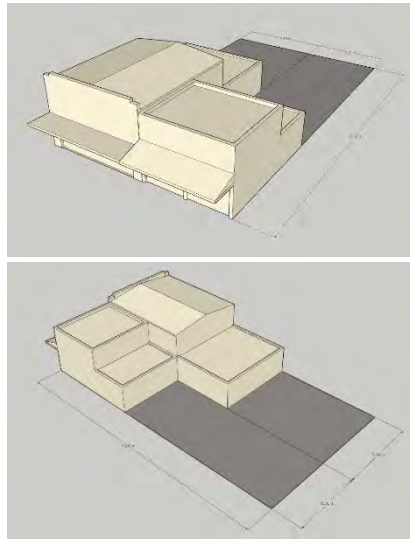
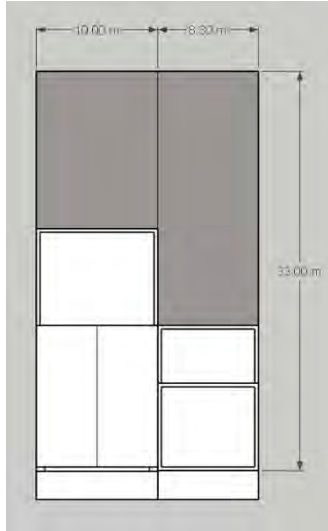
Ground Floor:

- 8.3m(w) x 12m
- 1 x 100m²
- Assume 3m ceiling height (3.3m floor to floor)

First Floor:

- 72m² gross; assume 1 x 60m² apartment
- Access by external stairs at rear
- Unit has use of outdoor space above shop
- 2.7m floor to ceiling height

Option 3 – Ground Floor Commercial and First Floor Office



Building 1:

Ground Floor:

- 10m (w) x 20m
- Net 195m², or
- 1 x 100m² and 1 x 95m²
- Assume 3m ceiling height (3.3m floor to floor)

First Floor:

- 120m² gross; assume 2 x 50m² offices
- Single staircase from street to serve both offices
-

Building 2:

Ground Floor:

- 8.3m(w) x 12m
- Net 1 x 95m²
- Assume 3m ceiling height (3.3m floor to floor)

First Floor:

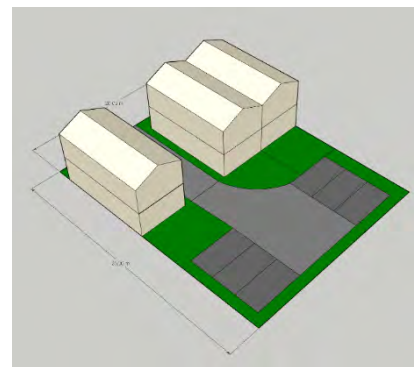
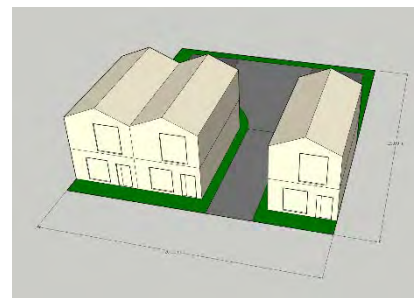
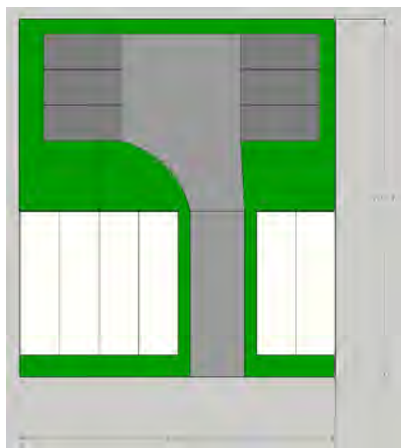
- 60m² gross; assume 1 x 50m² office
- Staircase from street

Non-Mainstreet Location Building Typologies Tested

Assumed site size:

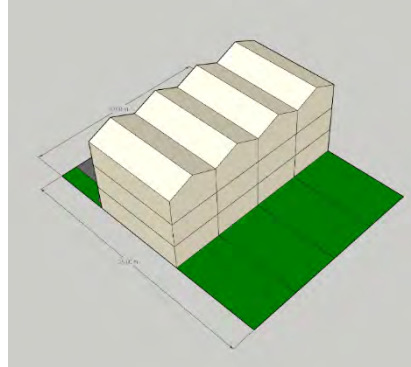
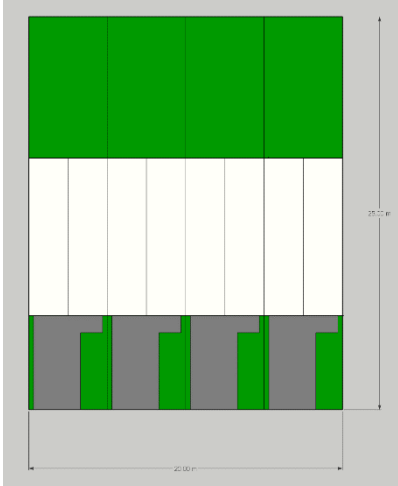
- Amalgamated site
- Approximately half block deep; 20m(w) x 25m(d)

Option 4 – Two Storey 3 Bedroom Detached/Duplex Houses



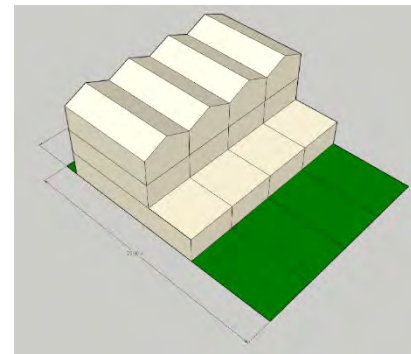
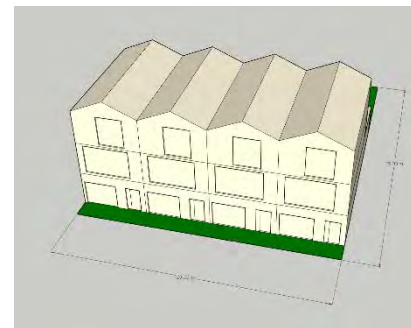
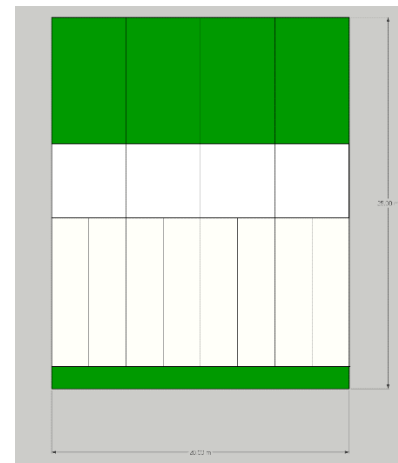
- 3 x 100m² units (each unit 5m x 10m over two floors)
- 2 x parking space per unit (external, shared area)
- 3m Floor to Floor
- Assume: 1 bathroom, 1 ensuite, G/F cloakroom

Option 5 – Three Storey 4 Bedroom Terraced Houses (v.1)



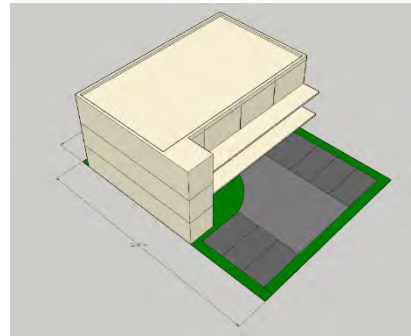
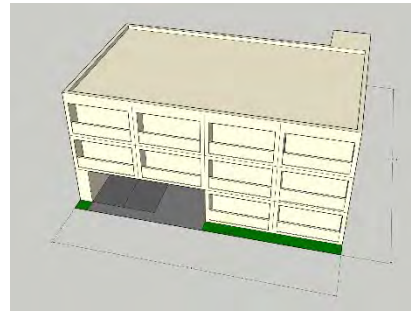
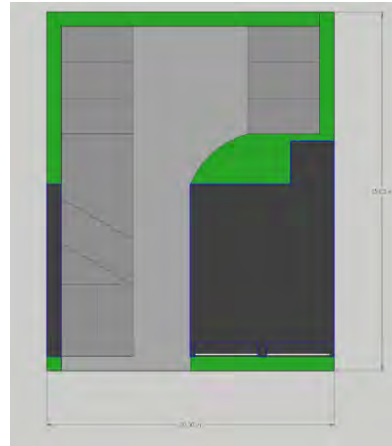
- 4 x 150m² units (gross) (each unit 5m x 10m)
- 1 x internal garage; assume 24m²
- One external parking space
- 3m Floor to Floor
- Assume 1 bathroom , 2 x ensuite, G/F cloakroom

Option 6 – Three Storey 4 Bedroom Terraced Houses (v.2)



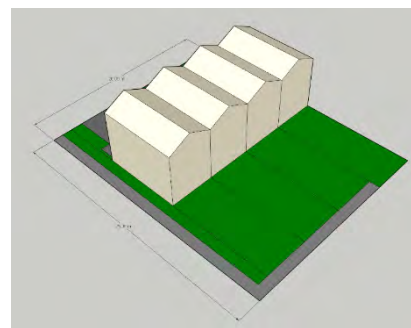
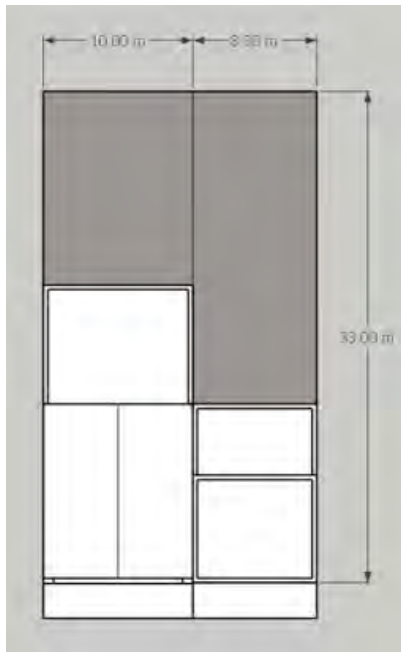
- 4 x 175m² units (gross) (G/F 5m x 15m, upper floors 5m x 10m)
- 2 x internal garage (tandem); assume 48m²
- One external parking space
- 3m Floor to Floor
- Assume 1 bathroom , 2 x ensuite, G/F cloakroom, G/F Utility/Laundry (or possible 5th bedroom)

Option 7 – 3 Storey 2 Bedroom Walk-Up Apartments



- 10 x 60m² Apartment (5m x 12m)
- 1 x external parking space per apartment
- 3m Floor to Floor
- Access from staircase at rear
- 1 x bathroom
- Balcony at front

Option 8 – 2 Storey 2 Bedroom Town House



- 4 x 72m² (4.5m x 8m)
- One external parking space
- 3m Floor to Floor
- 1 bathroom

Typology Testing Findings

- Most sites in the town centre are privately owned. There are many different owners, meaning that overall the land ownership is fragmented.
- For an owner or developer to redevelop their site the value of the new development will usually need to exceed the current use value of the site. A property is therefore more likely to be redeveloped as the value of the potential redevelopment increases.
- Development appraisals have been produced for each of the Commercial Street Frontage and Non-Mainstreet typologies to find which are most, and least, likely to be delivered in current market conditions and following potential future price increases. It is anticipated that the substantial expected public and private sector investment in the harbour, mussel farms and Marina is likely to lead to significant increases in residential and commercial values over time.
- Discussions with owners, developers and others involved in property development locally have found that many of these people consider that Ōpōtiki will increasingly offer investment and development opportunities. There were already more commercial transactions in 2020 than in the previous four years combined, and there have been significant increase in residential prices since the harbour funding was announced.
- Lower density development such as a single one-storey dwellings have not been modelled as these would not fit with the type of development expected in a town centre.
- The modelling carried out, summarised in Figure 13, indicates that:
 - o Two level commercial premises are unlikely to be built, unless there is a specific occupier asking for this.
 - o Low rise apartments and town houses may be viable over the medium term.
- Additional modelling was carried out for Options 1-3 to see whether viability altered if larger buildings were used. The overall viability of options did not change with this.
- As viability is marginal for most options, even if values in the area increase, it is likely that most of the existing buildings will be retained for many years rather than redeveloped. This may be the case even for the earthquake prone buildings; the discussions found that in Whakatane a few earthquake buildings have been strengthened internally rather than being rebuilt given the substantial difference in cost but with little difference in final value of the two options. For example, an internal steel portal might cost \$100k compared to a full rebuild at several hundred thousand dollars with little difference in the eventual rent and capital value.
- The discussions indicate that there is already a significant amount of retail floorspace in Ōpōtiki with many premises occupied on short term lettings or having some vacancy. It has been suggested in the discussions that it is likely that these existing buildings will be let and existing “tired” premises refurbished and improved before significant new retail developments take place.
- Even though Option 2 (commercial with residential above) becomes financially viable before Option 1 (single level commercial) there are challenges for an owner or developer looking to bring forward a two-level development. This means that investors and developers may not be so keen on this type of development.

Colour	Land value per sqm	Development viability
Red	Less than \$0	Unlikely
Yellow	\$0 to \$500	Marginal - lower
Light Green	\$500 to \$1,000	Marginal - higher
Dark Green	\$1,000 +	More likely

Option	Typology	Commercial model pricing			Residential model price	Land value at model price increases					
		Rent	Yield	Capital/sqm		0%	25%	50%	75%	100%	200%
1	Single level commercial	\$175	6.5%	\$2,692	N/A	\$0	\$0	\$0	\$157	\$414	\$1,441
2	Commercial & residential	\$175	7.0%	\$2,500	\$350,000	\$0	\$0	\$169	\$693	\$1,218	\$3,315
3	Two level commercial	\$166	7.0%	\$2,378	N/A	\$0	\$0	\$0	\$0	\$0	\$969
4	Three bedroom houses	N/A	N/A	N/A	\$475,000	\$0	\$0	\$113	\$586	\$1,060	\$2,954
5	Four bedroom houses	N/A	N/A	N/A	\$600,000	\$0	\$0	\$0	\$40	\$833	\$4,005
6	Four bedroom houses	N/A	N/A	N/A	\$625,000	\$0	\$0	\$0	\$0	\$342	\$3,647
7	Two bed apartments	N/A	N/A	N/A	\$400,000	\$0	\$0	\$362	\$1,637	\$2,913	\$8,015
8	Two bedroom houses	N/A	N/A	N/A	\$425,000	\$0	\$217	\$782	\$1,347	\$1,912	\$4,172

Figure 11: Typology Testing

B. Opportunity Offered by Marine Services Zone, Wharf Refurbishment and Motu Trail

- Land to the west of Potts Avenue is zoned as Marine Services Zone in the District Plan. It is intended that this area provides for the needs of marine related industries and recreational boating.
- Work is already underway to relocate the start of the Motu Trail to a new location at the western end of Elliott Street. This work, along with the potential refurbishment of the wharf and development of boating/fishing related facilities on Marine Services Zone land to the west of the Town Centre and a general interest in hunting in the local area is likely to bring additional visitors to Ōpōtiki.
- This could increase demand for both permanent and temporary residential accommodation close to these areas.
- It is therefore important that the masterplan recognises this and ensures easy access from these areas into the Town Centre.

4. A Vision and Masterplan for Ōpōtiki Town Centre

A. A Vision for Ōpōtiki Town Centre

- The Ōpōtiki Town Centre Structure Plan 2020 establishes a series of principles for revitalising the Opotiki Town Centre and includes three options for the revitalisation of the town centre; ‘Spruce it Up’, Heritage and Taonga’ and ‘Connecting Sea and Land’. This masterplan builds upon these principles and options, and brings forward a vision which encompasses all of these:

That Ōpōtiki Town Centre builds upon its cultural and historic heritage character to become a vibrant and attractive place to shop, spend leisure time, live and invest, and is the gateway to the marine environment of the eastern Bay of Plenty.

B. New Precincts

- In order to deliver the Vision for Ōpōtiki Town Centre it is recommended that the Town Centre be considered as four new precincts:

1. Heritage Precinct

- Based around the section of Church Street between Elliott Street and Kelly Street, this section of the Town Centre has the highest concentration of heritage buildings and buildings of character.
- It is expected that there will be ongoing investment into the heritage buildings and buildings of character to ensure that they remain in good condition for future generations to appreciate and enjoy.
- There are no major alterations suggested to the public realm of the heritage precinct.

2. Food and Drink Precinct

- Located around the identified Significant Spaces, ground floor cafés and restaurants are encouraged around the perimeter of the spaces, to create vibrant, pleasant spaces. Detailed recommendations are made regarding each space.

3. Apartment Building Precinct

- The typology testing has identified that two-bedroom apartments could be viable within the medium term (75% model price increase).
- The provision of apartments along the western edge of the Town Centre would bring improved passive surveillance of Council reserve land, including the skate park and relocated start of the Motu Trail.
- These views will add to the desirability and values of the apartments as well as be likely to decrease the potential for antisocial behaviour in the reserve areas.
- Encouraging apartments will increase the diversity of housing stock in Ōpōtiki.
- Future improvements to the wharf, capitalising on the 24/7 all tide access to the sea brought by the harbour entrance improvements, is likely to assist with encouraging this form of development.

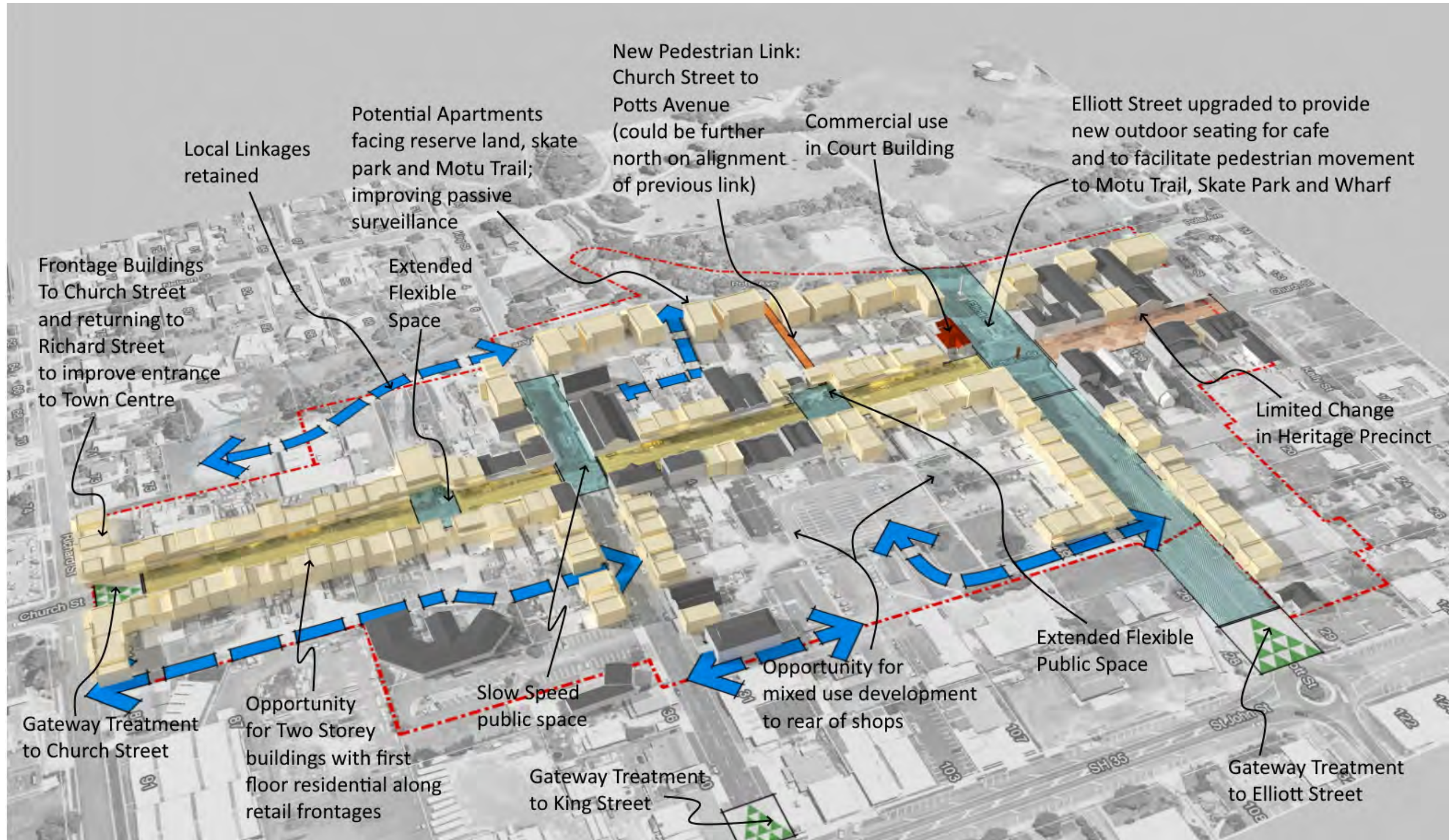
4. - Shopping and Living Precinct

- This covers the majority of the Town Centre area.
- Encouraging first floor apartments as part of any redevelopments which come forward in this area will assist with increasing the diversity of housing stock in Ōpōtiki, increase the number of people in the Town Centre generally and at night time, bring improved passive surveillance of the streets and rear areas, and likely assist with decreasing antisocial behaviour.



Figure 12: Proposed Town Centre Precincts

C. Masterplan Summary



- Legend
- Court House
 - Retained Buildings
 - Opportunity for New Development

D. Public Realm Improvements

A number of public realm improvements are suggested to assist with the delivery of the Masterplan Vision:

1. Elliott Street (West)

- This space plays a key role in linking the Town Centre to the skate park, Motu Trail, camp ground and wharf.
- The wide width of Elliott Street allows the sun to penetrate the space for much of the day.
- Coupled to the change of use or redevelopment of sites along the north and south of the space, the area provides a significant opportunity to provide outdoor café seating, general public seating, remain available for special events and to improve walking links to the Town Centre.
- Possible changes to be considered include:
 - o Removing some parking and widening footpaths
 - o Redirecting traffic to only the northern side of the street
 - o Removing kerbs and channels to raise the carriageway to footpath level to allow for easier pedestrian movement
 - o Recognising the importance of traffic moving through the area to the Motu Trail car park (to be developed)

2. Heritage Precinct

- Whilst there are some issues with the existing paving being slippery, the design of the public realm in this area and the way that it extends over the carriageway successfully provides a clear identity to this part of the Town Centre and recognises the cultural significance of Ōpōtiki .
- It is recommended that little change be considered in this area, apart from the consideration of additional interpretative material.

3. Elliott Street (East)

- This section of Elliott Street plays a key role in bringing visitors into the Town Centre from State Highway 35.
- However, the street is very wide and dominated by asphalt.
- Consideration should be given to the provision of tree planting within the street between Church Street and St John Street, along with introducing patterning over the street inline with that seen in (2) above between Church Street and Moody Place..

4. Shared Space

- The area to the front of the Ladies Rest Room and modern public toilets in its current form adds little to the character of Church Street. This is perhaps because it is not fronted by active frontages which bring activity into the space.
- Consideration should be given to creating a larger, more flexible space. This could be achieved by:
 - o Removing car parking in this section of Church Street
 - o Raising the carriageway to allow easy pedestrian movement across the space and to reduce vehicle speeds.
 - o Purchasing the site at 111 Church Street to allow the space to be made larger and for a new development to open out onto the space on its southern side.
 - o Redeveloping the toilet building to provide for new uses which can extend into the space (smaller public toilet facilities could be provided in this building).
 - o Additional pattern over the street in line with that seen in (2) above.

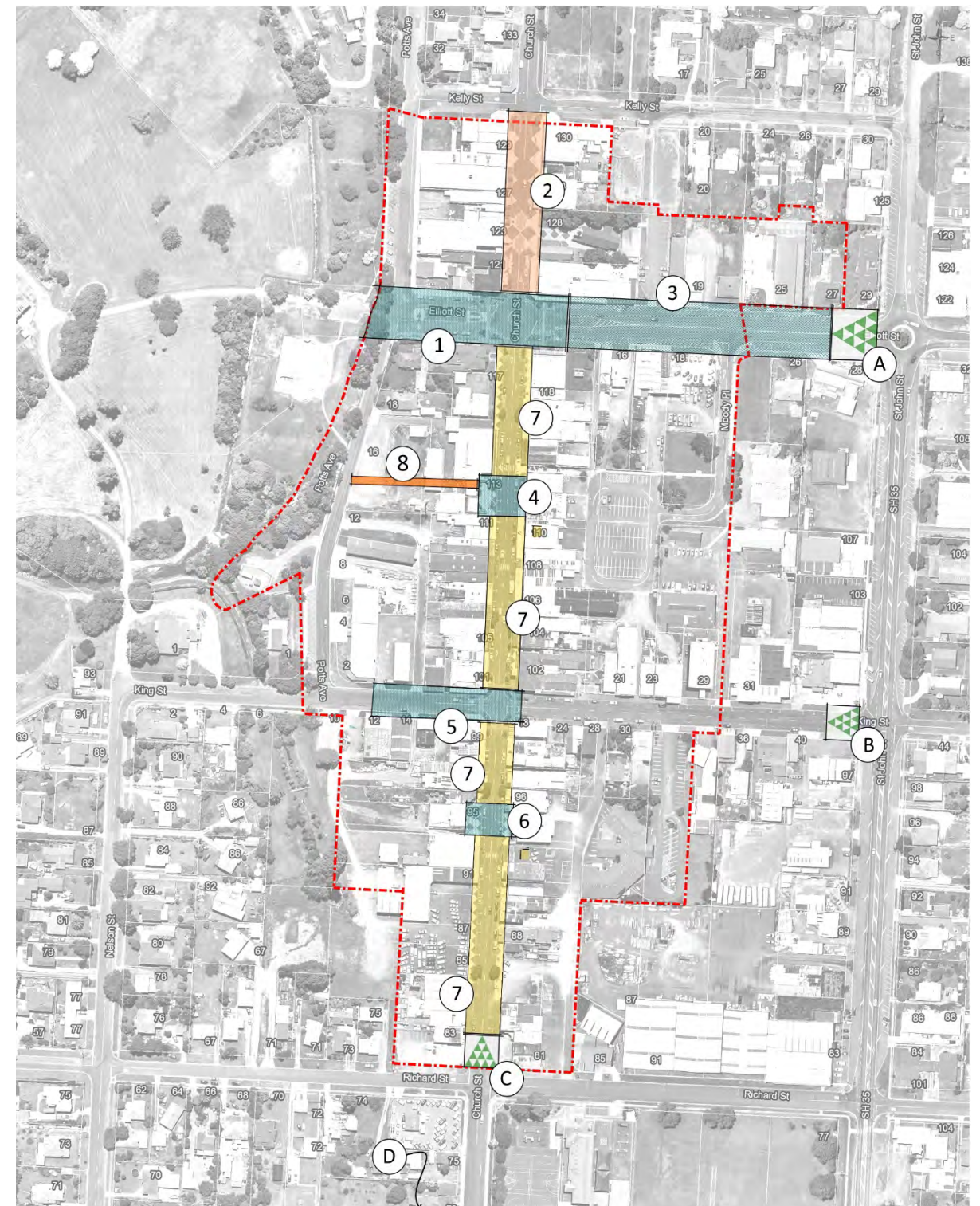


Figure 13: Public Realm Improvements

5. Slow Speed Space

- This area is fronted by heritage buildings, a building of local character and the Te Tahuu o Te Rangi.
- There is potential for alterations to be made which allow greater space for outside seating outside of the Rostgard's Building and 18 King Street which benefit from a northern aspect.
- The carriageway could be raised to footpath level to allow easier pedestrian movement through the area.

6. Shared Space

- This space offers similar opportunities to (4) above, albeit that it is likely to be of lower immediate priority.

7. Church Street

- Whilst of an overall lesser priority than other spaces above, consideration should be given to alterations which could provide for greater opportunity for outside seating/dining and to slow vehicle speeds in Church Street as a whole.
- This could include:
 - o Alterations to introduce angled parking at entries from the north and south, to slow vehicle speeds. Care needs to be taken to ensure that these changes do not limit pedestrian movement across the street.
 - o Greater use of pattern over the street in line with that seen in (2) above.

8. Pedestrian Linkage

- The formation of a new public pedestrian linkage from Church Street to Potts Avenue would assist with improving pedestrian connectivity to the skate park, Motu Trail, camp ground and wharf.
- This could be in conjunction with Shared Space (4) or could be located further to the north, on the alignment of the previous linkage along the northern edge of 115 Church Street and 16 Potts Avenue.

E. Gateways

- As noted above, it is often considered important that a Town Centre is a clearly defined area, and that residents and visitors have a clear sense of entering the Town Centre area; these are often described as Gateways and can contribute towards providing a sense of grandeur to the area and the idea that there is something worth visiting.
- Providing Gateway features at the key entrances to the Town Centre can provide an indication to users of State Highway 35 that there is a Town Centre which is worth visiting and exploring.
- It is recommended that Gateway features, as discussed in the Whakairo Outline Brief (attached as Appendix 3), be established in the following locations:
 - A. At the intersection of Elliott Street with St. John's Street, consisting of a Pou whenua in the centre of the roundabout and patterning on Elliott Street.
 - B. At the intersection of King Street with St. John's Street, consisting of patterning on King Street. This patterning should be a narrower band than created at (A) given that this is a less significant route into the Town Centre.
 - C. In Church Street immediately to the north of Richard Street, consisting of patterning on Church Street.
 - D. In Church Street immediately to the north of Bridge Street (and ideally extending into the Bridge Street carriageway), consisting of patterning on Church Street.

F. Potential One-Way Street

- During the production of the masterplan we have considered whether Church Street should be made a one-way street. It was decided that this should not be recommended as:
 - Making Church Street a one-way street could limit the accessibility of the Town Centre, taking away from the benefits offered by the grid road pattern.
 - One-way streets can in some circumstances lead to higher vehicle speeds, which would have a negative impact on the safety of all users of the street.
 - Alternative changes to surfacing, footpath alignment, car parking and other matters could bring greater advantages than offered by the one-way street option.



Figure 14: Paving in the northern section of Church Street

G. Priority Sites

- Four sites are identified as priority sites:
 1. Rear of 121 Church Street, currently used as a liquor store
 2. That part of 18 Potts Avenue located to the rear of the Court House.
 3. The Court House
 4. Former Garage site at intersection of Church Street with Richard Street.
- Sites 1 to 3 all relate to the aspiration to upgrade the western end of Elliott Street to create areas of public and café seating, and to improve the quality of the pedestrian linkage from the Town Centre to the skate park, relocated Motu Trail entrance, camp ground and wharf.
- Site 4 relates to the desire to improve the visual quality of the entrance to the Town Centre from the south, and to form a Gateway to the Town Centre in this location, to achieve a sense of arrival.

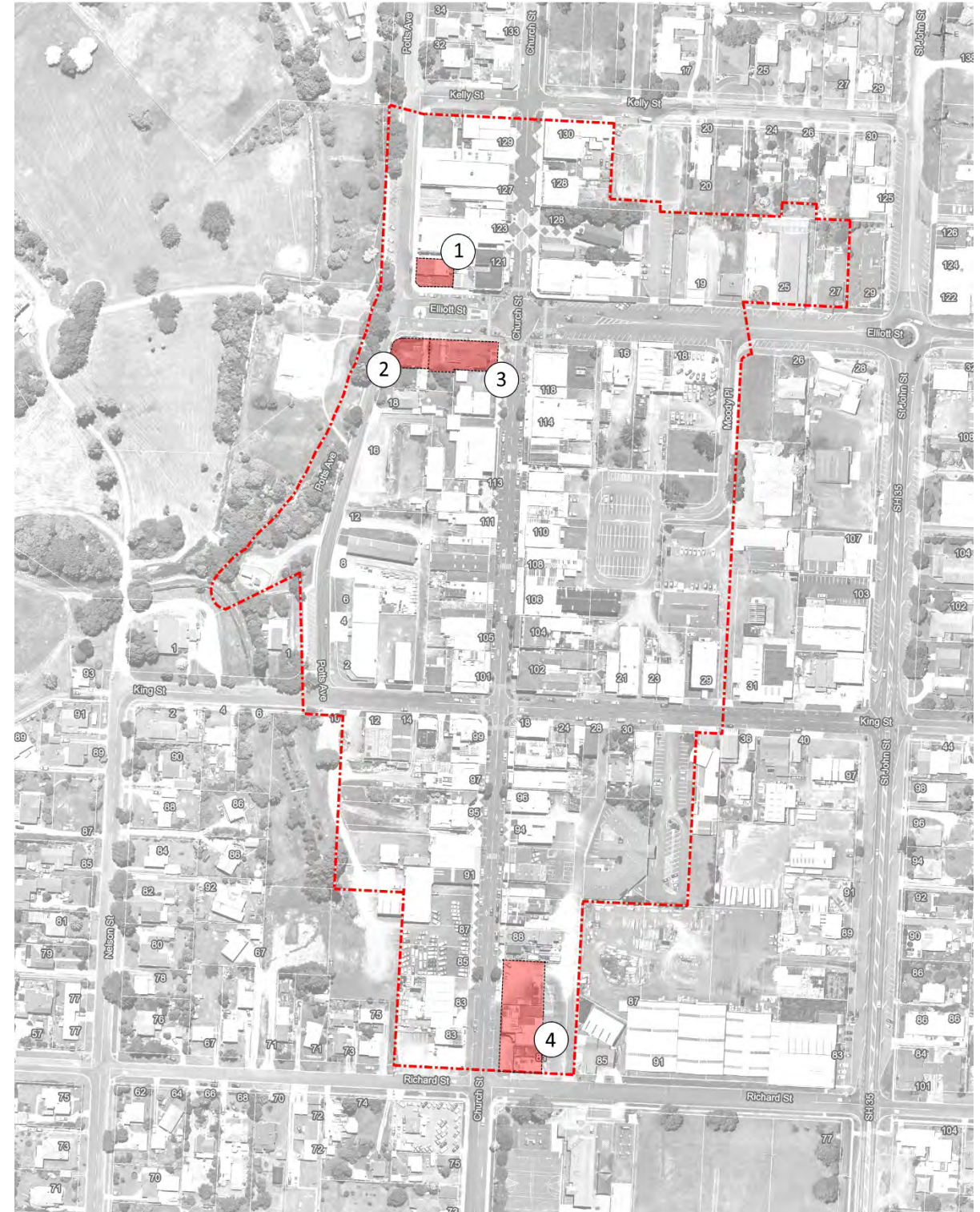


Figure 15: Priority Sites

H. Masterplan Images



Figure 16: View of the western face of the proposed Heritage Precinct/Apartment Precinct, illustrating apartments placed between existing buildings and facing the Elliott Street (west) space





Figure 17: View from the West illustrating larger Apartment buildings overlooking the reserve area

- Legend
-  Court House
 -  Retained Buildings
 -  Opportunity for New Development

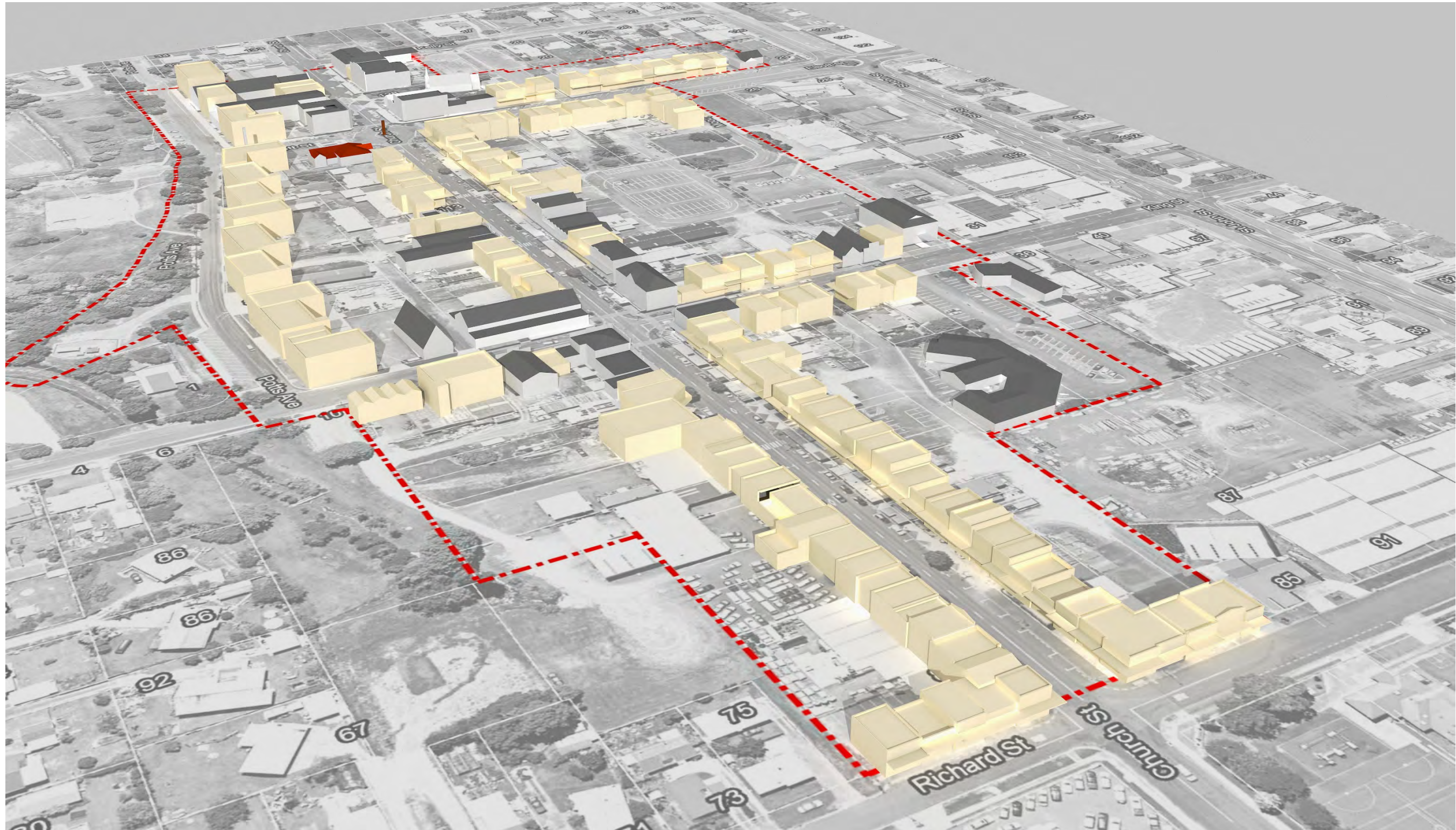


Figure 18: View from the South West illustrating the scale of new development encouraged by the Masterplan

- Legend
- Court House
 - Retained Buildings
 - Opportunity for New Development

Appendices

- 1. Building Design Guidance
- 2. Implementation Plan – streetscape projects and priority sites

Appendix 1 - Building Design Guidance

Architectural Style, Materials and Appearance

In order to ensure that new and replacement buildings respect the established heritage character of the Ōpōtiki Town Centre the following design policies should be considered when designing new buildings for the main street frontages, both within and outside of the Heritage Precinct.

Each principle has been carefully considered to ensure that it will not impose significant additional costs that might otherwise adversely affect a developer's intention to proceed and, in turn, possibly compromise the community's desire to have a vibrant and functional town centre that serves their immediate needs.

Policy 1: Reflecting Ōpōtiki's Heritage as a small rural town

- It is expected that new buildings within Ōpōtiki's town centre should have the appearance of buildings typical of a small rural town.
- Without careful thought and consideration it would be relatively easy for developers and landowners to propose new buildings that are not in keeping with Ōpōtiki's existing character and heritage. For instance, whilst standard retail building designs used within large towns and cities may fit comfortably within a more built up urban centre, they could easily be out of context with the scale and appearance of urban development that characterises Ōpōtiki and expected by the Ōpōtiki community.

Policy 2: Creating Interesting Street Frontages made up of Individual Buildings

- Whilst developments may be proposed on sites with long street frontages, it is important to ensure that each developed street frontage takes on the appearance of a number of individual buildings. This will give the appearance that the area has been developed incrementally and give the street frontages a fine grained scale and appearance.
- It is recommended that each 'individual building' is between 6m and 12m in width.

Policy 3: Individual buildings should vary in height and not seek to exactly match the height of their neighbour

- Not seeking to exactly match the height and form of the neighbouring buildings will emphasise the individuality of each building and the diverse and fine grain character of the town centre.

Policy 4: The use of plaster for elevations, mainly with parapets along the street frontage and profiled steel for roofs

- The use of plaster elevations with parapets along the street frontage is a common theme with older buildings in the Town Centre. Continuing this will allow new buildings to sit comfortably alongside old, without drawing undue attention.
- In line with other buildings in the area, windows, doors and other joinery should, where possible, be constructed in timber.

Policy 5: The Use of Traditional Style Shopfronts

- There are a large number of retained original shopfronts within existing buildings in the Town Centre, where as in many other centres it has been common for these to be removed and replaced by less interesting modern shopfronts.
- Where possible, traditional style/shopfront should be incorporated into the building façade design. These should be constructed in timber to reflect original shopfronts seen in the Town Centre.
- Desirable features of a traditional shop front would therefore include:
 - The use of pilasters and mullions to break up large areas of glass (and reduce glass replacement costs should windows be damaged).
 - The incorporation of a stallriser of a height suitable for the display of the goods to be sold in the shop. The stall riser should be made of durable materials that are easy to maintain.

Policy 6: Colours and Finishes should reflect the historic character of Ōpōtiki Town Centre

- Chosen colours and finishes for all elevations, windows, doors and other joinery should reflect the historic character of Ōpōtiki as a small country town.
- Emphasis should therefore be placed upon using light greys or other neutral colours for elevations, white or other neutral colours for windows and rich, deep colours such as deep reds, blues and greens for doors, shopfronts and fascias.

- Suggested colours⁵ for doors, shopfronts, fascias and other highlight areas include:



- Suggested colours for external walls include:



⁵ Note: colours above are taken from the Resene Heritage and Paint range - alternative brands are acceptable.

Policy 7: Contemporary buildings are acceptable but should still reflect the overall materials and shapes of other buildings

- Whilst the emphasis is on the creation of traditional building forms, contemporary buildings are not discouraged. However, use of the recommended palette of materials and shapes/forms encouraged by this guide should still be incorporated into any contemporary building to ensure consistency with other buildings that have a more 'traditional' character reflective of a small rural town.

Policy 8: Advertisements and Signage Integrated into the Design of the Building

- The design of each building within the town centre should identify locations for business signage.
- Allowable signage would include:
 - o Signs hanging/projecting below verandahs.
 - o Signs on shopfront fascias and fascia boards (including on verandah fascia boards) providing they are not taller than the fascia board.
 - o Signs that are appropriately located on building elevations and on building parapets.
 - o Signs in other locations which sympathetically integrate with the style of building.

Policy 9: Limited Advertisements and Signage on Shop Windows

- Windows for shops and business premises should not be dominated by advertisements.
- Passers-by should be able to easily see inside the premises from footpath locations and employees should be able to easily see out.
- The need for clear and uncluttered windows will add to the interest of the Town Centre and also provide important passive surveillance which brings improved safety and security.

Policy 10: Access to upper level space should be provided at the rear where practical

- Providing access to upper level units from the street can disrupt the commercial frontage and cumulatively have a significant impact on the vitality of the retail frontage.
- The retention, and potential extension, of the Local Linkages ensures that in most cases it will be possible for upper level space, including residential units, to be provided from the rear with no impact on the retail street frontage.



Figure 19: Buildings and shopfronts designed to meet Design Principles

Appendix 2 - Implementation Plan – streetscape projects and priority sites

Public sector improvements (pages 19 and 20)

PROJECT	ESTIMATED START DATE	FUNDING
Elliott Street (East)	Early to mid 2021	PGF funding
Heritage Precinct	Early 2021	PGF funding
Elliott Street (West)	Early to mid 2021	PGF funding
Shared Space 4	Mid 2021	PGF funding
Shared Space 6	Mid 2021	To be determined
Slow Speed Space	Mid to late 2021	PGF funding
Church Street	Late 2021	To be determined
Pedestrian Linkage	Late 2021	To be determined
Gateways (A – D)	Early 2021	PGF funding
Potential one-way street	Early 2022	To be determined
Lots 9 and 10, Church Street	Early to mid 2021	PGF Funding and Long Term Plan

Priority sites (Page 21)

These sites are privately owned properties. Council can encourage the property owners to develop the sites, in line with the Masterplan but does not own any of the sites.

121 Church Street	Relates to the aspiration to upgrade the western end of Elliott Street, and to create areas of public and café seating, and to improve the quality of the pedestrian linkage from the Town Centre to the skate park, relocated Mōtū Trail entrance, camp ground and wharf.
18 Potts Avenue	Relates to the aspiration to upgrade the western end of Elliott Street, and to create areas of public and café seating, and to improve the quality of the pedestrian linkage from the Town Centre to the skate park, relocated Mōtū Trail entrance, camp ground and wharf.
Court House	Relates to the aspiration to upgrade the western end of Elliott Street, and to create areas of public and café seating, and to improve the quality of the pedestrian linkage from the Town Centre to the skate park, relocated Mōtū Trail entrance, camp ground and wharf.
Intersection of Church Street and Richard Section	Relates to the desire to improve the visual quality of the entrance to the town centre from the south, and to form a gateway to the town centre in this location, to achieve a sense of arrival.

Produced by:

Richard Knott Limited

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REPORT

Date : 14 January 2021

To : Ordinary Council Meeting, 26 January 2021

From : Reserves Manager, Garry Page

Subject : **FORD STREET RESERVE AND VOLKNERS ISLAND RESERVE – PUBLIC TOILETS – OPERATIONAL SERVICING COSTS**

File ID : A226852

EXECUTIVE SUMMARY

In July 2020, the government announced that funding had been made available to Opōtiki District Council to develop and improve Ford Street Reserve (formerly known as the Rose Gardens) and Volkners Island Reserve (skatepark/Motu Trails entrance). As part of the improvements, a public toilet has been proposed for each site. The capital costs of the public toilets will be met by government funding, but the ongoing annual operational cost of the toilets will need to be funded by Council.

The report seeks the following recommendations:

- 1. That the report titled “Ford Street Reserve and Volkners Island – Public Toilets – Operational Servicing Costs” be received.**
- 2. That the annual operational cost of \$20,000 for the Ford Street Reserve public toilets be provided for in the Long Term Plan, and the procurement of this new toilet facility proceed.**
- 3. That the annual operational cost of \$20,000 for the Volkners Island Reserve public toilets be provided for in the Long Term Plan and the procurement of this new toilet facility proceed.**

PURPOSE

The purpose of this report is to seek a decision from Council as to whether or not it agrees to fund the operational costs associated with the installation of public toilets at Ford Street Reserve and Volkners Island Reserve.

BACKGROUND

Ford Street Reserve

On 10 March 2020 Council resolved to approve changes to the work programme previously agreed by Council for the development of the Ford Street Reserve to include an additional \$130,000 for the provision of public toilets, with a decision to be made as to where funding is to be sourced. There was no mention made of the ongoing operational costs commitment required for the servicing of this toilet facility.

Government announced on 31 July 2020 that funding had been made available for the development of the Ford Street Reserve as one of Council's "shovel ready" Covid Recovery Projects.

The procurement plan/business case for the Ford Street Reserve public toilet block was presented to the Tenders Sub-Committee Meeting held on 16 December 2020, who approved the procurement of a two cubicle toilet facility for Ford St Reserve from the nominated supplier Permaloo up to a total sum of \$140,000 but subject to Council agreeing to the ongoing operational costings.

Volkners Island Reserve

Following the funding announcement by Government, consultation events were undertaken in relation to the development of the skatepark and new entrance to the Motu trails. The provision of a toilet was something that people wished to see, within this reserve. The concept plans are in the process of being finalised and currently include a toilet.

DISCUSSION AND OPTIONS SECTIONS

The government funding will enable public toilets to be installed as part of the Ford Street Reserve upgrade and Volkners Island Reserve development. However, this funding does not cover the ongoing operational expense of service these toilets once constructed. This ongoing operation expense will need to be met by the Council.

It is estimated that the cost of servicing these type of toilet facilities three times a day, and opening and closing them each day, would be in the region of \$15,000 annually, with a further provision of \$5,000 needed for repairs and maintenance.

If these toilets were constructed then there would be a total of four public toilet facilities within the CBD area and nearby surrounding area (this includes the new public toilet facilities proposed within Te Tāhuhu o Te Rangi). Should this prove to be an over provision, Council could look to decommission the

existing toilet block on Church Street and redevelop this facility for an alternative use. Redevelopment of this block would fit well with the recent findings of the Masterplanning exercise.

Of the two new toilet blocks proposed, based on community feedback, it is expected that the toilet facility at Volkners Island Reserve would be more heavily used compared to the Ford Street Reserve, due to the proximity of the skatepark and entrance to the cycle trails, and high number of users of these facilities.

Option 1

Council agree to the provision of both toilet facilities at Ford Street Reserve and Volkners Island Reserve, with an additional \$40,000 operational cost budgeted for in Council's Long Term Plan.

Option 2

Council agree to the provision of just one public toilet at Ford Street Reserve or Volkners Island Reserve, with an additional \$20,000 operational cost budgeted for in Council's Long Term Plan.

Option 3

Council does not agree to fund the operational cost associated with these toilets and they are not constructed.

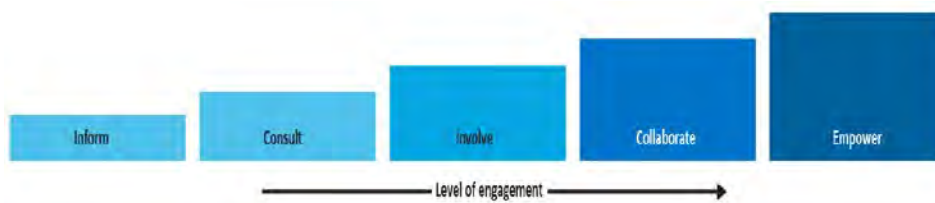
SIGNIFICANCE ASSESSMENT

Assessment of significance

Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of significance for Ford Street Reserve and Volkners Island Reserve – Public Toilets – Operational Servicing Costs is considered to be low as determined by the criteria set out in section 17 of the Significance and Engagement Policy.

Assessment of engagement requirements

As the level of significance for Ford Street Reserve and Volkners Island Reserve – Public Toilets – Operational Servicing Costs is considered to be low, the engagement required is determined to be at the level of inform according to schedule 2 of the Significance and Engagement Policy.



CONSIDERATIONS

Financial/budget considerations

Now that the capital expenditure funding budget has been identified for the Ford Street Reserve toilet facility, the Tender Sub Committee has approved the procurement of the toilet facility subject to Council sign off that they accept the estimated ongoing operational costs of \$20,000 per annum, which has currently not been budgeted for.

Similarly a decision is needed whether to proceed with the provision of another public toilet facility at the new start of the Motu Cycle Trail adjacent to the skate park and new pump track in Volkners Island Reserve. There is already capital expenditure funding provided for these toilets, and they will also require similar ongoing operational expenditure to service and maintain of approximately \$20,000 per annum.

Policy and planning implications

The provision of these toilet facilities is consistent with previously adopted plans and decisions for the development of these reserves.

They align strategically with community outcomes relating directly to decisions already made by Council relating to MBIE funding received for specific Covid Recovery Projects that have been previously been identified in Council's Long Term and Annual Planning processes.

Risks

The following risk has been identified in relation to this report:

- Financial/security of funding: there is the risk that with deferring the provision of these toilet facilities, the capital funding which is currently available, will no longer be available. There is also the risk of an increase in the cost for providing these facilities that have already been held unchanged for over a year, when it comes time to provide them.

Authority

The report seeks that Council resolve to allocate funding for the operational cost of public toilets at Ford Street Reserve and Volkners Island Reserve in the Long Term Plan.

RECOMMENDATIONS

- 1. That the report titled "Ford Street Reserve and Volkners Island – Public Toilets – Operational Servicing Costs" be received**
- 2. That the annual operational cost of \$20,000 for the Ford Street Reserve public toilets be provided for in the Long Term Plan, and the procurement of this new toilet facility proceed**
- 3. That the annual operational cost of \$20,000 for the Volkners Island Reserve public toilets be provided for in the Long Term Plan, and the procurement of this new toilet facility proceed.**

Gerard McCormack

PLANNING AND REGULATORY GROUP MANAGER

REPORT

Date : 18 January 2021

To : Ordinary Council Meeting, 26 January 2021

From : Planning and Regulatory Group Manager, Gerard McCormack

Subject : **ANIMAL CONTROL – ROAMING HORSES WITHIN OPŌTIKI TOWNSHIP**

File ID : A222438

EXECUTIVE SUMMARY

This report seeks to update Council about the issues experienced in relation to roaming horses within the township during 2020 and measures to address the situation.

PURPOSE

To inform Council about the issues experienced in relation to roaming horses within the township and measures that have and are being taken to deal with the problem.

BACKGROUND

Horses roaming within the township increases the risk of road traffic as well as causing damage to property such as fences, gardens etc. Between July and November almost 100 complaints were received in relation to roaming horses, which represents a 44% increase compared to the same time frame in the previous year, and the cost of attending to these complaints was \$11,204.00.

A number of issues have been identified in relation to dealing with horses within the township, which are set out below:

- Difficulty establishing the ownership of horses found to be roaming
- Stallion within the township boundaries leading to un-controlled population increase (Wild and domestic horses)
- Difficulty in impounding horses and floating them for removal out of the District

- The legislation having no provision for fines to be issued and the financial penalty instead reverting to impoundment charges.

Following identification of the issues above, the owners of four horses that had been identified as repeatedly roaming were approached to see if they would be willing to engage in a pilot project. They agreed and were leased a Council paddock for them to graze their horses on with the following conditions attached:

- Horses grazing the paddock would be identified with photographs
- No additional horses would be grazed within the paddock or more widely within the township unless they had received agreement from Council to do so
- They agreed to having no stallions in the paddock or within the township boundaries
- If the horses were out roaming, leaseholder/owner would take responsibility for them and ensure they were returned to a secure paddock.
- As part of the agreement the owners telephone numbers were provided so that once identified, owners of roaming horses be contacted and asked to secure accordingly,

This agreement has been in place for just over a month and to date all the conditions have been adhered to.

DISCUSSION AND OPTIONS SECTIONS

Between July and November 2020 \$11,204 was spent responding to roaming horse complaints, including officer and our out of hours contractor's time, advertisements in the paper for impounded horses and the destruction of four horses. These costs do not include repairs required to the pound when horses were broken out or damage to fences on Council reserves.

In terms of income from horses there is no registration fee required or requirement to register horses. Council can recover monies when horses are impounded however this requires the impounded horse's owner to pay the impoundment charges, which rarely happens.

Overall there is a high cost to the rate payer in officers responding to horse complaints, with little prospect of expenditure being recovered.

Based on the increasing number of horse-related service requests, and the inequitable distribution of cost recovery for these requests, council officers are intending to undertake the following:

- Development of a register to identify owners and horses. The owners contact details would be recorded alongside photographs or other methods to identify horses.
- When complaints are received horses will be identified and owner contacted to retrieve and secure them.
- All stallions to be removed from the Ōpōtiki Township
- Council grazing paddocks, license to graze and license to occupy will be made available each year for all horse owners to apply for. Leases will not be granted to owners who do not register their horses or have failed in the previous 12 months to take reasonable responsibility for their horses. Reasonable responsibility would include registering horses, paying any impoundment charges, and other criteria deemed appropriate.
- Increasing the number of grazing paddocks on the Council land adjacent to Peria House (refer to Appendix 1).
- Hold a meeting with horse owners to talk about the intended action to give an opportunity for horses to be voluntarily identify and register horses.

The intention is to cut down on the number of call outs by contacting horse owners to retrieve and secure their animals. This approach is intended to reward responsible owners who proactively respond to requests to secure their horses as they will avoid having to pay impoundment charges.

Appendix 1: Intended Horse Grazing Paddocks

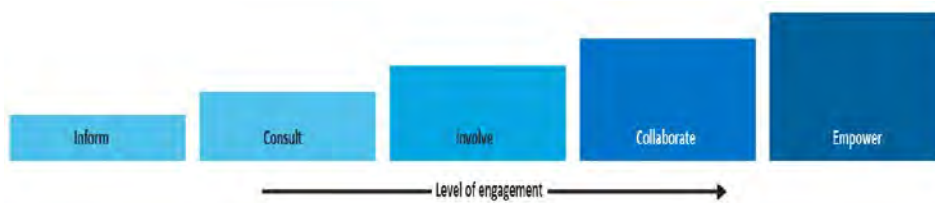
SIGNIFICANCE ASSESSMENT

Assessment of significance

Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of significance for animal control – roaming horses within Opōtiki Township is considered to be low as determined by the criteria set out in section 17 of the Significance and Engagement Policy.

Assessment of engagement requirements

As the level of significance for animal control – roaming horses within Opōtiki Township is considered to be low, the engagement required is determined to be at the level of inform according to schedule 2 of the Significance and Engagement Policy.



COMMUNITY INPUT AND PUBLICITY

Proactive action has been taken through media releases warning horse owners about taking responsibility for their animals and the dangers associated with roaming horses. We have also spoken with a number of horse owners and those that lease paddocks from the Council.

CONCLUSION

Roaming horses within the Ōpōtiki Township has been an ongoing issue for a number of years and the problem has increased markedly between July and November 2020. Officers intend to address this by implementing the methods set out in the report which intend to reduce costs to the Council by putting more responsibility on horse owners to ensure their animals do not roam.

RECOMMENDATION:

- 1. That the report titled Animal Control – Roaming Horses Within Ōpōtiki Township be received.**

Gerard McCormack

PLANNING AND REGULATORY GROUP MANAGER

Appendix 1:





REPORT

Date : 15 January 2021

To : Ordinary Council Meeting, 26 January 2021

From : Workforce Development Co-Ordinator, Barbara MacLennan

Subject : **ŌPŌTIKI WORKFORCE DEVELOPMENT CO-ORDINATION - UPDATE**

File ID : A227625

EXECUTIVE SUMMARY

This report updates Council on progress of the Workforce Development Co-ordination function.

PURPOSE

Ōpōtiki District Council has established a dedicated local co-ordination position and a support role to co-ordinate local stakeholders, plans, and activities. These positions are enabled by Government funding via the Provincial Growth Fund (MBIE) and Mayors Taskforce for Jobs funding (MSD), and the latter has a strong rangatahi to employment focus.

Current functions of the roles are to work closely with Whakatōhea and other Pathways to Work stakeholders to implement the local Pathways to Work Plan which was refreshed in late 2019, and to deliver on the outcomes of the Mayors Taskforce for Jobs Community Recovery Project. The team also have oversight of the Ōpōtiki Community Driver Mentoring Programme which ODC established in 2017.

PROGRESS

Information and Communications

The number and range of job options in Ōpōtiki continues to grow and diversify

The Workforce Team collects information about local vacancies to share with job seekers and we note ongoing growth in the range and number of vacancies being advertised. Notably, in December, WMOL began advertising for interest in their full time permanent factory roles and Team Leaders, and also

called for expressions of interest in production workers commencing in May. (see below for further information.)

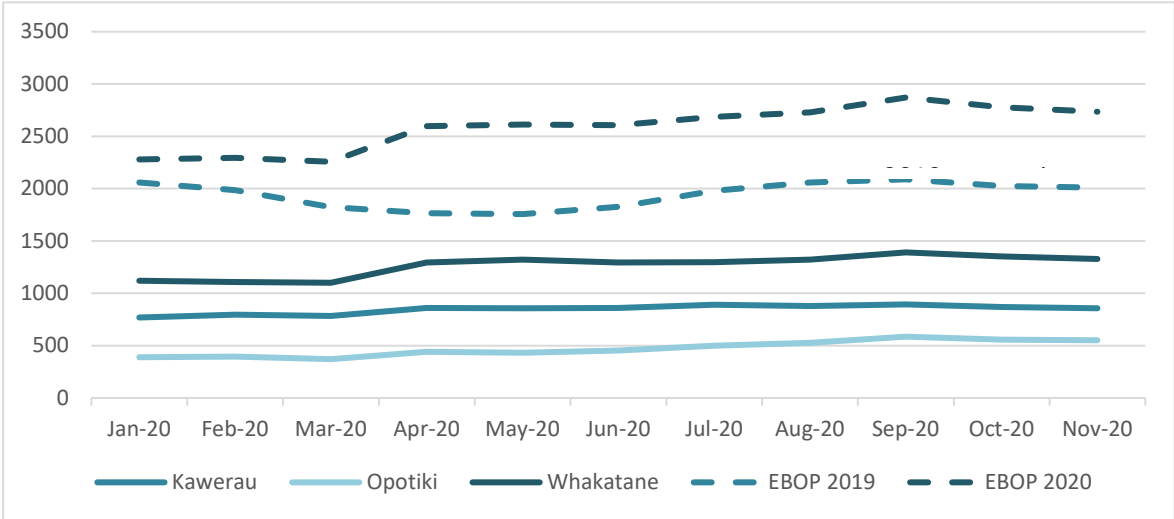
As Councillors will be aware, the kiwifruit season is gearing up for picking and packing.

Job Seeker Statistics

Toi-EDA monitors Job Seeker statistics in the Eastern Bay via data provided by MSD. The latest available information will be released on 21 January, and Job Seeker Support by Territorial Authority in the Eastern Bay trend data will be shared with Council.

In terms of available information about Job Seeker Work Ready support trends by MSD Service Centre, at the end of November 2020 (the latest data we have available at the time of report preparation) the slow downward trend of numbers on the benefit continued across all communities.

Figure 1b: Monthly Jobseeker Work Ready Support in Eastern Bay by service centre



Assisting Employers with Workforce Development

HEB

An Ōpōtiki College graduate commenced work for HEB this month, joining their team on-site.

Whakatōhea Mussels

As reported previously, we had assisted both Whakatōhea Mussels (Ōpōtiki) Limited (WMOL) and Te Pou Oranga o Whakatōhea (TPOoW) regarding workforce development/training for the new industry, and to assist with preparation of funding proposals for government consideration. Councillors will recall

that over 80 people will be required to manage and operate the factory after it opens mid-year, with around a further 80 required in 2022.

Just prior to Christmas the organisations and ourselves met with representatives of MSD to discuss funding to support growing the workforce, and confirming that:

- Ōpōtiki's Mayors Taskforce for Jobs funding has been committed to support TPOoW's co-ordination and delivery of the Tuuaapapa (Foundation) Programme co-designed with WMOL and Primary ITO. Outcomes will include training and recruitment of local under 30 year olds into the initial workforce.
- MSD has committed to supporting WMOL's first eighteen months of recruitment and training, building the workforce to over 160 for this significant new locally based food processing industry.

Mayors Taskforce for Jobs Subsidies for young recruits

To date seven MTfJ subsidies have been approved for local young people working in four businesses, with a number of other applications in process. Each eligible applicant receives \$2,000 which can be used to purchase tools for the young person, their training, PPE, and/or applied as a wage subsidy.

Class 1 Driver Licencing

Local Trades and Training

Prior to Christmas we facilitated a hui of entities active locally in construction/infrastructure and driver and operator training. The purposes were to ensure providers know each other's plans, and that together we could identify gaps and opportunities. We will convene these quarterly.

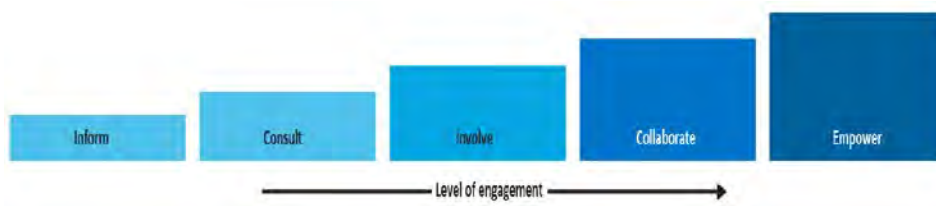
SIGNIFICANCE ASSESSMENT

Assessment of significance

Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of significance for the Ōpōtiki Workforce Development Co-ordination – Update to Council is considered to be low as determined by the criteria set out in section 17 of the Significance and Engagement Policy.

Assessment of engagement requirements

As the level of significance for the Ōpōtiki Workforce Development Co-ordination – Update to Council is considered to be low, the engagement required is determined to be at the level of Inform, according to schedule 2 of the Significance and Engagement Policy.



RECOMMENDATION:

- 1. That the report titled "Ōpōtiki Workforce Development Co-Ordination – Update" be received.**

Barbara MacLennan

WORKFORCE DEVELOPMENT CO-ORDINATOR

REPORT

Date : 15 January 2021
 To : Ordinary Council Meeting, 26 January 2021
 From : Chief Executive Officer, Aileen Lawrie
 Subject : **CHIEF EXECUTIVE OFFICER'S UPDATE**
 File ID : A226514

LGOIMA Report (02/02/2020-19/01/2021)

Month	Submitter	Subject	Due
November 2020	NZMCA	Opotiki Caravan Park - affected by drainage from neighbouring property	Completed
	New Zealand Taxpayers Union	Urgent: Final sign-off required for 2020 Ratepayers' Report	Completed
	The Beacon	Accumulated staff leave	Completed
	Dr Adeel Akmal Otago University	All cash flows to external organisations over 10 years	Completed
	Canine Research	Request for Information - Documents Relating to the Dog Control Activity	22/12/2020
	Steve Cross	Costal inundation on LIM reports	23/12/2020
	Waka Kotahi NZ Transport Agency	GIS Data/Mapping Request	17/12/2020
December 2020	New Zealand Taxpayers	Mayoral discretionary funds (and similar)	15/02/2021
	New Zealand Taxpayers	Contracts awarded without tender in 2020	15/02/2021
	New Zealand Taxpayers	Number of staff employed at your Council	Completed
	Sandra North	Emails between Property Manager and named individuals	Completed
	Rebecca Bennett	Town Centre design	Completed
	Beacon & Opotiki News	Public excluded meetings	02/02/2021
	Tim Herewini	Harbour Development, map of site works	Completed

MEETINGS / EVENTS ATTENDED BY CEO – 7 DECEMBER 2020 – 15 JANUARY 2021

7 DECEMBER 2020

Ōpōtiki District Council Risk and Assurance Committee meeting

Ōpōtiki District Council Long Term Plan workshop

8 DECEMBER 2020

Toi-EDA Board meeting, Whakatāne

10 DECEMBER 2020

Councillor/CEO catch up meeting

11 DECEMBER 2020

Ōpōtiki Harbour Development Project progress meeting with HEB, via Zoom

14 DECEMBER 2020

Ōpōtiki District Council Long Term Plan workshop

16 DECEMBER 2020

Met with Darren Toy, Business Development Director, Kāinga Ora

Ōpōtiki Harbour Development Project – Steering Group meeting

17 DECEMBER 2020

Ordinary Council meeting

Ōpōtiki District Council Long Term Plan workshop

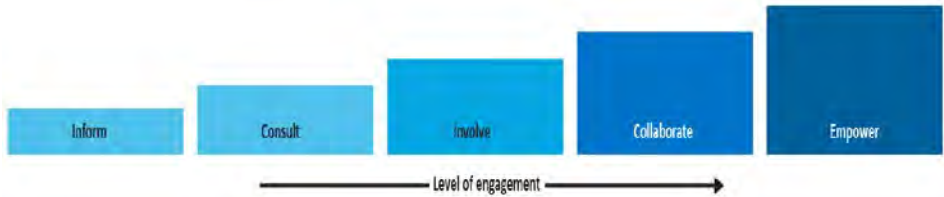
SIGNIFICANCE ASSESSMENT

Assessment of significance

Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of Significance for the Chief Executive Officer's Update is considered to be low as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

Assessment of engagement requirements

As the level of significance for the Chief Executive Officer’s Update is considered to be of low the level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



RECOMMENDATION:

- 1. That the report titled “Chief Executive Officer’s Update” be received.

Aileen Lawrie

CHIEF EXECUTIVE OFFICER

REPORT

Date : 14 January 2021
 To : Ordinary Council Meeting, 26 January 2021
 From : Chief Executive Officer, Aileen Lawrie
 Subject : **RESOLUTION TO EXCLUDE THE PUBLIC**

SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987

THAT the public be excluded from the following parts of the proceedings of this meeting, namely:

14. Confirmation of In-Committee Minutes – Ordinary Council Meeting 17 December 2020.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	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 In-Committee Minutes – Ordinary Council Meeting 17 December 2020	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)

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 section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:

14.	Protect the privacy of natural persons Protect information	Section 7(2)(a) Section 7(2)(b)(i) & (ii); (d) & (e) and Section 7(2)(c)(i) & (ii)
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	Protection from improper pressure or harassment	Section 7(2)(f)(ii)
	Prevent disclosure or use of official information	Section 7(2)(j)
	Carry out negotiations	Section 7(2)(i)
	Maintain legal professional privilege	Section 7(2)(g)
	Carry out commercial activities	Section 7(2)(h)