



NOTICE OF AN ORDINARY COUNCIL MEETING

**Ōpōtiki District Council Chambers, 108 St John Street, Ōpōtiki
Wednesday, 30 October 2024
Commencing at 10.00am**

This meeting will be livestreamed – the link will be available on Council’s website and Facebook page on the morning of the meeting.

ORDER PAPER

OPENING KARAKIA / PRAYER / INSPIRATIONAL READING – DEPUTY MAYOR SHONA BROWNE

APOLOGIES

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

PUBLIC FORUM

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PUBLIC EXCLUDED BUSINESS

ITEM 16	CONFIRMATION OF IN-COMMITTEE MINUTES – ORDINARY COUNCIL MEETING 17 SEPTEMBER 2024	
ITEM 17	EVOLUTION NETWORKS	
ITEM 18	NOTES OF COUNCIL WORKSHOPS	
ITEM 19	RESOLUTION TO RESTATE RESOLUTIONS AND READMIT THE PUBLIC	

Chair: His Worship the Mayor – David Moore

Members: Cr Shona Browne (Deputy Mayor)

Cr Tom Brooks

Cr Barry Howe

Cr Maxie Kemara

Cr Steve Nelson

Cr Dean Petersen

Committee Secretary: Gae Finlay

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.

Stace Lewer

CHIEF EXECUTIVE OFFICER



**MINUTES OF AN ORDINARY COUNCIL MEETING DATED, TUESDAY, 17 SEPTEMBER 2024 IN THE
ŌPŌTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI AT 10.00AM**

PRESENT:

Mayor David Moore (Chairperson)
Deputy Mayor Shona Browne (Deputy Chairperson)
Councillors:
Maxie Kemara
Steve Nelson

IN ATTENDANCE:

Stace Lewer (Chief Executive Officer)
Nathan Hughes (Group Manager Engineering and Services)
Antoinette Campbell (Group Manager Strategy and Development)
Mercedes Neems (Executive Support Officer)
Gae Finlay (Executive Assistance and Governance Lead)

His Worship the Mayor opened the meeting with a karakia. He acknowledged the recent passing of King Tuheitia, adding that attending Turangawaewae was a special occasion and he is certain the new Queen will continue the legacy of great leadership that we have seen from her whanau.

APOLOGIES

Councillors Howe, Brooks and Petersen.

RESOLVED

(1) That the apologies be sustained.

Nelson/Browne

Carried

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

Nil.

PUBLIC FORUM

Nil

1. CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 6 AUGUST 2024 p4

RESOLVED

- (1) That the minutes of the Ordinary Council meeting held on 6 August 2024 be confirmed as a true and correct record.**

HWTM/Nelson

Carried

2. DRAFT MINUTES – COAST COMMUNITY BOARD MEETING 27 AUGUST 2024 p13

RESOLVED

- (1) That the draft minutes of the Coast Community Board meeting held on 27 August 2024, and any recommendations therein, be received.**

Kemara/HWTM

Carried

3. MINUTES – PERFORMANCE AND DELIVERY COMMITTEE MEETING 30 MAY 2024 p17

RESOLVED

- (1) That the minutes of the Performance and Delivery Committee meeting held on 30 May 2024, and any recommendations therein, be received.**

HWTM/Kemara

Carried

4. MINUTES – BAY OF PLENTY MAYORAL FORUM 16 AUGUST 2024 p22

RESOLVED

- (1) That the minutes of the Bay of Plenty Mayoral Forum meeting held on 16 August 2024 be received.**

HWTM/Browne

Carried

5. MAYORAL REPORT 27 JULY 2024-6 SEPTEMBER 2024 p28

RESOLVED

- (1) That the report titled “Mayoral Report 27 July 2024-6 September 2024” be received.**

HWTM/Nelson

Carried

6. ŌPŌTIKI MARINE ADVISORY GROUP (OMAG) UPDATE

p33

RESOLVED

- (1) That the report titled “Ōpōtiki Marine Advisory Group (OMAG) Update” be received.**

HWTM/Kemara

Carried

7. BETTER OFF FUNDING

p38

The Chief Executive Officer spoke to the report by way of a summary.

Council agreed to proceed with the recommendations in the report (Option 2).

RESOLVED

- (1) That the report titled “Better Off Funding” be received.**
- (2) That \$740,000 of Better Off Funding be reallocated to the Opotiki Town – Rural to Urban Flood Protection – Duke St West Stop Bank Project.**
- (3) That the Opotiki Town – Rural to Urban Flood Protection – Duke St West Stop Bank Project include loan funding of \$110,000.**
- (4) That Opotiki Town – Rural to Urban Flood Protection – Duke St West Stop Bank Project for delivery in Year 2 of the 2024-2034 LTP.**

HWTM/Nelson

Carried

8. NOMINATION OF ANTOINETTE CAMPBELL FOR ENDORSEMENT AS LOCAL CONTROLLOR

p47

The Chief Executive Officer acknowledged the work done by Gerard McCormack for his work in the past and navigating us through Civil Defence events.

His Worship the Mayor stated he looked forward to working with Antoinette Campbell, hopefully not too soon. People in the community will be happy knowing that she is in the Controllor position.

RESOLVED

- (1) That the report titled “Nomination of Antoinette Campbell for Endorsement as Local Controllor” be received.**
- (2) That Council nominates Antoinette Campbell as a Local Controllor under the Civil Defence Emergency Management Act 2002.**
- (3) That the Bay of Plenty Civil Defence Emergency Group (CDEMG) be advised that Antoinette Campbell has been nominated by Opotiki District Council as a Local Controllor.**

HWTM/Browne

Carried

9. ŌPŌTIKI SUMMER FESTIVAL FUNDING APPLICATIONS

p51

Deputy Mayor Browne acknowledged the recent award win at the NZEA Event Awards for the Ōpōtiki Matariki Festival 2023 and extended congratulations to the Experience & Engagement Manager and his team.

RESOLVED

- (1) That the report titled “Ōpōtiki Summer Festival Funding Applications” be received.**
- (2) That Council approves a funding application to be lodged with the Aotearoa Gaming Trust to support the 2024-2025 Ōpōtiki Summer Festival.**
- (3) That Council approves a funding application to be lodged with The Lion Foundation to support the 2024-2025 Ōpōtiki Summer Festival subject to quotes.**
- (4) That Council approves a funding application to be lodged with the One Foundation to support the 2024-2025 Ōpōtiki Summer Festival subject to quotes.**
- (5) That Council approves Person 1, (Joseph Hayes – Experience & Engagement Manager) and Person 2, (Iranui Huriwai – Experience & Engagement Officer) to apply on behalf of the Ōpōtiki District Council to the Aotearoa Gaming Trust, The Lion Foundation and the One Foundation for event funding.**

HWTM/Nelson

Carried

10. CHIEF EXECUTIVE OFFICER’S UPDATE

p55

The Chief Executive Officer highlighted the following from the report:

- Meeting with EastPack
- Drop-in sessions on 28 August
 - The Executive Leadership Team will reflect on the engagement provided for the community – what worked well and what did not
- Meeting between the Executive Leadership Teams of Opotiki District Council and the Bay of Plenty Regional Council – forming a stronger relationship. It is important to maintain good connection, understand the challenges and see how we can work more collaboratively together.

RESOLVED

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

HWTM/Browne

Carried

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:

- 12. Confirmation of In-Committee Minutes – Ordinary Council Meeting 6 August 2024.**
- 13. Pākihikura (Ōpōtiki) Harbour Development – O&M Dredging.**
- 14. Notes From Council Workshop.**

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
12.	Confirmation of In-Committee Minutes – Ordinary Council Meeting 6 August 2024.	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)
13.	Pākihikura (Ōpōtiki) Harbour Development – O&M Dredging	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)
14.	Notes From Council Workshop.	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:

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

HWTM/Browne

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.**

HWTM/Nelson

Carried

RESOLVED

- (1) That the in-committee minutes of the Ordinary Council meeting held on 6 August 2024 be confirmed as a true and correct record.**

HWTM/Nelson

Carried

RESOLVED

- (1) That the report titled “Pākihikura (Ōpōtiki) Harbour Development – O&M Dredging” be received.**
- (2) That Council direct the Chief Executive to negotiate with the Crown conditions of an interim agreement to undertake the operation and maintenance of Project Assets.**
- (3) That negotiation with the Crown of an interim agreement will proceed on the basis of OPTION 2, including:**
 - a. The Crown will be responsible for completing, at their cost, the capital works dredging to achieve both the Temporary Works Design and Practical Completion of the Alternative Design Channel**
AND
 - b. ODC will be responsible for operating and maintaining completed Project Assets**
AND
 - c. ODC will not be responsible for operation and maintenance dredging until Practical Completion of the Alternative Design Channel has been achieved**
AND

d. ODC and the Crown will agree to allocate the \$2.040M set out in Funding Agreement Variation 3

AND

e. The Crown initiate a process to vary resource consent conditions to enable a wider consideration of suitable ways to operate and maintain the channel and inner harbour

AND

f. An open procurement process for dredging services to select a provider by, or before, October 2025.

(4) That Council agree the interim agreement with the Crown will be subject to Council approval.

(5) That Council agree to issue a letter to Kanoa and the relevant Minister to inform them of the decisions made at this Council meeting.

HWTM/Nelson

Carried

RESOLVED

(1) That the report titled "Notes From Council Workshop" be received.

(2) That the Council agrees to publicly release the full notes related to the 24 July 2024 and 26 August 2024 workshops.

HWTM/Browne

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.54AM.

THE FOREGOING MINUTES ARE CERTIFIED AS BEING A TRUE AND CORRECT RECORD AT A SUBSEQUENT MEETING OF THE COUNCIL HELD ON 30 OCTOBER 2024

D G T MOORE

HIS WORSHIP THE MAYOR



**MINUTES OF AN EXTRA ORDINARY COUNCIL MEETING DATED WEDNESDAY, 18 SEPTEMBER 2024
IN THE OPŌTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, OPŌTIKI AT 10.00AM**

PRESENT:

Mayor David Moore (Chairperson)
Deputy Mayor Shona Browne (Deputy Chairperson)
Councillors:
Maxie Kemara
Steve Nelson
Dean Petersen

IN ATTENDANCE:

Stace Lewer (Chief Executive Officer)
Nathan Hughes (Group Manager Engineering and Services)
Antoinette Campbell (Group Manager Strategy and Development)
Miles McConway (Group Manager Finance and Corporate Services (Acting))
Rachael Burgess (Group Manager Community Services and Development)
Carol Mio (Manager People and Culture)
Billy Kingi (Financial Controller)
Kurt Bledsoe (Resource Consents and Policy Planner)
Tayla Walker (People and Culture Administrator)
Mercedes Neems (Executive Support Officer)
Gae Finlay (Executive Assistant & Governance Lead)

PUBLIC:

Several members of the public

MEDIA:

Diane McCarthy (Local Democracy Reporter, The Beacon)

APOLOGIES

Councillor Howe, Councillor Brooks.

RESOLVED

(1) That the apologies be sustained.

HWTM/Browne

Carried

DECLARATION OF ANY INTERESTS IN RELATION TO AGENDA ITEMS

Councillor Kemara declared an interest as Coast Community Board Chair (the Coast Community Board being a submitter).

Councillor Nelson declared an interest in relation to the Ōpōtiki Gymnastics Club (a submitter).

1. SCHEDULE OF SUBMITTERS TO SPEAK TO OPOTIKI DISTRICT COUNCIL DRAFT 2024-2034 LONG TERM PLAN **p3**

A replacement Schedule of Submitters was tabled.

2. COPIES OF SUBMISSIONS TO OPOTIKI DISTRICT COUNCIL DRAFT 2024-2034 LONG TERM PLAN AND REPRESENTATION REVIEW **Separate Documents**

Submission 17 – Chris Hopman

Chris Hopman spoke to the submission.

Key points:

- Very, very happy with the roading work Council does, both contractors and staff.
- Acknowledged the assistance provided by the Group Manager Finance and Corporate Services who has recently left Council.
- Making do – happy for Council to pull back on capital projects; the Harbour should be pulled right back.
- Reducing services – status quo should be another option. Cannot understand why Council did not let people put in other options. There is a need to increase the level of basic services, e.g. toilets every single one of them has a fault. Council should have an asset plan and should know what you are doing for the next 10 years.
- Reserves – only a couple of reserves in the rural area and Council does not maintain them; one is maintained by volunteers.
- Cycleways – the surface has not been upgraded, although spraying has been done.
- Rural ratepayers – frustration that of \$11.4m in general rates only 24% is paid by urban ratepayers. There is a big difference in facilities between rural and urban.
- Three Waters – rural ratepayers pay large % of costs and pay more than urban ratepayers.
- No consultation on Three Waters.
- Waste Management – rural ratepayers are subsidising.
- Paying for the running of the Harbour – needs to be another option put forward; the general ratepayers should not be paying; they are not beneficiaries.

Mr Hopman left the meeting at 9.11am.

Submission 20 – Ōpōtiki Gymnastics Club (Tania Fisher and Amy Hennessy)

Amy Hennessy and Tania Fisher spoke to the submission.

Key points:

- Wanted to make sure the Gymnastics Club is included in the Long Term Plan.
- Everything included in the submission has already been seen by Council.

Submission 1 – Motu Trails Charitable Trust (Tony Palmer and Kieran Hickey)

Tony Palmer and Kieran Hickey spoke to the submission.

Key points:

- Asked that the submission be taken as read.
- Council's support is appreciated.
- Want to ensure Council's continued support.
- Acknowledgement of Jim Robinson's work was noted.

Tony Palmer, Kieran Hickey and Kurt Bledsoe left the meeting at 9.23am.

Submission 16 – Royal Forest and Bird Protection Society, EBOP Branch (Linda Conning)

Linda Conning spoke to the submission.

Key points:

- Appreciate the relationship with the Council.
- People from all over the world are attracted to the district.
- The environment is an economic asset as well as an environmental one, but it does need to be maintained and enhanced through nature-based development to enhancement.
- Eco-tourism would be a good fit for the district.
- Research shows that being in nature is good for people's mental health.
- Parks and reserves are really important for people's mental health as well as physical fitness.
- Ohiwa – we want to see if we can work constructively with Council, particularly around vehicles on the beach.
 - We have raised the idea of security cameras and we are asking Council to commit to the concept of security cameras. Suggest if you could have a budget line within the Parks and Reserves budget for the next five years of \$5,000/yr. Our branch is willing to assist with funding for these.
 - Suggest cameras used over Labour Weekend or for the bird breeding season; there would need to be communication with landowners.
- Vehicle prohibited area at Ohiwa – there are issues about where a camera might be put – Map 2 (as shown on the screen) in the schedule to the bylaws needs to be amended.
- Another thing to be explored is shared cost radio messaging on the local radio station.
- Pest plants – Council does have responsibility as a landowner for pest plants and you should have a budget line for pest plants under the Regional Plan.
- Is there a possibility of Council working with the Regional Council around the Regional Park around management and maintenance?
- Do not support reducing the Parks and Reserves budget; support Option 1 (status quo) with the addition of budget for security cameras and pest plants.
- Would support development contributions being introduced.

Linda Conning left the meeting at 9.36am.

Submission 15 – Carol Quirk

Carol Quirk spoke to the submission.

Key points:

- Thanked staff for all the work they do and asked the Chief Executive Officer to pass that on.
- Library Service
 - Thank you for retaining our Library
 - There seems to be some inconsistencies in responses to the submission
 - If Year 3 is going to see a 22% increase in rates, would the Library have cuts?

- Isite
 - Concerned about events being cut down to one event per year
 - Suggestion that the Lotteries Commission is approached for funding
- User pays – doesn't seem to me that anyone pays for the use of the wharf at present and that should be considered.
- LGNZ – Council should withdraw from LGNZ as it does not representing the interests of Council.
- Concerned at the amount of unpaid rates and what is being done about that.

Carol Quirk left the meeting at 9.47am.

The meeting adjourned for morning tea at 9.48am and reconvened at 10.32am.

Submission 19 – Kenny McCracken

Liz McAdam spoke to the submission on behalf of Kenny McCracken

Key points:

- Appreciate that Council is trying to operate within its means.
- Excessive freedom camping is a big issue, particularly at the Pipi Beds. Not against freedom camping per se but notice there is excessive stays noted during peak holiday periods.
- Local people are unable to use the reserve at times for picnics or swimming, especially over the summer – we are paying rates to maintain the reserve but cannot use it. Council say they are going to enforce the bylaw and want to ask how is that going to happen and what provision is being made to police it effectively?
- As tourism operators we welcome people to the area – many of the freedom campers are self-contained and they only buy food and fuel in town. I cannot remember the last time someone from the freedom camping fraternity use our tourism services.
- Suggest getting a small income from freedom camping – Toirawhiti have a summer camping period where individual campers are charged for using these type of Council sites. \$5 or \$10 a night would mount up and provide an income to maintain the area.
- Perhaps we are seen by freedom campers as a cheap area to come to – does that align with Tourism New Zealand's strategy?
- Isite – as tourism operators we get very little enquiries via isites anywhere. Is it time to change this around? Everyone uses Google to find out about an area. It is time to look at a high-end user-friendly platform for the Ōpōtiki district that people can engage with.

His Worship the Mayor advised that submissions to the Freedom Camping Bylaw are currently open and encouraged Liz McCracken to submit.

Submission 40 – FR Initiatives Ltd (Justin Ford-Robertson)

Justin Ford-Robertson spoke to the submission.

Key points:

- Trustee of Toi-EDA and have more than 30yrs experience around climate change and resilience – there are some good pointers in the LTP but don't see a future for me here.
- Looking for a resilient community outcome.
- Toi-EDA is an organisation that has strong relationships and has proved that it has enabled a lot of investment in the region in the last few years; business growth and building investment. Putting an option in to support this cost or not is a bit limited. You put in some money and gain collective outcomes. We are looking at the blue economy, the green economy and also the wellness industry. We need to turn it around and say what will it take to do that.
- Road maintenance – there is no maintenance on the road I live on.

- Growth – scares me a little bit that we have this ‘in growth in trust’ approach without know what it means.
- Green growth aspect is a bit of a misnomer – it takes a lot of fossil fuels to do that sort of thing.
- We need to start accelerating awareness raising, start creating a vision of what it is going to do for people and their community, their region.
- Suggestions: Solar on the roof of the Library; look at new funding pathways.
- Parks and Reserves – sponge cities concepts.
- Urge you to continue funding Toi-EDA.

Liz McCracken left the meeting at 10.55am.

Justin Ford-Robertson left the meeting at 10.56am.

Felicity Barry was heard next.

Submission 53 – Felicity Barry

Felicity Barry spoke to the submission.

Key points:

- Extensive career in public relations so the actual document matters.
- An LTP can only speak to the future if built on foundations that are sound.
- I ask this Council to wake up, stand up and rise to the occasion each Council working day.
- Intelligence always profits – restores balance and integrity ensuring above all quality and service from you.
- We cannot path the future while paying for the past.
- Better communications – makes for better resolutions.
- Policy has little to do with anything.
- Is the work of Council services measured only in dollars?
- Societal and pollical environments have changed.
- This LTP speaks to urgent retrospective work – a restoration to an acceptable balance and costs.
- Time and work must be spent to retrace and reveal and restore the necessary step or steps; we pay great attention to this on election day.
- Every one of you has a task – a little integrity is better than any career.
- No Ōpōtiki District Council LTP can proceed unless there is creditability – attention to detail is everything.
- Council is a finer thing than a business or a job.
- The LTP must be one thing – an intention of excellence.

Submission 46 – Te Rūnanga o Te Whānau (Matetu Herewini)

The submitter was unable to attend.

Submission 38 – Sports Bay of Plenty (Larissa Cuff, Brian Marks, Duncan Pearce)

Larissa Cuff spoke to the submission.

Key points:

- Acknowledge the work that Ōpōtiki District Council has done for the sport and recreation sector.
- Our job is to work in collaboration with key stakeholders and partners.
- Key Issue 1 – Sport Bay of Plenty understands the position that Council is in in terms of the fiscal environments but emphasise the importance of active recreation.

- Sport Bay of Plenty recently released its Spaces and Places Strategy. ODC have committed to the Strategy.
- Two key projects are currently being worked on with Council (Ōpōtiki Gymnastics Club and Tihirau Victory Club).
 - We urge Council to particularly look at land for the Gymnastics Club and additional assistance with a Business Case and consenting.
 - Tihirau Victory Club is still completing feasibility and we urge Council to look at what that feasibility says.
 - No investment marked within the LTP for these two projects.
- Indoor court space – only one for the district is at Ōpōtiki College so not meeting the needs of the community and the aquatic space – there is a need for an aquatic centre for the community.
- We believe the Sport Bay of Plenty strategy will help Council in its planning.
- Urge that this LTP considers Council's strategy and the Spaces and Places Strategy
- Key Issue 2 – understand the financial implications but encourage Council to maintain facilities for play, active recreation and sport.
- Reduction in funding for events – wish to highlight the success of the Matariki Festival and acknowledge that Sport NZ attended the Matariki Festival and held it in high regard for the community.
- Sport Bay of Plenty has completed a Power in Play report and part of that report led to the walkway project.
- Rangatahi population – Sport Bay of Plenty is working with Ōpōtiki College and Sport New Zealand on a programme called Active As. The population demographic has higher than average rangatahi. 10% of Ōpōtiki College students say there are no facilities to do the sport they want, mostly indoor based. Welcome working with Council around the information gained through the Active As project.

The Sport Bay of Plenty representatives left the meeting at 11.15am.

Submission 31 – Ngai Tamahaua Hapu (Tracy Hillier)

The submitter was unable to attend.

Submission Ngai Tamahaua Trust (Kayreen Tapuke)

Kayreen Tapuke spoke to the submission.

Key points:

- Development of new housing project at Hikutaia
 - Would like to ask Council to leave the cost to developers as the town ratepayers have enough to be fixed up, e.g. sewerage.
An example was given of a property across the road from where Kayreen Tapuke lives which has sewerage problems every time there is a storm and she would like to see these problems being addressed as a priority
- It is realised that with the harbour/marina the town is going ahead but Council needs to think about the people who live here.

Kayreen Tapuke left the meeting at 11.21am.

The meeting adjourned at 11.24am and reconvened at 12.25pm. Felicity Barry did not rejoin the meeting at this time.

Simon Proutt was heard next

LTP Submission 55 – Simon Proutt

Simon Proutt spoke to his submission.

Key points:

- Key issue 1 – Option 2 is the best options but hope it does not pull back too far on the capital works programme.
- There are no worries if our rohe grows at a slower and sustainable pace.
- Key Issue 2 – Option 2 is preferred.
- Key Issue 3 – tautoko the Council’s preferred option as the best option for the time being; it is a prudent way to approach this.
- Pleasing to see for this LTP that Council is not taking the BAU approach.
- We need to move to a more sustainable carbon neutral framework.
- Running costs of the harbour – this could be put into Option 1 or Option 2, I have put as an Option 3 ‘user pays’. The Harbour will bring more opportunities and economic development to the district.
- Shifting to a more user pays system is Council’s acknowledgement of cost impacts on rates.
- Council seems reluctant to introduce user pays.
- Fast Track Approvals Bill – anti Te Tiriti, anti-democratic.
- Urge Council to consider using the fast track legislation for projects.
- Couple of things to put on Council’s radar are natural burial sites and community-owned power.

Representation Review Submission 5 – Simon Proutt

The submitter did not speak to his Representation Review submission.

Separately circulated – LTP Submission 56, Toi Rawhiti (Jodi Porter and Dayle Takitimu)

The submitter incorporated the LTP submission into the presentation of the Representation Review submission.

Representation Review Submission 4 – Toi Rawhiti

Dayle Takitimu advised that she will take Council through the submission on the Representation Review and incorporate the LTP as there is some crossover with the LTP submission.

Key points:

- Toi Rawhiti finds the proposals in both the LTP and Representation Review problematic
- The options are in breach of our rights.

The submission was read through to Article 20 with it being left to be taken as read. Article 23 and Article 37 were noted and read out.

Submission 18 (LTP) – Bay of Plenty Regional Council; and

Representation Review Submission 2– Bay of Plenty Regional Council (Doug Leeder)

Bay of Plenty Regional Council Chair Doug Leeder spoke to the submission.

Key points:

- Delaying running costs operation of the Harbour – borrowing for first two years; you need to do that with eyes wide open.
- Supportive of Harbour project and at the moment Council’s CEO is working with our CEO endeavouring to develop a MOU of how we can co-ordinate and co-operate going forward.

- Need to think very carefully about depreciation that falls to each segment of the assets. Would welcome any further discussion in relation to the management of the two assets – the quantum has gone up.
- Responding to climate change – Congratulations on taking that initiative and congratulations on the Representation Review.
- Wastewater upgrades – not just an Ōpōtiki issue. Happy to work with Ōpōtiki District Council on stormwater upgrades and Infrastructure Strategy in regard to the NPS for Freshwater Management. Hopefully, there will be some clarity around this by Christmas.
- Rates affordability – we recognise this, especially in terms of your flood schemes. It is an issue across the Bay of Plenty.
- Transportation Asset Management Plan – related to the NPS for Freshwater Management, we are really exposed as are you in terms of transportation risk.
- Compliment Council on the relationship it has forged with the Regional Council.

Doug Leeder left the meeting at 1.13pm.

Dale Ofoske and Ben Roser (Election Services) joined the meeting online at 1.14pm.

Item 7 was considered alongside Item 3

3. RESULTS OF CONSULTATION ON DRAFT 2024-2034 LONG TERM PLAN	p4
7. LATE SUBMISSION TO ŌPŌTIKI DISTRICT COUNCIL DRAFT 2024-34 LONG TERM PLAN	Tabled Item

The following additional recommendations were tabled for Council's consideration:

- (5) *That Council adopt the following:*
- (a) *Option 2 on making do with what we have – pull back on Council's capital works programme.*
 - (b) *Option 2 on reducing services to reduce running costs – reduce services in events, engineering, parks and reserves, and Toi-EDA.*
 - (c) *Option 2 on paying for the costs of the harbour – delay funding the harbour from rates until at least 2026.*
- (6) *That the Council direct staff to make minor adjustments to the budgets to take into account minor amendments between now and adopting the 2024-2034 Long Term Plan on the proviso that this will not impact the total rates required for the 2024-2034 Long Term Plan.*

The Chief Executive Officer advised that the recommendations are formulated on Council's preferred options, however Council can amend those on consideration of the submissions.

Council agreed to the additional recommendations being added to those in the report and the mover and seconder confirmed their approval.

RESOLVED

- (1) That the report titled “Results of Consultation on Draft 2024-34 Long Term Plan” be received.
- (2) That Council receive and acknowledge the 55 on-time submissions, attached to the agenda at Item 02.
- (3) That Council receive the draft preliminary responses to submissions detailed in Appendix 1 to be accepted and used (or amended) as the basis of responses to submitters.
- (4) That Council accepts the late submission 56 from Toi Rawhiti.
- (5) That Council adopt the following:
 - (d) Option 2 on making do with what we have – pull back on Council’s capital works programme.
 - (e) Option 2 on reducing services to reduce running costs – reduce services in events, engineering, parks and reserves, and Toi-EDA.
 - (f) Option 2 on paying for the costs of the harbour – delay funding the harbour from rates until at least 2026.
- (6) That the Council direct staff to make minor adjustments to the budgets to take into account minor amendments between now and adopting the 2024-2034 Long Term Plan on the proviso that this will not impact the total rates required for the 2024-2034 Long Term Plan.

HWTM/Browne

Carried

4. COPIES OF SUBMISSIONS TO OPOTIKI DISTRICT COUNCIL REPRESENTATION REVIEW – INITIAL PROPOSAL p22

The submitters wishing to speak to the Representation Review – Initial Proposal were heard earlier in the meeting.

5. REPRESENTATION ARRANGEMENTS REVIEW – HEARING AND DELIBERATIONS AND FINAL PROPOSAL p32

6. SUMMARY OF SUBMISSIONS TO OPOTIKI DISTRICT COUNCIL REPRESENTATION REVIEW – INITIAL PROPOSAL p43

The Contractor – Governance Support spoke to the recommendations in the report. It is recommended that Council adopt its initial proposal as its final proposal.

Some of the submissions received were out of scope, e.g. the submitter did not want Māori Wards, however Council is obliged to consider introducing Māori Wards.

Dale Ofsoske (Election Services) advised that due to the proposal not complying with the +/-10% rule it will be referred to the Local Government Commission for a determination. Council has met all of the remainder of the requirements.

RESOLVED

- (1) That the report titled “Representation Arrangements Review – Hearing and Deliberations and Final Proposal” be received.**
- (2) That the Council notes that it has considered all submissions received on its resolutions dated 30 July 2024, made pursuant to Section 19H of the Local Electoral Act 2001 (“the Initial Resolution”).**
- (3) That the Council resolves the membership of Council be a total of seven elected members, plus the Mayor.**
- (4) That the Council resolves, pursuant to Section 19H of the Local Electoral Act 2001, the proposed number of General and Māori Wards, proposed names of each General and Māori Ward, the number of members proposed to be elected by the electors of each General and Māori Ward, and the proposed boundaries (as set out in the maps appended to this report) are as follows:**

Urban General Ward	Two Councillors
Rural General Ward	Two Councillors
Ōpōtiki Māori Ward	Two Councillors
Coast Māori Ward	One Councillor

- (5) That the Council determines, pursuant to section 19J of the Local Electoral Act 2001 that there should be one Community Board (being the existing Community Board):**
 - Coast Community Board comprising four elected members and one appointed member, being the councillor representing the Coast Māori Ward.**
- (6) That under section 19K of the Local Electoral Act 2001 the reasons for the proposed changes to the number of members and wards are:**
 - that the Ōpōtiki District Council resolved to establish one or more Māori Wards and based on a membership of a total of seven councillors results in:**
 - the total number of members elected from one or more General Wards is four**
 - the total number of members elected from one or more Māori Wards is three.**
- (7) That Council notes under section 19T of the Local Electoral Act 2001 that:**
 - a) The proposed number of wards and their boundaries, and the Community Board will provide for effective representation of communities of interest in the district**

- b) The proposed ward and Community Board boundaries coincide with the boundaries of the current statistical meshblock areas determined by Statistics New Zealand and used for parliamentary electoral purposes
- c) The proposed ward boundaries coincide with the community board boundaries.
- (8) That under section 19V of Local Electoral Act 2001, Council has determined that the number of members to be elected by the electors of the proposed wards and Community Board will ensure that the electors of the wards and Community Board receive fair and effective representation having regard to the population of each ward and Community Board in the district.

The General Wards, number of Councillors per General Ward, the General Ward population estimates (as of 30 June 2023) and the population ratio per General Ward Councillor are as follows:

General Ward	Population	Number of Councillors	Population per Councillor	Difference from quota
Urban General	2,790	2	1,395	-3.79%
Rural General	3,010	2	1,505	+3.79%
Total	5,800	4		

The Māori Wards, number of Councillors per Māori Ward, the Māori Ward population estimates (as of 30 June 2023) and the population ratio per Māori Ward Councillor are as follows:

Māori Ward	Population	Number of Councillors	Population per Councillor	Difference from quota
Coast Māori	1,140	1	1,140	-28.30%
Ōpōtiki Māori	3,630	2	1,815	+14.15%
Total	4,770	3		

- (9) That the Council's final proposal does not comply with section 19V(2) (fair representation criteria) of the Local Electoral Act 2001 and therefore must be referred to the Local Government Commission for determination.
- (10) That the Council notes the final representation review proposal is the subject of an appeal period of not less than one month following the date of the public notice of its decision.
- (11) That the Council notes that if it receives appeals to its final representation review proposal, the matter is forwarded to the Local Government Commission to consider

- (12) That the Council notes that the Local Government Commission is required to make its decisions no later than 10 April 2025.
- (13) That the Council delegates to the Chief Executive whatever is necessary for the Council to meet its obligations under the Local Electoral Act 2001 to:
- a) distribute copies of the resolution (Section 19L)
 - b) give public notice following consideration of public submissions (Section 19N)
 - c) Forward appeals as well as Council's decisions under Section 19V(4) to the Commission (Section 19Q).

HWTM/Kemara

Carried

The Group Manager Community Services and Development joined the meeting at 1.13pm.

The Group Manager Finance and Corporate Services (Acting) left the meeting at 1.180pm.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 1.23PM.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING A
TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE COUNCIL HELD ON 30 OCTOBER 2024**

D G T MOORE

HIS WORSHIP THE MAYOR



MINUTES OF AN ŌPŌTIKI DISTRICT COUNCIL STRATEGY, PLANNING AND REGULATORY COMMITTEE MEETING HELD ON MONDAY, 19 FEBRUARY, IN THE ŌPŌTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI AT 09.00AM

PRESENT: Councillor Steve Nelson (Chairperson)
His Worship the Mayor David Moore
Deputy Mayor Shona Browne
Councillor Tom Brooks

Councillor Barry Howe

IN ATTENDANCE: Stace Lewer (Chief Executive Officer)
Anna Hayward (Group Manager Community Services and Development)
Mercedes Neems (Executive Support Officer)

The Chairperson welcomed everyone to the meeting.

APOLOGY

Nil.

Apologies were noted from Councillor Petersen.

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

Nil.

1. MINUTES – STRATEGY, PLANING AND REGULATORY MEETING 30 OCTOBER 2023 p5

RESOLVED

(1) That the minutes of the Strategy, Planning and Regulatory Committee meeting held on the 30 of October be confirmed as a true and correct record.

Browne/HWTM

Carried

2. PROPERTY STRATEGY

p7

RESOLVED

- (1) That the report titled "Property Strategy" be received.**
- (2) That the Committee recommends to Council the adoption of the Property Strategy.**

HWTM/Brooks

Carried

3. DRAFT POLICY REVIEW CYCLE

p11

RESOLVED

- (1) That the report titled "Draft Policy Review Cycle" be received.**
- (2) That the Committee receives Appendix 1: Policy Review Cycle Flow Chart.**
- (3) That the Committee receives Appendix 2: Policy review Cycle Procedure.**
- (4) That the Committee provides feedback on this report and Appendix 1 and 2.**
- (5) That the Committee recommends to Council the adoption of the Policy Review Cycle (Appendix 1 and 2).**

HWTM/Brooks

Carried

3. DRAFT POLICY REVIEW CYCLE

p29

Feedback was provided by the committee which included a 24-hour response time for complaints. A conversation ensued regarding resources however, staff will attempt to respond within 24 hours.

RESOLVED

- (1) That the report titled "Draft Complaints Policy" be received.**
- (2) That the Committee provide feedback on the draft Complaints Policy (Appendix 1) and this report.**
- (3) That the Committee recommend to Council the adoption of the Complaints Policy (Appendix 1).**

HWTM/Brooks

Carried

The meeting closed at 9.35am.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING A
TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE STRATEGY, PLANNING AND
REGULATORY COMMITTEE HELD ON 24 JUNE 2024.**

**STEVE NELSON
CHAIRPERSON**



MINUTES OF AN ŌPŌTIKI DISTRICT COUNCIL PERFORMANCE AND DELIVERY COMMITTEE MEETING HELD ON THURSDAY, 5 AUGUST, IN THE ŌPŌTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI AT 01.00PM

PRESENT:

Councillor Tom Brooks (Chairperson)
His Worship the Mayor David Moore
Councillor Dean Petersen
Councillor Steve Nelson

Deputy Mayor Shona Browne

IN ATTENDANCE:

Stace Lewer (Chief Executive Officer)
Rachael Burgess (Interim Group Manager Community Services and Development)
Nathan Hughes (Group Manager Engineering and Services)
Tina Gedson (Operations and Office Manager)
Garry Page (Parks and Reserves Manager)
Mercedes Neems (Executive Support Officer)

The Chairperson declared the meeting open at 1.00pm.

APOLOGY

Nil.

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

Nil.

- 1. CONFIRMATION OF MINUTES – PERFORMANCE AND DELIVERY MEETING 30 MAY 2024** **p5**

RESOLVED

- (1) That the minutes of the “Performance and Delivery Committee Meeting 30 May 2024” be confirmed as true and correct record.**

HWTM/Petersen

Carried

Councillor Nelson entered the meeting at 1.06pm.

2. PROPERTY ADVISORY GROUP QUATERLY UPDATE

p10

The report was taken as read.

The Chairperson noted that the Lions Club no longer wishes to utilise Memorial Park for storage of their containers due to weather concerns and the potential for a muddy environment. Two other sites have been identified which may be suitable. Councillors Brooks will reach out to the president to notify him of the discussion that took place in the committee and suggest the president contact the Parks and Reserves Manager at Council.

RESOLVED

(1) That the report titled "Property Advisory Group Quarterly Update" be received.

HWTM/Nelson

Carried

3. CAPITAL WORKS REPORT

p14

This item was presented by the Group Manager Engineering and Services.

A discussion ensued regarding carry over and the complexities of differentiating to the community rate payer and grant funded projects. It as an aspiration to eventually reach a delivery rate of above 80 per cent as opposed to 32 per cent where it's currently sitting. Additional funding opportunities from the government for certain projects can push other projects back, however, an external Project Manager is assisting with building a framework to manage the proposed schedule of works.

RESOLVED

(1) That the report titled "Capital Works" be received.

HWTM/Nelson

Carried

The meeting closed at 1.30pm

THE FOREGOING MINUTES ARE CERTIFIED AS BEING A TRUE AND CORRECT RECORD AT A SUBSEQUENT MEETING OF THE PERFORMANCE AND DELIVERY COMMITTEE HELD ON 10 OCTOBER 2024.

TOM BROOKS

CHAIRPERSON

DRAFT



**MINUTES OF A MEETING OF THE COAST COMMUNITY BOARD, OPŌTIKI DISTRICT COUNCIL
CHAMBERS, COMMENCING AT 10.00 AM ON TUESDAY, 1 OCTOBER 2024.**

PRESENT:

Maxie Kemara (Chairperson)
Jack Parata
Michael Collier
Allen Waenga

IN ATTENDANCE:

Antoinette Campbell (Group Manager Strategy and Development)
Gae Finlay (Executive Assistance and Governance Lead)
Mercedes Neems (Executive Support Officer)

APOLOGIES

Linda Steel.

Apologies were noted from HWTM and the Chief Executive Officer.

RESOLVED

(1) That the apologies from Linda Steel be received and accepted.

Kemara/Steel

Carried

DECLARATION OF CONFLICTS OF INTEREST

Nil.

PUBLIC FORUM

Aroha Grant advised that she was no longer able to attend prior to the meeting, however sent through additional information for her application for funding to be given to board members.

DRAFT

Violet Pou Re: Item 06 - Riparian Planting Te Kinakina Wetlands

Violette Pou spoke to her application for funding via video/audio link.

There are multiple community groups utilising the wetlands and the goal for this project is for it to become an all-abilities pathway. The group is essentially requesting funding to assist with equipment for planting, such as spades, stakes and gloves. In response to queries from Board Members, the applicant stated that their trust is at charitable status, gets audited and is overseen by Rangi at Cookson and Forbes to be as transparent and accountable as possible. The Trust would retain the tools for the wetlands and no other organisations were applied to for funding assistance for this specific project.

Violet Pou left the video/audio link at 10.07am.

Tallulah Ross Re: Item 07 – Maraenui Annual Fishing Competition

Tallulah travelled from the Coast to speak to her application for funding.

Her child attends Te Kura Mana Māori o Maraenui and she is a part of the fundraising committee for the kura (school). This competition provides a fundraising opportunity, and money is raised to allow the students to go on educational experiences and school trips. This competition has been run for the past 25 years and commences on 27 December, the first day of summer. People from all over the motu (nation) come and support. They also promote management of fisheries at this event to expose the children to the activity. In response to a query from Board Members, Tallulah stated that participant numbers are anywhere between 500 to 1,000 depending on parent and community support for the event. The Chairperson thanked Tallulah for travelling from the Coast to speak to her application.

Tallulah Ross left the meeting at 10.13am.

1. MINUTES – COAST COMMUNITY BOARD MEETING 27 AUGUST 2024

p3

RESOLVED

- (1) That the minutes of the Coast Community Board meeting held on 27 August 2024 are confirmed as a true and correct record.**

Waenga/Parata

Carried

2. ŌPŌTIKI WORKFORCE DEVELOPMENT UPDATE

p7

The report was taken as read.

In response to a query from Board Members, the Ōpōtiki Workforce Development Co-ordinator stated that it is personal preference for Bev Walker to take youth to Whakatāne as part of practical learning for driving. Bev identified barriers to the roading course including not enough stop signs or fire hydrants.

DRAFT

Bev wanted to provide a space where students could get a visual grip on what they are required to learn and see as many roading conditions as possible.

The Ōpōtiki Workforce Development Co-Ordinator stated that a contract has been established with Eastern Bay of Plenty REAP regarding driver licencing involving direction from MTFJ and funders. It was noted that priorities for these courses were shifting, and the approach required reassessment to ensure participants are receiving the support they need to get into sustainable employment. Class 1 driver licencing through REAP is no longer available to the public. The Ministry of Social Development has established a new contract with REAP this financial year and covers all participants that are on a main benefit (including jobseekers and those receiving youth allowances). Any youth that are receiving a benefit need to go through the contract between MSD and REAP which pivots towards the needs of MTFJ and the funders.

Board members thanked the Ōpōtiki Workforce Development Co-Ordinator for all her work within the space and for providing the requested update.

RESOLVED

(1) That the report titled "Ōpōtiki Workforce Development Update" be received.

Kemara/Collier

Carried

3. GROUP MANAGERS REPORT

p12

The report was taken as read.

It was noted that Council is currently under an organisational refresh and the Group Manager for Strategy and Development will become the new 'champion' of the Board. They will be the main contact for all matters regarding the Coast Community Board.

RESOLVED

(1) That the report titled "Group Managers' Report" be received.

Waenga/Kemara

Carried

4. COAST INITIATIVES FUND REPORT

p16

The report was taken as read.

RESOLVED

(1) That the report titled "Coast Initiative Fund Update" be received.

Waenga/Parata

Carried

5. COAST INITIATIVES FUND: COMPLETION REPORT MATAATUA KAPA HAKA REGIONALS 2024 **p23**

Board members were impressed with this report and appreciated the level and quality of detail provided. A discussion ensued around using this report as an exemplar for the community. It was requested that a letter of thanks be sent to the hosting committee for providing the report, also acknowledging Board member Linda Steel for the effort provided in reporting detail.

RESOLVED

- (1) That the letter of thanks from Ngā Tumata o Ngai Tai be received.**

Kemara/Collier

Carried

6. COAST INITIATIVES FUND: FUNDING APPLICATION MĀORI GIRLS' CHARITABLE TRUST – TE KINAKINA RIPARIAN PLANTING DAYS **p36**

The Board discussed the application and agreed to decline the funding due to the application not meeting the criteria of the fund.

RESOLVED

- (1) That the Board receives the application for funding from Māori Girls Charitable Trust.**
(2) That the Board declines the application from Māori Girls Charitable Trust.

Kemara/Collier

Carried

7. COAST INITIATIVES FUND – FUNDING APPLCIATION: TE KURA MANA MĀORI O MARAENUI – ANNUAL FISHING COMPETITION **p41**

The Board discussed the application and agreed to support the event at a reduced amount of \$5,000.

RESOLVED

- (1) That the Board receives the application for funding from Te Kura Mana Māori o Maraenui**
(2) That the Board agrees to grant the funding at a reduced amount of \$5K to assist with the costs stated in the application.

Parata/Collier

Carried

8. COAST INITIATIVES FUND – FUNDING APPLCIATION: STANDFAST CHARITABLE TRUST **p46**

After discussions, the Board agreed to decline the funding for Standfast Charitable Trust. Concerns were raised in discussion over the application as it was lacking in detail.

DRAFT

RESOLVED

- (1) That the Board receives the application for funding from Standfast Charitable Trust.**
- (2) That the Board declines the application for funding from Standfast Charitable Trust.**

Kemara/Collier

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.54AM WITH A KARAKIA.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING
A TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE COAST COMMUNITY BOARD HELD
ON TUESDAY, 5 NOVEMBER 2024.**

**MAXIE KEMARA
CHAIRPERSON
COAST COMMUNITY BOARD**

Regional Transport Committee

Open Minutes

- Commencing:** Friday 13 September 2024, 9.30 am
- Venue:** Council Chambers, Regional House, 1 Elizabeth Street, Tauranga and via Zoom (Audio Visual Meeting)
- Chairperson:** Cr Lyall Thurston - Bay of Plenty Regional Council Toi Moana (BOPRC)
- Deputy Chairperson:** Cr Ken Shirley - BOPRC
- Members:** Mayor Faylene Tunui - Kawerau District Council, Mayor David Moore - Ōpōtiki District Council, Mayor James Denyer - Western Bay of Plenty District Council, Deputy Mayor John Scrimgeour - Alternate, Western Bay of Plenty District Council (via Zoom), Mayor Mahé Drysdale - Tauranga City Council (via Zoom), David Speirs - NZ Transport Agency Waka Kotahi (NZTA), Mayor Tania Tapsell - Rotorua Lakes Council (via Zoom), Cr Conan O'Brien - Alternate, Rotorua Lakes Council, Mayor Victor Luca - Whakatāne District Council, Angus Hodgson - KiwiRail (via Zoom, non-voting member)
- In Attendance:** External: Stacey Spall - NZ Automobile Association Advisor, Inspector Logan Marsh - NZ Police Road Safety Advisor, Cr Glen Crowther - Tauranga City Council
- BOPRC: Cr Kat MacMillan, Cr Jane Nees, Namouta Poutasi - General Manager, Strategy and Science, Oliver Haycock - Director, Public Transport, Andrew Williams - Manager, Transport Planning, Presenters - as listed in the minutes, Amanda Namana - Committee Advisor
- Apologies:** Chairman Doug Leeder - BOPC (ex-officio), Greg Pert - Freight Advisor, Dan Kneebone - Port of Tauranga Advisor

1. Apologies

Resolved

That the Regional Transport Committee:

- 1 **Accepts the apologies from Chairman Doug Leeder, Greg Pert and Dan Kneebone tendered at the meeting.**

Thurston/Shirley
CARRIED

2. Chair's Statement

The Chair reminded all present that the meeting was livestreamed and recorded and would be made available on the Bay of Plenty Regional Council website following the meeting: [Regional Transport Committee Meeting - 13 September 2024](#).

3. Public Forum

The public forum item noted on the agenda was reclassified as a deputation in order for the Committee to formally receive the background information provided and be enabled to make a decision if desired.

4. Deputations

4.1 Julia Mclean - on behalf of NZ equestrians seeking formal recognition as a Vulnerable Road User

Tabled Document 1 - Horse Riders' Near Misses and Letters of Support for Vulnerable Road Users: Objective ID A4774016 [⇒](#)

Tabled Document 2 - Letter to NZ Mayors and Councillors: Objective ID A4774018 [⇒](#)

Tabled Document 3 - Print Version Poster for Vulnerable Road User Awareness Rides: Objective ID A4774034 [⇒](#)

Tabled Document 4 - Press Release - Vulnerable Road User Pass Wide and Slow Awareness Rides: Objective ID A4774036 [⇒](#)

Key Points:

- Speaking to every regional transport committee nationwide to provide consistent messaging, and request support in seeking an amendment to the Land Transport Management Act 2003 (LTMA)
- In New Zealand, transport literature did not include a formal definition of a vulnerable road user and horse riders were currently considered as 'other road users', meaning they were not included in road safety messaging or education
- Created specific road safety targeted messaging and partnered with NZ Police in having this publicised (**Tabled Documents 3 and 4**)
- The 'pass wide and slow' campaign held an international message - pass wide at a minimum of two metres and slow your vehicle down. On Saturday 21 September and Sunday 22 September a campaign ride would take place around the country, along with riders in South Africa, Australia, Canada, America, Ireland and the United Kingdom
- A petition being formally lodged with central government on 15 October 2024 already had cross party political support
- Near miss data was being collected via a survey as this was not currently captured by any authority.

In Response to Questions:

- The 'pass wide and slow concept' was a behavioural change, rather than a specified speed to reduce to
- Multi-use pathways were being used successfully around the world
- Sought inclusion and understanding over consistently being left out of planning decisions
- Regulation had to be practical and common sense - legislation that was fit for purpose.

Resolved

That the Regional Transport Committee:

- **Receives the Deputation, NZ Equestrians seeking formal recognition as a Vulnerable Road User in legislation and treatment;**
- **Delegates authority to the Chair to review and sign a letter to the Minister of Transport in support of recognising horse riders as Vulnerable Road Users.**

Shirley/Luca
CARRIED

5. Order of Business

Item 7.4 - Proposed UNISA position paper on the national significance of a resilient and efficient Upper North Island supply chain, was taken following Item 7.1 - Chairperson's report to accommodate the availability of the Committee Champion.

6. Declaration of Conflicts of Interest

None declared.

7. Minutes

Minutes to be Confirmed

7.1 Regional Transport Committee Minutes - 22 May 2024

Resolved

That the Regional Transport Committee:

- 1 **Confirms the Regional Transport Committee Minutes - 22 May 2024 as a true and correct record.**

Moore/Speirs
CARRIED

8. Reports

8.1 Chairperson's Report

Tabled Document 5 - NLTP Final Decision letter to the Bay of Plenty Regional Transport Committee, dated 3 September 2024: Objective ID A4774039 [⇨](#)

Tabled Document 6 - Briefing Note to Members on Key Outcomes from the NLTF 2027-2027: Objective ID A4774041 [⇨](#)

Tabled Document 7 - Response letter from Hon Simon Bridges regarding median barrier installation on State Highway 2, dated 5 September 2024: Objective ID A4778781 [⇨](#)

Presented by: Oliver Haycock – Director, Public Transport

Key Points:

- A briefing note was provided (**Tabled Document 6**), summarising the outcomes from the submission of the Regional Land Transport Plan (RLTP).

Key Points - Members:

- Following the decision from the Minister of Transport (**Tabled Document 7**) regarding median barriers and right-turn functionality on remaining intersections in the State Highway 2 (SH2) Waihi to Ōmōkoroa corridor, affected residents were still deeply concerned over the safety issues that remained and would no longer be addressed.

In Response to Questions:

- Public transport focused analysis regarding the RLTP outcomes would be provided to the next meeting of the Public Transport Committee on 24 September 2024, noting that there was sufficient funding to maintain current service levels across the region but limited funding for improvement activities.

Resolved

That the Regional Transport Committee:

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

**Thurston/Tunui
CARRIED**

8.2 Proposed UNISA position paper on the national significance of a resilient and efficient Upper North Island supply chain

Presented by: Andrew Williams – Manager, Transport Planning

Key Points:

- At this early stage, staff considered the position paper required further balance across the UNISA partners, with some specific additions being requested
- KiwiRail had been in contact regarding their position on the paper and staff would work together with them on this
- At present the paper was in its development and the Committee would have an opportunity to review the draft.

Key Points - Members:

- The paper appeared strongly focused on Auckland and north - supported further focus on the Bay of Plenty
- Highlighted the previous studies that analysed and reported on this subject and questioned the necessity of local government repeating this exercise with the same information.

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Proposed UNISA position paper on the national significance of a resilient and efficient Upper North Island supply chain;**

- 2 **Notes that officers will refine the details of the statement in line with agreed UNISA positions and Bay of Plenty Regional Council policy positions;**
- 3 **Notes that the UNISA position paper will be brought back to the Committee for endorsement once the final version is prepared.**

Thurston/Denyer
CARRIED

10.15 am – The meeting **adjourned**.

10.35 am – The meeting **reconvened**.

8.3 NZ Transport Agency Waka Kotahi Quarterly Update

Presentation: NZ Transport Agency Waka Kotahi Quarterly Update - September 2024: Objective ID A4774044 [↗](#)

Presented by: David Speirs – Director Regional Relationships

Key Points:

- Highlighted outcomes from the NLTP, including a record investment of \$32.9B in the land transport network during the delivery period
- \$6.4B for public transport services was primarily focused on Auckland, Wellington and Christchurch, the national ticketing system and continuing existing programmes. Noted there was minimal allocation for new programmes or infrastructure investment
- Delivering Roads of National Significance (RoNS) was a substantial proportion of NLTP investment and alternative sources of funding, revenue and investment tools were being looked at
- Outlined the allocation of the \$1.9B forecast to be invested in the Bay of Plenty region during the 2024-27 NLTP period
- The Ōmanawa Bridge design would be future proofed for four lanes, it was also designed with flood resilience in mind
- The change to the Integrated Delivery Model (IDM) focused on targeting specialised work to large contractors that they alone could deliver, whilst reserving the ability to direct contract the smaller, less complex work to Tier 2 and Tier 3 contractors
- Time of use legislation was currently being drafted by central government, which would enable time of use charging by NZTA and local authorities
- The National Ticketing Solution (Motu Move) was being rolled out, starting in Canterbury late 2024 with all other regions being transitioned by the end of 2026
- Expected that all safety cameras would have been transferred to NZTA from NZ Police by July 2025
- State Highway 29 Tauriko enabling works had been underway from March 2024 and were expected to take approximately three years, with Cambridge Road works commencing this month
- Outlined progress on Takitimu North Link (TNL) – SH2/Fifteenth Ave
- Provided a Waihi to Ōmokoroa safety improvements project update following the recent NZTA Board decision on median barriers.

Key Points – Members and Councillors:

- Feedback from the public regarding tolling consultation highlighted that it needed to be clarified and was being misinterpreted. There was an

assumption that using the whole network in a trip could have the potential to be tolled three times.

In Response to Questions:

- Although \$32.9B was a substantial amount of investment, it needed to be considered within the context of the market and the deliverability amidst challenges
- \$1.7B for road safety promotion and policing did not include revenue from income generated through fines etc.
- Consents for TNL Stage 2 and State Highway 1 Cambridge to Piarere expressway would be lodged for fast-track consenting
- Capacity for deliverability was a strong consideration in looking at the maintenance and operations investment and the RoNS. This was also why they had been staged to start across a ten year period
- Acknowledged the impacts road closures and detours had on local roads, and the costs and trade-offs associated with these
- There were a range of technology options for time of use charging including cameras, prepaid devices in cars etc. The technology was costly and sensible investment would need to be considered e.g. main highways where there was existing infrastructure
- Detail on the expectation around variable speed signs and what would be required was not yet available
- If a decision to toll the TNL was made, a review would be undertaken of the tolling system and how it would work
- There was no single trigger to add right hand turns through wire barriers as a criteria of design, more a broader assessment of risk for each instance
- The completion timeframe for TNL had shifted from 2027 to 2028 due to delays caused by the 2023 flooding events
- Work was required and underway on how best to use Road User Charges (RUC) in a way that was fair but uncomplicated.

Items for Follow Up:

- Provide information to Mayor Luca on the amount of investment spend per year across the last four decades' NLTP
- Provide information on how much the increase in funding would cover the costs of increased services/inflation effects
- Provide a contact from the Ministry of Transport with RUC expertise to speak to the Committee at a future meeting.

Resolved

That the Regional Transport Committee:

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

**Speirs/Tunui
CARRIED**

Decisions Required

8.4 Membership update and appointment of External Advisor for Environmental Sustainability

Presented by: Andrew Williams – Manager, Transport Planning

Minute Note: Discussion related to this item occurred under Item 9 – Verbal Update Opportunity from Committee Members and Advisors

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Membership update and appointment of External Advisor for Environmental Sustainability;**
- 2 Notes the new members as appointed by Tauranga City Council:**
 - (a) Mayor Mahé Drysdale as the primary member**
 - (b) Deputy Mayor Jen Scoular as the alternate member;**
- 3 Notes that a public process will seek nominations for candidates to fill the role of Environmental Sustainability Advisor; and**
- 4 Appoints the Regional Transport Committee Chair and Regional Council’s Director, Public Transport as a selection panel and delegates authority to the Chair to appoint an Environmental Sustainability Advisor.**

**Denyer/Shirley
CARRIED**

Information Only

8.5 Regional Land Transport Plan - Implementation Report

Presented by: Andrew Williams – Manager, Transport Planning

Key Points:

- Noted that the appendix of the report was supported by staff at all Territorial Local Authorities (TLA’s) and NZTA, with the commentary being a collaboration across regional transport sector staff
- In six months’ time there would be a new version of the implementation report, which reflected the current 2024-2034 RLTP.

Resolved

That the Regional Transport Committee:

- 1 Receives the report, Regional Land Transport Plan - Implementation Report**

**Thurston/Luca
CARRIED**

12:04 pm - Mayor Tapsell withdrew from the meeting.

9. Verbal Update Opportunity from Committee Members and Advisors

Inspector Logan Marsh - NZ Police Road Safety Advisor**Key Points:**

- In the year to date, there had been 19 fatal accidents in the Bay of Plenty, with two occurring in the past week. Seven of these involved drivers suspected to be under the influence of alcohol, and 11 having a known or suspected cause of excess speed. 14 of these incidents occurred where the speed limit was 80 km/hr or above
- 291,000 breath screening tests were conducted across the region in the year ending June 2024. 32,000 speeding tickets had been issued, along with 6,700 people found not wearing seatbelts
- Provided an update on the Right Track programme, which had an 80% success rate with young offenders
- Bay of Plenty police were working on the Better Together road safety initiative, which was due to begin operating in November 2024. This initiative sought to bring together TLA's with NZTA and NZ Police to collaborate on a specific road safety issue, in this instance drink driving. Communications had been sent out and there was a strong desire for everyone to get involved.

Key Point - David Speirs, Waka Kotahi:

- Spoke in support of the Better Together programme and acknowledged the rare and important opportunity to pool resources and collaborate on a road safety initiative that could make a real difference.

In Response to Questions

- The Right Track programme was for driving offenders who had appeared before the court, ranging from 17 year old youth to recidivist offenders with multiple driving under the influence convictions.

Stacey Spall - NZ Automobile Association (and AA research foundation trustee)**Key Points:**

- Currently focused on boy racer legislation, medical fitness to drive, vertical deflection devices (speed humps) and tolling
- Driver licensing research on the graduated licensing system had been launched.

Angus Hodgson - KiwiRail (via Zoom)**Key Points:**

- The rail freight network was an alternative to trucks having to pay time of use (congestion) charging
- Endorsed the Ministry of Transport (MoT) providing updates on RUC pricing
- The Rail Network Investment Programme (RNIP) was not yet published as the Minister of Transport was undertaking a network economics exercise first - KiwiRail would provide a comprehensive update to the Committee early 2025.

Mayor Victor Luca - Whakatāne District Council**Key Points:**

- Raised the question of whether an elected member could be appointed to the

vacant sustainability advisor position.

In Response to Questions - Namouta Poutasi, General Manager Strategy & Science

- The initial intent of appointing external advisors to the Committee was that they would provide impartial and independent advice.

David Speirs - NZTA, Director Regional Relationships

Key Points:

- Considered there was significant value in reviewing the process of the RLTP, noting that it was complicated and largely statutorily dictated
- The Government Policy Statement for Land Transport (GPS) not being released earlier during the development of the RLTP had a dramatic effect on the final outcome.

Items for Staff Follow Up:

- Provide guidance to members via email regarding whether an elected member was able to be appointed to the Committee as an external advisor
- Following a robust discussion regarding the processes and outcome of the RLTP, an additional roundtable meeting was requested to be held between NZTA and Eastern Bay of Plenty Mayors to discuss this, prior to 18 October 2024.

10. Recognition of David Speirs - Director, Regional Relationships, NZ Transport Agency Waka Kotahi

The Chair acknowledged the work, knowledge and commitment of David Speirs throughout his time as NZTA voting member of the Committee, noting his departure date of the 18 October 2024.

2.21 pm - the meeting closed.

CONFIRMED

Cr Lyall Thurston
Chairperson, Regional Transport Committee

Bay of Plenty Mayoral Forum

Open Minutes

- Commencing:** Monday 16 September 2024, 3.00 pm
- Venue:** Zoom only – Audio Visual Meeting
- Chairperson:** Mayor Tania Tapsell – Rotorua Lakes Council
- Deputy Chairperson:** Mayor Victor Luca – Whakatāne District Council
- Members:** Chairman Doug Leeder – Bay of Plenty Regional Council
Mayor Faylene Tunui – Kawerau District Council
Mayor David Moore – Ōpōtiki District Council
Mayor James Denyer – Western Bay of Plenty District Council
- In Attendance:** Staff: Fiona McTavish - Chief Executive - Bay of Plenty Regional Council; Julie Gardyne - Chief Executive - Taupo District Council; Stace Lewer - Chief Executive - Opotiki District Council; Morgan Godfery - Chief Executive - Kawerau District Council; Steven Perdia - Chief Executive - Whakatāne District Council; Dean Howie - Programme Manager, Regional Economic Development; Tone Nerdrum Smith – Senior Advisor Governance
- Nigel Tutt – Chief Executive Priority One
- Apologies:** Mayor Mahé Drysdale – Tauranga City Council; Mayor David Trewavas – Taupō District Council; Marty Grenfell - Chief Executive - Tauranga City Council; John Holyoake - Chief Executive - Western Bay of Plenty District Council; Andrew Moraes - Chief Executive - Rotorua Lakes Council

1. Opening Statement

Mayor Tapsell welcomed those present and advised that as this was a public excluded meeting, it was not livestreamed nor recorded.

2. Apologies

Resolved

That the Bay of Plenty Mayoral Forum:

- 1 **Accepts the apologies from Mayor Mahé Drysdale – Tauranga City Council; Mayor David Trewavas – Taupō District Council; Marty Grenfell - Chief**

Executive - Tauranga City Council; John Holyoake - Chief Executive - Western Bay of Plenty District Council and Andrew Moraes - Chief Executive - Rotorua Lakes Council tendered at the meeting.

**Moore/Denyer
CARRIED**

3. Public Excluded Section

Resolved

Resolution to exclude the public

- 1 Excludes the public from the following parts of the proceedings of this meeting as set out below:**

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.	Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution	When the item can be released into the public
3.1	Regional Infrastructure Projects List Update	Withholding the information is necessary to protect information where the making available of the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information.	48(1)(a)(i) Section 7 (2)(b)(ii).	To remain in public excluded.

- 2 That Nigel Tutt - Chief Executive Priority One be permitted to stay in the public excluded section of the meeting due to his knowledge of the matter under discussion, being Item 3.1: Regional Infrastructure Project List Update.**

**Moore/Denyer
CARRIED**

4. Closing Karakia

A karakia was provided by Mayor Tapsell.

3.34 pm - the meeting closed.

CONFIRMED

Mayor Tania Tapsell
Chairperson, Bay of Plenty Mayoral Forum

Bay of Plenty Civil Defence Emergency Management Group Joint Committee

Open Minutes

- Commencing:** Friday 27 September 2024, 10:00 am
- Venue:** Kawerau District Council, Council Chambers, 2 Ranfurly Court, Kawerau and via Zoom (Audio Visual Meeting)
- Chairperson:** Mayor Faylene Tunui - Kawerau District Council (KDC)
- Deputy Chairperson:** Mayor James Denyer - Western Bay of Plenty District Council (WBOPDC) (Via Zoom)
- Members:**
- Ōpōtiki District Council (ODC):** Mayor David Moore
 - Tauranga City Council (TCC):** Cr Kevin Schuler
 - KDC:** Cr Aaron Rangihika
 - Whakatāne District Council (WDC):** Mayor Victor Luca
 - Rotorua Lakes Council (RLC):** Mayor Tania Tapsell
 - Bay of Plenty Regional Council Toi Moana (BOPRC):**
Cr Malcolm Campbell
 - WBOPDC:** Deputy Mayor John Scrimgeour (via Zoom)
 - National Emergency Management Agency (NEMA):**
Observer Lily Foulds - Regional Emergency Management Advisor
- In Attendance:**
- Emergency Management Bay of Plenty (EMBOP):** Mark Crowe - Director; Cara Gordon - Principal Advisor (via Zoom); Chris Brewer - Manager, Planning; Shell Brandt - Advisor, Planning; Ben Neave - Advisor, Planning; Theo Ursum - Advisor, Planning
 - BOPRC:** Fiona McTavish - Chief Executive; Reuben Fraser - General Manager, Regulatory Services; Namouta Poutasi - General Manager, Strategy and Science (via Zoom); Hayley Sheridan - Legal Counsel; Mark Ivamy - Senior Planner - Natural Hazards Policy (via Zoom); Merinda Pansegrouw - Committee Advisor
 - TCC:** Paula Naude - Manager, Community Development & Emergency Management
 - KDC:** Pari Maxwell - Personal Assistant, Mayor and Chief Executive
 - Te Puni Kōkiri (TPK):** Mii Keelan - Senior Advisor; Carl Cowley - Advisor
 - Guest:** Tuwharetoa ki Kawerau Kaumatua Te Haukakawa Te Rire

Apologies:

Mayor Tania Tapsell (RLC) (for early departure at 12:00pm);
Mayor Mahé Drysdale (TCC); Deputy Mayor Jen Scoular
(Alternate - TCC); Deputy Mayor Lesley Immink (Alternate -
WDC) and Cr Ron Scott (Alternate - BOPRC)

Declaration of Public Recording

Committee members were reminded that the meeting was being recorded and that the recording would be made available on the BOPRC website and archived for a period of three years:

Recording of Meeting: [Civil Defence Emergency Management Group - Zoom Meeting - 27 September 2024 \(youtube.com\)](#)

Opening Karakia and Mihi Whakataua

Provided by Tuwharetoa ki Kawerau Kaumatua Te Haukaka Te Rire (Koro Boycie) with a reply provided by Chris Brewer.

Chairman's Opening Announcement

The Chair welcomed everyone to the meeting, acknowledged the newly appointed Tauranga City Council alternate, Councillor Kevin Schuler, and congratulated Mark Crowe on his appointment as Director of Emergency Management Bay of Plenty.

1. Apologies

Resolved

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

- 1 Accepts the apologies from Mayor Mahé Drysdale; Deputy Mayor Jen Scoular (Alternate); Deputy Mayor Lesley Immink (Alternate); Cr Ron Scott (Alternate), and Mayor Tanya Tapsell for early departure, as tendered at the meeting.**

**Campbell/Moore
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 - 5 July 2024

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 - 5 July 2024 as a true and correct record.**

**Tunui/Denyer
CARRIED**

4. Reports

Decisions Required

4.1 Membership Update: Confirmation of appointment to the Bay of Plenty CDEM Group Joint Committee

Presented by: Mark Crowe, Director, Emergency Management Bay of Plenty.

Resolved

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

- 1 Receives the report, Membership Update: Confirmation of appointment to the Bay of Plenty CDEM Group Joint Committee;**
- 2 Confirms Mayor Mahé Drysdale as the Tauranga City Council Representative to the Bay of Plenty Civil Defence Emergency Management Group Joint Committee, with Deputy Mayor Jen Scoular and Councillor Kevin Schuler as Tauranga City Council alternate representatives.**

**Tapsell/Moore
CARRIED**

4.2 Joint Committee Roles, Responsibilities, Delegations and CDEM System Overview

Presented by: Mark Crowe, Director, Emergency Management Bay of Plenty and Cara Gordon, Principal Advisor, Emergency Management (via Zoom).

Key Points:

- In the context of the recent July 2024 Tauranga City Council Elections and having new members joining the Bay of Plenty CDEM Group Joint Committee, it was an opportunity to collectively brief/remind all members and provide an overview of roles, responsibilities, delegations between agencies and individuals, before, during and after emergencies
- Report offered a single reference document that provided an overview of all key roles, responsibilities, delegations within the emergency management space
- Emphasised the important role of Bay of Plenty CDEM Group Joint Committee Elected Officials during an emergency: had the critical task of leading communities. Mayors and Chair of Joint Committee and deputies tasked with additional responsibilities: declaring/extending states of local emergency

- Hard copy declaration packs were provided to Mayors in attendance. The intent was that these packs would be kept at members' homes to enable a declaration to be signed remotely if travel following an emergency was not possible.

In Response to Questions:

- A national statutory framework for emergency management addressed and mitigated potential fragmentation in emergency response efforts. However, the key difference lay in local arrangements, which varied slightly. Equally important was maintaining strong inter-agency relationships, as these were crucial for effective response and recovery. The strength, breadth, and depth of these relationships prior to an event significantly contributed to successful outcomes; the added value sat outside of the formal structure.

Resolved

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

- 1 Receives the report, Joint Committee Roles, Responsibilities, Delegations and CDEM System Overview.**

**Tapsell/Moore
CARRIED**

4.3 Bay of Plenty Civil Defence Emergency Management Group Statutory Appointments

Presented by: Mark Crowe, Director, Emergency Management Bay of Plenty.

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 Statutory Appointments; and**
- 2 Approves the appointment of Stace Tahere, Operations Manager, Emergency Management Bay of Plenty as Alternative Group Controller for the Bay of Plenty Civil Defence Emergency Management Group, as defined under s26(2) of the CDEM Act 2002.**

**Campbell/Luca
CARRIED**

4.4 Amendment to Standing Orders: Virtual Attendance at Meetings

Presented by: Merinda Pansegrouw, Committee Advisor.

Key Points - Members:

- Supported the ability to continue to virtually participate in meetings given the vastness of the Bay of Plenty region

- Noted the amendment that the Chair no longer needed to be physically present at hybrid meetings to undertake chairs' duties
- Expressed preference for a deputy Chair to have the ability to chair the meeting should the Chair be joining virtually since it was easier to chair a hybrid meeting when physically present
- Noted that Standing Orders did allow the flexibility for the Deputy Chair to chair a hybrid meeting should the Chair be attending virtually.

Resolved

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

- 1 Receives the report, Amendment to Standing Orders: Virtual Attendance at Meetings;**
- 2 Confirms the amended Standing Orders to be used for the conduct of its meetings, as adopted by the administering authority (Bay of Plenty Regional Council Toi Moana) at its meeting held on 12 September 2024, to allow for virtual attendance at meetings (Refer Attachment 1); and**
- 3 Notes that a 75% majority vote is required to adopt the amended Standing Orders.**

**Campbell/Tapsell
CARRIED**

4.5 Appointment Policy for Controllers and Recovery Managers

Presented by: Mark Crowe, Director, Emergency Management Bay of Plenty and Cara Gordon, Principal Advisor, Emergency Management (via Zoom).

Key Points:

- Had developed the Bay of Plenty CDEM Controllers and Recovery Managers Policy (the Policy) in consultation with Controllers and Recovery Managers across the region
- Confirmed that the Coordinating Executive Group had endorsed the Policy
- Since Controllers/Recovery Managers/Advisors played a crucial role in facilitating and guiding communities through response and recovery before, during, and after emergencies, establishing a comprehensive development pathway was essential. This would enhance skills, knowledge, and abilities to effectively navigate the complex landscape of response and post-disaster recovery
- Proposed Policy outlined a structured development pathway to ensure appointees were well-equipped.

In Response to Questions:

- Mentorship, as part of the agreed pathway development, would be undertaken by team members with more experience/staff who had the skills/ability to coach/lead.
- Confirmed that staff/Local Controllers would keep respective Elected Members proactively informed of the planned appointments of Controllers and Recovery Managers.

Resolved

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

- 1 Receives the report, Appointment Policy for Controllers and Recovery Managers;**
- 2 Notes the development of a Bay of Plenty CDEM Group Guide to the development of Controllers and Recovery Managers;**
- 3 Approves the Bay of Plenty CDEM Group Draft Policy for the Appointment of Controllers and Recovery Managers; and**
- 4 Revokes all previous Bay of Plenty CDEM Group Controller and Recovery Manager Appointment Policies.**

**Campbell/Moore
CARRIED**

4.6 Draft Bay of Plenty CDEM Group Annual Report 2023 - 2024

Presented by: Mark Crowe, Director, Emergency Management Bay of Plenty and Theo Ursum - Advisor, Planning.

Key Point:

- Summarised activities of the Bay of Plenty CDEM Group over the 2023-2024 financial year against the outcomes of the Bay of Plenty CDEM Group Plan 2018-2023 and Annual Plan.

Resolved

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

- 1 Receives the report, Draft Bay of Plenty CDEM Group Annual Report 2023 - 2024; and**
- 2 Approves the Draft Bay of Plenty CDEM Group Annual Report 2023-2024.**

**Tapsell/Schuler
CARRIED**

4.7 Bay of Plenty CDEM Group Annual Plan 2024 - 2025

Presented by: Mark Crowe, Director, Emergency Management Bay of Plenty and Theo Ursum - Advisor, Planning.

Key Points:

- The submission of the draft Bay of Plenty CDEM Group Annual Plan 2024-2025 to Joint Committee had been delayed; this postponement allowed for the incorporation of recently released reports, such as the Government Inquiry into the Response to the North Island Severe Weather Events (April 2024), and the delayed Councils' Long Term Plans. These additions would help better address and prioritise the CDEM Group's objectives for the next 12 months

- Confirmed Council engagement on the revised Annual Plan during the Coordinating Executive Group Local Authorities (CEG LA) meeting held in July 2024.

In Response to Questions:

- Given the demographic makeup of the region, reassured members that ongoing consultation/engagement with all communities across the Bay of Plenty had been undertaken as part of the development of the Group Annual Plan
- Confirmed that in the next round, consultation and engagement would begin early with the formation of working groups at territorial local authorities and iwi levels. Working Groups would proactively influence the work programme, aiming to identify common themes at the community level.

Resolved

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

- 1 Receives the report, Bay of Plenty CDEM Group Annual Plan 2024 - 2025; and**
- 2 Approves the Draft Bay of Plenty CDEM Group Annual Plan 2024-2025.**

**Denyer/Tapsell
CARRIED**

11:00am – Deputy Mayor Scrimgeour **withdrew** from the meeting.

4.8 Bay of Plenty CDEM Group Training KPI Measurement

Presented by: Mark Crowe, Director, Emergency Management Bay of Plenty.

Key Points:

- Report template had been reformatted to improve clarity and support an easy understanding of training and development performance
- Key changes included simplified reporting/inclusion of bar graphs showing staff training statistics/trends over the last reporting cycle
- Future reports would also feature financial performance related to training
- An out-of-the-box training solution was currently being trialled/tested, evaluating efficiency and effectiveness. Further information to follow.

Resolved

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

- 1 Receives the report, Bay of Plenty CDEM Group Training KPI Measurement.**

**Tapsell/Tunui
CARRIED**

Information Only

4.9 Presentation: Bay of Plenty Regional Council Natural Hazards Management

*Presentation 1 - 2024-09-27 CDEM Joint Committee - Natural Hazards Mapping
Update: Objective ID A4780369*

Presented by: Mark Ivamy, Senior Planner –Natural Hazards, Policy BOPRC (via Zoom).

Key Points - Presentation:

- Provided a snapshot of natural hazard mapping across the region; with a focus on progress made with mapping regional landslide and coastal erosion
- Had completed coastal hazard mapping, including coastal erosion/inundation. Work was currently being adapted into council processes/communication planning was underway. Was likely to be able to share information within the next two to four months
- Highlighted liquefaction and landslides as key geotechnical hazards. Both had been mapped for the region. Information was available on the Regional Council website's via the BayHazards Viewer: [BayHazards - Bay of Plenty Natural Hazards Viewer \(arcgis.com\)](#)
- To note the joint responsibility under the Regional Policy Statement (RPS) for Flooding: District Councils were responsible for stormwater flooding/Regional Council was responsible for river flooding
- Strategy for default mapping was based on providing new information for urban growth structure planning (to feed into district plans)
- Volcanic hazards scoping study had recommended undertaking regional ashfall modelling (programmed for the next one to two years)
- Was closely following GNS Science Research regarding risks from general volcanic activity and potential tsunami
- Elaborated on two recent projects undertaken:
 - Project 1: Regional Landslide Study
 - Project 2: Mapping Coastal Erosion for entire Bay shoreline
- BOPRC supported community based adaptation planning through funding
- Natural Hazards Commission/Toka Tū Ake was piloting roll-out of a national portal for natural hazards mapping; BOPRC data to be included in the portal for the test run
- Highlighted risk management advances/tools available to address natural hazards risk (based on an integrated, holistic approach):
 - Regional councils focused on maintaining stop banks and river maintenance work/relied on district councils to put in place controls for subdivisions/new developments and district plans/emergency management for evacuation
 - When considering larger events, district planning and emergency management became particularly prominent
 - Climate change adaptation applied across all work
- Updated members on hazards specific plan changes completed/nearly completed/planned or scoped under the direction of the Regional Policy Statement (RPS) natural hazard provisions
- For urban growth areas, considered all hazards relevant to development sites on a catchments-based approach; focus was to ensure low risk for new developments/ensuring resilience to natural hazards and climate change.

Key Points - Members:

- Enquired about the process and timing for incorporating natural hazards mapping and associated risk data into Land Information Memorandum (LIM) reports, noting that modelling and mapping projects were multiyear projects
- Acknowledged the requirement for close collaboration between regional and district council staff
- Expressed the view that, where any work/mapping was underway, information needed to be reflected in Land Information Memorandum (LIM) reports
- Acknowledged the impact of natural hazards on the insurance sector.

In response to Questions:

- Since coastal erosion mapping would be of high interest to communities; appropriate communications processes would be undertaken: Information would be provided to territorial local authorities followed by either joint communication or territorial local authority lead communication.

Item for Staff Follow Up:

- Staff to provide follow-up information on the process/timing for incorporating natural hazards mapping and associated risk data into LIM reports: Tauranga City Council to be invited to showcase their processes applicable to LIM reports, particular in relation to flood management; to be shared with Mayors for information (either at a future Joint Committee or Mayoral Forum meeting).

Resolved

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

- 1 Receives the report, Presentation: Bay of Plenty Regional Council Natural Hazards Management.**

**Tapsell/Moore
CARRIED**

4.10 Verbal Update: Director, Emergency Management Bay of Plenty

Presented by: Mark Crowe - Director, Emergency Management Bay of Plenty

Key Points:

- Thanked Mayors Moore and Luca for attending meeting with members of the New Zealand Volcanic Science Advisory Panel (NZ VSAP) (multi-agency Volcanic Science Advisory Panel). Attendees included researchers from GNS Science (Volcano Geophysicist, Nico Fournier) and NEMA. Would continue regular contact and update BOP CDEM Group members and communities accordingly
- Acknowledged the following recent appointments within Emergency Management Bay of Plenty:
 - Stace Tahere - Manager, Operations
 - Chris Brewer - Manager, Planning
 - Shell Brandt - Advisor, Planning
 - Samme Moore - Advisor Communications

- Ministerial drop-in by Minister for Emergency Management and Recovery, Honourable Minister Mark Mitchell scheduled for 9 October 2024 (further detail to follow)
- Participation in ongoing Catastrophic Planning (CatPlan) work - with focus on response models.

Resolved

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

- 1 Receives the report, Verbal Update: Director, Emergency Management Bay of Plenty.**

**Tunui/Luca
CARRIED**

4.11 National Emergency Management Agency (NEMA) Update Bay of Plenty CDEM Joint Committee - 27 September 2024

Presented by: Lily Foulds, Regional Emergency Management Advisor NEMA.

Key Points:

- Space Weather - NEMA had been designated by the Minister for Emergency Management and Recovery as the lead response agency in developing a New Zealand Space Weather Response Plan; would support a system wide approach to Space Weather to be completed in November 2024. Key focus to be on impacts and managing support
- Review of Reviews: 2023 North Island Severe Weather Events Report to become available on 27 September 2024
- Annual CDEM Resilience Fund - Te Arawa Lakes Trust had been successful in their application
- Annual ShakeOut 2024 Event scheduled for Thursday 24 October.

Resolved

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

- 1 Receives the report, National Emergency Management Agency (NEMA) Update Bay of Plenty CDEM Joint Committee - 27 September 2024.**

**Tunui/Tapsell
CARRIED**

4.12 Tauranga City Council Emergency Management Update Report - 27 September 2024

Presented by: Paula Naude, Manager, Community Development & Emergency Management, TCC.

Key Points:

- Tsunami evacuation routes remained biggest challenge: WSP New Zealand had been engaged to complete a review of existing tsunami evacuation routes in the city, with a focus on Papamoa
- Relationship building with local marae and iwi groups continued to be a priority for the Emergency Management team
- With reference to item 4.9 and earlier mention made of “Land Information Memorandums (LIMs)”, for the information of members, mentioned that a recent Taituarā Webinar was held on including Natural Hazard Information in LIMS and building local authorities’ understanding of how to provide natural hazard information in LIMs. Pointed out that the Department of Internal Affairs (DIA) was currently consulting on draft regulations that would support councils to implement the recent amendments to the Local Government Official Information and Meeting Act 1987 (LGOIMA) aimed to improve natural hazard information disclosure in LIMs. Submissions were open until 30 October 2024.

In Response to Questions:

- Regarding the Tsunami Evacuation Routes in Pāpāmoa and ongoing housing development, the primary challenge was that tsunamis were not classified as natural hazards under the Building Act. Staff were currently exploring internal strategies to identify other proactive measures in the planning space, potentially including the use of green spaces.

Key Points - Members:

- Acknowledged the need for political advocacy to address the lack of mechanisms to halt housing development in tsunami-prone areas like Pāpāmoa. The upcoming visit by the Minister for Emergency Management and Recovery could be an appropriate opportunity to discuss this issue.

Item for Staff Follow Up:

- Provide Joint Committee members with information on coastal inundation line data sets/links.

Resolved

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

- 1 Receives the report, Tauranga City Council Emergency Management Update Report - 27 September 2024.**

**Campbell/Schuler
CARRIED**

5. Public Excluded Section

Resolved

Resolution to exclude the public

- 1 Excludes the public from the following parts of the proceedings of this meeting as set out below:**

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.	Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution	When the item can be released into the public
5.1	Public Excluded Bay of Plenty Civil Defence Emergency Management Group Joint Committee Minutes - 5 July 2024	As noted in the relevant Minutes.	As noted in the relevant Minutes.	To remain in public excluded.
5.2	Whakaari White Island Coronial Inquiry	Withholding the information is necessary to maintain legal professional privilege.	48(1)(a)(i) Section 7 (2)(g).	On the Chief Executive of BOPRC's approval.

**Tunui/Luca
 CARRIED**

6. Consideration of General Business

- Acknowledgement of Clinton Naude, former Director Emergency Management Bay of Plenty
- Acknowledgement of Cara Gordon - Principal Advisor, Emergency Management Bay of Plenty, taking up a new role at the Victoria Department of Health as Manager Emergency Management, Sector Planning and Consequence Management.

Closing Karakia

Provided by Tuwharetoa ki Kawerau Kaumatua Te Haukaka Te Rire (Koro Boycie).

12:51 pm - the meeting closed.

CONFIRMED

Mayor Faylene Tunui
 Chairperson, Bay of Plenty Civil Defence
 Emergency Management Group Joint Committee

COUNCIL REPORT

Date : 18 October 2024
To : Ordinary Council Meeting, 30 October 2024
From : His Worship the Mayor, David Moore
Subject : **MAYORAL REPORT 7 SEPTEMBER 2024–18 OCTOBER 2024**
File ID : A1266726

EXECUTIVE SUMMARY

- This report provides an update to Council on meetings and events attended by His Worship the Mayor for the period 7 September 2024 to 18 October 2024.

RECOMMENDATION

- 1) **That the report titled “Mayoral Report 7 September 2024–18 October 2024” be received.**

PURPOSE

1. To provide an update to Council on meetings and events attended by His Worship the Mayor.

STRATEGIC ALIGNMENT

2. The matters detailed in this report relate to the following priorities from Opōtiki District Council’s Long Term Plan 2021-2031:
 - Development and protection of the natural environment.
 - Services and facilities meet our needs.
 - Fair and efficient leadership.
 - A strong and effective community spirit.
 - Purposeful work and learning opportunities.
 - Development supports the community.
 - Culture and history are treasured.

DISCUSSION

3. Since 7 September 2024 I have attended or met with the following:

10 September 2024

Department of Internal Affairs Council webinar | Water services delivery models and financing options

11 September 2024

Informal meeting re Energy, Energy Applications and Waste, Whakatāne

12 September 2024

Whakatōhea Family Day event

13 September 2024

Regional Transport Committee meeting, Tauranga

Te Maruata Piki te Ora Session, via Teams

16 September 2024

Councillor/CEO catch up meeting

Department of Internal Affairs – Regional Deals Strategic Framework virtual information session

Bay of Plenty Mayoral Forum meeting, via Zoom

17 September 2024

Ordinary Council meeting

18 September 2024

Extra Ordinary Council meeting

19 September 2024

Met with Dickie Farrar and Arihia Tuoro, Te Tāwharau o te Whakatōhea

Eastern Bay of Plenty Joint Committee meeting, Kawerau

20 September 2024

Ōpōtiki Harbour opening event

Bay of Plenty Regional Growth Summit with ministerial attendance

Te Maruata Piki te Ora Session, via Teams

23 September 2024

Strategy Planning and Regulatory Committee meeting

24 September 2024

LGNZ roundtable Zoom meeting – NZSIS threat report and its implications for Councils

26 September 2024

Council workshop

Met with BOPRC Chair and CEO, Bay of Plenty Harbourmaster and Ports of Tauranga engineer

Interview – Bridge FM

27 September 2024

Civil Defence Emergency Management Group Joint Committee meeting, Kawerau

Te Maruata Piki te Ora Session, via Teams

1 October 2024

Regional Land Transport Plan Roundtable discussion – Eastern Bay of Plenty focus, Whakatāne

2 October 2024

Waioeka-Otara Rivers Scheme Advisory Group meeting

3 October 2024

Councillor/CEO catch up meeting

4 October 2024

Met with Andy Foster, MP

Eastern Bay of Plenty Community Foundation Annual Dinner, Ohope

9 October 2024

Property Advisory Group meeting

10 October 2024

Performance and Delivery Committee meeting

Tenders Sub-Committee meeting

14 October 2024

ODC Risk and Assurance Committee meeting

15 October 2024

Met with Arihia Tuoro, Te Tāwharau o te Whakatōhea

16 October 2024

Citizenship Ceremony, welcoming seven new citizens

Councillor Kemara attended the following on my behalf:

16 October 2024

Dedication of new Hato Hone St John ambulance

Financial/budget considerations

4. There are no financial/budget considerations associated with this report.

Risks

5. There are no risks associated with this report.

Community wellbeing considerations

6. The purpose of Local Government now includes promotion of social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
7. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report.
8. There are no known social, economic, environmental, or cultural considerations associated with this matter.

SIGNIFICANCE AND ENGAGEMENT ASSESSMENT

Assessment of significance

9. On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be. Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.
10. The level of significance related to the decision in this report is considered to be **low**. Because the decision is determined to have **low** significance in accordance with the policy, the corresponding level of engagement required is **Inform**.

Assessment of engagement

11. As the level of significance has been determined to be **low**, the level of engagement required is **Inform** according to the Engagement Framework of the Significance and Engagement Policy:

INFORM

To provide balanced and objective information to assist understanding about something that is going to happen.

12. The tools that Council will use for the 'Inform' level of engagement include a report in the public agenda of the Council meeting and may include a combination of public notices in the newspaper and/or on Council's social media.

David Moore

HIS WORSHIP THE MAYOR

COUNCIL REPORT

Date : 24 October 2024
To : Ordinary Council Meeting, 30 October 2024
From : Management Team
Subject : **ADOPTION OF THE ŌPŌTIKI DISTRICT COUNCIL 2024–2034 LONG TERM PLAN AND REVENUE AND FINANCING POLICY**
File ID : A1261393

EXECUTIVE SUMMARY

- **Under Section 93 of the Local Government Act 2002 Council must prepare and adopt a Long-Term Plan for a period of not less than ten consecutive financial years. The Long-Term Plan must be reviewed every three years as a statutory minimum.**
- **Council must use the special consultative procedure in adopting the Long-Term Plan.**
- **The draft 2024-2034 Long Term Plan has been amended following Council's deliberations arising from consultation and submissions and is now presented for adoption.**
- **The LTP has been audited by the Office of the Auditor General's appointed auditor and that opinion will be issued to Council as part of the adoption process.**
- **The Council has the authority to adopt the LTP, policies, rating documentation, and set the rates for the next year. Once adopted the LTP sets Council's work programme for the next three years.**

RECOMMENDATIONS

- 1) **That the report titled "Adoption of the Opōtiki District Council 2024-2034 Long Term Plan and Revenue and Financing Policy" be received.**
- 2) **That Council adopts the Revenue and Financing Policy.**
- 3) **That Council resolves that the budgets for the 2024/25 to 2026/27 financial years in the Long Term Plan are not balanced budgets because operating revenues are not at a level sufficient to meet 2024/25 to 2026/27 financial year operating expenses primarily due to (a) the initial operating costs of the harbour being higher than the current ratepayers can**

afford, and (b) the transition to using a long-run average approach to the funding of capital renewals.

- 4) That Council resolves that setting an unbalanced budget from 2024/25 to 2027/27 is financially prudent in terms of sections 100 and 101 of the Local Government Act 2002 given the outsized impact it would have on current ratepayers while these operations are developing and transitioning.**
- 5) That Council adopts the unaudited Ōpōtiki District 2024-2034 Long Term Plan.**
- 6) That Council receive the Audit opinion on the Ōpōtiki District 2024 – 2034 Long-Term Plan.**
- 7) That Council adopts the audited Ōpōtiki District 2024-2034 Long-Term Plan subject to any minor typographical amendments proposed by Audit.**
- 8) That Council adopts the Funding Impact Statement contained within the Ōpōtiki District 2024-2034 Long Term Plan.**

PURPOSE

1. To adopt the 2024-2034 Long Term Plan and the Revenue and Financing Policy.

STRATEGIC ALIGNMENT

2. The matters detailed in this report relate to the following priorities from Ōpōtiki District Council's Long-Term Plan 2024-2034:
 - Community Priority One: Strong relationships and partners
 - Community Priority Two: Investment in our district
 - Community Priority Three: Wellbeing is valued
 - Community Priority Four: Our communities are resilient
 - Community Priority Five: Growth is sustained over time

BACKGROUND

3. The Local Government Act 2002 (LGA 2002) requires Council to prepare and adopt a Long-Term Plan (LTP) every three years. The preparation of an LTP is a long and detailed process. Each component has been considered, revised, adopted and consulted on over the course of the last 18 months. Components are interrelated so a significant amount of work has occurred to ensure the internal coherence of the document.
4. Council began the 2024-2034 Long Term Plan development process in May 2023. Since then, there have been a total of 17 workshops to develop the key underlying documents which make up the bulk of the Long-Term Plan. At a high level the main meetings/workshops completed since December 2023 are as follows.

- 18 December 2023 – Budget Workshop
 - 21 December 2023 – Adoption of Significance and Engagement Policy
 - 30 January 2024 – Budget and Rates Policies Workshop
 - 7 February 2024 – Draft Budget
 - 26 February 2024 – Budget (final version) and Fees and Charges
 - 19 March 2024 – Budget and policies for consultation
 - 25 March 2024 – Consultation document, Infrastructure Strategy, and Financial Strategy
 - 22 April 2024 – LTP update workshop
 - 30 April 2024 – LTP update to Ordinary Council Meeting
 - 8 June 2024 – LTP update to Risk and Assurance Committee meeting
 - 29 July 2024 – LTP update workshop
 - 6 August 2024 – Adoption of Consultation Document
 - 18 September 2024 – Hearings and Deliberations
5. Circulated as a separate document is the Ōpōtiki District 2024-2034 Long Term Plan. The draft Ōpōtiki District 2024-2034 Long Term Plan was adopted for consultation on 6 August 2024 in the form of the Consultation Document. Consultation was held from 7 August 2024 to 4 September 2024 and 56 submissions were received (including late submissions) with 12 verbal submissions being heard by Council. These were considered by Council at the Extra Ordinary meeting held on 18 September 2024.
 6. Also circulated as a separate document is the Ōpōtiki District Revenue and Financing Policy which is required to be included in the Long-Term Plan. The policy was consulted on at the same time as the draft Long-Term Plan with 1 submission received and 1 verbal submission being heard by Council at the Extra Ordinary meeting on 18 September 2024.
 7. The draft LTP and the Revenue and Financing Policy have now been amended in line with Council's deliberations and decisions arising from consultation and submissions.

COST DRIVERS

8. In developing this Long-Term Plan Council faced a number of challenges. These challenges included an uncertain economic environment going forward due to interest and inflation rates rising, the addition of a new activity (Harbour operation and maintenance), legislative changes signaled by the new incoming government that in the main have affected the ongoing management of our three waters and the need to ensure what was being proposed was affordable for the community of the Ōpōtiki District.
9. In light of the challenges Council was faced with, three key issues were consulted on with the community;

- i. Making do with what we have: a focus on renewing what we have and limit our spending on any new projects.
 - ii. Reducing services to reduce running costs affecting events, engineering, parks and reserves and our membership of Toi EDA (economic development agency)
 - iii. Paying for the running costs of the harbour: Council intends to delay funding the harbour from rates until at least 2026.
10. Results of consultation largely supported Council's signalled direction.

COMBINED IMPACT OF CHANGES TO DRAFT LONG TERM PLAN

11. The amendments made following hearings and deliberations have resulted in a rate requirement for next year of 10.2%. The LTP document outlines the impacts across various property types.

BREACHES AND DISCLOSURES

12. The completion of the audit of the Long-Term Plan document was originally scheduled for 30 September 2024. However, due to changes required as a result of the water services reform, the consequential logistical affects in completing the 2024-34 Long-Term Plan in time for audit sign off by 30 September, meant that this was unable to be achieved. Missing the 30 September deadline has resulted in a breach in meeting the statutory deadline which is disclosed on page 52 of the Long-Term Plan.

UNBALANCED BUDGET

13. Council is proposing to have an unbalanced budget for Years 1-3 of the Long Term Plan period. This is due to operating revenues not being at a level sufficient to meeting operating expenses in those years.
14. This is related to (a) the initial operating costs of the harbour being higher than current ratepayers can afford, and (b) the transition to using a long-run average approach to the funding of capital renewals. The effects of this are further compounded by a significant level of renewal of infrastructure assets over the term of the Long Term Plan.
15. In proposing to have an unbalanced budget for Years 1-3, Council has had to consider: (a) the estimated expenses of achieving and maintaining the predicted levels of service provision set out in the Long Term Plan, including estimated expenses associated with maintaining the service capacity and integrity of assets throughout their useful life; (b) the projected revenue available to fund the estimated expenses associated with maintaining the service capacity and integrity of assets throughout their useful life; (c) the equitable allocation of responsibility for funding the

provision and maintenance of assets and facilities throughout their useful life, and (d) the funding and financial policies.

16. Council is very conscious of the challenges facing the community and of the impacts of the issues alluded to under section 14 (above). It is therefore prudent under these circumstances to have an unbalanced budget in each of Years 1 to 3.

OPTIONS

17. The options available to Council and assessed below, are to:

1. Adopt the Long-Term Plan
2. Adopt and amended Long-Term Plan
3. Do not adopt the Long-Term Plan.

OPTION 1: Adopt the 2024-34 Long-Term Plan (Recommended)

Description	Council adopts the 2024-34 Long-Term Plan.
Advantages	Council will be able to set the rates for the 2024/25 financial year. Setting the rates now will allow them to be assess and invoiced according to Council's timeframes as recommended by the rates setting report also on this agenda.
Disadvantages	N/A
Impact on mana whenua	N/A
Strategic alignment	Aligns with all five Community Priorities as set out in the 2024-34 Long-Term Plan.
Associated risks	N/A

OPTION 2: Adopt an amended 2024-34 Long-Term Plan

Description	Council adopts an amended 2024-34 Long-Term Plan.
Advantages	There are no obvious advantages.
Disadvantages	Audit would need to review/audit the amended LTP and any associated funding amendments, resulting in further delays in striking rates for Council operational funding, and risk of losing public confidence and reputational damage. Council would be in breach of its funding covenants (with LGFA), and Council could be subject to Central Government intervention measures. Council would also need to source additional temporary cashflow due to the added delay in striking the rates.
Impact on mana whenua	Potential to not meet mana whenua expectations that were consulted in the development of the 2024-34 LTP.
Strategic alignment	May or may not align with all Community Priorities as set out in the 2024-34 LTP.

OPTION 2: Adopt an amended 2024-34 Long-Term Plan

Associated risks	Risk of reputational damage to Council. Loss of public confidence in the ability of Council to undertake its duties and powers.
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OPTION 3: Do not adopt the 2024-34 Long-Term Plan

Description	Council does not adopt the 2024-34 Long-Term Plan.
Advantages	There are no obvious advantages.
Disadvantages	Council would need to fall back on the rates strike of Year 4 of the current 2021-31 LTP which will not meet community expectations of what was consulted on in the 2024-34 LTP.
Impact on mana whenua	Not meeting mana whenua expectations that were consulted in the development of the 2024-34 LTP.
Strategic alignment	Does not align with any Community Priorities as set out in the 2024-34 LTP.
Associated risks	It could be asserted by the Minister of Local Government that Council is not undertaking its proper duties and powers where interventions may take place. Risk of reputational damage to Council. Loss of public confidence in the ability of Council to undertake its duties and powers.

18. The recommended option is to adopt the 2024-34 Long-Term Plan (Option 1). Council must set the rates for the 2024/25 rating year based on the adopted 2024-2034 Long Term Plan. Rates should be set now to allow them to be assessed and invoiced in time according to the Council's timeframes as per the recommendations of the rates setting report also on this Council agenda.

DISCUSSION

Financial/budget considerations

19. Costs associated with the development of the 2024-2034 Long Term Plan were included in the 2023/24 Annual Plan.
20. The LTP sets the proposed budgets and associated rates impact for the following ten years. It also includes the forecast rates and debt levels and limits. Reporting against the budgets to Council and committees of Council will continue in accordance with the current arrangements and reported publicly through the Annual Report each year.

Policy and planning implications

21. The decisions within this report align with the adopted 2024-2034 Long Term Plan. No inconsistencies with any of the Council's policies or plans have been identified in relation to this report.

Impact on mana whenua

22. Mana whenua were consulted as part of the Special Consultative Procedure carried out as per the Significance and Engagement Policy.

Climate impact considerations

23. The decisions and matters of this report are assessed to have low climate change implications and considerations.

Risks

24. Risks associated with this type of decision can include challenges to the rates setting process. For Council this could entail a failure to manage conflicts of interest. The Council elected members and staff have been very careful throughout this process to ensure that elected members with a conflict do not partake in discussion or decision-making when they have declared an interest.

25. Rating documentation can sometimes include errors that have unintended consequences leading to rating reviews. Annually we have legal reviews performed on our rating documentation to ensure compliance with all aspects of legislation, and to remove any likelihood of challenge.

26. If Council wish to carry out a significant project that has not been included in the LTP, this may require an amendment to the LTP.

Community wellbeing considerations

27. The purpose of Local Government includes promotion of social, economic, environmental and cultural wellbeing of communities in the present and for the future (the four wellbeings).

28. Every Long-Term Plan is required to include 'Community Outcomes' which are statements intended to guide council decision making over the life of the plan.

29. In this Long-Term Plan, they are referred to as 'Community Priorities'. It is considered that Priorities better reflect how we want to structure our Long-Term Plan, the day-to-day mahi we do, and priorities to enable the district to achieve outcomes in the long term.

- Community Priority One: Strong relationships and partners
- Community Priority Two: Investment in our district
- Community Priority Three: Wellbeing is valued
- Community Priority Four: Our communities are resilient
- Community Priority Five: Growth is sustained over time.

30. The community priorities contribute to community wellbeing over the life of the Long-Term Plan.

SIGNIFICANCE AND ENGAGEMENT ASSESSMENT

Assessment of significance

31. On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be. Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.
32. The level of significance related to the decision in this report is considered to be high. Because the decision is determined to have high significance in accordance with the policy, the corresponding level of engagement required is Consult.

Assessment of engagement

33. As the level of significance has been determined to be high, the level of engagement required is Consult according to the Engagement Framework of the Significance and Engagement Policy:

CONSULT

To obtain public feedback about ideas on rationale, alternatives, and proposals to inform decision making.

34. Council has complied with the Special Consultative Procedure in developing the 2024-2034 Long Term Plan.
35. Public consultation was conducted from 7 August to 4 September 2024. Consultation was notified in the local newspaper, on radio, on Council's website, its Facebook page, through the Antenna app and Council's Panui newsletter. A copy of the 'Have Your Say' Consultation Document was made available at Council offices and the Ōpōtiki District Library. The Mayor and Councillors held a number of drop-in community sessions. All information supporting the LTP was made available on Council's Connect | Hono Mai consultation website and hard copies were made available at Council's head office and the Ōpōtiki District Library during the consultation period.
36. The process to develop this LTP has been robust and documented. It involved elected members, staff, key stakeholders in the district and wider industries, and most importantly the community through various channels of feedback and consultation.
37. Once adopted, the final LTP document (along with the supporting policies) will be available on Council's website and hard copies of the LTP can be viewed at Council's head office and the Ōpōtiki District Library.

CONCLUSION

38. Adopting a 10-year Long-Term Plan is a legislative requirement under the Local Government Act 2002.
39. The late adoption of this LTP has been impacted by uncertainty caused by the change in direction for three waters management. This has resulted in an overrun in timeframes and the adoption of an LTP well into year one of the plan.
40. The audited final LTP 2024- 34 document is now presented to Council for adoption.

Management Team

ŌPŌTIKI DISTRICT COUNCIL

COUNCIL REPORT

Date : 11 October 2024
To : Ordinary Council Meeting, 30 October 2024
From : Finance Manager, Billy Kingi
Subject : **SETTING OF 2024-2025 RATES, DUE DATES FOR PAYMENT, AND THE PENALTIES REGIME**
File ID : A1264049

EXECUTIVE SUMMARY

- **With Council having adopted the 2024-2034 Long Term Plan, Council has to set the rates, due dates for payment and penalties regime for the financial year from 1 July 2024 to 30 June 2025.**

RECOMMENDATIONS

1. **That the report titled "Setting Of 2024-2025 Rates, Due Dates for Payment, and the Penalties Regime" be received.**
2. **That the Opōtiki District Council, pursuant to the provisions of the Local Government (Rating) Act 2002, set the following rates (including GST) for the period 1 July 2024 to 30 June 2025:**

1 GENERAL RATES

(a) General Rate

Pursuant to Section 13 of the Local Government (Rating) Act 2002, a general rate of 0.2582 cents in the Dollar of Capital Value on all rateable rating units in the Opōtiki District.

***Revenue Sought* \$11,438,861**

(b) Uniform Annual General Charge

Pursuant to Section 15 of the Local Government (Rating) Act 2002, a uniform annual general charge of \$622.82 per rating unit on every rateable rating unit in the district.

2 TARGETED RATES

(a) Water Supply Charges

Pursuant to Section 16 of the Local Government (Rating) Act 2002, a targeted rate for water supply within the following water supply areas as follows:

	Supply Name	
(i) A full charge for the ordinary supply of water in respect of each separately used or inhabited part of a rating unit to which water is supplied.	Ōpōtiki/	\$468.72
	Hukutaia	
	Te Kaha	\$560.37
	Ōhiwa	\$1,213,33
(ii) A half charge in respect of every rating unit to which water can be, but is not supplied, situated within 100m of any part of the waterworks.	Ōpōtiki/	\$234.36
	Hukutaia	
	Te Kaha	\$280.19
	Ōhiwa	\$606.67
<i>Revenue Sought:</i>	<i>Ōpōtiki/</i>	<i>\$1,142,845</i>
	<i>Hukutaia</i>	
	<i>Te Kaha</i>	<i>\$209,923</i>
	<i>Ōhiwa</i>	<i>\$26,087</i>

Pursuant to section 19 of the Local Government (Rating) Act 2002 a targeted rate for water supplied by meter is applied as well as the connection charge outlined above as follows

Any property that is connected to one of the above water supplies where there is a water meter, the metered volumes of water used shall be charged at the following marginal rates per cubic meter up to each daily use threshold.

Ōpōtiki/	0m³	\$0.88	
	Hukutaia	2m³	\$1.33
		3.5m³	\$1.76
		4.5m³	\$2.20
		10m⁺³	\$2.64
Te Kaha	0m³	\$1.55	
		2m³	\$2.33
		3.5m³	\$3.09
		4.5m³	\$3.88
		10m⁺³	\$4.66
Ōhiwa	0m³	\$1.67	
		2m³	\$2.33
		3.5m³	\$3.09
		4.5m³	\$3.88
		10m⁺³	\$4.66

- (b) Sewerage rates
Pursuant to Sections 16 of the Local Government (Rating) Act 2002,
a targeted rate in each urban drainage area as follows:

	Scheme Name	2024/25
(i) One full charge in respect of every separately used or inhabited part of a rating unit connected to a public sewerage drain.	Ōpōtiki	\$575.59
	Waihou Bay	\$1,019.67
(ii) Half of the full charge in respect of each rating unit to which sewer drainage can be, but is not connected, situated	Ōpōtiki	\$287.79
	Waihou Bay	\$509.84

within 30m from any part of the public sewerage drain.

(iii)80% of the full charge in respect of every separate toilet pan, water closet, or urinal where there are multiple connections on one rating unit.	Ōpōtiki	\$460.47
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Note:

A residence of not more than one household shall be deemed to have not more than one water closet, toilet pan, or urinal.

Charge (i) does not apply when charge (iii) does.

<i>Revenue Sought</i>	Ōpōtiki	\$1,050,791
	Waihou Bay	\$26,002

(c) **Waioweka Wastewater Extension**

Pursuant to Sections 16 of the Local Government (Rating) Act 2002, a targeted rate shall be set as a fixed amount per rating unit connected to the Waioweka Wastewater Extension of \$0.00.

<i>Revenue Sought:</i>	Waioweka Extension	\$Nil
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(d) **Refuse Collection Charge**

Pursuant to Section 16 of the Local Government (Rating) Act 2002, a targeted rate for kerbside refuse collection within the defined Ōpōtiki Ward and Waiotaha/Waioweka Ward collection areas set as follows:

(i) A full charge of \$250.84 per separately used or inhabited part of a rating unit (except those not used or inhabited) within the defined Ward collection areas

(ii) A half charge of \$125.42 per rating unit that is not used or inhabited within the defined Ward collection areas.

<i>Revenue Sought</i>	\$585,188
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(e) Communities of interest

Pursuant to Section 16 of the Local Government (Rating) Act 2002, a communities of interest targeted rate set as an amount per rating unit as follows:

(i) Residential communities of interest

\$117.25 per rateable rating unit within the defined rating areas where land use is residential.

***Revenue Sought* \$265,473**

(ii) Rural communities of interest

\$56.86 per rateable rating unit within the defined rating areas where land use is rural.

***Revenue Sought* \$138,043**

(iii) Commercial/industrial communities of interest

\$1,895.78 per rateable rating unit in the district where land use is commercial or industrial.

***Revenue Sought* \$387.702**

3 INSTALMENT DATES

That the Ōpōtiki District Council resolves that all rates are payable in two equal instalments, due on or before:

- Instalment One: 20 January 2025**
- Instalment Two: 20 May 2025**

That the Ōpōtiki District Council resolve that all metered water charges are payable in six monthly instalments based on usage, due on or before:

- Instalment One: 20 December 2024**
- Instalment Two: 20 May 2025**

4 ADDITIONAL CHARGES ON UNPAID RATES

That the Ōpōtiki District Council authorise the addition of penalties to unpaid rates in accordance with the following regime:

Under the provisions of Sections 57 and 58 of the Local Government (Rating) Act 2002, a penalty of 10% will be added to the amount of the first instalment of rates remaining unpaid after the due date, on 20 January 2025; and of the second instalment of rates remaining unpaid after the due date, on 20 May 2025.

PURPOSE

1. The purpose of this report is to present the rates for the 2024-2025 year for Council to set. Under section 23 of the Local Government (Rating) Act 2002 it is necessary to set the rates, due dates for payment, and penalties regime by Council resolution.

STRATEGIC ALIGNMENT

2. The matters detailed in this report relate to the following priorities from Ōpōtiki District Council's Long Term Plan 2024-2034:
 - Community Priority One: Strong relationships and partners
 - Community Priority Two: Investment in our district
 - Community Priority Three: Wellbeing is valued
 - Community Priority Four: Our communities are resilient
 - Community Priority Five: Growth is sustained over time

BACKGROUND

3. The LTP was recommended for release to the public for feedback at the Council meeting on 6 August 2024. Hearings and deliberations were held on 18 September 2024 with a final LTP being presented to elected members on 30 October 2024 for adoption, prior to adopting the Rates Resolution.
4. The Rates Resolution is the legal document for setting rates and must be consistent with the LTP to be effective. It must be adopted after the final LTP and supporting information have been adopted. Additionally, all rates set in the Rates Resolution must be provided for as sources of funding in Council's Revenue and Financing Policy.
5. The Rates Resolution sets the dates for rates payments and also provides authorisation for penalties to be charged on non-payment by the due date.

OPTIONS

6. There are no realistic alternative options. Council must set the rates for the 2024-2025 rating year based on the adopted 2024-2034 Long Term Plan. Rates should be set now to allow them to be assessed and invoiced in time according to the Council's timeframes as per the instalments schedule listed in the above recommendations.

DISCUSSION

7. The various rates are set out in the Funding Impact Statement included in the 2024-2034 Long Term Plan. The total rate requirement as forecast by the 2024-2034 Long Term Plan for year 1 is \$15,923,151 (excluding GST) which is a 10.2% increase on last year.

Financial/budget considerations

8. The revenue associated with this rates resolution is integral to the funding of year one of the Ōpōtiki District Council 2024-2034 Long Term Plan operating and expenditure budgets and associated outcome, without which significant further change to the funding or levels of expenditure would be required.

Policy and planning implications

9. The decisions within this report align with the adopted 2024-2034 Long Term Plan. No inconsistencies with any of the Council's policies or plans have been identified in relation to this report.

Impact on mana whenua

10. The Rates Resolution itself does not require consultation as it is effectively an output of the LTP which underwent full Special Consultative Procedure.

Climate impact considerations

11. The decisions and matters of this report are assessed to have low climate change implications and considerations.

Risks

12. Key risks associated with this resolution have been raised with the Council during development of the Long Term Plan.

Community wellbeing considerations

13. The process of preparing, reviewing and adopting the LTP requires council officers and elected members to acknowledge how best it can deliver on the four wellbeings (Economic, Cultural, Social, and Environmental) in a way that is cost-effective for businesses and households. The Rates Resolution supports and is consistent with the LTP.

SIGNIFICANCE AND ENGAGEMENT ASSESSMENT

Assessment of significance

14. On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be. Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.

15. The level of significance related to the decision in this report is considered to be high. Because the decision is determined to have high significance in accordance with the policy, the corresponding level of engagement required is Consult.

Assessment of engagement

16. As the level of significance has been determined to be high, the level of engagement required is Consult according to the Engagement Framework of the Significance and Engagement Policy:

CONSULT

To obtain public feedback about ideas on rationale, alternatives, and proposals to inform decision making.

17. The rate requirement for the 2024-2025 financial year was established through the 2024-2034 Long Term Plan and Revenue and Financing Policy process set in the 2024-2034 Long Term Plan process which was subject to special consultative procedure under the Local Government Act 2002.

CONCLUSION

18. Council is now required to set the rates, due dates for payment and penalties regime for the financial year from 1 July 2024 to 30 June 2025.

Billy Kingi

FINANCE MANAGER

COUNCIL REPORT

Date : 1 October 2024
To : Ordinary Council Meeting, 30 October 2024
From : Group Manager Strategy and Development, Antoinette Campbell
Subject : **ADOPTION OF THE EASTERN BAY SPATIAL PLAN GOVERNANCE GROUP TERMS OF REFERENCE**
File ID : A1262891

EXECUTIVE SUMMARY

- **The Strategy, Planning and Regulatory Committee considered the updated Eastern Bay Spatial Plan Terms of Reference of the Project Governance Group (PGG) following a review of efficiency led by the Project Leadership Group (Chief Executives) and attached as Appendix 1. The PGG will take a more active role to deliver to key milestones through the current engagement process whilst maintaining appropriate multi-partner governance oversight.**
- **The main consultation period is scheduled for 14 October 2024 to 17 November 2024, led by the three territorial authorities with a wide range of opportunities for the community to give feedback on the settlement patterns, as well as long-term aspirations. Council was presented with details of the engagement approach at the 26 September 2024 workshop.**
- **Note that a similar paper and recommendations have also being considered by all Eastern Bay territorial authorities through workshops/meetings in September-October 2024.**

RECOMMENDATIONS

- 1) **That the report titled "Adoption of the Eastern Bay Spatial Plan Governance Group Terms of Reference " be received.**
- 2) **As per the Strategy, Planning and Regulatory Committee recommendations to Council, that:**

- a. That the amended Terms of Reference for the Eastern Bay of Plenty Spatial Plan Project Governance Group be approved.
- b. That the proposed timeline for the Eastern Bay of Plenty Spatial Plan project and approach to engagement is noted being 14 October 2024 to 17 November 2024.
- c. That the Group Manager Strategy and Development is delegated to approve subsequent minor editorial changes to the Terms of Reference for the Eastern Bay of Plenty Spatial Plan Project Governance Group.

PURPOSE

1. To seek Council approval of the amended Eastern Bay of Plenty Spatial Plan Governance Group Terms of Reference.

STRATEGIC ALIGNMENT

2. The matters detailed in this report relate to the following priorities from Ōpōtiki District Council’s Long Term Plan 2021-2031:
 - Development and protection of the natural environment.
 - Services and facilities meet our needs.
 - Fair and efficient leadership.
 - A strong and effective community spirit.
 - Purposeful work and learning opportunities.
 - Development supports the community.
 - Culture and history are treasured.

BACKGROUND

3. Detail of this matter can be found in the report to the Strategy, Planning and Development Committee titled “Eastern Bay of Plenty Spatial Plan – Governance and Engagement” and attached to this report as Appendix 2.

OPTIONS

4. The options available to Council are to adopt the updated Eastern Bay Spatial Plan Governance Group Terms of Reference or to not adopt them.

OPTION 1: Adopt updated Terms of Reference

Description

To adopt the updated Eastern Bay Spatial Plan Governance Group Terms of Reference

OPTION 1: Adopt updated Terms of Reference

Advantages	Governance processes will be more streamlined for Spatial Plan decisions.
Disadvantages	N/A
Impact on mana whenua	N/A
Strategic alignment	The updated Terms of Reference align with the fair and efficient leadership community priority.
Associated risks	N/A

OPTION 2: Do not adopt updated Terms of Reference

Description	To <u>not</u> adopt the updated Eastern Bay Spatial Plan Governance Group Terms of Reference
Advantages	N/A
Disadvantages	Council will be out of sync with the partner Eastern Bay Council's who have all adopted the updated Terms of Reference.
Impact on mana whenua	N/A
Strategic alignment	N/A
Associated risks	If Council chooses to not adopt the updated Terms of Reference, the Eastern Bay Spatial Plan governance will need to revert to the less efficient decision making model.

SIGNIFICANCE AND ENGAGEMENT ASSESSMENT

Assessment of significance

- On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be. Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.
- The level of significance related to the decision in this report is considered to be **low**. Because the decision is determined to have **low** significance in accordance with the policy, the corresponding level of engagement required is **Inform**.

Assessment of engagement

- As the level of significance has been determined to be **low** the level of engagement required is **Inform** according to the Engagement Framework of the Significance and Engagement Policy:

INFORM

To provide balanced and objective information to assist understanding about something that is going to happen.

Antoinette Campbell

Group Manager Strategy and Development



APPENDIX 1

Our Places – Eastern Bay of Plenty Spatial Plan Project Governance Group *Draft Terms of Reference*

1. Te Kaupapa/Purpose

The purpose of the Eastern Bay of Plenty Spatial Plan (Our Places) Project Governance Group (PGG) is to provide political and strategic leadership into the development of the Eastern Bay of Plenty Spatial Plan and planning for its implementation. Championing for their hapori while maintaining a sub-regional perspective, members will help the project team plan for mauri-enhancing development across the Eastern Bay of Plenty that caters for future generations.

The PGG will use collaborative decision-making to bring individual organisation priorities and perspectives to a place of consensus. The members will bring their mana as leaders in their communities to recommend a united position back to their organisations that represents a sustainable, inclusive path to development for the rohe.

The PGG brings together the views and aspirations from iwi, local and regional authorities and, through the development of the Spatial Plan and planning for implementation activities, will bring life to their own respective strategies and visions. Central Government attendance in this forum will ensure the outcomes designed are informed by and align with government policy and investment outcomes, to support their realisation.

2. Ngā mātāpono/Principles

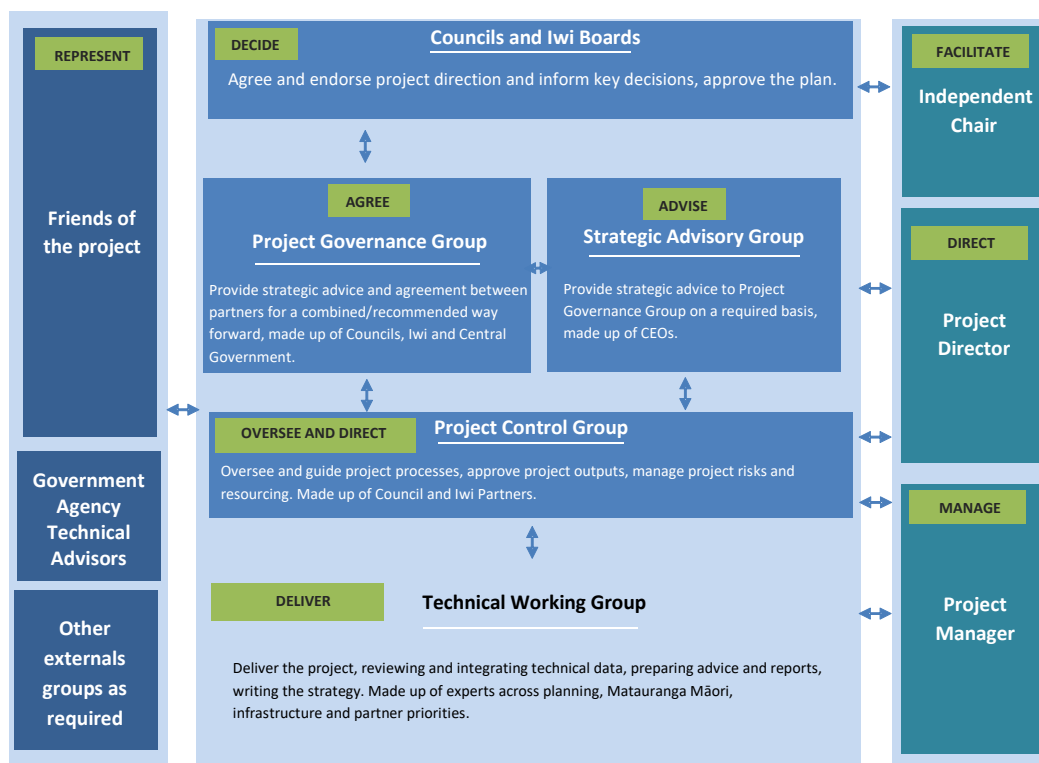
The following principles will guide the PGG's approach to working together on this kaupapa.

- *Giving life to Te Tiriti o Waitangi*
- *Taking a long-term view – making mokopuna decisions*
- *Collaborative, evidence-based decision-making*
- *Open and honest sharing of information and data*
- *“Best for region” thinking*



3. Te Whakatakotoranga o te hinonga/Project structure

The PGG sits within the following project governance structure:



4. Ngā Kawenga/Responsibilities

The PGG is responsible for guiding the development of the Eastern Bay of Plenty Spatial Plan (*Spatial Plan*) and overseeing its implementation planning, including:

1. Providing strategic leadership and direction on growth management and spatial planning across the rohe of the Eastern Bay of Plenty.
2. Considering views and perspectives of partner organisations and facilitating the agreement of a preferred sub-regional approach.
3. Strategic oversight of the implementation of the *Spatial Plan* and undertaking reviews and updates, including recommending any draft strategies for public consultation.
4. Engaging with our communities and key stakeholders on the draft spatial plan and responding to feedback from that engagement
5. Recommending a final Spatial Plan and initial Implementation plan before September 2025 to the partner organisations for adoption after community engagement feedback has been considered.



6. Propose a Monitoring and Reporting Framework for implementation
7. Addressing cross-boundary matters within the Eastern Bay of Plenty Sub-region, as well as with other neighbouring areas and regions that are consistent with the agreed settlement patterns, while working with other growth management/spatial planning partnerships as appropriate
8. Championing the *Plan's* integration and implementation through strategies, programmes, plans and policy instruments including alignment with Central Government and other organisations.

5. Ngā Apatono/Powers

All powers necessary to perform its responsibilities.

6. Ngā Tikanga Pōti/Voting

PGG decision-making is by consensus, facilitated by the Chair.

7. Tokamatua/Quorum

Five members (or their alternates) are required for a quorum. The quorum has been set recognising that final decisions on substantive matters are referred back to member organisations rather than being made by the PGG.

8. Ngā Tūranga/Membership

.8.1 Ngā Mema/Members:

PGG membership is as follows:

- One representative appointed by each of the Iwi partner organisations;
- One elected member representative appointed by each of the local authorities (Whakatāne District Council, Kawerau District Council, Opotiki District Council and the Bay of Plenty Regional Council);
- One member appointed by Waka Kotahi;
- One member appointed by Regional Public Service Commission – Bay of Plenty & Waikato;
- One member from MHUD and/or Kainga Ora as appropriate.

Project Strategic Advisory Group members are encouraged to attend and provide advice.

Members will join the PGG as they are appointed by their organisations.

The PGG will be supported by the Project Director and Project Manager and relevant executives from the partner organisations, with other project staff in attendance as required.

Additional experts may also be invited to attend to assist the PGG in its decision making and guidance to the project team.

.8.2 Ūpoko me te Ūpoko Tuarua/Chair and Deputy Chair:



An independent chair will be appointed (currently Vaughan Payne) . The Deputy Chair of the Committee is appointed by the Committee from the existing membership, by way of simple majority election.

.8.3 Ngā Kairiwhi/Alternates:

Any appointing organisation may appoint one alternate member.

.8.4 Ngā Hui i te Tau/Frequency of meetings:

Quarterly or as required to consider feedback from engagement.



APPENDIX 2

COMMITTEE REPORT

Date : 23 September 2024
To : Strategy, Planning and Regulatory Committee
From : Group Manager Strategy and Development
Subject : **EASTERN BAY OF PLENTY SPATIAL PLAN**
File ID : A1258851

EXECUTIVE SUMMARY

- **The Terms of Reference of the Project Governance Group (PGG) have been amended following a review of efficiency led by the Project Leadership Group (Chief Executives) and is attached as Appendix 1 for Committee approval. The PGG will take a more active role to deliver to key milestones through the upcoming engagement process whilst maintaining appropriate multi-partner governance oversight.**
- **The main consultation period is scheduled for 14 October 2024 to 17 November 2024, led by the three territorial authorities with a wide range of opportunities for the community to give feedback on the settlement patterns, as well as long-term aspirations. Council will be presented with details of the engagement approach at the 26 September 2024 workshop.**
- **Note that a similar paper and recommendations are also being considered by all Eastern Bay territorial authorities through workshops/meetings in September-October 2024.**

AUTHORITY

1. The Strategy, Planning and Regulatory Committee has the authority to recommend to Council a preferred or recommended decision. Council has the authority to make the required decision.

RECOMMENDATIONS

- 1) **That the report titled "Eastern Bay of Plenty Spatial Plan – Governance and Engagement" be received.**
- 2) **That the Strategy, Planning and Regulatory Committee recommend to Council:**

- a. That the amended Terms of Reference for the Eastern Bay of Plenty Spatial Plan Project Governance Group be approved.
- b. That the proposed timeline for the Eastern Bay of Plenty Spatial Plan project and approach to engagement is noted being 14 October 2024 to 17 November 2024.
- c. That the Group Manager Strategy and Development is delegated to approve subsequent minor editorial changes to the Terms of Reference for the Eastern Bay of Plenty Spatial Plan Project Governance Group.

PURPOSE

2. To approve the Terms of Reference for the Eastern Bay of Plenty Spatial Plan Project Governance Group and next steps for engagement.

STRATEGIC ALIGNMENT

3. The matters detailed in this report relate to the following priorities from Ōpōtiki District Council's Long Term Plan 2021-2031:
 - Development and protection of the natural environment.
 - Services and facilities meet our needs.
 - Fair and efficient leadership.
 - A strong and effective community spirit.
 - Purposeful work and learning opportunities.
 - Development supports the community.
 - Culture and history are treasured.

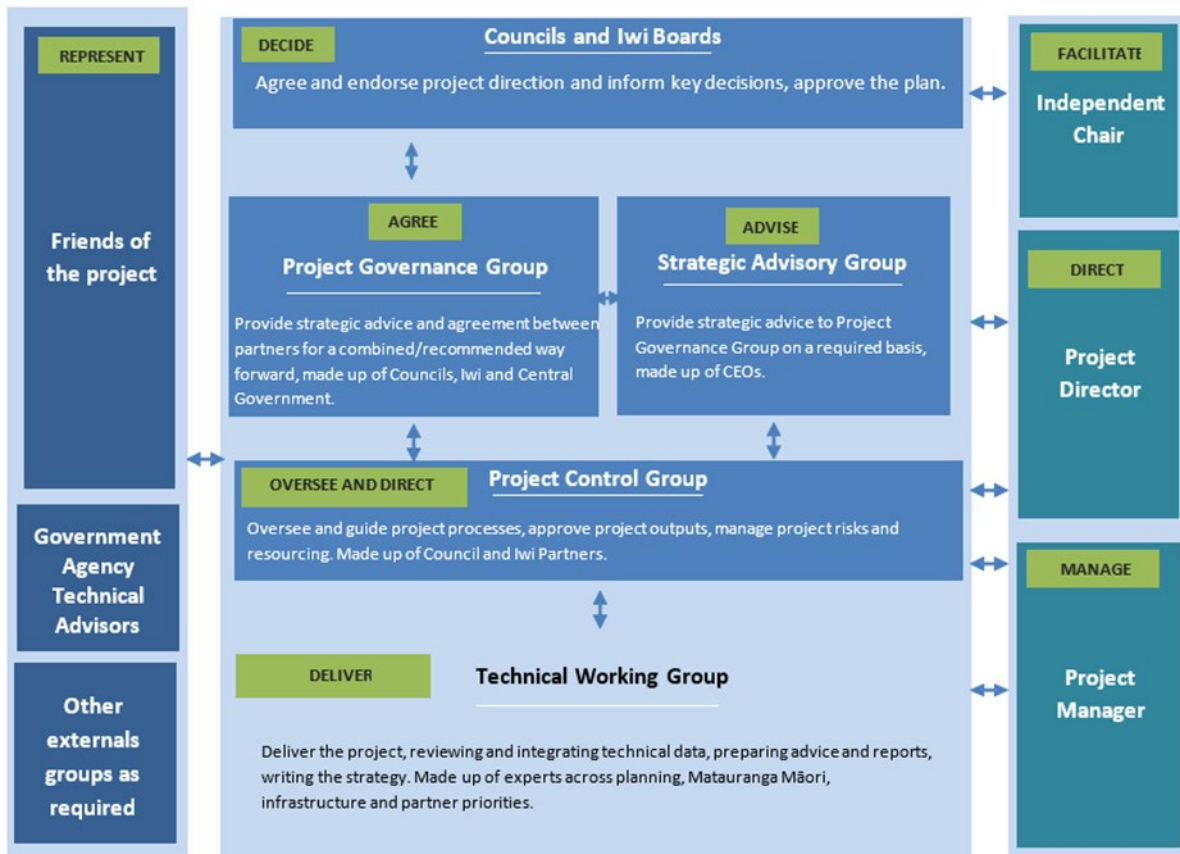
BACKGROUND

4. Once complete, the Eastern Bay of Plenty Spatial Plan will guide future planning and investment decisions for Councils, iwi partners and government. The governance and structure for the project was discussed and agreed at the meeting of the Council on 2 May 2023, including nomination of a member (Mayor Moore) and alternate (Councillor Nelson) for the Project Governance Group (PGG).
5. The purpose of this paper is to follow up on the recent 5 August 2024 workshop item and reconfirm the governance arrangements. The PGG will make the key decisions on the project for the next 12 months through to recommendations for approval of a final Spatial Plan and a draft framework for implementation. The PGG will complete this work in accordance with its terms of reference and report back to the four local authorities prior to the elections in October 2025.

6. Note that a similar report will be considered at meetings of each of the Eastern Bay territorial authorities being, Kawerau District Council, Whakatāne District Council, and Bay of Plenty Regional Council.

DISCUSSION

7. The purpose of the PGG is to provide political and strategic leadership into the development of the Eastern Bay of Plenty Spatial Plan and planning for its implementation. The full description of the purpose, responsibilities, powers and membership of the group are described in the draft terms of reference attached as Appendix 1 to this report. ŌDC appointed its member in May 2023, being Mayor Moore, with Councillor Nelson as alternate.
8. Note the structure for the next phases of the project has been changed to be more efficient and effective. The main change includes removing the Project Leadership Group (PLG) - the chief executives from Councils and iwi as well as central government advisors. The PLG was a group layered between the PGG and the Project Control Group. By removing this additional governance layer, the project intends to speed up decision-making by giving the Project Control Group more authority and further elevating the role of the PGG with a clearer mandate and more direct influence on the project. The PGG quorum will also be reduced to a minimum to reflect the competing demands on project partners' time.
9. The revised terms of reference will be endorsed in due course by the PGG following approval by the four Councils, and the project plan will be amended by the project team.
10. Note the new structure for the next phases of the project is as follows:



COMMUNITY ENGAGEMENT

11. Under their terms of reference, the PGG will make key decisions regarding consultation on the Eastern Bay Spatial Plan. Consultation will be carried out in accordance with the general approach that was presented to the Strategy and Policy Committee Workshop on 6 August.
12. Note that it is not proposed to use a Special Consultative Procedure pursuant to section 83 of the LGA (as it not required in this instance), however the engagement plan will meet the intent of the overall requirements of Part 6 of the LGA in proportion to the scale and significance of the non-statutory Spatial Plan.
13. Public consultation on the scenarios, options and proposals will take place from 14 October to 17 November, and include various opportunities to receive feedback from people across the sub-region, using:
 - Media advertising
 - Online materials including a website, Story Map, survey questions and a range of engagement techniques such as Social Pinpoint
 - Public information sessions and face to face workshops with stakeholders and interest groups as required.

14. Any district plan changes or other Council processes/actions carried out as part of the subsequent implementation of the approved Spatial Plan will follow the required engagement processes under the relevant legislation at the time such as the RMA 1991.

FINANCIAL/BUDGET CONSIDERATIONS

15. There are no material unbudgeted financial implications and this fits within the allocated budget for supporting the Eastern Bay Spatial Plan project under the draft Long Term Plan 2024-34.
16. Note in the terms of reference that the recommendations made by the PGG, such as specific implementation actions, are not binding on any partner Council or agency.

POLICY AND PLANNING IMPLICATIONS

17. The National Policy Statement on Urban Development 2020 (NPS-UD) requires all tier 1, 2 and 3 local authorities to provide sufficient development capacity to meet expected demand for housing and business in the short (1-3 years), medium (3-10 years) and long (11-30 years) term. The Eastern Bay of Plenty covers the geographic area of three district Councils in the Bay of Plenty: Kawerau, Whakatāne and Ōpōtiki. Whakatāne urban environment is a tier 3 area, and other areas in the Eastern Bay may also meet this definition. Under the NPS-UD, the joint preparation of the Spatial Plan is a voluntary activity for tier 3 areas.
18. The Eastern Bay Spatial Plan is non-statutory however it will inform subsequent plan changes/reviews to RMA documents that will follow a statutory process under the Resource Management Act 1991 (RMA). It will also be implemented through long-term plans and infrastructure strategies undertaken under the Local Government Act 2002 (LGA) by the four partner Councils in the project in the future.
19. The approved Spatial Plan will perform a similar function to the Future Development Strategies that have been adopted for the Rotorua and Tauranga urban environments pursuant to the NPS-UD. The project team will remain cognisant of any relevant amendments to the NPS-UD and the RMA as part of the government's 'Going for Housing Growth' work programme.

IMPACT ON MANA WHENUA

20. This paper is procedural in nature, however it is critical that there is tāngata whenua representation on the PGG and opportunities for input into the draft Spatial Plan. This has been addressed through the targeted engagement to date which is ongoing, and the membership of the governance group. Iwi authorities are participating in the project at the pace and in ways that fit their capacity and interests.

CLIMATE IMPACT CONSIDERATIONS

21. The matters addressed in this report are of a procedural nature and there is no need to consider climate change impacts. The implications of climate change from both mitigation and adaptation

perspectives will be integral to the evaluation of scenarios for managing growth and development in the Eastern Bay, however the details and merits of options are outside the scope of this paper.

RISKS

22. There are no significant risks associated with this item and its recommendations. The Project Control Group maintains an up-to-date register of key risks and mitigations, including risks relating to achieving the project deliverables within the timeline, meeting partner expectations, resourcing, and capacity and capability of iwi and hapū to engage in a meaningful way. Decisions on the content of the Eastern Bay Spatial Plan are not within the scope of this paper. Existing membership of the Project Governance Group will give ŌDC elected members influence over decisions regarding that content.

COMMUNITY WELL-BEING CONSIDERATIONS

23. The purpose of Local Government includes promotion of social, economic, environmental and cultural well-being of communities in the present and for the future.
24. The Eastern Bay of Plenty Spatial Plan is a key project under our Strategy and Development group of activities in the draft LTP 2024-34. It is a collaborative project that primarily contributes to community priority five of "Growth is sustained over time".

CONCLUSION

25. The PGG Terms of Reference will be approved by each territorial authority in the coming weeks, before being endorsed by the PGG, alongside the Communications and Engagement Plan.
26. The first round of public consultation will be led by the three district Councils and is scheduled to run from 14 October 2024 – 17 November 2024. Detail of the engagement approach will be presented to Council at a workshop on 26 September 2024. There will be ample opportunity in a subsequent series of workshops with all four Councils in March-April 2025 to work through any concerns raised by elected members prior to the draft final version of the plan being released for publicly for a final brief opportunity for feedback. The Plan will then be recommended back to the partner Councils for approval via the PGG, expected in mid-2025.
27. The approximate timing for next steps for the project are:



Antoinette Campbell

GROUP MANAGER STRATEGY AND DEVELOPMENT

COUNCIL REPORT

Date: 14 October 2024
To: Ordinary Council Meeting, 30 October 2024
From: Operations Manager – Solid Waste, Anthony Kirikiri
Subject: **WASTE MANAGEMENT AND MINIMISATION PLAN REVIEW 2024**
File ID: A1266462

EXECUTIVE SUMMARY

- Opotiki District Council's Waste Management and Minimisation Plan (WMMP) review is due, following the completion of a Waste Assessment.
- The Waste Assessment has identified gaps and new challenges, aligning with national waste minimisation initiatives.
- It is recommended that Council revoke the existing WMMP and develop a new, future-focused plan that addresses current waste management needs.

RECOMMENDATIONS

- 1) **That the report titled "Waste Management and Minimisation Plan Review 2024" be received.**
- 2) **That Council receives the Waste Assessment dated February 2024. Appendix 1.**
- 3) **That Council receives the Medical Officer of Health feedback obtained on 5 April 2024. Appendix 2.**
- 4) **That Council, in light of the completed Waste Assessment, agrees to revoke the existing WMMP and proceed with a new Waste Management and Minimisation Plan in accordance with section 50(3) of the Waste Minimisation Act 2008.**
- 5) **That Council initiate the consultation process as outlined in section 83 of the Local Government Act 2002 and as required by section 44(e) of the Waste Minimisation Act 2008, for the development of the new WMMP.**

PURPOSE

1. This report seeks approval to revoke the existing WMMP and develop a new plan. The decision is informed by the findings of the recently completed Waste Assessment, which highlights the need for significant updates to address evolving waste management challenges, regulatory changes, and community expectations.

STRATEGIC ALIGNMENT

2. The matters detailed in this report relate to the following priorities from Ōpōtiki District Council's Long-Term Plan 2021-2031:
 - Development and protection of the natural environment.
 - Services and facilities meet our needs.
 - Fair and efficient leadership.
 - A strong and effective community spirit.
 - Purposeful work and learning opportunities.
 - Development supports the community.
 - Culture and history are treasured.

BACKGROUND

3. The Waste Minimisation Act 2008 requires territorial authorities to review their WMMP every six years. The current WMMP expired on 30 June 2024, but an extension has been granted until 30 November 2024 to complete the review. To inform the WMMP review, a comprehensive Waste Assessment has been conducted, identifying key gaps, challenges, and opportunities for future waste management in the district. This Waste Assessment is attached as [Appendix 1](#) and forms the basis for the recommendations in this report.

OPTIONS

OPTION 1: Continue with the existing WMMP	
Description	Council maintains the existing WMMP without amendments.
Advantages	No immediate additional costs or administrative effort; maintains current strategies and service levels.
Disadvantages	Missed opportunity to adapt to evolving waste management challenges, including changing national regulations and community needs. The recently completed Waste Assessment will no longer align with the current WMMP and the Te Rautaki Para Waste Strategy. Any waste levy funding received from the Central Government can only be spent in accordance with the parameters of the current WMMP.
Impact on mana whenua	Minimal impact as current services remain unchanged. However limited ability to adapt or respond to any changing waste and resource recovery needs of some communities due to fixed focus of current WMMP.
Strategic alignment	Limited alignment with new national waste minimisation initiatives and community expectations for improved services.
Associated Costs	Continuing with the existing WMMP would cost an estimated \$3.5k, primarily to update the Waste Assessment (WA) and reflect Council's decision not to move forward with a new plan. There are no direct costs associated with maintaining the current WMMP. However, legal review and compliance issues may arise, potentially incurring additional expenses, particularly if the Ministry for the Environment (MfE) has concerns about this approach. The uncertainty around compliance could introduce further cost considerations or impact access to future waste levy funding allocations. .
Associated risks	<p>Failing to address current gaps or future challenges may result in missed funding opportunities or penalties for non-compliance with new standards.</p> <p>There is a potential risk of non-compliance issues which may arise through the MfE, should this option be taken forward. Discussions with MfE and legal input should be undertaken should this option proceed.</p>

OPTION 2: Amend the Existing WMMP	
Description	Council updates the existing WMMP to address key gaps identified in the Waste Assessment and align with national and regional waste minimisation goals.
Advantages	Enables alignment with the latest regulatory standards, such as those in the Waste Minimisation Act 2008. Provides flexibility to adapt services,

OPTION 2: Amend the Existing WMMP

	including recycling and organic waste collections, while keeping the core plan intact.
Disadvantages	<p>Amending the plan requires resources and time to evaluate current strategies, initiate public consultation, and implement changes.</p> <p>The degree of amendment required to achieve alignment with the Waste Assessment and national / regional waste minimisation goals are considerable. Effectively resulting in a new WMMP.</p>
Impact on mana whenua	Opportunities to collaborate with mana whenua on new initiatives, ensuring that cultural and environmental priorities are respected.
Strategic alignment	Alignment with national and local sustainability goals, addressing community demands for improved waste services, depending on the level of amendments being made.
Associated Costs	<p>Amending the existing WMMP is expected to cost between \$15k and \$18k, depending on the extent of the updates required. This cost is similar to that of revoking the current WMMP and creating a new WMMP, as substantial updates would be necessary to bring the existing plan in line with the latest Waste Assessment.</p> <p>These costs do not include for the public consultation process, which would add to the overall budget requirements. Due to the extensive updates needed, the cost and time required could approach that of developing an entirely new WMMP.</p>
Associated risks	<p>Implementation of amendments could face delays due to consultation or budgetary limitations.</p> <p>There is a potential risk of non-compliance issues which may arise through the MfE, should this option be taken forward. Discussions with MfE and legal input should be undertaken should this option proceed. A special consultative procedure will be required for this option.</p>

OPTION 3: Revoke the Existing WMMP and Develop a New Plan

Description	Council revokes the current WMMP and develops a new Waste Management and Minimisation Plan from the ground up, based on the latest Waste Assessment findings.
Advantages	Allows for a comprehensive review of all waste management systems, offering an opportunity to implement new, forward-thinking strategies that align fully with national standards and the district's evolving needs.

OPTION 3: Revoke the Existing WMMP and Develop a New Plan

Disadvantages	Developing a new WMMP from scratch could be resource-intensive and time-consuming. It may lead to some budget exceedances if not carefully managed.
Impact on mana whenua	Potential for greater engagement with mana whenua to incorporate cultural values into the new waste management strategies.
Strategic alignment	Full alignment with future-focused waste minimisation strategies and national policies.
Associated Costs	The cost of revoking the current WMMP and developing a new plan is estimated to be between \$16k and \$20k. This estimate reflects the use of a template for creating WMMPs, ensuring efficiency in development. This cost estimate does not account for council meetings or the public consultation process, which would need to be factored in. While developing a new WMMP may incur slightly higher costs, it provides a clean slate to align with current regulations and community expectations.
Associated risks	Higher costs and longer timelines to develop and implement a new WMMP, including potential delays in securing funding or regulatory approvals. We expect the timelines to be similar to Option 2. A special consultative procedure will be required for this option.

DISCUSSION

4. The Waste Assessment has shown significant changes in the district's waste profile, including a significant increase to seasonal waste, farm waste challenges, and potential growth in agriculture and aquaculture-related waste.
5. National initiatives such as the Te Rautaki Para Waste Strategy (2023) demand a more proactive approach towards a circular economy, which the current WMMP does not fully address.
6. Developing a new WMMP will enable Council to respond effectively to new waste streams, improve infrastructure, and create innovative, sustainable waste solutions for the future.

Financial/budget considerations

7. The timing of the WMMP review means that it is not currently budgeted in the upcoming Long Term Plan (LTP) 2024-2034. However, the development of the WMMP can be phased, with the first three years focused on planning and preparation, and the subsequent three years dedicated to implementation. This approach allows Council to manage immediate financial impacts by allocating necessary resources over a longer period.

8. Although the costs to develop a new WMMP were not explicitly allocated in the proposed LTP, they can be covered within the current operational budgets of the three resource recovery centres. The estimated costs, ranging from \$16,000 to \$20,000, along with potential expenses for consultation and council meetings, can be distributed across these centres. This approach ensures that the funding is managed within existing budget provisions, minimizing financial strain on any single facility and making the process more financially manageable.

Policy and Planning Implications

9. The new WMMP will align with the broader objectives of the Waste Minimisation Act 2008 and the Te Rautaki Para Waste Strategy (2023), while also supporting the Council's goals for environmental protection, sustainable development, and community wellbeing. The Te Rautaki Para Waste Strategy, New Zealand's national waste strategy, aims to transition the country to a circular economy by 2050. It sets key goals such as reducing waste generation, increasing material recovery, minimizing waste sent to landfills, and promoting resource efficiency. Additionally, the strategy emphasizes reducing emissions, particularly methane from waste, and supporting sustainable practices that foster environmental, social, and economic resilience. Key objectives of the Te Rautaki Para Waste Strategy (2023) include:
 - Circular economy focus: Moving from a 'take-make-dispose' model to a circular system where materials are reused, repaired, or recycled, and waste is minimised.
 - Emissions reduction: Reducing the biogenic methane emissions from organic waste in landfills by at least 30% by 2030.
 - Waste minimisation targets: Reducing the amount of material entering the waste management system by 10% per person by 2030.
 - Waste disposal reduction: Aiming to reduce the total amount of waste that goes to landfills by 30% by 2030.
 - The Waste Minimisation Act 2008: This Act encourages waste minimisation and gives local authorities the responsibility to develop a WMMP. It also provides for a national waste levy to fund waste minimisation projects.
 - Product Stewardship Regulations: The government is moving towards mandatory product stewardship schemes for products like tyres, e-waste, and packaging. These schemes make producers responsible for the life cycle of their products, from design to disposal.
 - National Plastics Action Plan: This initiative targets reducing the use of single-use plastics and improving plastic recycling and waste management across New Zealand. It focuses on supporting the circular use of plastic resources.

Impact on mana whenua

10. Developing a new WMMP offers an opportunity for deeper engagement with mana whenua, ensuring that waste management practices align with Māori values, particularly kaitiakitanga (guardianship) and respect for the mauri (essence or life force) of the land.

Climate impact considerations

11. The new WMMP will be designed with climate resilience in mind, addressing the challenges posed by extreme weather events and promoting sustainable practices that reduce greenhouse gas emissions, particularly methane from organic waste.

Risks

12. The primary risk associated with developing a new WMMP is the absence of a specific budget allocation in the Long-Term Plan (LTP) to fund the proposed revisions. To mitigate this risk, we propose spreading the costs across the operational budgets of all three resource recovery centres, reducing the immediate financial impact on any single part of the budget. Another mitigation as part of the WMMP development is to ensure that the external sources of funding highlighted for pursual is undertaken for non-urgent actions in order to improve financial sustainability of such options. The residual risk will be ensuring that the project remains within the allocated financial resources. Careful project management will be required to manage the scope and timeline of the WMMP, minimizing the risk of cost overruns and ensuring that all key milestones are achieved within the budgeted amounts.
13. During the development of the Waste Assessment, no consultation has been undertaken and therefore Council do not have a full understanding of the community and local waste sectors views on current and future waste management issues/opportunities for the district. Consultation on the draft WMMP will enable this feedback to be provided.

Community wellbeing considerations

14. The purpose of Local Government now includes promotion of social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeing's').
15. The subject matter of this report has been evaluated in terms of the 4 wellbeing's during the process of developing this report as outlined below.

Social

16. The new WMMP will have a direct impact on improving community health and quality of life by ensuring efficient waste management practices. By reducing illegal dumping and promoting

waste minimisation, recycling, and responsible disposal, the plan contributes to a cleaner, safer environment for all residents.

Economic

17. The WMMP seeks to manage waste more efficiently, which can reduce long-term costs associated with landfill use and waste transport. Furthermore, encouraging recycling and resource recovery can create new business opportunities and local jobs in waste management and processing sectors, positively impacting the local economy.

Environmental

18. A key focus of the WMMP is reducing the environmental impact of waste by minimising landfill use, promoting recycling, and supporting composting and organic waste diversion. These initiatives directly contribute to reducing greenhouse gas emissions, protecting natural habitats, and fostering sustainable resource use within the district.

Cultural

19. The WMMP acknowledges the importance of mana whenua and Māori values, such as kaitiakitanga (guardianship) and mauri (life force), in waste management. By engaging with iwi and incorporating Māori perspectives on sustainability, the plan supports the cultural wellbeing of the community and aligns with principles of environmental stewardship.

SIGNIFICANCE AND ENGAGEMENT ASSESSMENT

Assessment of significance

20. On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be. Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.
21. The level of significance related to the decision in this report is considered to be **high**. Because the decision is determined to have **high** significance in accordance with the policy, the corresponding level of engagement required is **Consult**.
22. The decision to revoke the existing WMMP and develop a new plan is of **high significance**. It will have a wide-ranging impact on how waste is managed in the district, particularly in terms of infrastructure, services, and environmental sustainability. Public interest in waste minimisation and the long-term environmental implications mean this decision is of critical importance.

Assessment of engagement

23. As the level of significance has been determined to be **high**, the level of engagement required is **Consult** according to the Engagement Framework of the Significance and Engagement Policy:

CONSULT

To obtain public feedback about ideas on rationale, alternatives, and proposals to inform decision making.

24. Council will initiate a formal public consultation process under section 83 of the Local Government Act 2002 to gather feedback and ideas from the community and stakeholders. The tools that Council will use to engage the community on the development of the new WMMP include making the draft plan available on the Council's Hono Mai website, public notices, sharing updates through social media communications, and holding in-person discussions with key staff and stakeholders. These tools will ensure widespread access to information and opportunities for meaningful feedback from the community and stakeholders throughout the consultation process.

CONCLUSION

25. In conclusion, the Waste Assessment has highlighted the need for a significant update to the district's waste management strategies. By revoking the current WMMP and developing a new WMMP, Council can ensure it meets the evolving waste management needs of the community, aligns with national standards, and enhances sustainability. While the process of developing a new plan will involve costs and consultation, it represents the most effective option for long-term waste minimisation.

Anthony Kirikiri

OPERATIONS MANAGER – SOLID WASTE



Waste Assessment

Prepared for
Opotiki District Council

Prepared by
Tonkin & Taylor Ltd

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1 Introduction

This Waste Assessment has been prepared for Ōpōtiki District Council (Council) in accordance with the requirements of the Waste Minimisation Act 2008 (WMA). The Waste Assessment describes the current waste situation, sets the vision, goals, objectives and targets for the districts, and develops options for meeting future demand. The outputs from this Waste Assessment will be summarised in the final WMMP for Ōpōtiki.

While a WMMP must be reviewed every six years, this assessment takes a much longer-term view. This recognises local government long term planning approaches and that decisions on contracts for services (typically 10 years or more) and infrastructure investment (with a service life of 20-50 years) span many years.

This Waste Assessment and the subsequent WMMP meet Councils obligation to evaluate and plan for waste minimisation and management in the District under the Waste Minimisation Act 2008 (WMA). It also positions council to adequately protect public health by providing facilities for the safe recovery and disposal of waste. A statement from the Medical Officer of Health is provided at the conclusion of this document.

1.1 Structure of this Document

This document is arranged into a number of sections described in Figure 1.1. The sections describe the current state of waste management in Ōpōtiki, and use this information to establish the districts goals, objectives and targets for waste management and minimisation. How these can be achieved is considered in the final section of this document.

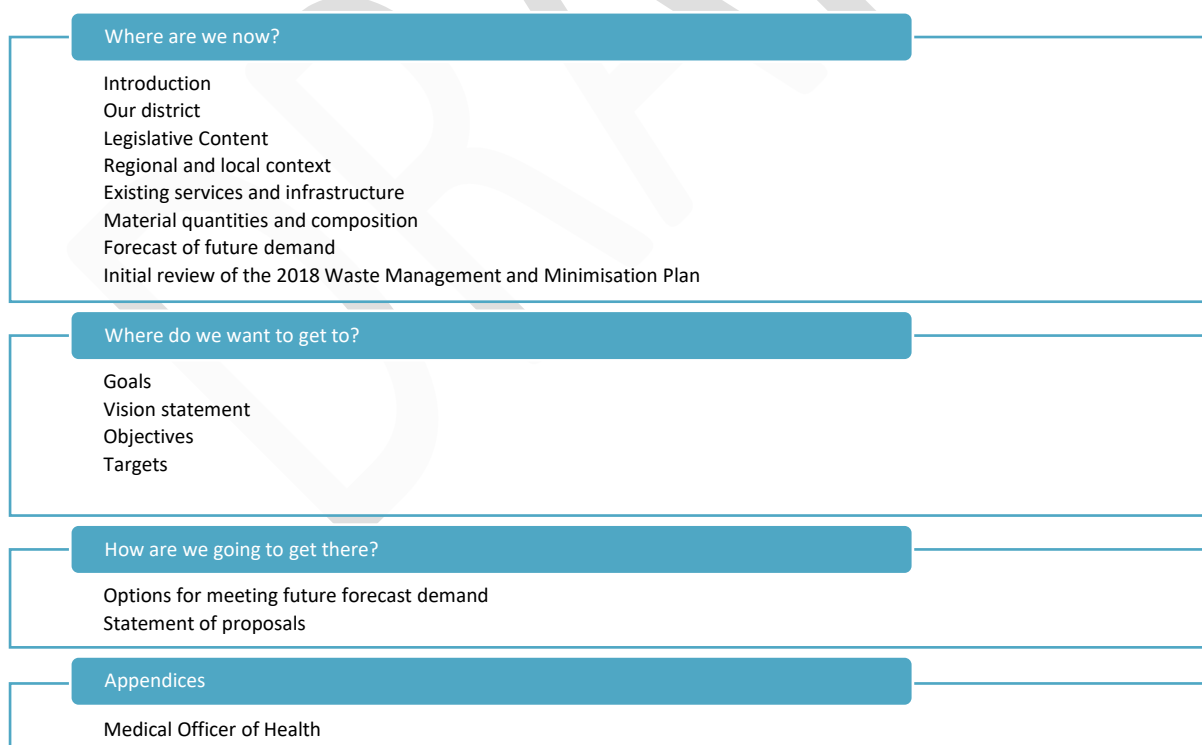


Figure 1.1: Structure of this document.

2 Our District

The Ōpōtiki district is located on the eastern side of the Bay of Plenty. The Bay of Plenty is one of New Zealand's primary fruit growing regions and also benefits from forestry and the tourism industry. The region is divided into seven territorial authorities (Figure 2.1).

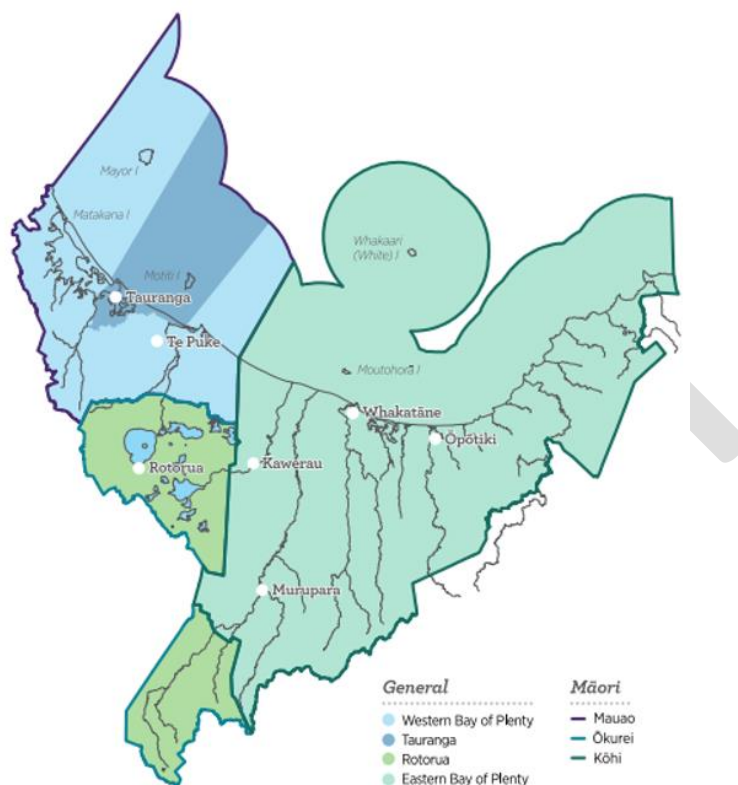


Figure 2.1: Map of Region and Territorial Authority Areas¹.

The main centre in the district is Ōpōtiki township which has a population of approximately 5,380², this accounts for roughly half of the population of the area (estimated at 10,550³). Ōhiwa and Te Kaha are the next most populated areas, however each are recognised as rural settlements with populations below 999 (Statistics NZ).

Over recent years the district has experienced a number of major weather-related events impacting the district and wider East Coast Region.

Ōpōtiki could see a period of significant economic growth on the horizon with the strategic development of the Ōpōtiki Harbour. The harbour development is intended to enhance Ōpōtiki's connectivity and provide a hub for aquaculture such as the Mussel Farm in Ōpōtiki.

¹ Regional Waste and Resource Efficiency Strategy

² Stats New Zealand – Subnational population estimates (TA, ward), by age and sex, at 30 June 2018-2023 (2023 boundaries)

³ Stats NZ - Subnational population estimates (TA, community board), by age and sex, at 30 June 2018-2023 (2023 boundaries)

3 Legislative Context

The legislative context surrounding waste management and minimisation in New Zealand is evolving. This section describes the current context and the drivers that influence waste related legislation.

3.1 Te Rautaki Para Waste Strategy

Te Rautaki Para Waste Strategy (2023) is the Government’s core policy document concerning the future direction of waste management and minimisation in New Zealand. The vision of the Waste Strategy commits New Zealand to a low-emissions, low-waste circular economy, by 2050.

The strategy includes three national targets to achieve by 2030. The targets focus on the three most important changes we need to make:

- 1 **Waste generation:** reduce the amount of material entering the waste management system, by 10 per cent per person.
- 2 **Waste disposal:** reduce the amount of material that needs final disposal, by 30 per cent per person.
- 3 **Waste emissions:** reduce the biogenic methane emissions from waste, by at least 30 per cent.

Section 44 of the WMA requires councils to have regard to the waste strategy when preparing their WMMP. Government announcements relating to the review of the WMA and Litter Act 1979 indicate that the statutory relevance of the waste strategy may be strengthened in a replacement act. In planning for Ōpōtiki, a key focus will be to ensure Ōpōtiki is well set up to deliver on the future direction provided in the Waste Strategy.

Te Rautaki Para Waste Strategy is underpinned by the legislative framework in Figure 3.1. The legislative framework is currently under review with a focus on supporting the vision and direction of the Te Rautaki Para Waste Strategy. There is some uncertainty about what the future legislative framework will look like. This includes proposals relating to nationally coordinated investment in infrastructure, clearer obligations for producers of waste (households and businesses) and specified services such as food waste collection from households.

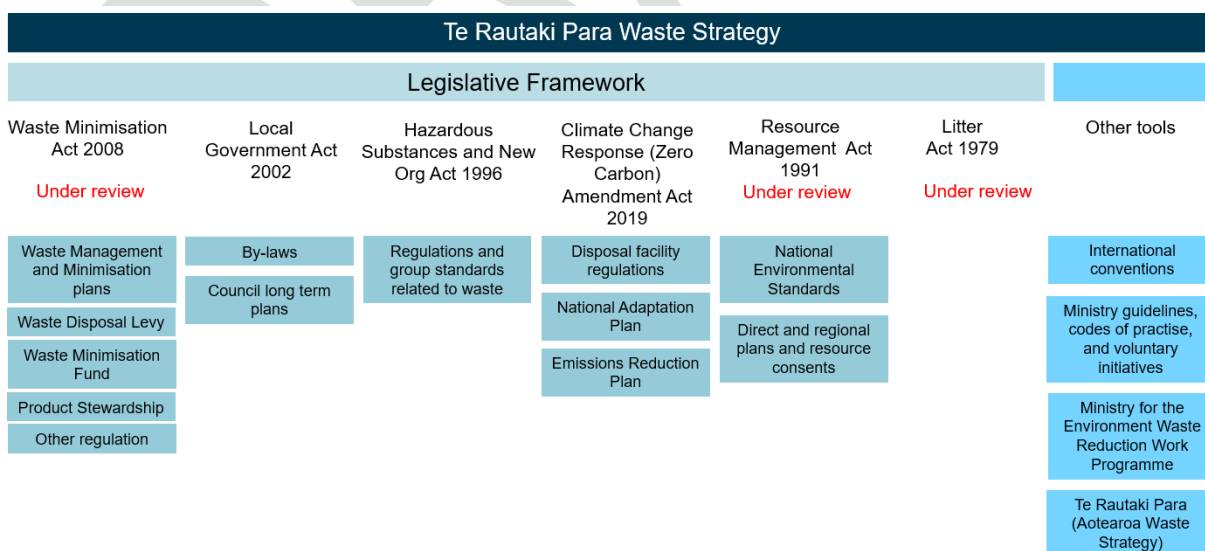


Figure 3.1: Policy context for waste management and minimisation in New Zealand.

3.1.1 Kerbside standardisation

Early in 2023, MfE announced a move to standardise kerbside recycling across the country as part of the workplan /priorities laid out in Te Rautaki Para. This announcement signalled:

- A **standardised set of recyclable materials** would be collected from households in urban areas.
- **Kerbside organics collections** be available to households in all urban areas.
- **Minimum standards for diverting waste from landfill** would apply to councils, with reporting requirements for private waste companies.
- **Businesses would be required to separate food scraps** from general waste by 2030.

The announcement was followed by a Gazette Notice released on 13 September 2023. The September Gazette Notice sets out the first tranche of performance standards⁴ related to standardisation of materials collected for recycling at the kerbside.

The September Gazette Notice signalled that further regulations under the WMA will be developed and that these regulations would:

- Ensure **kerbside recycling services are provided to households in urban areas** (i.e., towns of 1000 people or more) by 2027.
- Make **kerbside organics collection services available to households in all urban areas** by 2030.

The need for businesses to also separate food scraps from general waste by 2030, as signalled in the original announcement, is likely to be considered as part of the broader waste legislation review process.

It is expected that there will be direct implications for Council to navigate as the kerbside standardisation requirements and proposals develop further. Where the policy has already been regulated, these implications are confirmed. Other aspects are expected to have implications if they are regulated. The lack of clarity regarding the timing of some of these proposals creates a degree of uncertainty for Council. However, Te Rautaki Para clearly sets out a pathway towards a more circular economy.

3.2 Waste Levy Expansion

For every tonne of waste disposed to landfill, a levy is applied and collected by the Ministry for the Environment (MfE). Since 1 July 2021, the landfill waste disposal levy has been progressively increased and expanded (

⁴ Standard materials for kerbside collections Notice 2023 (Notice No. 1) [2023-go4222]

Table 3.1).

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Table 3.1: Waste disposal levy expansion

Landfill class	Waste types	1 July 2021	1 July 2022	1 July 2023	1 July 2024
Municipal landfill (class 1)	Mixed municipal wastes from residential, commercial and industrial sources	\$20	\$30	\$50	\$60
Construction and demolition fill (class 2)	Accepts solid waste from construction and demolition activities, including rubble, plasterboard, timber, and other materials	\$0	\$20	\$20	\$30
Managed or controlled fill facility (class 3 and 4)	One or more of: <ul style="list-style-type: none"> contaminated but non-hazardous soils and other inert materials (e.g, rubble) soils and other inert materials. 	\$0	\$0	\$10	\$10

Note: Information sourced from MfE, December 2023. Cost shown is per tonne for each respective waste stream.

Under the current WMA (2008) the revenue created from the levy is invested in initiatives to support waste reduction, with funding allocated as follows:

- 50% to local authorities based on population, to spend on waste minimisation initiatives in accordance with their WMMPs; and
- 50% (less administration costs) for waste minimisation projects through the Waste Minimisation Fund.

Based on this, council received \$74,848 in 2023. Under current legislative settings, the proportion of levy received by territorial authorities is expected to grow as the waste levy expansion and increase is implemented. However, councils' disposal costs can also be expected to increase.

3.3 Container Return Scheme

Alongside kerbside standardisation announcements in early 2023, the Government deferred the introduction of a **national beverage container return scheme (CRS)**. Container return schemes encourage consumers and businesses to return beverage containers (e.g., bottles, cans etc) for recycling and/or re-use. They do this by including a refundable deposit (e.g., 20-cents or more) in the price of purchase.

While the scheme has been deferred it has not been abandoned. As such, depending on design, any future CRS may have an impact on the quantity of containers collected through kerbside recycling services and may significantly increase the value of some collected materials. The current design of the deferred CRS is illustrated in Figure 3.2.

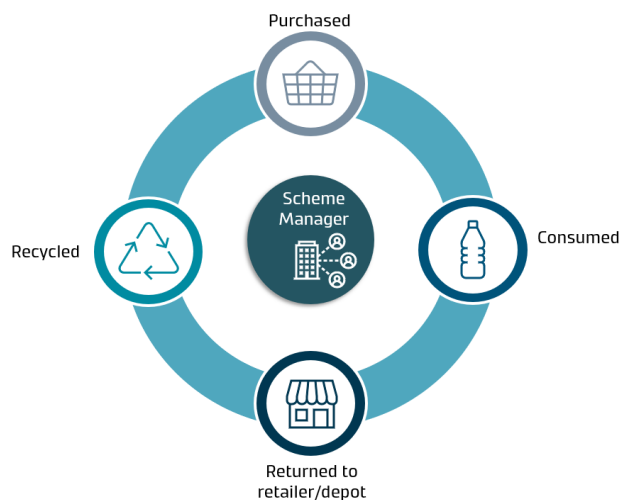


Figure 3.2: New Zealand Container Return Scheme model (figure adapted from Ministry for the Environment).

3.4 Emissions Reduction Plan

In May 2022 New Zealand released a national **Emissions Reduction Plan (ERP)** which set out the planned targets and actions for climate action over the next 15 years. The plan aims to enable a transition to a low-emissions, climate resilient future for Aotearoa New Zealand. As the first of its kind, the Government is placing new requirements on councils to reduce their waste emissions. One of the main actions for local government to reduce emissions is to offer a food scraps collection service by 2030.

3.4.1 International Commitments

New Zealand is party to the following key international agreements that are of relevance to waste minimisation and management:

- **Montreal Protocol** – to protect the ozone layer by phasing out the production of numerous substances.
- **Basel Convention** – to reduce the movement of hazardous wastes between nations.
- **Stockholm Convention** – to eliminate or restrict the production and use of persistent organic pollutants.
- **Waigani Convention** – bans export of hazardous or radioactive waste to Pacific Islands Forum countries.

New Zealand has also joined other countries in supporting the launch of negotiations towards a new treaty to combat plastic pollution. This legally binding treaty is expected to be negotiated by the end of 2024. After negotiation, countries will go through their own treaty-making processes to determine whether they will sign up to the treaty.

4 Regional and Local Context

This Waste Assessment and the resulting WMMP have been prepared within the unique local and regional context of Ōpōtiki. Given this, the actions and objectives identified in the Waste Assessment and WMMP reflect, intersect with, and are expressed through other planning documents. Key planning documents and other factors influencing waste management and minimisation are discussed in this section.

4.1 Regional context

4.1.1 Regional Waste Strategy

The **Regional Waste and Resource Efficiency Strategy (2013 – 2023)** presents a regional position on managing waste, hazardous substances, hazardous waste and contaminated sites in the Bay of Plenty. The strategy was reviewed following the completion of the last waste and infrastructure stocktake in 2013.

The Regional Waste Strategy has a vision of “working together towards a resource-efficient region”.

The Strategy also contains six key focus areas through which the vision and associated goals will be achieved:

- 1 Foster collaboration, partnerships and promote forward planning.
- 2 Improve data quality and information management.
- 3 Review regulatory environment governing waste.
- 4 Increase resource efficiency and beneficial reuse.
- 5 Reduce harmful impacts of waste.
- 6 Stimulate research and innovation.

4.1.2 Cross-regional collaboration

The Bay of Plenty and Waikato regional councils are working together on a number of collaborative projects. The areas of collaborative work include:

- Waste assessment and waste management and minimisation planning.
- Solids waste bylaws, licencing and data.
- Education and communication.
- Procurement.
- Organic waste.
- Rural waste.

4.1.2.1 Eastern Bay of Plenty collaboration

Whakatāne District Council is currently leading an **organics processing options investigation and feasibility assessment**, in collaboration with Ōpōtiki District Council and Kawerau District Council. The three councils have partnered on this work and have access to supporting feasibility funding from MfE as part of the kerbside organics pre-implementation funding package.

The feasibility study is considering a number of collections and processing scenarios for organic materials and is expected to produce:

- 1 An overall analysis of organic waste options for the Eastern Bay.

- 2 A collections and processing options assessment, with Whakatāne and Kawerau reported together and a separate report provided for Ōpōtiki.

This work is ongoing and is expected to be finalised in 2024.

4.2 Local context

4.2.1 Long Term Plan (2021 – 2031)

Ōpōtiki District Council is required to produce a **Long Term Plan (LTP)** every three years. A key part of the Long Term Plan (LTP) is the vision that has been set for the Council. The Council's vision, set out in the 2021 – 2031 Long Term Plan, is:

'Strong Community – Strong Future'

The key focus areas for the Council remain the four well-beings, namely:

- Economic well-being
- Social well-being
- Environmental well-being
- Cultural well-being

The current LTP includes the following sustainable solutions for solid waste management:

- Provision of effective and efficient waste collection and disposal facilities.
- A focus on waste minimisation through waste reduction, reuse and recycling.
- Ensuring a balance between economic incentives for waste reduction and the cost associated with waste disposal through fees and charges.

4.2.2 Long Term Plan (2024 – 2034)

The LTP 2024 - 2034 is being developed alongside this Waste Assessment. Where possible work on the draft LTP 2024 - 2034 has been informed by the information, findings and outcomes highlighted in this Waste Assessment document.

4.2.3 Solid waste bylaw⁵

Council has responsibilities and powers as regulators through the statutory obligations placed upon them under the WMA. Council has a role of regulator with respect to the management of litter and illegal dumping, trade waste requirements and nuisance related bylaws. Council has a solid waste bylaw which forms part of the **Consolidated bylaws 2021**. If there is significant change to the current waste management system then the bylaw may require review.

The current bylaw (Part 10 of the consolidated bylaw) provides for:

- Collection of waste and recyclables.
- Obstruction of footpath.
- Deposit of certain materials in approved containers prohibited.
- Responsibility to ensure road corridor is free of litter post-collection.
- Rubbish disposal areas and transfer stations.
- Interference with and removal of waste or recyclable materials.
- Matters to be considered for issue of licences to collectors.

⁵ [Opotiki District Council Consolidated Bylaws 2021.pdf \(odc.govt.nz\)](#)

4.2.4 Population

In 2023 the population in Ōpōtiki is 10,550⁶. Research was undertaken by MRCagney in 2023⁷ on behalf of Whakatāne District Council into population projections for the Eastern Bay of Plenty. The draft 2024 - 2034 Long Term Plan is expected to be based on the high scenario setting of the MRCagney report, which shows a projected increase to 12,140 residents in 2034. This would result in an additional 692 households over the ten years to 2034.

Table 4.1: Ōpōtiki District Population Projections 2024-2034⁸

Population	2024	2026	2028	2030	2032	2034
Population projections	10,800	11,200	11,400	11,640	11,880	12,140
Additional household predictions	155	310	390	490	590	692

Ōpōtiki has a relatively high proportion of unoccupied dwellings compared to the regional and national averages^{9 10}. Household size (2.38, 2018)¹¹ is smaller than regional (2.6) and national (2.7) figures. Ōpōtiki has a high population of Māori with 64%¹² identifying as Māori or part- Māori, with those identifying as European or part-European making up the second largest ethnic group at 51%.

4.2.5 Economy

The District economy is dominated by agriculture, forestry and fishing (32.9%), other industry (15.5%) and owner occupied properties (9.1%)¹³. Forestry and horticulture units (mainly kiwifruit), dominate across the district. Kiwifruit processors in Ōpōtiki include Seeka and Riverlock Group, meat and dairy processing happens outside of the District with the processing sites including AFFCO Rangiuru (near Te Puke) and Fonterra Edgecumbe. The development of a large-scale mussel farm 8.5km off the coast has added significant economic activity to the district.

To realise the potential of the mussel farm development work on the Ōpōtiki Harbour is underway. The project will provide access for larger boats by creating an entrance that is navigable in all but the worst conditions, enabling Ōpōtiki to become a service and processing base for aquaculture and other marine related industries¹⁴. Ōpōtiki also hosts a number of tourists with nearly 40,000 visitors to the district each year (pre Covid-19), expected to increase following the completion of the harbour project.

⁶ Stats NZ - Subnational population estimates (TA, community board), by age and sex, at 30 June 2018-2023 (2023 boundaries)

⁷ MRCagney (NZ) Ltd, 2023, Eastern Bay of Plenty Housing and Business Needs Research (prepared for Whakatāne District Council)

⁸ All data taken from the draft LTP 2024-2034 working

⁹ <https://www.stats.govt.nz/tools/2018-census-place-summaries/bay-of-plenty-region> &

¹⁰ <https://www.stats.govt.nz/tools/2018-census-place-summaries/new-zealand>

¹¹ Martin Jenkins (2017) Ōpōtiki District Population and Rateable Assessment Projections 2018-2028.

¹² <https://www.stats.govt.nz/tools/2018-census-place-summaries/new-zealand#ethnicity-culture-and-identity>

¹³ <https://ecoprofile.infometrics.co.nz/Opotiki-District/Gdp/Structure>

5 Existing services and infrastructure

Ōpōtiki District utilises waste management infrastructure in and outside of the district. Services and infrastructure are provided and delivered by a combination of Council, commercial entities and Iwi.

5.1 Infrastructure in the Ōpōtiki district

Waste minimisation and management infrastructure and services in Ōpōtiki are provided and delivered by a combination of Council, commercial entities and Iwi (Figure 5.1). This section describes these in terms of those that are managed by council, and those that are not.

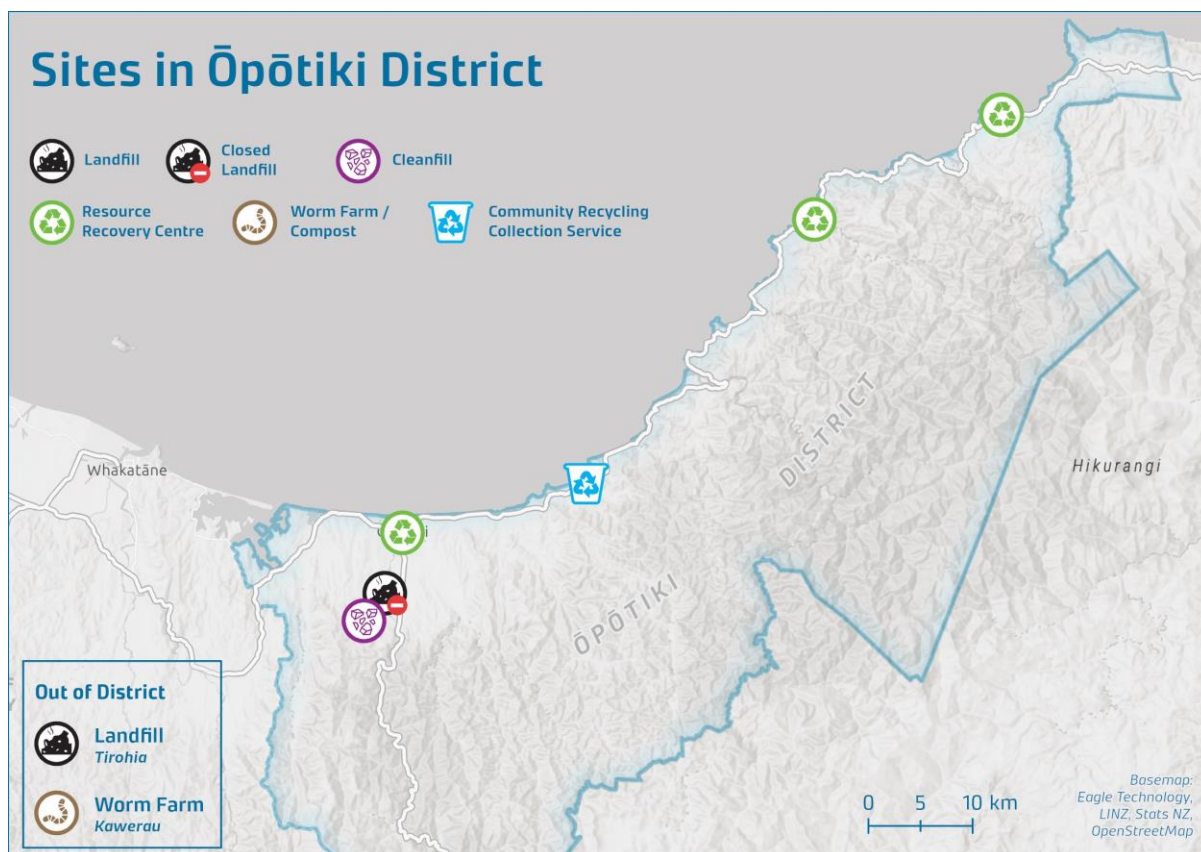


Figure 5.1: Key Waste Facilities in Ōpōtiki district.

5.1.1 Council controlled infrastructure

5.1.1.1 Council rubbish and recycling collections

A kerbside collection service for rubbish and recycling is provided to those households and businesses located with the urban area of the district (Figure 5.2).

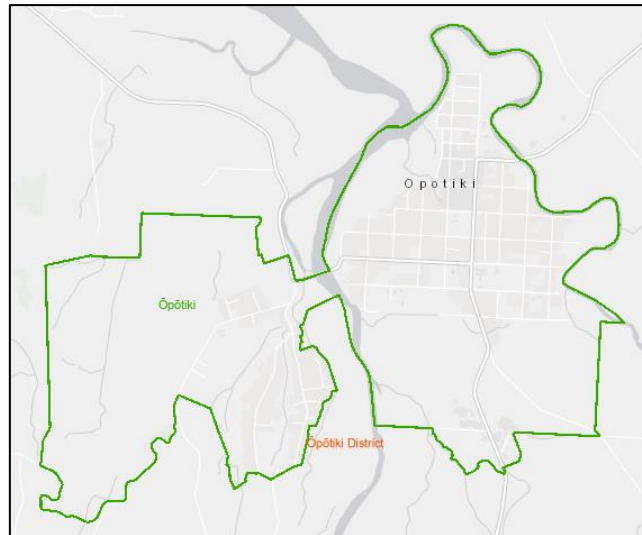


Figure 5.2: Outline of Ōpōtiki District Council urban kerbside collection service area.

Rubbish is collected weekly, with the materials collected for recycling alternating each week (Figure 5.3). There is no separate food waste collection for households or businesses. Councils service is delivered to 65% of households¹⁵ and 1-2% of businesses across the district.

The service is delivered by a contractor (Handee Can Services – Whakatāne), with contracts due to be reviewed in June 2024. The kerbside collection is funded by a targeted rate. For 2023/24, the targeted rate is \$263.06 (GST inclusive).

Week 1



Week 2



Figure 5.3: Council provided urban kerbside collection system.

¹⁵ Proportion calculated using 2,129 households receiving the kerbside collections and 3,261 occupied properties (2018 Stats NZ data).

5.1.1.2 Resource Recovery Centres

The Resource recovery centres (RRCs) in Ōpōtiki provide facilities for the public and commercial operators to dispose of waste and recoverable materials. Council has an agreement with Ngāitai Iwi Authority for operation of a Community Recycling Collection Service (CRCS) in Torere. The CRCS accepts general household rubbish and recycling only, and operates as an equivalent to the urban collection service for the residents of Torere and surrounding area. The opening hours, locations and materials accepted at each RRC are described in Table 5.1.

Material deposited at the RRCs attract a gate fee. Charges for greenwaste, recyclable materials and non-recyclable materials (waste) are outlined in

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Table 5.2. Items including whiteware, gas bottles, and tyres¹⁶ attract per item charges. These are available on council's website.

Household quantities of hazardous materials are accepted at the RRC's. Hazardous wastes are logged as they are received, and stored in the hazardous waste store until a full load is accumulated. The disposal or recovery of the hazardous wastes is contracted out as required.

Table 5.1: Resource recovery infrastructure and collection in the district

Facility Description	Operation	Hours	Materials accepted
38 Wellington Street, Ōpōtiki	Operated by Council	Thursday – Monday 8:00am – 4:00pm Tuesday & Wednesday – Closed	A very wide range of recyclable and recoverable materials, residual waste, household waste
Copenhagen Road, Te Kaha		Saturday, Sunday, Monday & Wednesday 9:00am – 2:00pm Tuesday, Thursday & Friday – Closed	Recyclable and recoverable materials, residual waste, household hazardous waste
Orete Forest Road, Waihou Bay		Monday, Wednesday & Saturday 09:00am – 2:00pm Sunday, Tuesday, Thursday & Friday – Closed	Recoverable materials, residual waste, household hazardous waste
Ngāitai Iwi Authority shed and collection Marae Grounds, Torere	Operated by Ngāitai Iwi Authority	Thursdays for two to three hours	General household rubbish and recycling only ¹⁷ .

Note: Asbestos can be managed at the Ōpōtiki RRC with prior notice.

¹⁶ The cost of tyre disposal will be removed at the site as of September 24 2024, assuming the successful introduction of the TyreWise product stewardship scheme.

¹⁷ Current arrangements limits total volume collected to 6cu.m per week however a new agreement is currently under negotiation.

Table 5.2: Ōpōtiki household/domestic waste - fees & charges

Household/Domestic Waste	Green Waste	Recyclable	Non-Recyclable
Small bag (less than 25 litres)	Minimum \$4.00	\$2.00	\$3.50
Large bag (up to 75 litres)		\$3.00	\$7.00
Extra-large bag (over 75 Litres and wheelie bins)		\$5.00	\$10.00
Wool fadge (1m3)	\$27.00	\$25.00	\$55.00
Cars (0.5m3)	\$9.00	\$7.00	\$20.00
Ute, station wagon, van, small trailers (up to 1m3)	\$18.00	\$10.00	\$30.00
Large trailers (1m ³ to 2m ³)	\$36.00	\$20.00	\$60.00

Commercial/Industrial/Business Waste: Depending on ease of handling, price by negotiation, but generally \$90.00 per m³. For loads greater than 2m³, waste depositors may have to arrange for their own transport to landfill. Council reserves the right to reject any commercial, business or industrial loads.

Since the Woodland Landfill closed in 2004, Ōpōtiki has had to dispose of all non-cleanfill solid waste out of the district. Rubbish and recycling from kerbside collections, other RRC's, and material are brought directly to the Wellington Street RRC which acts as a consolidation point for waste. From here, waste is transported out of the district to Tirohia Landfill (near Paeroa).

5.1.1.3 Closed Landfills

There is one closed landfill in the Ōpōtiki district, Woodlands Landfill which closed in 2005. Council has responsibility under the resource consent to provide ongoing maintenance and monitoring of the landfill after the site is closed¹⁸.

It is understood that there may also be a historic fill site next to Tarawa Creek within the town centre, however little formal information is available on this site.

5.1.1.4 Class 2 – 4 Landfills

There is one Class 4 site (controlled fill) in the district that is consented by the Bay of Plenty Regional Council to receive cleanfill type material and up to 10% untreated timber or greenwaste. Materials accepted are summarised in Table 5.3. The site does not have a weighbridge.

The site is estimated to receive between 5,000 – 10,000 tonnes per annum of material depending on the level of construction activity in the District¹⁹. It is understood that much of this material would previously have been disposed of at the now closed Woodlands Landfill. This site is included on the map shown earlier in Figure 5.1.

Table 5.3: Consented Class 4 landfills in Ōpōtiki district

Facility	Location	Capacity	Materials and Charges
Waiotahi Contractors (Private facility)	Woodlands Road	Consented to 2032	Soil, rock, concrete (minus reinforcing), brick, up to 10% untreated timber or greenwaste.

¹⁸ Ōpōtiki District Council 2022/23 Annual Report (ISSN 1173-1842)

¹⁹ Personal communication with Spike Petersen, director, Waiotahi Contractors

One consented site exists near to the cleanfill for burning of untreated wood – principally trees from orchards, which equates to around 680 tonnes per annum.

5.1.1.5 Waste Education and Minimisation Programmes

Council encourages all schools to adopt a Zero Waste Schools Policy. Marae are also being encouraged to adopt a recycling strategy.

Council also contracts the delivery of waste reduction programme in all schools from time to time.

5.1.1.6 Public place litter bins

There are 19 street litter bins provided in the Ōpōtiki CBD which are serviced under contract by OCS. No bins are currently provided at sports or recreational fields or beaches. Council is seeking to install recycling and rubbish bins located next to toilets located at/within Council reserves.

5.1.1.7 Litter and illegal dumping

During 2023, 46 incidents were recorded to the end of November with enforcement undertaken by Council officers who aim to identify those responsible and recover costs. Litter included recyclable waste, organic material and burnt out or abandoned vehicles.

5.1.1.8 Other Council Services/contracts

In addition to the services described above, council has a number of contracts in place for the delivery of services in the district. This includes rates-funded clean ups of illegal dumping, and provision of litter bins in public places. These contracts are summarised in Table 5.4

Table 5.4: Other solid waste services

Service	Contractor	Contract expiry date
Transport of waste to landfill and some recovered materials	Delta Contracting Ltd	30 June 2024
Collection from coastal RRCs	Handee Can Services	30 June 2024
	Delta	Adhoc ²⁰
Transport of glass bins	Ōpōtiki drainlayers	30 June 2024
Tyres (currently chipped and used as tyre derived fuel)	South Pacific Waste and Recycling, Te Puke; Refined Tyre Company, Napier; Waste Tyre Solutions, Auckland; Waste Management NZ Auckland	As required
Street litter bins installed at sports or recreational fields or beaches	OCS	30 June 2024
Clean up of Illegal Dumping, beach and park cleaning	OCS	30 June 2024

²⁰ This arrangement does not have an assigned contract and as a result there is no contract expiry date.

5.1.2 Non-Council Services in Ōpōtiki

There are a number of non-Council waste and recycling service providers operating in the district. The focus of these services is rubbish collections. These are described in Table 5.5.

Table 5.5: Non-council waste and recycling Services

Operator	Services	Location
Handee Can Services	Waste Collection – skip bins and private wheeled bins	Whakatāne
Blue Rock Contractors	Waste Collection – skip bins and private wheeled bins	
Waste Management	Waste Collection – skip bins	
AgRecovery	Drop off location – agrichemical containers, silage wrap and pit covers, unwanted/expired chemicals	Apex Orchard Services, 140 St John Street
Te Whatu Ora	Drop off location – medical waste (medicines, needles, syringes etc.)	Ōpōtiki Medical Centre, King Street

5.2 Infrastructure outside of the Ōpōtiki district

Infrastructure from outside of the district complements and works alongside infrastructure in Ōpōtiki, given the districts small size. This section describes the waste management utilised by Ōpōtiki that exists outside of the district. This infrastructure is not owned or operated by council.

5.2.1 Recycling and reprocessing

All recyclables are reprocessed and recovered outside the district at a range of commercial processing facilities. These are detailed in **Error! Reference source not found..**

Table 5.6: Other recycling and reprocessing facilities

Facility	Description
O-I NZ Ltd, Auckland	Process colour-sorted glass at their Penrose (Auckland) facility.
Metal Co, Te Puke	Ferrous metals recycling. E-waste components.
EcoCast, Whakatane	Vermicomposting of industrial, council (including biosolids) and some post-consumer organic wastes– currently accept screenings from the Ōpōtiki wastewater treatment plant.
Agrecovery, NZ wide	Accept unwanted agrichemicals and empty containers. Collection from properties (some charges apply) or free drop-off containers at site at Apex Orchard Services (prior appointment required), Ōpōtiki.
Various commercial (EastPack, supermarkets etc)	Recycle own cardboard and other recyclable materials.
Waste Management, Tauranga	Plastics, paper, cans and cardboard
Oji Fibre Solutions, Auckland, Tokoroa, Kawerau	Collect and process various paper and cardboard grades in New Zealand and for export.
Plateau Composting, Kawerau	Mulch and screen greenwaste to produce commercial grade compost.

5.2.2 Landfill

All rubbish that is consolidated at the Wellington Street RRC is currently transported to Tirohia Landfill in the Hauraki district. Tirohia Landfill has been operated by Waste Management New Zealand (WMNZ) since the end of 2016 and is consented until 2035. WMNZ applied for a consent to expand and extend the site in mid-2021; this was declined by Waikato Regional Councils Joint Hearing Committee in October 2021. The decision was appealed by Waste Management Ltd in November 2021 and this process remains ongoing. **Error! Reference source not found.** lists the landfills that could feasibly receive municipal waste from Ōpōtiki.

Table 5.7: Class 1 landfills accessible from Ōpōtiki District

Name & Owner/Operator	Description	Location	Capacity and Consent	Waste Levy ²¹
Tirohia Landfill, Waste Management	Non-hazardous residential, commercial and industrial solid waste, including special wastes. Sludges with less than 20% solid by weight are prohibited. Compostable material is also processed on site.	Tirohia, Hauraki District 224 km from Ōpōtiki.	Consented to accept 4 million m ³ approximately 2035.	Class 1 landfill - \$50/ tonne
North Waikato Regional Landfill, EnviroWaste Services Ltd	Non-hazardous residential, commercial and industrial solid waste including special wastes. Sludges with less than 20% by solid weight are prohibited	Hampton Downs, Waikato District 277km from Ōpōtiki	Consented to 2030	Class 1 landfill - \$50/ tonne
Taupo District Council, Taupo District	No gas capture system in place. Taupo Council and non-Council wastes	Broadlands Road landfill, Taupo 217km from Ōpōtiki	Consented to 2027, capacity up to 16-17 years ²² .	Class 1 landfill - \$50/ tonne
Waitomo District Landfill, Waitomo District Council	No gas capture system in place	Waitomo District 275km from Ōpōtiki	Consented. Consented capacity of 232,000 tonnes. 13 years of capacity at current rates.	Class 1 landfill - \$50/ tonne

²¹ Rate as of November 2023

²² Solid Waste Asset Management Plan [1 \(taupodc.govt.nz\)](https://www.taupodc.govt.nz)

6 Material quantities and composition

This section describes the material quantities and composition resulting from the waste management system described in Section 5. A summary of these quantities and composition are provided in Table 6.1 with further information provided in Sections 6.2, 6.3 and 6.4.

This waste assessment is based on available data sets which present some limitations in accuracy and understanding of trends or anomalies. Where appropriate the data has been compared with nationally available data to track appropriateness and check assumptions.

6.1 Data availability

It is not known where privately collected material is deposited, but it is assumed that this would mostly go to one of the two transfer stations at Whakatane (which also send their waste to Tirohia for disposal).

Tonnage data is not available from the individual RRCs or the kerbside collections. Tonnage data is currently based on the consolidated waste quantities that leave the Wellington Street RRC for reprocessing or disposal. Additionally, tonnage data is recorded against the month that payment is invoiced for the material and therefore may not accurately reflect monthly volumes transitioning through the facility.

In 2022/23 the Wellington Street RRC received funding to support construction of a weighbridge at the site. As of the end of the 2023 calendar year, construction of the weighbridge is complete. It can be expected that future waste assessment calculations and general waste tracking from the district will be significantly improved in future.

6.2 Recovered materials

6.2.1 Council's kerbside recycling RRCs

Table 6.1: Material recovered from the Wellington Street RRC (Jul 2021 – Jun 2023)

Material	2021-2022 Quantity (tonnes per annum)	2022-2023 Quantity (tonnes per annum)
Glass	446	573
Plastics	63	57
Paper	70	76
Cardboard	151	192
Metal	227	258
Organic/green waste	0	552
Concrete/rubble	12	6
Wood	0	22
Tyre/rubber	0	22
Total	968	1,757

Glass represents the largest stream of material recovered overall (by weight), followed by green waste and metals. However, the Ōpōtiki data includes non-domestic waste disposed of at the RRC which may impact the data set compared to similar facilities that receive large domestic and light commercial material streams.

The data shows a significant increase in the quantity of materials between 2021-22 and 2022-23. However, as mentioned above, quantities are recorded against the date of invoice and therefore the information is unlikely to accurately represent the quantity of materials moving through the RRC at a given point in time. For example, no organic/green waste is recorded in 2021-22 whereas a large quantity is recorded in 2022-23. It is more likely that materials collected during 2021-22 were not invoiced during that time period, rather than no material being received during this time. This is unlikely to be an issue going forward as the introduction of the weighbridge will provide more accurate, time specific data.

6.2.2 Diverted materials

There is no information available on the quantity or composition of material diverted outside of the Council resource recovery system or where it is taken to for recovery. Examples include:

- Composting of organic waste on farms or private properties.
- Arborists chipping vegetation and commercial operations selling this as a mulch.
- Stock feed not ending up in landfill, but being diverted to piggeries.
- Commercial recycling from businesses e.g. New World where national contracts are likely to be in place, with the transportation of recyclables outside of the district for processing.

6.3 Waste to class 1 landfill

It is estimated that around 2,352 tonnes of waste were disposed to landfill from the Wellington Street RRC between 1 July 2021 and 30 June 2022.

From 1 July 2022 to 30 June 2023, it is estimated that around 2,424 tonnes of waste were disposed to landfill from the Wellington Street RRC.

6.3.1 Waste composition

There is currently no composition data available for residual waste from the Ōpōtiki district. Estimates of kerbside waste composition have been made based on existing national Solid Waste Analysis Protocol (SWAP) data and data provided by Council. The composition is presented in this section using the 12 primary classifications in the SWAP. The available data does not distinguish between kerbside collected waste and that disposed of at the RRC, it also does not separate domestic waste from business and commercial. Therefore Table 6.2 assumes an average of 446kg of rubbish per household per annum. This is based on findings from a 2020 audit of domestic kerbside rubbish and recycling undertaken at five locations around New Zealand²³.

Table 6.2: Estimated composition of waste to landfill

Category	Composition (%) ²⁴	Weight (kg) ²⁵
Paper	14.3%	64
Plastics	12.1%	54
Putrescibles (kitchen)	40.0%	178
Putrescibles (green)	9.6%	43
Ferrous metals	2.1%	9

²³ Waste Not Consulting (2020) Rethinking Rubbish and recycling – prepared for WasteMINZ TAO Forum

²⁴ Waste Not Consulting (2009) Household sector waste to landfill in New Zealand. Prepared for MfE

²⁵ Waste Not Consulting (2020) Rethinking Rubbish and recycling – prepared for WasteMINZ TAO Forum

Category	Composition (%) ²⁴	Weight (kg) ²⁵
Non-ferrous metals	0.9%	4
Glass	3.0%	13
Textiles	3.8%	17
Nappies and sanitary	10.7%	48
Rubble	1.6%	7
Timber	0.7%	3
Rubber	0.2%	1
Potentially hazardous	1.0%	4
Total	100.0%	446

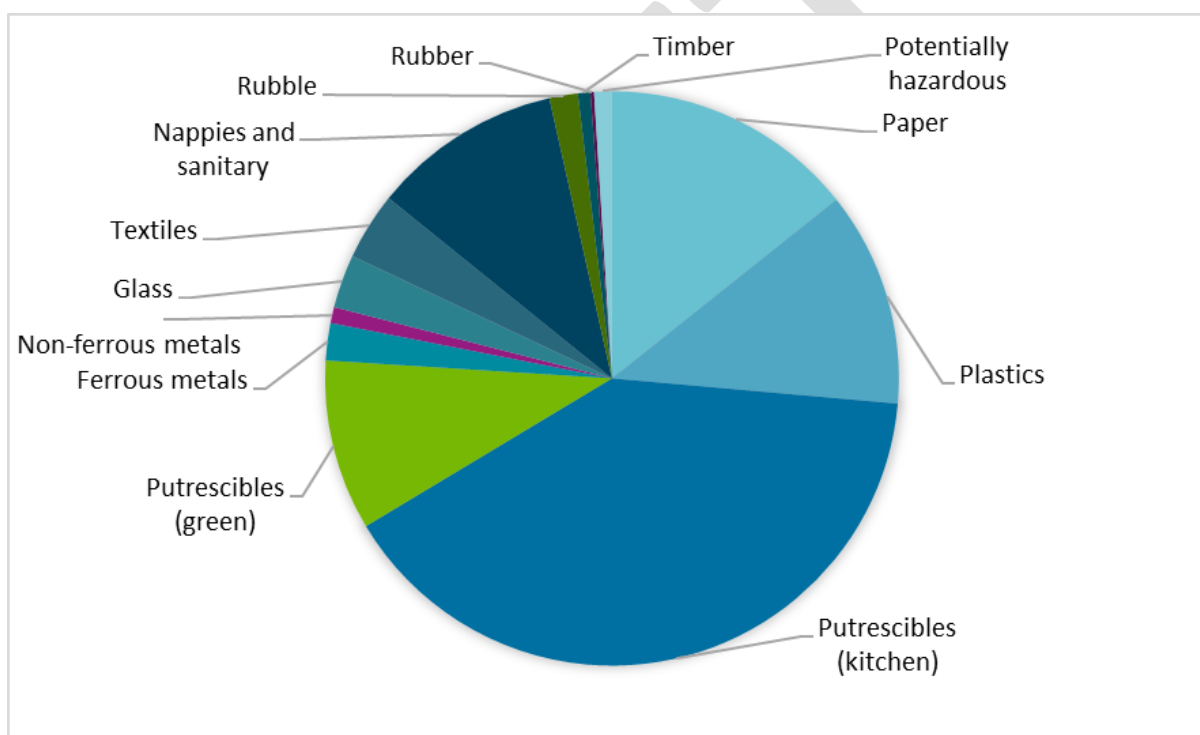


Figure 6.1: Estimated composition of domestic kerbside waste.

Overall composition of waste to landfill is influenced by the types of activities undertaken in the district and without this information an estimate of the overall waste to landfill composition is not available.

In 2015, a study on urban organic waste at the kerbside²⁶ identified that food waste was approximately 33% of the total waste at the kerbside in Ōpōtiki. Note that the sample size for this investigation was small and there will likely be variability in this composition across the district.

6.4 Summary of waste disposed to all landfills

Based on the data provided in this section, a summary of the amount of waste disposed to land between 1 July 2022 and 30 June 2023 has been provided below. Total waste to disposal is an

²⁶ Maple, P (2015) "Scoping study to look at the feasibility of introducing an urban organic waste kerbside collection and disposal system in Ōpōtiki", completed as part requirement for an Advanced Zero Waste course

estimated 17,948 tonnes of solid waste from the Ōpōtiki district. Of this material, 14% or 2,424 tonnes is waste disposed to landfill via the RRC. Waste to class 2-4 landfills contributed 42% to the total, with farm waste contributing 41%.

Table 6.3: Estimated total waste disposal to all landfills 2022-23

	Estimated quantity (tonnes)	Percentage (%)
Waste disposal from RCC (includes kerbside)	2,424	14%
Commercial collectors (outside of the district)	422	2%
Demolition waste direct to Tirohia Landfill	170	1%
Other residual waste	60	>1%
Material sent to cleanfill and other waste to class 2-4 landfills	Est 7,500	42%
Farm waste estimate including non-natural rural waste (Refer Section 6.5.1)	7,372	41%
Total waste to land	17,948	100%

6.5 Other wastes

6.5.1 Rural waste

Little research has been conducted on the quantities of waste generated on farms and disposed of on-site across New Zealand. There are two pieces of research, one conducted in the Waikato and Bay of Plenty in 2014²⁷ and one in Canterbury in 2013²⁸ on farm waste. The Canterbury study found that 92% of the farms surveyed practised one of the following methods (burn, bury, or bulk store indefinitely) for on-site disposal of waste. The studies calculated average annual tonnages of waste for four different types of farm in the regions and this is seen as reflective of other parts of New Zealand.

²⁷ GHD (2014) *Rural Waste Surveys Data Analysis Waikato & Bay of Plenty*, Waikato Regional Council Technical Report 2014/55, July 2014

²⁸ GHD (2013), *Non-natural rural wastes - Site survey data analysis*, Environment Canterbury Report No.R13/52

Table 6.4: Estimated on farm disposal²⁷

On-farm disposal of farm waste in district/city – tonnes/annum	Dairy	Livestock	Arable	Viticulture / Orchards	TOTAL
Number of farm holdings (2012)	69	96	66	156	387
Non-natural rural waste (T/farm/annum)	6.1	8.9	7.4	5.5	6.8
Domestic waste (T/farm/annum)	0.6	0.08	1.1	0	0.3
Organic materials (T/farm/annum)	21.2	21.2	3.2	10	13.6
Total waste generated (T/farm/annum)	27.9	30.18	11.7	15.5	20.7
Disposed of on-farm (T/farm/annum)	25.7	27.8	10.8	14.3	19.0
Total waste disposed of on-farm (T/annum)	1,771	2,665	710	2,225	7,372

This data has been applied to the approximately 400 farms in the Ōpōtiki district (Table 6.4). This suggests that 20.7 tonnes of waste per farm per annum. With 19 tonnes per farm estimated to be disposed of on the farm itself through burial, burning, or indefinite bulk storage. The reports estimated that 7,372 tonnes of waste per annum are disposed in this way across the Ōpōtiki district.

6.5.2 Biosolids

Biosolids from council's wastewater treatment processing are transported to Whakatane for processing. The treated biosolids are sent to Waste Management Tauranga. In 2023, Opotiki produced approximately 54 tonnes of biosolids.

6.5.3 Medical Waste

Medical waste is predominantly disposed of through local medical centres; Council receives small quantities (2-3kg/year) of medical waste that has been incorrectly disposed of at its facilities.

6.5.4 Hazardous waste

Hazardous waste collected at the Opotiki Resource Recovery Centre (RRC) site is appropriately stored and collected as needed. In 2023, a 55 kgs of general household hazardous wastes were collected, along with an additional 388 kgs of other hazardous materials.

6.6 Waste disposal per capita

Total waste per capita has been calculated with the information available for council operations only and has been provided below.

Table 6.5: Waste disposal per capita

Waste per capita	
Population ²⁹	10,550
Total waste to Class 1 landfill (tonnes 2022/23 year), note: Council operations only	2,424
Tonnes / capita / annum of waste to Class 1 landfills	0.230

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²⁹ MRCagney (NZ) Ltd. 2023. Eastern Bay of Plenty Housing and Business Needs Research – prepared for Whakatāne District Council

7 Forecast of future demand

7.1 The changing landscape for resource recovery and waste management

There are a range of drivers that mean methods and priorities for waste management are likely to continue to evolve, with an increasing emphasis on diversion of waste from landfill and recovery of material value. These drivers include:

- **Landfill costs have risen** in the past due to higher environmental standards under the RMA and increasing construction and operation costs. Costs will continue to rise with increases in the Waste Disposal Levy (currently \$20 per tonne, moving to \$60 per tonne in 2024) and costs for landfills associated with the New Zealand Emissions Trading Scheme.
- **The Te Rautaki Para Waste Strategy (2023)** has provided an increased focus on the circular economy and emission reduction, with an ambitious 2050 roadmap. For the district, this may require funding infrastructure to manage specific material streams, implementing national standardisation of collections, a focus on organic waste, increased data collection and reporting requirements and continuing efforts on developing product stewardship schemes.
- **Statutory requirements in the Waste Minimisation Act 2008** to encourage waste minimisation and decrease waste disposal – with a specific duty for TAs to promote effective and efficient waste management and minimisation and to consider the waste hierarchy in formulating their WMMPs. Updates planned to the WMA to support the implementation of the Te Rautaki Para Waste Strategy may affect the approaches driven within Ōpōtiki.
- **New regulations surrounding forestry** (National Environmental Standards for Commercial Forestry) include new requirements to remove slash from erosion-prone land. This may increase the amount of forestry slash requiring disposal in Ōpōtiki, where previously this was left on forests to break down.
- **Waste industry capabilities.** As the nature of the waste sector continues to evolve, the waste industry is changing to reflect a greater emphasis on recovery and is developing models and ways of working that will help enable effective waste minimisation in cost effective ways. This will likely open up new markets for recoverable materials. Recent examples include the development of a food waste anaerobic digestion plant in Reporoa, construction waste diversion activity in Auckland and a tyre derived fuel scheme supplying Golden Bay Cement in Whangarei.
- **Recycling and recovered materials markets** – many materials collected for recycling rely on downstream processing in New Zealand or off shore. Increasingly there is a focus on collecting materials that can be processed in New Zealand (paper, cardboard, PET, HDPE, glass) or that are traded internationally at good prices (steel, aluminium).
- **Local policy**, including actions and targets in the WMMP, bylaws and licensing.
- **Collection systems.** In brief, more convenient systems encourage the presentation of material for recycling or disposal. An increase in the numbers of large wheeled bins used for rubbish collection, for example, drives an increase in the quantities of material disposed of through them. Conversely, more convenient recycling systems with more capacity help drive an increase in the amount of recycling recovered.
 - Council has the benefit of a range of small infrastructure at the Ōpōtiki RRCs that is **capable of sorting, compacting and baling various materials**. This, combined with the relatively low throughput at the site, enables a wide range of material types to be separated at the RRCs. This in turn allows Council to secure good prices for these commodities due to relatively low levels of contamination.
 - The cost of residual waste disposal at the Wellington Street RRC is currently \$90/m³.

- Ōpōtiki's **generation of waste per capita to Class 1 landfill** is approximated to be 0.23 tonnes per capita per annum which is recycled, composted or disposed to landfill.
- Ōpōtiki's **generation of waste per capita (including to Class 1-5 landfills and disposed on-farm)** is approximated to be 1.70 tonnes per capita per annum which is recycled, composted or disposed to landfill.
- Ōpōtiki's **growing tourism industry** is likely to increase the volume of waste generated in public place bins. This waste generation may fluctuate, for example, increasing in large centres around the summertime when holiday makers in the district visit beaches and reserves.

7.2 Projections

Forecasts of waste 'generated' have been developed using population projections, historic waste quantities and the specific factors relevant to the district.

The data presented in **Error! Reference source not found.** (c comparison of waste to Class 1 landfill and recycling over time) suggests that the proportion of waste recovered is reducing over time or that the recovery of waste is in line with population growth. The figure also shows an increase in the amount of waste and recyclables being produced in the district since 2020. This could be attributed to post-COVID related behaviour change, population changes, harbour development or more materials coming from the rural sector however this is unclear from the data available.

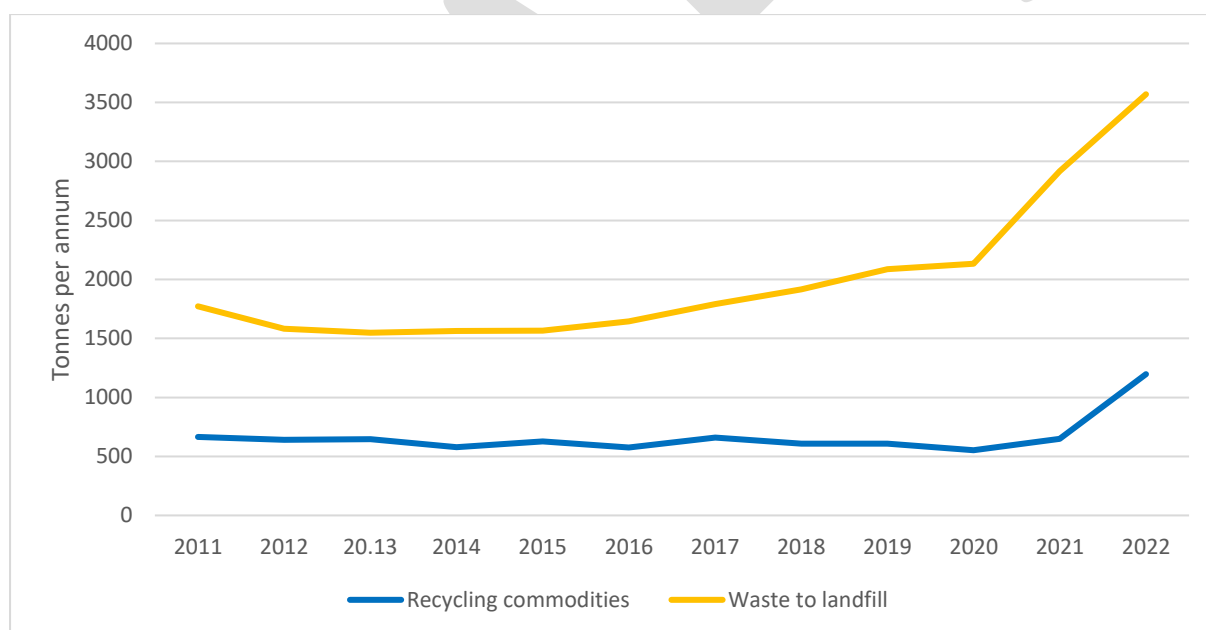


Figure 7.1: Waste quantities over time³⁰.

There are several factors which create significant uncertainty in the forecasts and these need to be considered in any decisions made based on the forecast demands. These factors include:

- The management of waste on individual properties e.g. burning household waste, farm dumps and burning farm waste.
- The impact of the current (regional and national) focus on rural waste. It is possible there will be a resultant significant increase in commercial quantities of rural waste such as plastic wrap,

³⁰ Data provided by ODC from past recorded quantities

chemical containers and treated timber (fencing/construction) making their way to the RRC with a greater focus of rural wastes.

- The impact of alignment with kerbside standardisation requirements and proposals.
- The impact of varying economic activity.

7.3 Gap analysis

The aim of waste planning at a territorial authority level is to achieve effective and efficient waste management and minimisation. The priority waste and sources have been identified through the review of the current situation and summarised below and further commentary is provided.

Table 7.1: Priority wastes and waste sources

Recyclable materials	Other materials requiring active management	Waste sources
Plastics (1, 2 and 5s)	Hazardous waste	Domestic waste
Glass (green, white and brown bottles and glass containers)	Difficult or special waste	Rural waste
Cardboard	General waste	Construction waste
Aluminium cans	E-waste	Farm waste
Non-iron containing metals		
Paper		
Green waste		

7.3.1 Data

The most significant challenge for Ōpōtiki is a lack of comprehensive data. This makes it difficult to understand where material is generated and how it is managed from that point. Some data is available for the streams controlled by Council only. The materials where Council does not currently have data comprises around 10% of the total waste generated in the district. Key information gaps include quantities and characteristics of material going to cleanfill disposal, on-farm disposal and transported out of district through private operators.

7.3.2 Kerbside services

Continued delivery of the kerbside services requires the following to be considered:

- Population growth – increased demand on Council services.
- Organic waste, particularly food waste both from domestic and commercial properties.
- Increased capacity for kerbside recycling.
- Options available for larger families with capacity constraints within the existing kerbside collection.

Demand for waste management services is not restricted to the Ōpōtiki town itself. This is due to the spread out nature of the existing population.

The generation of waste per capita (Class 1 landfills only), which is approximated to be 0.23 tonnes per capita per annum, is lower than the New Zealand average³¹. Relative to similar councils,

³¹ Ministry for the Environment. 2021. Te kawē i te haepapapara | Taking responsibility for our waste: Proposals for a new waste strategy; Issues and options for new waste legislation. Wellington: Ministry for the Environment.

Ōpōtiki's waste generation per capita is low (refer Table 7.2). However, it should be noted that there is unquantified waste which council does not have sight over, which needs to be captured going forwards.

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Table 7.2: Waste disposal per capita across rural New Zealand councils

	Central Hawkes Bay District Council	Matamata-Piako District Council	Kaikoura District Council	Hurunui District Council
Population	13,720	34,404	4,110	11,529
Total waste to Class 1 landfill (Council operations only)	6,714	12,557	1,722	3,323
Tonnes / capita / annum of waste to Class 1 landfills	0.489	0.369	0.440	0.256
Data source	CHBDC Waste Assessment, 2019 P.50	MPDC Waste Assessment, 2020 P.11	KDC Waste Assessment, 2020 P.25	HDC Waste Assessment, 2020 P.5

7.3.3 The RRC network

Around 2,352 tonnes of waste were disposed to landfill from the RRCs in 2021/22. It is likely that this material includes a high proportion of reusable or recyclable materials and improved diversion at the RRCs for general waste is worth considering. However, there are other materials present in the waste stream that may have negative impacts and this will also need to be carefully managed. These include:

- Hazardous waste (e-waste, used oil, agrichemicals).
- Difficult or special waste (tyres, bulky waste, dead animals).
- General waste (household and commercial waste).

7.3.4 Waste from businesses

Forthcoming developments relating to aquaculture and the Ōpōtiki harbour will result in a significant increase in waste streams associated with shellfish processing, and some waste streams associated with water-based tourism activities. These developments will take place during the term of the new WMMP.

Construction and demolition waste is a significant part of the waste stream which may be able to be recovered to a greater extent. Economic activity and population growth could lead to a significant increase in this waste stream in the future which will require planning.

7.3.5 Public litter bins

There will need to be attention paid to the facilities provided for tourists. Issues such as bins on beaches, freedom camping and litter and illegal dumping will all be important to address.

7.3.6 Rural waste and isolated locations

Farm and rural waste is likely to make up a substantial proportion of the total waste that is currently being generated in the district. Further work to increase awareness of the problems associated with improper disposal may drive demand for better services.

Ōpōtiki, by nature of its relative geographic isolation, faces challenges in accessing appropriate facilities for disposal and processing of material. While there are facilities that can be accessed with the region for most waste streams, transport distances, and hence costs mean that recovery and disposal options all have substantial costs attached.

7.3.7 Resilience and weather related waste

Consideration will need to be given to the district's ability to effectively respond to future events in regard to waste aspects, including movement of material through the district. The resilience of the district, in particular the smaller more rural communities, should also be further considered. The expanded role that the current waste infrastructure in these communities could play in any future response (i.e. wellbeing and welfare responses in a civil emergency) should be considered as part of any future investment or upgrade process to these existing waste facilities.

7.3.8 Economic growth

The Harbour project requires ongoing consideration in terms of waste generation.

DRAFT

8 Initial Review of the 2018 Waste Management and Minimisation Plan

The last WMMP for Ōpōtiki district was prepared in 2018. The Waste Minimisation Act requires that each Waste Assessment include a review of the last WMMP, including an assessment of data, key issues from the last WMMP, any other issues not addressed, and an update on the action plan from the last WMMP including progress.

8.1 Data

The information presented in this waste assessment is an improvement and informs the strategic approach and specific actions presented later in this Waste Assessment. The improved data availability reflects action taken at a local, regional and national level to improve data availability. However, remaining gaps highlight that there is still work to do.

8.2 Key Issues

The key issues identified in the last WMMP are summarised in Table 8.1.

Table 8.1: Progress on key issued from the 2018 WMMP

Issued raised in 2018 WMMP	Comment on progress
Kerbside	Capacity added
Food waste – opportunity for improved diversion	No progress
Rural waste – managing waste produced by rural households	No progress
Farm waste – management of waste produced from farms	No progress
Aquaculture/harbour development – new and increased volume of existing waste streams	Seafood processing established, port being developed.
Disposal and other infrastructure – limited availability of disposal facilities and increasing costs.	Tirohia Landfill is being extended Hampton Downs also available
Kerbside rubbish – residents reporting dog strike resulting in litter and difficulty in collecting rubbish.	Shift to bins has addressed some of the issues but now there has been concern expressed about capacity
Data and monitoring	Data still very limited but improved.

8.3 Targets

Council did not set targets in the 2018 WMMP due to uncertainty in data available for waste quantities and types in the district. The 2018 WMMP does state that Council intend to implement the national waste data framework and improve the quality of data for more waste streams. It stated that once better data was available, benchmarking and targets would be set for the remainder of the WMMP. No targets were set for the remainder of the WMMP.

8.4 Implementation Plan

The implementation plan identified key actions, methods to address the issues, funding sources, and monitoring and reporting metrics and frequencies. Table 8.2 below shows progress made on individual actions.

Table 8.2: Review of 2018 WMMP Action Plan

Action plan	Action detail (timeframe, funding)	Progress
Solid waste bylaw	Review existing bylaw to ensure alignment with any changed services, and incorporate standard clauses as appropriate	Solid waste bylaw was combined into a consolidated bylaw alongside Councils other bylaws. Bylaw will require a review and updating with any change in future service.
Regional licensing and data collection project	Work with other councils and agencies such as BOPLASS to support the implementation of any regional approach to licensing and data collection	Ongoing – however Central Government proposals for a National Waste Licensing regime has slowed down local progression of this initiative.
Illegal dumping	Continue to take enforcement action against those that dump rubbish where possible.	Ongoing
Develop a data strategy that is aligned with the national waste data framework	Develop a data strategy that is aligned with the national waste data framework to ensure that Council is collecting accurate and appropriate data to use in future waste assessments. This may involve carrying out 'SWAP' composition studies, and/or negotiating the use of a weighbridge to collect data on the quantity of wastes from kerbside rubbish and recycling collections	Weighbridge has been installed .with plans to start fully utilising the weighbridge for data collection from 1 July 2024.
General education and engagement	Continue to provide information on services and waste minimisation generally to householders, appropriate to their situation	Ongoing
Expand education and engagement activities	Build on existing information provision, particularly through social media and community engagement channels	Ongoing
Specific education and engagement relating to any service changes	If kerbside collection services or other services are changed/new services are offered, more intensive and specific information material will be required	Completed and will be required for any future change in service.

Action plan	Action detail (timeframe, funding)	Progress
Review kerbside collection systems generally	Review the kerbside collection system and identify improvements that will address issues such as restricted capacity for recycling and rubbish, food waste diversion, reducing dog strike, and a subsidy policy for specific parts of the community. Options for providing subsidies/discounts to target groups will be investigated. Investigate offering wheeled bins for rubbish collection, which could still be on a user-pays basis. A wheeled bin service costs more to provide than the existing system.	Ongoing – noting the proposals and requirements released by Central Government in 2023.
Food waste diversion	Support the regional food waste investigation project and implement agreed actions following appropriate consultation through annual plans or LTP processes.	Ongoing – Eastern Bay of Plenty organics feasibility study underway and expected to be completed in early 2024.
Extend kerbside collection systems	Extend kerbside collections to additional areas, as operational efficiency makes this cost-effective, on a case by case basis	In progress
Farm waste	Consider introducing a specific service targeting farm waste, depending on the outcomes of the current trials	To be completed
Peak season collections	Investigate the potential to introduce a `summer camping` system where visitors to the district and users of popular free camping areas are able to pay a charge and receive collections during peak seasons. Implement if feasible.	To be completed
Extend RRCs	Operate RRCs as currently, with improved signage, additional reuse options, reviewed charges, and incorporation of additional waste streams, micro-businesses and community partnerships.	Ongoing
Capital works	Continue to undertake scheduled capital works on facilities	Ongoing
Work proactively with commercial and community sectors	Identify key groups and work proactively with them to target waste stream and issues, and develop collaborative solutions.	To be completed
Participate in collaborative projects	Work within the Waste Liaison Group to identify and support collaborative projects, particularly those relating to infrastructure, food waste collections, and licensing/data collection.	Ongoing
Advocate for extended product stewardship	Work with local and regional councils and other organisations to promote enhanced product stewardship schemes including accredited and priority product schemes under the WMA Encourage and work with the Bay of Plenty District.	Ongoing

Action plan	Action detail (timeframe, funding)	Progress
Medical Waste Collection	Encourage and work with the Bay of Plenty District Health Board in providing appropriate schemes for the management of medical waste from home health care and medical facilities.	Ongoing

Most of the identified actions related to ongoing operations. These were all carried out and will continue to progress over the term of the next plan.

The key actions not addressed have been highlighted in the table below. These actions should be carried through to the new WMMP given that they address gaps and issues that will continue to be relevant throughout the term of the next WMMP.

Table 8.3: Actions to be taken forwards from last WMMP

Action Plan	Action Detail (timeframe, funding)
Develop a data strategy that is aligned with the national waste data framework	Develop a data strategy that is aligned with the national waste data framework to ensure that Council is collecting accurate and appropriate data to use in future waste assessments. This may involve carrying out 'SWAP' composition studies, and/or negotiating the use of a weighbridge to collect data on the quantity of wastes from kerbside rubbish and recycling collections.
Farm waste	Consider introducing a specific service targeting farm waste, depending on the outcomes of the current trials
Peak season collections	Investigate the potential to introduce a 'summer camping' system where visitors to the district and users of popular free camping areas are able to pay a charge and receive collections during peak seasons. Implement if feasible.
Work proactively with commercial and community sectors	Identify key groups and work proactively with them to target waste stream and issues, and develop collaborative solutions.

9 Where do we want to be?

9.1 Background

The preparation of this Waste Assessment has included a review of the Vision - Goals Objectives framework set out in the previous WMMP. The relationship between Vision, Goals and Objectives is illustrated in Figure 9.1³².

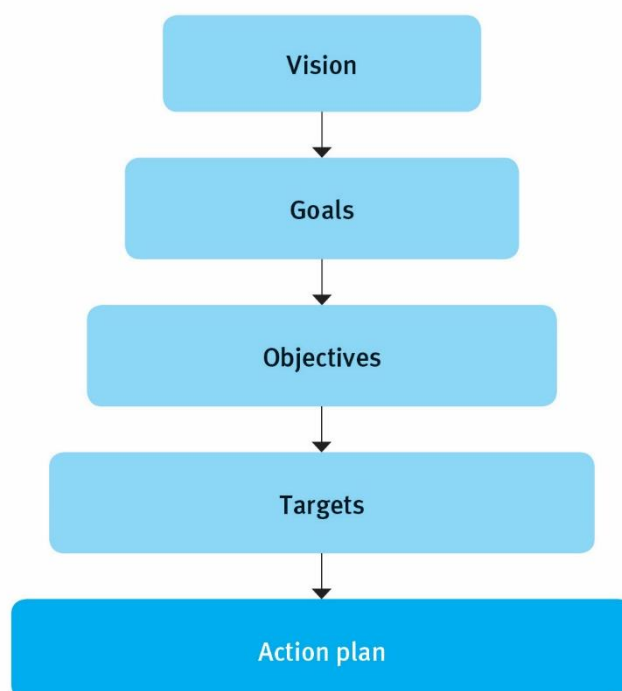


Figure 9.1 Vision, goals, objectives and targets.

9.2 Draft vision, goals, objectives and targets

The draft vision for waste management and minimisation in the Ōpōtiki Region is³³:

“Taking action towards a circular economy”

9.2.1 Tangata whenua view of waste management

This draft vision aligns to the vision and content of the Waste Strategy (see section 3.1). The Waste Strategy highlights how the concept of circular economy is well aligned with the underlying values of te ao Māori. In particular with tangata whenua principles of kaitiakitanga and mauri which take an integrated view of the environment. Kaitiakitanga and mauri, are highly complimentary to the waste hierarchy; collectively forming a set of potential foundational principles that support a vision of minimizing landfill waste.

Recognising the significance of these principles, there will be a need for Council to undertake ongoing engagement with mana whenua. This is likely to mean rigorous testing of waste proposals

³² Sourced from Waste Assessments and Waste Management and Minimisation Planning – A Guide for Territorial Authorities, MfE 2015.

³³ This vision is adopted from the previous WMMP and reflects the aspirations of the Ōpōtiki district community.

and the WMMP to align future waste management practices in the district with local cultural values and environmental sustainability priorities.

9.2.2 Draft Goals

The draft goals for waste management and minimisation in the Ōpōtiki district are :

- 1 Collective responsibility for our resources and where they end up
- 2 Enabling systems to support the reuse, reduction and recycling of materials
- 3 Collaborate and innovate for a circular economy

9.2.3 Draft Objectives

The draft objectives for waste management and minimisation in the Ōpōtiki District are:

- Objective 1: Promote, encourage and support reduction, reuse and recycling.
- Objective 2: Council, Iwi, hapu, local community and businesses work together where possible to implement projects that maximise waste diversion and effective resource recovery.
- Objective 3: Strengthen regulative instruments and tools to support improved environmental, public health, waste and resource recovery outcomes across the district.
- Objective 4: Strengthen cost-effective and equitable collection systems and services across the district.
- Objective 5: Prioritise developing a stable foundation of waste and resource recovery facilities so that more material, and a wider range of items, can be diverted from landfill.

9.2.4 Draft Targets

Te Rautaki Para Waste Strategy sets three national targets to be achieved by 2030. This includes:

- 1 Waste generation: reduce the amount of material entering the waste management system, by 10 per cent per person.
- 2 Waste disposal: reduce the amount of material that needs final disposal, by 30 per cent per person.
- 3 Waste emissions: reduce the biogenic methane emissions from waste, by at least 30 per cent.

The generation of waste per capita in the Ōpōtiki district is lower than the New Zealand average, so while these targets have been set at a national level they may not accurately reflect the situation in Ōpōtiki.

The absence of robust data specific to the district and the Council provided services makes it difficult to establish a reliable baseline of waste management in the District. The introductions of a weigh bridge to the Wellington Street RRC is likely to improve the quality of data available over the next few years. Similarly, the opportunity to include reporting requirements in any contracts associated with the new kerbside contract required at the end of 2024 will also improve the quality of data that Council has access to.

It would be sensible for Council to review the suitability of the above National targets to the local situation once one years' worth of data has been collected. Any changes to the targets, and therefore an associated WMMP, could then be re-confirmed through an Annual Plan process.

Table 9.1 provides a summary of the draft Vision, Goals and Objectives presented above and associated actions for waste management and minimisation in the Ōpōtiki District.

Table 9.1: Draft Vision – Goals – Objectives – Actions

Vision	Taking action towards a circular economy	
Objective	Relevant goal(s)	Actions
1 Promote, encourage and support reduction, reuse and recycling	Goal 1: Collective responsibility for our resources and where they end up Goal 3: Collaborate and innovate for a circular economy	<p>Continue to update and maintain information on the Council website regarding Council's services, particularly commercial collections and private sector (for example farm plastics).</p> <p>Develop an engagement plan to outline ongoing waste minimisation education and behaviour change campaigns and programmes to support the actions of the WMMP.</p> <p>Develop a district specific plan for Council to deliver waste minimisation programmes, support environmental education activities for schools and early learning centres, including site visits.</p>
2 Council, Iwi, hapu, local community and businesses work together where possible to implement projects that maximise waste diversion and effective resource recovery.	Goal 1: Collective responsibility for our resources and where they end up Goal 2: Enabling systems to support the reuse, reduction and recycling of materials Goal 3: Collaborate and innovate for a circular economy	<p>Identify and establish partnerships and collaborative relationships that will enable us to process and manage wastes and resources locally wherever feasible and cost-effective.</p> <p>Develop a grant funding strategy targeting publicly available funding to help co-fund investigations and infrastructure enabling the delivery of actions. For example the Waste Minimisation Fund.</p>
3 Strengthen regulative instruments and tools to support improved environmental, public health, waste and resource recovery outcomes across the district.	Goal 1: Collective responsibility for our resources and where they end up Goal 2: Enabling systems to support the reuse, reduction and recycling of materials	<p>Review and update waste bylaw.</p> <p>Establish robust data reporting and information collecting processes to better understand and track our work on waste and resource recovery</p> <p>Reduce illegal dumping through active enforcement under the Litter Act, education on the services available and consider options to reduce illegal dumping of animal carcasses.</p>

Vision	Taking action towards a circular economy	
Objective	Relevant goal(s)	Actions
4 Strengthen cost-effective and equitable collection systems and services across the district	Goal 2: Enabling systems to support the reuse, reduction and recycling of materials.	Undertake a review of Council delivered services. <ul style="list-style-type: none"> - identification of options to account for compliance with central government requirements. - consider the needs of larger families, rural areas, - look for ways to limit double handling of materials - followed by a S17A review.
5 Prioritise developing a stable foundation of waste and resource recovery facilities so that more material, and a wider range of items, can be diverted from landfill	Goal 2: Enabling systems to support the reuse, reduction and recycling of materials.	Develop a district focused waste and resource recovery future infrastructure plan. The plan should consider District specific challenges and opportunities and the local based solutions that may address these. Investigate options to accept additional reusable or recyclable waste streams at the RRCs with a focus on those with existing funding mechanisms (e.g. materials that are part of existing product stewardship schemes).

10 How are we going to get there?

10.1 Introduction

Section 51 of the WMA requires that a Waste Assessment contain a statement of options available to meet the forecast demands of the district with an assessment of the suitability of each option.

This section summarises the identification and evaluation of options to meet the forecast demands of the district, address issues identified in this waste assessment and to meet the goals set out in Section 9. The preferred options from this assessment will be incorporated into WMMP as methods and feature in the Action Plan.

For the Ōpōtiki District the total quantity of waste generated is forecast to increase over the life of this plan in line with population and economic activity. Infrastructure planning needs to take account of this growth.

The available data suggests that there is potential to increase the diversion of material from the waste management system. There are also ongoing issues with the current size of rubbish containment, obtaining robust data on waste and recycling activity and the potential for increasing quantities of materials entering the waste stream from rural properties.

A significant challenge for Council is the small population, and therefore rates base, compared to the large land area. The limited rates funding that Council does receive for waste and resource recovery goes towards funding kerbside and drop off services. There is insufficient funding, even with their waste levy allocation, to allow investment in any new resource recovery and waste minimisation initiatives. Maintaining the status quo is already a financial challenge.

Options are evaluated with reference to the Vision, Goals and Objectives set out in Section 9. Specifically:

- Sustainable, cost effective services.
- Increase the quantity and range of material diverted from landfill.
- Deliver broader outcomes (business development, employment, social benefits).
- Partnering with the community to deliver local waste outcomes.
- Strengthen the foundation from which future waste and resource recovery services and infrastructure can develop.
- Process and manage wastes locally wherever feasible and cost-effective.
- Work closely with commercial entities to identify opportunities to better manage non-household waste streams.
- Access to additional sources of funding to support waste and resource recovery capital investment.

10.2 Identifying options

There are a wide range of approaches to providing waste management and minimisation services and programmes that could be adopted in Ōpōtiki. A useful way to consider options is the model set out in Figure 10.1. Simply put, effective waste management and minimisation relies on a combination of infrastructure (including collection), education/information and regulation or policy. These are supported by having the right data to inform strategic and operational decision making.

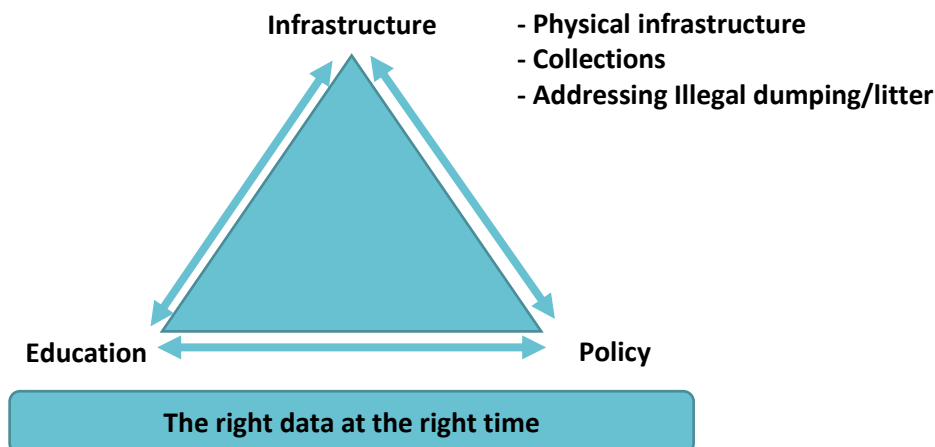


Figure 10.1 Effective Waste Management and Minimisation.

For this waste assessment, options have been identified by considering key challenges for waste management and minimisation in the Ōpōtiki District, referencing approaches adopted elsewhere and looking for new solutions where appropriate. Options have also been considered with reference to the current recovery rates of key materials.

Based on the model set out in Figure 10.1, options considered can be grouped as follows.

Infrastructure

- Providing **collection** services - collection of waste, recyclable materials (at kerbside or resource recovery facility) and public litter bins.
- Providing **physical infrastructure** - fixed location drop off facilities, waste sorting, waste processing.
- **Managing the negative impacts of waste** - litter/illegal dumping clean-up, closed landfills.

Education

- Changing behaviour - **education** programmes targeting schools, businesses and/or households
- Support infrastructure - **information** on how to use collection and drop-off services to maximise recovery and maintain the quality of recovered materials (to maximise their value).
- developing an understanding of collective responsibility for waste and resource recovery outcomes.

Policy

- Strengthening relevant provisions in the existing by-law.
- Effective data collection from Council services, working alongside other Councils in the region, considering regional approaches.
- Targeted data collection, for example waste composition surveys and contractor collected data under collection and transportation services.

Other

- Making information on waste issues and opportunities available.
- Developed provisional criteria will be based on contribution to the Vision, Goals and Objectives for waste management and minimisation with consideration of co-funding. Applications for funding should also be assessed for their ability to deliver the promised benefits i.e. due diligence on organisation capability, governance and accountability. Consideration also needs to be given to ensuring that funding supports new or expanded activities rather than supporting the status quo.

- Working with other Councils in the region and other stakeholders to progress national debate on waste issues and policy.

10.3 Options Analysis

The following sections outline the potential options available to Council to meet the future waste and resource recovery needs and demands of the district. The options presented range from continuing with the status quo, doing more through to undertaking maximum actions. For some of the services a reduction to the status quo service option has also been included. Some high level benefits and risks for each option have been presented.

As noted elsewhere in this report, Council is in the process of developing their LTP 2024-2034 for the district. The events of the last few years (i.e. 2023 weather events, COVID etc) have highlighted a number of pressing challenges for Council. In particular, it has highlighted the need for more urgent investment in a range of aging infrastructure. Council has access to a limited pool of funding and resourcing, creating significant pressure on budgets and rates.

Some analysis has been included below as to the suitability of these options however this has primarily focused on waste minimisation. Further analysis and consideration will be needed within the wider context of Councils commitments, resources and budgets to determine the preferred approach for each system component.

10.3.1 Waste Collection

Considering approaches adopted elsewhere, Council could consider the options listed in **Table 10.1**.

Table 10.1: Options for residual waste management and minimisation service

Summary	Explanation	Objective
Urban and semi-rural rubbish collection		
Kerbside rubbish collection continued <i>(Status quo)</i>	Continue with the current approach of providing kerbside rubbish collection to those living in the urban and semi-rural areas, with the option of residents transporting their waste to the RRCs themselves also. Benefits – if progress is made on waste reduction, capacity of bin would remain suitable. Risks – does not cater for large families and an increase in targeted rates for the current service is expected.	Continue current service delivery.
Kerbside rubbish collection removed <i>(Reduced service option)</i>	Council to stop providing a rubbish collection service, requiring residents to transport their rubbish materials to one of the RRCs. This option requires consideration alongside any proposed recycling collection change and Council's vision of a more circular approach to waste management and reduction in waste to landfill. Benefits – residents have flexibility to use the RRCs or the private sector, potential for increased competition in the market. Risks - this option may risk council becoming non-compliant with the requirements and proposals that are a part of standardising kerbside collections in Aotearoa. It may also have consequences under the Local Govern Act. This option may result in unintended consequences from poor management and disposal of rubbish by individuals. Council will have reduced influence over waste minimisation.	Reduce cost to Council of proving refuse collection service.
Kerbside rubbish collection includes additional bin <i>(Do minimum option)</i>	Council to provide an additional bin of the equivalent size (45 L) currently delivered. This could be an additional charge on the rates bill of those who opt in for the extra bin. Benefits – caters for a base level of service and provides flexibility through user pays for additional capacity and can be serviced with existing collection trucks. Risks – greater administration requirements to manage an opt in service and the uncertainty around the actual diversion from this.	Increased containment capacity.
Kerbside rubbish collection stickered bag system <i>(Intermediate option)</i>	Council to include a stickered bag system part of the existing rubbish collection service. Some Council's provide opt-in rubbish bag and/or wheelie bin collection services funded by a variable targeted rate ³⁴ or selling bin tags ^{35 36} . Benefits - provide additional capacity as this would enable those properties with larger families to be able to dispose of all rubbish they produce at the kerbside. Risks – combination of bags and bins for collection could require manual handling collection and different collection trucks adding cost.	Provide a Council service which meets household requests for additional capacity.
Kerbside rubbish collection increased capacity <i>(Do maximum option)</i>	Increase capacity of existing containment e.g. increasing the current bin size from 45L. Benefits - this could be supported by a reduction in the collection frequency to reduce costs, and alongside food waste collection to improve diversion of waste to landfill. An investigation should be considered prior to implementing a roll out of increased capacity for rubbish. Consideration of measures to reduce the rubbish volume should be reviewed. Risks – could encourage more waste to landfill and increased targeted rates if collection frequency is not reduced.	Increased containment capacity

Rural rubbish collection		
Rubbish drop off (<i>Status quo</i>)	<p>Continue to offer user-pays drop off rubbish services at the RRCs across the district for rural residents. Consideration could be given to the operating days/hours to make sure that the facilities are accessible to the community.</p> <p>Benefits – residents are familiar with the service.</p> <p>Risks – there is an unequal level of service provided to urban and rural households, if disposal costs at RRC increase significantly people may look to improper waste disposal methods.</p>	Continue current service delivery
Kerbside rubbish collection extended (<i>Intermediate option</i>)	<p>Council to extend the urban collection service across the district to those rural households not currently receiving a rubbish collection service. A targeted rate would be applied to those households who receive the service. Households may be required to take their waste to a collection point, for example on main roads.</p> <p>Benefits – provides a more equitable level of service to more households in the district.</p> <p>Risks - the service may have low uptake given the collection is designed for urban properties, however a targeted rate could be applied to eligible properties regardless of whether they have indicated support for the service. The contractor may have difficulties accessing private and unsealed roads requiring people to bring their rubbish to a central location.</p>	Consistent level of service, equality, avoid fragmented collection services
Kerbside rubbish collection established for rural houses (<i>Do maximum option</i>)	<p>Council to provide a separate rural waste collection service to those households not currently receiving a collection service. A targeted rate would be applied to those households who receive the service. The structure of this service would vary from the extension option, as it would be a standalone collection service.</p> <p>Benefits – provides a more equitable level of service to more households in the district. The service can be designed for the needs of rural properties.</p> <p>Risks – the contractor may have difficulties accessing private and unsealed roads which may require people to bring their rubbish to a central location.</p>	Provide a Council service to residents in rural areas
Business rubbish collection		
Kerbside rubbish collection used by those businesses in urban area (<i>Status quo</i>)	<p>Those businesses who qualify for a rates based rubbish collection service within the urban area continue to use the service.</p> <p>Continue to offer user-pays drop off recycling services at the RRCs across the district for commercial and business users. Consideration could be given to the operating days/hours to make sure that the facilities are accessible to the community.</p> <p>Benefits – council incurs minimal costs given there is no new capital outlay.</p>	Continue current service delivery.

³⁴ For example Selwyn District Council currently charge \$136.40/year for an 80 L wheelie bin or \$407/year for a 240 L bin. An optional service both on and off the collection route, 60 L rubbish bag - \$12.50 per pack of 5 bags. \$2.50 per bag.

³⁵ Auckland Council sell tags for rubbish bins, \$2.70 for an 80 L bin, \$3.95 for a 120-140 L bin and \$5.70 for a 240 L bin.

³⁶ Gisborne District Council adopted a stickered bag system to manage rural waste. One sticker costs \$2.80 per 5kg. There is a \$10 charge for rural collections.

	<p>Risks – businesses may prefer to continue with a rubbish and recycling collection carried out by one provider. Existing volume may not be suitable to business specific needs.</p>	
<p>Kerbside rubbish collection for businesses removed <i>(Reduced service option)</i></p>	<p>Council to stop providing a rubbish collection service to businesses who currently qualify for a rates based rubbish collection service, requiring businesses to transport their rubbish materials to one of the RRCs or arrange a private collection. This option requires consideration alongside any proposed recycling collection change and Council’s vision of a more circular approach to waste management and reduction in waste to landfill.</p> <p>Benefits – businesses have flexibility to use the RRCs or the private sector, potential for increased competition in the market.</p> <p>Risks - this option may reduce councils influence over waste minimisation for businesses. The likely reduction of targeted rates revenue by removing businesses may impact ability to deliver overall service due to reduced economies of scale.</p>	<p>Reduce cost to Council of providing refuse collection service.</p>
<p>Kerbside rubbish collection extended to businesses <i>(Intermediate option)</i></p>	<p>Council to extend the urban collection service to more businesses across the district. The collection service would be user pays for those businesses.</p> <p>Benefits – council incurs minimal costs given there is no new capital outlay.</p> <p>Risks – given the small size of the current bin this is unlikely to be attractive to businesses and is likely to be a reason for the current low uptake of the existing service by businesses.</p>	<p>Provide a domestic type Council service to businesses.</p>
<p>Kerbside rubbish collection established for businesses <i>(Do maximum)</i></p>	<p>Council to provide a separate business waste collection service to those properties rated commercial. A targeted rate would be applied to those properties who receive the service. The structure and methodology of this service would vary from the domestic option/s, as it would be a standalone collection service. The extent of the service outside of the existing urban area would also need consideration.</p> <p>Benefits – uptake may be higher given that the service is designed for businesses.</p> <p>Risks – council will need to undertake a procurement process for the supplier of any new collection service. Increased rates for businesses.</p>	<p>Provide a business specific Council service to businesses.</p>

10.3.2 Recycling collection

The current recycling collection system is funded by a targeted rate. Considering approaches adopted elsewhere Council could consider the options listed in Table 10.2.

Table 10.2: Options for recycling services

Summary	Explanation	Objective
Urban and semi-rural recycling collection		
Kerbside recycling collection continued <i>(Status quo)</i>	<p>Continue the existing Council run, targeted rates funded recycle crates service. The projected 2023/24 cost to each household is a targeted rate of \$263.06 excluding GST for the rubbish and recycling collection. The targeted rate for the collection service is likely to increase over the coming years, reflecting the impact of the following factors:</p> <ul style="list-style-type: none"> • Increase in the Government levy on landfills (given the current combined rubbish and recycling contract). • ETS charging. • Landfill costs (including transportation out of District). • Uncertainty in the values of collected recyclable materials (this can go up or down). • Increasing costs of managing safety risks. • General operating cost increases. <p>Benefits – existing level of service remains.</p> <p>Risks - the targeted rate for the collection service is likely to increase over the coming years due to factors outside of councils control.</p>	Continue current service delivery
Kerbside recycling collection removed <i>(Reduced service option)</i>	<p>Council to stop providing a recycling collection service, requiring residents to transport their recyclable materials to one of the RRCs. This option requires consideration alongside any proposed rubbish collection change and Council's vision of a more circular approach to waste management and reduction in waste to landfill.</p> <p>Benefits – residents have flexibility to use the RRCs or the private sector, potential for increased competition in the market.</p> <p>Risks - this option may risk council becoming non-compliant with the requirements and proposals that are a part of standardising kerbside collections in Aotearoa New Zealand. This option may result in unintended consequences from poor management and disposal of recycling by individuals. Council will have reduced influence over waste minimisation.</p>	Reduce cost to Council of providing recycling collection service
Kerbside recycling collection at increased frequency <i>(Do minimum option)</i>	<p>Council to increase the frequency of the recycling collection. Four crates are collected, two each week, thus providing a fortnightly collection for paper, tins, glass and plastics. Increasing the number of collections should be considered alongside rubbish collection decisions and any changes made to the size of recycling containers.</p> <p>Benefits – increased opportunities to divert material from landfill. Provides greater flexibility to households.</p> <p>Risks – the targeted rate will likely increase more than if the status quo continued, owing to increased truck movements.</p>	Increase recycling capacity by providing additional collections
Kerbside recycling collection at increased capacity <i>(Do more option)</i>	<p>Council to provide more crates to contain recycling. Households currently receive an alternate fortnightly collection and are provided four crates. Increasing the targeted rate for those already receiving the recycling collection service or user charges if offering optional additional crates are both considerations. Residents already have four crates, and although additional capacity is required by some service users, the appropriate containment type would require consideration.</p>	Increase recycling rates by providing additional capacity

	<p>Benefits – increase of existing level of service, addresses community concerns related to collection capacity, increased capacity to divert material from landfill.</p> <p>Risks – households may utilise additional capacity to dispose of rubbish, health and safety risks for collectors e.g. RSI from heavier crates.</p>	
<p>Kerbside recycling collection targeted rate (wheelie bin and crate) <i>(Intermediate option)</i></p>	<p>Council to provide a targeted rate funded wheelie bin and recycle crate based service. This is a common approach in New Zealand with paper, cardboard, plastics and tins collected in wheelie bins (sizes ranging from 140-240L) and glass collected in crates. Providing this service requires a change in the current collection methodology. In some cases glass is collected in wheelie bins. Charges per household are in the range \$50 - \$125 per household each year, typically levied as a targeted rate.</p> <p>Benefits – aligns with common approach in New Zealand – positioning council to use national recycling campaigns, reduced risks from manual handling.</p> <p>Risks - requires a change in the current collection methodology, resourcing to procure new contracts</p>	<p>Increase recycling containment for paper, card and plastics</p>
<p>Kerbside recycling collection targeted rate (wheelie bin service) <i>(Do maximum option)</i></p>	<p>A Council run, targeted rates funded recycling wheelie bin service. This is the approach adopted in Auckland, Christchurch, Southland and the Bay of Plenty with all materials collected in a single 240L wheelie bin. Providing this service relies on having access to a sorting facility that can handle a fully mixed recyclables stream. Charges for this service depend on the specific service configuration, but are likely to be in the range \$75-\$125 per household. This type of service is a change in methodology from the current contract.</p> <p>Benefits – aligns with common approach in New Zealand – positioning council to use national recycling campaigns, most reduced risks from manual handling.</p> <p>Risks - requires a change in the current collection methodology, resourcing to procure new contracts and relies on having access to a sorting facility that can handle a fully mixed recyclables stream.</p>	<p>Increase recycling rate by providing additional capacity and simple service</p>
Rural recycling collection		
<p>Recycling drop off <i>(Status quo)</i></p>	<p>Continue to offer user-pays drop off recycling services at the RRCs across the district for rural residents. Consideration could be given to the operating days/hours to make sure that the facilities are accessible to the community.</p> <p>Benefits – the extent of material accepted at the RRCs could also be expanded (provided the site is consented to accept the material) to extend the service offering and thereby increase waste diversion in line with Council targets.</p> <p>Risks – rural ratepayers have access to a reduced level of service when compared to urban.</p>	<p>Continue current service delivery</p>
<p>Kerbside recycling collection for rural households <i>(Intermediate option)</i></p>	<p>Council to extend the urban collection service across the district to those rural households not current receiving the service. A targeted rate would be applied to those households. The projected 2023/24 cost to each household is a targeted rate of \$263.06 including GST for rubbish and recycling collections, however this would require review with the contractor with potential for variable charging based on household location.</p>	<p>Provide a Council service to rural residents.</p>

	<p>Benefits – the extent of material accepted at the RRCs could also be expanded (provided the site is consented to accept the material) to extend the service offering and thereby increase waste diversion in line with Council targets</p> <p>Risks – council to provide a separate rural waste collection service to those households not currently receiving the collection service via a targeted rate.</p> <p>The structure of this service would vary from the extension option above. For example: households may take their recycling to a specified collection point, for example at road ends.</p>	
<p>Kerbside recycling collection established for rural houses <i>(Do maximum option)</i></p>	<p>Council to provide a separate rural recycling collection service to those households not currently receiving a collection service. A targeted rate would be applied to those households who receive the service. The structure of this service would vary from the extension option, as it would be a standalone collection service.</p> <p>Benefits – provides a more equitable level of service to more households in the district. The service can be designed for the needs of rural properties.</p> <p>Risks – the contractor may have difficulties accessing private and unsealed roads which may require people to bring their rubbish to a central location.</p>	<p>Provide a Council service to residents in rural areas.</p>
Business recycling collection		
<p>Kerbside recycling collection used by those businesses in urban area <i>(Status quo)</i></p>	<p>Those businesses who qualify for a rates based recycling collection service within the urban area continue to use the service.</p> <p>Continue to offer user-pays drop off recycling services at the RRCs across the district for commercial and business users. Consideration could be given to the operating days/hours to make sure that the facilities are accessible to the community</p> <p>Benefits – minimal costs given that there is no new capital outlay.</p> <p>Risks - businesses may prefer to continue with a rubbish and recycling collection carried out by one provider. Existing volume and materials accepted may not be suitable to business specific needs.</p>	<p>Continue current service delivery.</p>
<p>Kerbside recycling collection for businesses removed <i>(Reduced service option)</i></p>	<p>Council to stop providing a recycling collection service to businesses who currently qualify for a rates based recycling collection service. This would likely require businesses to transport their recycling materials to one of the RRCs or arrange a private collection. This option requires consideration alongside any proposed rubbish collection change and Council’s vision of a more circular approach to waste management and reduction in waste to landfill.</p> <p>Benefits – businesses have flexibility to use the RRCs or the private sector, potential for increased competition in the market.</p> <p>Risks - this option may reduce councils influence over waste minimisation for businesses. The likely reduction of targeted rates revenue by removing businesses may impact ability to deliver overall service due to reduced economies of scale.</p>	<p>Reduce cost to Council of providing refuse collection service.</p>

<p>Kerbside recycling extended to businesses <i>(Intermediate option)</i></p>	<p>Council to extend the urban recycling collection service to more businesses. Around 1-2% of businesses in Ōpōtiki currently utilise the Council recycling collection service. This option requires Council to communicate more widely to businesses on the services currently offered.</p> <p>Given the small size of the current crates this is unlikely to be attractive to businesses and is likely to be a reason for the current low uptake of the existing service by businesses.</p> <p>Benefits – council incurs minimal costs given there is no new capital outlay.</p> <p>Risks – this option requires Council to communicate more widely to businesses on the services currently offered. Given the small size of the current crates this is unlikely to be attractive to businesses and is likely to be a reason for the current low uptake of the existing service by businesses.</p>	<p>Increase recycling rate by providing service to more businesses.</p>
<p>Kerbside rubbish collection established for businesses <i>(Do maximum option)</i></p>	<p>Council to provide a separate business recycling collection service to those properties rated commercial. A targeted rate would be applied to those properties who receive the service. The structure and methodology of this service would vary from the domestic option/s, as it would be a standalone collection service. The extent of the service outside of the existing urban area would also need consideration.</p> <p>Benefits – uptake may be higher given that the service is designed for businesses.</p> <p>Risks – council will need to undertake a procurement process for the supplier of any new collection service. Increased rates for businesses.</p>	<p>Provide a business specific Council service to businesses.</p>

10.3.3 Organic waste collection

Council do not currently offer a separate food or garden waste collection. Food waste is collected as part of the rubbish collection. The requirements and proposals from central Government in regard to the standardisation of kerbside services includes proposals to require council kerbside organic collections. Councils around New Zealand are increasingly looking at offering organic waste collection services to address the high proportion of organic waste in rubbish bags and bins. In 2015, an investigation of 25 randomly sampled residual waste bags were analysed. The results (albeit a low sample) showed that 33.3% by weight of the waste collected was food waste³⁷.

Existing services in New Zealand target garden waste (Whakatane, South Taranaki, Tauranga) garden and food waste (Christchurch, Selwyn and Timaru) or food waste only (New Plymouth, Auckland, Hamilton, Tauranga). These services take the collected materials to be composted or put through anaerobic digestion.

Combined food and garden waste collections are common in Australia and implemented in Timaru and Christchurch via rates funded collections. A typical food and garden waste collection will deliver an appropriate mix of food and green waste for composting. Food waste is suitable as feedstock for anaerobic digestion or for composting when combined with other materials such as garden waste or wood chip.

³⁷ Scoping study to look at the feasibility of introducing an urban organic collection and disposal system in Ōpōtiki (2015) Peter Maple.

Considering approaches adopted elsewhere Council could consider the options listed in Table 10.3.

Table 10.3: Options for organics collection

Summary	Explanation	Objective
Organics³⁸ service offering		
No kerbside organic waste collection <i>(Status quo)</i>	Continue offering a rubbish collection service where food and garden waste can be deposited at targeted rate of \$263.06 excluding GST costs as (projected for 2023/24). A separate food waste collection would not be offered. This option may risk council becoming non-compliant with the requirements and proposals that are a part of standardising kerbside collections in Aotearoa. Benefits – No additional costs to households currently receiving the kerbside collections service. Risks – This option may risk council becoming non-compliant with the requirements and proposals that are a part of standardising kerbside collections in Aotearoa.	Maintain current level of service.
Council to support community composting <i>(Do minimum option)</i>	Council to support community composting. There is potential for public education and support from Council to be investigated. Uptake and diversion rates are likely to be low. Consideration of the wider social impacts would form part of the decision making process. There are a number of community composting networks across New Zealand and growing. Community Compost based in Nelson, Kaicycle in Wellington and Compost Collective in Auckland. Charges for bucket collection varies between location and both homes and businesses can both utilise these networks. This option on its own (i.e. without a kerbside organic collection) may risk council becoming non-compliant with the requirements and proposals that are a part of standardising kerbside collections in Aotearoa.	Council to support community composting.
Council to support the use of home composting <i>(Intermediate option)</i>	Council to support the use of home composting. This would require investigation and be supported by public education and financial support (if available). Uptake and diversion rates are likely to be low. The Western Bay of Plenty District Council supported locals interested in worm farms, through the provision of workshops. Attendees received a free worm farm, tiger worms and compost at the end of the course, worth around \$180. Nelson and Tasman residents have access to a \$20 per year subsidy voucher towards a compost bin, worm farm, worms or bokashi set. Benefits – No additional costs to households currently receiving the kerbside collections service. Supports a decentralised solution for organics processing and collection. Risks – This option on its own (i.e. without a kerbside organic collection) may risk council becoming non-compliant with the requirements and proposals that are a part of standardising kerbside collections in Aotearoa. Uptake and diversion rates are likely to be low.	Council to support home composting.
Council provided kerbside organic waste collection <i>(Do maximum option)</i>	Council to introduce a new kerbside collection for organic waste. Depending on the type of collection methodology (see below options) the targeted rate charge can range from \$70 to \$190. Weekly collection of food waste organic material may enable a reduction in the frequency of rubbish kerbside collections; however, this would need further analysis considering the small rubbish bins that council currently provides. Benefits – Better positions council to comply with the requirements and proposals that are a part of standardising kerbside collections in Aotearoa. Risks – The targeted rate for collections will increase.	Council provide a new service.
Council kerbside organics collection methodology		

Noting this group of actions will only be considered if the option for Council provided kerbside organic waste collection is progressed		
<p>Council run Greenwaste only collection service <i>(Do minimum option)</i></p>	<p>A Council run green waste collection. This could be funded through targeted rates or user pays. Examples include South Taranaki District Council who offer a voluntary fortnightly green waste collection service for \$110 per annum. Tauranga City and Hutt City Councils have recently rolled out optional green waste bin collection services.</p> <p>Benefits – an opportunity to increase recovery, provide an increase in level of service to a number of households</p> <p>Risks – consideration of rural area access to the service uptake and existing options for drop off of green waste at Wellington Street RRC require consideration. This option on its own (i.e. without a kerbside food waste collection) may risk council becoming non-compliant with the requirements and proposals that are a part of standardising kerbside collections in Aotearoa.</p>	<p>Increase recovery by providing an additional service.</p>
<p>Council run food-only waste collection service (i.e. no greenwaste) <i>(Intermediate option)</i></p>	<p>A council run food waste collection service. This could be funded by either a targeted rate for serviced properties or direct charges for users. This would be most appropriate for urban parts of the District. Anticipated uptake and processing of the collected food waste are particularly important considerations as processing is likely to take place out of the District.</p> <p>Benefits – better position for council to comply with the requirements and proposals that are a part of standardising kerbside collections in Aotearoa.</p> <p>Risks – anticipated uptake and processing of the collected food waste are particularly important considerations as processing is likely to take place out of the district. A lower volume of material will be collected when compared to a food and garden collection.</p>	<p>Increase recovery by providing an additional service.</p>
<p>Council run food and garden waste collection <i>(Do maximum option)</i></p>	<p>A Council run food and garden waste collection. This could be funded by a targeted rate for serviced properties or user pays. This would be most appropriate for urban parts of the District. Uptake, processing of collected organic waste and current acceptance of green waste drop off at the Wellington Street RRC are particularly important considerations. Costs for this type of collection service vary and are often included within a combined targeted rate for rubbish and dry recyclables as well. Selwyn charge \$210 per annum for the organics collection only. Timaru offer the organics bin to all rated properties, total costs for recycling, waste and an organics bin are between \$335-\$436 per year.</p> <p>Benefits – better position for council to comply with the requirements and proposals that are a part of standardising kerbside collections in Aotearoa.</p> <p>Risks – uptake, processing of collected organic waste and current acceptance of green waste drop off at the Wellington Street RRC are particularly important considerations.</p>	<p>Increase recovery by providing an additional service.</p>

³⁸ Organic material includes food waste and garden/green waste. Organic material collections may be introduced for these material streams individually (eg food waste only or garden/green waste only collections) or alternatively combined (eg food waste and garden/green waste together).

10.3.4 Physical infrastructure options

Council currently operate three RRCs:

- Wellington Street being the main RRC (located in Ōpōtiki).
- Waihau Bay (coastal RRC).
- Te Kaha (coastal RRC).

A further Community Recycling Collection Service (CRCS) is run out of Torere by Ngāitai Iwi Authority under contract with Council.

Wellington Street RRC has adequate capacity to handle the quantity of waste generated in the District at present. The percentage of waste materials diverted from Class 1 landfill via the RRC in 2022-2023 is estimated at around 74% based on the data collected for this Waste Assessment. We note however, that the data for this year is likely to also include material that was collected in the 2021-2022 year due to the nature of data recording at the RRC. The average percentage of waste materials diverted from Class 1 landfill via the RRC across 2021-2022 and 2022-2023 is 57% based on the data collected for this waste assessment. National initiatives to improve the management of rural waste streams (for example plastic wrap, chemical containers and treated timber) means there may be an increase in the quantity of material entering the Council waste management system in rural areas. This needs to be reflected in options for changing current arrangements.

Current arrangements:

- Disposal of rubbish at the coastal RRCs is transported to Wellington Street.
- Week transport of rubbish to Tirohia Landfill.
- Clean fill and inert construction and demolition waste is transported to Tirohia Landfill³⁹.
- Recyclable materials are consolidated at the Wellington Street RRC before transport to end users or for further processing.
- Green waste is processed onsite and stored with the option to send to plateau compost for further processing.

Issues:

- Wellington Street RRC configuration:
 - Safety of site users, particularly the risk of conflict between pedestrians, cars and site equipment.
 - Safety of processing operations.
 - Contamination of recyclable streams due to storage on unmade surfaces, leading to lower prices being received.
 - Lack of covered space
 - o For storage of materials suitable for resale protected from the impacts of weather e.g., furniture, electrical items.
 - o For a resale area.
 - o For recyclable or recoverable items that need to be protected from the weather e.g. plasterboard, carpet, wood.
 - o Storing materials, for example, gib, carpet, wood, furniture.
 - Infrastructure and equipment which is not fit for purpose (limited capacity, ageing equipment and equipment which is not fit for purpose).
 - Difficulty with recovery/sorting of materials dropped off as residual waste (limited labour to remove recoverable materials as well as suitable equipment to enable this).

³⁹ There is currently no record of the volume of these materials which are being taken for reuse.

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- Occasionally subject to flooding, which has implications for the site as a district consolidation point⁴⁰
- Coastal RRCs
 - Contamination of recyclable streams.
 - Space limitations at Te Kaha and Waihou Bay.
 - Acceptance criteria for materials varies at each RRC.
 - No data collection capability (i.e. no weighbridge facilities).
- The pricing structure across the RRCs is not clear.
- A lack of data on the movement of materials through the sites.
- Rural waste⁴¹ is increasingly entering the Council waste management system.

Processing

There is potential to improve the infrastructure and efficiency of operations at Wellington Street RRC to enable increased diversion of material from landfill and avoidance of double handling of recycling streams.

Materials that could be targeted include:

- Recyclable materials collected at kerbside or from businesses for example.
 - Expansion of the kerbside recycling collection to rural properties.
 - Increasing capture of plastics 1, 2 and 5 through the kerbside collection.
 - Increasing the number of businesses using the Council provided collection service.
- Increasing the capacity to accept more construction and demolition waste e.g. timber, concrete and demolition rubble.
- Acceptance of additional garden waste, topsoil, fibrous green waste (flax and bamboo).
- Items that could be reused locally identified and diverted at point of entry to the site.

Considering approaches adopted elsewhere Council could consider the options listed in Table 10.4.

⁴⁰ In September 2023, Wellington Street RRC was directly impacted by District wide flooding and was closed for a period of time as a result of the event. This had consequential implications for the RRCs along the coast and their ability to transfer material to the site.

⁴¹ Waste from farming activities including plastic wrap, chemical containers and fencing materials (timber, wire). This material has traditionally been stored or disposed of on individual farms.

Table 10.4: Options for physical waste infrastructure

Summary	Explanation	Objective
Maintain current level of service (status quo)	<p>Continue the current operations at Wellington Street RRC and the coastal RRCs/CRCS. The RRCs/CRCS operate with user pays and charges depending on the proportion of recyclable materials being dropped off. Waste and recyclables dropped at the coastal RRCs/CRCS will continue to be transported to Wellington Street RRC. Materials currently accepted will remain unchanged.</p> <p>Benefits – no significant increase in CapEX/OpEX likely to limit rates impact.</p> <p>Risks – this option may risk council becoming non-compliant with the broader requirements and proposals that are a part of standardising kerbside collections in Aotearoa.</p>	Maintain current level of service.
Reduce number of RRCs <i>(reduced service option)</i>	<p>Council to reduce the number of RRCs in the district. Residents will be able to drop waste off at any of the remaining RRCs/CRCS across the district. Materials currently accepted will remain unchanged. Will need to be considered alongside wider collections options being considered.</p> <p>Benefits – funding for operational and maintenance costs can be redirected to other RRCs/CRCS improvements. Potential for increased competition from private sector.</p> <p>Risks – this option may risk council becoming non-compliant with the broader requirements and proposals that are a part of standardising kerbside collections in Aotearoa. It may also impact obligations under the Local Government Act. This option is likely to disproportionately impact more rural communities and raise equity of service issues. The likely reduction of operational costs may be negated by costs associated with poor waste management and minimisation practices. Reduced influence over waste minimisation and diversion.</p>	Reduced cost to Council of operating and maintain assets.
Expand processing capacity <i>(Do minimum option)</i>	<p>Expand processing capacity for existing recyclable materials already accepted at the RRCs/CRCS. Materials to be diverted require identification and assessment (increased capacity for C&D type wastes already accepted, timber framing and other building materials). Considerations include the availability of site capacity, staffing and consent conditions at the RRCs/CRCS to receive additional recyclable materials. Transportation of additional materials under the existing contract from the coastal RRCs/CRCS to Wellington Street RRC.</p> <p>Benefits – transportation of additional materials under the existing contract from the coastal RRCs/CRCS to Wellington Street RRC.</p> <p>Risks – likely increase in CapEX/OpEX likely to limit rates impact. Local markets for recovered materials may not exist and require out of district transport. Consent conditions will need to be met.</p>	Increase recovery by providing additional capacity.
Increase materials accepted at RRCs	<p>Increase acceptance of targeted materials not already accepted at the RRCs/CRCS. Topsoil, fibrous green waste e.g. flax and bamboo.</p>	Increase the diversion of material from landfill.

<i>(Do more option 1)</i>	<p>Benefits – Increase diversion of materials from landfill.</p> <p>Risks – May present challenges for current processing equipment.</p>	
Manual sorting of recyclables at Wellington Street <i>(Do more option 2)</i>	<p>Manual sorting of recyclables at Wellington Street – improve existing infrastructure – e.g. conveyor to sort from.</p> <p>Benefits – Improved quality of recyclable materials available to the market. Council may receive higher revenue for recyclables.</p> <p>Risks – This option would likely require investment in plant and equipment and staffing.</p>	Increase the diversion of material from landfill.
Reconfigure transportation logistics of materials from RRCs/CRCS <i>(Do more option 3)</i>	<p>Current operations require transportation of waste and recycling to be collected and transported to Wellington Street RRC, where it awaits onward transportation to markets or landfill. Expand processing activities at individual RRCs/CRCS with the option of consolidation at the Wellington Street RRC or transport direct to processor.</p> <p>Benefits – Reduce double handling of waste and recycling particularly relevant to the coastal RRCs/CRCS.</p> <p>Risks – This option would likely require investment in staffing to increase operational hours and potentially more staff at the RRCs/CRCS. For example, removing the requirement to re-sort recycling arriving at Wellington Street RRC from the other RRCs/CRCS. It will also be reliant on space availability at individual RRCs/CRCS and may risk inefficiencies in transportation should the quantities not be sufficient.</p>	Increase efficiency through reducing double handling.
Upgrade to Wellington Street RRC <i>(Intermediate option)</i>	<p>Upgrades to existing facility – Wellington Street RRC. Upgrades to the existing facility will consider the operations of successful recycling and reuse centres where community partnerships have been made. Examples across New Zealand include: Nelson Environment Centre and Habitat for Humanity, both located in the Nelson region and The Junction located in New Plymouth.</p> <p>Benefits – This option will improve the health and safety for both users of the facility but also the operational staff. Increased efficiency of operations and an improved configuration will provide additional space within the current site boundaries. Council could look to partner with a community organisation to operate the facility.</p> <p>Risks – This option would likely require investment in staffing and require capital spend.</p>	Increase efficiency of operations and health and safety.
Upgrade to existing RRCs/CRCS <i>(Do maximum option 1)</i>	<p>Increase efficiency of operations and an improved configuration will provide additional space within the current site boundaries. Upgrades to the existing facility will consider the role of onsite resource recovery including reuse or repurpose areas. Consideration could also be given to the potential for weigh bridges.</p> <p>Benefits – This option will improve the health and safety for both users of the facility but also the operational staff.</p> <p>Risks – This option would likely require investment in staffing and require capital spend.</p>	Increase efficiency of operations and health and safety.
New facility for C&D waste <i>(Do maximum option 2)</i>	<p>New facility for C&D waste – the scale of development in the region over the next ten years is expected to increase the creation of C&D. Current acceptance of materials at the RRCs/CRCS excludes commercial volumes. Currently C&D waste from the region is being sent to landfill. This option requires the consideration of available space within the existing boundary at Wellington Street RRC, but also other Council owned land.</p> <p>Benefits – This option will improve the health and safety for both users of the facility but also the operational staff. Increase efficiency of operations and an improved configuration will provide additional space within the current site boundaries. Council could look to partner with a community organisation to operate the facility.</p>	Increase recovery by providing additional capacity.

	Risks – This option would likely require investment in staffing and require capital spend.	
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11 Statement of Proposals

Based on the options identified in this Waste Assessment and the Council's intended role in meeting forecast demand a range of proposals for how this may be achieved have been included. Actions and timeframes for delivery of these proposals will need to be identified in the draft Waste Management and Minimisation Plan.

It is expected that the implementation of these proposals will meet forecast demand for services as well as support the Council's goals and objectives for waste management and minimisation. These goals and objectives will be confirmed as part of the development and adoption of the Waste Management and Minimisation Plan.

11.1 Statement of Extent

In accordance with section 51 (f), a Waste Assessment must include a statement about the extent to which the proposals will (i) ensure that public health is adequately protected, (ii) promote effective and efficient waste management and minimisation.

11.1.1 Protection of Public Health

The Health Act 1956 requires the Council to ensure the provision of waste services adequately protects public health.

The Waste Assessment has identified potential public health issues associated with each of the options, and appropriate initiatives to manage these risks would be a part of any implementation programme.

In respect of Council provided waste and recycling services, public health issues will be able to be addressed through setting appropriate performance standards for waste service contracts and ensuring performance is monitored and reported on, and that there are appropriate structures within the contracts for addressing issues that arise.

Privately-provided services will be regulated through local consents and bylaws. Uncontrolled disposal of waste, for example in rural areas and in cleanfills, will be regulated through local and regional consents.

It is considered that, subject to any further issues identified by the Medical Officer of Health, the proposals would adequately protect public health.

11.1.2 Effective and Efficient Waste Management and Minimisation

The Waste Assessment has investigated current and future quantities of waste and diverted material, and outlines the Council's role in meeting the forecast demand for services.

It is considered that the process of forecasting has been robust, and that the Council's intended role in meeting these demands is appropriate in the context of the overall statutory planning framework for the Council.

Therefore, it is considered that the proposals would promote effective and efficient waste management and minimisation.

11.2 Key issues and opportunities to be addressed by WMMP

11.2.1 Data

The data available on waste and resource recovery is limited. There is data on the waste sent by Council out of the district to landfill disposal, and also on the quantities of materials recovered (only and those coming through the RRCs); based on weighbridge data and figures provided by operators. Information on materials transport directly from businesses or households to out of district disposal or processing is limited.

The figures provided for waste to Class 2-4 landfills are based on estimates provided by site operators. The estimate for farm waste is based on data from a relatively small study of farms in Canterbury, Waikato, and the Bay of Plenty. There is some composition data available, but this only applies to kerbside-collected waste and is focused on 'kitchen waste' (usually known as food waste or putrescible organic waste).

There is limited or no data on commercial and private rubbish and recycling collections and composition of waste streams.

11.2.2 Council Services – Kerbside Collections

The kerbside collection services are well-embedded, with the 45L bin for residual waste and four crate recyclable collection. The structure of the collections enables glass to be colour separated, which ensures the maximum return, but does raise some concerns with respect to manual handling health and safety issues. The service could be extended to some suburban/rural properties.

A food waste collection would ease the pressure for these households, enabling them to divert more waste from the rubbish collection and therefore from landfill⁴². Increasing diversion from landfill for the district would help to minimise future exposure to increasing costs of landfilling, and associated charges such as the landfill levy, ETS and transport cost implications.

11.2.3 Council Services – Facilities

The council- run RRC in Ōpōtiki accepts a very wide range of materials. The Council also receives a good return on recyclable materials, due to the accuracy and extent of sorting that takes place. This helps to offset the high costs of transport as Ōpōtiki is at such a distance from most processors and end markets.

There may be an opportunity to expand the reuse and refurbishing elements at the Ōpōtiki RRC, perhaps in conjunction with providing training and business incubation opportunities to the local community. There is signage at the RRC, but this is somewhat inconsistent and could be improved to be more noticeable, and consistent within the centre and with national branding and guidelines.

The weighbridge at the RRC has only recently been installed, which has made it difficult to collect accurate data on waste and materials coming into the site to date. There is a charge for recycling, albeit small, which is appropriate given the site is used by commercial organisations as well as householders. However, the capacity of the kerbside recycling collection is quite restrictive and the charge for recycling at the RRC may discourage some householders separating out additional recycling and bring it to the RRC instead.

⁴² Noting however that the changes to plastics accepted at the kerbside as per kerbside standardisation requirements may put pressure on kerbside rubbish bin capacity as this material will be considered waste if collected from the kerbside.

11.2.4 Aquaculture and Harbour Development

The growth of the aquaculture industry, and the developments of Ōpōtiki Harbour, are at a stage where waste management and minimisation implications are not completely clear. With the current 3,800 Ha open water mussel farm having potential to significantly expand existing waste generation is likely to increase. Council has a role to work alongside the iwi and commercial organisations involved in these projects to ensure that waste types and quantities are assessed and planned for in a way that supports the vision, goals and objectives of the WMMP.

11.2.5 Landfill Disposal

Waste disposal options (in terms of landfill capacity) is not expected to be an issue for Council in the near to medium future with Waste Management NZ seeking an extension at Tirohia and Hampton Downs (distanced further away) has plenty of remaining capacity. Council does need to be aware that the pricing for landfill disposal is likely to continue to increase as the waste levy is increased and implications of the Emissions Trading Scheme are reflected in the landfill gate fee.

11.2.6 Farm Waste

It is likely that at present, much farm waste in the district is managed using the ‘three Bs’ – burning, burial, or bulk storage on private property. There is relatively little known about the current management of farm waste; nor what types of waste there might be and what quantities.

Export markets are increasingly interested in on-farm management practices including managing both degradable and non-degradable materials. There are also pressures on applying organic materials to land where they contribute to nitrogen loading on groundwater and waterways. These factors suggest there is potential for an increasing proportion of material generated on farms in the District to require management through Council's waste management services or other providers.

Examples include plastic wrap, agrichemical containers, treated timber (fencing, kiwifruit trellis) and off specification produce (e.g. kiwifruit).

Recent central government initiatives like Farm Management Plans may be a useful tool in identifying practices, waste types and quantities associated with on-farm waste management.

11.2.7 Seasonal Wastes

Ōpōtiki district experiences changes in waste patterns at certain times of the year, due to freedom campers, seasonal workers and seasonal processing. This means that services need to cope with varying levels of demand and changing waste characteristics through annual or shorter cycles.

A particular issue noted is general waste at coastal locations that are used by locals and visitors for ‘freedom camping’ during the summer months. There are also a number of accommodation options in the district that are used predominantly by seasonal workers at peak times.

With significant kiwifruit production and processing in the region both off specification produce and packaging materials (trays, boxes, crates and pallets) have the potential to be significant at certain times of the year. Mussels are harvested and processed year round with periodic refurbishment of the growing structure.

11.2.8 Weather events

The intensity and frequency of extreme weather events has had a direct impact on parts of the county, the eastern coast of the North Island has been particularly subjected to these issues. For Council, the RRC network continues to have challenges operating as normal during poor weather events. In September 2023, the Wellington Street RRC was directly impacted by flooding and was

closed for a period of time. And most recently, in late October, the Waihou Bay RRC was closed early due to surface water entering the building and high winds making it unsafe for staff and the general public. Road closures have also impacted the coastal networks ability to operate in a business as usual capacity.

These issues put pressure on a network of infrastructure that is already stretched. The 2023 weather events have highlighted a number of infrastructure challenges for Council and have compounded the need for more urgent investment in a range of aging infrastructure. This is creating pressure on Councils budgets and investment prioritisations.

Further, the type of wastes that often result from these events are not necessarily materials that the current network is set up to receive and effectively manage.

12 **Applicability**

This report has been prepared for the exclusive use of our client Opotiki District Council, with respect to the particular brief given to us and it may not be relied upon in other contexts or for any other purpose, or by any person other than our client, without our prior written agreement.

Tonkin & Taylor Ltd
Environmental and Engineering Consultants

Report prepared by:

Authorised for Tonkin & Taylor Ltd by:

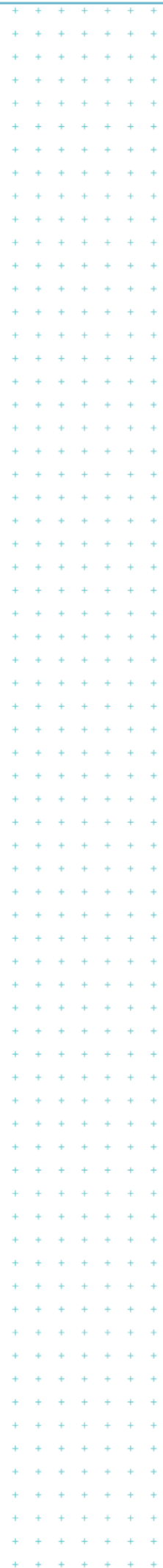
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Anna Ainsworth
Environmental Consultant

Chris Purchas
Project Director

ZOYA
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Ōpōtiki District Council
108 St John Street
ŌPŌTIKI 3122

Review of Ōpōtiki Council Waste Assessment 2024

I appreciate this opportunity to provide comment on the March 2024 draft waste assessment.

Medical Officers of Health have a responsibility through their designated positions for reducing conditions within their local community which are likely to cause disease or be injurious to health. My comments seek to assist Council in promoting a healthy and safe environment for their community now and into the future.

Waste services and infrastructure should be provided in ways which do not increase the risk to health, are affordable, and are accessible by everyone. Services that provide the least complex system, and that are most accessible and affordable are encouraged. This is because it is these that enable the highest level of participation and achieve the highest compliance.

Effective and safe waste management is important for the health of the public. If not disposed of properly, waste can present a health hazard through physical injury, chemical poisoning, exposure to infectious material and encouraging pests such as rodents, flies, and mosquitoes. Waste can also block stormwater systems, contaminate land, water, and create an odour nuisance. This is why waste management is a core sanitary service responsibility of a territorial authority.

In this context I make the following comments.

General Direction

Ōpōtiki's vision for a 'Strong community – Strong future' (LTP, 2023- 2024) has been considered alongside the Waste Management Assessment 2024 (WMA). I support the WMA vision of 'Taking action towards a circular economy' regarding waste management and minimisation in the Ōpōtiki District. A transition to a circular economy provides a major opportunity to yield substantial health benefits from reducing negative environmental impacts.

It is reassuring to see that population and industry growth forecasts over the next 10 years are reflected alongside waste stream options in a district that has unique and immediate challenges given its demographics.

As mentioned in the WMA rigorous testing of waste proposals is necessary in the pursuit of the principles of Kaitiakitanga and Mauri for Maori. Any opportunities to engage, support and provide accessible waste management options, such as a marae-based recycling in the Eastern Bay should be promoted.

There are Gaps in Information for Planning

Although there are significant gaps in the information available about Ōpōtiki's waste streams this has improved since the previous WMA. Where information is available, it is largely based on Council operated systems. This is one good reason for Council to be fully engaged in waste operations; to ensure improved evidence for future planning.

Food and rural waste streams continue to be a major contributor to the total percentage of waste in Ōpōtiki. It is noted that targets were not set in the previous WMMP due to poor data availability and therefore little comparisons can be made during the 6 yearly review timeframes. These waste streams have the potential for ongoing negative impacts on environmental health during these periods. Without robust data, or plans to capture this information, long term targets may be compromised.

I am concerned that there is little information in the report on the possible historic landfill site next to Tarawa Creek. More information on what is known about this site would be helpful in reassuring that it will not present a public health risk in the future.

Progress

I note the progress on urban kerbside waste operations, though capacity concerns have been raised since.

It is important to acknowledge the accomplishment of the new weighbridge at Wellington Street Resource Recovery Centre (RCC) installed at the end of 2023. This will be a key improvement in future waste assessment calculations. Improving existing RCC's in terms of capacity and management may help reduce negative impacts associated with mixed waste products also.

I support an increase in public rubbish bins in Council reserves and consideration of peak season impacts in summer and during the kiwifruit season. The number of visitors who access recreational and seasonal work require extra services. Data collection regarding these peak periods from contractors and RCC's will be important for future assessments.

I support appropriate performance standards, including reporting requirements by the end of 2024 for waste service contracts. Communication between both local and regional councils regarding local consents and by-laws will need to be effective to monitor any non-compliance.

Te Rautaki Para Waste Strategy 2030 has set targets to reduce waste by a percentage per person. In the absence of robust data, these could not be implemented in the previous WMMP. I agree that it would be sensible for Council to review the suitability of the above National targets to the local situation once a years' worth of data has been collected, due largely to the new weighbridge.

Challenges

Ōpōtiki Council is responsible for a large land area, with a small population and therefore limited resources.

I do not underestimate the challenge of improving waste management in this reality.

There is already collaboration with other councils evident in the report. It seems to me that this will be even more crucial in addressing the gaps in current management.

Data

I have already noted that improving data on waste locally will be important.

Rural Waste

Rural waste a significant proportion of overall waste produced in the Ōpōtiki district. Onsite farm practices of burning, burial, and long-term on-site storage of this significant waste stream (7,000 tonnes per year) do not seem to be sustainable. Farm management plans as directed by central Government may assist with this issue, however there is currently no direct option in the WMA to address the rural waste stream other than domestic household waste.

Rural waste is increasingly entering the Council waste management system, which may indicate a growing demand for access.

A more serious commitment to rural waste is essential and lacking in the assessment.

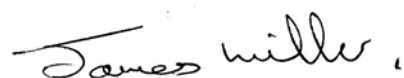
Prioritisation

Issues with existing physical structures and capacity issues that may pose public health risk should be given maintenance priority as these sites are in current operation. Any reduction in existing services should be avoided as access to RCC's already pose a considerable travel distance for waste disposal for many communities.

I have indicated below my preferred options from those laid out in the assessment. These would highlight the benefits of a circular economy, best practice, access for all and better data collection for predominantly domestic waste. I again acknowledge the financial and economic factors that are challenging in terms of service delivery for Ōpōtiki.

- **Urban and semi-rural rubbish collection:** Support kerbside rubbish increased capacity, maximum option as it may include food waste options.
- **Rural rubbish collection:** kerbside collection established for rural houses, do maximum option.
- **Business rubbish collection:** Kerbside rubbish collection for businesses, do maximum.
- **Urban and semi-rural recycling collection:** Kerbside recycling at increased frequency, wheelie bin and crate, intermediate option.
- **Rural recycling collection:** Kerbside recycling collection for rural houses, do maximum option.
- **Business recycling collection:** Kerbside rubbish collection established for businesses, do maximum option.
- **Organic waste collection:** There is currently no kerbside organic/food waste collection. Central Government indicates that Council should standardised this service given 'its high proportion in rubbish bins and bags'. I support Council provided kerbside organic waste collection, maximum option alongside garden waste collection.
- **Expand processing in RCC's,** in support.

Yours sincerely



Dr Jim Miller

Medical Officer of Health | Toi Te Ora Public Health
Te Manawa Taki Region | National Public Health Service

COUNCIL REPORT

Date : 6 September 2024
To : Ordinary Council Meeting, 30 October 2024
From : Chief Executive Officer, Stace Lewer
Subject : **CHIEF EXECUTIVE OFFICER'S UPDATE**
File ID : A1266408

EXECUTIVE SUMMARY

- To provide an update to Council on LGOIMA requests and meetings attended by the Chief Executive Officer.

RECOMMENDATIONS

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

PURPOSE

1. To provide an update to Council on LGOIMA requests and meetings attended by the Chief Executive Officer.

STRATEGIC ALIGNMENT

2. The matters detailed in this report relate to the following priorities from Opotiki District Council's Long Term Plan 2021-2031:
 - Development and protection of the natural environment.
 - Services and facilities meet our needs.
 - Fair and efficient leadership.
 - A strong and effective community spirit.
 - Purposeful work and learning opportunities.
 - Development supports the community.
 - Culture and history are treasured.

DISCUSSION

3. LGOIMA Requests

LGOIMA Tracking (01/02/2024-25/10/2024)

Month	Submitter	Subject	Due
February 2024	Packaging Forum	waste and recycling data re - Plastic Packaging Product Stewardship Scheme	28/03/2024
March 2024	Labour Leaders Office	Rating request	10/04/2024
May 2024	Chris Hopman	Fees and Charges Assumption	13/06/2024
July 2024	Rob Whitbourne	LG (Rating of Whenua Maori) Amendment Act 2021 and Fees & Charges	01/08/2024
August 2024	TVNZ media enquiry	reversing reduced speed limits	16/09/2024
September 2024	Radio NZ	Media enq Speed humps and traffic calming applications	15/10/2024
October 2024	Headway Systems	Rating RID Data	06/11/2024
	Gwynn Compton	Policy on council workshops and briefings	11/11/2024

Meetings / Events Attended by the Chief Executive Officer – 7 September 2024 – 18 October 2024

10 September 2024

Department of Internal Affairs Council webinar | Water services delivery models and financing options

11 September 2024

Taituara Chief Executives Forum, Auckland

12-13 September 2024

Taituara Conference, Auckland

16 September 2024

Councillor/CEO catch up meeting

Bay of Plenty Mayoral Forum meeting, via Zoom

17 September 2024

Ordinary Council meeting

BOP CEs online meeting – BOP Local Waters Done Well

18 September 2024

Extra Ordinary Council meeting

19 September 2024

Met with Dickie Farrar and Arihia Tuoro, Te Tāwharau o te Whakatōhea

Eastern Bay of Plenty Joint Committee meeting, Kawerau

20 September 2024

Ōpōtiki Harbour opening event

Bay of Plenty Regional Growth Summit with ministerial attendance

23 September 2024

Strategy Planning and Regulatory Committee meeting

WorkWell Group meeting

24 September 2024

Met with Te Runanga o Ngati Awa CEO, Reuben Araroa, Whakatāne

LGNZ roundtable Zoom meeting – NZSIS threat report and its implications for Councils

25 September 2024

Taituara Webinar: Natural Hazard Information in LIMS – how will it work?

26 September 2024

Council workshop

Met with BOPRC Chair and CEO, Bay of Plenty Harbourmaster and Ports of Tauranga engineer

27 September 2024

Met with Robert Pigou, Deputy Chief Executive and Head of Kanoa – Regional Economic Development & Investment Unit, via teams

1 October 2024

Whakatāne

Regional Land Transport Plan Roundtable discussion – Eastern Bay of Plenty focus

Met with Whakatāne District Council Chief Executive, Steve Perdia

3 October 2024

Councillor/CEO catch up meeting

Met with Infometrics representatives, via Teams

4 October 2024

Met with Rikirangi Gage, CEO Te Rūnanga o Te Whānau

Eastern Bay of Plenty Community Foundation Annual Dinner, Ohope

7 October 2024

Met with NZTA representatives

8 October 2024

Met with DIA representative re pre-populated Water Services Delivery Plans, via Teams

9 October 2024

Met with Warren Ulusele, Partnership Director, Central and Local Government Partnerships Group at Department of Internal Affairs

Property Advisory Group meeting

10 October 2024

Performance and Delivery Committee meeting

Met with Kawerau District Council CEO, Morgan Godfery

Tenders Sub-Committee meeting

Met with Ngai Tai Iwi Authority Chair, Anaru Vercoe, Whakatāne

11 October 2024

Met with Whakatāne District Council CEO, Steven Perdia, Whakatāne

14 October 2024

ODC Risk and Assurance Committee meeting

15 October 2024

Senior Council Leaders – Temporary Traffic Management Changes Webinar

BOP CEs – Local Water Done Well meeting, via Teams

16 October 2024

Citizenship Ceremony, welcoming seven new citizens

18 October 2024

Met with Te Whanau a Apanui representative, Haydn Read

Financial/budget considerations

4. There are no financial/budget considerations associated with this report.

Risks

5. There are no risks associated with this report.

Community wellbeing considerations

6. The purpose of Local Government now includes promotion of social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
7. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report.
8. There are no known social, economic, environmental, or cultural considerations associated with this matter.

SIGNIFICANCE AND ENGAGEMENT ASSESSMENT

Assessment of significance

9. On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be. Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.
10. The level of significance related to the decision in this report is considered to be **low**. Because the decision is determined to have **low** significance in accordance with the policy, the corresponding level of engagement required is **Inform**.

Assessment of engagement

11. As the level of significance has been determined to be **low**, the level of engagement required is **Inform** according to the Engagement Framework of the Significance and Engagement Policy:

INFORM

To provide balanced and objective information to assist understanding about something that is going to happen.

12. The tools that Council will use for the 'Inform' level of engagement include a report in the public agenda of the Council meeting and may include a combination of public notices in the newspaper and/or on Council's social media.

Stace Lewer

CHIEF EXECUTIVE OFFICER

REPORT

Date : 18 October 2024
To : Ordinary Council Meeting, 30 October 2024
From : Chief Executive Officer, Stace Lewer
Subject : **RESOLUTION TO EXCLUDE THE PUBLIC**

SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987

1. **THAT the public be excluded from the following parts of the proceedings of this meeting, namely:**
 16. **Confirmation of In-Committee Minutes – Ordinary Council Meeting 17 September 2024.**
 17. **Evolution Networks.**
 18. **Notes Of Council Workshops.**

2. **THAT the following person be permitted to remain at this meeting after the public has been excluded because of their knowledge of the subject item in relation to the following. This knowledge will be of assistance and is relevant to the matters to be discussed:**

Name: Kent Duston

Item: 17

Business: To provide Council with detailed information and updates in relation to Item 17 relevant to Council’s investment in Evolution Networks.

Reason: To enable the accurate presentation of sensitive information to the Council and to provide responses to queries.

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
16.	Confirmation of In-Committee Minutes – Ordinary Council Meeting 17 September.	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)
17.	Evolution Networks	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)
18.	Notes Of Council Workshops.	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:

16.	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)
17.	Carry out negotiations	Section 7(2)(i)
18.	Protection from improper pressure or harassment Prevent disclosure or use of official information	Section 7(2)(a) Section 7(2)(j)