



# NOTICE OF AN ORDINARY COUNCIL MEETING

**Ōpōtiki District Council Chambers, 108 St John Street, Ōpōtiki  
Tuesday, 30 January 2018  
Commencing at 9.00am**

## ORDER PAPER

**OPENING KARAKIA / PRAYER / INSPIRATIONAL READING – HIS WORSHIP THE MAYOR JOHN FORBES**

**APOLOGIES**

**DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS**

**PUBLIC FORUM**

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<b>ITEM 05 BAY OF PLENTY REGIONAL COUNCIL PRESENTATION: AGGRADATION AROUND WAI OEKA BRIDGE</b>	<b>Verbal Item</b>

**Chair:** His Worship the Mayor – John Forbes

**Members:** Cr Lyn Riesterer (Deputy Mayor)

Cr Shona Browne

Cr Barry Howe

Cr Haki McRoberts

Cr Arihia Tuoro

Cr Ken Young

**Committee Secretary:** Gae Newell

**Quorum:** 4

**LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968**

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

**Aileen Lawrie**

**CHIEF EXECUTIVE OFFICER**

**REPORT**

Date : 25 January 2018  
To : Ordinary Council Meeting, 30 January 2018  
From : His Worship the Mayor, J H Forbes  
Subject : **MAYORAL REPORT 15 DECEMBER 2017 – 25 JANUARY 2018**  
File ID : A129013

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Since 15 December 2017 I have attended or met with the following:

**15 DECEMBER 2017**

Mayors' Taskforce For Jobs Core Group meeting, Wellington

**12 JANUARY 2018**

Meeting with Whakatōhea and Whakatōhea Mussels (Ōpōtiki) Ltd

**16 JANUARY 2018**

HEB Construction – ODC introductions

**17 JANUARY 2018**

Blessing of works at Ōpōtiki Wharf

**23 JANUARY 2018**

New Zealand Walking Access Commission meeting with Minister Meka Whaitiri, Wellington

**25 JANUARY 2018**

Ōpōtiki Harbour Project Board meeting

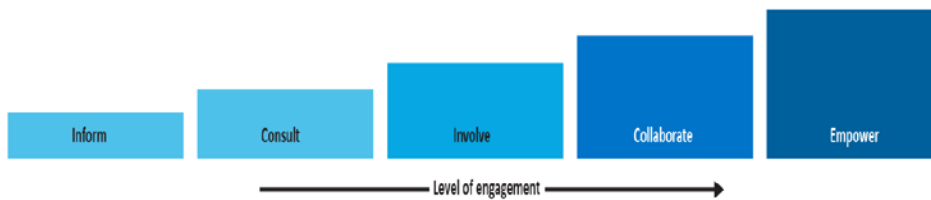
## **SIGNIFICANCE ASSESSMENT**

### **Assessment of significance**

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

### **Assessment of engagement requirements**

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



### **RECOMMENDATION:**

- 1. That the report titled "Mayoral Report 15 December 2017 – 25 January 2018" be received.**

John Forbes

**HIS WORSHIP THE MAYOR**

## REPORT

Date : 15 January 2018

To : Ordinary Council Meeting, 30 January 2018

From : Finance and Corporate Services Group Manager, Bevan Gray

Subject : **LEVELS OF SERVICE FOR THE 2018-2028 LONG TERM PLAN**

File ID : A128577

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### **EXECUTIVE SUMMARY**

**Levels of Service are a key part of the Long Term Plan. The purpose of this report is to present a list of service level changes proposed for the 2018-2028 Long Term Plan.**

### **PURPOSE**

To consider and adopt levels of service for the 2018-28 Long Term Plan (LTP). A report setting out levels of service (with suggested changes) is attached as Appendix One to this report.

### **BACKGROUND**

Any changes to levels of service for an activity need to be consulted on, so identifying that there are proposed changes to some levels of service will help us to ensure these are all included in the LTP consultation document.

### **SIGNIFICANCE ASSESSMENT**

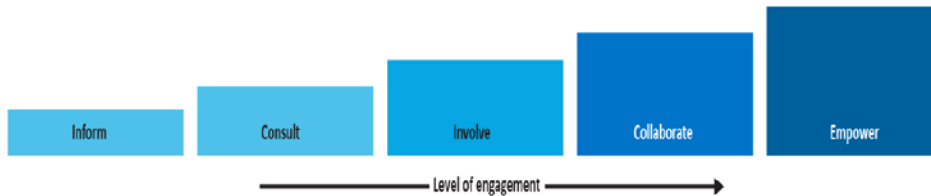
#### **Assessment of significance**

Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of significance for the Levels of Service for the 2018-28 Long Term Plan is considered to be low as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

Any changes to levels of service will however be part of a special consultative procedure with the Long Term Plan itself in early 2018.

### **Assessment of engagement requirements**

As the level of significance for adoption of the Levels of Service for the 2018-28 Long Term Plan is considered to be low the level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



### **COMMUNITY INPUT AND PUBLICITY**

Once adopted by Council the levels of service will be loaded onto our website for review and feedback from the community.

### **Policy and planning implications**

Levels of service form a key part of the Long Term Plan and identifying any changes to levels of service informs Council about matters that must be consulted on during the LTP process.

### **RECOMMENDATIONS:**

- 1. That the report titled "Levels of Service for the 2018-28 Long Term Plan" be received.**
- 2. That the draft Levels of Service be approved for use in the preparation of the Long Term Plan.**
- 3. That the draft Levels of Service be made available for feedback from the public.**

Bevan Gray

**FINANCE AND CORPORATE SERVICES GROUP MANAGER**

Activity	Levels of Service	Strategy
<b>Community and Cultural Sustainability</b>		
<b>Community Development</b> Community Development	No change	Looking to further increase safety through CCTV camera expansion across the town and district.
<b>Economic Development</b> Economic Development  Harbour Development Tourism Promotion/Visitor Information Centre	No change  Increase level of service No change	Strategy day highlighted opportunity to work more collaboratively across the district and commercial sector.  Previously consulted in 2015-2025 LTP.
<b>Regulation &amp; Safety</b> Liquor Licencing  Environmental Health  Compliance  Animal Control	No change  Future increase to levels of service  No change  To be reviewed, section 17A review to be undertaken. Potential for change to levels of service.	District licensing committee was developed over the last LTP.  New Act means that we have increased requirements.  Some pressure on noise control.  Pressure on 24 hour response capability.

Activity	Levels of Service	Strategy
Building Control Services  Emergency Management Rural Fire District Plan Implementation	To be reviewed, section 17A review to be undertaken. Potential for change to levels of service.  No change Removed No change	Potential increase in demand for services due to growth.   No longer provided by Council.
<b>Community Facilities</b> Parks & Reserves  Playgrounds  Cycle Way   Public Toilets Airport Cemeteries Property   District Library	Increase to level of service  Increase to level of service  Increase to level of service   Increase to level of service No change No change Increase to level of service   Increase to levels of service	Redevelopment of coastal public spaces subject to access of external funding will increase level of service. Programmed replacements and improvements ensure compliance and continual renewal. Cycleway extensions and enhancements planned and subject to external funding - development will increase level of service in Cycle trail maintenance and associated facilities, contribute to visitor economy and promotion of District. Additional capital renewal works scoped through this LTP.   Additional budget to redevelop various Council property to meet growth in Council staff and commercial investment. Plans to redevelop some Mechanics Institute property and integrate CBD with wharf may trigger a change in level of service. New wharf will generate commercial and recreational activity and contribute to growth in visitor industry. New Public Library is planned - subject to external funding - will result in increase in level of service provided. In addition there is potential to extend library service to Coast community by way of a mobile service. This will require some additional resource - to be investigated.



Activity	Levels of Service	Strategy
<b>Leadership</b> Cultural Liaison Monitoring & Reporting Representation	No change No change No change	
Strategic Planning	No change	
<b>Economic Sustainability</b>		
<b>Investments</b> Council Controlled Orgs	No change	
<b>Land Transport</b> Non-Subsidised Roding Subsidised Roding	No change No change	
<b>Water Supply</b> Water Supplies	No change	
<b>Environmental Sustainability</b>		
<b>Resource Management</b> Regulatory Planning	No change	

Activity	Levels of Service	Strategy
<b>Solid Waste Management</b> Refuse Collection	To be reviewed, section 17A review to be undertaken, Potential for change to levels of service. Waste Management Minimisation Strategy to be received	Consultation on Waste Management Minimisation Plan with LTP.
Solid Waste Management	To be reviewed, section 17A review to be undertaken, Potential for change to levels of service. Waste Management Minimisation Strategy to be reviewed.	Consultation on Waste Management Minimisation Plan with LTP.
<b>Stormwater</b> Stormwater	Increase to level of service	Looking to undertake significant works to address stormwater issues across town.
<b>Wastewater</b> Wastewater	Increase in level of service	Looking to reticulate Hikutaia and Woodlands in outer years of LTP, renewal works in Ōpōtiki to be completed first.



## REPORT

Date : 15 January 2018  
To : Ordinary Council Meeting, 30 January 2018  
From : Finance and Corporate Services Group Manager, Bevan Gray  
Subject : **COMMUNITY OUTCOMES FOR THE 2018-2028 LONG TERM PLAN**  
File ID : A128885

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### **EXECUTIVE SUMMARY**

**The Local Government Act 2002 (LGA) requires Council to describe the community outcomes for our district in the Long Term Plan (LTP). Further, the outcomes provide a high-level set of goals that we aim to achieve and inform our district strategy. The purpose of this report is to consider and adopt the community outcomes and district strategy for use in the 2018-2028 LTP.**

### **PURPOSE**

To consider and adopt community outcomes and district strategy for use in the 2018-28 Long Term Plan (LTP). A report setting out the draft community outcomes and district strategy is attached as Appendix One to this report.

### **BACKGROUND**

The LGA requires Council to describe the community outcomes of our district in the LTP. Community Outcomes play a critical role in our strategic planning processes. The outcomes provide a high-level set of goals that Council aims to achieve and they enable Council to have a clear focus on a Long Term Plan for our district.

The outcomes embrace all aspects of life in the Opotiki District and the four wellbeing areas that were defined by the Local Government Act – social, cultural, environmental and economic. The LTP explains what and how Council will contribute to the community outcomes over the next decade.

**SIGNIFICANCE ASSESSMENT**

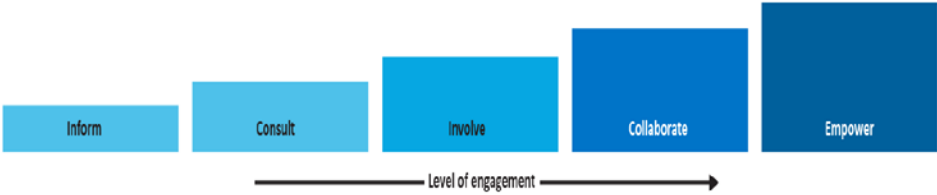
**Assessment of significance**

Under Council’s Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of significance for the Community Outcomes for the 2018-28 Long Term Plan is considered to be low as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

Community outcomes do however inform the LTP which will be part of a special consultative procedure in early 2018.

**Assessment of engagement requirements**

As the level of significance for adoption of the Community Outcomes for the 2018-28 Long Term Plan is considered to be low, the level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



**COMMUNITY INPUT AND PUBLICITY**

Once adopted for use by Council the community outcomes and district strategy will be loaded onto our website for review and feedback from the community.

**RECOMMENDATIONS:**

- 1. That the report titled "Community Outcomes for the 2018-28 Long Term Plan" be received.
- 2. That the draft Community Outcomes be approved for use in the preparation of the Long Term Plan.
- 3. That the draft Community Outcomes be made available for feedback from the public.

Bevan Gray

**FINANCE AND CORPORATE SERVICES GROUP MANAGER**

## Appendix One

# COMMUNITY OUTCOMES

Community Outcomes play a critical role in our strategic planning processes. They provide an understanding of what the community wants for the future. They help Council align its efforts and resources to the community's needs, wants and priorities. The Outcomes provide a high-level set of desired goals that we aim to achieve and enable Council to have a clear focus on a Long Term Plan for our district.

The Community Outcomes were created by the community in conjunction with Council. There are seven clear goals, that when combined, create a picture of how the community want our district to be in the year 2028 and beyond. The outcomes embrace all aspects of life in Ōpōtiki District and the four well-being areas that were defined by the Local Government Act – social, cultural, environmental and economic. This Long Term Plan seeks to explain what and how Council will contribute to those community outcomes over the next decade.



### **Development and protection of the natural environment**

- Support and encourage environmentally friendly development
- Manage land ownership, growth and development carefully
- Support initiatives that tackle environmental issues and improve understanding of the environment
- Involve community in planning for climate change
- Support iwi and hapū to exercise kaitiakitanga.



### **Services and facilities meet our needs**

- Provide facilities and services that meet current and future needs and are accessible to all
- Help agencies and organisations identify our specific needs
- Support and encourage effective planning for the future
- Provide emergency management services
- Ensure roads and transport networks are appropriate to requirements and district growth needs
- Create safe communities.



### **Fair and efficient leadership**

- Provide leadership that is visionary, community focused, efficient and inclusive.



### **A strong and effective community spirit**

- Support the spirit and character of our communities remaining strong and distinctive
- Support and encourage positive community activities where people work and play together
- Promote a healthy active lifestyle and provision of appropriate facilities.



### **Purposeful work and learning opportunities**

- Advocate for well aligned education and training, and employer and industry involvement in growing our workforce for the future
- Enable people to derive pride and purpose from a variety of work and learning opportunities.



### **Development supports the community**

- Support and/or partner with the community in innovative and appropriate development
- Promote tourism and develop infrastructure while respecting our natural environment to grow the visitor economy
- Develop and maintain a vibrant town centre as an enjoyable meeting place for all people.



### **History and culture is treasured**

- Support opportunities for artistic and cultural expression and respect and promote history, art and culture as a valued part of our community.

## **How Council contributes to the Community Outcomes**

Having worked with the community to develop community outcomes, Council has to make decisions about how it will contribute to achieving those outcomes. A framework that includes Council's Vision – a clear statement on what Council aspires to achieve, Values – the foundation for policies and actions, and District Strategy – a future scenario to help set priorities for Council action, has been adopted to determine Council's priorities and future direction.

Our Vision: **'STRONG COMMUNITY STRONG FUTURE'**

## Our Values:

<p><b>Ngakau- tapatahi me te Pononga</b> Kaore matou a marie i a matou uaratanga a, ka mahi i roto i te huatanga matatika i nga wa katoa.</p>	<p><b>Integrity and honesty</b> We will not compromise our values and will act in a trustworthy manner at all times.</p>
<p><b>Manakuratanga</b> Ka kakama matou i roto i nga take e pa ana ki to tatou iwi whanui ma te whakahaere tikanga, ma te kanohi, kai tautoko arahitanga me te whakaaro.</p>	<p><b>Leadership</b> We will take an active role in issues that affect our community by providing governance, representation, advocacy, guidance and opinion.</p>
<p><b>Mahorahora me nga Herenga</b> Ka whakahaeretia a matou mahi i roto i te aria kia kitea ai e te iwi whanui a, kia mohiotia a matou mahinga me nga tutukitanga me te whakaae ano mo aua kawenga.</p>	<p><b>Openness and accountability</b> We will conduct our affairs in a way that allows the community to see and understand our actions and achievements, and we will accept responsibility for them.</p>
<p><b>Tokeke me te Ture o te Tika</b> Ka mahi matou ia hua ai ka orite te whiwhi mea angitu o te katoa me te noho tokeke i roto i iaga whakatinanatanga o uga kaupapa.</p>	<p><b>Fairness and equity</b> We will act to ensure that all have equal opportunities and we will be unbiased in the implementation of policies.</p>
<p><b>Whakatutukitanga Whakawaiatanga</b> Ka whiwhi hua i roto i te auaha me te ngawaritanga.</p>	<p><b>Achievements orientated</b> We will gain results in a timely, innovative and economic manner.</p>
<p><b>Tikanga Tutohungatanga</b> Ka manako matou i te wahi motuhake o te Tangata Whenua i roto i te iwi whanui a me te whakarite ano i nga kitenga rereketanga, me nga uaratanga o to tatou iwi whanui.</p>	<p><b>Relationships</b> We will acknowledge the special place of Tangata Whenua in our community, and respect the different views and values of our community.</p>
<p><b>Tumanako Manawareka</b> Ka ahei tonu matou kia mohio ki nga tumanako o to tatou iwi kainga me te whakamatau kia taea te tairanga teitei o te whakanatanga o te iwi whanui.</p>	<p><b>Satisfying expectations</b> We will always look to understand our community's expectations and try to achieve a high level of community satisfaction.</p>



## Our District strategy:

Identifies the most important projects, including those that will take this district forward and give the best return for the ratepayers' dollar. These are the areas Council will focus on for at least the next three years; these are the priorities for Council action.

The district strategy, which is defined by the Ōpōtiki District Council, aligns closely with the four well-beings and also the community outcomes.

There are four distinctive focus areas to the district strategy:

### **Economic Growth**

While the Ōpōtiki District comprises 3% of the Bay of Plenty population, our economy only contributes 2.44% to the region's gross domestic product. Economic growth that creates sustainable employment and respects environmental qualities is the district's highest priority. Economic growth will be secured through diversification. At present, the district economy is mainly driven by the primary industries of agriculture and horticulture.

The primary sector will steadily grow through increased kiwifruit, honey and Manuka oil production throughout the Ōpōtiki District. Further expansion in these industries is in planning stages.

The proposed Ōpōtiki Harbour entrance will be constructed within the first three years of this plan, enabling the landing and processing of mussels and other products from a growing number of offshore marine farms. This will provide a platform for sustained economic growth in the district, as businesses develop to take advantage of this new infrastructure. Operations such as charter boats, commercial fishing, retail and accommodation will increase as a result of improved access and demand. Land based aquaculture may also emerge as a related industry.

Tourism will also be a growth industry for the district as a number of initiatives yield results. Regional and district promotions, the new harbour, the Mōtū Trails cycleway, events, and an increasing number and quality of attractions, including branding and developing the town centre as an historic precinct, will create a new level of interest in our district.

Māori land development in accordance with the aspirations of the owners provides a significant opportunity to develop social and economic wellbeing. Supporting that development, and legislative changes to level the playing field, are growing areas of importance to the district.

### **Priorities for Council action**

- Ōpōtiki Harbour development
- Provide visitor and business investment information and support and infrastructure that supports investment
- Support the aspirations of Māori to develop their land
- Support local and regional business growth and workforce development
- Promote facilities and activities to increase visitors, including historic precinct development and Mōtū Trails cycleway.

### **Quality of life**

The quality of life of individuals must continue to improve if a community is to be sustainable. The quality of life for Ōpōtiki residents will be underpinned by Council's core services such as water, stormwater, sewerage, roads and solid waste management. These services will be complemented by facilities that promote community well-being, including park and recreation facilities and libraries.

Council will also work with other relevant agencies to ensure that their services enhance the quality of life for residents. This includes policing, health, education, housing and other social service providers.

Quality of life will be enhanced by the lifestyle opportunities provided by the district's beautiful natural environment. The outstanding Ohiwa Harbour and numerous river systems, beautiful beaches, stunning coastal views, extensive indigenous vegetation, strong communities and cultural richness will continue to attract residents and visitors alike.

The development of the economy and employment opportunities will also bring about improvements in the quality of life for residents.

### **Priorities for Council action**

- Provide infrastructure e.g. roads, water, stormwater, sewerage, waste management, renewal of Ōpōtiki Township wastewater reticulation network
- Advocate with and on behalf of Ōpōtiki communities to central government
- Develop the Technology and Research Centre
- Provide recreation facilities including development of walkways and cycleway
- Support initiatives for development in the Coast ward.

## **Environmental Quality**

Another major strength of the Ōpōtiki district is the high quality of its environment. Over 80% of the district is in native vegetation and there are 13 major rivers. Over half the Bay of Plenty coastline (160km) lies within the council's boundaries.

We are proud of our natural environment. The maintenance and enhancement of environmental quality is an important part of the district's future and a key focus for the district strategy.

Our unique harbour, bush, rivers, beaches, landscapes and associated activities such as swimming, fishing, diving, hunting, walking, biking and kayaking, are major attractions for residents and visitors.

Priorities will be the creation of facilities and infrastructure to optimise the use and enjoyment of natural resources while protecting the natural environment. The Ōpōtiki Harbour Development project and implementation of the recreation strategy will continue. Council will also, with the community, continue to identify and action environmental enhancement projects.

### **Priorities for Council action**

- Complete the District Plan review and implementation
- Maintain and enhance parks and reserves
- Partner with community groups, iwi and hapū, BOPRC and DOC to undertake environmental restoration projects
- Continue to work with partners to maintain, enhance and grow the Mōtū Trails cycleway.

## **Strong community spirit**

An existing strength of the Ōpōtiki district is the strong community spirit. This is often reflected in the high levels of volunteerism on marae, organising events or running local clubs and community initiatives. However, Ōpōtiki is not immune to global trends such as declining volunteerism, increasing disconnection of individuals and families, and increasing crime. A sustainable community requires a strong community spirit.

Ōpōtiki will continue to be known for its strong community spirit. Communities will retain their own distinctive identities whilst undertaking activities that support and enhance the collective wellbeing of the district's communities. Ōpōtiki will continue to have communities that care for themselves and others.

Council will continue its role in fostering strong communities by sponsoring or supporting community initiatives, and enhancing the quality of life of residents. With economic growth, there will be an increased number of community events and activities to foster community spirit.

The harbour development, marine farm, growth of the kiwifruit industry and the impending settlement of outstanding Treaty of Waitangi claims will greatly increase the community's vitality. Ōpōtiki will be a place where people feel good living, working, enjoying recreational activities and visiting.

There will be a greater appreciation amongst visitors and the general public about the cultural richness of the district through increased cultural tourism, with marae stays and cultural tours as we celebrate our māoritanga.

**Priorities for Council action**

- Promote and support community events
- Provide sports fields and facilities for community use e.g. pavilions
- Play our prescribed role in Treaty Settlements, including any legislated joint governance arrangements, and any orders made under the Marine and Coastal Areas Act
- Support programmes to deliver good jobs for local people.

# Strategic planning documents important to community outcomes

The following strategic planning documents will assist in progressing the community outcomes.

<b>Strategic Document</b>	<b>Relationship to Ten Year Plan</b>
Annual Plan	Produced in the two out of three years that a ten year plan is not compiled. Explains any changes that may be made to the Ten Year Plan for the coming year.
30 Year Infrastructure Strategy	Along with the ten year plan Council produces a 30 year infrastructure strategy that identifies the capital and operational costs we expect to spend on our infrastructure assets. This has a direct correlation to affordability contained in the financial strategy.
Asset Management Plans	Supports the ten year plan and provides in-depth detail of how assets will be managed over the next ten years.
District Plan	The regulatory tool that assists in achieving community outcomes via the protection of the district's natural and physical environment.
Bay of Plenty Regional Places and Spaces Strategy	Strategic framework for regional sport and recreation spaces and places (facility) planning in the Bay of Plenty region.
District Strategy	Part of our ten year plan. Identifies the most important projects Council will focus on over the next three years.
Bay of Plenty Regional Land Transport Strategy	Regional level guidance document that ensures integrated planning, management and operation of the regions state highways and various district roading works.
Walking and Cycling Strategy	The BoP Regional and Ōpōtiki District Walking and Cycling Strategies provide an integrated vision and targets for the promotion of these activities.
Eastern Bay of Plenty Road Safety Strategy	At a district level, takes into account and promotes community aspirations, particularly in the area of transport and safety.
Economic Development Strategy	The long term plans of joint Bay of Plenty and Eastern Bay of Plenty trusts established to promote sustainable economic growth.
Tourism Strategy	
Recognised Iwi Management Plans	
Reserves Management Plans	
Bay of Plenty Spatial Plan	

## **REPORT**

Date : 25 January 2018  
To : Ordinary Council Meeting, 30 January 2018  
From : Chief Executive Officer, Aileen Lawrie  
Subject : **CHIEF EXECUTIVE OFFICER'S UPDATE**  
File ID : A128990

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### **Waiōtahe Reserve and NZTA Land (Pipi Beds)**

An average of 20 tents and campervans occupied the pipi beds per night between 26 December and 1 January, which represents a slight increase on the previous year. However, unlike previous years where numbers spiked at 34 this year numbers didn't rise above 22 and were consistent at around 20 each night. The campers occupied the area to the west of the entrance way keeping the shoreline and eastern section for day trippers to enjoy. Visiting officers didn't observe any litter on the site and were pleased with the way that campers and day trippers conducted themselves.

### **Hukuwai Beach Reserve**

A similar trend was observed at Hukuwai Beach reserve with an average of seven tents and campervans staying each night. This was a slight increase on the previous year average of six tents or campervans occupying.

## **MEETINGS / EVENTS ATTENDED BY CEO 15 DECEMBER 2017 – 25 JANUARY 2018**

### **12 JANUARY 2018**

Meeting with Whakatōhea and Whakatōhea Mussels (Opōtiki) Ltd

### **16 JANUARY 2018**

HEB Construction – ODC introductions

### **17 JANUARY 2018**

Blessing of works at Opōtiki Wharf

**25 JANUARY 2018**

Ōpōtiki Harbour Project Board meeting

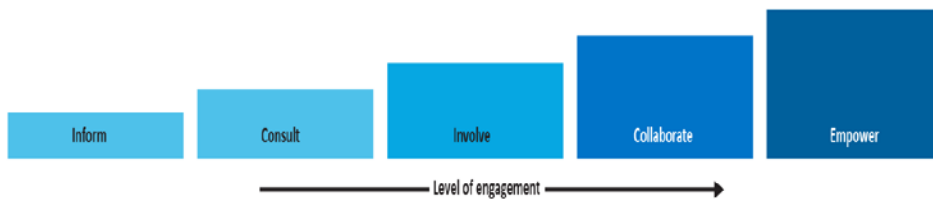
**SIGNIFICANCE ASSESSMENT**

**Assessment of significance**

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

**Assessment of engagement requirements**

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



**RECOMMENDATION:**

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

Aileen Lawrie

**CHIEF EXECUTIVE OFFICER**