



**MINUTES OF AN EXTRA ORDINARY COUNCIL MEETING DATED THURSDAY, 30 JUNE 2020, IN THE  
OPOTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, OPOTIKI AT 9.00AM**

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PRESENT:

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

IN ATTENDANCE:

Aileen Lawrie (Chief Executive Officer)  
Bevan Gray (Finance and Corporate Services Group Manager)  
Gerard McCormack (Planning and regulatory Group Manager)  
Gae Finlay (Executive Assistant and Governance Support Officer)

GUESTS:

John Galbraith  
Lucy Devany, Tristan Vine and Jenna Gray (Eastern Bay Chamber of Commerce)

MEDIA:

Charlotte Jones (Local Democracy Reporter, The Beacon)

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**APOLOGIES**

Nil.

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

Nil.

*Her Worship the Mayor advised that the LTP workshop which was to commence at the conclusion of the meeting has been postponed.*

## 1. BERL AFFORDABILITY REPORT

p3

The Finance and Corporate Services Group Manager spoke to the report with the aid of a powerpoint presentation as set out below:

Affordability – What Next?

*Immediate actions*

- Publish the reports – prepare a media release on it.
- Seek engagement with superannuitants across our district and encourage application for rates rebates.
- Understand their situations and utilise the information that we gather to lobby DIA for amendments to the Rate Rebate Scheme – it needs to be easier.
- Apply remissions or postponement policies where appropriate.

*Short term*

- Include affordability as a key pillar in the next LTP and financial strategy, as resolved. There is a renewed focus on wellbeing again, you can't have wellbeing without affordability.
- What does this mean? Having a yard stick to measure against in terms of our rating decisions over the next 10 years.
- It will allow us to set targets for growth in population and rating units to keep rates affordable, we can do this by understanding the rating impact in year 10 or even 30 by applying some assumptions on household incomes. Then understanding how many more slices of the pie we need to add to keep rates below 5% of household income.

The Chief Executive Officer suggested that a third clause be added to the recommendations to record Council's endorsement of the proposed actions noted in the powerpoint presentation being taken forward into the Long Term Plan process for further discussion. The mover and seconder agreed to the additional clause being added.

### RESOLVED

- (1) That the report titled "BERL Affordability Report" be received.**
- (2) That the Council consider affordability as a key pillar in the Financial Strategy for the next Long Term Plan.**
- (3) That Council endorses the proposed actions noted in the powerpoint presentation being taken forward into the Long Term Plan process for further discussion.**

Rāpihana/Hocart

**Carried**

## 2. **ADOPTION OF 2020/21 ANNUAL PLAN**

**p15**

The Finance and Corporate Services Group Manager advised that Simpson Grierson have undertaken a legal review of the rates setting. There are some minor changes which are included in the tabled report for Item 3. He then spoke to a powerpoint presentation covering the following:

- Detailed rating information pertaining to:
  - Ōpōtiki Township
  - Hukutaia/Woodlands
  - Ōhiwa
  - Coast Residential Properties
  - Primary Sector
  - Commercial/Industrial
  - Kiwifruit Orchards

The Finance and Corporate Services Group Manager is to check the calculation in relation to Ōhiwa rates. It was noted by Her Worship the Mayor that it should show as a decrease.

The Chief Executive Officer referred to clause 3 of the recommendations relating to a contribution of up to \$140,000 for sealing 2.2kms of Wainui Road, Tōrere. In line with Council's Road Sealing Policy, the balance of the sealing costs will be funded by a group from Tōrere.

Councillors noted that the sealing of Wainui Road, Tōrere has been in limbo for a number of years and agreed that Council proceed with a contribution of up to \$140,000 for the sealing to be undertaken.

1. **That the report titled "Adoption of the 2020/21 Annual Plan" be received.**
2. **That Council:**
  - (a) **Adopts the 2020/21 Annual Plan.**
  - (b) **Adopts the Funding Impact Statement contained within the 2020/21 Annual Plan.**
  - (c) **Adopts the Schedule of Fees and Charges.**
3. **That Council agrees to proceed with a contribution of up to \$140k for sealing 2.2 km of Wainui Road at Tōrere.**
4. **That Council authorises the relevant asset additions and disposals as outlined in the Annual Plan and corresponding schedule of projects, and delegates the authority to the Chief Executive.**

Rāpihana/Nelson

**Carried**

*The Planning and Regulatory Group Manager left the meeting at 9.36am and returned at 9.39am.*

**3. SETTING OF 2020/21 RATES, DUE DATES FOR PAYMENT, AND THE PENALTIES REGIME** **p98**

A replacement report was tabled.

**RESOLVED**

- (1) That the report titled "Setting of 2020/21 Rates, Due Dates for Payment, and the Penalties Regime" be received.
- (2) That the Ōpōtiki District Council, pursuant to the provisions of the Local Government (Rating) Act 2002, set the following rates for the period 1 July 2020 to 30 June 2021:

**1 GENERAL RATES**

**(a) General Rate**

Pursuant to Section 13 of the Local Government (Rating) Act 2002, a general rate of 0.3080 cents in the Dollar of Capital Value on all rateable rating units in the Ōpōtiki District.

*Revenue Sought* **\$8,263,465**

**(b) Uniform Annual General Charge**

Pursuant to Section 15 of the Local Government (Rating) Act 2002, a uniform annual general charge of \$476.65 on every rateable rating unit in the district.

*Revenue Sought* **\$2,256,470**

**2 TARGETED RATES**

**(a) Water Supply Charges**

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

	<b>Supply Name</b>	
<b>(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.</b>	<b>Ōpōtiki/</b>	<b>279.15</b>
	<b>Hikutaia</b>	
	<b>Te Kaha</b>	<b>324.53</b>
	<b>Ohiwa</b>	<b>785.37</b>

<b>(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.</b>	<b>Ōpōtiki/</b>	<b>139.58</b>
	<b>Hikutaia</b>	
	<b>Te Kaha</b>	<b>162.27</b>
	<b>Ohiwa</b>	<b>392.68</b>
<b>Revenue Sought:</b>	<b>Ōpōtiki/</b>	<b>\$640,375</b>
	<b>Hikutaia</b>	
	<b>Te Kaha</b>	<b>\$115,173</b>
	<b>Ohiwa</b>	<b>\$16,885</b>

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:

<b>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 rates per cubic meter:</b>	<b>Ōpōtiki</b>	<b>66 c/m<sup>3</sup></b>
	<b>Te Kaha</b>	<b>\$1.15 m<sup>3</sup></b>
	<b>Ohiwa</b>	<b>\$1.015 m<sup>3</sup></b>
<b>Revenue Sought:</b>	<b>Ōpōtiki</b>	<b>\$327,750</b>
	<b>Te Kaha</b>	<b>\$71,875</b>
	<b>Ohiwa</b>	<b>\$5,750</b>

**(b) Sewerage Drainage Charges**

Pursuant to Section 16 of the Local Government (Rating) Act 2002, a targeted rate shall be set in each urban drainage area as follows:

	<b>Scheme Name</b>	<b>2020/21</b>
<b>(i) One full charge in respect of every separately used or inhabited part of a rating unit connected to a public sewerage drain.</b>	<b>Ōpōtiki</b>	<b>576.31</b>
	<b>Waihau Bay</b>	<b>498.20</b>

(ii) Half of the full charge in respect of each rating unit to which sewer drainage can be, but is not connected, situated within 30m from any part of the public sewerage drain.	<b>Ōpōtiki</b>	<b>288.16</b>
	<b>Waihau Bay</b>	<b>249.10</b>
(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.	<b>Ōpōtiki</b>	<b>461.05</b>

**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.

<b><i>Revenue Sought</i></b>	<b><i>Ōpōtiki</i></b>	<b><i>\$983,870</i></b>
	<b><i>Waihau Bay</i></b>	<b><i>\$12,704</i></b>

**(c) Waioeka Wastewater Extension**

Pursuant to Section 16 of the Local Government (Rating) Act 2002, a targeted rate shall be set as a fixed amount per rating unit connected to the Waioeka Wastewater Extension of \$23,285.78.

<b><i>Revenue Sought:</i></b>	<b><i>Waioeka</i></b>	<b><i>\$46,572</i></b>
	<b><i>Extension</i></b>	

**(d) Kerbside 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 Waiotahi/Waioeka Ward collection areas set as follows:**

- (i) **A full charge of \$233.52 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 \$116.76 per rating unit that is not used or inhabited within the defined Ward collection areas.**

***Revenue Sought* *\$513,281***

**(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**  
**\$41.96 per rateable rating unit within the defined rating areas where land use is residential.**

***Revenue Sought* *\$88,552***

- (i) **Rural communities of interest**  
**\$24.78 per rateable rating unit within the defined rating areas where land use is rural.**

***Revenue Sought* *\$59,594***

- (ii) **Commercial/industrial communities of interest**  
**\$826.95 per rateable rating unit in the district where land use is commercial or industrial.**

***Revenue Sought* *\$177,796***

**3 INSTALMENT DATES**

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

- **Instalment One : 21 August, 2020**
- **Instalment Two : 20 November, 2020**
- **Instalment Three : 26 February, 2021**
- **Instalment Four : 21 May, 2021**

**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 : 18 December, 2020
- Instalment Two : 17 June, 2021

#### 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 26 August, 2020; of the second instalment of rates remaining unpaid after the due date, on 25 November, 2020; of the third instalment of rates remaining unpaid after the due date, on 3 March, 2021; and of the fourth instalment of rates remaining unpaid after the due date, on 26 May, 2021.

HWTM/Browne

Carried

*Councillor Howe left the meeting at 10.05am and returned at 10.07am.*

*The meeting adjourned at 10.08am for morning tea and reconvened at 10.18am. Lucy Devany, Tristan Vine and Jenna Gray from Eastern Bay Chamber of Commerce joined the meeting at this time.*

*Her Worship the Mayor advised that the Eastern Bay Chamber of Commerce presentation (Item 6) will be given now, prior to Item 4.*

#### 4. THE OPOTIKI TOWN CENTRE STRUCTURE PLAN

p104

Councillor Rāpihana extended thanks to the Planning and Regulatory Group Manager and the Community Engagement Officer for all the work they have put into this project.

#### RESOLVED

- (1) That the report titled "The Ōpōtiki Town Centre Structure Plan" be received.
- (2) That Council endorse the recommendations ("Next Steps") set out in the Ōpōtiki Town Centre Structure Plan as follows:
  - 1: Development of a masterplan.
  - 2: 'Spruce it Up': Council and building owners work together to smarten up the town centre. This could include activities such as painting building facades, repairing verandahs, decluttering signage and replacing flags.



**3: 'Heritage and Taonga': Council work with stakeholders to develop a heritage and taonga trail into, and around, the town centre.**

**4: 'Connecting Land and Sea': Council work with stakeholders to develop a walkway/cycleway between the town centre and wharf.**

Browne/Rāpihana

**Carried**

*The Finance and Corporate Services Group Manager left the meeting at 10.54am and returned at 10.57am.*

*Lucy Devany, Tristan Vine and Jenna Gray left the meeting at 10.58am.*

*John Galbraith entered the meeting at 10.59am.*

**5. ŌPŌTIKI HARBOUR TRANSFORMATION PROJECT – UPDATE  
(John Galbraith, Project Manager)**

**Verbal Item**

John Galbraith stated that it is nine years since he first presented to Council in relation to the initial Business Case. He updated Council with the following:

- Highlights – the start of the enabling works are underway, launched last week with a karakia; the commencement of production of two quarries – Waiōtahe and Tāneatua – there will be approximately 18 new jobs across the two quarries.
- Archaeological process – this has been more demanding than expected; the learning is that we need to have protocols for our project planning.
- Archaeological Authorities – these are in process.
- Coming events – notably formally welcoming HEB and their team to Ōpōtiki, possibly 15 July.
- Work ahead – enabling works continue; by the end of this year it is expected to have final design for the harbour fairly well confirmed and seek any consent variations required.
- Commencement of construction – this will be mid-next year.
- Handbar production – manufactured locally.

Following a question and discussion time with Councillors, Her Worship the Mayor thanked John Galbraith for updating Council in relation to the Ōpōtiki Harbour Transformation Project.

**6. EASTERN BAY CHAMBER OF COMMERCE PRESENTATION**

**Verbal Item**

Lucy Devany, Tristan Vine and Jenna Gray introduced themselves to Council.

Lucy Devany spoke to a powerpoint presentation covering the following points:

- Chamber of Commerce overview – International, National, Local.
- Advocate, Support, Educate, Connect.

- Regional Business Partner Network – Business growth advisors; building business capability; Covid-19 RBP funding; BAU funding; the process.
- Chamber of Commerce in Ōpōtiki – Building and maintaining relationships; provide one on one business support/advice; working collaboratively; opportunities.

The Chief Executive Officer noted that Council will continue to support the Eastern Bay Chamber of Commerce.

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.15AM.**

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING A  
TRUE AND CORRECT RECORD AT A SUBSEQUENT  
MEETING OF THE COUNCIL HELD ON 25 AUGUST 2020**

**L J RIESTERER**

**HER WORSHIP THE MAYOR**