



# NOTICE OF A COAST COMMUNITY BOARD MEETING

**Te Rūnanga o Te Whānau Offices,  
State Highway 35, Te Kaha  
Tuesday, 9 April 2024  
Commencing at 10.00am**

## ORDER PAPER

**APOLOGIES**

**PUBLIC FORUM**

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**NOTE:**

***At the conclusion of the meeting the Freedom Camping Bylaw will be workshopped with Board members.***

**Members:** **Cr Maxie Kemara (Chairperson)**

**Michael (Spike) Collier**

**Jack Parata**

**Linda Steel**

**Allen Waenga**

**Committee Secretary:** **Mercedes Neems**

**Quorum:** **3**

**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 meeting room.**

**Stace Lewer**

**CHIEF EXECUTIVE OFFICER**



**MINUTES OF A MEETING OF THE COAST COMMUNITY BOARD HELD IN THE COUNCIL CHAMBERS,  
108 ST JOHN ST, OPŌTIKI, ON TUESDAY 27 FEBRUARY 2024, AT 10.03 AM**

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**PRESENT:**

Councillor Maxie Kemara (Chairperson)  
Jack Parata  
Linda Steel  
Allen Waenga  
Michael Collier

**IN ATTENDANCE:**

Nathan Hughes (Group Manager Engineering and Services)  
Katherine Hall (Strategic Development Manager)  
Billy Kingi (Financial Controller)  
Mercedes Neems (Executive Support Officer)

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The meeting was opened with a karakia and the Chairperson welcomed everyone present. He extended a mihi to board member Linda Steel and Ngaitai Iwi, for hosting the Mataatua Kapa Haka regionals at Te One, in Tōrere. He then congratulated all kapa (groups) that will be attending Te Matatini in 2025 and representing Mataatua waka.

**APOLOGIES**

Nil.

**DECLARATIONS OF INTEREST**

Nil.

**1. MINUTES – COAST COMMUNITY BOARD MEETING 12 DECEMBER 2023**

**p3**

It was noted that an error be amended in the minutes; Kathleen's name is Kathleen Morrison, not Morris as recorded. The Executive Support Officer will amend the records copy.

**RESOLVED**

**(1) That the minutes of the Coast Community Board meeting held on 12 December 2023 be confirmed**

**as a true and correct record.**

Kemara/Parata

**Carried**

## **2. ŌPŌTIKI WORKFORCE DEVELOPMENT UPDATE**

**p7**

*The report was taken as read.*

The Strategic Development Manager provided updates since the report was written, which included:

- The Workforce Development Co-Ordinator is now based at Pahaoa Marae one day a week.
- Two training courses have been held and delivered by the Ministry of Social Development (MSD).

With reference to a query regarding the timeframe for delivery of the driving course (delivering it in one full day as opposed to over the duration of three days), the Strategic Development Manager noted that she had been in discussions with the instructor and this is not something she is willing to explore for the service she provides.

Staff are looking at approaching NZTA directly to see how we can support gaining more testing officers and credentials in the district. The Chairperson referenced a meeting he attended in November 2022 alongside NZTA and AA services at which they were open to the idea as they understood the constraints of living remotely. He requested staff keep advocating to NZTA.

### **RESOLVED**

**(1) That the “Ōpōtiki Workforce Development Update” be received.**

Collier/Parata

**Carried**

## **3. GROUP MANAGERS’ COMBINED REPORT**

**p14**

*The report was taken as read.*

The Group Manager Engineering and Services provided a brief update on a civil defence event taking place in Te Kaha, regarding the Hikurangi M9 Fault. Scientists will be presenting on the potential threat the fault could pose to the area.

The Strategic Development Manager presented the items relating to the Long-Term Plan. Councillor Kemara also provided further commentary around the decision to defer until September 30. The Council requires more time to implement the direction received by the new Government, to encompass three waters services back into the Infrastructure Strategy for year 1-10 as opposed to years 1-3.

A discussion ensued regarding proposed level of service cuts for isite, Te Tāhuhu-o-Te-Rangi (Library) and the

reduction of hours. The Group Manager Engineering and Services then provided a summary of the development of the Long-Term Plan, clarified the level of proposed service cuts and the onflow effect the decision has on operating hours.

The decision for the final budget and levels of service will come after the formal consultation period. Councillors have heard from the community and advocated that the community cannot afford a massive rates increase, therefore the community will receive lower levels of service. The difference between the proposed 10.5% rise and 13.2% is \$400K of revenue required.

Board members suggested charging a fee for hui (meetings) being held at Te Tāhuhu-o-Te-Rangi. Board members Michael Collier and Linda Steel both utilise the services, and a charge may assist to maintain the rise in costs for the Library service. This is not something that would be out of favour with certain organisations. The Board will continue to receive updates about the Long-Term Plan as it develops.

The Executive Support Officer provided further commentary regarding the timeline for informal engagement for the Representation Review. It was suggested when staff engage that the Coast Community Board members are shown in the display material alongside the coast area they represent.

**RESOLVED**

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

Kemara/Waenga

**Carried**

**4. COAST INITIATIVES FUND UPDATE**

**p50**

The Financial Controllor provided an update on the balance of the account.

A discussion ensued regarding the pledge towards the technological mobile services van. This pledge is due to expire in August. The Board reached a consensus to instead allocate the amount pledged towards the Library service on behalf of the collective communities in the Coast Ward. Communities in the Coast Ward benefit and utilise the Library service.

It was agreed that the Financial Controllor will review the criteria of the Coast Initiatives Fund and Standing Orders, to explore the option to allocate funding towards the Library service.

Board member Allen Waenga commented on funding received by Standfast Horse Treks and noted that the Horse Sports event is due to take place in March. The Board discussed other funding avenues that may assist

Standfast Horse Treks with their programme. The Board appreciates the outcomes produced by Standfast Horse Treks and would still like to support the initiative but noted that there may be other funding opportunities to assist long term. It was agreed that the Chairperson would speak to Standfast Horse Treks with regard to funding opportunities moving forward.

**RESOLVED**

- (1) That the report titled "Coast Initiatives Fund Update" be received.**
- (2) That the action for the Financial Controllor be added to the Action Schedule, to explore the option of allocating the pledge for the mobile service towards the Library "Te Tāhuhu-o-Te-Rangi".**
- (3) That the action for the Chairperson be added to the Action Schedule, to speak with Standfast Horse Treks regarding funding opportunities moving forward.**

Kemara/Steel

**Carried**

**5. COAST INITIATIVES FUND FUNDING APPLICATION: COMPLETION REPORT  
TE WHĀNAU-Ā-APANUI KAPA HAKA**

**Verbal**

The Board appreciated the completion report for Te Whānau-Ā-Apanui kapa haka, in relation to funding received to attend Te Matatini 2023. The Chairperson will thank Tamati Waaka for the completion report. The Board noted that the two groups that attended Te Matatini 2023 from the Coast Ward were outstanding. This group took out Te Toa Whakaihuwaka, and were the overall winners for Te Matatini 2023.

**RESOLVED**

- (1) That the Coast Initiatives Fund Completion Report from "Te Whānau-Ā-Apanui" be received.**

Parata/Waenga

**Carried**

**6. COAST INITIATIVES FUND FUNDING APPLICATION: COMPLETION REPORT  
MĀORI GIRLS CHARITABLE TRUST**

**p18**

Board member Allen Waenga commended the Board for supporting this kaupapa. Māori Girls Charitable Trust has persevered and returned to the Board on many occasions. The applicants would have appreciated the funding and the Board appreciated receiving the report and hearing the details of the project and the outcomes for the wānanga.

**RESOLVED**

- (1) That the funding application from Māori Girls Charitable Trust be received.**

Waenga/Collier

**Carried**

**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 COAST COMMUNITY BOARD HELD ON  
TUESDAY, 9 APRIL 2024.**

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**MAXIE KEMARA  
CHAIRPERSON  
COAST COMMUNITY BOARD**

**ACTION SCHEDULE for the COAST COMMUNITY BOARD MEETING as at 25 March 2024**

<b>DESCRIPTION</b>	<b>DATE</b>	<b>RESOLUTION and / or TASK / ACTION</b>	<b>WHO IS RESPONSIBLE?</b>	<b>OUTCOME / RESULT</b>
<b>Allocation of funds towards the library.</b>	27/02/24	(1) That the action for the Financial Controller be added to the Action Schedule, to explore the option of allocating the pledge for the mobile service towards the library “Te Tāhuhu-o-Te-Rangi”.	<b>Financial Controller</b>	<b>The Financial Controller will provide an update at the meeting.</b>
<b>Discussion Standfast Horse Treks – other funding avenues.</b>	27/02/24	(1) That the action for the Chairperson be added to the Action Schedule, to speak with Standfast Horse Treks regarding funding opportunities moving forward.	<b>Chairperson</b>	<b>To be updated at the meeting</b>



## COOMMUNITY BOARD REPORT

Date : 2 April 2024  
To : Coast Community Board Meeting, 9 April 2024  
From : Group Manager Engineering and Services, Nathan Hughes  
Subject : **GROUP MANAGERS' REPORT**  
File ID : A1217553

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### EXECUTIVE SUMMARY

- This report provides an update to the Coast Community Board regarding the development of the Long-Term Plan and includes details surrounding the commencement of the informal engagement phase with regard to the Representation Review.

### RECOMMENDATIONS

- 1) **That the report titled "Group Managers Report" be received.**

### PURPOSE

1. The purpose of this report is to provide an update to the Coast Community Board members with regard to the development of the Long-Term Plan, and the commencement of the Representation Review for the inclusion of Māori Wards in our rohe (district).

### 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.

## **BACKGROUND**

3. The purpose of this report is to provide an update to the Coast Community Board members regarding the development of the Long-Term Plan, and the commencement of the Representation Review for the inclusion of Māori Wards in our rohe (district).

## **DISCUSSION**

4. Councillors have engaged in multiple workshops with regard to the Long Term Plan 2024-2034, in order to create the budget and the underlying documents which form the LTP.

### Long Term Plan 2024-2034 Update

LTP workshops held in February and March

#### *26 February*

5. Items discussed at this workshop included the third iteration of the budget for the Long Term Plan, and the Funding Needs Analysis required for the Revenue and Financing Policy. The notes from this workshop will be available via the Council website.

#### *6 March*

6. Items discussed included the final iteration of the budget for the Long Term Plan. The notes from this workshop will be available via the Council website.

#### *25 March*

7. Items discussed at this workshop included the Consultation Document, the Financial Strategy, the Infrastructure Strategy and the updated Fees and Charges schedule. The notes from this workshop will be available via the Council website.

LTP items at Ordinary Council Meeting

#### *19 March Ordinary Council Meeting*

8. The report titled "Endorsement of Final Direction for Budget for Long Term Plan 2024-2034" was received at the 19 March meeting. The recommendations, which were all received and carried, were:
  - 1) That the report titled "Endorsement of Final Direction for Budget for Long Term Plan 2024-2034" be received.
  - 2) That the following recommendations in the report titled "Endorsement of Direction for Draft Budget for Long Term Plan 2024-2034" dated 31 January be revoked:
    1. That Council endorse the direction for the draft budget for the Long Term Plan 2024-2034.

2. That Council direct the Chief Executive to create the final draft of the budget based on the direction received for the Long Term Plan 2024-2034.
  - 3) That Council endorses the direction for the draft budget for the Long Term Plan 2024- 2034:
    - a general rates increase in Year One of 10.5% across CAPEX, OPEX and Depreciation factors
      - i. CAPEX: budget for historic delivery levels
      - ii. OPEX: seek a reduction in operating budgets of approximately \$400,000 across Engineering & Services, Planning & Regulatory and Community Services & Developments groups
      - iii. Depreciation: utilise the Long Run Average Renewal method of funding depreciation
  - 4) That Council directs the Chief Executive to finalise the budget for the Long Term Plan 2024-2034.
  - 5) That Council acknowledges and responds to all members of the public who provided feedback on the 7 February 2024 Council Report “Endorsement of direction for Draft Budget for Long Term Plan 2024-2034” (feedback received up to 11 March 2024 is attached as Appendix 1).
9. The reduction in OPEX (levels of service) will be achieved through finding reductions in the Engineering department, as well as the Planning and Regulatory, and Community Services and Development departments. Overall, the rating impact on the community will still be an increase in the general rate of 10.5%, but the reduction in levels of services is now spread across three departments of the organisation.
10. The report is attached to this report as Appendix A.

#### Adoption of Rates Remission and Postponement Policy for Public Consultation

11. In addition, the report titled “Adoption of Rates Remission and Postponement Policy for Public Consultation” was received at the meeting. This policy is currently out for public consultation and will close on 19 April 2024. The changes to the policy include:
  - the combination of four rates remission/postponement policies into one policy
  - updating the new policy in line with current legislation
  - the policy no longer offering rates postponements because it followed the exact same procedure as a rates remission, so the postponement policies were “gathering dust”. Public consultation is following the same procedure as the Significance and Engagement and Revenue and Financing Policies. Hearings are scheduled for 1 May 2024.

12. The report is attached to this report as Appendix B.

### **Financial/budget considerations**

13. Costs associated to the development of the LTP have been included in the 2023-2024 Annual Plan.
14. Costs associated with the Representation Review is currently unbudgeted spend.

### **Policy and Planning Implications**

15. The recommendations in this report are consistent with Councils policies and plans.
16. Council is required to ensure it meets legislative requirements under the Local Government Act 2002 when developing the Long-Term Plan.
17. Council is required to ensure it meets legislative requirements and follows the prescribed formal process under the Local Electoral Act.

### **Impact on mana whenua**

18. The recommendation in this report has no specific impact on Mana Whenua.
19. However, the matters included in the Long-Term Plan are consistent with enabling Council's obligations under Te Tiriti o Waitangi and the Local Government Act 2002.
20. The matters included in the legislatively prescribed Representation Review process for the inclusion of Māori Wards, are consistent with enabling Councils obligations under Te Tiriti o Waitangi and the Local Electoral Act.

### **Climate impact considerations**

21. The recommendation in this report has no specific climate impact.

### **Risks**

22. There are no identified risks associated with the recommendations in this report.
23. Additionally, this report provides the Coast Community Board, and the wider Coast Ward community, an opportunity to understand the progress on the Long-Term Plan to date, and information surrounding the Representation Review for the inclusion of Māori Wards.

### **Community wellbeing considerations**

24. The purpose of Local Government includes the promotion of social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
25. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as follows:
  - Social, Economic, Environmental and Cultural wellbeing is enabled through the Long-Term Plan as it sets the budget and activities for the organisation for the next 10 years.

- Social, Economic, Environmental, and Cultural wellbeing is supported through fair and effective representation by ensuring the community views for Representation are considered.

## **SIGNIFICANCE AND ENGAGEMENT ASSESSMENT**

### **Assessment of significance**

26. 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.
27. The level of significance related to the decision of the matter 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**.
28. It should be noted, with regard to the Representation Review process, the level of significance is high and will follow a special consultative procedure as prescribed in the Local Electoral Act.

### **Assessment of engagement**

29. 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:

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#### **INFORM**

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

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

## **CONCLUSION**

31. This report provides an update to the Coast Community Board regarding the development of the Long-Term Plan and includes details surrounding the commencement of the informal engagement phase with regard to the Representation Review.

Nathan Hughes

**GROUP MANAGER ENGINEERING AND SERVICES**

## APPENDIX A



### COUNCIL REPORT

Date : 12 March 2024  
To : Ordinary Council Meeting, 19 March 2024  
From : Chief Executive Officer, Stace Lewer  
Subject : **ENDORSEMENT OF FINAL DIRECTION FOR BUDGET FOR LONG TERM PLAN 2024-2034**  
File ID : A1211081

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### EXECUTIVE SUMMARY

- This report presents a summary of the budget workshops held for the Long Term Plan 2024-2034 (LTP). On 7 February, Council endorsed the direction for the draft budget for the LTP and directed the Chief Executive to finalise the budget for the LTP.
- Between 8 February and 12 March, Council received feedback from members of the public with regard to the report "Endorsement of Direction for Draft Budget for Long Term Plan 2024-2034", received at the 7 February Ordinary Council Meeting.
- This report recommends revoking the previous recommendations which endorsed the direction for the budget and, following new direction from elected members, endorsing a new set of recommendations for the budget to enable the LTP to be finalised, including the Financial Model, key underlying documents and the financial model.

### RECOMMENDATIONS

- 1) **That the report titled "Endorsement of Final Direction for Budget for Long Term Plan 2024-2034" be received.**
- 2) **That the following recommendations in the report titled "Endorsement of Direction for Draft Budget for Long Term Plan 2024-2034" dated 31 January be revoked:**
  1. **That Council endorse the direction for the draft budget for the Long Term Plan 2024-2034.**
  2. **That Council direct the Chief Executive to create the final draft of the budget based on the direction received for the Long Term Plan 2024-2034.**
- 3) **That Council endorses the direction for the draft budget for the Long Term Plan 2024-2034:**
  - **a general rates increase in Year One of 10.5% across CAPEX, OPEX and Depreciation factors**
    - i. **CAPEX: budget for historic delivery levels**

- ii. **OPEX: seek a reduction in operating budgets of approximately \$400,000 across Engineering & Services, Planning & Regulatory and Community Services & Developments groups**
  - iii. **Depreciation: utilise the Long Run Average Renewal method of funding depreciation**
- 4) **That Council directs the Chief Executive to finalise the budget for the Long Term Plan 2024-2034.**
  - 5) **That Council acknowledges and responds to all members of the public who provided feedback on the 7 February 2024 Council Report “Endorsement of Direction for Draft Budget for Long Term Plan 2024-2034” (feedback received up to 11 March 2024 is attached as Appendix 1).**

## **PURPOSE**

1. The purpose of this report is to revoke recommendations previously carried at the Ordinary Council Meeting on 7 February 2024.
2. It is also to seek endorsement from Council to progress the final draft of the budget for the Long Term Plan 2024-2034 following new direction from elected members.
3. Finally, it is to acknowledge community feedback received with regard to the report titled “Endorsement of Direction for Draft Budget for Long Term Plan 2024-2034” received at the 7 February Ordinary Council Meeting.

## **STRATEGIC ALIGNMENT**

4. 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**

5. The Long Term Plan 2024-2034 (LTP) process began in May 2023.
6. Over the course of nine months, staff and elected members have had a series of workshops to work through the underlying documents required for the LTP; updated the community outcomes of the LTP and update the significance and engagement policy ahead of the formal consultation required for the LTP.

7. The LTP Process provides the council an opportunity to review long term plans and actions and set the budget for the next 10 years.

#### **Workshop – 30 November 2023**

8. On 30 November, a workshop was held. The purpose was to present to elected members the first draft of the budget for the LTP, and the proposed rating impact for Year 1.
9. The proposed rate increase was 34% and comprised five factors:

○ Capital Works Programme (financing)	3%
○ OPEX (Operational Expenditure)	8%
○ Deferred revaluations	5%
○ Harbour & Wharf	8%
○ Depreciation funding	10%
○ TOTAL	34%
10. Capital Programme Delivery was also included as a factor, but the percentage impact was not yet known because it relies on the Capital Works Programme being finalised. The information presented to elected members included options for each factor, and the risks associated with each option.
11. Immediate feedback from elected members was the proposed rating impact was too high and must be reduced. Staff sought direction from elected members with regard to how the rating impact should be reduced and across what factors.
12. Councillors agreed to provide this feedback to staff in due course, in time for the next scheduled workshop.

#### **Workshop – 18 December 2023**

13. On 8 December, staff were provided with the following direction to reduce the proposed rating impact in year one of the LTP:

○ the cost of the harbour operations needs to be delayed
○ revaluation and depreciation needs to be reduced
○ investigate reducing levels of service in isite, library, Toi EDA and parks
○ capital works, pull back and look for possible external funding to bring projects forward
○ the mobile services van is an item to defer/no longer deliver.
14. Staff used the direction received from elected members to prepare for the 18 December workshop. The purpose of the workshop was to confirm staff had correctly interpreted the direction from elected members and had direction to create the next iteration of the budget.
15. The following information was presented, for clarification and confirmation:



Table 1: summary of direction provided for factors of rating impact

<b>FACTOR</b>	<b>DIRECTION FROM COUNCILLORS</b>	<b>ACTION FROM STAFF</b>
<i>Harbour &amp; Wharf</i>	The cost of the harbour needs to be delayed.	Investigate partially rate funding and/or deferring the harbour and wharf activity to later years in the LTP.
<i>Revaluation and depreciation</i>	Revaluation and depreciation needs to be reduced.	Investigate partially funding or not funding what is required to reduce the cost.
<i>OPEX (Operational Expenditure)</i>	Investigate reducing levels of service in the isite, library, Toi EDA and Parks and Reserves. The mobile services van is an item to defer/no longer deliver.	Investigate partial and targeted reduction in levels of service.
<i>CAPEX (Capital Expenditure)</i>	Pull back and look for possible external funding to bring projects forward.	Investigate budgeting for historic average.

16. Each of the factors was discussed with direction provided, and the implications and risks were considered as well.
17. Elected members confirmed to staff they had correctly interpreted the feedback with regard to the harbour, revaluation/depreciation and the CAPEX factors.
18. With regard to OPEX, staff presented scenarios for reduced levels of service and no level of service across the isite (including events), the library, Toi EDA and Parks and Reserves. Councillors indicated the scenarios presented to them was not a correct interpretation of the direction and directed staff to investigate other options for a reduction in levels of service across isite, library, Toi EDA and parks and reserves within the OPEX factor.
19. Staff were not able to present an updated percentage impact at the end of this workshop as elected members requested further work be undertaken with regard to the OPEX factor.

#### **Workshop – 30 January 2024**

20. On 30 January, a workshop was held. Staff had continued to refine and finalise the budget based on the feedback received at the 18 December workshop.
21. On 30 January, staff were able to present the following percentage rating impact for year one:
  - Capital Works Programme (financing) 0%

- Deferred revaluations and depreciation 5%
  - Operational expenditure (current levels of service) 8%
  - TOTAL PERCENTAGE INCREASE 13%
22. When direction provided on 18 December was input into the financial model, the percentage increase for year one was 13% with current levels of service.
23. The options of reducing levels of service was also presented to elected members. The following scenarios were presented with regard to the isite and events:
- locate info centre in library and reduce staff, and deliver one event per year
  - have a static info kiosk in library building and have reduced staff, and deliver one event per year
  - reduce isite services and reduce staff and deliver one event per year.
24. With regard to the library, the following options were presented:
- combine the isite and library with reduced staff and the makerspace area and associated programmes
  - reduced levels of service to be open for 20 hours per week, no additional programmes and reduce staff levels.
25. For both the isite and library activities, the options of maintaining current levels of service was also presented.
26. With regard to Toi EDA (eastern bay economic development agency), direction from councillors was provided to staff to not allocated funding for the agency within the LTP.
27. With regard to parks and reserves, direction was provided to investigate where percentage savings could be made across the activity.
28. In summary, the following direction was received from councillors with regard to reducing the OPEX percentage:

*Table 2: summary of direction presented on 30 January for reducing OPEX factor*

<b>OPEX FACTOR</b>	<b>DIRECTION FROM COUNCILLORS</b>
<i>isite</i>	Reduce levels of service
<i>events</i>	Deliver one event per year
<i>library</i>	Reduce levels of service
<i>Toi EDA</i>	Do not allocate funding for the economic development agency in the 2024-2034 LTP

*parks and reserves*

Investigate reducing levels of service and shared services arrangements with other councils if possible

*additional new FTEs*

Do not implement new FTEs in this LTP unless there is existing staffing budget already allocated which can be reallocated

29. At the end of the workshop, staff were able to present the following proposed rating increased for year one, with some proposed reductions in levels of service:
- Year One of the LTP: 10.5%

#### **Council Meeting – 7 February 2024**

30. At the council meeting on 7 February, a report titled "Endorsement of Direction for Draft Budget for Long Term Plan 2024-2034" was presented to Council and included the following recommendations:
- 1) That the report titled "Endorsement of Direction for Draft Budget for Long Term Plan 2024-2034" be received.
  - 2) That Council endorse the direction for the draft budget for the Long Term Plan 2024-2034.
  - 3) That Council direct the Chief Executive to create the final draft of the budget based on the direction received for the Long Term Plan 2024-2034.
31. The direction was to direct the Chief Executive to finalise the budget with an overall rating impact of a 10.5% increase, which included reductions in levels of service to reduce the overall rating impact for the OPEX factor.
32. All three recommendations were carried.

#### **Community Feedback – 9 February to 25 February**

33. After the 7 February council meeting, members of the community shared parts of the agenda on social media platforms, and also approached national media outlets. These actions garnered other members of the community to provide written feedback to the council. The 29 February edition of the Ōpōtiki News newspaper included a front-page story on the public response to the council report.
34. Between 7 February and 11 March, the council had received approximately 28 pieces of individual feedback. Additionally, Ashbrook School presented directly to elected members on 11 March 2024, specifically with regard to Te Tāhuhu o Te Rangi.
35. The themes of the feedback included:

- an acknowledgement of the balance to keep rates affordable while delivering core services
  - the majority of feedback received did not support reducing the opening hours of the library and the isite to achieve lesser rates increases
  - two respondents supported reduced levels of service as the library as described in the February report to achieve lesser rates increases
  - the majority of respondents questioned the process of the report recommendation, and whether decisions had or had not been made with regard to the proposed reductions in levels of services
  - the majority of respondents view the library as a core service to the community.
36. The 7 February report had a significance level of 'Medium', and the level of engagement was 'Kōrero': *to ask the community for feedback, ideas, opinions, and information about the development process.*
37. While there is not a prescribed requirement for council to provide an opportunity for members of the public community to speak to their letters/emails on the report recommendations (e.g., a hearing) for 'Medium' level significance, it would be unwise not to acknowledge the public feedback and provide responses to those who have written to the council.
38. Public consultation is not yet open on the LTP. However, members of the community have actively engaged with council on the process during the pre-engagement stage and about the February report. This demonstrates there is keen interest from the public in council decision -making.
39. This report recommends Council acknowledge and respond to every community member who provided correspondence on the report.

#### **Workshop – 26 February**

40. On 26 February, a workshop was held. Staff had continued to refine and finalise the budget at the 30 January workshop, and the 7 February council meeting.
41. The following Year 1 percentage increase was presented to elected members:

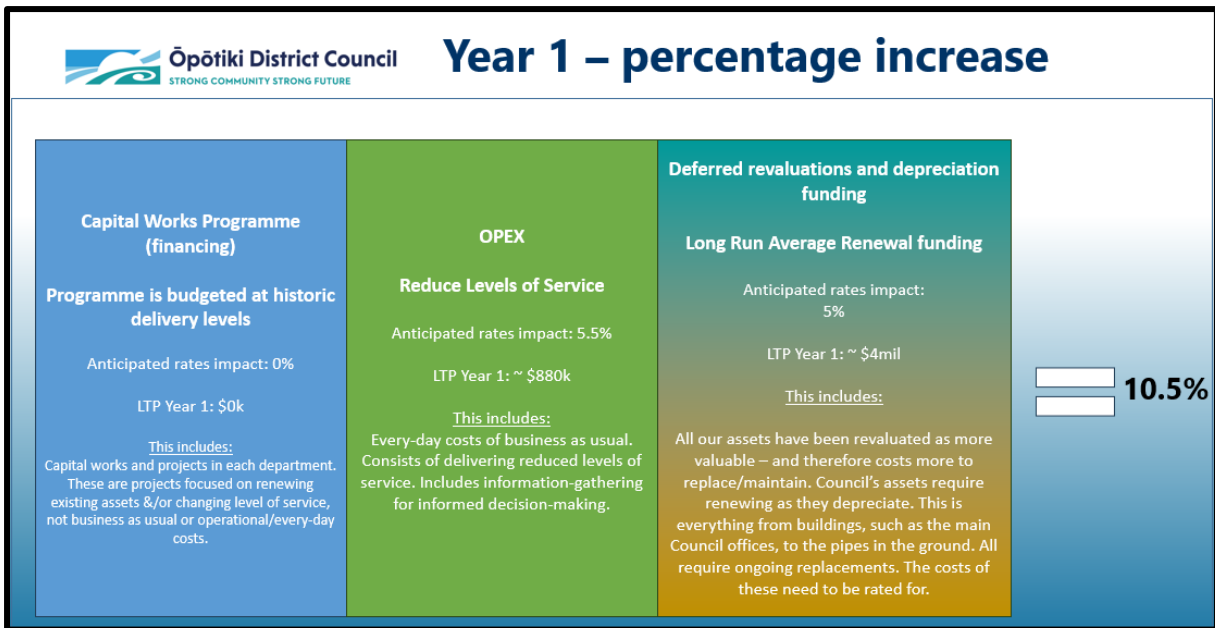


Figure 1: slide from 26 February workshop

42. With regard to the OPEX factor, the following items were discussed:
- reduced isite services, one event per year
  - reduced FTE and hours at the library
  - no allocation of funding to eastern bay economic development (Toi EDA)
  - reduction in levels of service in the parks and reserves activity through reduced mowing and spraying.
43. At the workshop, the media attention and public feedback received to date was discussed. It was considered the reduction in specific levels of services to lessen the overall rating impact was no longer the preferred method to achieve a 10.5% rating increase.
44. Councillors directed staff to investigate other ways to maintain an OPEX factor rate increase of 5.5% by bringing the Engineering & Services group into consideration, in addition to the reduction in the Capital Works Programme (pulling back to historic delivery levels).
45. Staff were not able to present an updated percentage impact at the end of the workshop as councillors requested further work be undertaken with regard to the OPEX factor. An additional workshop was placed in the calendar for elected members and staff for 6 March.
46. The notes from 26 February workshop will be released into the public domain following the usual process.

## Workshop – 6 March

47. On 6 March, a workshop was held. Staff continued to refine and finalise the budget based on the feedback received at the 26 February workshop.
48. At this workshop, staff were able to present an updated OPEX factor increase of 5.5%. This included the following elements:
- reduction in Engineering & Services Group operating and maintenance budget
    - less operating headroom to respond to unexpected events or matters
    - non-urgent maintenance and operations will be dealt with reactively rather than proactively
  - reduction in Planning and Regulatory (Parks & Reserves) operating budget
    - reduced levels of service with regard to litter collection
  - reduction in Community Services & Development group operating budget
    - one event per year
    - no funding allocated toward (eastern bay economic development agency) Toi EDA.
49. The inclusion of the Engineering group operating budget was accompanied by an assessment of the risks of reducing the budget in this area, and the impact it will have on the levels of service for the community.
50. Additionally, the inclusion of the Engineering group operating budget enabled the previously endorsed reductions in levels of services at the library and isite to be no longer required.
51. The updated OPEX factor equates to a 5.5% increase, and results in an overall rate increase of 10.5% in Year One of the LTP.

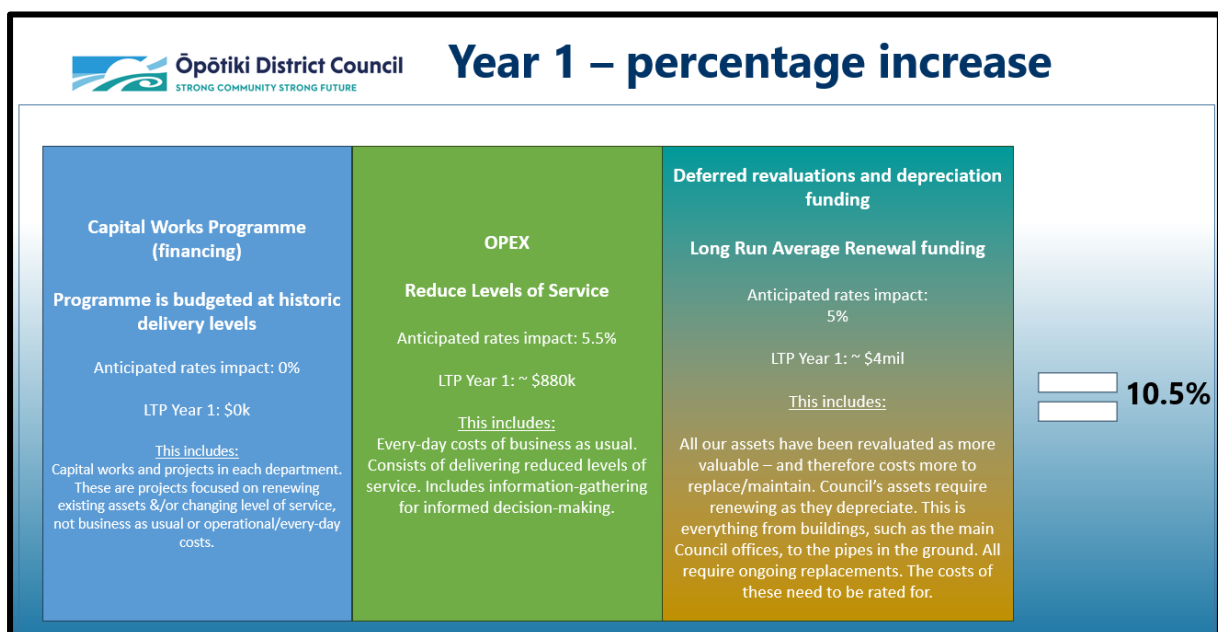


Figure 2: slide from 6 March workshop

52. Staff were able to present draft percentage increases for years two and three of the LTP also:

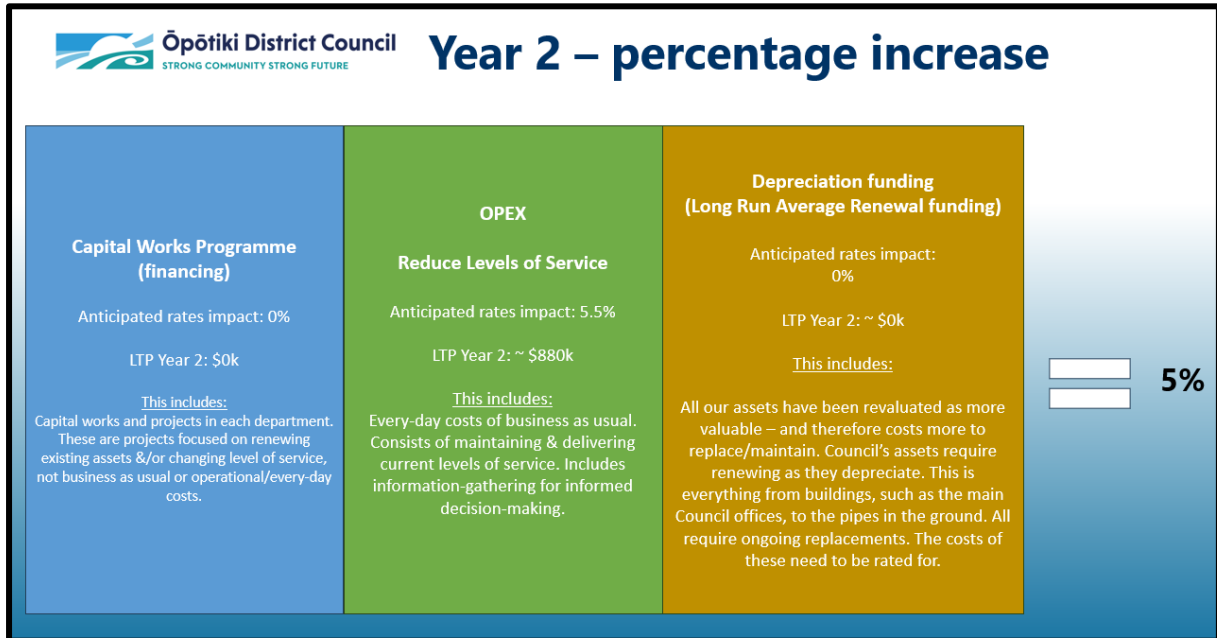


Figure 3: slide from 6 March workshop

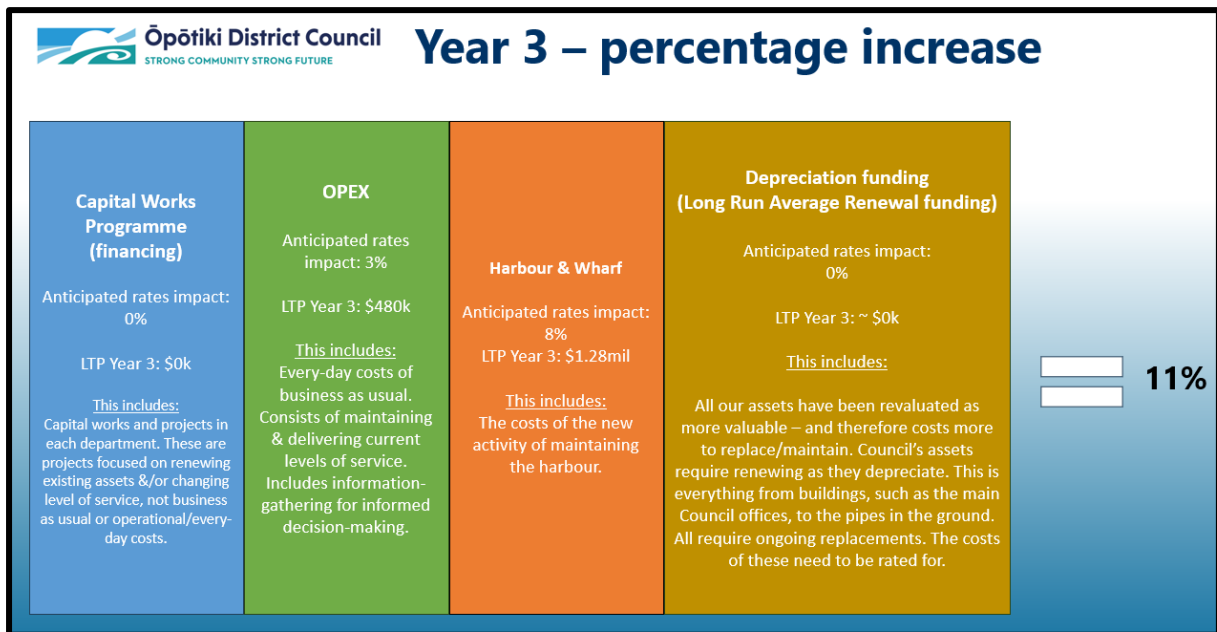


Figure 4: slide from 6 March workshop

53. Direction was received from councillors to move forward with presenting the updated LTP budget to council for endorsement at the 19 March council meeting, based on the 6 March workshop.

54. The notes from the 6 March workshop will be released into the public domain following the usual process.

## OPTIONS

55. There are two options associated with the recommendations in this report.

<b>OPTION 1: Revoke the previous recommendations and endorse the updated direction for the budget for the LTP (recommended option)</b>	
<b>Description</b>	<p><i>The draft budget for year one of the LTP has been presented to elected members in a series of workshop.</i></p> <p><i>It is a proposed rate increase of 10.5% in Year One and includes the following factors:</i></p> <ul style="list-style-type: none"> <li>• <i>Capital Works Programme financing</i></li> <li>• <i>Operational Expenditure</i></li> <li>• <i>Depreciation funding and revaluation of below ground assets</i></li> </ul> <p><i>The elements of the draft budget endorsed at the 7 February Ordinary Council Meeting is no longer the preferred direction to achieve a proposed rate increase in year one of the LTP of 10.5%.</i></p> <p><i>It is recommended the previous recommendations are revoked and recommendations are carried to endorse the updated direction to finalise the budget for the LTP, and therefore enable the underlying key documents and financial modelling of the LTP to be finalised as well.</i></p>
<b>Advantages</b>	<p>Revoking the previous recommendations and endorsing the updated direction for the budget enables staff to proceed with finalising the budget and the financial modelling, and all other key underlying documents of the LTP.</p> <p>The new direction lessens the impact on community services overall, while maintaining a lesser rating impact.</p>
<b>Disadvantages</b>	<p>There are no identified disadvantages associated with the revocation of the previous recommendations and endorsement of the updated direction for the budget for the LTP.</p>
<b>Impact on mana whenua</b>	<p>Approval of the draft budget enables elected members and staff to consult with mana whenua sooner than then formal consultation period begins about the forthcoming rating impact and budget effects.</p>
<b>Strategic alignment</b>	<p>Approving the draft budget for the LTP is aligned to the following community outcomes:</p> <p><i>Services and facilities meet our needs</i></p> <p>The LTP is the key document for planning the budget and activities for the organisation for the next 10 years. Endorsing the direction for the budget enables the organisation to finalise the documents.</p> <p><i>Fair and efficient leadership</i></p> <p>Elected member are required ultimately to adopt the final version of the Consultation Document and the LTP documents. These are brought together based on the direction received during the LTP process.</p>



**OPTION 1: Revoke the previous recommendations and endorse the updated direction for the budget for the LTP (recommended option)**

<b>Associated risks</b>	There are no identified risks associated with approving the draft budget for the LTP.
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**OPTION 2: Do not revoke the previous recommendations and do not endorse the updated direction for the budget for the LTP.**

<b>Description</b>	<i>The recommendations carried at the 7 February meeting remain. .</i>
<b>Advantages</b>	There are no identified advantages associated with not revoking the previous recommendations and not endorsing the direction for the budget for the LTP.
<b>Disadvantages</b>	Staff will be able to progress with developing the final budget as the 7 February recommendations would remain, but it would be in light of community feedback received which carries public perception risk.
<b>Impact on mana whenua</b>	Elected members and staff will not be able to engage with mana whenua on the draft budget and gain their input on the forthcoming rating impact for the community
<b>Strategic alignment</b>	This option does not support the strategic alignment in the LTP 2021-2031.
<b>Associated risks</b>	Not endorsing the direction for the budget for the LTP has the risk of not enabling staff to create the final version of the budget, and all underlying key documents, for 2024-2034.

**DISCUSSION**

- 56. Revoking the recommendations of the previous LTP budget report acknowledges the community feedback council has received over the few weeks. Endorsing the updated direction for the budget, as presented in this report, enables staff to finalise the LTP document and Consultation Document.
- 57. At the 26 February and 6 March workshops, there was discussion about community engagement and community consultation, and the options which Council would be required to include in the Consultation Document for the LTP.
- 58. The Consultation Document is a key item which requires further work, and the recommendations in this report enable staff to proceed with creating it.

**Financial/budget considerations**

- 59. Costs associated to the development of the LTP have been included in the 2023-2024 Annual Plan budget.
- 60. The recommendations in this report enable staff to continue working on creating the final draft of the budget for the LTP.

### **Policy and planning implications**

61. Council is required to meet legislative requirements under the Local Government Act 2002; the Local Government (Rating) Act 2002, Council's *Revenue and Financing Policy* and Rates Remissions and Postponement Policies.
62. In addition, the Consultation Document for the Long Term Plan must ensure it is accurate with regard to the rating impact various options may have on ratepayers.
63. Approving the draft budget enables the Council to meet these policy requirements. It is also aligned to the Community Outcomes *Services and Facilities Meet our Needs* and *Fair and Efficient Leadership*.

### **Impact on mana whenua**

64. There are no identified impacts on mana whenua in relation to approving the direction for the draft budget for the LTP.
65. During the pre-engagement period of the LTP, Council engaged with iwi. Council will continue to engage with mana whenua as the final version of the LTP is created.

### **Climate impact considerations**

66. There are no identified climate impacts associated with the recommendations in this report.

### **Risks**

#### **Publicity/public perception risk**

67. The previous report recommendations garnered sizeable public feedback (see Appendix 1). Not acknowledging and formally responding to the community feedback carries a risk of reputational damage to the organisation.

#### **Risk of delivery failure**

68. The LTP is required to deliver items on key dates. Not endorsing the direction for the budget carries the risk of not delivering key documents on time.

### **Community wellbeing considerations**

69. 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').
70. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.
71. The LTP is the document which sets out the activities and budget for the organisation for the next 10 years. The LTP is required in order to promote community wellbeing.

72. The recommendations in this report enables the Council to achieve its purpose

## **SIGNIFICANCE AND ENGAGEMENT ASSESSMENT**

### **Assessment of significance**

73. 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.

74. The level of significance related to the decision in this report is considered to be **medium**. Because the decision is determined to have **medium** significance in accordance with the policy, the corresponding level of engagement required is **Kōrero**.

### **Assessment of engagement**

75. As the level of significance has been determined to be **medium**, the level of engagement required is **Kōrero** according to the Engagement Framework of the Significance and Engagement Policy:

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**KŌRERO**

To ask the community for feedback, ideas, opinions, and information about the development process

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76. The level of engagement required for the decision to endorse the direction for the draft budget for the LTP is **Kōrero**.

77. Council can use its social media platforms (Facebook, Antenna, Connect | Hono Mai) and press releases to communicate the decision to the community. Council can invite informal feedback on the decision as these platforms provide for informal two-way communication.

78. There has been community feedback and engagement carried out during the pre-engagement phase of the LTP so it would also be useful and prudent to communicate the decisions to the individuals and groups in the community who have actively participated in the LTP process to date.

## **CONCLUSION**

79. The recommendations in this report enable the Council to continue drafting and refining the budget, the financial modelling and the key underlying documents for the LTP.

80. The process to create the LTP so far has been extensive and involved. While public consultation is not yet open on the LTP, it is notable the public response to the process of creating the documents. The process will continue and council will finalise the LTP, financial modelling, key underlying documents and Consultation Document for formal consultation in June 2024.

Stace Lewer

**CHIEF EXECUTIVE OFFICER**

Feedback received via email (sent either to [info@odc.govt.nz](mailto:info@odc.govt.nz), the Mayor, Councillors or a combination of all).

No.	Feedback
1.	<p>I am writing to submit my concerns re the intended reduction of hours and service at both Te Tahuu o Te Rangī and the I-site. I believe as in the words of Carol Quirk on her recent breakfast tv interview "This town is practically bugged if these reductions go ahead."</p> <p>Our library isn't just a place to borrow books. It's the soul of our town.</p> <p>I have worked at the library for seven years and left in 2023 for personal reasons. I have worked in the old library, the temporary library and then in the new 6 million dollar library. In those years I have seen the library is a fundamental part of this community in so many ways . Te Tahuu o Te Rangī is the link to information resources for many people, young and old from all demographics.</p> <p>It is a refuge and safe place for many in our community who find themselves homeless or are unsafe at home. It is a place to meet, connect, to research. A place for the local schools with no library to make use of the facilities. It is a community centre, safe haven, meeting place, advice centre. A digital resource centre. A place to learn and discover. Especially for those least resourced in our community. The Community has no other place for people to congregate. The Library is the last bastion of democracy in an increasingly polarised society. it is an essential. I believe it is particularly important for Ōpōtiki where we have so many poor and vulnerable people.</p> <p>It is the homeless and vulnerable of our community who rely on this service that will suffer the most. The Library and Digital hub is only 2 years old and was primarily funded by PGF (Provincial Growth Fund). It is bonkers not to continue to utilize this incredibly expensive resource as much as possible and reap the benefits for our community. I don't believe this funding would have been gifted if the PGF had anticipated that the hours would be reduced 2 years after opening.</p> <p>In the last 6 months 35,000 visits were tracked at the library. I know how busy the library can be with people needing assistance for so many reasons. The community was gifted the land that the building sits on by the Mechanics society with the intention that our community should have access to information (a library). Surely our council should honor this pledge.</p> <p>Our library is not about books, it is about people. We have so many wonderful folk in this community from all demographics and ethnicities. This is our place to celebrate us .</p>
2.	<p>Firstly, thank you for your ongoing service to this community. I am writing this submission to you in good faith and in understanding your current predicament regarding restrained funding.</p> <p>I would however like to express my concerns regarding the recent developments related to the library and iSite services within our community. As a concerned resident of Opotiki, I believe it is crucial that any decisions affecting public services and the Long Term Plan are made transparently and with comprehensive public consultation. It has come to my attention that there may have been steps taken towards restructuring and reducing services without adequate engagement with the community, I hope this is not the case. Such actions would not only undermine the trust in our local governance but also potentially violate the principles of due process that are fundamental to democratic decision-making.</p> <p>I am particularly concerned about:</p> <ol style="list-style-type: none"> <li>1. The lack of clear communication and direction on how to make formal submissions regarding these changes.</li> <li>2. The apparent preemptive actions taken by the council or its executives ahead of any public consultation or official decision.</li> <li>3. The potential impact of these changes on our community, especially in terms of access to vital services and resources.</li> </ol>

No.	Feedback
	<p>I request that the council please:</p> <ul style="list-style-type: none"> <li>• Immediately halt any ongoing restructuring related to the library and iSite services until a formal public consultation process has been conducted.</li> <li>• Provide clear and accessible information on how citizens can participate in the decision-making process regarding these and future proposals.</li> <li>• Commit to transparency and accountability in all actions and decisions affecting community services and the Long Term Plan.</li> </ul> <p>The impact of eroding public services like the library and iSite on our community cannot be overstated. They serve as essential resources for education, youth engagement, access to information, and community engagement. Any changes to these services should not be made lightly or without the direct input of those they affect most.</p> <p>Thank you for considering my submission. I look forward to your response and to seeing how the council plans to address these concerns in a manner that respects the voices and needs of our community.</p>
3.	<p>To all council members I'm writing to you about the proposed cut to library hours and staff.</p> <p>I totally oppose this move for many many reasons, some of them below. Firstly 3 questions</p> <ol style="list-style-type: none"> <li>1) what will be the real cost to our people and our town long-term?</li> <li>2) what has changed since central government, Opotiki district council, Opotiki elected Councilors and our community supported the new building?</li> <li>3) what are the consequences of contradicting the Provincial Government Funding aim for the community and sustainable employment?</li> </ol> <p>Some of the reasons why I do not support this move to cut rates.</p> <ol style="list-style-type: none"> <li>1) Library building is all of these, and more .. a cornerstone of our community, a digital hub, community centre, a haven.</li> <li>2) the library and staff are a valuable asset for all especially for our children, our elderly and our disadvantaged</li> <li>3) the library staff work hard; they have invested heavily in this. They research new ideas so that the place is more than just a library, ways to involve our children and our people. There are school holiday activities art &amp; cultural events. They make it the vibrant and interesting place that it is.</li> </ol> <p>Please support the community in its actions to maintain the library hours and services so that it is accessible for all.</p>
4.	<p>I wanted to tell you that my husband and I totally support council on keeping rates down by cutting out non essentials. We think the library, Toi EDA, iSite and special events can all be cut. So can the mobile service van and driver. And whatever other non essentials you can cut back on.</p> <p>The residents of the district have to realise we don't have the money. If you could share our statement of support with the other councillors that would be great.</p>

No.	Feedback
5.	<p>I just wanted to weigh in on reducing library hours. I am for reducing the library hours to prevent rates hikes.</p> <p>I am also for not allowing motorised vehicle access to the drifts including quad bikes. That should be a pedestrian only beach. It is extremely busy in summer. If you plan on changing that then please ask for submissions on it.</p> <p>And in fact given the increase in vehicles on our beaches in general over the past few years I have changed my stance to banning them entirely across the district. No vehicles on beaches.</p>
6.	<p>I am writing to express my strong opposition to council's proposal to halve the hours and staff at the library and I site. These are crucial community assets that deserve full council support. Moving the I site into the library seems a completely unworkable option given the lack of parking for camper vans and other travelers.</p> <p>Perhaps the council should instead consider scrapping expensive and foolish initiatives like trying to change consents to allow quad bikes to access the beach in Waiotaha Drifts. Council's own staff have reported that this will be a costly process and is highly unlikely to succeed. How about focusing on enforcing the rules that are already in place?</p>
7.	<p>It was good to hear that the rates increase has been reduced. Not so good is cutting back the hours to the i-site and the library. Both places do a sterling job and are a great asset to our town. Even more concerning is that there could be staff cuts. Both places have a brilliant staff who do a fantastic job. Of some lost their jobs, where would they find new ones? Some very good people would be lost to our town. That would be a terrible shame. Please find another solution.</p>
8.	<p>Following our conversation last week, please find my submission. I am writing to express my concerns regarding the recent developments related to the library and iSite services within our community. As a rate paying resident, I believe it is crucial that any decisions affecting public services and the Long Term Plan are made transparently and with comprehensive public consultation.</p> <p>It has come to my attention that there may have been steps taken towards restructuring and reducing services without adequate engagement with the community. Such actions not only undermine the trust in our local governance but also potentially violate the principles of due process that are fundamental to democratic decision-making.</p> <p>I am particularly concerned about:</p> <ol style="list-style-type: none"> <li>1. The lack of clear communication and direction on how to make formal submissions regarding these changes.</li> <li>2. The apparent preemptive actions taken by the council or its executives ahead of any public consultation or official decision.</li> <li>3. The potential impact of these changes on our community, especially in terms of access to vital services and resources.</li> </ol> <p>I urge the council to:</p> <ul style="list-style-type: none"> <li>- Immediately halt any ongoing restructuring related to the library and iSite services until a formal public consultation process has been conducted.</li> </ul>

No.	Feedback
	<p>- Provide clear and accessible information on how citizens can participate in the decision-making process regarding these and future proposals.</p> <p>- Commit to transparency and accountability in all actions and decisions affecting community services and the Long Term Plan.</p> <p>The value of public services like the library and iSite to our community cannot be overstated. They serve as essential resources for education, access to information, and community engagement. Any changes to these services should not be made lightly or without the direct input of those they affect most.</p> <p>Thank you for considering my submission. I look forward to your response and to seeing how the council plans to address these concerns in a manner that respects the voices and needs of our community.</p>
9.	<p>I am writing to express my concerns regarding the recent developments related to the library and iSite services within our community. As a homeowner of Opotiki, I believe it is crucial that any decisions affecting public services and the Long Term Plan are made transparently and with comprehensive public consultation. It has come to my attention that there may have been steps taken towards restructuring and reducing services without adequate engagement with the community. Such actions not only undermine the trust in our local governance but also potentially violate the principles of due process that are fundamental to democratic decision-making.</p> <p>I am particularly concerned about:</p> <ol style="list-style-type: none"> <li>1. The lack of clear communication and direction on how to make formal submissions regarding these changes.</li> <li>2. The apparent preemptive actions taken by the council or its executives ahead of any public consultation or official decision.</li> <li>3. The potential impact of these changes on our community, especially in terms of access to vital services and resources.</li> </ol> <p>I urge the council to: -</p> <ol style="list-style-type: none"> <li>1. Immediately halt any ongoing restructuring related to the library and iSite services until a formal public consultation process has been conducted.</li> <li>2. Provide clear and accessible information on how citizens can participate in the decision-making process regarding these and future proposals.</li> <li>3. Commit to transparency and accountability in all actions and decisions affecting community services and the Long Term Plan.</li> </ol> <ul style="list-style-type: none"> <li>• The value of public services like the library and iSite to our community cannot be overstated. They serve as essential resources for education, access to information, and community engagement. Any changes to these services should not be made lightly or without the direct input of those they affect most.</li> </ul> <p>Thank you for considering my submission. I look forward to your response and to seeing how the council plans to address these concerns in a manner that respects the voices and needs of our community.</p>
10.	<p>This policy you are embarking upon is a serious mistake. The library is the heart of the town these days, much used, and much needed.</p> <p>I am very disappointed that you didn't canvass opinion before going down this track. It seems so stupid to me to have a wonderful facility like that and then make it much less available to the citizens of the town.</p> <p>Please reconsider and make cost savings elsewhere. Opotiki is so lucky to have this facility, and it must remain open to us all as it is now.</p> <p>I am a ratepayer and library user.</p>

No.	Feedback
11.	<p>The opotiki library is a vital part of opotiki society.</p> <p>When i moved to opotiki from wellington six years ago i was astonished by our local library and the services it provided and by the excellent role played by the library and the librarians helping all strata of society:-</p> <ol style="list-style-type: none"> <li>1 pupils who need help with assignments and research especially those with no wifi access at home – we are a mostly low income rural area with poor wifi access. Our local schools, with the exception of st josephs, no longer have libraries on site</li> <li>2 older people who need help with internet access</li> <li>3 people with low incomes who need access to newspapers and a warm place to read them, plus social interaction</li> <li>4 the library has an excellent selection of books plus librarians always very helpful with ensuring quick access to material not on the shelves</li> </ol> <p>Please register that i am utterly opposed to the cutting of our library hours. This would cause distress to so many opotiki residents. Learning to read is so important and access to books essential The library is a vital part of our town</p>
12.	<p>I strongly oppose the reduction of Library and isite services. The Library is the one and only life force of this town. 38,000 people came through the Library last year, surely that is an indication of the popularity and use this Library has.</p>
13.	<p>I wish to make a submission regarding the reducing of opening hours and reduction of staff at Te Tahuu o Te Rangi. This service is essential for the ongoing education of residents, young and older, of our town. The cultural value is immense. The new building was helped to fruition from the Progressive Growth Fund, reducing the working hours is anything but progressive. Cutting core services to a town does not save money in the long term. It lends itself to population loss, as people leave to find a place to live, that have the services and facilities they require. Loss of residents leads to higher rates per capita. I watched the “Sunday” programme on TV1 last night about the gangs in Opotiki. In that programme, the Mayor of Opotiki, proudly showed the reporter our “New Library Building”. Why be proud of something you want to close, as will eventually happen if this service is reduced.</p>
14.	<p>Dear Mayor's Office,</p> <p>I am writing to express my concerns regarding the recent developments related to the library and iSite services within our community and oppose the proposed halving of these essential community services.</p> <p>As a resident of Opotiki, I believe it is crucial that any decisions affecting public services and the Long Term Plan are made transparently and with comprehensive public consultation. It has come to my attention that there may have been steps taken towards restructuring and reducing services without adequate engagement with the community. Such actions not only undermine the trust in our local governance but also potentially violate the principles of due process that are fundamental to democratic decision-making. I am particularly concerned about:</p>



No.	Feedback
	<ol style="list-style-type: none"> <li>1. The lack of clear communication and direction on how to make formal submissions regarding these changes.</li> <li>2. The apparent preemptive actions taken by the council or its executives ahead of any public consultation or official decision.</li> <li>3. The potential impact of these changes on our community, especially in terms of access to vital services and resources.</li> </ol> <p>I urge the council to:</p> <ul style="list-style-type: none"> <li>- Immediately halt any ongoing restructuring related to the library and iSite services until a formal public consultation process has been conducted.</li> <li>- Provide clear and accessible information on how citizens can participate in the decision-making process regarding these and future proposals.</li> <li>- Commit to transparency and accountability in all actions and decisions affecting community services and the Long Term Plan.</li> </ul> <p>The Library is a place for everyone to learn but it is also a safe space for many people living in a small town, with issues which came up in the TV show - Sunday last night (where the mayor was interviewed) you are potentially taking away a safe and learning environment for people in need. The library is a new building and an important community hub with great learning spaces and activities for kids and adults eg helping elderly and also young navigate the internet and educating on scamming issues. The library and iSite staff have a special skill set for this role.</p> <p>The value of public services like the library and iSite to our community cannot be overstated. They serve as essential resources for education, access to information, and community engagement. Any changes to these services should not be made lightly or without the direct input of those they affect most. Thank you for considering my submission. I look forward to your response and to seeing how the council plans to address these concerns in a manner that respects the voices and needs of our community.</p>
15.	<p>Can you please forward this to the council plan tom</p> <p>Library and I site</p> <p>Is there any reason these two separate buildings and services cannot be combined .</p> <p>We clearly have an issue with rates rises and it seems a small simple solution to save some costs</p> <p>Common sence would say the I site should be in corporated into the library facility</p> <p>One lot of over heads not two</p> <p>One phone bill not two</p> <p>One power bill not two</p> <p>Hours could remain the same with much less staff and staff could multi task</p>

No.	Feedback
	<p>One lot of building expences and rent out the I site to produce income</p> <p>All seems fairly logical to me</p> <p>Let the fun begin</p>
16.	<p>I am reaching out to passionately advocate for the sustained support and funding of Te Tāhuhu o Te Rangī, an institution that stands as a pillar of our community's wellbeing and advancement. Within this appeal, I aim to not only underscore the multifaceted value of this facility but also to propose concrete steps towards ensuring its services are retained at 100% through strategic adjustments to the Ōpōtiki Long Term Plan (LTP).</p> <p><b>Central Community Nexus:</b> At its core, Te Tāhuhu o Te Rangī epitomises a vital community nexus, providing an array of services including digital assistance, venue hire, Wi-Fi access, and a wealth of both digital and physical resources. Its unparalleled role in knitting our community closer together cannot be overstated.</p> <p><b>Bearer of Cultural Essence:</b> This facility not only pays homage to our ancestral heritage but also functions as a dynamic reservoir of our collective knowledge, mirroring the structural integrity and cultural significance of a wharenuī's tāhuhu on a marae. It stands as a testament to our identity and a source of communal pride in Ōpōtiki.</p> <p><b>Educational Keystone:</b> Te Tāhuhu o Te Rangī emerges as a beacon of educational empowerment, particularly in the realms of STEAM, through its dedicated maker space and technological programmes. It is instrumental in nurturing the intellectual curiosity of our youth and encouraging continuous learning among all age groups.</p> <p><b>Catalyst for Economic Growth:</b> The facility has proven itself to be a critical driver of economic development and job creation, aligning seamlessly with the Council's strategic ambitions for regional prosperity.</p> <p><b>Cultural and Artistic Venue:</b> With its array of art installations, Te Tāhuhu o Te Rangī enriches our cultural fabric, showcasing the talents of local artists and drawing visitors, thereby enhancing our cultural vibrancy.</p> <p>In light of these invaluable contributions, I propose specific adjustments to the Ōpōtiki Long Term Plan (LTP) to ensure the 100% retention of services at Te Tāhuhu o Te Rangī:</p> <ol style="list-style-type: none"> <li>1. <b>Community Consultation:</b> Engage deeply with our community to gather comprehensive feedback on the critical role Te Tāhuhu o Te Rangī plays in their lives and the unanimous desire to fully retain its services.</li> </ol>

No.	Feedback
	<p>2. Review Financial Strategy: Scrutinize the current LTP's financial framework to pinpoint opportunities for reallocating funds or increasing the budget, ensuring the facility's offerings remain robust and expansive.</p> <p>3. Prioritize Services: Methodically assess which services are indispensable, guaranteeing that funding is strategically directed to sustain these at their current capacity.</p> <p>4. Explore Additional Funding: Actively pursue external funding avenues, including government grants or collaborative partnerships, to augment the facility's fiscal resources.</p> <p>5. Regular Review: Leverage the LTP's triennial review mechanism to adaptively reassess and refine the plan, ensuring it evolves in harmony with our community's shifting needs and priorities.</p> <p>Te Tāhuhu o Te Rangi is far more than a mere establishment; it is the heart and soul of our community. I implore the Council to recognize its profound impact and ensure its continued vitality for the betterment of current and future generations in Ōpōtiki.</p> <p>I am grateful for your time and consideration of this significant matter. Let us collectively ensure that Te Tāhuhu o Te Rangi remains a vibrant center of community, culture, education, and economic growth.</p>
17.	<p>I would like to suggest that the ODC move their information center, from its current situation in Bridge Street, and move it to the Opotiki District Library building in Church Street. There is plenty of parking in King Street and Potts Avenue.</p> <p>The Library can continue with its normal hours and the council will no longer need the use of the information center building.</p>
18.	<p>I am writing to express my concern at the news that council are considering a reduction in library access hours, apparently in order to make a small financial saving at the serious expense of an important and essential community service.</p> <p>The fact that this is being considered without public consultation does not seem to be either legal or democratic and questions council's willingness to be transparent in its dealings with ratepayers.</p> <p>The fact is that the new library building has become a lively hub for many services, as was the intention of the PGF in funding it with an expectation of it providing a fully functioning central community service and facility. This requires a dedicated team of staff members able to be employed in full time employment. Another aim of the PGF funding.</p> <p>Many of the library services facilitate social and educational learning opportunities for the young and old which they do not have at home, namely safe access to wifi, books and supervised guidance from staff members. The fact that several schools and the college lack good library facilities makes access all the more important for kids education and leisure outside school hours.</p> <p>As a rural dweller, I personally use the facilities for meeting up with others in town, borrowing reading material, research, advice on internet matters and always find the place to be a welcoming, busy, informative space that has no equal in the otherwise often uninviting main street.</p> <p>Any reduction in access to these opportunities will inevitably adversely affect the community and exacerbate the already on-going problems brought on by lack of educational and work opportunities and vision.</p> <p>Council needs to realise that it's lack of interest in the library does not reflect the wider community's value of its asset and desire to see the town progress.</p> <p>Lastly, the inclusion of the I site in the library appears to overlook the issue of where the visiting campervans, caravans and extra traffic will find to safely park in the main street.</p>

No.	Feedback
	<p>It would seem that further consultation and discussion with the community is much needed before any decisions are made regarding the access to Te Tahuhu o Te Rangi.</p> <p>Thankyou for taking time to read this submission and I await council's response to these concerns.</p>
19.	<p>Our rates have to be kept down. Even 10% increase is substantial. Remembering rate increases are compounding year on year.</p> <p>I have always submitted that the I site should be placed in the park opposite Gull, cnr Bridge and Nelson Street, so as to symbolically reflect Opotiki's catch phrase 'Opotiki by Nature'</p> <p>Times have moved on and for a town the size of Opotiki I think just a touch screen or Information board featuring the essential must see and dos in Opotiki and region erected in this park is sufficient. No need to be advertising Whakatane or Gisborne Information. Easy stopping along Bridge Street or van parking in Nelson Street. Most people search for accommodation, etc on their smart phones or as is mooted, on display in new Library complex.</p> <p>I do though think that Library hours should be maintained. It is a community hub.</p> <p>We have Whakatohea Iwi taking initiative to hold markets nights in the new Potts Ave carpark, so fewer Council run events would seem okay.</p> <p>The Provincial Growth Fund for groynes was to raise employment, get people moving back to Opotiki ( more reasonable rates) and foster vision for the town.</p> <p>Vaughn Payne ( former CEO of Opotiki) identified recreational fishing as being potentially even bigger for Opotiki than mussel farms. (Pic of Opotiki News item attached) Recreational Fishing is a Billion dollar industry. ( Old data article attached)</p> <p>Man initiated reefs commonly return 10 to 1 on investment. An Opotiki Community Reef program will create an employment pathway for rangitahi, bring healthy seafood protein in for our Opotiki people and make Opotiki a premium recreational fishing destination. Fishing will return to Opotiki far more than investing in cycleways. But lets have both.</p> <p>Empty shops in main street are increasing.</p> <p>When I visited the International Olympic Museum in Switzerland, they were not spending money on lawn mowing, they were planting their grasslands in wild flowers, promoting working with nature.</p> <p>To bring rates down and foster growth Council needs to act with vision and grow our natural resources.</p>
20.	<p>I am <u>ABSOLUTELY</u> and <u>TOTALLY OPPOSED</u> to cutting these services. It would be a <u>criminally stupid</u> shortsighted idea to halve hours/staff at the library and isite, they are both <u>essential</u> to our town, especially the library. The isite is invaluable for tourists passing through. We want tourists in our town, do we not? The library is even more invaluable, with so many under privileged children here. The library is a haven where they can relax and learn when they wouldn't be taught at home. <u>WHAT IS THE POINT</u> of spending megabucks on our magnificent library – then cutting is services. The staff in both places are dedicated and hard</p>

No.	Feedback
	<p>working. If these valuable people get load off, our town has lost them! Can we afford to do that? I say <u>NO, NO</u> and again <u>NO!!!</u> For <u>God's sake</u>, let common sense prevail! Such short sighted decisions can only detrimental. Think again and <u>do not</u> make them.</p>
21.	<p>I was horrified to learn through the media- both national and local- that ODC are planning to reduce our library hours to 20 hours a week.</p> <p>Our wonderful new library building and the world-class services that run from it, are at the heart of this town- providing not only reading matter for leisure, but also for education at all levels and for all ages, advice on all IT/ digital matters, wifi and access to computers for the many in this district who do not have such access at home, and a safe haven, particularly for children, in a supervised environment.</p> <p>I regularly visit the library, both for books and IT advice, and am always impressed, and heartened, by seeing the number of children using their various services- young people getting help with CV's, students doing courses online, staff helping people fill out applications, children doing schoolwork...so much going on.</p> <p>38,000 uses in 6 months- surely this is the most used ODC asset? Why would you make such a well used asset less accessible?</p> <p>Cutting hours would inevitably mean losing some skilled, experienced employees who need full-time employment. Surely one of the core aims of the PGF was to create employment. And having that big new building empty and unused half the week, would not help the feeling on our main street, which already has several unused spaces.</p> <p>Please reconsider these proposals to reduce library hours. I look forward to a response which will reassure me that ODC will ensure that the needs of all our community are at the heart of any decisions made on behalf of the ratepayers- and are doing so in a transparent manner with adequate consultation, so we learn about such matters through ODC, not the national media.</p>
22.	<p>As a teacher in a local school (Ashbrook), we use the library with our students at least twice a month. We have supported the new library and bring our students in to enjoy this beautiful space, as well as having children enjoy the books and activities that the library offers. PLEASE, we need our library for our tamariki...as teachers, we are trying to raise the education of our future community members, and the library is an important place for this to happen.</p> <p>PLEASE maintain the library hours and PLEASE help us to help our children.</p>
23	<p>I am writing to express my concerns regarding the recent developments related to the library and iSite services within our community.</p> <p>As a concerned citizen of Opotiki, I believe it is crucial that any decisions affecting public services and the Long Term Plan are made transparently and with comprehensive public consultation.</p> <p>It has come to my attention that there may have been steps taken towards restructuring and reducing services without adequate engagement with the community. Such actions not only undermine the trust in our local governance but also potentially violate the principles of due process that are fundamental to democratic decision-making.</p>

No.	Feedback
	<p>I am particularly concerned about:</p> <ol style="list-style-type: none"> <li>1. The lack of clear communication and direction on how to make formal submissions regarding these changes.</li> <li>2. The apparent pre-emptive actions taken by the council or its executives ahead of any public consultation or official decision.</li> <li>3. The potential impact of these changes on our community, especially in terms of access to vital services and resources.</li> </ol> <p>I urge the council to:</p> <ul style="list-style-type: none"> <li>-Immediately halt any ongoing restructuring related to the library and iSite services until a formal public consultation process has been conducted.</li> <li>-Provide clear and accessible information on how citizens can participate in the decision making process regarding these and future proposals.</li> <li>-Commit to transparency and accountability in all actions and decisions affecting community services and the Long Term Plan.</li> </ul> <p>The value of public services like the library and iSite to our community cannot be overstated. They serve as essential resources for education, access to information, and community engagement. Any changes to these services should not be made lightly or without the direct input of those they affect most.</p> <p>Thank you for considering my submission. I look forward to your response and to seeing how the council plans to address these concerns in a manner that respects the voices and needs of our community.</p>
24.	<p>As a resident and ratepayer of Opotiki for the past 20 years, I respectfully suggest that you reconsider the idea of shortening the hours of public access to the Opotiki Public Library.</p> <p>While that may seem at first sight a quick and easy method of relieving part of the rates burden on the district's ratepayers, it would have both immediate and longer-term detrimental effects on the town centre and the wider area. A town's loss of amenities is often the beginning of the slippery slope to a shabby, dispirited and failed irrelevance.</p> <p>The library at present is a vibrant social and educational hub for visitors and frequent users of all ages and being positioned in a prominent part of the main street, enhances the liveliness of a busy commercial area.</p> <p>It is an attractive and imposing building as well as a remarkable cultural taonga for all the people who live in, and are proud of, the wider district.</p> <p>The highly skilled and dedicated staff contribute substantially to assisting job-seekers into local employment, acquiring research skills and materials for local history and encourage a sense of belonging and citizenship.</p> <p>They also provide extensive learning and literacy opportunities and resources to local Primary Schools. and to Opotiki College, whose own library is presently out of action.</p> <p>Far beyond the traditional lending of books, the library also introduces users to technology in the form of computing, video and electronic devices which they might need for school, college and everyday life.</p> <p>All of these activities have a commercial, as well as social and literacy value to the district's ongoing growth.</p> <p>In short, Opotiki cannot afford to downgrade its elegant, fully-functional, professionally-staffed, vitally important Library to become just another part-time, half-occupied building, in a dusty, dowdy district that has lost its vision.</p>

No.	Feedback
	<p>Te Tahuhu o te Rangi is more than a building, more important than to those of us who recognise its value now; it is Taonga and essential part of the ever-beating heart of the Opotiki that we pass on to those yet to come who will carry us into the future.</p> <p>Sincere wishes for your success in developing a progressive and thriving Opotiki</p>
25.	<p>I am writing to express my concerns regarding the recent proposals and developments related to our Library and iSite services within our community. As a resident and ratepayer of 40+ years living at Omarumutu (ward Waiokeka - Waiotaha - Otara), I believe it is of critical importance that any decisions affecting public services and the Long Term Plan are made transparently and with comprehensive public consultation.</p> <p>It has come to my attention that there may have been steps taken towards restructuring and reducing services without adequate engagement with the community. Such actions not only undermine the trust in our local governance but also potentially violate the principles of due process that are fundamental to democratic decision making.</p> <p>Among my concerns are:</p> <ul style="list-style-type: none"> <li>• The apparent pre-emptive actions taken by Council or its executives ahead of any public consultation or official decision.</li> <li>• The lack of clear communication and direction on how our community can make formal submissions regarding these proposed changes.</li> <li>• The potential impact that these changes would have on our community in terms of access to vital services, resources and for all ages and walks of life, a welcoming supportive environment.</li> </ul> <p>I urge Council to:</p> <ul style="list-style-type: none"> <li>• Immediately halt any ongoing restructuring related to the Library and iSite services until a formal public consultation process has been held regarding these and future proposals.</li> <li>• Commit to transparency and accountability in all actions affecting community services and the Long term plan.</li> <li>• Visit Te tahuhu o Te Rangi and see for yourselves the asset we have for our residents. Our Mayor was quoted on Sunday programme recently (amongst a very negative piece about Opotiki), waving towards 'our beautiful new Library' as he walked the main street. The number of empty shops is diminishing the town centre, our Library is a beacon of positivity.</li> </ul> <p>The value of public services lie the Library and iSite to our community cannot be overstated. They serve as essential resources for education, access to information and community engagement. Our librarians are trusted professionals, friendly and helpful to all who enter the doors of our magnificent facility.</p> <p>Thank you for considering my submission.</p> <p>I look forward to your response and I anticipate the positive way that the council plans to address these concerns in a manner that respects the voices and needs of our community.</p>
26.	<p>I am deeply concerned about Ōpōtiki Council's proposal to cut services provided by Te Tāhuhu o te Rangi. Please regard this as a formal submission.</p> <p>I first came to live in Ōpōtiki in 1980. The library was tired and out of date. As a qualified librarian (my experience was in university libraries but I have a long-term interest in the value of public libraries, especially in small communities), I felt there was huge potential for adding value in a community that certainly needed added value.</p>

No.	Feedback
	<p>After 20 years away (1995–2015) I was excited at the prospect of Ōpōtiki achieving something really special. I was more than happy to join in fundraising projects; receiving funds from the PGF was immensely exciting for the town, and meant that the project was achieved many years sooner than would have otherwise been possible. The corner site being available as result of a historical gift to the town was an invaluable bonus.</p> <p>So — Ōpōtiki got its fabulous new library in a stunning new building that attracts visitors from all over New Zealand and overseas. Visitors love to hear the story of the library and to see how much it is valued by the community. They are invariably impressed and maybe a little jealous.</p> <p>I acknowledge the current economic pressures faced by all communities at present, but we mustn't cut core services — cuts that would disadvantage current and future residents. Any decisions affecting public services (such as the library and iSite) and the Long Term Plan must be transparent, and made only after comprehensive public consultation. It's already clear that a sizeable section of the Ōpōtiki community are stressed and distressed at the prospect of cuts being made without considering the short-and long-term effects on residents. Democratic principles demand otherwise.</p> <p>Specifically, in relation to Te Tāhuhu o te Rangi:</p> <ul style="list-style-type: none"> <li>• Cutting library hours and staff numbers would be devastating for users, staff, and the “look” of the main street. I can't imagine staff staying if they are unable to work a full-time job, and users would drift away if the building is closed and empty. Note that one of the aims of the Provincial Growth Fund was to create sustainable employment. Closure or restricting hours would not only affect current staff (and the level of expertise provided), but it would also disadvantage the users who rely on services that might lead to employment or enable them to continue in their current employment.</li> <li>• Although the community made a huge effort to fund-raise, the bulk of the funding for Te Tāhuhu o te Rangi came from the Provincial Growth Fund. Would that have been available if it were known that services and the building would be cut 2 years after opening?</li> <li>• Community cohesion — apart from the ‘community’ that was built up through fundraising, the library has proved to be a hub for the town's activities. School children use the library in considerable numbers for school-centred activities, after-school research and homework, school holiday programmes, and internet access that might not be available at home. Many schools are either downgrading their libraries or closing them altogether as they meet financial pressures, but knowing that the public library can, to some extent, fill that gap. Adults use it for book-borrowing, book clubs, internet access and digital advice, meetings, and job applications.</li> <li>• 38,000 people through the doors in 6 months can't be wrong. Where will they go if the library is closed, for even part of the week?</li> <li>• The library is a source of essential resources for education and information. It provides access to many types of recreation and spaces for community engagement. Any changes to these services must not be made without consideration for the implications for the community, or without their involvement in a decision-making process.</li> </ul>

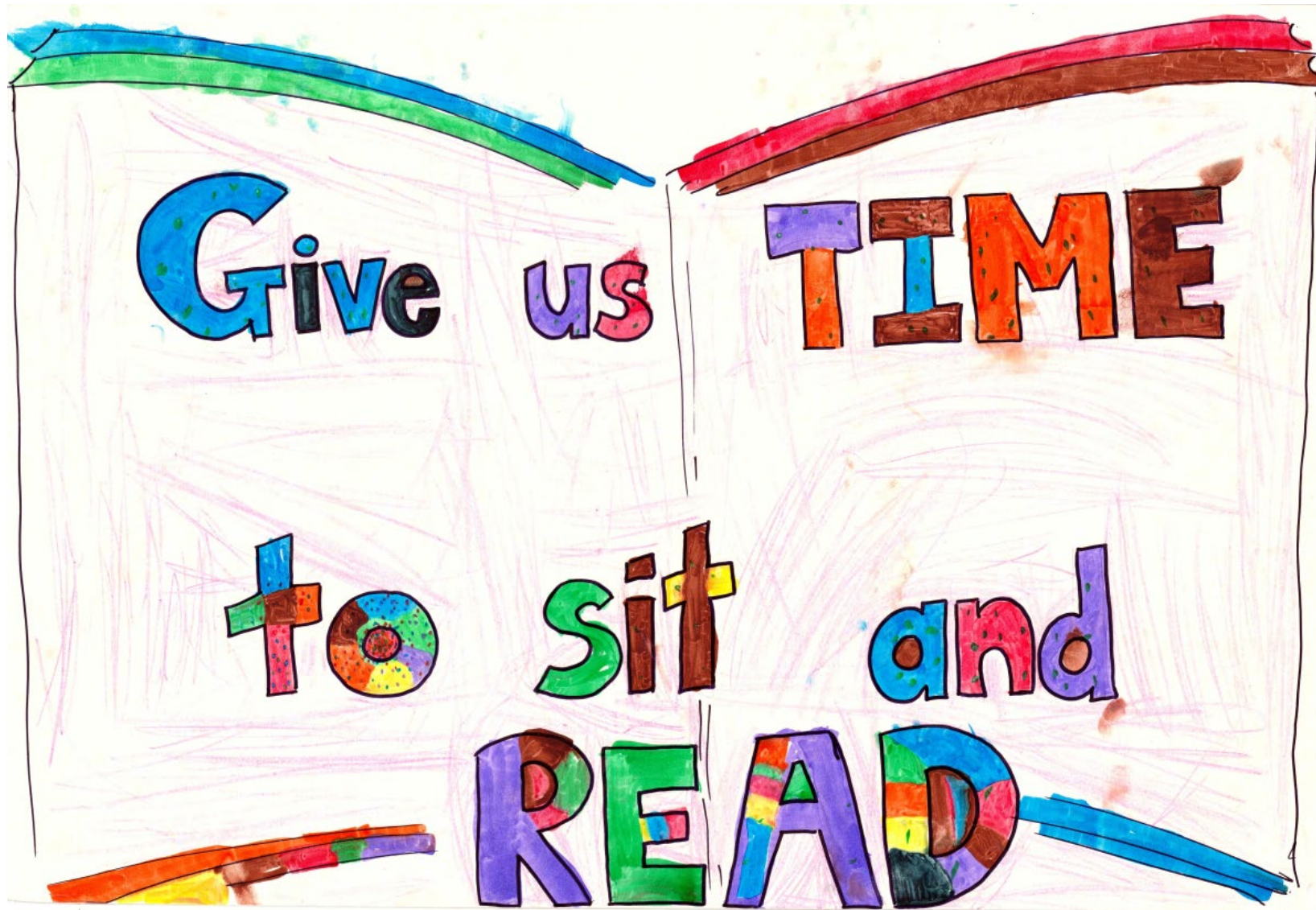


No.	Feedback
	<p>The library provides these essential services and many more. Ōpōtiki Council should be proudly supporting it, instead of considering it to be expendable.</p> <p>I urge the council to:</p> <ul style="list-style-type: none"> <li>• Immediately halt any ongoing restructuring related to the library (and iSite services) until a formal public consultation process has been conducted.</li> <li>• Provide clear and accessible information on how citizens can participate in the decision-making process regarding these and future proposals.</li> <li>• Commit to transparency and accountability in all actions and decisions affecting community services and the Long Term Plan.</li> </ul> <p>Thank you for considering my submission. I look forward to your response and to seeing how the council plans to address these concerns in a manner that respects the voices and needs of the Ōpōtiki community.</p>
27	<p>This is my submission to council regarding the proposal to reduce staff and opening hours for our library Te Tahuu o te Rangī:</p> <p>Firstly, Te Tahuu o te Rangī is barely two years old and easily the best building in the town. It is something to be proud of and celebrated not relegated to join other empty or underused buildings in town.</p> <p>Secondly, people from out of town e.g. the coastal communities use this as a source of information, community gathering, reading material (obviously), quiet workspace, meeting space, file printing and more. Because they must travel to use the library it needs to be open during normal business hours.</p> <p>Thirdly, it operates as a source of titles which cannot be source elsewhere.</p> <p>Fourthly, the staff have been outstandingly helpful and knowledgeable and deserve to be treated with more respect than this proposal is offering.</p> <p>I am strongly opposed to this proposal.</p> <p>I am happy to speak directly to council if the opportunity is given.</p>

*Feedback received on Connect | Hono Mai – Long Term Plan 2024-2034.*

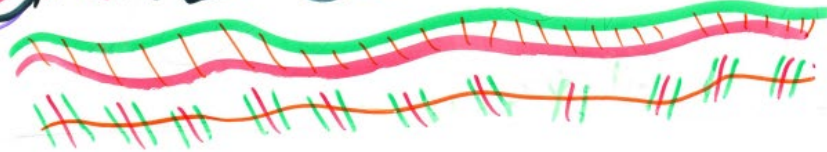
<b>1.</b>	Save the library and isite.
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OPO  
Library

SAVE OUR SCREEN



Save our Time at the library  
To communicate and explore.



We need more Time  
To read and learn

Give use more  
Screen Time



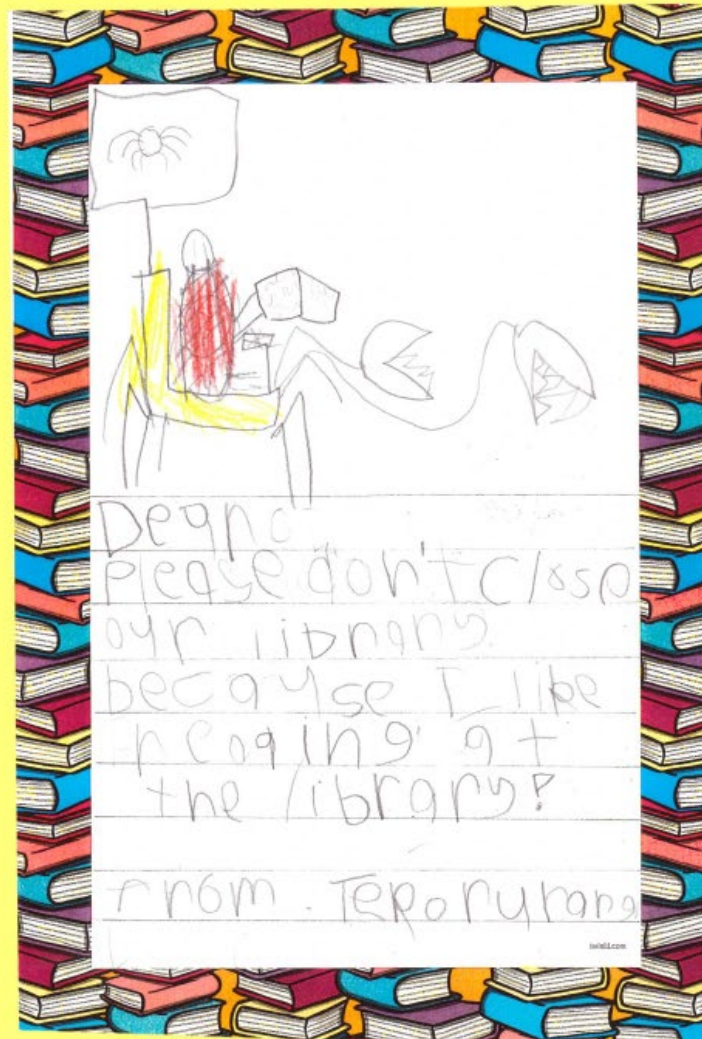
We deserve more  
Reading and chrome  
Time



We deserve  
more time



WE NEED MORE  
TIME TO  
READ AND  
LEARN!!





- Dear O.D.C
- Please keep our library
- open because I like
- reading the books.
- Kcjh



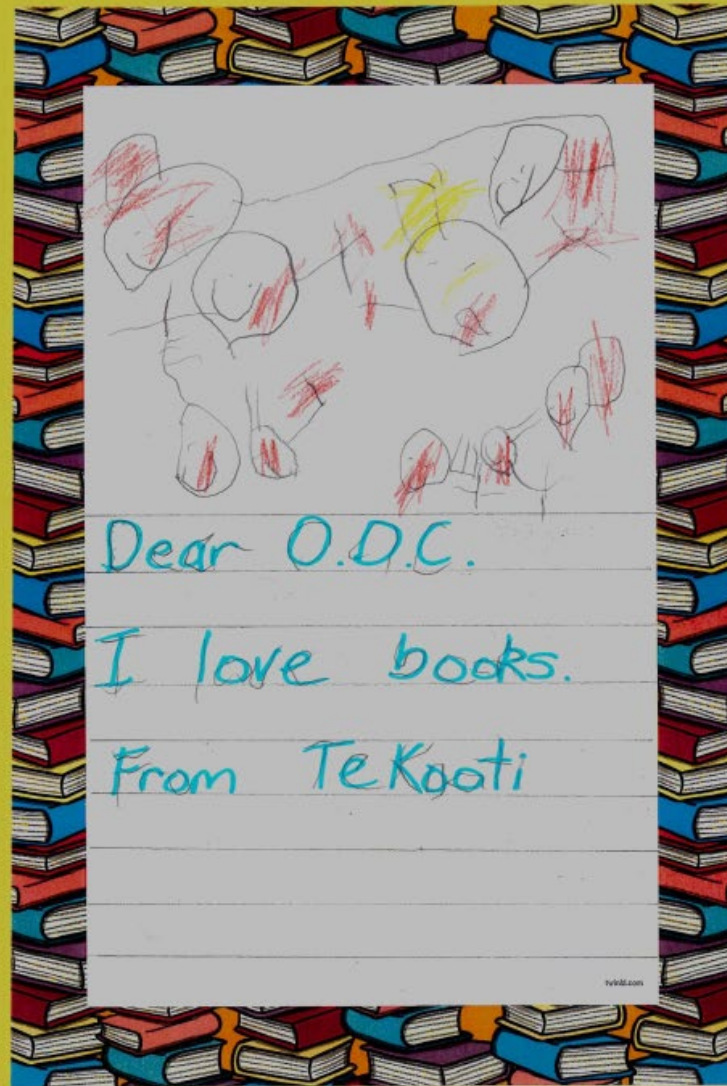


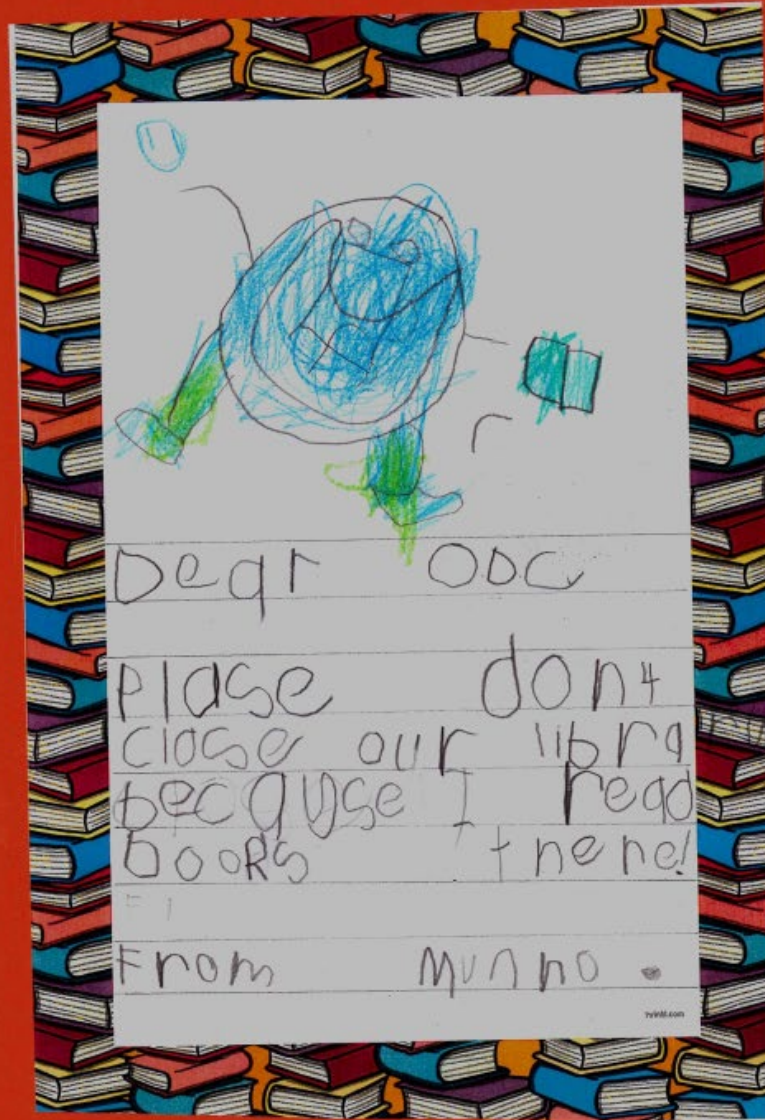


Dear Od.C.

- Please do not
- close the library
- because I like
- to learn.
- I like to read.
- We learn from the
- books
- from ivory.
- 






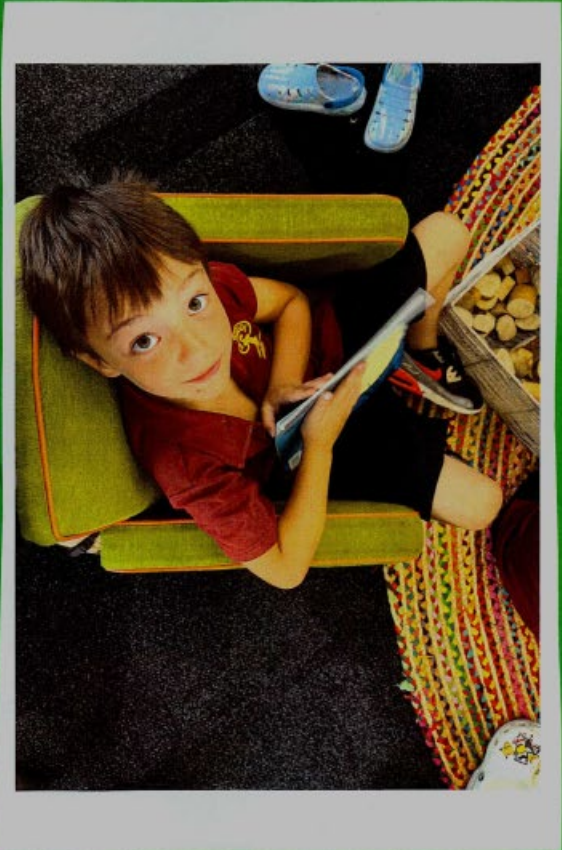


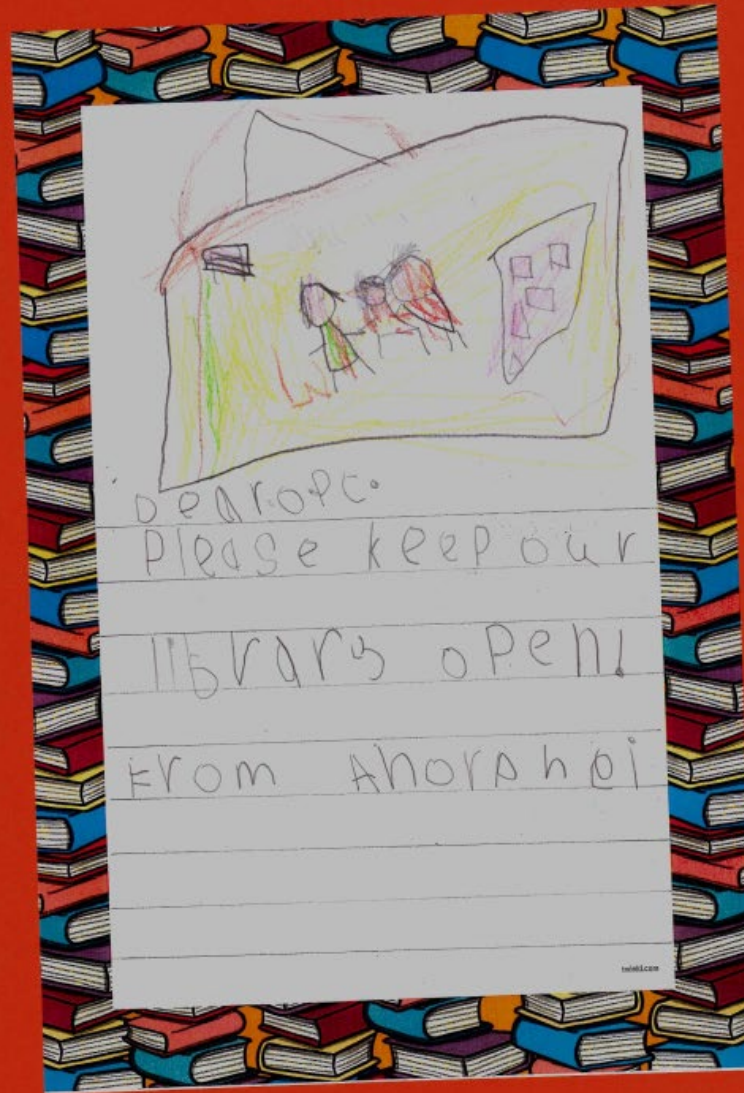


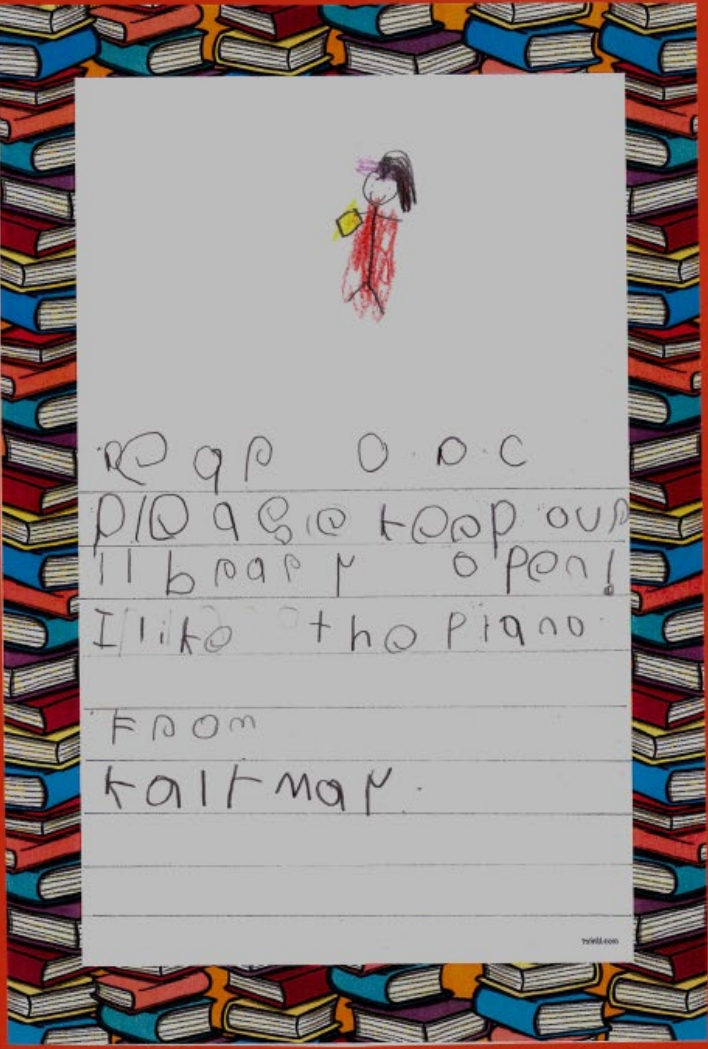
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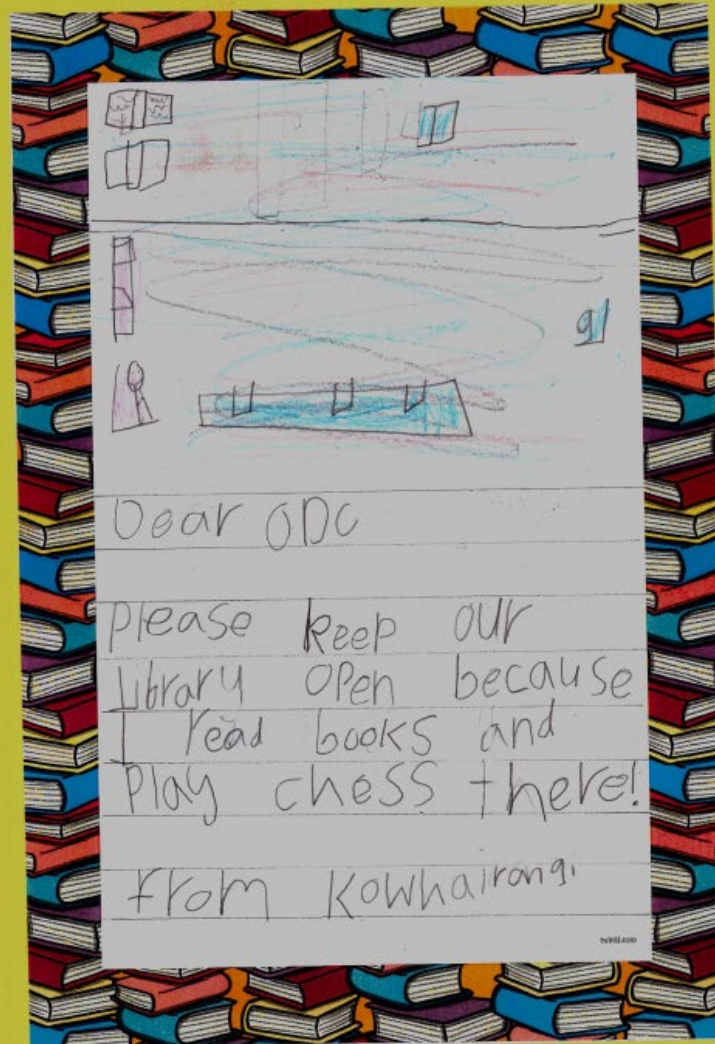
- Dear O.D.C
- Please keep our library open so
- that I can learn how to read  
 Thaxt Cahl<sup>ag</sup> loobPOUrip
- ra OUPP
- Prax To V



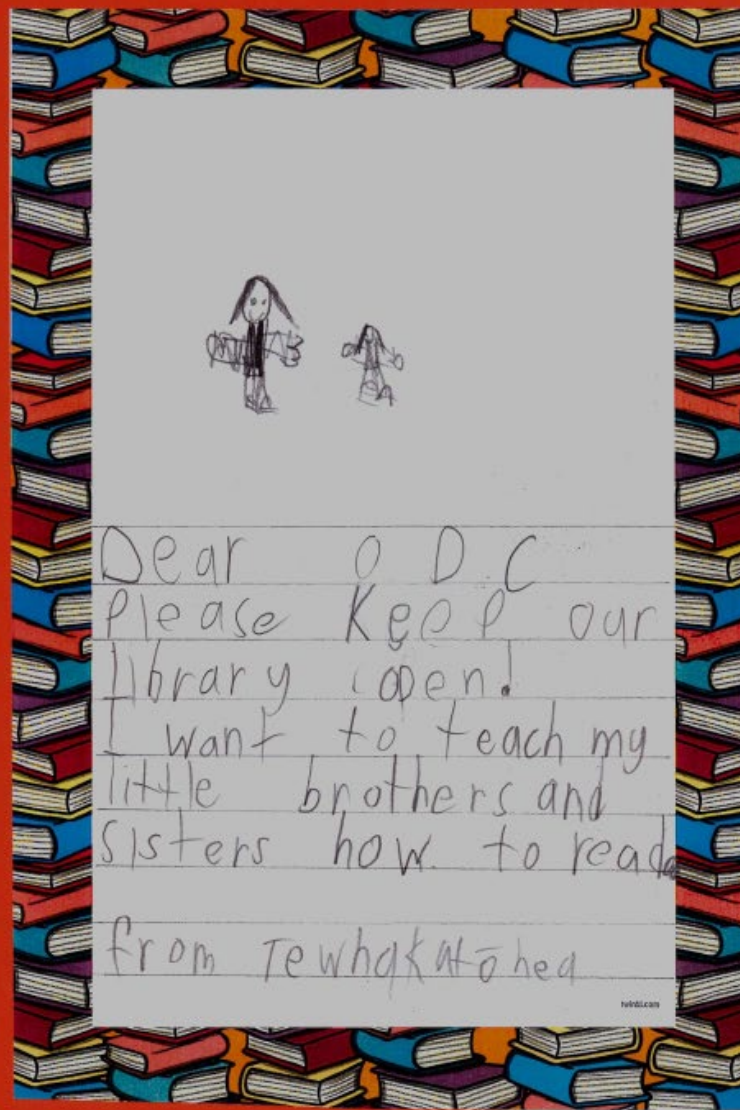


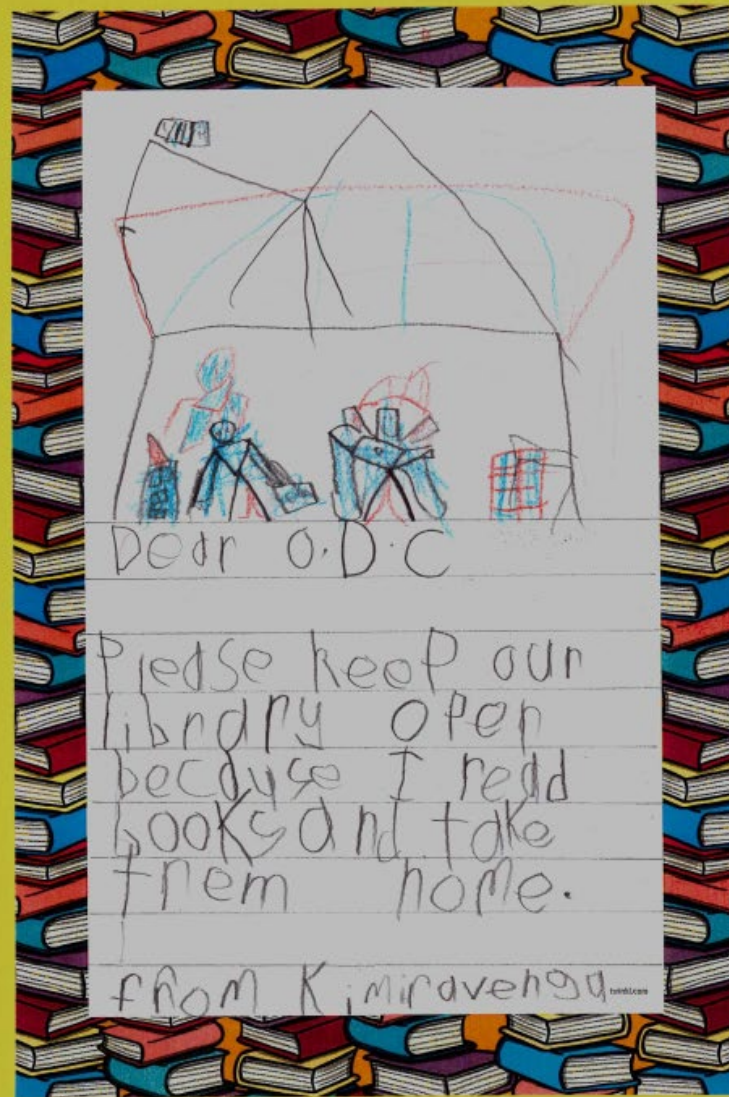


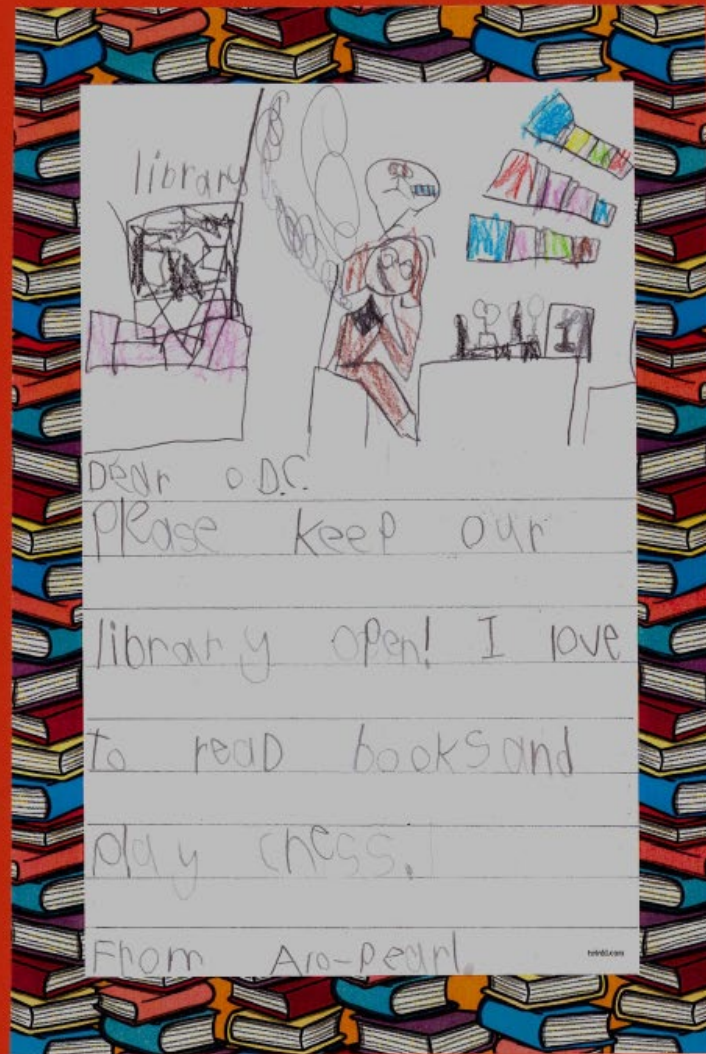
Read a book  
I like to read  
I like the piano  
From  
Kaitlyn

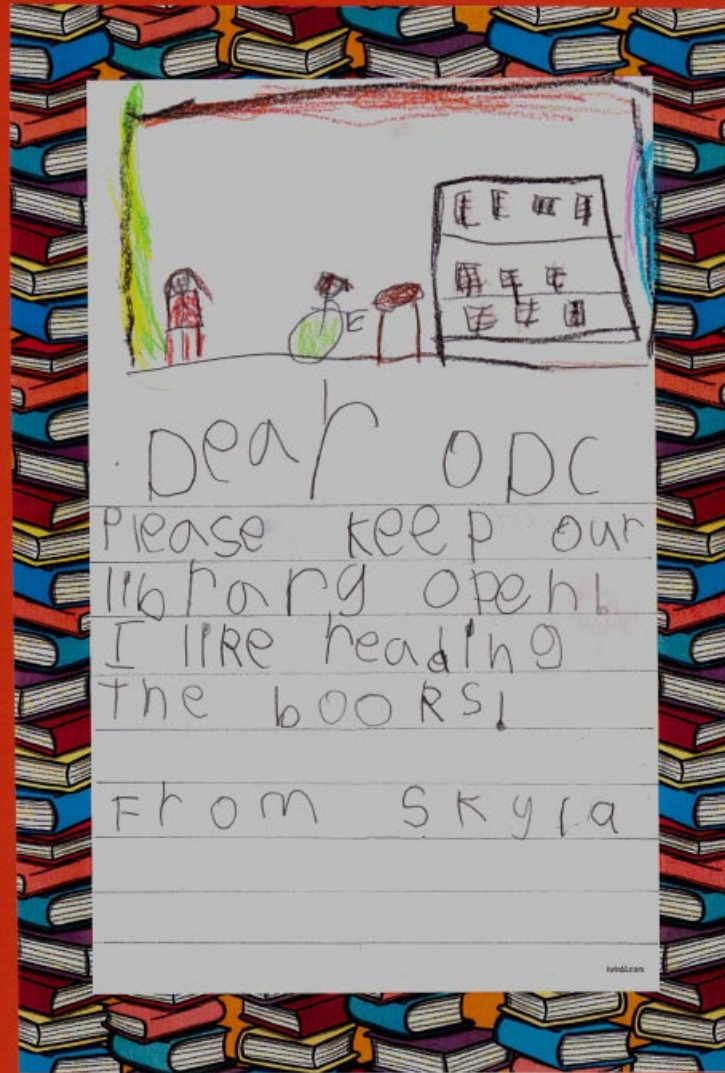


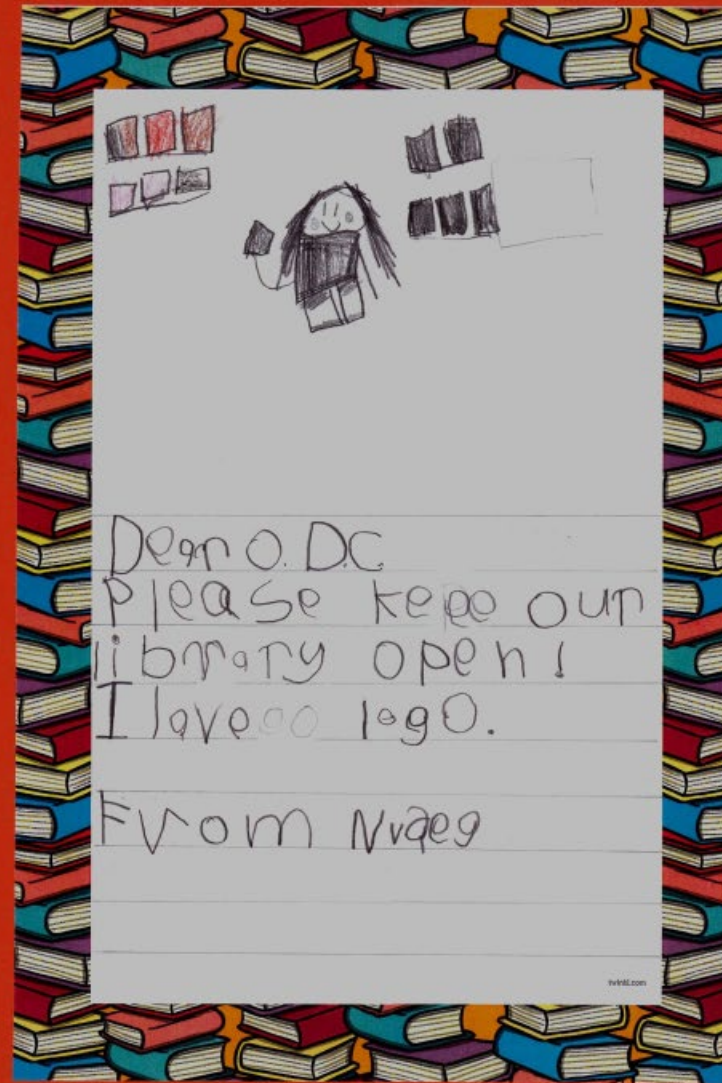


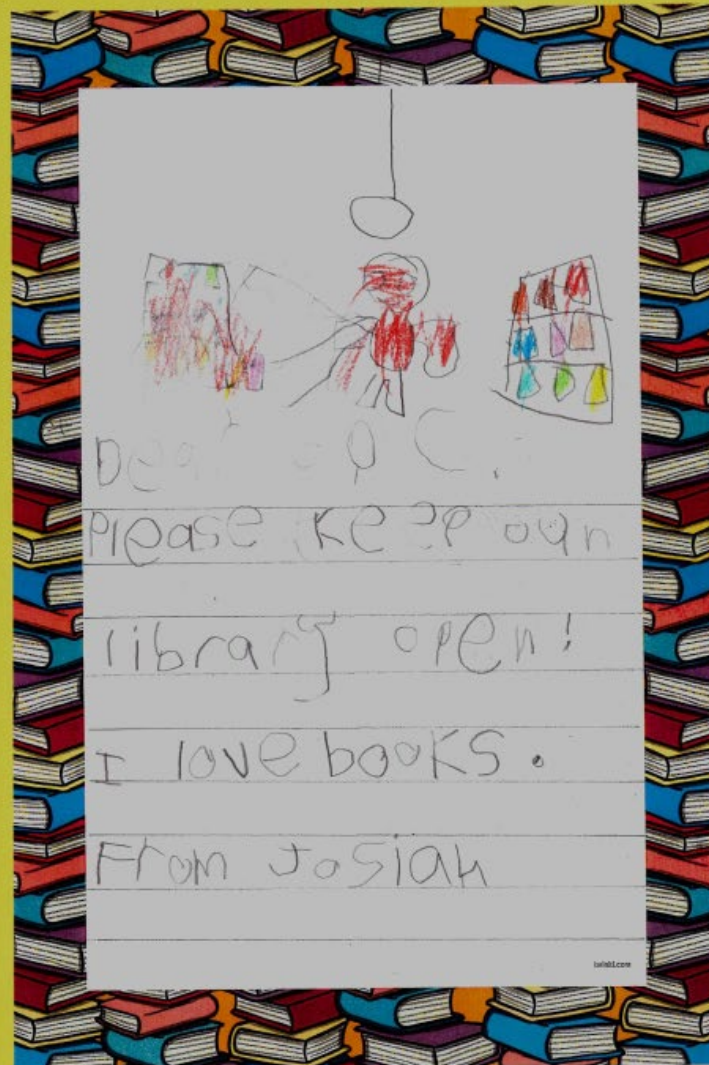


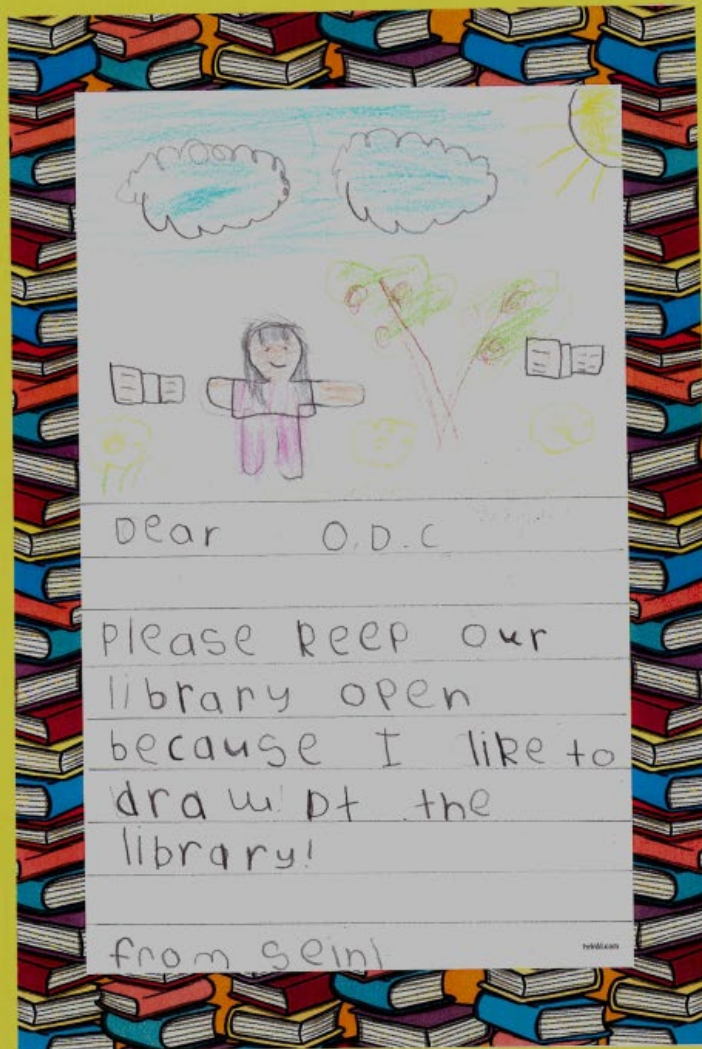


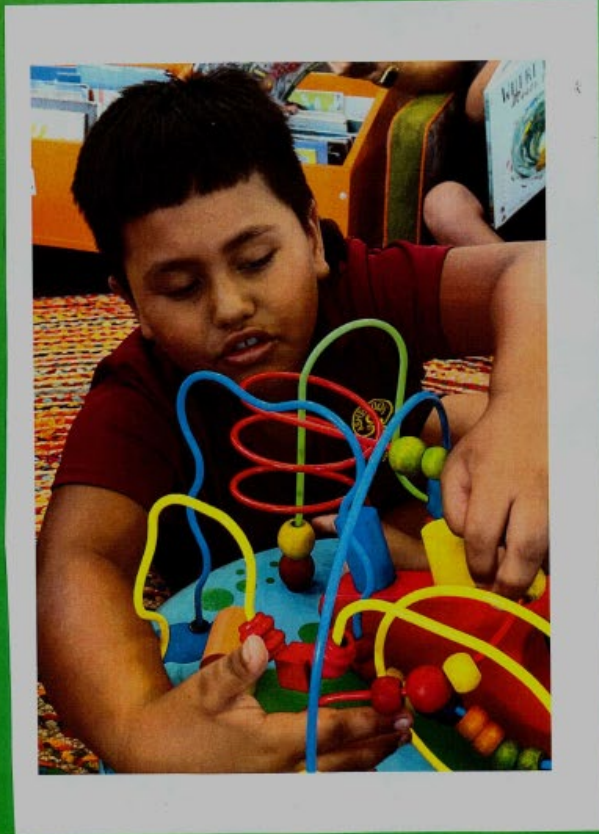













• AP



• Dear O.D.C  
Deo P.O.C

• Please keep our library open.  
P.P.C.

• So that I can learn and

• read.

• AP P



A drawing on lined paper showing a child with a red shirt and white shorts, arms outstretched, surrounded by purple and green scribbles. The drawing is done with colored pencils and is positioned above the handwritten text.

• Dear Mr. D.C please keep  
• the library open so I can  
• get comics to take home  
• I can learn and teach  
• others like my friends and  
• brothers and my teachers.  
•  
•  
• From AUS + /h.



Dear O.D.C.

- Please keep our library open.
- Please don't shut the library
- because I like reading the books.
- please don't shut the library
- because I like the games.
- 
- from Bowen
- 
- 
-

Feedback received after 5.00pm Monday 11 March (via email, sent either to [info@odc.govt.nz](mailto:info@odc.govt.nz), the Mayor, Councillors, by post or a combination of all).

No.	Feedback
1.	<p>I was very concerned to hear through the community that the council was deliberating reducing the house for the Opotiki Library. Our Library provides a source to a large range of residents from all walks of life. A meeting, internet connectivity for those who need it, a safe social place for those who live along. A library is not just a place to borrow books! We should be extending the house if anything. Hopefully the council will listen to community concerns on this matter and address in a public forum.</p>
2.	<p>I am writing to strongly oppose the reduction in house of our local library – Te Tahuhu o te Rangī. This is central asset to this community and is utilised fully by a range of locals and visitors alike. Our rangatahi are already limited in spaces to communalise in pro social activities such as reading, drafts or simply utilising the wifi facility.</p> <p>Secondly this town fund raised significantly to pay for the construction of the library and as a rate payer I am confounded as to why its hours would be reduced when it hasnt been open that long! The there are just awesome as is reflected in the diverse patronage.</p> <p>I support finding others ways to fund the library and would be prepared to make a small contribution through my rates to keep it open – the council now has beautiful new facilities – it seems ironic given that our library stands right next door to the new council chambers and now risks huge reduction in hours. I understand that the ISite will also be affected which is another excellent service to this community.</p>
	<p>I am absolutely appalled that Ōpōtiki District Council would table an option of decreasing hours and services for Te Tāhuhu o te Rangī in the Long Term Plan.</p> <p>It is appalling for several reasons:</p> <ol style="list-style-type: none"> <li>1. Ōpōtiki community members need access to information that is transparent to ensure our community is able to thrive</li> <li>2. Te Tāhuhu o te Rangī is a hub for our community where people are able to use a multitude of services</li> <li>3. Reducing hours means a potential loss of full-time, qualified library staff</li> </ol>

No.	Feedback
	<p>4. Ōpōtiki community members need open and unrestricted access to literature and considerable support to overcome literacy issues in the community</p> <p>5. Our librarians are multi-skilled and we need to ensure their job security</p> <p>6. Te Tāhuhu o te Rangi is UNDERUTILIZED as I mentioned at the last hui held in Te Tāhuhu o te Rangi -- via Hono Mai</p> <p>7. The community needs MORE public spaces that create positive outcomes for community growth and development - not LESS.</p> <p>8. Our Ōpōtiki College English department relies on access of Te Tāhuhu o te Rangi</p> <p>I've explained these points in further depth below and implore you to protect Te Tāhuhu o te Rangi as it is a taonga in our community that we cannot lose.</p> <p><b>1. Ōpōtiki community members need access to information that is transparent to ensure our community is able to thrive</b></p> <p>Community members deserve access to information. Our community needs continued access to the resources in Te Tāhuhu o te Rangi.</p> <p>Decreasing hours at Te Tāhuhu o te Rangi would limit community access to vital information, hindering transparency and the ability for residents to stay informed about local issues, initiatives, and opportunities. This could impede community engagement and participation in decision-making processes, ultimately affecting the overall well-being and prosperity of Ōpōtiki.</p> <p><b>2. Te Tāhuhu o te Rangi is a hub for our community where people are able to use a multitude of services</b></p> <p>Te Tāhuhu o te Rangi serves as a central hub for various community services beyond just lending books. It provides access to educational resources, technology, cultural programs, and social activities that foster connection and well-being among residents. Decreasing its hours would diminish its role as a vital community resource and negatively impact residents who rely on its services.</p> <p><b>3. Reducing hours means a potential loss of full-time, qualified library staff</b></p> <p>Reducing library hours could result in a loss of full-time, qualified library staff. Skilled librarians play a crucial role in providing assistance, guidance, and educational support to patrons, especially those with literacy challenges. Maintaining adequate staffing levels is essential to ensure the quality and effectiveness of library services for the Ōpōtiki community.</p>

No.	Feedback
	<p><b>4. Ōpōtiki community members need open and unrestricted access to literature and considerable support to overcome literacy issues in the community</b></p> <p>Ōpōtiki community members rely on Te Tāhuhu o te Rangi for open and unrestricted access to literature, which is essential for promoting literacy and addressing literacy issues within the community. Cutting library hours would limit opportunities for individuals, particularly children and those with limited resources, to access reading materials and literacy programs that support their educational development and lifelong learning.</p> <p><b>5. Our librarians are multi-skilled and we need to ensure their job security</b></p> <p>The multi-skilled librarians at Te Tāhuhu o te Rangi contribute significantly to the community's well-being by providing diverse services and support. Ensuring their job security is essential not only for the stability of the library but also for maintaining the high level of expertise and personalized assistance that patrons rely on and deserve.</p> <p><b>6. Te Tāhuhu o te Rangi is UNDERUTILIZED as I mentioned at the last hui held in Te Tāhuhu o te Rangi -- via Hono Mai</b></p> <p>Addressing concerns about underutilization requires exploring strategies to increase community engagement and awareness of the library's offerings rather than reducing its hours. Initiatives such as promoting library programs, hosting community events, and enhancing outreach efforts can help maximize the use of Te Tāhuhu o te Rangi and demonstrate its value as a community asset.</p> <p><b>7. The community needs MORE public spaces that create positive outcomes for community growth and development - not LESS</b></p> <p>In a growing community like Ōpōtiki, it is crucial to prioritize the creation and maintenance of public spaces that foster positive outcomes for community growth and development. Te Tāhuhu o te Rangi serves as more than just a library; it is a space for learning, socializing, and community building. Cutting its hours would limit access to such valuable public spaces, hindering the town's progress and cohesion.</p> <p><b>8. Our Ōpōtiki College English department relies on access of Te Tāhuhu o te Rangi</b></p> <p>Te Tāhuhu o te Rangi plays a vital role in supporting educational initiatives, including providing resources and support for the Ōpōtiki College English department. Limiting access to the library would not only impact students' academic opportunities but also diminish the collaborative efforts between the library and educational institutions in fostering a culture of learning and literacy within the community.</p>

No.	Feedback
	<p>With our current rebuild development process - we have had to box up our library to be stored -- 66 boxes of books in total. This means we have to rely extensively on Te Tāhuhu o te Rangi for library programmes, access to books for students to read for pleasure and to complete research assessments. Without access to Te Tāhuhu o te Rangi - our students would have more barriers than those they're already facing in their education.</p> <p>In conclusion, the proposal to decrease hours and services at Te Tāhuhu o te Rangi is deeply concerning for the Ōpōtiki community. Our library serves as more than just a repository of books; it is a beacon of knowledge, a hub of community engagement, and a lifeline for literacy and education.</p> <p>By reducing its hours, we risk depriving our residents of vital resources, diminishing opportunities for growth and development, and undermining the very fabric of our community. I urge the Ōpōtiki District Council to reconsider this proposal and prioritize the protection and enhancement of Te Tāhuhu o te Rangi, ensuring its continued role as a cherished taonga that enriches the lives of all who call Ōpōtiki home.</p>

## APPENDIX B



### COUNCIL REPORT

Date : 27 February 2024  
To : Ordinary Council Meeting, 19 March 2024  
From : Group Manager Finance and Corporate Services, Peter Bridgwater  
Subject : **ADOPTION OF RATES REMISSION AND POSTPONEMENT POLICY FOR PUBLIC CONSULTATION**  
File ID : A1201775

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### EXECUTIVE SUMMARY

- Council has undertaken a review of its rates remission and postponement policies as part of the 2024 – 2034 Long Term Plan development. This review has resulted in Council's four rates remission/postponement policies being combined into one: Rates Remission and Postponement Policy (Appendix 1).
- Under section 102 of the Local Government Act, this policy is required to undergo the Special Consultative Procedure (section 83 of the LGA) before being formally adopted.
- This report seeks Council adopt the Rates Remission and Postponement Policy (Appendix 1) and the Statement of Proposal (Appendix 2) for public consultation.

### RECOMMENDATIONS

- 1) **That the report titled "Adoption of Rates Remission and Postponement Policy for Public Consultation" be received.**
- 2) **That the draft Rates Remission and Postponement Policy, attached to the report as Appendix 1, be adopted for public consultation.**
- 3) **That the Statement of Proposal attached to the report as Appendix 2, prepared in accordance with section 83 of the Local Government Act, be adopted.**
- 4) **That Council delegates to the Chief Executive authority to make minor amendments (e.g., punctuation, grammar, etc.) to Appendices 1 and 2 if required before going out for public consultation.**

### PURPOSE

1. Council has reviewed its rates remission and postponement policies as a part of the Long Term Plan process.

2. This report presents to Council the updates made to Council's rates remission and postponement policies. This report also recommends the Rates Remission and Postponement Policy (Appendix 1), and associated Statement of Proposal (Appendix 2), be adopted for public consultation.

### **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. The Local Government Act 2002 (LGA) allows for local authorities to adopt rates remission and postponement policies under section 102(3). The LGA also requires rates remission and postponement policies be publicly consulted on in a manner which gives effect to the Special Consultative Procedure, detailed in section 83 of the LGA.
5. Council's rates remission and postponement policies are documents underpinning the Long Term Plan, which is currently being developed. Council has therefore reviewed these policies as a part of developing the 2024 – 2034 Long Term Plan. Council engaged an expert consultant for this review.
6. This review resulted in the following changes:
  - Council's four rates policies (Rates Postponement in Cases of Extreme Hardship, Rates Postponement on Māori Land, Rates Remission on Māori Freehold Land, and Rates Remission on General Land) have been consolidated into one policy. This policy is named Rates Remission and Postponement Policy (Appendix 1). It is commonplace in local government for rates remission and postponement policies to be in one document. It ensures the information is in one place for public and staff. Additionally, a review or legislation changes only require change to one policy, rather than multiple.
  - Council no longer offers rates postponements (with the exception of individuals who enter into a payment plan with Council). Council's criteria for a postponement are operationally identical to its criteria for a remission. Where community members would qualify for a postponement, they would also qualify for a remission; thus, the two postponement policies



are “gathering dust” as there is no significant difference in Council’s approach to a postponement versus a remission.

- The document has been streamlined; delegations and responsibility information has been removed as these are present in the Delegation Manual Council adopted by Council 1 August 2023. Application details are now at the beginning of the document rather than throughout, for ease of use.
  - The policy was updated in line with legislative requirements, none of which result in operational change.
7. On 30 January 2024 Council held a workshop where the above changes were presented to Councillors. Councillors agreed and provided no direction for any further changes to the policy.
8. The Risk and Assurance Committee received the draft policy on 26 February and provided the following feedback:
- Council no longer offering rates postponements required an exception for ratepayers who enter into a payment plan with Council. In this instance, those ratepayers’ rates will be postponed in accordance with their payment plan. This has been added on page 3, under the Rates Postponement section.

## OPTIONS

9. To proceed, Council needs to decide upon one of the following two options.

<b>OPTION 1: Adopt <i>Rates Remission and Postponement Policy</i> for public consultation (recommended).</b>	
<b>Description</b>	Council adopts the draft policy to go out for public consultation as per the Special Consultative Procedure outlined in section 83 in the Local Government Act.
<b>Advantages</b>	<ul style="list-style-type: none"> <li>• Council will be meeting its legislative requirements, as it is required to publicly consult before adopting any rates remission/postponement policy.</li> <li>• Council will align with the timeline to deliver the 2024 -2034 Long Term Plan, as this policy is a key underlying document.</li> </ul>
<b>Disadvantages</b>	There are no identified disadvantages to this option.
<b>Impact on mana whenua</b>	Public consultation will allow for Council to receive feedback from mana whenua on the draft policy, particularly those elements specific to Māori land.
<b>Strategic alignment</b>	<ul style="list-style-type: none"> <li>• <i>Services and facilities meet our needs:</i> This option allows for Council to consult on its rates remission and postponement policy (which is also legislatively required) and gather community feedback, ensuring it is fit for purpose for the district’s residents.</li> </ul>

**OPTION 1: Adopt *Rates Remission and Postponement Policy* for public consultation (recommended).**

	<ul style="list-style-type: none"> <li>• <i>Development supports the community.</i> As above, this option ensures Council will consult on the draft policy, thereby working to ensure the policy is fit for purpose to support the community.</li> </ul>
<b>Associated risks</b>	There are no identified risks to this option.

**OPTION 2: Do not adopt the *Rates Remission and Postponement Policy* for public consultation.**

<b>Description</b>	Council does not adopt the draft policy to go out for public consultation as per the Special Consultative Procedure outlined in section 83 of the Local Government Act.
<b>Advantages</b>	There are no identified advantages to this option.
<b>Disadvantages</b>	<ul style="list-style-type: none"> <li>• Council will not be able to formally adopt the updated policy, as it is required to undergo public consultation under section 102 of the Local Government Act.</li> <li>• Additionally, Council will be at risk of not meeting its legislative timeframes for completing the Long Term Plan, as this policy is an underlying document.</li> </ul>
<b>Impact on mana whenua</b>	By not publicly consulting on the reviewed policy Council will be missing a key opportunity to receive feedback from mana whenua on how the rates remission and postponement policy does or does not serve them.
<b>Strategic alignment</b>	This option does not meet the Long Term Priorities indicated in the Strategic Alignment section.
<b>Associated risks</b>	There is significant risk associated with this option as Council is legislatively required to consult on any rates remission and postponement policies before adoption. Additionally, Council will be at risk of not meeting its legislative timeframes to complete the 2024 – 2034 Long Term Plan.

**DISCUSSION**

10. Option one is recommended by staff. The recommendations to this report reflect option one.
11. Option one will require implementing the Special Consultative Procedure as outlined in section 83 of the LGA. This will entail the following:
  - Producing a Statement of Proposal (Appendix 2) detailing the changes to the policy, the consultation period, and how to make a submission.
  - Using the local newspaper, Council website, Council engagement website, Council Facebook page, Front of House, Te Tāhuhu o Te Rangi, and isite to promote the consultation and make digital and physical copies of the documents available.
  - The community will be given a period of a minimum of four weeks to make submissions and will have the opportunity to speak to their submissions in a Council hearing.

- Council will then deliberate on the content of the submissions and agree to any policy changes as a result, before formally adopting the updated policy.
- This is a minimum legislative requirement and does not prevent Council from engaging in further consultation.

#### **Financial/budget considerations**

12. Costs associated with the development of the 2024 – 2034 Long Term Plan have been included in the 2023/24 Annual Plan.

#### **Policy and planning implications**

13. Council is legislatively required to consult on any rates remission and/or postponement policy. This report aligns with this obligation.

#### **Impact on mana whenua**

14. As identified in option one, public consultation on this policy allows for the opportunity to receive feedback from mana whenua on the standard and suitability of the draft policy.

#### **Climate impact considerations**

15. There are no climate considerations associated with the matters in this report.

#### **Risks**

16. There are no identifiable risks associated with option one, the preferred option.

#### **Community wellbeing considerations**

17. 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 well-beings').
18. The subject of this report has been evaluated in terms of the four well-beings during the process of developing this report as outlined below.

#### **Social, Economic, Environmental, and Cultural**

19. Publicly consulting on the Rates Remission and Postponement Policy allows for community engagement and the opportunity to develop an understanding of whether the proposed policy is fit for purpose both economically and environmentally for Ōpōtiki residents. This includes mana whenua and specific concerns around Māori land.

## 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**.

### Assessment of engagement

22. 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.
23. The significance level has been determined to be **high** as Council is legislatively required to publicly consult on any rates remission and/or postponement policy before adoption. The details of this public consultation can be found in the Discussion section of this report and outlined in section 83 of the LGA.

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#### **CONSULT**

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

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## CONCLUSION

24. Council has undertaken a review of its rates remission and postponement policies as part of the 2024 – 2034 Long Term Plan development. This review has resulted in Council's four rates remission and postponement policies being combined into one: Rates Remission and Postponement Policy (Appendix 1).
25. Under section 102 of the Local Government Act, this policy is required to undergo the Special Consultative Procedure (section 83 of the LGA) before being formally adopted.
26. This report seeks Council adopt the Rates Remission and Postponement Policy (Appendix 1) and the Statement of Proposal (Appendix 2) for public consultation.

Peter Bridgwater

**GROUP MANAGER FINANCE AND CORPORATE SERVICES**

## APPENDIX 1

POLICY	STATUS	AT	DATE	DOC ID
<i>Rates Remission and Postponement Policies, including on General Land, Māori Land, and Māori Freehold Land</i>	<i>Draft</i>	<i>Management Team Meeting</i>	<i>8 December 2023</i>	<i>A1198626</i>



**Opotiki District Council**  
STRONG COMMUNITY STRONG FUTURE

# ŌPŌTIKI DISTRICT COUNCIL

# RATES REMISSION AND POSTPONEMENT POLICY, INCLUDING ON GENERAL LAND, MĀORI LAND, AND MĀORI FREEHOLD LAND

## GENERAL

This policy outlines Ōpōtiki District Council's approach to Rates Remissions and Postponements. This includes on General Land, Māori Land, and Māori Freehold Land.

## RECOGNITION OF OBLIGATIONS TO MĀORI

The amendment of the Local Government Act 2002 ([102\(3A\)](#)) in the Local Government (Rating of Whenua Māori) Amendment Act 2021 requires that the Rates Remissions Policies must support the principles set out in the [Preamble](#) to Te Ture Whenua Māori Act 1993.

This policy supports the matters in the Preamble by giving effect to Council's statutory obligations under the Local Government Act 2002 and the Local Government (Rating) Act 2022 including the matters in the rates remissions policies, Local Government Act 2002 [Schedule 11](#) and Local Government (Rating) Act 2002 [Schedule 1](#).

All policies in the Rates Remission and Postponement Policy apply to Māori freehold land unless stated otherwise. Additionally, the Rates Remissions and Postponement policy for Māori Freehold land also apply to Māori freehold land.

### Te Ture Whenua Māori Act 1993

This policy will support the Preamble to Te Ture Whenua Māori Act 1993. Council will

- Recognise that land is a taonga tuku iho of special significance to Māori people.
- Promote the retention of that land in the hands of its owners, whānau, and their hapu.
- Protect Wahi tapu.

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<sup>1</sup> [Te Ture Whenua Maori Act 1993 No 4 \(as at 29 November 2022\), Public Act Preamble – New Zealand Legislation](#)

- Facilitate the occupation, development, and utilisation of that land for the benefit of its owners, their whānau, and hapu.<sup>1</sup>

## APPLICATIONS PROCESS

This section applies to the entirety of this policy.

Ratepayers wishing to claim a remission should make an application at the following webpage. PDFs of application forms can also be downloaded at this link. Individuals may request a physical form our main office at 108 Saint John Street.

[Rates Remissions and Postponements - Ōpōtiki District Council \(odc.govt.nz\)](#)

The application for rate remission must be made to the Council prior to April 1 for the next rating year. Applications received during a rating year will be applicable from the commencement of the following rating year. Applications will not be backdated.

Applications for remissions shall be considered by Finance and Corporate Services Group Manager. Further delegations are made from the management level, and are documented in Council's Delegation Manual.

The discretion of approving or rejecting any application is the sole determination of Council. Council may delegate the authority to make such approvals to particular Council staff as specified by a resolution of Council.

Decisions of remission of penalties will be delegated to officers as set out in the Council's Delegations Manual.

## RATES POSTONEMENTS

Individuals who enter into payment plans for their rates have their rates postponed in accordance with their individual payment plan.

Outside of the above, Council does not have a policy allowing for the postponement of rates.

## RATES REMISSION OF GENERAL LAND

### Introduction:

The Rates Remission on General Land policy identifies the circumstances where the council will consider rates relief on general land.

### 1 COMMUNITY, SPORTING AND OTHER ORGANISATIONS

#### Preamble

Section 8 of the Local Government (Rating) Act 2002 provides for certain categories of land to have rates assessed not exceeding 50% of the rates that would have otherwise been assessed. These categories of land are more specifically detailed in the Act as:

Part 2:

Land 50% non-rateable:

1. Land owned or used by a society incorporated under the Agricultural and Pastoral Societies Act 1908 as a showground or place of meeting.
2. Land owned or used by a society or organisation of persons (whether incorporated or not) for games or sports, except galloping races, harness races, or greyhound races.
3. Land owned or used by a society or organisation of persons (whether incorporated or not) for the purpose of any branch of the arts.<sup>2</sup>

Notes:

For the purposes of this part, unless the context otherwise requires, **land** does not include land used for the private pecuniary profit of any members of the society or association. **Land**, in clause 2, excludes land in respect of

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<sup>2</sup> [Local Government \(Rating\) Act 2002 No 6 \(as at 23 August 2023\), Public Act Schedule 1 Categories of non-rateable land – New Zealand Legislation](#)

which a club licence under the Sale of Liquor Act 1989 is for the time being in force.

However, in addition there are other groups which Council believes should have a remission.

### **Objective**

To facilitate the ongoing provision of non-commercial (business) community services and non-commercial (business) recreational opportunities for the residents of Ōpōtiki district.

The purpose of granting rates remission to an organisation is to:

- assist the organisation's survival; and
- make membership of the organisation more accessible to the general public, particularly disadvantaged groups – these include children, youth, young families, aged people, and economically disadvantaged people.

### **Conditions and criteria**

For application details, refer to the beginning of the policy.

This part of the policy will apply to land owned by the Council or owned and occupied by a charitable organisation, which is used exclusively or principally for sporting, recreation, or community purposes.

The policy does not apply to organisations operated for private pecuniary profit.

The policy will also not apply to groups or organisations whose primary purpose is to address the needs of adult members (over 18 years) for entertainment or social interaction, or who engage in recreational, sporting, or community services as a secondary purpose only.

Rate remission under this policy will be limited to 50% of the general or targeted rates. No remission will be granted on the targeted rates for water supply, sewage disposal or refuse collection.

Council at its discretion may to apply this remission to properties it feels fit the criteria.

Organisations making application should include the following documents in support of their application:

- statement of objectives; and
- financial accounts; and
- information on activities and programmes; and
- details of membership or clients.

The policy shall apply to such organisations as approved by the Council as meeting the relevant criteria. The discretion of approving or rejecting any application is the sole determination of Council. Council may delegate the authority to make such approvals to particular Council Officers as specified by a resolution of Council.

## **2 UNIFORM CHARGES ON RATING UNITS OWNED BY THE SAME OWNER**

### **Preamble**

Section 20 of the Local Government (Rating) Act 2002 provides for two or more rating units to be treated as 1 unit for setting a rate if those units are:

- a) owned by the same person or persons; and
- b) used jointly as a single unit; and
- c) contiguous or separated only by a road, railway, drain, water race, river or stream.

However, sub-divided land owned by a developer while contiguous is not held for the same purpose as each lot can be sold separately to a different purchaser. This has had additional implications where properties of more



than one lot are now treated as separate properties. Further there are ownership of properties which to all intent and purposes is similar and which Council consider should have relief under this policy.

### **Objectives**

To provide for relief from uniform charges on land held by a developer or what was formerly a single property but now treated as two or more properties and properties to which the ownership, to all intents and purposes, is similar.

### **Conditions and criteria**

For application details, refer to the beginning of the policy.

Rating units that meet the criteria under this policy may qualify for a remission of uniform annual general charges and any targeted rate set on the basis of a fixed dollar charge per rating unit. The ratepayer will remain liable for at least one set of each type of charge.

The rating units on which remission is made must to all intents and purposes have the same owner.

Only one of the units may have any residential dwelling situated on the rating unit.

Council at its discretion may apply this remission to properties it feels fit the criteria. The policy shall apply to such organisations approved by the Council as meeting the relevant criteria.

## **3 PENALTIES**

### **Preamble**

Council has large rate arrears and it can be an incentive to the collection of back years' arrears if some concession is made in collection of penalties. Further where owners are prepared to enter into formal payment

arrangements any penalties incurred through timing of payments should be waived. There are also other extenuating circumstances where it may be just and equitable to waive penalties.

### **Objective**

The objective of this part of the remissions policy is to:

- a) enhance the collection of back years' rates;
- b) enable the Council to act fairly and reasonably in its consideration of rates which have not been received by the Council by the penalty date due to circumstances outside the ratepayer's control.

### **Conditions and criteria**

For application details, refer to the beginning of the policy.

Automatic remission of the penalties incurred on instalments one and two will be made where the ratepayer pays the total amount due for the year on or before the penalty date of the third instalment.

Remission of one penalty will be considered in any one rating year where payment has been late due to significant family disruption. Remission will be considered in the case of death, illness, or accident of a family member, as at the due date.

Remission of the penalty will be granted if the ratepayer is able to provide evidence that their payment has gone astray in the post or the late payment has otherwise resulted from matters outside their control. Each application will be considered on its merits and remission will be granted where it is considered just and equitable to do so.

### **Write-offs**

Write-off of penalties applied in previous years may be considered at the Chief Executive's discretion where doing so may facilitate the of payment of rates arrears in full.

As per section 90A and 90B of the LGRA, the Chief Executive may also write off outstanding rates when it is considered by the CE that the rates cannot reasonably be recovered. This may be done at any time by the Chief Executive's initiative or by application from a ratepayer. When this happens, the Chief Executive must:

- a) notify a ratepayer of any write-off of the ratepayer's rates; and
- b) provide a written response to an applicant within 30 days of receipt of the application, detailing the reasons for the decision to or to not write off the rates specified in the application.

#### **4 ECONOMIC DEVELOPMENT**

##### **Preamble**

The Ōpōtiki District is one where employment opportunities have been few and far between. Council is also concerned that raw products from farming and forestry in the District leave the District for further processing. The Council wishes to attract investment in processing-type industries, and considers that rate remissions during the development phase of investment projects will assist in achieving this objective.

##### **Objective**

To promote employment and economic development within the district by assisting new business.

##### **Conditions and criteria**

For application details, refer to the beginning of the policy.

This part of the policy applies to commercial and/or industrial development that involves the construction, erection or alteration of any building or buildings, fixed plant and machinery, or other works intended to be used for industrial, commercial or administrative purposes.

Horticultural and residential development may qualify for remission under this part of the policy.

In considering applications for remission under this part of the policy, Council will have regard to the following criteria:

- the likely financial advantage to the district
- employment opportunities
- the extent to which developments of the particular type or types are likely to be promoted or prejudicially affected by the granting of rates remissions.

Applications must be made in writing and must be supported by:

- a description of the development
- a plan of the development (where possible)
- an estimate of costs
- an estimate of the likely number of jobs created by the development.

Applications for remission for economic development will be considered by Council. In considering applications, Council may decide to seek independent verification of any information provided on an application.

Council will decide what amount of rates will be remitted on a case by case basis, subject to a maximum amount of 50 percent of rates, and a maximum remission period of five years from the commencement of the development. For the purposes of this part of the policy, a project will be viewed as having commenced when resource consent is issued.

In granting remissions under this part of the policy, Council may specify certain conditions before remission will be granted. Applicants will be required to agree in writing to these conditions and to pay any remitted rates if the conditions are violated.

#### **5 LAND USED FOR NATURAL, HISTORIC OR CULTURAL AND CONSERVATION PURPOSES**

##### **Objective**

To preserve and promote natural resources and heritage to encourage the protection of land for natural, historic or cultural purposes. This policy will support the provisions of the Ōpōtiki District Council District Plan.

### **Conditions and criteria**

For application details, refer to the beginning of the policy. Applications must be made in writing. Applications should be supported by documentary evidence of the protected status of the rating unit, e.g. a copy of the Covenant or other legal mechanism.

Ratepayers who own rating units which have some feature of cultural, natural or historic heritage which are voluntarily protected may qualify for remission of rates under this part of the policy.

Land that is non-rateable under section 8 of the Local Government (Rating) Act and is liable only for rates for water supply, sewage disposal or refuse collection will not qualify for remission under this part of the policy.

Applications for the remission for protection of heritage will be considered by Council. In considering any application for remission of rates under this part of the policy, Council will consider the following criteria:

- the extent to which the preservation or natural, cultural or historic heritage will be promoted by granting remission of rates on the rating unit
- the degree to which features of natural, cultural or historic heritage are present on the land
- the degree to which features of natural, cultural or historic heritage inhibit the economic utilisation of the land
- the extent to which the preservation of natural, cultural or historic heritage will be promoted by granting remission of rates on the rating unit.

Council will decide what amount of rates will be remitted on a case by case basis.

In granting remissions under this part of the policy, Council may specify certain conditions before remission will be granted. Applicants will be required to agree in writing to these conditions and to pay any remitted rates if the conditions are violated.

## **6 RATES REMISSION FOR A RATING UNIT AFFECTED BY CALAMITY**

### **Objective of Policy**

The objective of this remission policy is to permit the Council to remit part or whole of the rates charged on any land that has been detrimentally affected by erosion, subsidence, submersion, or other calamity.

### **Conditions and Criteria**

For application details, refer to the beginning of the policy.

The Council may remit the rates charged on a rating unit if:

1. Land is detrimentally affected by erosion, subsidence, submersion, or other natural calamity or
2. The land is unable to support the activity for which it was used prior to the calamity, for example a residence or commercial building that is unable to be occupied as a result of a calamity.

Rates remissions will only be considered and made following the receipt of an application by a qualifying property to the financial year in which the application was received. Rates remissions would only apply to rates payable after the date of the calamity. (i.e. next instalments). There will be no backdating of rates remissions.

Rates remissions (for part or all) may be applied to all rates charged on the qualifying properties.

## **7 POLICY RATE REMISSION FOR EXTREME FINANCIAL HARDSHIP**

### **Objective of the Policy**

The objective of the policy is to assist ratepayers experiencing extreme financial hardship which affects their ability to pay rates.

### **Conditions and Criteria**

For application details, refer to the beginning of the policy.

Remissions of rates in part or in whole may be given in cases of extreme financial hardship where it is considered appropriate by Council.

The rating unit which is the subject of the application must be used solely as a domestic residence, be the normal place of residence of the ratepayer and the ratepayer must not own any other property in the Ōpōtiki or any other district. (An interest in Māori freehold land in multiple ownership is not included in this exclusion)

The policy does not apply to vacant land.

The remission will be granted to natural persons only.

Council must be satisfied that extreme financial hardship exists or would be caused by requiring payment of the whole or part of the rates.

The ratepayer must provide any evidence that the Council deems appropriate to support the claim for extreme financial hardship.

The ratepayer must make acceptable arrangements for payment of future rates, for example by setting up a system for regular payments.

In order to provide relief to people in situations where water usage is high due to a water leak, Council may remit water consumption rates where all of the following apply:

- A remission application has been received; and
- Council is satisfied a leak on the property has caused excessive consumption and is recorded on the water meter; and
- The leak has been repaired within one calendar month of being identified (unless evidence is provided that the services of an appropriate repairer could not be obtained within this period); and
- Proof of the leak being repaired has been provided to Council promptly after repair of the leak.

The amount of the remission will be the difference between the average consumption of the property and the consumption over and above that average.

Remission for any particular property will generally be granted only once every year. However, where a remission for a water leak has been granted to a property under this policy within the last year, the remission decision is to be made by the delegated officer.

Any remission over 2000 cubic meters of water is to be referred to the Council for decision.

## **8 WATER RATES ATTRIBUTABLE TO WATER LEAKS**

## RATES REMISSION ON MĀORI FREEHOLD LAND POLICY

### Introduction:

The Remission of Rates on Māori Freehold Land policy explains the criteria and conditions used to determine whether rates should be waived on this land. The Ōpōtiki District has a significant amount of Māori Freehold land.

### 1. BACKGROUND

Section 108 of the Local Government Act 2002 allows for Councils to adopt a policy on remission and postponement of rates on Māori freehold land.

Under a 2021 amendment to the Local Government (Rating) Act 2002, entire Māori freehold land rating units that are unused are now non-rateable.

This remission policy is therefore intended to cater to situations where a significant part of a Māori freehold land rating unit may be unused, and a remission of rates based on the unused portion of the rating unit is considered fair.

### 2. DEFINITIONS

Māori freehold land is defined by the Local Government (Rating) Act 2002 as being "Land whose beneficial ownership has been determined by the Māori Land Court by freehold order<sup>3</sup>." The same Act states (Clause 91):

*"Except where this part otherwise provides, Māori freehold land is liable for rates in the same manner as it if were general land."*

The term "unoccupied" means that the land is not occupied. Occupation is where person/persons do one or more of the following for his or her profit or benefit:

1. Leases the land.

<sup>3</sup> [Local Government \(Rating\) Act 2002 No 6 \(as at 23 August 2023\), Public Act 5 Interpretation – New Zealand Legislation](#)

2. Resides upon the land.
3. Depastures or maintains any livestock whatsoever on the land.
4. Cultivates the land and plants crops there on.
5. Stores anything upon the land.
6. Uses the land or any improvements thereon in any way.

### 3. SUMMARY

Council considers this policy for remission of rates on Māori Freehold Land will achieve the aim:

*To ensure the fair and equitable collection of rates from all sectors of the community recognising that certain Māori freehold land have particular conditions, features, ownership structures or other circumstances which make it appropriate to provide relief from rates.*

### 4. OBJECTIVES

As per section 114A of the LGRA<sup>4</sup>, the objective of this policy is to facilitate the occupation, development, and utilisation of Māori freehold land for the benefit of its owners.

Council may remit rates on Māori freehold land where the development of that land is likely to provide:

- (a) Benefits to the district by creating new employment opportunities:
- (b) Benefits to the district by creating new homes:
- (c) Benefits to Council by increasing Council's rating base in the long term:
- (d) Benefits to Māori in the district by providing support for marae in the district:

<sup>4</sup> [Local Government \(Rating\) Act 2002 No 6 \(as at 24 August 2023\), Public Act 114A Remission of rates for Māori freehold land under development – New Zealand Legislation](#)

- (e) Benefits to the owners by facilitation the occupation, development, and utilisation of the land.

In addition, Schedule 11 of the Local Government Act 2002<sup>5</sup> provides key considerations for Council when determining a rates remission decision. These considerations are:

- (a) Supporting the use of the land by the owners for traditional purposes.
- (b) Recognising and supporting the relationship of Māori and their culture and traditions with their ancestral land.
- (c) Avoiding further alienation of Māori Freehold Land.
- (d) Facilitating and incentivising any desire of the owners to develop the land for economic use.
- (e) Recognising and taking account of the presence of waahi tapu that may affect the use of the land for other purposes.
- (f) Recognising and taking account of the importance of the land in providing economic and infrastructure support for marae and associated papakainga housing (whether on the land or elsewhere).
- (g) Recognising and taking account of the importance of the land for the community goals relating to:
  - (i) Presentation of the natural characteristics of the coastal environment;
  - (ii) Protection of outstanding natural features; and
  - (iii) Protection of significant indigenous vegetation and significant habitats of indigenous fauna.
- (h) Recognising the level of community services provided to the land and its occupiers.
- (i) Recognising matters related to the physical accessibility of the land.

## 5. THE REGISTER

Council will maintain a register titled the “Māori Land Rates Relief Register (‘the Register’) for the purpose of recording properties on which it has agreed to remit rates pursuant to this policy.

The Register will comprise two category lists, these being:

1. The “Māori Land General Remissions List”
2. The “Māori Land Economic Adjustment Remissions List”

## 6. MĀORI LAND GENERAL REMISSIONS LIST

### Objective

The objective of this remission policy is to permit the Council to remit part or whole of the rates where the below criteria is met and where doing so would facilitate the objectives of section 114A of the LGRA.

### Conditions and criteria

For application details, refer to the beginning of the policy.

Council will consider remission for property that comes within the following criteria:

The land is unoccupied and:

- (a) The land is set aside as Waahi Tapu; or
- (b) The land is set aside for the preservation of natural characteristics of the coastal environment; or
  - to protect the outstanding natural features; or
  - to protect significant indigenous vegetation and significant habitats or indigenous fauna ; or
- (c) The land is inaccessible
- (d) The land is unused

<sup>5</sup> [Local Government Act 2002 No 84 \(as at 01 October 2023\), Public Act – New Zealand Legislation](#)

The remission for land recorded in the Māori Land Remissions List will be up to 100% of any rates except targeted rates made for water supply, sewerage disposal or waste management.

## **7. MĀORI LAND NON-RATEABLE LIST**

Council will consider non-rateable status for property that meets the following criteria:

1. The land is entirely unused and;
  - a. Meets the criteria set out in section 55 of the amendment act.
2. Or for land which meets the criteria of non-rateable land under Schedule 1 of the LGRA<sup>6</sup>, including:
  - a) Nga Whenua Rahui kawenata land under the reserves and conservation acts.
  - b) Education land including:
    - a. Wānanga.
    - b. Kura Kaupapa Māori.
    - c. Special programmes under the education and training act.
  - c) Urupa.
  - d) Māori customary land.
  - e) Marae or meeting place.
  - f) Māori reservation held for the common use and benefit of the people of New Zealand.
  - g) Unused rating unit of Māori freehold land.

The non-rateable land recorded in the Māori Land Non-Rateable List will be up to 100% of any rates. Council will periodically review the status of any land on the non-rateable list to ensure the requirements are still being met.

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<sup>6</sup> [Local Government \(Rating\) Act 2002 No 6 \(as at 24 August 2023\), Public Act Schedule 1 Categories of non-rateable land – New Zealand Legislation](#)

## **8. MĀORI FREEHOLD LAND - ECONOMIC INCENTIVES REMISSIONS**

### **Objective**

The purpose of this section is to facilitate the occupation, development, and utilisation of Māori freehold land for the benefit of its owners.

### **Remission Period**

Up to five years at the discretion of Council.

### **Remission Value**

Up to 100% of rates.

### **Conditions and Criteria**

1. The Council may remit all or part of the rates (including penalties for unpaid rates) on Māori freehold land if the Council is satisfied that the development is likely to have any or all of the following benefits:
  - a. benefits to the district by creating new employment opportunities;
  - b. benefits to the district by creating new homes;
  - c. benefits to the council by increasing the council's rating base in the long term;
  - d. benefits to Māori in the district by providing support for marae in the district;
  - e. benefits to the owners by facilitating the occupation, development, and utilisation of the land.
2. A remission application must be made in writing.
3. The Council may remit all or part of the rates having considered the duration of the development and the stages of

development, having regard to when the ratepayer is likely to generate income from the development or in the case of housing when the dwelling is likely to be used.

4. The Council may put conditions on a remission including consideration of commencement and completion of the development.
5. Eligibility for this remission will be reviewed once the remission period expires. The Council may provide rates remission for other purposes if these remissions ensure ratepayers are treated equitably by the Council.

#### **Write-offs**

The Chief Executive may write off all or part of outstanding rates for a rating unit of Māori freehold land when the following criteria is met:

- a) The rates are payable by a person beneficially entitled to a deceased owner's beneficial interest in the land; and
- b) The rates were payable by the deceased owner at the death of the owner.

#### **REVIEW OF THIS POLICY**

Refer to Policy Index for the Policy owner. This policy will be reviewed at least once every three years, or as otherwise required by legislation.



## RELEVANT LEGISLATION

The following is a summary of the major matters for Māori freehold land as provided in local Government legislation.

1. Local Government (Rating) Act 2002
  - a. The Act provides many clauses to address the nature of Māori Freehold Land. For example: trustee liability, multiple landowners, deceased owners, unproductive land, separation of land.
  - b. Provision for the chief executive of Council to write-off rates that cannot be recovered.
  - c. Provision of remissions on land under development.
  - d. Non-rateable land
    - i. Nga Whenua Rahui kawenata land under the reserves and conservation acts.
    - ii. Education land including:
      1. Wānanga
      2. Kura Kaupapa Māori
      3. Special programmes under the education and training act
    - iii. Urupa
    - iv. Māori customary land.
    - v. Marae or meeting place
    - vi. Māori reservation held for the common use and benefit of the people of New Zealand
    - vii. unused rating unit of Māori freehold land
2. Local Government Act 2002
  - a. Consider the matters in Schedule 11 in developing a Remission on Māori Freehold land Policy.
    - i. supporting land for traditional purposes
    - ii. recognising the relationships with ancestral lands
    - iii. avoiding further alienation of the land
    - iv. facilitating development
    - v. taking account of waahi tapu
    - vi. recognising the importance of the land to Marae and papakainga
    - vii. recognising the importance of the land for community goals
    - viii. recognising the level of community services provided to the land recognising the physical accessibility to the land.



# Statement of Proposal

# Rates Remission and Postponement Policy

21 March 2024  
A1202627

Opotiki District Council would like to hear your thoughts on our draft Rates Remission and Postponement Policy. We are updating this as part of the 2024 – 2034 Long Term Plan.

## Summary of Proposal

This policy is updated every three years as part of the Long Term Plan development, and we're keen to hear your thoughts on our draft. You can also read more about the 2024 – 2034 Long Term Plan here: <https://connect.odc.govt.nz/long-term-plan-2024-2034>.

### Purpose and use of this policy

The Local Government Act allows Councils to adopt a rates remission and rates postponement policy under section 102. The purpose of this policy is outline under which circumstances ratepayers may be eligible for a rates remission or postponement, and how to make an application.

### What's new?

This policy has undergone quite a few changes.

1. Council used to have four rates remission/postponement policies: two for remissions and two for postponements. We have combined these into one policy as that is common practice in local government. It also means all the information is in one place and is easier to access.

2. We have updated the policy in compliance with legislation. This has not introduced any significant operational changes to the policy.
3. Ōpōtiki District Council no longer offers rates postponements (apart from ratepayers who enter into payment plans with Council). We have decided to retire our postponement policies as the criteria for a postponement was operationally identical as the criteria for a remission. Thus, our postponement policies were “gathering dust.”

You can read the full draft of Council’s Rates Remission and Postponement Policy on our Connect | Hono Mai website ([connect.odc.govt.nz/rates-remission-and-postponement-policy](https://connect.odc.govt.nz/rates-remission-and-postponement-policy)) or by picking up a physical copy from our main office at 108 Saint John Street, Ōpōtiki.

## Have your say

Connect with us! We want to hear your feedback, thoughts, and questions about our draft Rates Remission and Postponement Policy. Your submissions directly contribute to Council’s decision-making.

### KEY DATES

21/03/2024	Submissions open.
19/04/2024	Submissions close.
01/05/2024	Submitters’ opportunity to speak to Council about their submission. Council deliberates on submissions and any changes to the draft policy are agreed.
11/06/2024	Council adopts the updated Rates Remission and Postponement Policy.

## Make a submission

### Online

The easiest way to make a submission is to visit our Connect | Hono Mai website: <https://connect.odc.govt.nz/rates-remission-and-postponement-policy>. The computers at Te Tāhuhu o Te Rangi are available for this if you do not have access to a computer.

### Write to us

Printed copies of this proposal, the full policy, and the accompanying feedback form can be collected from our main office at 108 Saint John Street, Ōpōtiki, during usual business hours.

You can also call our main office on 07 315 3030 and ask for a printed copy and feedback form to be posted to you.

You can return the feedback form by

1. Sending it to Ōpōtiki District Council, PO Box 44, Ōpōtiki.
2. Dropping a copy off to our main office front reception at 108 Saint John Street, Ōpōtiki.
3. Emailing a copy to [connectadmin@odc.govt.nz](mailto:connectadmin@odc.govt.nz).

### Your Privacy

All submissions are public information. This supports our drive to be as transparent as possible. If there are any personal details you don’t want made public, please let us know on your submission.

### Want to know more?

If you have any questions or would like more information, please contact Peter Bridgewater at [peterb@odc.govt.nz](mailto:peterb@odc.govt.nz).

## COMMITTEE REPORT

Date : 12 March 2024  
To : Coast Community Board Meeting, 9 April 2024  
From : Workforce Development Co-ordinator, Maia Calcott  
Subject : **ŌPŌTIKI WORKFORCE DEVELOPMENT – UPDATE**  
File ID : A1211906

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## EXECUTIVE SUMMARY

- This report provides an update to the Coast Community Board on the progress of the Workforce Development Co-ordination function in Ōpōtiki.

## AUTHORITY

1. This report is for noting purposes and no decision is required to be made by the Coast Community Board.

## RECOMMENDATIONS

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

## PURPOSE

2. Ōpōtiki District Council has a dedicated workforce team to co-ordinate and support workforce stakeholders, plans, and activities. We work closely with iwi, industry, community, and government stakeholders to implement the local Mahi Ora Ōpōtiki Pathways to Work Plan, including management of the Ōpōtiki Mayors Taskforce for Jobs Community Employment Programme, and oversight of local Class 1 Driver Licencing initiatives.

## 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. Mayor's Taskforce for Jobs (MTFJ) Community Employments Programme (CEP) is a nationwide partnership between Local Government New Zealand and the Ministry of Social Development (MSD). It has a strong focus on getting young people into sustainable employment.
5. Key elements of the work programme include:
  - working in partnership on projects and initiatives with local employers and services including Te Pou Oranga ō Whakatōhea, Whakaatu Whanaunga Trust, youth services, Ōpōtiki College, and government agencies. We are also building relationships along the Coast, including with Te Runanga o to Whānau ā Apanui and various Te Kaha Group personnel.
  - co-ordinating and promoting local job opportunities.
  - supporting local businesses to secure government subsidies when possible, and grow their workforce, including through training and upskilling.
  - supporting job seekers (including those engaged with local training and work readiness programmes) and helping them prepare for and find suitable work.
  - managing Mayors Taskforce for Jobs subsidies
  - co-ordinating and promoting entry level training suitable for people seeking or recently in work.
  - supporting Class 1 Driver Licencing initiatives including the Ōpōtiki Community Driver Mentor programme contract with Eastbay REAP and other initiatives to ensure job seekers and recent appointees are getting assistance.
  - monitoring workforce trends and outcomes.

## **DISCUSSION**

### **Communications**

6. We continue to list all known local vacancies, training and support fortnightly on the council website: [Local Jobs, Training and Support - Ōpōtiki District Council \(odc.govt.nz\)](http://odc.govt.nz) We send fortnightly reminders of these updates to a database of over 250 recipients, including jobseekers, local businesses, stakeholders, and other rangatahi employment-focused partners who proactively support the rangatahi they are working with to apply for appropriate opportunities.

### **Workforce Development Co-ordinator**

7. I continue to connect with local employers both in Ōpōtiki and on the Coast.

8. Over the past weeks a local fisherman on the coast, Theo Wilkie, has reached out after reading the article in the Ōpōtiki News about the MTFJ program at the Pahaoa Marae and would like to support up to two youth into the fishing industry. We will aim to meet at the Pahaoa Marae on 13 March to discuss possible apprenticeships and support youth need access to, to gain qualifications and career paths that are available. We will also connect with Seafood New Zealand to find out more on how we are able to support youth into the sector. There are a few career paths to follow, from deck hand with no qualification through to a skipper earning around \$110 an hour.
9. Bill Tiopira, Academic Staff member in forestry operations from Toi-Ohomai Rotorua, reached out after being directed to the Workforce Development Team via a local forestry company on the coast (Ahika costal contractors). We are scheduled to meet with Bill Tiopira and his line manager Rawiri White on 12 March to discuss what a training program could look like on the coast. We are in the planning stages and will develop this over the next three months. Rangatahi would gain Level 2 foundation skills and entry level job skills in the forestry sector.
10. John Galbraith has connected me with Logan Bertram who is the Toi Ora environmental manager for the Whakatohea Māori Trust Board (Tiaki Taiao), and we are meeting to discuss the possibility of Logan employing youth in their re planting project. We are yet to arrange a date and time.

#### **Mayors Taskforce for Jobs – update**

11. We are currently sitting on 15 sustainable outcomes for FY 23-24. An addition nine Rangatahi have been taken on by Te Pou Oranga o Whakatohea in the Ringa Raupa training program. Rangatahi will gain level 3 qualifications in Carpentry and move on to further employment in their housing Kaupapa.
12. Renell Flooring have recently employed a youth who participated in the Employability Skills and Work Readiness course run in February by ITS. Tutengaehe Ngametuangaro registered with the MTFJ program through the Y2 youth hub, and it has been an absolute pleasure supporting him into mahi.
13. Ōpōtiki Tyre Service has also recently taken on a Rangatahi, Taylor McDonald, into full time employment. Taylor left school after trying to stick it out for another year but was finding it hard to engage and wanted to go straight into full time mahi.
14. Its commendable to witness employers within our diverse community actively supporting youth employment, contributing to the invaluable opportunity for young individuals to gain meaningful work experience.

## Driver licencing

15. We continue to support rangatahi registered on the MTFJ program gain their licences through Eastbay REAP. We are currently sitting on 20 passes in total, 18 restricted and two full class 1 licences. We expect to see another 20 passes over the next three months.

## Training

16. Employment Skills and Work Readiness – Industry Training Solutions (ITS). Participants on the training course held in February are currently completing their assessments. Youth gain Level 2 NZQA qualifications and graduates of the course will have the ability to demonstrate knowledge of employment relationships, time management, working in diverse groups, managing stress, completing complex forms, applying problem solving methods, and maintaining personal appearances.



*Participants on the ITS course held in February at Pahaoa Marae, with Teena from ITS. Best take aways for participants was the last challenge, building the highest tower with paper plates, cups, and other items. (Teamwork) And the diversity module that was covered truly gave them valuable insights in how to work in a diverse environment.*

17. Virtual Reality Headset (VR) – Site Safe Certificate, Pahaoa Marae. This course was delivered by the Ministry of Social Development (MSD). Participants are yet to complete the assessment part of this training, and we are working with MSD to make these arrangements for rangatahi.

## **FINANCIAL/BUDGET CONSIDERATIONS**

18. There are no financial impacts on rate payers.

## **POLICY AND PLANNING IMPLICATIONS**

19. There are no policy and planning implications for this report.

## **IMPACTS ON MANA WHENUA**

20. There is no identified impact on mana whenua associated with the matters in this report.

## **CLIMATE IMPACT CONSIDERATIONS**

21. There are no identified climate impact considerations associated with the matters in this report.

## **RISKS**

22. There are no major risks associated with the matters in this report.

## **COMMUNITY WELLBEING CONSIDERATIONS**

23. 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 wellbeing's').

24. 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**

25. Enhanced educational and employment outcomes for youth currently disadvantaged in the employment and education space.

### **Economic**

26. The MTFJ CEP has a strong focus on reducing youth unemployment rates, fostering a skilled workforce, and contributing to economic growth. Enhances long-term earning potential and reduces dependency on social services.

### **Environmental**

27. There are no environmental impacts from this program. However, youth that choose to go into green industries may participate in projects that address environmental issues or adopt sustainable practises, leading to positive environmental impacts within the community.

### **Cultural**

28. Youth employment programs can have cultural impacts in the community. They can foster a culture of skills development, ambition, and professional growth among young individuals. It can also cultivate a culture of collaboration and collective investment in the future, enhancing overall community cohesion and pride.



**CONCLUSION**

29. As we move forward, the MTFJ program remains unwavering in its commitment to youth employment and education, persistently focusing on training, identifying employment opportunities, and actively engaging with employers.

Maia Calcott

**WORKFORCE DEVELOPMENT CO-ORDINATOR**

## COMMITTEE REPORT

Date : 2 April 2024  
To : Coast Community Board Meeting, 9 April 2024  
From : Financial Controllor, Billy Kingi  
Subject : **COAST INITIATIVES FUND REPORT**  
File ID : A1215241

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## EXECUTIVE SUMMARY

- Council will include a brief report on the Coast Initiatives Fund to every Coast Community Board meeting to provide information on the expenditure and balance of the fund.

## RECOMMENDATIONS

- 1) **That the report titled "Coast Initiatives Fund Report" be received.**

## PURPOSE

1. The purpose of this report is to provide a report on actual expenditure and the balance of the Coast Initiatives Fund.

## 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.

**TOTAL ASSURANCE**

Ōpōtiki District Council recognises that there are many factors that contribute to assurance. The matters contained in this report relate closely to the following factors of assurance.



Elements of Assurance			
Business Continuity Management	<b>Internal Audit</b>	Quality Assurance/ Quality Standards & Compliance	Portfolio/ Programme/ Project office
Other Independent audit/ review	<b>External Audit</b>	IT Assurance	Investigation
Legislative Compliance	Large Project Assurance	Probity Assurance	Risk Management

**BACKGROUND**

- The Council has provided funds in the Annual Plan for coastal initiatives over a number of years. Regular reports will be made to the Coast Community Board meeting to enable decision-making on any new projects to be funded from the Coast Initiatives Fund.

## CRITERIA

The Coast Community Board has adopted the following **criteria in assessing funding** for projects:

1. Marae facility development and upgrades excluding projects, or components of projects, that can attract funding from other funding sources.
2. Community facilities and sports fields.
3. Pride and beautification projects within the community.
4. Community events.
5. Coastal access excluding private access.
6. Infrastructure projects specific to coastal communities that may be outside of Council immediate priorities or that may add value to existing initiatives.
7. Education and training for organisations, or members of organisations, resulting in ongoing benefit or increased opportunities to the coast community.
8. Each application would be considered by the Board on a case by case basis.
9. If approved funding is not utilised within two years from the date of approval the applicant must reapply for funding consideration
10. Applications must be received by the Ōpōtiki District Council a minimum of 3 weeks before the Coast Community Board meets, at which a grant decision is required.
11. Grant applications will only be considered from organisations and not (an) individual(s).
12. Applications will only be accepted from those organisations that are established within the Coast Community Board ward. If such organisation proposes to provide assistance funding from a CIF grant then the reasons shall be outlined in the application.
13. In preparing to assess applications to the CIF the Community Board Members shall at all times give due consideration to:
  - (a) the **Coast Community Board Standing Orders** on the matter of financial conflicts of interest:

### **19.7 Financial conflicts of interests**

Every member present at a meeting must declare any direct or indirect financial interest that they hold in any matter being discussed at the meeting, other than an interest that they hold in common with the public.

No member may vote on, or take part in, a discussion about any matter in which they have a direct or indirect financial interest unless an exception set out in s.6 LAMIA applies to them, or the Auditor-General has granted them an exemption or declaration under s.6.

Members with a financial interest should physically withdraw themselves from the table unless the meeting is in public excluded in which case they should leave the room.

Neither the Chairperson nor the meeting may rule on whether a member has a financial interest in the matter being discussed. The minutes must record any declarations of financial interests and the member's abstention from any discussion and voting on the matter.

AND (b) The Ōpōtiki District Council **Code of Conduct** in regard to Conflicts of Interest:

**8. Conflicts of Interest**

Elected members will maintain a clear separation between their personal interests and their duties as elected members in order to ensure that they are free from bias (whether real or perceived). Members therefore must familiarise themselves with the provisions of the Local Authorities (Members' Interests) Act 1968 (LAMIA).

Members will not participate in any council discussion or vote on any matter in which they have a pecuniary interest, other than an interest in common with the general public. This rule also applies where the member's spouse contracts with the authority or has a pecuniary interest.

Members shall make a declaration of interest as soon as practicable after becoming aware of any such interests.

If a member is in any doubt as to whether or not a particular course of action (including a decision to take no action) raises a conflict of interest, then the member should seek guidance from the chief executive *immediately*. Members may also contact the Office of the Auditor General for guidance as to whether they have a pecuniary interest, and if so, may seek an exemption to allow that member to participate or vote on a particular issue in which they may have a pecuniary interest. The latter must be done before the discussion or vote.

**Please note:** Failure to observe the requirements of the LAMIA could potentially invalidate the decision made, or the action taken, by the council. Failure to observe these requirements could also leave the elected member open to prosecution (see Appendix A). In the event of a conviction, elected members can be ousted from office.

14. To meet the Council's **transparency and accountability requirements:**

- (i) Grant money shall only be paid on submission of an invoice with bank account and GST number (if GST registered) details on the organisation's invoice.
- (ii) Where applicable (e.g. where items are purchased) receipts and/or written quotes shall be provided to Council.

<b>Coast Community Board Reserve</b>	
	\$
<b>Opening Balance 1 July 2023</b>	<b>110,291</b>
Balance from Activity Statement as at 31 March 2024	22,127
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<b>Closing Reserve Balance 31 March 2024</b>	<b><u>132,418</u></b>
Estimated interest on balance	3,541 *
<b>Estimated closing reserve balance 31 March 2024</b>	<b><u><u>135,959</u></u></b>

\* Estimated

<b>Community Board Initiative Activity Statement as at 31 March 2024</b>	
	\$
<b>Revenue Received</b>	<b>50,000</b>
Community Development Grant 2023-24	
<b>Less Funding Activities</b>	
Te Matarau Charitable Trust - Maraenui Mokopapa 15 year event	3,500
Standfast Horse Treks Incorporated - contribution towards catering at prize giving event	1,000
Kararaina Dobie - assist with petrol costs - "Matariki: I te timatanga" show	673
Apanui Little 3 - contribution towards prizes	2,500
Mataatua Kapahaka Regionals Torere 2024 Committee - contribution towards development of the stage area	10,000
Te Kura Mana Maori o Maraenui Fundraising Committee - contrib towards event	4,500
Maori Girls Charitable Trust - catering towards community event	1,700
Standfast Horse Treks - horse sports event	4,000
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<b>Total grants / funding allocated</b>	<b>27,873</b>
<b>Balance Community Board Initiatives activity as at 31 March 2024</b>	<b><u><u>22,127</u></u></b>

<b>Community Board Initiative - Future Approved Funding</b>	
	\$
Technology & Research Centre - pledge renewed 8/22 towards mobile services	10,000
	<b>10,000</b>

#### **Financial/budget considerations**

4. Costs and funding associated with the Coast Initiative Fund are appropriated to the Coast Community Board Reserve.
5. The Coast Community Board Reserve receives (approximately) \$50k per annum from Opotiki District Council, towards Coast Community Board initiatives.

### **Policy and Planning Implications**

6. The recommendations in this report are consistent with Councils policies and plans.
7. Council is required to ensure it meets legislative requirements under the Local Government Act 2002 when developing the Long-Term Plan.
8. Council is required to ensure it meets legislative requirements and follows the prescribed formal process under the Local Electoral Act.

### **Impact on mana whenua**

9. The recommendation in this report has no specific impact on Mana Whenua.
10. However, the matters included in the Long-Term Plan are consistent with enabling Council's obligations under Te Tiriti o Waitangi and the Local Government Act 2002.

### **Climate impact considerations**

11. The recommendation in this report has no specific climate impact.

### **Risks**

12. There are no identified risks associated with the recommendations in this report.

### **Community wellbeing considerations**

13. The purpose of Local Government includes the promotion of social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
14. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as follows:
  - Social, Economic, Environmental and Cultural wellbeing is enabled through the Long-Term Plan as it sets the budget and activities for the organisation for the next 10 years.
  - Social, Economic, Environmental, and Cultural wellbeing is supported through fair and effective representation by ensuring the community views for Representation are considered.

## **SIGNIFICANCE AND ENGAGEMENT ASSESSMENT**

### **Assessment of significance**

15. 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.

16. The level of significance related to the decision of the matter 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**

17. 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:

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**INFORM**

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

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

**CONCLUSION**

19. This report provides a brief report to the Coast Community Board regarding its Coast Initiatives Fund. Including transactions and running balance.

Billy Kingi

**FINANCIAL CONTROLLOR**