



**MINUTES OF AN EXTRA ORDINARY COUNCIL MEETING DATED, THURSDAY, 26 JUNE 2025 IN THE
ŌPŌTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI AT 9.00AM.**

PRESENT:

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

IN ATTENDANCE:

Stace Lewer (Chief Executive Officer)
Nathan Hughes (Group Manager Service Delivery)
Antoinette Campbell (Group Manager Strategy and Development)
Rachael Burgess (Group Manager Business Support)
Carol Mio (Manager People and Culture)
Billy Kingi (Finance Manager)
Peter Edwards (Building and Planning Manager)
Michael Fryer (Strategy and Policy Manager)
Joel Hingston (Strategic Policy Analyst)
Hannah Searle (Governance Officer)
Gae Finlay (Executive Assistant and Governance Lead)

GUESTS:

Vaughan Payne (Kāhu Manawa)
Ben Petch (InPlace Consulting)
Ian Morton (M Consulting), via Zoom
Andrew Horwood (MartinJenkins), via Zoom

His Worship the Mayor opened the meeting with a karakia.

APOLOGIES

Nil.

DECLARATION OF ANY INTERESTS IN RELATION TO MEETING AGENDA ITEMS

Nil.

1. ADOPTION OF THE 2025/26 ANNUAL PLAN

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(and separate document)

His Worship the Mayor extended congratulations to everyone in the team who undertook a large amount of work and to Councillors for their efforts.

Councillor Brooks noted his disappointment that the burden of the Hukutaia development will land with the ratepayer rather than the developer.

RESOLVED

- (1) That the report titled “Adoption of the 2025/2026 Annual Plan” be received.**
- (2) That Council adopts the 2025/2026 Annual Plan.**
- (3) That the Council authorises the relevant asset additions and disposals as outlined in the Annual Plan and corresponding schedule of projects, and delegates the authority to the Chief Executive.**

HWTM/Browne

Carried

The Strategy and Policy Manager and the Strategic Policy Analyst left the meeting at 9.07am.

2. SETTING OF 2025/26 RATES, DUE DATES FOR PAYMENT, AND THE PENALTIES REGIME

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From a discussion around moving from four to two rates instalments, it was acknowledged that all payment options need to be considered. The Finance Manager advised that the option, and cost to Council, of having an app which would enable ratepayers to make payments from their debit or credit card is being explored.

Points made by Elected Members:

- Three Waters has imposed extra costs on Council
- Council needs to vigorously pursue non-payment of rates
- Councillors need to keep abreast of the impact of changing from four to two rates instalments per year; it may be that Council will have to go back to four instalments.

RESOLVED

- 1. That the report titled “Setting of 2025/26 Rates, Due Dates for Payment, and the Penalties Regime” be received.**
- 2. That the Ōpōtiki District Council, pursuant to the provisions of the Local Government (Rating) Act 2002, set the following rates (including GST) for the period 1 July 2025 to 30 June 2026:**

1 GENERAL RATES

(a) General Rate

Pursuant to Section 13 of the Local Government (Rating) Act 2002, a general rate of 0.2785 cents in the Dollar of Capital Value on all rateable rating units in the Ōpōtiki District.

Revenue Sought **\$12,279,487**

(b) Uniform Annual General Charge

Pursuant to Section 15 of the Local Government (Rating) Act 2002, a uniform annual general charge of \$660.03 per rating unit on every rateable rating unit in the district.

Revenue Sought **\$3,264,168**

2 TARGETED RATES

(a) Water Supply Charges

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

	Supply Name	
(i) A full charge for the ordinary supply of water in respect of each separately used or inhabited part of a rating unit to which water is supplied.	Ōpōtiki/	\$597.18
	Hukutaia	
	Te Kaha	\$456.56
	Ōhiwa	\$695.73
(ii) A half charge in respect of every rating unit to which water can be, but is not supplied, situated within 100m of any part of the waterworks.	Ōpōtiki/	\$298.59
	Hukutaia	
	Te Kaha	\$228.28
	Ōhiwa	\$347.86

<i>Revenue Sought:</i>	<i>Ōpōtiki/</i>	<i>\$1,483,529</i>
	<i>Hukutaia</i>	
	<i>Te Kaha</i>	<i>\$169,434</i>
	<i>Ōhiwa</i>	<i>\$14,958</i>

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

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

Ōpōtiki/	0m ³	\$0.88
Hukutaia	2m ³	\$1.33
	3.5m ³	\$1.76
	4.5m ³	\$2.20
	10m ⁺ 3	\$2.64

Te Kaha	0m ³	\$1.55
	2m ³	\$2.33
	3.5m ³	\$3.09
	4.5m ³	\$3.88
	10m ⁺ 3	\$4.66

Ōhiwa	0m ³	\$1.67
	2m ³	\$2.33
	3.5m ³	\$3.09
	4.5m ³	\$3.88
	10m ⁺ 3	\$4.66

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

	Scheme Name	2025/26
(i) One full charge in respect of every separately used or inhabited part of a rating unit connected to a public sewerage drain.	Ōpōtiki	\$631.81
	Waihou Bay	\$1,079.87

(ii) Half of the full charge in respect of each rating unit to which sewer drainage can be, but is not connected, situated within 30m from any part of the public sewerage drain.	Ōpōtiki	\$315.91
	Waihau Bay	\$539.94
(iii) 80% of the full charge in respect of every separate toilet pan, water closet, or urinal where there are multiple connections on one rating unit.	Ōpōtiki	\$505.45

Note:

A residence of not more than one household shall be deemed to have not more than one water closet, toilet pan, or urinal.
Charge (i) does not apply when charge (iii) does.

<i>Revenue Sought</i>	<i>Ōpōtiki</i>	<i>\$1,195,946</i>
	<i>Waihau Bay</i>	<i>\$27,537</i>

(c) **Waioatahe Wastewater Extension**

Pursuant to Sections 16 of the Local Government (Rating) Act 2002, a targeted rate shall be set as a fixed amount per rating unit connected to the Waioatahe Wastewater Extension of \$4,039.95.

<i>Revenue Sought:</i>	<i>Waioatahe</i>	<i>\$4,039.95</i>
	<i>Extension</i>	

(d) **Refuse Collection Charge**

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

- (i) A full charge of \$252.81 per separately used or inhabited part of a rating unit (except those not used or inhabited) within the defined Ward collection areas
- (ii) A half charge of \$126.40 per rating unit that is not used or inhabited within the defined Ward collection areas.

Revenue Sought ***\$602,172***

(e) Communities of interest

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

(i) Residential communities of interest

\$113.28 per rateable rating unit within the defined rating areas where land use is residential.

Revenue Sought ***\$260,413***

(ii) Rural communities of interest

\$52.18 per rateable rating unit within the defined rating areas where land use is rural.

Revenue Sought ***\$127,469***

(iii) Commercial/industrial communities of interest

\$1,836.68 per rateable rating unit in the district where land use is commercial or industrial.

Revenue Sought ***\$375,599***

3 INSTALMENT DATES

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

- Instalment One: 22 September 2025
- Instalment Two: 20 March 2026

4 ADDITIONAL CHARGES ON UNPAID RATES

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

Under the provisions of Sections 57 and 58 of the Local Government (Rating) Act 2002, a penalty of 10% will be added to the amount of the first instalment of rates remaining unpaid after the due date, on 25 September 2025; and of the second instalment of rates remaining unpaid after the due date, on 25 March 2026.

HWTM/Browne

Carried

2. ADOPTION OF THE EASTERN BAY OF PLENTY SPATIAL PLAN

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Vaughan Payne and Ben Petch acknowledged the collective work done in relation to the Spatial Plan which has been a multi-effort project requiring input at an executive and political level.

Vaughan Payne highlighted that the Plan includes some strong aspirations of our iwi partners across the Eastern Bay of Plenty which is unique with such Plans across the country.

The Chief Executive Officer extended thanks to staff involved in the project who were well supported by BECA. It was a well-managed project with a very good outcome, providing direction and certainty for the region. The Chief Executive Officer acknowledged friends of the project, which includes various Government agencies.

His Worship the Mayor stated this is not a final document; it is a living document and there will be changes.

RESOLVED

- (1) That the report titled "Adoption of the Eastern Bay of Plenty Spatial Plan" be received.**
- (2) That Council adopts the Eastern Bay of Plenty Spatial Plan.**
- (3) That Council notes that following the Local Government elections in 2025, the Eastern Bay Councils will need to consider project governance for any further review of the Eastern Bay of Plenty Spatial Plan and the Eastern Bay Economic Development Strategy.**
- (4) That Council notes that the Independent Chair of PGG, being Vaughan Payne (in consultation with the Mayors and Chair) will forward a final copy of the adopted Spatial Plan to the Ministers of Transport, Housing and Urban Development, Regional Development, Local Government and Education and offer a briefing/tour the next time they are in the region.**
- (5) That Council notes that:**

- a. **The Spatial Plan sets out a long-term framework for collaborative implementation leading to positive changes for the Eastern Bay; and**
 - b. **Ongoing collaborative planning and implementation will be required to see these changes happen.**
 - c. **The Spatial Plan aligns with iwi aspirations communicated to the project and engagement feedback received from the community.**
 - d. **The Spatial Plan, Implementation Plan, and related investment decisions will need to adapt to changes and regular monitoring of indicators such as population and economic changes, decisions on infrastructure and planning, building consents approved, and capacity for residential development will enable this to happen.**
- (6) **That Council delegates authority to the Group Manager Strategy and Development to approve any final changes, including those set out and not yet implemented in the change register at Appendix D, to the following documents:**
- a. **Appendix B: Our Places – The Eastern Bay of Plenty Spatial Plan.**
 - b. **Appendix C: Our Places – Short Story.**

HWTM/Kemara

Carried

Vaughan Payne, Ben Petch, the Building and Planning Manager, the Group Manager Strategy and Development and the Chief Executive officer left the meeting at 9.30am.

The Chief Executive Officer rejoined the meeting at 9.31am.

The Group Manager Strategy and Development rejoined the meeting at 9.34am.

3. ADOPTION OF LOCAL WATER DONE WELL – PREFERRED SERVICE DELIVERY OPTION

Ian Morton and Andrew Horwood (MartinJenkins) spoke to the report, providing some background and highlighting the risks and advantages of a business unit.

In response to a point made that water could become unaffordable for the average ratepayer if the modelling is not right, Ian Morton agreed there is a challenge around affordability for the community. He added that there would be some opportunities for the Water Services Organisation to bring efficiencies.

The Chief Executive Officer acknowledged the work done by MartinJenkins, with the support of Ian Morton. He further acknowledged the work put in by the Group Manager Service Delivery and the resilience of the team to keep striving forward.

RESOLVED

- (1) That the report titled "Local Water Done Well – Preferred Service Delivery Option" be received.**
- (2) That Council resolves that the future water service delivery for the Ōpōtiki district is through an internal business unit.**
- (3) That Council instructs the Chief Executive to continue exploring a potential Joint WSO in the future, aligning with the proposed approach as tabled by Rotorua Lakes Council.**
- (4) That Council instructs the Chief Executive to prepare Council's Water Service Delivery Plan based on the resolution 2 and 3, for Council approval at a future meeting. Noting the Chief Executive Officer will also need to approve the Water Serviced Delivery Plan before submission to DIA.**
- (5) That Council sets up a working group (Three Waters Working Group) consisting of elected members of Ōpōtiki District Council to engage with other Councils over the timeframe from November 2025 to February 2027, with a purpose of developing a working model of a joint Water Services Organisation (WSO).**
- (6) That Council directs the Chief Executive to provide technical and financial advice to the Three Waters Working Group, and report back to Council on a quarterly basis.**
- (7) That Council instructs the Chief Executive Officer to prepare details of the budget required to support joint WSO discussions and come back to Council for approval.**

HWTM/Browne

Carried

His Worship the Mayor closed the meeting with a karakia.

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 9.47AM.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING A
TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE COUNCIL HELD ON 5 AUGUST 2025**

D G T MOORE

HIS WORSHIP THE MAYOR