



NOTICE OF AN ŌPŌTIKI HARBOUR MANAGEMENT COMMITTEE MEETING

Ōpōtiki District Council Chambers, 108 St John Street, Ōpōtiki
Thursday, 22 October 2026
Commencing at 1.00 pm

ORDER PAPER

APOLOGIES

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

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ITEM 09 GENERAL BUSINESS	Verbal Item

Chairperson: Councillor Barry Howe (Ōpōtiki District Council)

Members: Councillor Dean Petersen (Ōpōtiki District Council)

Councillor Mawera Karetai (Bay of Plenty Regional Council)

Brent Chalmers (Kānoa Executive)

Richard Jefferies (Te Tāwharau o Te Whakatōhea)

Peter Vitasovich (Whakatōhea Mussels (Ōpōtiki) Limited – Commercial User)

Spike Petersen (Non – Commercial User)

Committee Secretary: Maheesha Silva

Quorum: 4

LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968

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

Stace Lewer

CHIEF EXECUTIVE OFFICER



Ōpōtiki Harbour Management Committee

Terms of Reference

Purpose

The purpose of the Ōpōtiki Harbour Management Committee (the “Committee”) is to provide advice, feedback and oversight to the Ōpōtiki District Council (“Council”) in the good governance of the Ōpōtiki Harbour (the “Harbour”). Thus ensuring that the Harbour is well managed, all stakeholders are heard and that the commercial and non-commercial objectives of the Harbour are met.

The Primary areas of advice and feedback of the Committee are assistance with:

- Harbour use.
- Asset management.
- Financial management.
- Stakeholder engagement.
- Economic Development.

Advice, Feedback and oversight areas include:

- The development of long-term budgets and work programmes.
- The annual review of budgets and work programmes.
- The regular monitoring of budgets and work programmes to ensure objectives are achieved.
- Advising the Council on navigational and safety requirements for the Harbour.
- Engaging with stakeholders and to be a forum for user groups to report to.
- Promoting, to the maximum extent possible, integrated Harbour use.
- To continually review non-rate funding sources to reduce the reliance on ratepayers.
- To work collaboratively with all users to ensure the economic success of the Harbour.

Delegations

- Make recommendations to Council

Membership

The Committee will have a membership of 7 comprised of:

- Two Councillors (1 of which will be the Chair)
- One Kanoa Executive or CRHL board member.
- One Te Tāwharau o te Whakatōhea representative.
- One Bay of Plenty Regional Council representative.

- One commercial operator representative.
- One non-commercial user representative.

The committee can recommend inviting additional members join the committee. The decision to accept any additional members will reside with council.

Quorum

The quorum will be four.

Meeting frequency

The Committee will meet two monthly or more frequently depending on the need through the first six months establishment phase. The frequency to then be reviewed.

Terms of Reference approved:

Review date: the TOR must be reviewed every three years



**MINUTES OF AN ŌPŌTIKI HARBOUR MANAGEMENT COMMITTEE MEETING DATED, THURSDAY,
27 AUGUST 2026 IN THE ŌPŌTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI
AT 2.00PM.**

PRESENT:

Cr Barry Howe (Chairperson) – Ōpōtiki District Council
Cr Dean Petersen – Ōpōtiki District Council
Peter Vitasovich - Whakatōhea Mussels Ōpōtiki Limited
Brent Chalmers – Kanoa Executive
Spike Petersen – Non-Commercial User Representative

IN ATTENDANCE:

Jon Jon Peters (Harbourmaster – Bay of Plenty Regional Council)
Chris Peterson & Ian Peterson (OMAI)
Dan Bramley (Bay of Plenty Regional Council)

Ōpōtiki District Council
Stace Lewer (Chief Executive Officer)
Nathan Huges (Group Manager Service Delivery)
Garry Page (Operations Manager - Parks, Reserves and Harbour)
Maheesha Silva (Governance Support Officer)

The Chairperson welcome everyone to the meeting.

APOLOGIES

Cr Mawera Karetai – Bay of Plenty Regional Council
Dickie Farrar – Te Tāwharau o Te Whakatōhea

RESOLVED

(1) That the apologies be sustained.

Petersen D/Petersen S

Carried

DECLARATION OF ANY INTERESTS IN RELATION TO MEETING AGENDA ITEMS

Peter Vitasovich and Brent Chalmers declared an interest, as they are counterparties to ODC under the operational agreement, investors in the marina, and asset owners.

PUBLIC FORUM

Nil.

1. CONFIRMATION OF MINUTES - ŌPŌTIKI HARBOUR MANAGEMENT COMMITTEE MEETING 30 JUNE 2026 **p3**

The following amendments were requested to the minutes:

Item 04 – Committee Standing Items Discussion –

Discussion took place regarding communications plan, stakeholder engagement activities and health and safety reporting.

Items 05 – Any Other Business

Discussion took place regarding navigation lights that were not operational at the river and harbour entrance.

RESOLVED

- (1) That the minutes of the Ōpōtiki Harbour Management Committee Meeting held on 30 June 2026 are confirmed as a true and correct record subject to the amendments requested by Members.**

Petersen D/Petersen S

Carried

Item 05 Committee Members' Updates - Harbourmaster's update was considered next.

2. TERMS OF REFERENCE (TOR) - ŌPŌTIKI HARBOUR MANAGEMENT COMMITTEE UPDATED **p8**

RESOLVED

- (1) That the report titled "Terms of Reference (ToR) – Ōpōtiki Harbour Management Committee Updated" be received.**
- (2) That the Committee endorse the changes to the Terms of Reference.**
- (3) That the Committee recommends the updated Terms of Reference for the Ōpōtiki Harbour Management Committee be submitted to Council for consideration and approval.**

Petersen D/Petersen S

Carried

The Group Manager Service Delivery presented the report highlighting:

- The bathymetry survey completed on 5 August 2026 showed the channel remains within expected operating parameters and no immediate dredging is required.
- Staff sought feedback from commercial and recreational harbour users on channel conditions and navigation.
- The next Tonkin and Taylor quarterly review is expected shortly and will include bathymetry, drone survey and beach survey data.
- A draft Dredge Management Plan has been prepared and staff intend to undertake an Expression of Interest process to test the market and better understand contractor requirements.
- Staff are considering whether dredging activities may be delivered through multiple contracts due to the different types of work required.
- Future procurement work will consider contractor mobilisation requirements, response time and local supplier opportunities.
- Staff are reviewing consent conditions and seeking construction-phase data to assist with future operational planning and potential consent-related discussions.

In response to a query raised by Committee Member Chalmers regarding the procurement process, the Group Manager Service Delivery advised further market engagement was expected during September with more detailed information likely to be reported back at the next Committee meeting.

In response to a query asked by Committee Member Chalmers regarding emergency dredging arrangements, the Group Manager Service and Delivery advised that there is currently no emergency dredging arrangement in place and any response would require ad hoc arrangements.

The Chief Executive Officer advised that the core channel adjacent to the training walls remains an area of focus and noted that high-flow events had assisted with self-flushing of sediment. He further advised that staff were seeking an appropriate balance between contractor response times and standby costs.

In response to a query from the Chair regarding user feedback, Committee Member Vitasovich advised that vessel operators had initially experienced some challenges but conditions had improved as vessels continued to follow a consistent navigation line. He agreed that high-flow events had improved channel conditions.

The Chair raised concerns regarding erosion on the eastern side of the channel entrance. Committee member Vitasovich queried whether the marker buoy remained in place. Staff advised the buoy had fallen over during a fresh and was intended to be removed.

Committee Member Vitasovich advised he had spoken with a dredging contractor who was interested in discussing future opportunities with Council. The Group Manager Service Delivery advised staff had already been in contact with the contractor and would continue gathering information from interested parties as part of the procurement process. He further noted that local procurement opportunities would be considered where appropriate.

Committee Member Petersen S advised there were no major concerns from recreational users but noted that the space between the wharf and the marker pole near the boat ramp was narrow for vessel movements. Members discussed the purpose of the marker pole and whether it remained fit for purpose.

Committee Member Petersen S also advised that some vessels were still travelling at excessive speeds within the harbour area. Members discussed whether additional markers or signage could assist with navigation and compliance. Staff advised they were considering whether existing consent provisions remained appropriate based on operational experience since construction.

RESOLVED

(1) That the report titled "Ōpōtiki Harbour Channel" be received.

Petersen D/Petersen S

Carried

4. ŌPŌTIKI HARBOUR BENEFIT TRACKING REPORT

p23

The Group Manager Service Delivery presented the report highlighting:

- The report included examples of economic, employment and social benefits identified through earlier business case work and benefit assessment reports.
- Staff sought feedback from the Committee on what benefits should be monitored and reported on in the future.
- Staff advised no specific resources had yet been allocated to this work and wished to understand the Committee's expectations before developing a monitoring approach.

Committee Member Chalmers suggested aquaculture employment and the number of businesses operating within the sector would be useful indicators of whether the original vision was being achieved.

Further, he noted that any monitoring should rely on information that is already available and avoid becoming overly resource intensive.

The Chief Executive Officer suggested jobs associated with the marina development should also be considered.

The Chair noted the significant increase in recreational use of the harbour and suggested recreational activity should be included.

Committee Member Vitasovich suggested establishing a baseline using current information and measuring future growth from that point. Further he advised most employees of Whakatōhea Mussels live within the Eastern Bay area and contribute to the local economy.

Operations Manager - Parks Reserves and Harbour advised recreational usage data was already being considered through ongoing strategy work and staff were investigating methods to record harbour usage.

Members discussed possible measures including aquaculture employment, vessel numbers, harbour usage, trailer counts, marine farming growth and recreational activity.

The Chief Executive Officer noted the discussion identified two key focus areas: commercial benefits and recreational benefits and supported establishing baseline information for future reporting.

RESOLVED

(1) That the report titled “Ōpōtiki Harbour Benefit Tracking” be received.

Vitasovich/Petersen D

Carried

5. ŌPŌTIKI HARBOUR BUDGET REPORT

p28

The Group Manager Service Delivery presented the report highlighting:

- An allocation of \$1.558 million has been assigned to support harbour operations and maintenance activities for FY2026/2027.
- Bay of Plenty Regional Council has committed \$1 million per year for three years towards harbour operations, with funding arrangements currently being finalised.
- Dredging remains the largest area of cost uncertainty and budget assumptions will continue to be refined as further information becomes available.
- Current budget estimates are based on a range of dredging scenarios and assumptions regarding productivity and material volumes.

- Staff expect some support, consultant and establishment costs to reduce over time as harbour operations become more established.

The Chief Executive Officer advised that staff were seeking flexibility within the Regional Council funding agreement to accommodate variations in dredging expenditure over the three-year funding period. The Group Manager Service Delivery also advised that staff were exploring options regarding the treatment of any unspent Regional Council funding beyond the initial funding term.

In response to a query from Chris Petersen regarding the dredging cost range, the Group Manager Service Delivery advised that the estimates reflected different assumptions relating to dredging volumes, productivity rates and standby costs. Committee Member Vitasovich noted the importance of undertaking dredging only when required and minimising standby costs. Staff advised they were reviewing available dredging methods and consent provisions to improve operational flexibility.

The Chair queried the future management of Regional Council consent functions. Staff advised that any functions would transfer through future arrangements and would not disappear. Committee Member Vitasovich advised that current channel conditions remained satisfactory for vessel operations.

The Group Manager Service Delivery advised that monthly bathymetric surveys had been undertaken to establish baseline data and that staff were considering reducing the survey frequency. In response to a query from Committee Member Petersen D regarding survey costs, staff advised that bathymetric surveys, coastal monitoring and engineering reviews would continue to form an important part of harbour operations, although some costs may reduce over time.

The Chair queried whether the harbour's operating costs were comparable with other harbours. Staff advised that Ōpōtiki Harbour was unique and direct comparisons were difficult. Committee Member Vitasovich queried the relationship between the budget allocation and forecast expenditure. Staff clarified that the report presented a range of potential costs and acknowledged an error in one of the reported totals. Committee Member Vitasovich suggested including actual expenditure against budget in future reports.

Members discussed the Bay of Plenty Regional Council funding contribution and the possibility of carrying forward unspent funding. Staff advised that future operational costs could also be influenced by assumptions relating to marina development and dredging requirements.

The Chair raised concerns regarding erosion near the eastern side of the harbour entrance. Staff advised that the matter was being considered as part of ongoing planning and landscape development work.

RESOLVED

(1) That the report titled “Ōpōtiki Harbour Budget” be received.

Howe/Chalmers

Carried

Jon Jon Peters and Dan Bramley left the meeting at 3.17pm.

6. ŌPŌTIKI HARBOUR COMMUNICATIONS APPROACH REPORT

p33

The Group Manager Service Delivery presented the report highlighting:

- Staff are seeking feedback to help develop a communications approach for the harbour.
- The report includes prompts regarding communication objectives, target audiences, key messages and how information from the Committee could support communications.
- Feedback from the discussion will be used to develop communication ideas for consideration at a future meeting

The Group Manager Service Delivery noted that previous discussions on harbour benefits, harbour users and navigational matters could help inform future communications. The Chair suggested communications should include reminders for harbour users during the whitebait season and promote respectful behaviour on the river.

Committee Member Chalmers suggested communications should focus on two areas: promoting safe recreational use of the harbour and attracting investment associated with aquaculture and business development. He noted that communications aimed at investors could also help demonstrate the value of previous investment in the harbour.

Committee Member Vitasovich supported the use of positive stories to promote harbour activity and suggested social media could be used to share information about harbour usage, fishing activity and community benefits. He noted that regular positive stories would help build awareness of the harbour and its benefits.

The Chief Executive Officer noted that different communication channels may be required for different audiences. He suggested social media could be used for recreational information and community stories, while website content could provide more detailed information for investors and businesses. He also noted opportunities to link harbour communications with broader district initiatives and planning activities.

The Chief Executive Officer advised that communication resources were limited and that staff would consider how any proposed communications approach could be delivered within existing resources and harbour-related work programmes.

RESOLVED

(1) That the report titled “Ōpōtiki Harbour Communications Approach” be received.

Petersen S/Petersen D

Carried

7. ŌPŌTIKI HARBOUR OPERATIONAL HANDOVER REPORT

p36

The Group Manager Service Delivery presented the report highlighting:

- Monthly bathymetric surveys undertaken during the establishment phase are proposed to move to a less frequent schedule.
- UAV surveys continue to be undertaken by SurveyWorx, and the next quarterly coastal engineering review from Tonkin and Taylor is expected shortly.
- Staff continue to work with Kānoa to complete the operational handover process and obtain both final and historical project information.
- A Memorandum of Understanding with the Harbourmaster is nearing completion, with some details such as fee schedules still being finalised.
- Key risks remain around operational responsibilities, dredging readiness and future cost uncertainty.

Committee Member Chalmers acknowledged the work undertaken to establish harbour operations and noted that operational responsibilities already existed. He queried whether the Harbourmaster Memorandum of Understanding would provide greater clarity around health and safety responsibilities. In response, the Group Manager Service Delivery advised that the Memorandum of Understanding would clarify the respective responsibilities of Council and the Harbourmaster, including matters relating to activities on the water. He further advised that staff were working through operational procedures and responsibilities as part of the handover process.

Committee Member Vitasovich queried whether health and safety matters should form part of future reporting, noting the range of harbour users and activities. The Chief Executive Officer agreed that health and safety was an important aspect of harbour operations and governance. The Group Manager Service Delivery advised that a health and safety report would be included on a future agenda and would cover matters relating to harbour users, operational risks and responsibilities.

The Group Manager Service Delivery also provided an update on the wharf extension project, advising that design work was nearing completion and included safety improvements intended to encourage recreational users to access the water in safer locations.

RESOLVED

(1) That the report titled “Ōpōtiki Harbour Operational Handover” be received.

Petersen D/Petersen S

Carried

8. COMMITTEE MEMBERS' UPDATES

Verbal Item

Harbourmaster (BOPRC) - Jon Jon Peters and Dan Bramley

Key updates included:

- Navigation beacons have been renumbered and reordered to ensure consistency.
- Replacement of river navigation buoys is scheduled for the end of September 2026, with a full survey planned for early October 2026.
- Harbour users were encouraged to report issues such as damaged lights or displaced buoys through the 24/7 Harbourmaster contact number.
- The Harbour Master has direct contact with staff regarding operational matters.
- Summer patrols, boat ramp education activities and increased Harbourmaster presence are planned across the region.
- New navigation safety bylaws have been adopted, with compulsory lifejacket requirements for vessels under six metres identified as a significant change.
- The middle panel of the three-panel sign near the mussel barge area is missing and will be reinstated.
- The Harbourmaster education programme will continue, focusing on safety awareness and lifejacket requirements for young people and harbour users.

Marina (OMAI) – Chris Petersen

Key updates included:

- Traffic management in place and material being transferred from the eastern side of the harbour development area.
- Preparations are underway for piling works and revetment construction, with contractor procurement progressing well.
- The first erosion management consent is currently being processed.
- Increased construction activity is expected by the end of September 2026.

- Stage One construction remains on track for completion during 2027 and includes construction of the outer revetment, basin excavation, pontoon berths, boat ramp and associated infrastructure.
- Stage Two is intended to follow and includes construction of the commercial wharf and expansion of the marina basin.
- Future communications and marketing will become increasingly important as the project moves from construction into operation.
- Opportunities exist to promote recreational, tourism and commercial activity associated with the marina and harbour development.
- Strong support and goodwill for the project continues to be received from the community, consultants, contractors and local businesses.
- Interest has already been expressed by potential marine-related businesses, including prospective boat-building operations.
- Discussions are continuing with Council regarding coordination of supporting infrastructure and services.
- All key marina consents remain in place.
- The initial marina basin will provide approximately 680 metres of berthing space, with future expansion opportunities available.
- Regional economic development funding opportunities are being explored to support the project.

Whakatōhea Mussels (Ōpōtiki) Limited – Committee member Vitasovich

Key updates included:

- Harbour access and vessel movements were operating well, with vessels working around tidal conditions.
- Wharf facilities were functioning well for current operations, including loading mussel seed onto vessels.
- Harvesting operations were expected to commence soon, with product to be unloaded at the wharf.
- Increased visitor interest was observed at the wharf, with members of the public regularly visiting and enquiring about harbour activities.
- The security compound had been working well, with no significant issues reported.
- The harbour provides operational efficiencies and allows more time on the water compared with previous arrangements.
- Channel conditions had become more familiar and consistent for vessel operators.
- Initial concerns experienced during the early stages of harbour operation had largely been resolved.

Recreational User (Non-Commercial User Rep) – Committee member Petersen S

Key Updates included:

- Recreational harbour use continues to be positive, with increasing harbour activity and vessel movements observed.

9. ANY OTHER BUSINESS

Nil

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 4.10PM WITH A KARAKIA.

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING
A TRUE AND CORRECT RECORD AT A SUBSEQUENT
MEETING OF THE ŌPŌTIKI HARBOUR MANAGEMENT
COMMITTEE HELD ON 22 OCTOBER 2026.**

BARRY HOWE

CHAIRPERSON

ŌPŌTIKI HARBOUR MANAGEMENT COMMITTEE

OPOTIKI HARBOUR MANAGAMENT COMMITTEE ACTIONS

ACTION REFERENCE NUMBER	ACTION ITEM	ALLOCATED TO	DATE RAISED	DEADLINE	DATE COMPLETED	UPDATE COMMENTS
Action 0001	Ensure navigation lights update included in future report	Ian Morton / BOPRC (Reuben Fraser)	27/08/26	Complete	16/10/26	Report providing update will be provided on 22 Oct 2026 Committee meeting
Action 0002	Re-assess / repair marker buoys as appropriate	BOPRC (Dan Bramley)	27/08/26	Complete	16/10/26	Report providing update will be provided on 22 Oct 2026 Committee meeting
Action 0003	Regarding the Boatramp - enquire whether the timber marker pole defining the edge of the boatramp is it required.	WOML / Spike Petersen	27/08/26	To be Considered		
Action 0004	Determine if further signage / mitigation actions could be put in place – concern of excessive speed in harbour area.	Ian Morton/ BOPRC (Dan Bramley)	27/08/26	Complete	16/10/26	BOPRC has signage, summer patrols and 5 knot sign and do not plan to more than this.

Action 0005	Prepare framework benefit report & identify existing data sources that are updated regularly	Ian Morton/ Nathan Hughes	27/08/26	In Progress		Verbal update will be provided at 22 Oct 2026 Committee meeting
Action 0006	Consider adding in actuals to budget report	Nathan Hughes	27/08/26	Complete	16/10/26	Report providing actuals will be provided on 22 Oct 2026 Committee meeting
Action 0007	Consider how any proposed communications approach could be delivered within existing resources	Nathan Hughes	27/08/26	In progress		Verbal update will be provided on 22 Oct 2026 Committee meeting
Action 0008	Investigate preparation of a H&S report – Ian suggested reaching out to Findex (prepared Toi Track H&S report)	Ian Morton	27/08/26	In progress		Report providing update will be provided on 22 Oct 2026 Committee meeting
Action 0009	Enquire if BOPRC have a general H&S report they use	Ian Morton	27/08/26	Complete	30/09/26	Discussed with BOPRC Harbourmaster team, they do not have a specific H&S report that would be appropriate for this.

COMMITTEE REPORT

Date : 16 October 2026
To : Ōpōtiki Harbour Management Committee Meeting, 22 October 2026
From : Group Manager Service Delivery, Nathan Hughes
Subject : **ŌPŌTIKI HARBOUR CHANNEL REPORT**
File ID : A1432796

EXECUTIVE SUMMARY

- The Ōpōtiki Harbour was brought into operation in October 2025. ODC are responsible for the day to day operations of the harbour including monitoring of channel, and associated dredging as required.
- The latest bathymetry survey was completed on the 5 August 2026. Based on this bathymetry report, the channel depths are within the operating range anticipated, currently no dredging is required. While some localised shallowing and channel migration has been identified, these changes are consistent with expectations for a newly established harbour entrance and continue to be actively monitored through the bathymetric survey programme.
- The Harbourmaster also carried out inspections of the Opotiki Harbour Bavigation Aids on 23/24 September 2026. No significant issues were identified and a detailed report was provided for each Navigation Aid.
- A quarterly report has been prepared by Tonkin & Taylor in September 2026, this confirmed no dredging is required at this time. The Coastal Engineer has confirmed that no dredging or beach nourishment interventions are currently required and that no significant navigational issues have been identified through ongoing engagement with harbour users.
- In order to be ready for when dredging is required, ODC released on GETS (Government Electronic Tender Services) an Expression of Interest (Eol). This closed on 2 October with 37 suppliers subscribing to this Eol. However, only one response to our questions has been received.

AUTHORITY

1. This report is an information only report.

RECOMMENDATIONS

- 1) **That the report titled 'Ōpōtiki Harbour Channel Report' be received.**

PURPOSE

2. This report is to share information with the committee on (i) the current depth of the Harbour Channel using the latest bathymetry report and the independent quarterly report from the Coastal Engineer, (ii) Navigation Aid inspection carried out by the Harbourmaster, and (iii) Expression of interest (Eoi) for dredging contract.

STRATEGIC ALIGNMENT

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

BACKGROUND

4. The Ōpōtiki Harbour was brought into operation in October 2025.
5. ODC have operational responsibilities, including regular monitoring of the Harbour channel.
6. Since November 2025, ODC has had in place a contract with Murphy's to carry out regular bathymetry surveys.
7. In May 2026 ODC commissioned Tonkin & Taylor to prepare a draft Dredging Plan, the draft was completed in July 2026. This document is required to be submitted to BOPRC before any dredging is undertaken, and it will also support procurement activities for the dredging contractor.
8. ODC tabled the latest Bathymetric surveys at the previous Harbour Committee meetings (June 2026, August 2026) noting the channel was within its normal operating parameters and no dredging was required (at this time).

DISCUSSION

9. The latest bathymetry survey was completed on the 5 August 2026 – See Appendix 1. Based on this bathymetry report, the channel depths are within the operating range anticipated, currently no dredging is required.
10. A quarterly report is prepared by Tonkin & Taylor by a suitably qualified Coastal Engineer. As part of this report, a review is completed of all inspections undertaken during the quarter (May – Aug 2026), these inspections include (i) Monthly inspections, (ii) Bathymetry inspections, (iii) UAV surveys and (iv) Any event reports. See Appendix 3 for a copy of this report. A summary is captured below:
 - 2 Wave events occurred (April 26 – Cyclone Vaianu), however unable to secure data from BOPRC on the wave model to support coastal engineer analysis
 - 1 flood event occurred (Jun 26), not significant
 - Bathymetric data identifies some shallowing, nothing requiring dredging at this time.
 - Beach nourishment levels have not exceeded
 - Recommendations and ODC responses are captured below :
 - **Recommendation** : Extending bathymetric survey seaward & carry out multibeam survey
 - **Response** : BOPRC / Murphys are carrying out next Bathymetry around 28 Oct. BOPRC using multi beam sonar & will look to extend seaward.
 - **Recommendation** : Confirm 1 in 5 year flood flows with BOPRC
 - **Response** : BOPRC flood management only track 1 in 10 year flood events & this is captured in reporting from BOPRC flood management.
 - **Recommendation** : Confirm arrangement to receive wave data from BOPRC
 - **Response** : Outstanding with BOPRC since May 2026, escalated to GM on 14 August 26.
 - **Recommendation** : Undertake oblique drone footage after events
 - **Response** : ODC has secured a drone & will complete this once training is completed – expected in Nov 2026.
 - The Coastal Engineer has confirmed that no dredging or beach nourishment interventions are currently required and that no significant navigational issues have been identified through ongoing engagement with harbour user

11. On 22 and 24 September, BOPRC Harbourmaster team carried out an inspection of the navigation aids, Appendix 2 contains a map showing the locations of these navigation aids. The inspection confirmed that all navigation aids remain fit for purpose. Minor wear was identified on selected mooring components and several buoys were repositioned to reflect changes in channel alignment and sediment movement. A report is contained in Appendix 4.
12. A dredging Expression of Interest (EoI) was released on the Government Electronic Tendering System (GETS) in September 2026 in order to understand market interest and capacity for future dredging activities. Thirty-seven suppliers registered their interest however only one response to our questions has been received. ODC will assess feedback received & start preparing the relevant procurement documents for dredging.

Policy and planning implications

13. There were no Policy or Planning implications identified

Impact on mana whenua

14. No impacts have been identified.
15. A representative of Te Tāwharau o te Whakatōhea is on the membership of the Harbour Management Committee.

Climate impact considerations

16. No impacts have been identified, noting this was considered during the design phase of the capital work programme.

Local government purpose considerations

17. The purpose of local government is to enable democratic local decision-making and action by, and on behalf of, communities; and to meet the current and future needs of communities for good-quality, cost-effective, and local infrastructure, public services, and the performance of regulatory functions; and to support local economic growth and development by fulfilling this purpose.
18. The subject matter of this report has been evaluated in terms of the meeting the purpose of local government during the process of developing this report as outlined below.

Good-quality, cost-effective, and local infrastructure

19. Monitoring and reporting confirm the harbour channel and assets remain fit for purpose and informs cost-effective operations and maintenance decisions.

Good-quality, cost-effective, and local public services

20. Monitoring and reporting confirm the harbour channel and assets remain fit for purpose for the benefit of users and the wider community.

Good-quality, cost-effective, and local performance of regulatory functions

21. The report supports Council's harbour management responsibilities through monitoring, inspection, and compliance activities that promote safe harbour operations.

Supports local economic growth and development

22. The harbour is an important asset and the report highlights it is fit to support growth and development.

CONCLUSION

23. Monitoring undertaken during the reporting period indicates that the harbour entrance and navigation channel continue to operate within expected parameters. Independent review by the Coastal Engineer has confirmed that no dredging or beach nourishment is currently required. ODC will continue to undertake regular monitoring of channel conditions and navigation aids while progressing procurement readiness activities to ensure dredging can be implemented efficiently when future conditions require intervention.

Nathan Hughes

GROUP MANAGER SERVICE DELIVERY

Appendix 1 : Bathymetric Survey Data 5 August

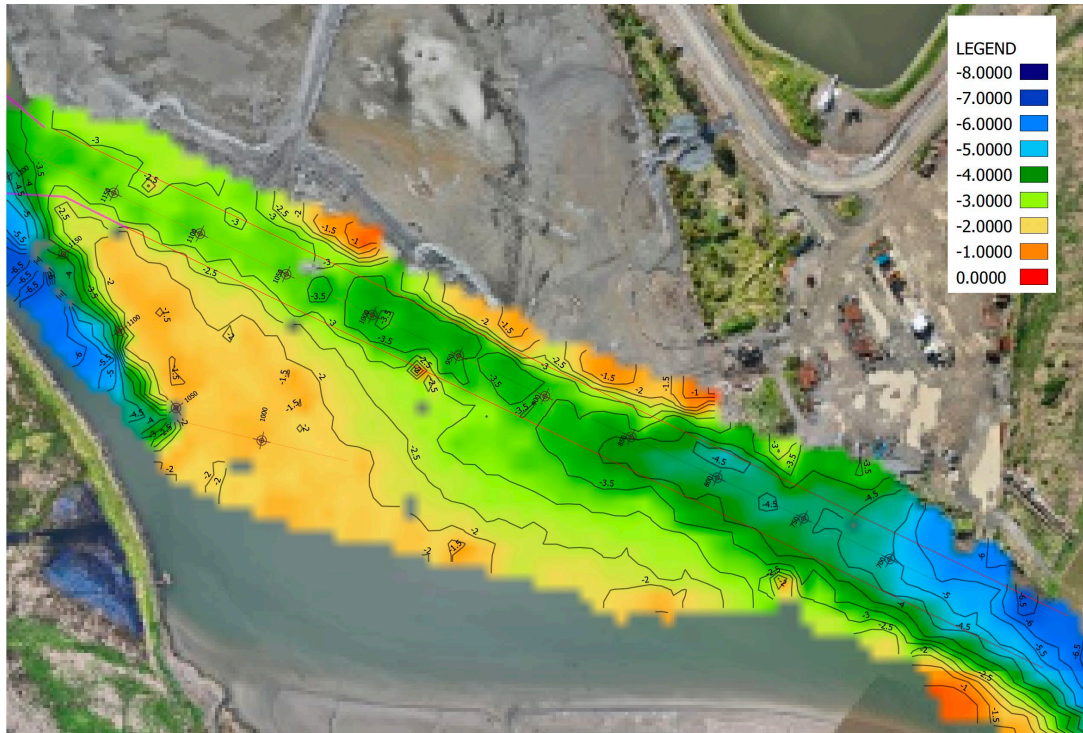
Appendix 2 : Navigation Aids Map – Ōpōtiki Harbour

Appendix 3 : Ōpōtiki Harbour Development : Quarterly Monitoring (May to Aug 2026)

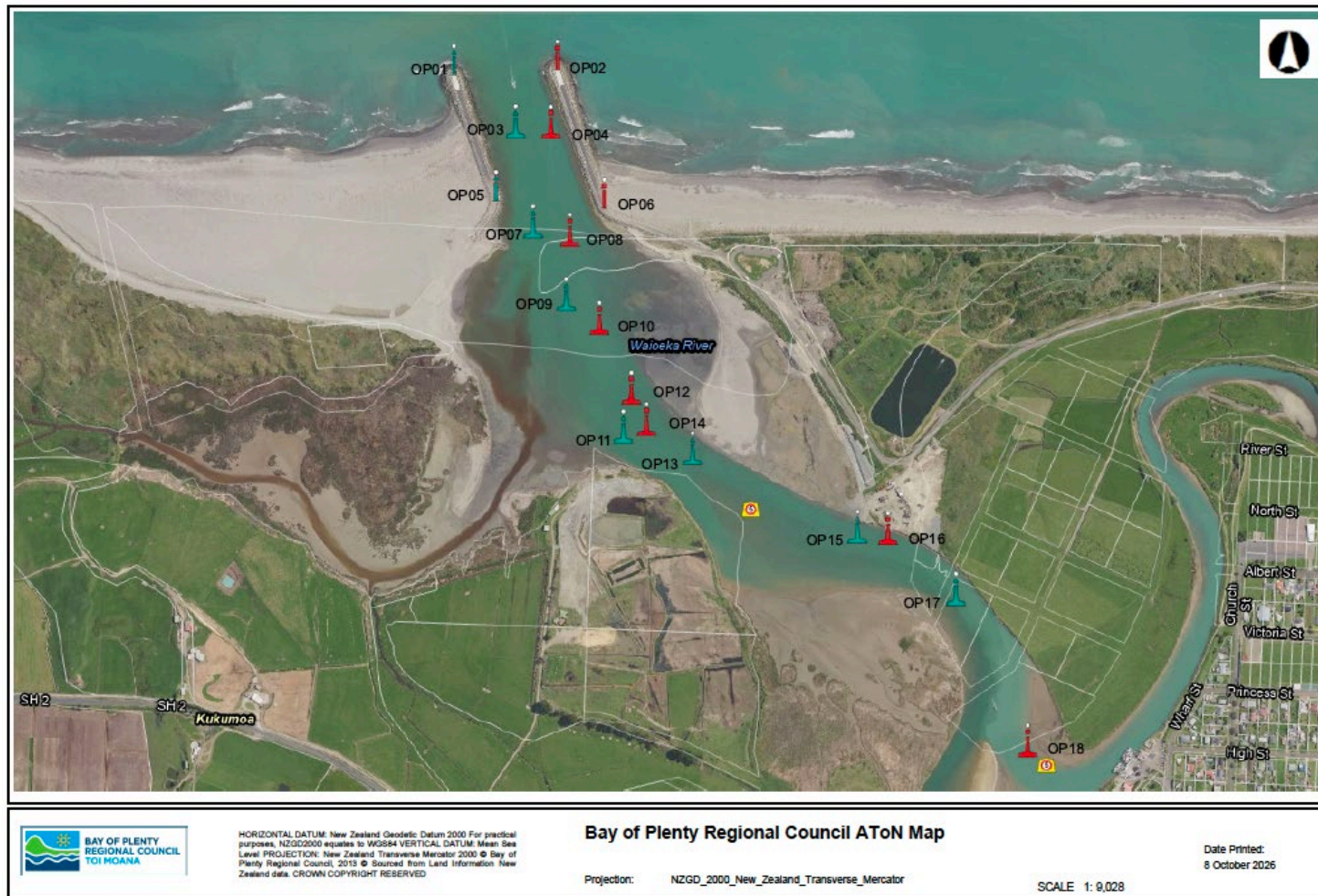
Appendix 4 : Report on Ōpōtiki Harbour floating Aid to Navigation Inspections (8 Oct 2026)

Appendix 1 : Bathymetric Survey Data 5 August





Appendix 2 : Navigation Aids Map – Ōpōtiki Harbour





Ōpōtiki Harbour Development: Quarterly Monitoring

May 2026 to August 2026

Prepared for: Ōpōtiki District Council

Prepared by: Tonkin & Taylor Ltd

Job Number: 31534.5001 v1

Date: September 2026

Document control and review

Title: Ōpōtiki Harbour Development: Quarterly Monitoring - May 2026 to August 2026					
Date	Version	Description	Prepared by	Reviewed by	Authorised by
16/09/26	1	Issue	L. Partner	G. Pearce	G. Pearce

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1 Purpose of the report

This report presents the Quarterly coastal monitoring data review for the Ōpōtiki Harbour Development project to cover matters outlined within the Operations and Maintenance (O&M) Manual¹. The scope of work and the purpose of this report is to:

- Receive and process the monthly bathymetric data.
- Receive and review the quarterly coastal monitoring data, check for completeness, and check whether any beach nourishment triggers have been exceeded.
- Review and comment on the monthly Ōpōtiki District Council (ODC) inspection reports.

This is the second 'quarterly' report and covers the four-month period from May 2026 through to August 2026. It is expected that moving forward these reports will be prepared at quarterly (three monthly) intervals, with the exception of the period for the Annual Inspection.

2 Monitoring data

In the period since the end of construction the following monitoring data has been received. We understand that all levels provided are in terms of Moturiki Datum 1953 (MVD-53).

Bathymetry data was received in *.csv format which we understand is recorded using a single beam sounder mounted on an autonomous drone boat. We understand that this information is being forwarded to the Harbourmaster. The surveys were conducted on the following dates:

- 23 May 2026
- 2 July 2026
- 5 August 2026

Coastal monitoring undertaken by SurveyWorx incorporating UAV DEM, UAV Orthomosaic, and beach profiles surveyed on the following dates:

- 15 July 2026

3 Environmental events

3.1 Wave events

The Bay of Plenty Regional Council (BOPRC) Pukehina wave buoy was decommissioned in late 2025.

During the design phase, a wind wave hindcast model was produced by MetOcean Solutions Ltd (MetOcean) to assess the wave climate at Ōpōtiki. The O&M Manual (Section 3.2.5) recommended the operator engages MetOcean for assessing wave heights during the operational phase to assess whether wave events exceed the threshold for requiring an inspection by the Coastal Engineer. However, this engagement has not been undertaken to date.

In the absence of a local wave buoy, the nearest available wave buoy data is in the western Bay of Plenty at Bowentown some 120 km to the northwest of Ōpōtiki. The Port of Tauranga wave data at 'A Beacon' was severely damaged in Cyclone Vaianu in April 2026 and is not available. Whilst not located near Ōpōtiki, the data provides some context of macro wave conditions over the monitoring period as shown in Figure 3.1.

¹ Ōpōtiki Harbour Development Project, Operations and Maintenance Manual, Tonkin & Taylor Limited for HEB Construction Limited, Reference 31534.1000 v3, October 2025.

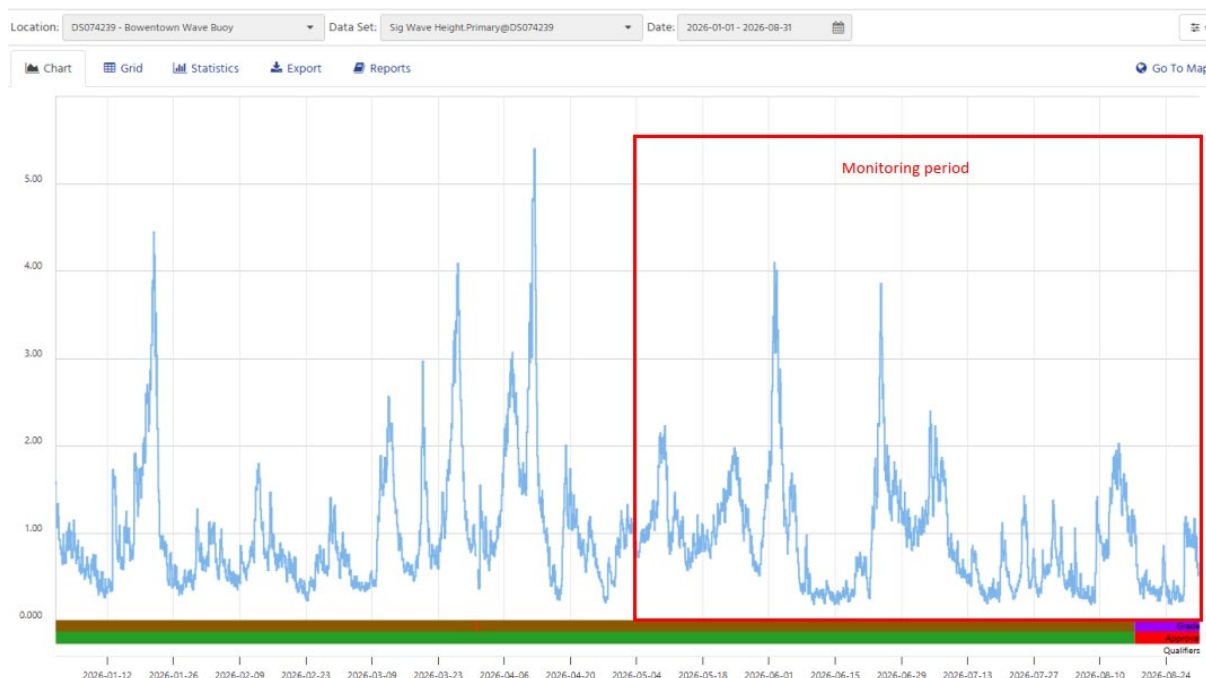


Figure 3.1: Significant wave height H_s (m) at the Bowentown Wave Buoy (DSO74239) . The monitoring period is shown in the red box.

Two wave events with a significant wave height of approximately 4 m were observed over the period. Both of these events are lower than that of Cyclone Vaianu in April 2026 where significant wave heights in excess of 5 m were observed at the Bowentown wave buoy.

We understand that the Operator has been in communication with the Bay of Plenty Regional Council (BOPRC) for wave height information as they are presently developing an inhouse wave height model. We understand that the BOPRC will be able to share this information with the Operator once approved for release. It is unclear whether the BOPRC wave model will be able to assess wave heights at Point P1 (located approximately 1 km seaward of the training walls) as recommended in the O&M Manual and it is recommended that the Coastal Engineer is informed of the type of wave information available once known.

We understand that the Operator has an agreement in place to undertake the oblique UAV photos to enable inspection of the hanbar units following a wave event that exceeds the trigger threshold.

We recommend that the Operator:

- Confirm an arrangement with the BOPRC to receive access to wave data and check with the Coastal Engineer that it is suitable for assessing whether the model is suitable for assessing whether the wave event threshold has been exceeded.
- The Operator should confirm a standing agreement, or procure a drone, to undertake the oblique UAV photos on an as required basis.

3.2 Flood events

The BOPRC record at the Waioeka River at Cableway is presented in Figure 3.2. A single flood event of approximately 400 m³/s occurred in June 2026. A review of the BOPRC records on the Ōtara River at Browns Bridge similarly noted no significant rainfall events.

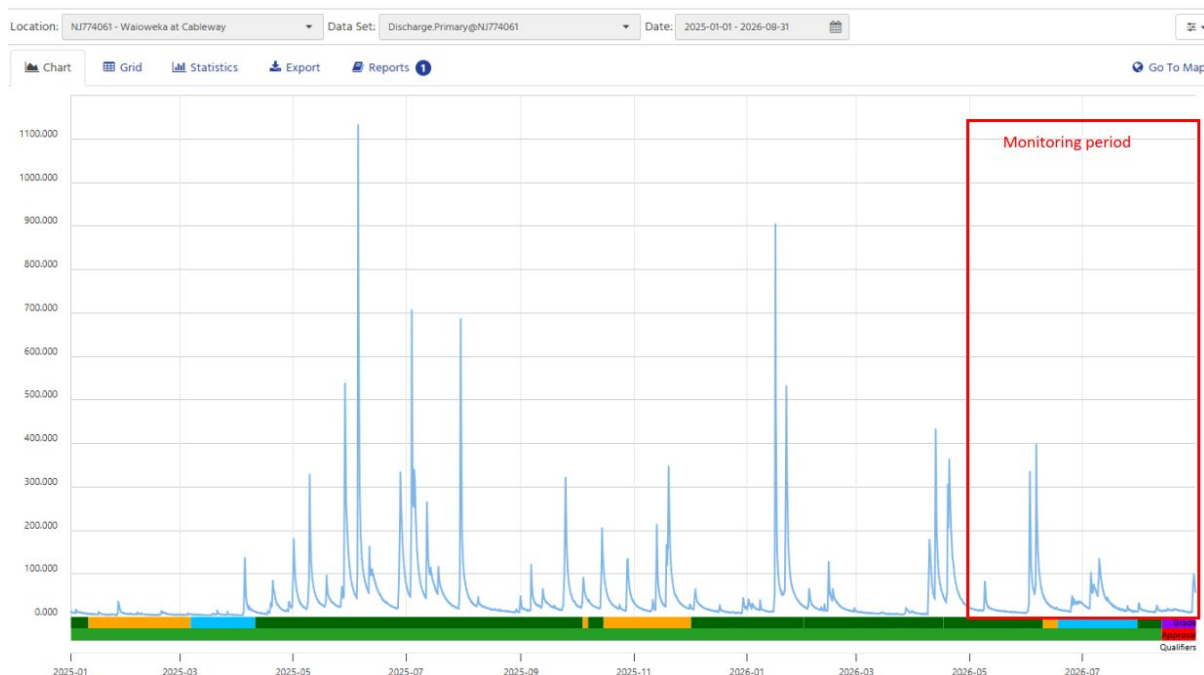


Figure 3.2: Primary discharge (m^3/s) on the Waioeka River at Cableway (NJ774061) from January 2025 to August 2026. The monitoring period from May 2026 to August 2026 shown in the red box.

No rainfall events over the period triggered the peak flow threshold for undertaking additional data collection as set out in Section 3.2.4 of the O&M Manual.

4 Activities

4.1 Monthly inspections

ODC has commenced monthly inspections and recording of information in accordance with the O&M Manual. The data collected and received by T+T includes:

- An excel sheet with the monthly inspection notes recorded for the following periods:
 - May 2026
 - June 2026
 - July 2026
 - August 2026
 - September 2026

No defects were recorded over the period.

- Photographs from set locations along the training walls.

4.2 Dredging and beach nourishment

We understand that no dredging or beach nourishment has occurred in the period since the end of the capital works.

5 Data comments

5.1 Bathymetric data

We understand that the monthly bathymetric surveys are being forwarded to the Harbourmaster who in turn may decide to adjust the navigation markers or advise on navigation restrictions until any necessary maintenance dredging has been completed. We are not aware of any adjustments or restrictions by the Harbourmaster.

We note the following observations:

- There is a shallow bar with a depth of approximately RL-3.0 m (MVD-53) at the head of the training walls.
- There is westward migration and shallowing of the navigation channel extending from the upstream end of the training walls for approximately 350 m further upstream. The impact is most prominent on the eastern side of the channel where channel depths have shallowed to around RL-2.5 m (MVD-53) at the channel edge. The channel depth deepens toward the centre of the channel with the western half of the channel generally at or below RL-3.5 m (MVD-53).
- The 30 m wide 'Option J' channel has a depth of approximately RL-3.0 m (MVD-53) over a length of approximately 300 m at the seaward end.
- The seaward extent of the bathymetric surveys typically do not extend offshore to the RL-5 m (MVD-53) contour as set out in the O&M Manual (Section 3.3.1.1). It is recommended that the bathymetric survey is extended seaward to identify formation of bar systems.

We have plotted a difference plot of the most recent (August 2026) bathymetric data and the 'design' navigation channel with a design depth of RL-3.5 m MVD-53. This plot is presented in Figure 5.1. The red areas highlight the zones where the depth is shallower than the design, and the green are zones where the depth is deeper than the design.

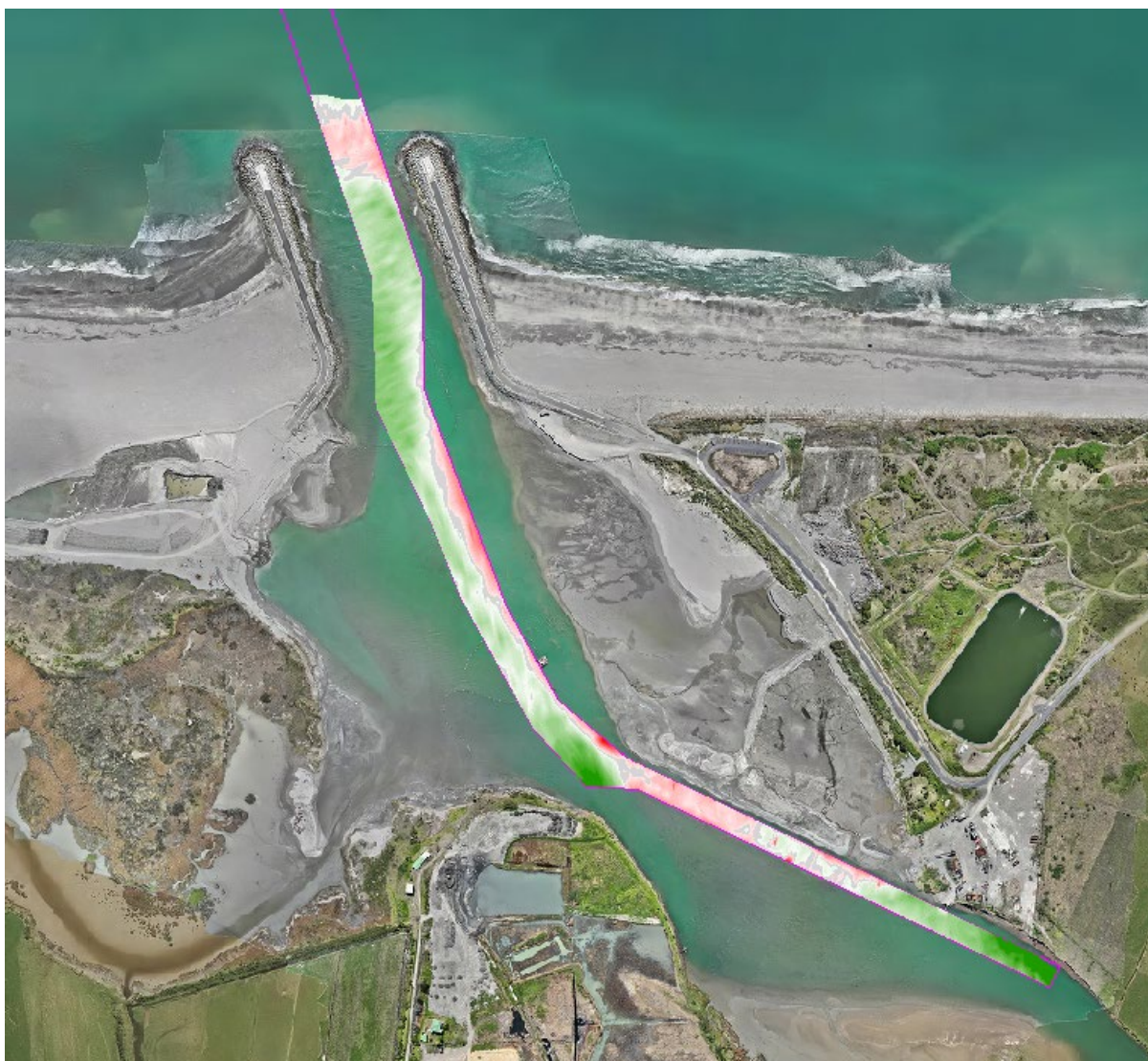


Figure 5.1: 'Heat map' of August 2026 bathymetry to 'design' profile. Green shading is deeper than design (RL-3.5 m MVD-53), and the red shading is shallower than design.

5.2 Beach nourishment trigger levels

The beach profiles including from the monitoring regime have been assessed against the beach monitoring trigger levels presented in Appendix C of the O&M Manual. These are presented in Appendix A and summarised below:

- Western Training wall
 - Beach face - beach face has varied over the period. The trigger level for renourishment has not been exceeded. Continued growth of the beach and westerly drift may present as a bar forming at the head of the training walls. There is an opportunity to dredge this nearshore area if required for beach nourishment elsewhere.
 - Harbour beach – beach face has remained relatively stable over the monitoring period. Whereas the previous monitoring period indicated that the renourishment trigger had been marginally exceeded, the July 2026 survey indicated that the renourishment trigger was not exceeded. This is assumed to have been renourished through natural processes.

- Eastern training wall – Section 1
 - Channel side - The trigger level for renourishment has not been exceeded.
 - Beach face – The trigger level for renourishment has not been exceeded.
- Eastern training wall – Section 2
 - Beach face - The trigger level for renourishment has not been exceeded.

6 Recommendations

This section includes a register of recommendations (Table 6.1) raised in both this Quarterly report, and in previous quarterly reporting. It is expected that this register will transfer and be maintained in the Annual report once the first report is undertaken.

Table 6.1: Recommendation register

Item	First Raised	Open / Closed
MAINTENANCE ACTIONS		
The May 2026 coastal monitoring survey indicated that the Harbour Beach renourishment trigger had been marginally exceeded. The most recent coastal monitoring survey indicates that the Harbour Beach renourishment trigger has not been exceeded.	May 2026	Closed
Liaise with the Harbourmaster and the mussel boat operators to understand if there are any navigation issues that they have identified to assist in targeted dredging. UPDATE 11/9/26: Ongoing Harbour Committee Governance every 2 months. Commercial operators are part of this governance group and there is a standing agenda for them to advise of any issues. No navigational issues.	May 2026	Closed
PROCEDURAL AND MONITORING ACTIONS		
It is recommended that the bathymetric survey is extended seaward to the RL-5 m (MVD-53) contour to identify formation of bar systems beyond the head of the training walls.	May 2026	Open
Confirm with the BOPRC the 1 in 5 year ARI flood flows at the Waioeka River at Cableway and the Ōtara River at Browns Bridge to enable checking whether flood thresholds have been exceeded.	May 2026	Open
Prepare a standing agreement with a bathymetric survey operator to undertake multi beam survey if required. During the construction phase this task was undertaken by Discovery Marine Limited (DML).	May 2026	Open
Confirm an arrangement with the BOPRC to receive access to wave data and check with the Coastal Engineer that it is suitable for assessing whether the model is suitable for assessing whether the wave event threshold has been exceeded.	May 2026	Open
Confirm a standing agreement, or procure a drone, to undertake the oblique UAV photos on an as required basis following large wave or flood events.	May 2026	Open
Consider adjusting the naming conventions of the photographic data for future database integration. UPDATE 11/9/26: Photo numbering referencing system has been implemented.	May 2026	Closed

7 Applicability

This report has been prepared for the exclusive use of our client Ōpōtiki District Council, with respect to the particular brief given to us and it may not be relied upon in other contexts or for any other purpose, or by any person other than our client, without our prior written agreement.

Tonkin & Taylor Ltd
Environmental and Engineering Consultants

Report prepared by:



Lance Partner
Senior Civil Engineer

Authorised for Tonkin & Taylor Ltd by:



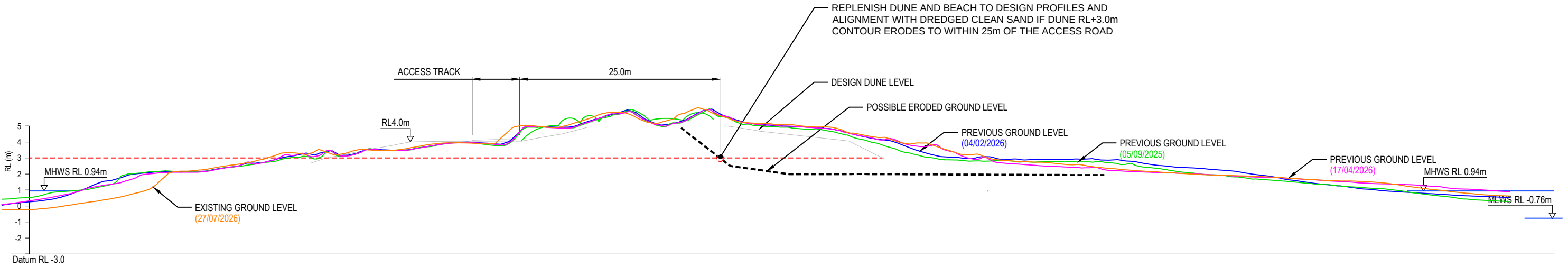
Grant Pearce
Senior Civil/Coastal Engineer | Project Director

LDP

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Appendix A Beach nourishment sections

1. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS NOTED OTHERWISE.
2. LEVEL DATUM: MOTURIKI VERTICAL DATUM 1953 (ASSUMED MSL 2016 = +0.14m MVD-53).
3. EXISTING GROUND LEVEL FROM SURVEY PROVIDED BY SURVEY WORX UAV 04-02-2026.



SECTION E2

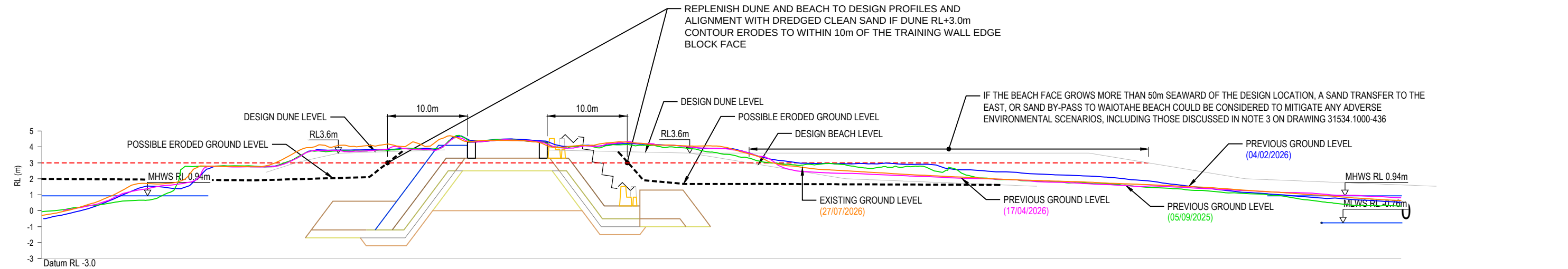
2

440

EASTERN TRAINING WALL - MONITORING SECTION

HORIZ. SCALE 1: 500

VERT. SCALE 1: 250



SECTION E1

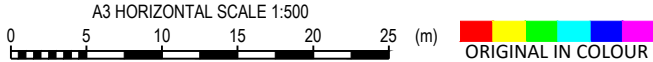
1

440

EASTERN TRAINING WALL - MONITORING SECTION

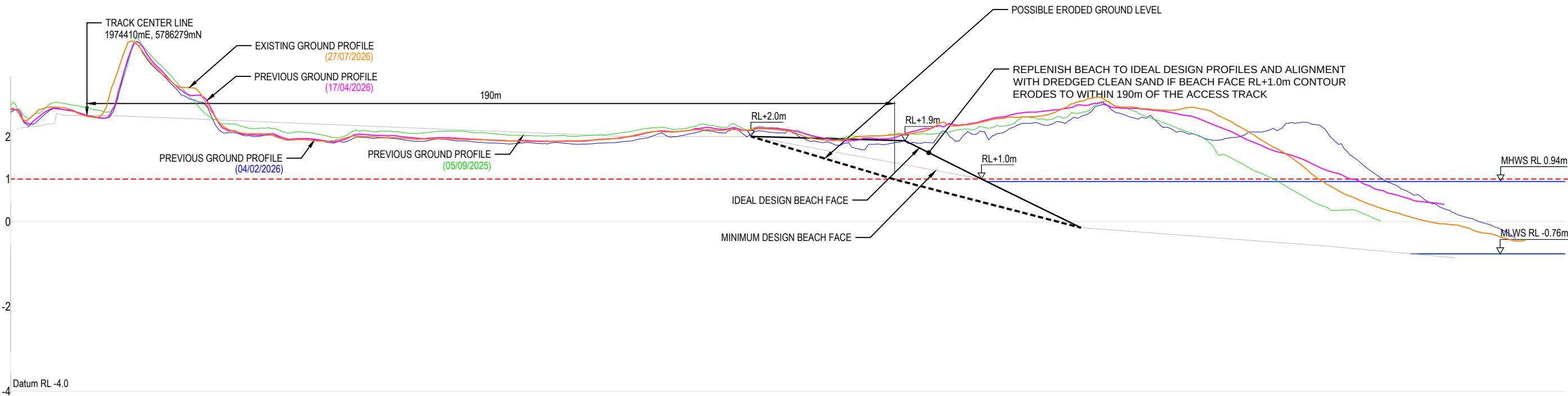
HORIZ. SCALE 1: 500

VERT. SCALE 1: 250



A B	OPERATION & MAINTENANCE ISSUE	BKD	LDP	04.02.25	DESIGNED DRAWN DESIGN CHECKED DRAWING CHECKED	GWP BKD	Jan.25 Jan.25	DRAWING STATUS OPERATION & MAINTENANCE	CLIENT PROJECT	PROVINCIAL GROWTH FUND LIMITED OPOTIKI HARBOUR DEVELOPMENT		
	REVISED OPERATION & MAINTENANCE ISSUE	BKD			NOT FOR CONSTRUCTION				THIS DRAWING IS NOT TO BE USED FOR CONSTRUCTION PURPOSES UNLESS SIGNED AS APPROVED	TITLE	RIVER CLOSURE - DUNE RECONSTRUCTION EASTERN WALL - DUNE MAINTENANCE SECTIONS	
	REV	DESCRIPTION	CAD		CHK	DATE	APPROVED		SCALE (A3)	1:500H 1:250V	DWG No.	31534.1000-441

1. ALL DIMENSIONS ARE IN MILLIMETRES UNLESS NOTED OTHERWISE.
2. LEVEL DATUM: MOTURIKI VERTICAL DATUM 1953 (ASSUMED MSL 2016 = +0.14m MVD-53).
3. EXISTING GROUND LEVEL FROM SURVEY PROVIDED BY SURVEY WORX UAV 04/02/2026

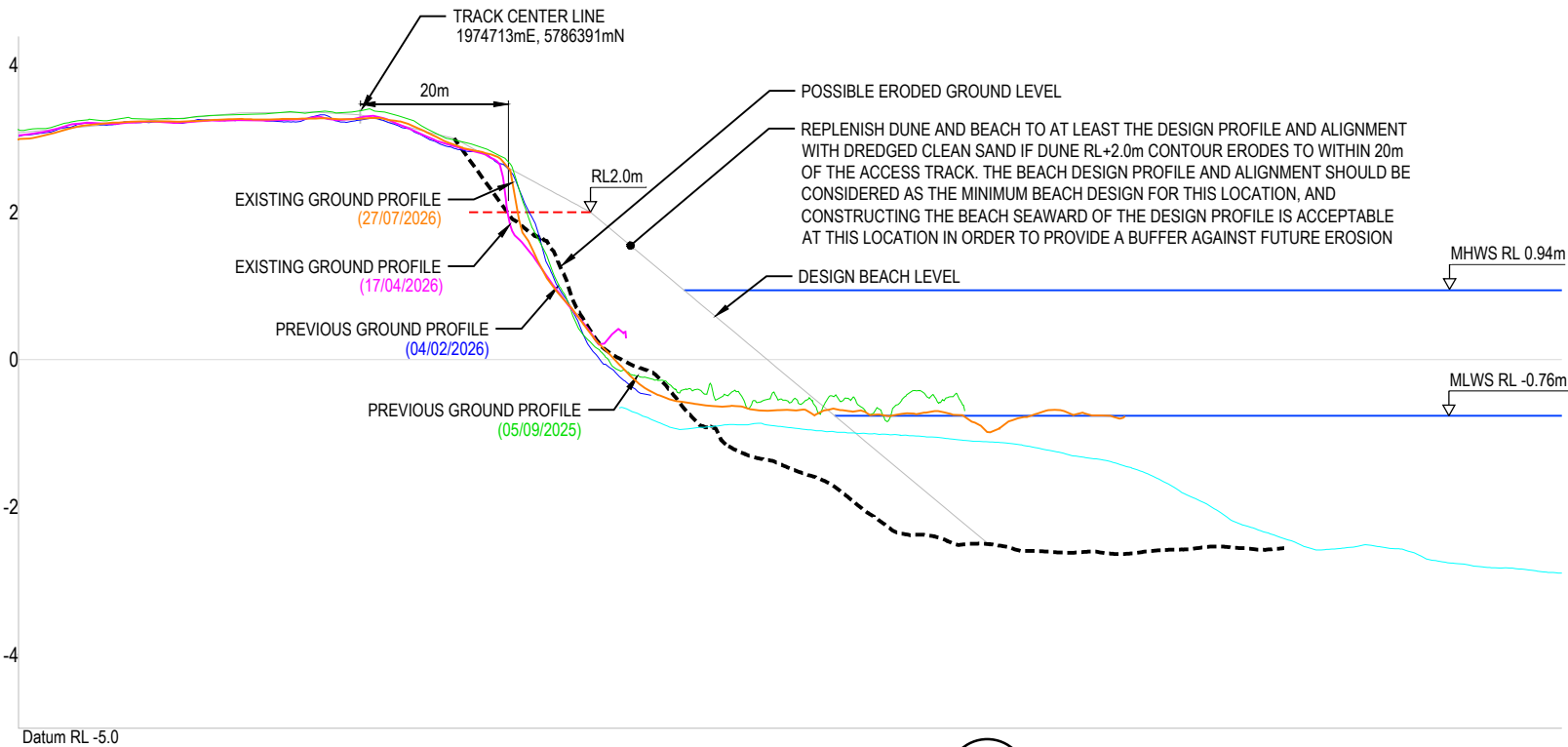


SECTION W4

4
437

WESTERN BEACH - MONITORING SECTION

HORIZ. SCALE 1: 1000
VERT. SCALE 1: 100

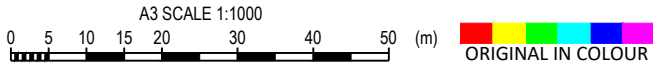


SECTION W3

3
437

HARBOUR BEACH - MONITORING SECTION

HORIZ. SCALE 1: 1000
VERT. SCALE 1: 100



A	OPERATION & MAINTENANCE ISSUE	BKD	LDP	04.02.25	DESIGNED	GWP	Jan.25	DRAWING STATUS OPERATION & MAINTENANCE	CLIENT PROVINCIAL GROWTH FUND LIMITED
					DRAWN				
B	REVISED OPERATION & MAINTENANCE ISSUE	BKD			DESIGN CHECKED		Jan.25		PROJECT OPOTIKI HARBOUR DEVELOPMENT
					DRAWING CHECKED				TITLE RIVER CLOSURE - DUNE RECONSTRUCTION WESTERN - DUNE MAINTENANCE SECTIONS
REV	DESCRIPTION	CAD	CHK	DATE	NOT FOR CONSTRUCTION		THIS DRAWING IS NOT TO BE USED FOR CONSTRUCTION PURPOSES UNLESS SIGNED AS APPROVED		
					APPROVED		DATE	SCALE (A3) 1:500H 1:50V	DWG No. 31534.1000-438
									REV B



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APPENDIX 4 : REPORT ON ŌPŌTIKI HARBOUR FLOATING AID TO NAVIGATION INSPECTIONS (8 OCT 2026)



08 October 2026

Report on Ōpōtiki Harbour floating Aid to Navigation Inspections

Summary: Over two days in September (22nd and 24th), the Harbourmaster Office lifted and inspected all floating Aids to Navigation in Ōpōtiki Harbour on behalf of Ōpōtiki District Council.

Around mid-August the Harbourmaster Office was informed of the spit near OP12 and 14 extending Northwest and the block and chain of OP14 was slowly getting covered, so while inspections were carried out the opportunity was taken to reposition some of the buoys to better reflect the changing channel position.

Also noted was on some of the buoys, particularly around corners and the sand bank opposite the marina site, the blocks were getting submerged in sediment/sand/gravel and were more difficult to lift due to the extra weight of the material on the blocks. This is mainly due to the material migrating down river and the channel finding its natural course after being dredged.

It was noted that the two buoys at the entrance between the seawalls, referred to as OP03 and OP04, had significantly more wear on the chain than the rest of the buoys upriver and will need to be checked more frequently to ensure the chain is still fit for purpose. This would be due to the wave action and subsequent movement of the buoys experienced in these positions.

A more detailed description of the work completed for each buoy is detailed below and areas of concern noted with photos inserted for reference. A map showing the current buoy positions and names will accompany this report for reference.

Recommendations will be made at the end of this report.

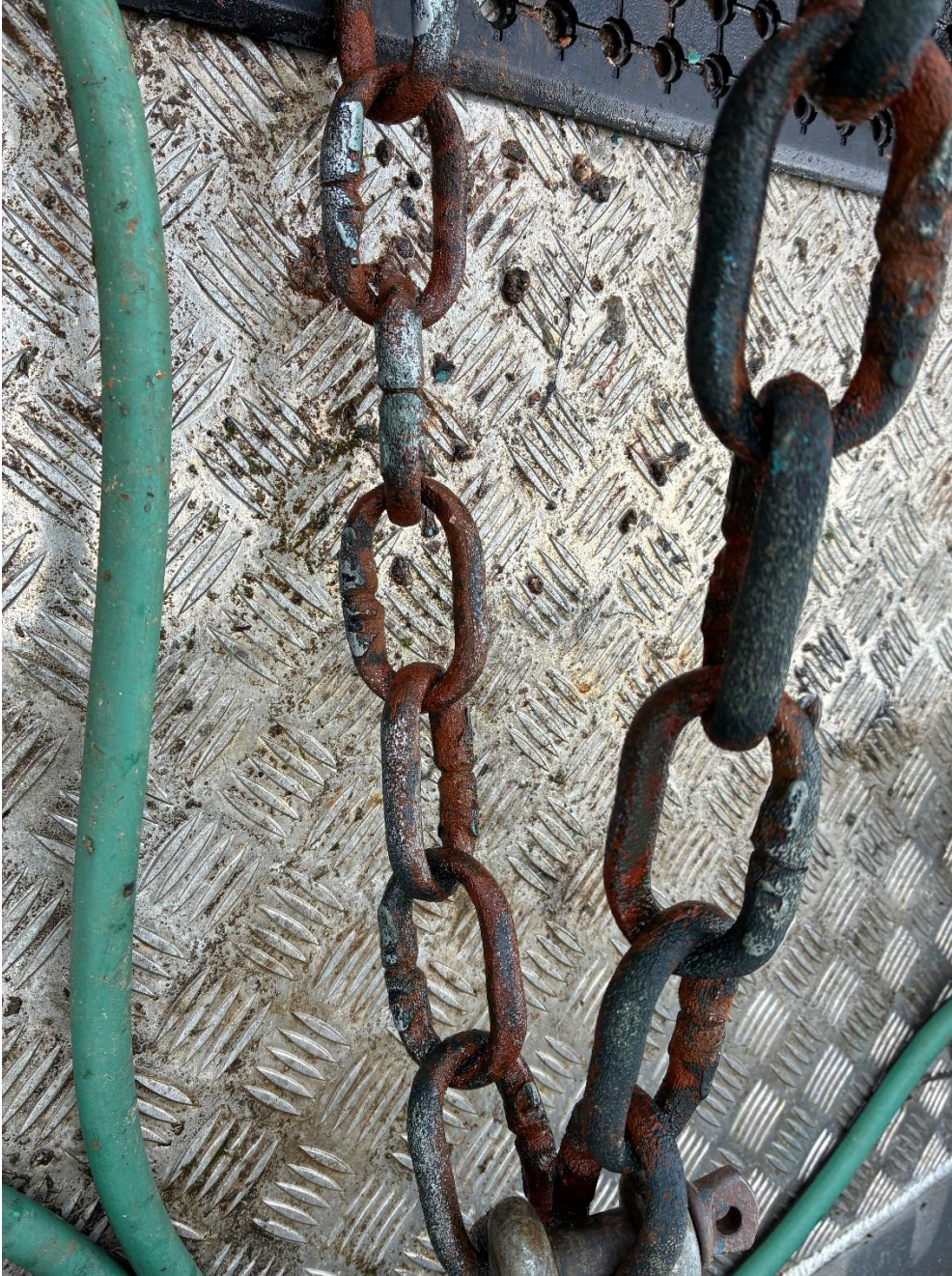
*Note OP01, OP02, OP05 and OP06 were not inspected as they are the beacons on the seawalls.

A PO Box 364, Whakatāne 3158, New Zealand P 0800 884 880 E info@boprc.govt.nz W boprc.govt.nz



OP03

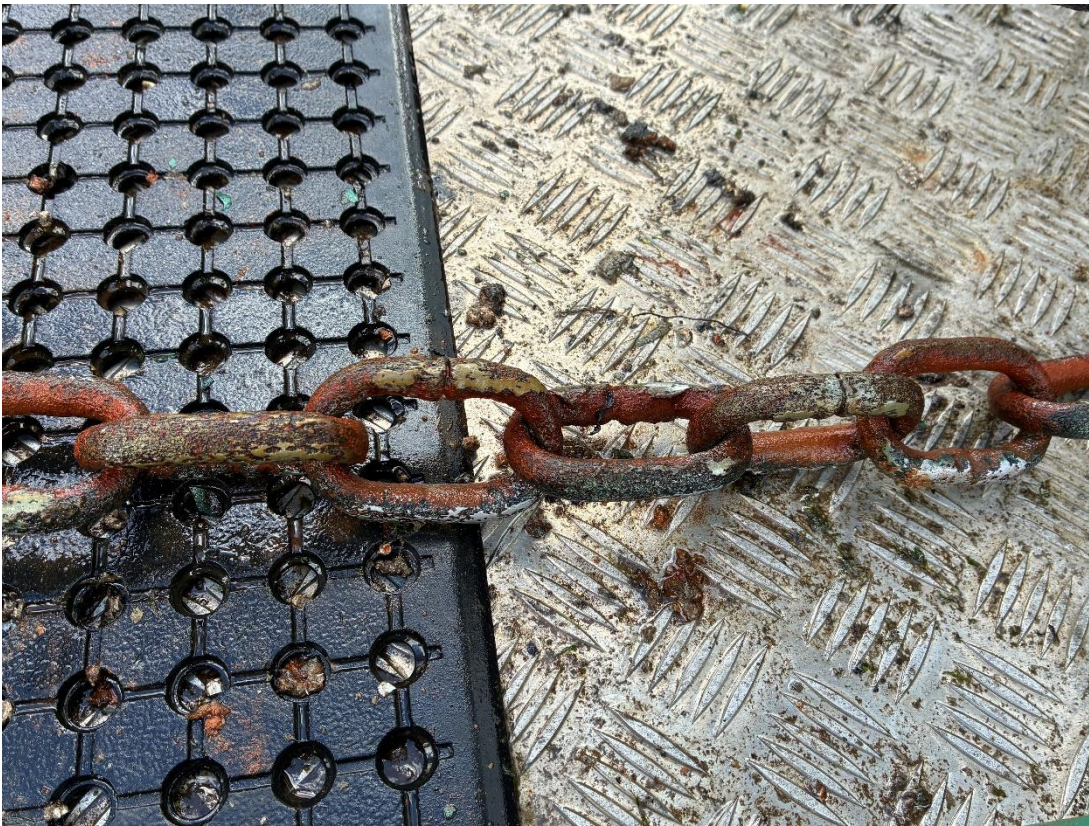
- Lifted onboard vessel, inspected all components, top two meters of chain underneath buoy showing a moderate amount of wear, will need replacing next service period.
- No work needed at this time.



Picture showing wear on chain

OP04

- Lifted onboard vessel, inspected all components, top two and a half metres of chain underneath buoy showing a moderate amount of wear, will need replacing next service period.
- No work needed at this time.
- Repositioned East to suit the changing channel.



Picture showing wear on chain

OP07

- Lifted onboard vessel, inspected all components, No work needed at this time.
- Repositioned South to provide clearance from the beacon on the seawall and suit the changing channel.

OP08

- Lifted onboard vessel, inspected all components, No work needed at this time.
- Repositioned East and South to provide clearance from the beacon on the seawall and suit the changing channel.

OP09

- Lifted onboard vessel, inspected all components, No work needed at this time.
- Repositioned further upriver to provide a more defined channel.

OP10

- Lifted onboard vessel, inspected all components, No work needed at this time.

OP11

- Lifted onboard vessel, inspected all components, No work needed at this time.
- Repositioned West and South to better align it between the two Port Buoys and provide a smoother turn radius.

OP12

- Lifted onboard vessel, inspected all components, No work needed at this time.
- Repositioned further West to keep clear of encroaching spit.

OP13

- Lifted onboard vessel, inspected all components, No work needed at this time.

OP14

- Lifted onboard vessel, inspected all components, No work needed at this time.
- Repositioned further Northwest to clear the encroaching spit.



Picture above provided by WMOL in August



Picture above provided by Opotiki Coastguard at end of August

OP15

- Lifted onboard vessel, inspected all components, No work needed at this time.

OP16

- Lifted onboard vessel, inspected all components, No work needed at this time.

OP17

- Lifted onboard vessel, inspected all components, SL15 light replaced due to water ingress in housing.
- Small amount of wear on the shackle at the bottom of the buoy, may need replacing next service period.
- Buoy repositioned slightly upriver to better mark the corner of the bank.



Picture showing wear on the pin of the shackle

OP18

- Lifted onboard vessel, inspected all components, no work needed.

Recommendations:

- The four buoys closest to the entrance, OP03, OP04, OP07 and OP08, will need inspections on a six-monthly basis to ensure the chain is fit for purpose and not likely to fail until the next inspection. Recommend inspecting in September and again in March, this will ensure the buoys are fit for purpose over summer and again through winter when there is likelihood of more severe weather events.
- Keep an eye on the movement of the sandspit opposite the marina location, near OP12 and OP14, as it has moved significantly Northwest over the last six months. This has resulted in the need to reposition the buoys around that corner to better reflect the channel alignment.
- Ensure all issues to the Aids to Navigation in the Harbour, any issues with depth, or any other issues or concerns relating to Navigation safety or boating behaviour is reported to our Harbourmaster Team on 0800 5KNOTS / 0800 556687 to ensure we are capturing everything in order to provide evidence for future allocation of resources and funding.

COMMITTEE REPORT

Date : 13 October 2026
To : Ōpōtiki Harbour Management Committee Meeting, 22 October 2026
From : Group Manager Service Delivery, Nathan Hughes
Subject : **ŌPŌTIKI HARBOUR OPERATIONAL HANDOVER REPORT**
File ID : A1432808

EXECUTIVE SUMMARY

- The Ōpōtiki Harbour was brought into operation in October 2025.
- ODC are responsible for the day to day operations of the harbour and Crown Regional Holdings Limited (CHRL) are the owners of the harbour asset.
- Harbour operations have been successfully established with routine monitoring, inspections, reporting and maintenance activities now embedded within business-as-usual operations.
- Work is underway with Kanoa / CHRL to complete all operational handover activities. Completing this handover will increase ODC's ability to plan and improve the delivery of our operations and maintenance obligations and respond to emerging operational matters.
- Key activities focus around (i) Agreement of deed between CHRL and ODC, (ii) Closure of relevant operational acceptance activities.

AUTHORITY

1. This report is for noting purposes and no decision is required to be made by the Ōpōtiki Harbour Management Committee Meeting.

RECOMMENDATIONS

- 1) **That the report titled 'Ōpōtiki Harbour Operational Handover Report' be received.**

PURPOSE

2. The purpose of this report is to provide the Harbour Management Committee with an update on the establishment of harbour operations, including operational readiness, understanding key risks, and progress toward full handover into business-as-usual operations.

STRATEGIC ALIGNMENT

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

BACKGROUND

4. The Ōpōtiki Harbour capital delivery programme achieved practical completion on 24 October 2025.
5. Since October 2025 Ōpōtiki District council have been establishing harbour operations, including operational readiness, understanding key risks, and progress toward full handover into business-as-usual operations.

DISCUSSION

6. Since commissioning, the harbour entrance and associated infrastructure have remained operational, with monitoring programmes providing improved understanding of entrance channel performance and asset condition.
7. Appendix 1 contains the current schedule for the operations team covering the period 1 January 2026 to 31 December 2026. Further details on the key focus areas are captured below.
8. Monthly Bathymetry Reports : Murphys have been carrying out regular bathymetry surveys, this is transitioning over to BOPRC to carry out these surveys on a quarterly basis starting at the end of October 2026. For this first BOPRC bathymetric survey, we will also get Murphys to carry out a survey so we can correlate the data sets. The BOPRC sonar is multi-beam, which will address a recommendation from the coastal engineer in the quarterly report.
9. UAV Reports : The latest UAV report was completed on 8 October 2026 by surveyworx. This information will be analysed by the coastal engineer, as part of the quarterly report – details below. The ODC team have purchased a drone and once training is complete ODC will look to carry out UAV work, this will result in lower ongoing costs, also help as the ODC team can take oblique images monthly, which will address a recommendation from the coastal engineer in the quarterly report.
10. Quarterly Report : In accordance with the Operations and Maintenance Manual a suitably qualified coastal engineer (Tonkin & Taylor) has been commissioned to prepare a quarterly report – a copy of the Quarterly report covering period May to August 2026 is attached to the Channel Report.

The next report undertaken by Tonkin & Taylor will be the annual report, this requires further investigations as recommended in the Operations and Maintenance manual.

11. Operations Acceptance : Although practical completion occurred in October 2025, a detailed handover from the capital delivery team to the operations team is still work in progress. A checklist has been prepared by the ODC Operations team and actions are underway between Kanoa and ODC to address any known gaps. This time taken to complete in formal operational handover is a risk and also limits the opportunities that can be explored to improve delivery..
12. CRHL Operations and Maintenance deed : This deed formalises the handover of operations from capital delivery to the operations team, in addition it captures the ongoing responsibilities of CHRL and the Ōpōtiki District Council. A meeting was held on 12 October to discuss the two main outstanding components (i) Scope of consent transfer, (ii) Need for an AMP to be prepared by CHRL. It is intended to complete this by end October 2026. Further details below :
 - Consent Transfer : It was agreed that only operational consents would be transferred over to ODC, with capital works consents remaining with CHRL.
 - Asset Management Plan (AMP) : It was agreed to be clear around what assets are included and to note any gaps that are still being worked through between ODC/CHRL. Outstanding actions would be tracked through regular reporting and high level progress updates provided to the Harbour Committee.
13. Harbourmaster MoU : An MoU has been drafted to ensure there is clarity on responsibilities of the Harbourmaster and the ODC Operations team. A near final MoU was completed in September 2026, the Harbourmaster team are conducting a final review.
14. C Peterson Deed – Dredge Material : A deed allowing ODC to place dredge material onto C Petersons land has drafted. A legal review was undertaken by ODC, further discussions are required before this is finalised to ensure the agreement is workable for both parties.
15. See separate reports for dredging and budgets.
16. Current risks / issues Identified :

RISKS

- Operational handover not fully complete
- Asset management framework not yet fit for purpose, limiting ability to reliably forecast renewals and lifecycle costs
- Dredging readiness, with no contractor currently in place should conditions change
- Cost uncertainty, as assumptions are still being established through the handover process

MITIGATION

- Progress handover with Kanoa through formal checklist

- Develop fit-for-purpose asset management plan
- Progress with tender process for Dredging
- Refine operational assumptions and budgets through ongoing monitoring

Policy and planning implications

17. There were no Policy or Planning implications identified

Impact on mana whenua

18. No impacts have been identified.

19. A representative of Te Tāwharau o te Whakatōhea is on the membership of the Harbour Management Committee.

Climate impact considerations

20. No impacts have been identified, noting this was considered during the design phase of the capital work programme.

Local government purpose considerations

21. The purpose of local government is to enable democratic local decision-making and action by, and on behalf of, communities; and to meet the current and future needs of communities for good-quality, cost-effective, and local infrastructure, public services, and the performance of regulatory functions; and to support local economic growth and development by fulfilling this purpose.

22. The subject matter of this report has been evaluated in terms of the meeting the purpose of local government during the process of developing this report as outlined below.

Good-quality, cost-effective, and local infrastructure

23. The report confirms the harbour channel and assets remain fit for purpose and informs cost-effective operations and maintenance decisions.

Good-quality, cost-effective, and local public services

24. Monitoring and reporting confirm the harbour channel and assets remain fit for purpose for the benefit of users and the wider community.

Good-quality, cost-effective, and local performance of regulatory functions

25. The report supports Council's harbour management responsibilities through monitoring, inspection, and compliance activities that promote safe harbour operations.

Supports local economic growth and development

26. The harbour is an important asset and the report highlights it is fit to support growth and development.

NEXT STEPS

27. Key priorities for the next 12 months include completion of the operational handover process, finalisation of governance and operational agreements, implementation of the asset management plan, establishment of dredging delivery arrangements, and continued monitoring of harbour and entrance channel performance

CONCLUSION

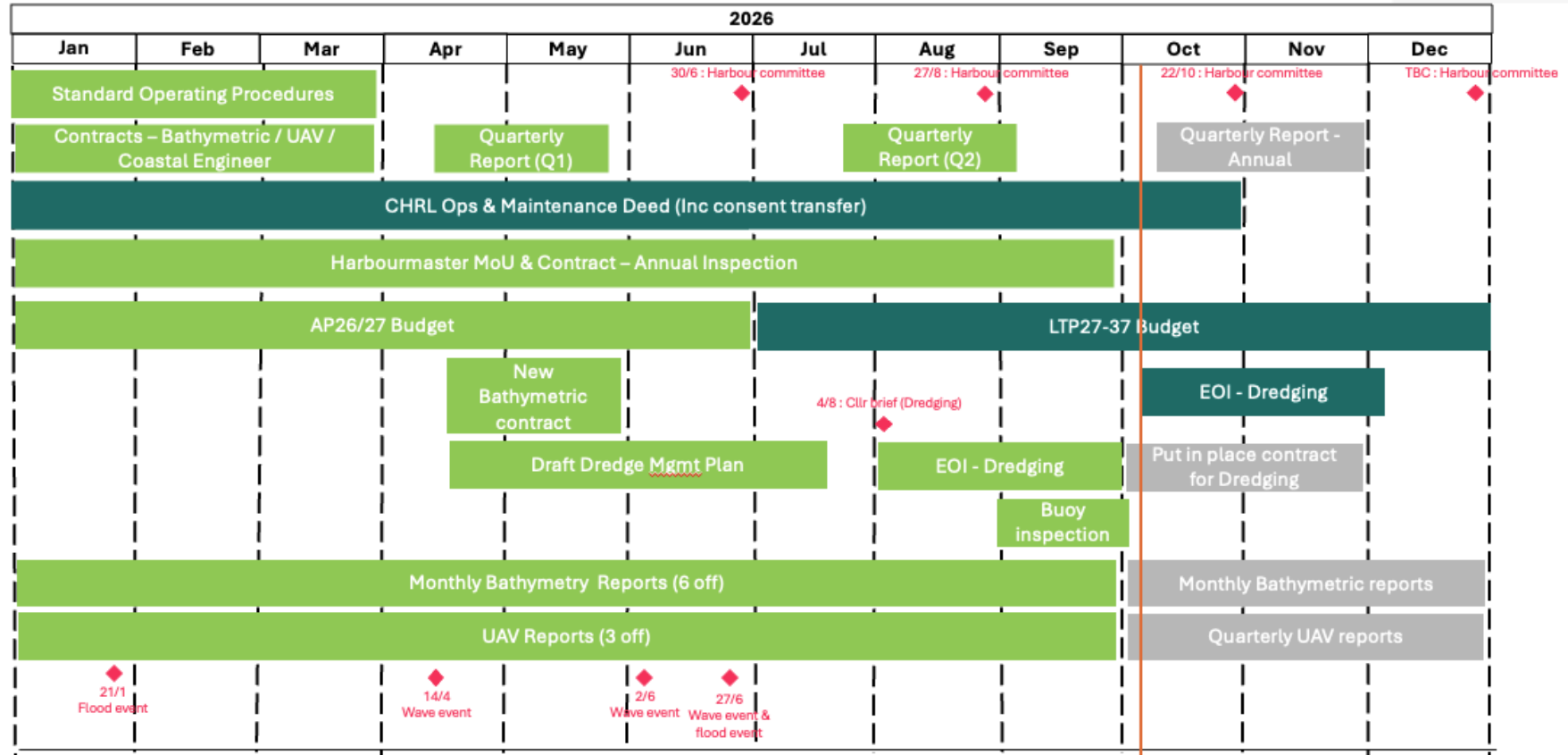
28. Harbour operations have been successfully established with routine monitoring, inspections, reporting and maintenance activities now embedded within business-as-usual operations.
29. ODC / CHRL continue to work through remaining operational handover activities using a collaborative approach.

Nathan Hughes

GROUP MANAGER SERVICE DELIVERY

Appendix 1: Harbour Operations Schedule (Jan - Dec 2026)

Appendix 1 : Harbour Operations Schedule (Jan – Dec 2026)



Key:	Completed
	Work in progress
	Not started

Version : 7.0
Dated : 9 Oct 2026

COMMITTEE REPORT

Date : 14 October 2026
To : Ōpōtiki Harbour Management Committee Meeting, 22 October 2026
From : Group Manager Service Delivery, Nathan Hughes
Subject : **ŌPŌTIKI HARBOUR HEALTH & SAFETY REPORT**
File ID : A1432800

EXECUTIVE SUMMARY

- Current Health & Safety obligations are being managed between ODC Harbour operations team (Maintenance & Operational activities) and the BOPRC Harbourmaster (Maritime Transport Act 1994).
- ODC Harbour Operations and BOPRC Harbourmaster teams have prepared and agreed a Memorandum of understanding to clearly articulate roles and responsibilities with regard to the Ōpōtiki Harbour. It is currently in Draft Form.
- Standard Operating Procedures (SoPs) are in place for all event related risks (Flood, large waves, seismic).
- Any contractors providing services to ODC in relation to Harbour operations are required to meet their Health & Safety Obligations as identified, with clear communications provided to ODC around risks and controls to mitigate risks.
- ODC has commissioned an independent Health & Safety Report to ensure all relevant health & safety controls are in place adequately to address risks, with particular attention given to the Maritime NZ “The Port and Harbour Marine Safety Code’ 2026.

AUTHORITY

1. This report to seek direction and no decision is required to be made by the Ōpōtiki Harbour Management Committee Meeting.

RECOMMENDATIONS

- 1) **That the report titled ‘Ōpōtiki Harbour Health & Safety Report’ be received.**

PURPOSE

2. The purpose of this report is to table and seek direction on the approach for managing Health & Safety for Ōpōtiki Harbour operations.

STRATEGIC ALIGNMENT

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

BACKGROUND

4. In October 2025 practical completion was completed for the Ōpōtiki Harbour capital delivery programme.
5. Since October 2025 Ōpōtiki District Council have been responsible for operations and maintenance of the Harbour.
6. ODC have been working in collaboration with the BOPRC Harbourmaster to ensure the roles and responsibilities between each party is clearly defined, resulting in a Memorandum of Understanding (MoU). A draft of this MoU is attached.

DISCUSSION

7. Traditional risks associated with Harbours include :
 - Heavy Industrial Operations
 - Cargo handling risk
 - Slips, Trips, Falls
 - Working at Height
 - Traffic Density / collisions
 - Workforce fatigue
 - Maritime navigation
 - Navigation & collisions
 - Man overboard & drowning
 - Harbour operations (including pre/post event operations)
 - Surveying (bathymetric)
 - Dredging

- Drone operations
 - On-site inspections
 - Environmental
 - Hazardous substances & oil spills
 - Event management risks : Flood event, large waves, seismic risk
 - Water quality
 - Toxic algae blooms
 - Public
 - Slips, Trips, Falls at public wharfs / public boat ramps
 - Slips, Trips, Falls, Entrapment (in rock voids) at groynes
 - Washed away following high wave event, into high velocity channel currents
 - Swimming near wharfs / jetties
 - Mussel barge unloading at public wharf
 - Vehicle access to groynes / areas where harbour operations work is being undertaken
8. Currently there is no large scale port operations occurring at the Ōpōtiki Harbour, this will be re-assessed upon completion of the planned Marina.
 9. Maritime Navigation risks are managed through the BOPRC Harbourmaster.
 10. Any environmental risks associated with Harbour Operations are likely to occur during dredging / other harbour operations activities & each contractor providing those services ensure compliance with their Health & Safety Obligations as identified, with clear communications provided to ODC around risks and controls to mitigate risks.
 11. The public risk is currently managed through education, signage and existing Standard Operating Procedures (SOP's)
 12. SoPs are in place for events. If an event is triggered typically through Emergency Management, the ODC Operational SOP's come into effect. This includes closing off Groynes to public access if required. Noting : Harbourmaster has separate standard procedures in place for managing these risks.
 13. In 2026 Marine NZ released an updated version of 'The Port and Harbour Marine Safety Code'. This code has been in place for 25 years and works as a voluntary code to support port operators and regional councils to work together to manage the safety of marine activities around commercial ports and busy harbours.
 14. ODC have commissioned an independent Health & Safety Consultant to assess Health & Safety risks and ensure that ODC has appropriate controls in place to manage those risks. This will be completed leveraging the Maritime NZ 'The Port and Harbour Marine Safety Code' 2026.

15. Staff would like to understand if there are any concerns with the planned approach for ongoing Health & Safety Management, noting once the Health & Safety report is prepared, it will be re-tabled with the Harbour Committee.

Policy and planning implications

16. There were no Policy or Planning implications identified

Impact on mana whenua

17. No impacts have been identified.
18. A representative of Te Tāwharau o te Whakatōhea is on the membership of the Harbour Management Committee.

Climate impact considerations

19. No impacts have been identified, noting this was considered during the design phase of the capital work programme.

Local government purpose considerations

20. The purpose of local government is to enable democratic local decision-making and action by, and on behalf of, communities; and to meet the current and future needs of communities for good-quality, cost-effective, and local infrastructure, public services, and the performance of regulatory functions; and to support local economic growth and development by fulfilling this purpose.
21. The subject matter of this report has been evaluated in terms of the meeting the purpose of local government during the process of developing this report as outlined below.

Good-quality, cost-effective, and local infrastructure

22. Council is developing a Health & Safety framework to support the safe operation and maintenance of Ōpōtiki Harbour infrastructure.

Good-quality, cost-effective, and local public services

23. The proposed approach supports the safe delivery of harbour services for workers, contractors, harbour users, and the wider community.

Good-quality, cost-effective, and local performance of regulatory functions

24. The report supports Council's obligations under health and safety legislation through the identification, assessment, and management of risks associated with harbour operations.

Supports local economic growth and development

25. The report highlights that health and safety will be a key consideration in the ongoing operation and maintenance of the harbour, supporting safe growth and development.

CONCLUSION

26. Work has been undertaken along with BOPRC Harbourmaster to clearly identify Roles and Responsibilities for managing current Health & Safety risks associated with the Ōpōtiki Harbour.
27. An independent Health & Safety Review is underway to ensure adequate Health & Safety controls are in place to manage the safety of marine activities around the Ōpōtiki Harbour.

Attachment 1 : Scope of Health & Safety Review

Attachment 2 : Memorandum of Understanding (BOPRC and ODC)

Nathan Hughes

GROUP MANAGER SERVICE DELIVERY

ATTACHMENT 01: SCOPE OF HEALTH & SAFETY REVIEW

DRAFT FOR COMMENT

Purpose

To undertake an independent high-level (desktop) review of the health and safety arrangements for Ōpōtiki Harbour operations and identify opportunities for improvement and establish effective ways of reporting. The review will provide assurance that appropriate systems, responsibilities, and controls are in place to support the safe operation of the harbour. This would be followed by a verification visit later this year or early in the new year and subsequent follow-up visit to verify improvements and provide more detailed review at a later date.

Scope of Review

1. Review of the health and safety obligations and responsibilities contained within the relevant deeds and agreements between Council and Crown Regional Holdings Limited (CRHL).
2. Review of key harbour governance and operational documentation, including Harbour Management Committee reports, the draft Harbourmaster Memorandum of Understanding (MoU), and other relevant operational material.
3. Engagement with relevant Ōpōtiki District Council staff through a workshop or briefing session to understand current harbour operations, key risks, existing controls, and management arrangements.
4. Assessment of Council's health and safety management framework as it relates to harbour operations, including:
 - Risk registers and risk management processes;
 - Standard Operating Procedures (SOPs);
 - Emergency response arrangements; and
 - Contractor management processes.
5. Review of supporting documentation, including:
 - Harbour-specific risk registers and emergency procedures;
 - Health and safety policies and procedures relevant to harbour operations;
 - Incident, hazard, and near-miss reporting records;
 - Health and safety arrangements with the Bay of Plenty Regional Council Harbourmaster;
 - Contractor induction and management processes;

- Health and safety arrangements for commercial users operating within the harbour environment; and
 - Roles, responsibilities, and competency requirements for personnel with day-to-day responsibility for harbour operations.
6. Assessment of current arrangements against:
- The Health and Safety at Work Act 2015; and
 - Maritime New Zealand's *Port and Harbour Marine Safety Code 2026*.

MEMORANDUM OF UNDERSTANDING

Between

Bay of Plenty Regional Council

And

Ōpōtiki District Council

DRAFT

Dated:

MEMORANDUM OF UNDERSTANDING (MoU)

1 **Parties**

- (a) Bay of Plenty Regional Council (“BOPRC”)
- (b) Ōpōtiki District Council (“ODC”)

2 **Background**

- (c) **Purpose:** This MoU clearly defines the roles, responsibilities and collaborative efforts between the Bay of Plenty Regional Council Harbourmaster Team and the Ōpōtiki District Council, to ensure effective maritime management and safety within the Opotiki District, and that there is no duplication of services provided, and that collectively both organisations are providing an efficient and effective service to the community.
- (d) **Harbourmaster Team:** BOPRC’s Harbourmaster Team has powers delegated under the Maritime Transport Act 1994; and operate under the current Navigational Safety Bylaw.
- (e) **Operations Team:** ODC are responsible for operating and maintaining the Opotiki Harbour and is responsible for managing the operational consents.
- (f) “Aids to Navigation” means devices or systems external to vessels that are designed and operated to enhance the safe and efficient navigation of vessels on the water. Largely, they are buoys (floating marks) and beacons (fixed lights) and they are usually lit.

3 **Roles and Responsibilities:** A detailed list is enclosed in Appendix A.

4 **Communication and Coordination:**

- (g) Establish and conduct quarterly meetings to discuss maritime safety and management issues in the district.
- (h) Share relevant data and information to support collaborative efforts.
- (i) During natural hazard events (i.e flood, earthquake, large wave) events, follow Standard Operating Procedures (See Attachment XX)
- (j) This MOU should be read in conjunction with the Bay of Plenty Regional Navigation Safety Bylaw (made under the Maritime Transport Act 1994) and any relevant Ōpōtiki District Council bylaws relating to public places, reserves, and council-controlled maritime infrastructure

5 **Review and Amendments:**

- (k) This MoU will be reviewed annually, and any amendments must be agreed in writing and signed by both parties.
- (l) Parties will cooperate during any termination period to ensure continuity of critical maritime safety services.

AGREEMENT

The Parties hereby acknowledge and agree as follows:

It is acknowledged that some of the activities described in Appendix A are the responsibility of ODC, but they are more practically delivered by the BOPRC Harbourmaster Team. There is expected to be a cost borne by ODC for BOPRC to carry out 6 monthly inspections of the NavAids and relevant maintenance of those NavAids. A separate cost proposal will be prepared by BOPRC and submitted to ODC for this activity.

Coordination on a regular basis will be between the BOPRC Eastern Region Maritime Officer ("WHK MO") and the ODC Harbour Operations Officer.

- 1 Both Councils are committed to open communication and information sharing, and the joint promotion of facilities to ensure that BOPRC and ODC can fulfil their duties effectively.
- 2 Both parties agree to work together constructively to improve maritime safety in the entire Ōpōtiki District.

This MOU is not legally binding except regarding each party's obligation to pay the other's invoices as described above.

SIGNED BY THE PARTIES

SIGNED by BAY OF PLENTY REGIONAL COUNCIL

Name

Designation

Date:

SIGNED by OPOTIKI DISTRICT COUNCIL

Name

Designation

Date:

Appendix A

Roles and responsibilities of BOPRC and ODC

Location	Lead Agency	Key Responsibility Area	Existing Process Description	Scope Notes	Process Notes
General	BOPRC	Request for Service	BOPRC responds to public / users requests in person and through calls to the 0800 5 KNOTS duty phone. BOPRC undertakes resulting tasks where BOPRC responsibility or calls ODC Call Centre if BOPRC considers that ODC involvement is required. BOPRC duty phone is monitored 24 hours a day, seven days a week.	Provide response (where necessary) during all hours.	BOPRC Harbourmaster Team receives request and actions. BOPRC provide resources to enable 24-hour, 7-day response. If ODC involvement required calls ODC Call Centre.
General	ODC	Request for Service	Provide advice and guidance to visiting vessels / users on facilities and access to them.		BOPRC Harbourmaster Team to direct them to ODC for confirmation.
General	BOPRC	Monitor and Respond	River flow rates and rainfall are monitored by BOPRC to anticipate the downriver effects (i.e. watching for freshes, anticipating dredging requirements at the entrance). Any advice will be made directly to the ODC.	BOPRC's WHK MO phone is linked to the BOPRC flood warning system and receives alert when warning levels are reached. This will trigger the WHK MO to undertake inspections looking for debris etc.	BOPRC's WHK MO in communication with BOPRC's Duty Flood Manager regarding time of peak river levels. MO to organise assistance with debris removal from river if required once river level has receded sufficiently. BOPRC's Duty Flood Manager to advise ODC Operations team of any flood events in accordance with the Standard Operating Procedure.

Location	Lead Agency	Key Responsibility Area	Existing Process Description	Scope Notes	Process Notes
General	BOPRC	Vessel Handling	BOPRC may take Bathymetric surveys as required. Details TBC. <u>Harbor master to under take Quarterly Bathymetric surveys.</u> <u>O.D.C to undertake any additional surveys at O.D.C.'s expense.</u> <u>(Price TBC)</u>	BOPRC may undertake bathymetric surveys as and when requested by the ODC in a timely manner.	ODC will share Bathymetric reports that are undertaken by ODC with the BOPRC Harbourmaster.
Signal Station / Harbour Entrance	BOPRC	Navigation	BOPRC conducts 6 monthly audits and maintenance of CHRL's Aids to Navigation in river. This operation will be conducted when resources are available. Refer to Appendix B: Table of Aids to Navigation in the Opotiki District for a list of the Aids, their location and ownership. A report will be prepared following this 6 monthly audit by BOPRC and submitted to ODC.		Navigational markers (as an asset) is owned by CRHL (Crown Regional Holdings). ODC are responsible for operations and maintenance of these assets. If ODC are made aware of any issues with Nav aids, the Harbour Operations team will report to BOPRC to address the issues identified by calling 08005KNOTS or email harbourmasters@boprc.govt.nz. BOPRC Harbourmaster Team will be contracted to maintain the floating navigation aids as they have the skills, knowledge and equipment required. A cost schedule for completing this work will be provided to ODC for incorporation into a subcontract arrangement.

Location	Lead Agency	Key Responsibility Area	Existing Process Description	Scope Notes	Process Notes
Main Commercial Wharf	BOPRC	Facility Operations	BOPRC removing debris from the river that is a hazard to navigation after flood events, or as required.		BOPRC Harbourmaster Team will remove debris as BOPRC considers required after flood events. ODC Staff to liaise with BOPRC Harbourmaster Team to ensure debris affecting navigation safety, in and around wharfs has been identified and/or dealt with.
District Wide	ODC	Facility Operations	When sighting an issue report it to BOPRC	BOPRC regulates Swimming and diving around wharves and jetties in accordance with the current navigation safety bylaw.	Request for Service or observations made to the ODC will be passed on the Harbourmaster team.
District Wide	BOPRC/ODC	Signage	BOPRC - Regular inspections of BOPRC Harbourmaster Team signage located throughout the district. ODC – regular inspection of ODC signage located throughout district.	Twice yearly inspections and maintenance	BOPRC Harbourmaster Team will inspect and undertake maintenance activities of Harbourmaster Team signage across the district. ODC will inspect and undertake maintenance of ODC signage across the district.
District Wide	BOPRC/ODC	Emergencies and incidents	Both BOPRC and ODC provide support to agencies responding to maritime emergencies and incidents within the district.	As required through emergency service procedures.	As required through emergency service procedures.
District Wide	BOPRC	Oil spills	BOPRC conducts on water oil spill response and investigation.		

Location	Lead Agency	Key Responsibility Area	Existing Process Description	Scope Notes	Process Notes
			ODC to call 0800 5KNOTS in the first instance if it becomes aware of spill.		
District Wide	BOPRC	Navigation safety bylaw	BOPRC conducts education and enforcement of the current navigation safety bylaw. ODC supports implementation of maritime safety measures.		The Harbourmaster has the authority to close the harbour in an extreme situation such as a Tsunami, this will be done through media (Radio etc) and direct communication with District Council.

Note: Further details are contained in the Operations & Maintenance manual (v3 Dated 23 October 2025). Feedback from the Harbourmaster was provided to ODC for incorporation (Ref: Email 6 May 2026 from Dan Bramley), these changes will be incorporated into the next formal update of the Operations & Maintenance manual.

Appendix B

Table of Aids to Navigation in the Opotiki District

Description of Asset	Location of Asset	Area	Owner
Ohiwa Starboard Mark	In Channel opposite Whangakopikopiko Island	Ohiwa	BOPRC HM Team
Ohiwa Starboard Mark	In Channel opposite 171 Ohiwa Loop Road	Ohiwa	BOPRC HM Team
Kutarere 5 knot buoy	Approx. 160m Northwest of boat ramp at 189 Ohiwa Loop Road	Ohiwa	BOPRC HM Team
Large two panel sign	At boat ramp by 189 Ohiwa Loop Road	Ohiwa	BOPRC HM Team
Opotiki No.1 Beacon	On the seaward end of the Western breakwater	Opotiki	CRHL
Opotiki No.2 Beacon	On the seaward end of the Eastern breakwater	Opotiki	CRHL
Opotiki No.3 Buoy	In the harbour between the breakwaters	Opotiki	CRHL
Opotiki No.4 Buoy	In the harbour between the breakwaters	Opotiki	CRHL
Opotiki No.5 Beacon	On the corner of the Western breakwater	Opotiki	CRHL
Opotiki No.6 Beacon	On the corner of the Eastern breakwater	Opotiki	CRHL
Opotiki No.7 Buoy	In the harbour between the breakwaters	Opotiki	CRHL
Opotiki No.8 Buoy	In the harbour between the breakwaters	Opotiki	CRHL
Opotiki No.9 Buoy	In the harbour approx. 200m South of the breakwaters	Opotiki	CRHL
Opotiki No.10 Buoy	In the harbour approx. 200m South of the breakwaters	Opotiki	CRHL
Opotiki No.11 Buoy	In the harbour approx. 400m South of the breakwaters	Opotiki	CRHL
Opotiki No.12 Buoy	In the harbour approx. 400m South of the breakwaters	Opotiki	CRHL
Opotiki No.13 Buoy	In the harbour approx. 500m South of the breakwaters	Opotiki	CRHL
Opotiki No.14 Buoy	In the harbour approx. 500m South of the breakwaters	Opotiki	CRHL
Opotiki No.15 Buoy	In the harbour near the corner of Snell Road by the HEB yard	Opotiki	CRHL
Opotiki No.16 Buoy	In the harbour near the corner of Snell Road by the HEB yard	Opotiki	CRHL

Description of Asset	Location of Asset	Area	Owner
Opotiki No.17 Buoy	In the harbour approx. 200m Southeast of HEB yard	Opotiki	CRHL
Opotiki No.18 Buoy	In the harbour approx. 200m West of boat ramp	Opotiki	CRHL
Large three panel sign	Opotiki boat ramp	Opotiki	BOPRC HM Team
Large two panel sign	Waihau Bay boat ramp	Waihau Bay	BOPRC HM Team
Waihau Bay No.1 Buoy	In the bay approx. 400m East of the boat ramp	Waihau Bay	BOPRC HM Team
Waihau Bay No.2 Buoy	In the bay approx. 400m East of the boat ramp	Waihau Bay	BOPRC HM Team
Waihau Bay No.3 Buoy	In the bay approx. 200m East of the boat ramp	Waihau Bay	BOPRC HM Team
Waihau Bay No.4 Buoy	In the bay approx. 200m East of the boat ramp	Waihau Bay	BOPRC HM Team
Waihau Bay No.5 Beacon	On a rocky outcrop approx. 90m East of the boat ramp	Waihau Bay	BOPRC HM Team

Appendix C

Emergency Response and Communication Protocol

Purpose and Principles

This protocol sets out how Bay of Plenty Regional Council (BOPRC) and Ōpōtiki District Council (ODC) communicate and coordinate during maritime incidents, emergencies and significant harbour events. It supports the Memorandum of Understanding, does not replace statutory responsibilities, and is based on prompt communication, public safety, information sharing, avoiding duplication, and CIMS principles where required.

Lead Responsibilities

Lead	Responsibilities
BOPRC	Navigation safety, oil spills, maritime bylaw enforcement
ODC	Harbour infrastructure, facilities and operations
Other agencies	Search and rescue: NZ Police/RCCNZ; civil defence emergencies: Bay of Plenty CDEM Group

Notification and Coordination

BOPRC and ODC will notify each other as soon as practicable of significant events affecting maritime safety or harbour operations, including floods, navigation hazards or aid failures, vessel groundings, oil spills, infrastructure damage, harbour closures or restrictions, and serious incidents affecting harbour users. Where practicable, both parties will consult before issuing notices, restrictions or public communications, maintain current contact details, participate in joint exercises and incident reviews, share lessons learned, and review this protocol annually with the MoU.

Contacts: Business hours — BOPRC Eastern Region Maritime Officer or delegate; ODC Harbour Operations Manager or delegate. After hours — BOPRC 0800 5 KNOTS Duty Phone or harbourmasters@boprc.govt.nz; ODC After-Hours Duty Service.