

# NOTICE OF AN ORDINARY COUNCIL MEETING

**Via audio visual link  
Tuesday, 5 October 2021  
Commencing at 9.00am**

## ORDER PAPER

**OPENING KARAKIA / PRAYER / INSPIRATIONAL READING – COUNCILLOR HOCART**

**APOLOGIES**

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

**PUBLIC FORUM**

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**PUBLIC EXCLUDED BUSINESS**

<b>ITEM 11    CONFIRMATION OF IN-COMMITTEE MINUTES – ORDINARY COUNCIL MEETING 30 AUGUST 2021</b>	
<b>ITEM 12    RESOLUTION TO RESTATE RESOLUTIONS AND READMIT THE PUBLIC</b>	

**Chair:** Her Worship the Mayor – Lyn Riesterer

**Members:** Cr Shona Browne (Deputy Mayor)

Cr Debi Hocart

Cr Barry Howe

Cr David Moore

Cr Steve Nelson

Cr Louis Rāpihana

**Committee Secretary:** Gae Finlay

**Quorum:** 4

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

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

**Aileen Lawrie**

**CHIEF EXECUTIVE OFFICER**



**MINUTES OF AN ORDINARY COUNCIL MEETING DATED, MONDAY, 30 AUGUST 2021 VIA AUDIO  
VISUAL LINK 9.00AM**

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**PRESENT:**

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

**IN ATTENDANCE:**

Aileen Lawrie (Chief Executive Officer)  
Gerard McCormack (Group Manager Planning and Regulatory)  
Stace Lower (Group Manager Engineering and Services)  
Peter Bridgwater (Group Manager Finance and Corporate Services)  
Anna Hayward (Group Manager Community Services and Development)  
Gae Finlay (Executive Assistant and Governance Support Officer)

**GUEST:**

Julian Sewell

**MEDIA:**

Diane McCarthy (Local Democracy Reporter, The Beacon)  
Mike Fletcher (Correspondent)

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Deputy Mayor Browne opened the meeting with a prayer.

**APOLOGIES**

Nil.

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

There were no declarations of interest.

*Her Worship the Mayor advised that the order of agenda items will be moved around as one and possibly two Councillors need to leave the meeting at 11.00am. Items 10-18 will be considered first, then Items 1-9.*

*The Chief Executive Officer introduced Council's Group Manager Community Services and Development, Anna Hayward, to Council. The Community Services and Development portfolio includes managing the Library, i-SITE, Front of House and Social Development activities.*

## **PUBLIC FORUM**

Nil.

### **1. CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING: 1 JUNE 2021 p4**

#### **RESOLVED**

- (1) That the minutes of the Ordinary Council meeting held on 1 June 2021 be confirmed as a true and correct record.**

Browne/Nelson

**Carried**

### **2. CONFIRMATION OF MINUTES – EXTRA ORDINARY COUNCIL MEETING 29 JUNE 2021 p21**

#### **RESOLVED**

- (1) That the minutes of the Extra Ordinary Council meeting held on 29 June 2021 be confirmed as a true and correct record.**

HWTM/Howe

**Carried**

### **3. MINUTES – COAST COMMUNITY BOARD MEETING 4 MAY 2021 p35**

#### **RESOLVED**

- (1) That the minutes of the Coast Community Board meeting held on 4 May 2021, and any recommendations therein, be received.**

Rāpihana/HWTM

**Carried**

**4. MINUTES – COAST COMMUNITY BOARD MEETING 15 JUNE 2021** **p39**

**RESOLVED**

- (1) That the minutes of the Coast Community Board meeting held on 15 June 2021, and any recommendations therein, be received.**

Rāpihana/HWTM

**Carried**

**5. MINUTES – RISK AND ASSURANCE COMMITTEE MEETING 6 APRIL 2021** **p43**

**RESOLVED**

- (1) That the minutes of the Risk and Assurance Committee meeting held on 6 April 2021, and any recommendations therein, be received.**

Hocart/Nelson

**Carried**

**6. MINUTES – REGIONAL TRANSPORT COMMITTEE MEETING 9 JUNE 2021** **p50**

**RESOLVED**

- (1) That the minutes of the Regional Transport Committee meeting held on 9 June 2021 be received.**

HWTM/Moore

**Carried**

**7. MINUTES – BAY OF PLENTY MAYORAL FORUM 18 JUNE 2021** **p60**

**RESOLVED**

- (1) That the minutes of the Bay of Plenty Mayoral Forum held on 18 June 2021 be received.**

HWTM/Browne

**Carried**

**8. MINUTES – CIVIL DEFENCE EMERGENCY MANAGEMENT GROUP JOINT COMMITTEE MEETING 25 JUNE 2021** **p68**

**RESOLVED**

- (1) That the minutes of the Civil Defence Emergency Management Group Joint Committee meeting held on 25 June 2021 be received.**

HWTM/Browne

**Carried**

**9. MAYORAL REPORT – 15 MAY 2021-6 AUGUST 2021**

**p79**

Her Worship the Mayor made special mention of the wonderful Matariki Festival which the Events team are hoping to attract more outside visitors to in the coming years. She noted her pride in the Future Leaders Group who introduced and taught the playing of traditional Maori games during the Festival.

**RESOLVED**

**(1) That the report titled “Mayoral Report – 15 May 2021-6 August 2021” be received.**

HWTM/Browne

**Carried**

**10. STAFF REPORT ON SOCIAL DEVELOPMENT ACTIVITY IMPLEMENTATION**

**p87**

Julian Sewell spoke to the report with the aid of a power point presentation. He pointed out that the Social Development activity is place based leadership; an advocacy role, adding that it is up to Council how it is structured with the Group Manager Community Services and Development and her team in the engine room.

The powerpoint presentation covered the following points which Julian Sewell explained in some detail:

- Purpose
- Structure
- Immediate Tasks
- Draft Terms of Reference
- Portfolio of Programmes
- Summary of the Recommendations.

**RESOLVED**

**(1) That the report titled “Staff Report on Social Development Activity Implementation” be received.**

**(2) That Council adopts the staff recommendations for the Advisory Group:**

**2A. The Structure.**

**2B. The Immediate Tasks.**

**2C. The Draft Terms of Reference.**

Browne/Howe

**Carried**

It was agreed that the selection of elected member representatives on the Advisory Group will be made today.

Deputy Mayor Browne moved that Councillor Hocart be nominated as an appointee to the Social Development Activity Governance Group.

Councillor Hocart moved that Councillor Rāpihana be nominated as an appointee to the Social Development Activity Governance Group.

Both Councillors accepted their nominations. No further nominations were put forward.

MOTION:

Moved: That Councillors Hocart and Rāpihana be appointed as the two elected member representatives on the Social Development Activity Governance Group.

The motion was PUT and CARRIED

## **RESOLVED**

**(3) That Councillors Hocart and Rapihana be appointed as the two elected member representatives on the Social Development Activity Governance Group.**

Browne/Moore

**Carried**

## **11. REVIEW OF CONSOLIDATED BYLAWS – PART 8, ANIMAL CONTROL**

**p92**

The Group Manager Planning and Regulatory stated that the intention is that Council agree that consultation will be undertaken reasonably quickly, depending on the Covid alert levels.

Councillor Moore expressed concern that there is no middle ground. He acknowledged that there are horses in town on private property and we are punishing a lot of good horse owners because of a few. Council land can be controlled. He noted that there are a lot of foals in town at present and asked if there could be different age groups.

The Group Manager Planning and Regulatory said that stallions are banned and it is up to Council to decide what goes into the bylaw, however dealing with horses by age could be difficult.

Councillor Moore did not think horses under two or three years of age needed to be in town. If anyone is riding a horse under three years old they are mistreating it.

Her Worship the Mayor stated that there will be submissions from the public to enable Council to possibly shape the bylaw a little more. She reminded Councillors that what Council is doing is putting out a draft proposal for consultation which allows people to come forward with their suggestions and she is hoping Council can find what works for the community from the process.

Councillor Howe agreed that Council is putting the onus back on the community to make submissions and, hopefully, Council can find some middle ground.

Councillor Hocart thought it would be good to have something in the draft Statement of Proposal around horses which are not under control, but acknowledged that will come through in the submissions.

#### **RESOLVED**

- (1) That the report titled "Review of Consolidated Bylaws – Part 8, Animal Control" be received.**
- (2) That the Statement of Proposal for the review of Part 8 of the Consolidated Bylaws and the draft version of the Consolidated Bylaws 2021 be adopted for public consultation using the special consultative procedure in accordance with section 83 of the Local Government Act 2002.**
- (3) Delegate to the following Council officers all responsibilities, duties and powers necessary to undertake the special consultative procedure pursuant to section 83 of the Local Government Act 2002, in accordance with Schedule 7 of that Act: Gerard McCormack (Group Manager Planning and Regulatory); Garry Page (Reserves Manager); Annette Munday (Environmental Health Officer/Compliance Team Leader) and Katherine Hall (Policy Planner).**
- (4) That the ability to make minor amendments to the Statement of Proposal for the Opotiki District Council Consolidated Bylaws before its release for public consultation is delegated to the Planning and Regulatory Group Manager.**

Howe/Rāpihana

**Carried**



**12. DOG CONTROL POLICIES AND PRACTICES REPORT 2020-2021  
2020**

**p98**

**RESOLVED**

- (1) That the report titled "Dog Control Policies and Practices Report 2020-2021" be received.**
- (2) That the Dog Control Policies and Practices Report 2020-21 attached in Appendix 01 be adopted by Council and its availability publicly notified in the Ōpōtiki News in accordance with Section 10A(3) of the Dog Control Act.**
- (3) That the Dog Control Policies and Practices Report 2020-21 attached in Appendix 01 be filed with the Secretary for Local Government (Department of Internal Affairs) in accordance with section 10A(4) of the Dog Control Act.**

HWTM/Hocart

**Carried**

**13. REPRESENTATION REVIEW INITIAL PROPOSAL**

**p107**

Councillor Rapihana raised the spelling of Waioeka being changed to Waioweka and queried what it would take to formalise the change of spelling.

Staff advised that the process to change the spelling through the Geographical Board could take a minimum of 18 months to two years.

The Chief Executive Officer advised that doing the change through the Treaty settlement process would probably be less cumbersome.

**RESOLVED**

- (1) That the report titled "Representation Review Initial Proposal" be received.**
- (2) The Ōpōtiki District Council resolves pursuant to sections 19H and 19J of the Local Electoral Act 2001 to adopt, as its initial proposal for the review of representation arrangements for at least the 2022 triennial elections, the following:**
  - i. The Ōpōtiki District Council comprise of the mayor elected 'at large', and six councillors elected from three wards, these being:**
    - a) Coast Ward (represented by one councillor) being the existing ward comprising the area delineated on SO Plan 431773;**
    - b) Ōpōtiki Ward (represented by three councillors) being the existing ward comprising the area delineated on SO Plan 334313;**

- c) **Waioeka-Waiōtahe-Otara Ward (represented by two councillors) being the existing ward comprising the area delineated on SO Plan 334314;**
- ii. **The Ōpōtiki District Council retain the Coast Community Board (represented by four elected members and one appointed member being the councillor for the Coast Ward) being the existing community comprising the area delineated on SO Plan 431773;**

**In accordance with section 19K(2) of the Local Electoral Act 2001, the reason for the change in the name of the Waioeka-Waiōtahe Ward to the Waioeka-Waiōtahe-Otara Ward to is to reflect the three rivers of Waioeka, Waiōtahe and Otara within the ward; The three wards, the number of councillors per ward, the ward populations (estimated as at 30 June 2020) and the population per councillor are as follows:**

<b>Ward</b>	<b>Population</b>	<b>Councillors</b>	<b>Average</b>	<b>% Variance</b>
<b>Coast</b>	<b>1,510</b>	<b>1</b>	<b>1,510</b>	<b>-9.58</b>
<b>Ōpōtiki</b>	<b>5,230</b>	<b>3</b>	<b>1,743</b>	<b>4.39</b>
<b>Waioeka-Waiōtahe-Otara</b>	<b>3,280</b>	<b>2</b>	<b>1,640</b>	<b>-1.80</b>

**In accordance with section 19V(2) of the Local Electoral Act 2001, the population that each councillor represents must be within the population range of 1,670 plus or minus 10% (1,503 - 1,837).**

- iii. **That the formal legislative consultative process and timetable contained in this report be adopted.**
- iv. **That the hearing of any representation arrangements review submissions that may be received be heard by Council in mid-October 2021.**

Browne/Nelson

**Carried**

#### **14. 2021 ELECTED MEMBER DETERMINATION**

**p119**

Councillors accepted the recommendations, subject to clarification of the amount able to be claimed for mobile phone and phone service and calls cost. The Group Manager Finance and Corporate Services will provide this clarification to Councillors in due course.

#### **RESOLVED**

- (1) That the report titled "2021 Elected Member Determination" be received.**
- (2) That the Council endorse the changes to remuneration and allowances for use:**

### **Remuneration**

#### **Council**

<b>Mayor</b>	<b>\$95,214 after vehicle deduction</b>
<b>Deputy Mayor</b>	<b>\$53,001</b>
<b>Cultural Ambassador / Coast Community Board Chair</b>	<b>\$45,421</b>
<b>Councillor</b>	<b>\$29,181</b>

#### **Coast Community Board**

<b>Member</b>	<b>\$5,064</b>
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### **Allowances**

#### **ICT**

- **For the use of a personal computer, tablet, or laptop \$400 per annum.**
- **For the use of a printer, \$50 per annum.**
- **For the use of a mobile phone, \$200 per annum.**
- **For the use of ICT consumables, up to \$200 per annum.**
- **For the use of own internet service, \$800 per annum.**
- **For the use of mobile phone service and calls, either \$500 per annum, or actual cost of calls.**

Hocart/Rāpihana

**Carried**

## **15. HUKUTAIA GROWTH – PROGRAMME STEERING COMMITTEE**

**p123**

The Group Manager Engineering and Services advised that the Programme Steering Committee will not be a formal committee of Council and will report to Council for decision-making.

Councillor Moore stated that all but two Councillors are conflicted in some way for the Hukutaia area. He further stated that Council could vote to see who wants to be on the steering committee or all Councillors could be appointed in order to quicken things up.

Councillor Howe was of the opinion that in order to safeguard themselves, full Council needs to be on the steering committee noting there was a divide amongst Councillors, there are conflicts of interest and there is animosity in the community in relation to the Hukutaia development.

Councillor Hocart was comfortable with Option A because she wondered if it would be 'too big a machine to move' with all Councillors on the steering committee. She added that the steering committee

would not have the right to do anything without going to Council first and thought it easier to work with less people.

Councillor Rapihana agreed that the least number the better on the steering committee as the committee's recommendations will go to Council for a decision.

The Chief Executive Officer stated that, from a staff perspective, it would be great to have all Councillors on all committees but as it stands staff have difficulty getting Councillors' timetables to align. She thought it preferable to have fewer appointees who can attend all meetings, rather than all who only attend some meetings.

The Chief Executive Officer also expects there will be technical detail to understand and would expect those putting their names forward will have the time to put into the steering committee.

In response to a query, the Chief Executive Officer said she envisaged the steering committee would meet every six weeks. During the set up period it may need to be more regular than that. It depends on the outcome of the funding application as there can be quite a big workload at that stage.

Responding to a query from Her Worship the Mayor around the steering group needing to safeguard the Council around conflicts of interest, the Group Manager Engineering and Services stated that conflicts of interest should be declared and those with conflicts should not be part of the steering committee.

The Chief Executive Officer said it was each Councillor's call as to whether they think they are conflicted. If you have an interest that is different to the interests of the general public, it could be considered a member's interest. Owning a large block of land and likely to be one of the developers would be a different interest to the general public, whose interest may be having a family member living at Hukutaia.

Deputy Mayor Browne was in favour of Option A and agreed with Councillor Moore who correctly said that if all Councillors were appointed to the steering committee then meetings could still go ahead without some being present.

Her Worship the Mayor said if all Councillors agree to be on the steering group, the matter of conflicts of interest needs to be run past the Office of the Auditor-General.

The Chief Executive Officer advised that with the Harbour project, advice was sought from the Office of the Auditor-General because it was a grey area. She did not believe that the Hukutaia project is grey and she could obtain advice from Council's lawyer and provide that to Councillors.

Councillor Nelson was also in favour of Option A, having all Councillors appointed to the steering committee.

Councillor Rāpihana Louis was still in favour of Option B but wanted to ensure all Councillors agreed that this is a steering committee and cannot make decisions.

It was agreed that Option A was the preferred option, to appoint all Councillors to the Programme Steering Committee.

It was further agreed that an independent member be appointed to the steering group and that this be delegated to Her Worship the Mayor and the Chief Executive Officer.

#### **RESOLVED**

- (1) That the report titled "Hukutaia Growth Programme Steering Committee" be received.**
- (2) That Her Worship the Mayor and all Councillors are appointed to the Hukutaia Growth Programme Steering Committee.**
- (3) That Council delegates authority to Her Worship the Mayor and the Chief Executive Officer to appoint an independent member to the Hukutaia Growth Programme Steering Committee.**
- (2) That staff proceed with the formation of the 'Hukutaia Growth Programme Steering Committee' in accordance with the recommendations captured in the 'Discussion and Options' Section of this report.**
- (3) That staff provide recommendations / updates through to full Council meetings following the 'Hukutaia Growth Programme Steering Committee' meetings.**

Moore/Browne

**Carried**

*The meeting adjourned for morning tea at 10.17am and reconvened at 10.23am.*

**16. WAINUI ROAD SAFETY IMPROVEMENT PROJECT – BUDGET CARRY OVER**

**p128**

**RESOLVED**

- (1) That the report titled “Wainui Road Safety Improvement Project – Budget Carry Over” be received.**
- (2) That the unspent 2020/21 project budget of \$194,400 be carried over to the 2021/22 financial year.**

Rāpihana/Moore

**Carried**

**17. ŌPŌTIKI WORKFORCE DEVELOPMENT CO-ORDINATION – UPDATE**

**p131**

**RESOLVED**

- (1) That the report titled “Ōpōtiki Workforce Development Co-ordination – Update” be received.**

Hocart/HWTM

**Carried**

**18. CHIEF EXECUTIVE OFFICER’S UPDATE**

**p143**

The Chief Executive Officer took the opportunity to acknowledge that last Friday was the last day of work with Council for the Rates Recovery Officer, Gavin Hustler. Gavin has been with Council in that role for 26 years.

Deputy Mayor Shona Browne also acknowledged Gavin Hustler, noting that he will be missed by the organisation, along with his work ethics and his good sense of humour. She wished him all the best for his retirement on behalf of the Councillors.

**RESOLVED**

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

HWTM/Rāpihana

**Carried**

*Items 1-9 were considered next, from 10.31am. The Group Manager Planning and Regulatory left the meeting at this time.*

**SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987**

**THAT the public be excluded from the following parts of the proceedings of this meeting, namely:**

- 20. Confirmation of In-Committee Minutes – Ordinary Council Meeting 1 June 2021.**
- 21. Confirmation of In-Committee Minutes – Extra Ordinary Council Meeting 29 June 2021.**
- 22. Confirmation of Notes – Council Workshop 1 June 2021.**
- 23. Confirmation of Notes – Council Workshop 28 July 2021.**
- 24. In-Committee Minutes – Risk and Assurance Committee Meeting 6 April 2021.**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>Item No</b>	<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
<b>20.</b>	<b>Confirmation of In-Committee Minutes – Ordinary Council Meeting 1 June 2021</b>	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)
<b>21.</b>	<b>Confirmation of In-Committee Minutes – Extra Ordinary Council Meeting 29 June 2021</b>	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)
<b>22.</b>	<b>Confirmation of Notes – Council Workshop 1 June 2021</b>	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)
<b>23.</b>	<b>Confirmation of Notes – Council Workshop 28 July 2021</b>	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)

<b>24.</b>	<b>In-Committee Minutes – Risk and Assurance Committee Meeting 6 April 2021</b>	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)
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**This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:**

20.	Protect the privacy of natural persons Protect information  Protection from improper pressure or harassment Prevent disclosure or use of official information for improper gain or improper advantage Carry out negotiations Maintain legal professional privilege Carry out commercial activities	Section 7(2)(a) Section 7(2)(b)(i) & (ii); (d) & (e) and Section 7(2)(c)(i) & (ii) Section 7(2)(f)(ii) Section 7(2)(j)  Section 7(2)(i) Section 7(2)(g) Section 7(2)(h)
21.	Protect the privacy of natural persons Protect information (commercial sensitivity) Protection from improper pressure or harassment Prevent disclosure or use of official information for improper gain or improper advantage	Section 7(2)(a) Section 7(2)(b)(ii) Section 7(2)(f)(ii) Section 7(2)(j)
22.	Protect the privacy of natural persons Protect information (commercial sensitivity) Protection from improper pressure or harassment Prevent disclosure or use of official information for improper gain or improper advantage	Section 7(2)(a) Section 7(2)(b)(ii) Section 7(2)(f)(ii) Section 7(2)(j)
23.	Protect the privacy of natural persons Protect information (commercial sensitivity) Protection from improper pressure or harassment Prevent disclosure or use of official information for improper gain or improper advantage	Section 7(2)(a) Section 7(2)(b)(ii) Section 7(2)(f)(ii) Section 7(2)(j)
24.	Protect the privacy of natural persons Protect information (commercial sensitivity) Protection from improper pressure or harassment	Section 7(2)(a) Section 7(2)(b)(ii) Section 7(2)(f)(ii)

Browne/Rāpihana

**Carried**

## **RESOLVED**

**(1) That the resolutions made while the public was excluded be confirmed in open meeting.**



**(2) That the resolutions made while the public was excluded at the Ordinary Council Meeting on 1 June 2021 be confirmed in open meeting:**

- 1. That the report titled "Renaming Ford Street Reserve" be received.**
- 2. That Ford Street Reserve be named Rawinia Rangi Reserve.**
- 3. That when the name is announced at the opening of the reserve this report can come out of confidential.**

**(3) That the public be readmitted to the meeting.**

Nelson/HWTM

**Carried**

**RESOLVED**

**(1) That the In-Committee Minutes of the Ordinary Council meeting held on 1 June be confirmed as a true and correct record.**

Browne/Hocart

**Carried**

**RESOLVED**

**(1) That the in-committee minutes of the Extra Ordinary Council meeting held on 29 June 2021 be confirmed as a true and correct record.**

HWTM/Hocart

**Carried**

**RESOLVED**

**(1) That the notes of the Council workshop held on 1 June 2021 be confirmed.**

Hocart/Moore

**Carried**

**RESOLVED**

**(1) That the notes of the Council workshop held on 28 July 2021 be confirmed.**

Nelson/Howe

**Carried**

**RESOLVED**

**(1) That the in-committee minutes of the Risk and Assurance Committee meeting held on 6 April 2021 be confirmed as a true and correct record.**

Hocart/Nelson

**Carried**

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.03AM.**

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING A  
TRUE AND CORRECT RECORD AT A SUBSEQUENT  
MEETING OF THE COUNCIL HELD ON 5 OCTOBER 2021**

**L J RIESTERER  
HER WORSHIP THE MAYOR**



**MINUTES OF A MEETING OF THE COAST COMMUNITY BOARD HELD AT OPOTIKI DISTRICT COUNCIL, 108 SAINT JOHN STREET, OPOTIKI ON TUESDAY, 10 AUGUST 2021 AT 10.03AM.**

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**PRESENT:**

Louis Rāpihana (Chairperson)  
Mike Collier  
Allen Waenga  
Jack Parata

**IN ATTENDANCE:**

Stace Lewer – Group Manager Engineering and Services  
Peter Bridgwater – Group Manager Finance and Corporate Services  
Japjot Kaur – Accountant  
Anthony Kirikiri – Technical Engineer, Assets  
Barbara MacLennan – Workforce Development Co-ordinator  
Madeline Kaa – Workforce Administration Assistant  
Teri Curtis – Executive Support Officer

Her Worship the Mayor, Lyn Riesterer  
Councillor David Moore  
Councillor Barry Howe

**PUBLIC**

Kevin Winters – Restoration and Preservation of the Raukōkore Church Representative

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The Chairperson opened the meeting with a karakia and extended a warm welcome to everyone.

**APOLOGIES**

Gail Keepa

**RESOLVED**

**(1) That the apologies be sustained.**

Rāpihana/Waenga

**Carried**

## **PUBLIC FORUM**

Kevin Winters - Restoration and Preservation of the Raukōkore Church project

Mr Winters introduced the Restoration and Preservation of the Raukōkore Church project to the Coast Community Board. Copies of the project in booklet form were handed to the Board members. He noted the following points in relation to the restoration work:

- A trust has been formed – The Anglican Church of Raukōkore Restoration and Preservation Trust.
- The Church is a Category 1 Heritage building with lots of history behind it.
- A report from Opus gave a good indication of what's needed – around \$1M to cover costs.
- Started fundraising with the community's help. Approached The Lion Foundation, they gave \$35k and used it for an aluminium roof that's now up. New down pipes done also, but the walls leak like a sieve.
- Bay Trust turned down a funding application as they don't cover heritage buildings.
- Significant donations have been received from various Iwi trusts in the area.
- BOPRC and DOC are on board to do an extensive Pest Management Plan in the area.

There are Blue Penguins that live underneath the Church and one of the kaupapa is to enhance the population of the Blue Penguin as they are Taonga to the Church.

BOPRC are also supporting pest control issues with stoats, rabbits, ferrets, cats, dogs etc.

- \$110k fundraised so far towards the million dollar project.

The Trust has applied to the Lotteries Commission through their Environment and Heritage fund for \$220k and a decision will be advised in late October.

On behalf of the Trust Mr Winters requested a letter of support from the Board to Waka Kotahi NZTA to improve access to the Church, which is a real safety issue.

### **ACTION:**

- The Executive Support Officer to draft a letter of support to Waka Kotahi NZTA for signing by the Chairperson.

## **RESOLVED**

- (1) That a letter of support from the Coast Community Board to NZTA be written to support the kaupapa of Restoration and Preservation of the Raukōkore Church project.**

Rāpihana/Waenga

**Carried**

*The Workforce Development Co-ordinator and the Workforce Administration Officer entered 10.23am.*

## **MINUTES – COAST COMMUNITY BOARD MEETING 15 June 2021**

### **RESOLVED**

- (2) That the minutes of the Coast Community Board meeting held on 15 June 2021 are confirmed as a true and correct record.**

Waenga/Collier

**Carried**

### **1. ACTION SCHEDULE**

#### Item 1: Coast by Nature Signs

Still trying to get the sign fabricated which is proving a bit of a challenge. There are a group of signs that need to be done. One sign is damaged and needs fixing.

#### Item 2: Parekura Hei Road

Māori road that we have an agreement to undertake maintenance, and will continue to do so. It is unsealed. There is a policy to seal roads, but only applies to public roads.

The policy is current, so if it becomes a full access public road, we can look at it on its merits. The big challenge is it's not cheap to seal roads. If sealing of the road was publically funded, council could project manage that.

#### Item 3: Site Visit to the Harbour for Coast Community Board Members

Happening today.

#### Item 4: Funding for upgrade of Basketball Court

Still to get an update from Paul O'Brien. He has purchased the items and hasn't invoiced the Coast Community Board for it yet.

### **RESOLVED**

- (1) That the Action Schedule be received.**

Rāpihana/Collier

**Carried**

*Jack Parata left the meeting at 10.31am.*

## **2. COAST INITIATIVES FUND**

### **RESOLVED**

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

Rāpihana/Waenga

**Carried**

## **3. ŌPŌTIKI WORKFORCE DEVELOPMENT CO-ORDINATION - UPDATE**

- The Workforce Development Co-ordinator introduced Madeline Kaa, the Workforce Administration Officer.
- We now have an online hub for vacancies, every two weeks Madeline checks vacancies for our area.
- Currently going through a menu of training and what training stakeholders want.
- Been operating for six months with around 30x jobs available at any one time from lower to higher levels. We also see trends with various industries ie: mechanics.
- MTFJ – some gone to Whakatōhea for the mussel factory with training done.
- Subsidies for young recruits – have asked Donna to promote this up the coast.
- Have funding with the Te Kaha Group. Have not received a full report yet, but will send to you once received.
- Visual played of various rangatahi that have secured mahi through the workforce programmes.

*Jack Parata returned to the meeting at 10.38am.*

*Councillor Moore left the meeting at 10.53am.*

*The Workforce Development Co-ordinator and the Workforce Administration Assistant left the meeting at 10.55am.*

### **RESOLVED**

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

Parata/Waenga

**Carried**

## **4. ENGINEERING SERVICES UPDATE**

Stace Lower introduced himself – the new Group Manager Engineering and Services to the Board and advised that his reports will be a standing item on the Agenda.

- Waihou Bay Resource Recovery Centre update:
  - The facility is small with challenges during peak times.

- Cleared trees as they were interfering with the power lines, and makes more room to make manoeuvring around the site easier.
- Coastal Resource Recovery Centre Recruitment
  - Recruitment drive for casual and permanent staff.
  - Looking to extend that recruitment drive out.
  - If you know anyone who may be interested, touch base with us.
- Te Kaha Water
  - New bore installed.
- Te Kaha Water Leak
  - Great response from the team, with a good job done.
  - We have identified that more proactive maintenance can be done and we're in the process of putting this together. This is old infrastructure and it would be ideal to replace it. There was no loss of service during the investigation, therefore, not much interruption to houses.

The Group Manager Engineering and Services will provide an update on the Three Waters Reform to the next Board meeting.

**ACTION:**

Update CCB in September regarding Three Waters.

**RESOLVED**

**(1) That the report titled "Engineering Services Update" be received.**

Rāpihana/Collier

**Carried**

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.09AM**

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING  
A TRUE AND CORRECT RECORD AT A SUBSEQUENT  
MEETING OF THE COAST COMMUNITY BOARD HELD  
ON TUESDAY, 10 AUGUST 2021.**

**LOUIS RĀPIHANA**

**CHAIRPERSON**

**COAST COMMUNITY BOARD**

## REPORT

Date : 17 September 2021

To : Ordinary Council Meeting, 5 October 2021

From : Her Worship the Mayor, L J Riesterer

Subject : **MAYORAL REPORT 7 AUGUST 2021 – 24 SEPTEMBER 2021**

File ID : A260652

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Since 7 August 2021, I have attended or met with the following:

### **9 AUGUST 2021**

Catch up meeting with Councillors

LGNZ Three Waters webinar - Mayors, Chairs, Chief Executives and Elected Members, via Zoom

### **10 AUGUST 2021**

Met with Bay of Plenty Regional Council Deputy Chair, Jane Nees; Councillors Bill Clark and Toi Iti and CEO Fiona McTavish

*This gave us the opportunity to refresh what we had covered in our submissions to both sets of Long Term Plans and to ensure a collaborative approach in understanding and actions required by both BOPRC and ODC.*

Catch up with Coast Community Board

Harbour site visit with Coast Community Board

### **12 AUGUST 2021**

Council workshop – Housing Acceleration Fund application

Ōpōtiki Community Health Trust meeting

### **13 AUGUST 2021**

Eastern Bay of Plenty Mayors, Toi-EDA Chair and MP Kiritapu Allan, Whakatāne



*The first opportunity for MP Kiritapu Allen to catch up fully on what has and is happening in each of the three districts with regard to PGF infrastructure projects plus post Covid economic recovery projects. We also relooked at “where to from here” around the RGLG, if to continue, how, and who should be at the table. Kiritapu Allan thought the group was an ideal way to further all that came out of PGF rounds and to concentrate on getting the best outcomes with emphasis on the social outcomes as the economic outcomes are realised.*

## **15 AUGUST 2021**

Community meeting

*An invite to talk shop with community individuals around a range of given questions. Councillor Hocart, Councillor Rāpihana and I attended.*

## **16 AUGUST 2021**

ODC Risk and Assurance Committee meeting

*Covid-19 Response – From 11.59pm on 17 August 2021, New Zealand was at Level 4*

## **20 AUGUST 2021**

Meeting re Ōpōtiki Health Services with Bay of Plenty DHB, via Zoom

Meeting with iwi and various agencies re locally led solutions during Covid-19 lockdown times, via Zoom

## **24 AUGUST 2021**

Meeting with Glenn Webber (Te Arawhiti – Office of Treaty Settlements) and Waihou Bay representatives, via Teams

*Establishing a working relationship with local hapu and ODC around the Waihou Bay Crown Settlement agreement.*

## **25 AUGUST 2021**

Interview with 1XX

*A quick notice on rubbish collection at Level 4.*

Pre-agenda briefing – Ōhiwa Harbour Implementation Forum (OHIF) meeting

*To sort our agenda for the OHIF meeting with Chair Toi Iti, staff and myself. The actual OHIF meeting has been postponed twice due to Covid levels as we were hoping to have “in person” time together.*

## **26 AUGUST 2021**

Meeting with Rebecca Kunin, Senior Advisor Creative Communities Scheme, via Zoom

*The committee met to go over guidelines around the Creative Communities funding scheme and an opportunity for our new Senior Advisor to meet most of the committee. We were able to ask a few questions around process. Chair Councillor Hocart and I were part of that meeting.*

## **27 AUGUST 2021**

Interview with 1XX

*Talking about the proposed Hukutaia Development and our application to the Government's Infrastructure Fund to accelerate housing capabilities.*

BayTrust AGM, via Zoom

*The Mayor is always invited to the AGM, although very difficult via Zoom. However, I was able to thank BayTrust, in particular for their many years of support for the Harbour Transformation Project and let them know about our awards won at LGNZ Conference this year in July.*

## **30 AUGUST 2021**

Ordinary Council meeting, via Zoom

## **31 AUGUST 2021**

Bay of Plenty Mayoral Forum Informal meeting with Hon. Dr Megan Woods, via Zoom

*This is a newly established link with Housing Minister Dr Woods for conversations regionally around all aspects of housing. Also an opportunity for Dr Woods to keep us informed as to what else is available and what else is coming up for everyone in trying to gain more traction in the New Zealand wide housing crisis.*

## **1 SEPTEMBER 2021**

Mayors Taskforce For Jobs/MSD Community Recovery Programme - Group 1 meeting, via Zoom

*A small group forum of rural Councils utilising the MTFJ work co-ordination funding. This gives us the opportunity to give MSD an update in person as well as share ideas which each respective co-ordinator can learn from. Very worthwhile and the Community Recovery Programme is considered a very successful programme by MSD with outstanding results (with us beating National targets) but, more importantly, a very high retention rate in successful placements into employment.*

## **2 SEPTEMBER 2021**

Mayors Taskforce For Jobs Core Group meeting, via Zoom

*Standard core committee work with excellent presentations from organisations focussed on helping youth gain employment and life skills.*

LGNZ Three Waters Update - Mayors, Chairs and Chief Executives, via Zoom

## **3 SEPTEMBER 2021**

LGNZ Three Waters webinar – Mayors, Chairs, Chief Executives and Elected Members, via Zoom

## **6 SEPTEMBER 2021**

Three Waters discussion with LGNZ President, Stuart Crosby

Informal catch up – Eastern Bay of Plenty Mayors, Chair and Chief Executives, via Zoom

## **7 SEPTEMBER 2021**

Mayors Taskforce For Jobs catch up, via Zoom – Mayoral catch-up with workforce co-ordinator Barbara MacLellan.

*Covid-19 Response – From 11.59pm on 7 September 2021, our region was at Alert Level 2*

## **9 SEPTEMBER 2021**

Interview with 1XX

*Reporter Jessica Doney wanting background history/information on PGF funding and projects in Opotiki, specifically, for a shared radio coverage over one week.*

## **10 SEPTEMBER 2021**

Interview with 1XX

*Mayoral comment requested around the Three Waters reform.*

## **13 SEPTEMBER 2021**

Catch up meeting with Councillors

## **14 SEPTEMBER 2021**

Regional Transport Committee meeting, via Zoom

Regional Transport Committee meeting with Minister of Transport, Hon. Michael Wood, via Zoom

Catch up phone call with Mayor of Gisborne

*Talking Three Waters and our respective approaches to talking with our communities and iwi.*

## **15 SEPTEMBER 2021**

Councillor/CEO catch up meeting

## **16 SEPTEMBER 2021**

Interview with Ivor Jones for Te Tāhuhu o Te Rangi documentary

*14 people sharing their part around the Te Tāhuhu o Te Rangi journey especially around the local art to be included in the building.*

LGNZ Three Waters Update - Mayors, Chairs and Chief Executives, via Zoom

## **20 SEPTEMBER 2021**

Interview with 1XX

*On our ODC cadetships being advertised as part of the MTFJ workforce opportunities for rangatahi.*

Three Waters workshop (Council and iwi representatives) with DIA, via Zoom

*Several of us were present for this but I am still annoyed about the lost opportunity for DIA to actually have some more local answers to our (many) questions. Their presentation was too generic and did not relate well enough to our district.*

## **22 SEPTEMBER 2021**

Three Waters Entity B workshop, Taupō

*The final meeting for the proposed Entity B group before all Councils prepare their answers for Central Government. An opportunity to find the few things we all agreed on and to voice the many things we disagreed about this particular model being used by DIA. A joint signed letter has gone to Minister for Local Government from the majority of Mayors in the Entity.*

## **SIGNIFICANCE AND ENGAGEMENT ASSESSMENT**

### **Assessment of significance**

On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be.

Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.

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

### **Assessment of engagement**

As the level of significance has been determined to be low, the level of engagement required is Inform according to the Engagement Framework of the Significance and Engagement Policy:



Inform

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

---

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

### **RECOMMENDATION:**

**1. That the report titled "Mayoral Report 7 August 2021 – 24 September 2021" be received.**

Lyn Riesterer

**HER WORSHIP THE MAYOR**



## REPORT

Date : 16 September 2021

To : Ordinary Council Meeting, Tuesday 5 October 2021

From : Group Manager Planning and Regulatory, Gerard McCormack

Subject : **REVIEW OF COUNCIL'S CLASS 4 GAMBLING VENUE POLICY**

File ID : A258004

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### EXECUTIVE SUMMARY

**All territorial authorities are required by the Gambling Act 2003 to have a policy for Class 4 Gambling Venues, and to renew this policy every three years. It is recommended that the current policy be continued for a further three years as any amendment would only serve to relax the current policy.**

#### **This report seeks**

- **That the report titled 'Review of Council's Class 4 Gambling Venue Policy' be received.**
- **That Council adopt the Class 4 Gambling Venue Policy (Appendix 1).**
- **That Council receive the draft letter addressed to Hon Jan Tinetti (Minister of Internal Affairs) (Appendix 2).**

## PURPOSE

The Gambling Act 2003 requires that territorial authorities have a policy on Class 4 Gambling Venues, and that the policy is renewed every three years. This report presents the reviewed policy to Council for adoption (Appendix 1) and a draft letter from the mayor to send to Hon. Jan Tinetti (Minister of Internal Affairs) in relation to the Gambling Act 2003 (Appendix 2).

## BACKGROUND

The Council reviewed and adopted a Class 4 Gambling Venue Policy on 27 January 2015 which included not providing permission for any new Class 4 Gambling venues and a "sinking lid" approach where Council would not provide permission for the transfer of any new Class 4 gambling machines to any new

venues. In 2018, Council renewed the existing policy to maintain the same approach (see Report to Council – 27 September 2018 – Appendix 3). This report seeks to renew the policy and maintain the same reduction desire to Class 4 Gambling machines in the district.

## **DISCUSSION AND OPTIONS SECTIONS**

The recommendations in this report have been prepared on the basis of the status quo remaining;

- no new Class 4 Gambling Venues may be established in the district
- the “sinking lid” approach to Class 4 Gambling machines will be retained.

In the event that Council does not wish to renew the policy, it should resolve to refer the matter back to officers with a clear direction as to the type of policies they wish to implement with regard to Class 4 Gambling Venues. The “sinking lid” in the current policy means that it is as strict as what the Gambling Act 2003 allows, so any amendment to the policy would be a relaxation of the Council’s current position..

## **SIGNIFICANCE AND ENGAGEMENT ASSESSMENT**

### **Assessment of significance**

On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be.

Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.

The level of significance related to the decision in this report is considered to be low. The policy is a legal requirement of the Gambling Act 2003 and no material changes to the policy are proposed. Because the decision is determined to have low significance in accordance with the policy, the corresponding level of engagement required is Inform.

### **Assessment of engagement**

As the level of significance has been determined to be low, the level of engagement required is Inform according to the Engagement Framework of the Significance and Engagement Policy:



Inform

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

---

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

## **CONSIDERATIONS**

### **Financial/budget considerations**

There will be no financial impact if Council agree to the policy being adopted without alteration. If changes are sought to the existing policy, Council will be required to carry out consultation and subsequent implementation of revised policies will be absorbed within current budgets.

### **Policy and planning implications**

Adoption of the policy (as presented in Appendix 1) is consistent with Council's previous decisions on the Class 4 Gambling Venue Policy. Council is required to have a policy under the Gambling Act 2003 and renew it every three years. It is noted that the Act states that a policy does not cease to have effect because it is due for review or being reviewed.

## **CONCLUSION**

The Gambling Act 2003 requires that territorial authorities have a policy with regard to Class 4 Gambling Venues. Council's current policy is as strict as the Gambling Act 2003 provides for so any adjustment to the policy would result in a relaxation of the policy.

## **RECOMMENDATIONS:**

- 1. That the report titled "Review of Class 4 Gambling Venue Policy" be received.**
- 2. That Council adopt the Class 4 Gambling Venue Policy (Appendix 1)**
- 3. That Council receive the draft letter addressed to Hon Jan Tinetti (Minister of Internal Affairs) with regard to stronger Class 4 provisions in the Gambling Act 2003 (Appendix 2) and agree for it to be sent out accordingly.**

Gerard McCormack

**GROUP MANAGER PLANNING AND REGULATORY**



POLICY	STATUS	AT	DATE	DOC ID
<i>Class 4 Gambling Venue Policy</i>	<i>Draft</i>	<i>Ordinary Council Meeting</i>	<i>05.10.2021</i>	<i>A258005</i>



**OPOTIKI DISTRICT COUNCIL**

# **CLASS 4 GAMBLING VENUE POLICY 2021**

## BACKGROUND

Under the Gambling Act 2003, applicants for Class 4 gaming venue licenses must have the consent of the territorial authority in which the venue is, or will be, situated. In order to consider and determine applications for consent, territorial authorities are required by section 101 of the Act to have a policy specifying whether or not Class 4 venues may be established in their district, where Class 4 licensed venues may be located in the district and may also place additional limits on the number of gaming machines per venue.

## PURPOSE

To ensure the Ōpōtiki District Council and the community has influence over Class 4 gambling and the number of pokie machines in the Ōpōtiki District while;

- reducing the exposure and risk of exposure of persons under the age of 18 to gambling opportunities and the promotion of gambling; and
- facilitating community access to information about the funds produced and distributed from Class 4 gambling within the Ōpōtiki District; and
- to limit the growth of gambling in Ōpōtiki District
- to prevent and minimise harm caused by gambling, including problem gambling.

Without limiting the provisions of the Gambling Act 2003, any application received by Ōpōtiki District Council shall be assessed against this policy.

## DEFINITIONS

**Class 4 gambling venue:** A place located on one or more contiguous allotments at which gambling machines (also known as 'pokies') are located, or for the purposes of the application at which it is proposed that gambling machines be located.

**Gambling machine:** has the same meaning as 'Gaming Machine' in the Gambling Act 2003.

**Family:** Any group that can be identified as a family and that includes persons below the age of 18 years of age.

**Family Activities:** Activities which have a target market that includes family(s). This includes but is not limited to restaurants where the primary activity is dining, retail shops, and areas where there are games or entertainment whose target market may include persons under the age of 18.

**Place:** Includes –

- a building or structure whether fully or partially constructed; and
- a room in a building or structure; and
- a court; and
- land.

**Pokie:** An electronic gambling machine.

**Premises:** Building in which a venue is located.

**Primary part of a venue's operation:** Area greater than 15% of floor space for a gambling machine area, including area around the machines.

**Primary activity:** The activity(s) primarily associated with and promoted by the venue.

**Private Club:** has the same meaning as "Club" and in this context meeting the criteria of operating as a club as defined in section 65(3) of the Gambling Act 2003.

**Society:** A corporate society as defined in the Gambling Act 2003 (including reference to section 33) which has an operator's license for class 4 gambling machines/pokies.

**Zone:** An area of the district, defined as a zone in the Operative Ōpōtiki District Plan 2021 or any subsequent amendments.

## POLICY

### **Where Class 4 venues may be established**

New Class 4 venues may not be established within the Ōpōtiki District

### **Existing Class 4 gambling venues**

#### *Predominant activity of existing class 4 gambling venues*

The predominant activity of any existing Class 4 gambling venue shall be for the sale of liquor and food where the venue is subject to a liquor on-license (not being a bring your own license) or be race and sports betting conducted by a TAB.

Gambling may not be the predominant purpose of any Class 4 gambling venue.

#### *The number of pokie machines to be allowed in Ōpōtiki District*

Venues with existing licensed pokie machines may be upgraded but permission for additional new pokie machines shall not be given.

#### *Merging of Clubs*

New TAB board venues may be combined with existing Class 4 gambling

When two clubs wish to merge physically and legally, they will no longer be allowed to operate gaming machines.

#### *No advertising using the word Casino*

Class 4 gambling venues may not advertise themselves using the word casino.

#### *Incompatibility of Class 4 gambling venues*

Class 4 gambling venues must not be located in premises that are incompatible with other permitted uses in the approved zones.

Class 4 gambling venues must not allow any gambling activity to be visible to passing pedestrian traffic

Venue must not be associated with family or children's activities

#### *Exceptional Circumstances*

There may be circumstances such as but not limited to fire or flooding of an existing Class 4 venue where Council may use its discretion to allow gaming machines to be replaced or relocated.

## **RELEVANT LEGISLATION**

Provisions of the Gambling Act 2003

## **REVIEW**

The Gambling Act 2003 requires this policy to be reviewed every three years. It is also noted that the Act also states a policy does not cease to have effect because it is due for review or being reviewed.

## APPENDIX 2



**From the Mayor's office**

**Our Ref:** A258007

Tuesday 5 October 2021

Hon. Jan Tinetti  
Minister of Internal Affairs  
Electronic letter: [cabinetoffice@dpmc.govt.nz](mailto:cabinetoffice@dpmc.govt.nz)

Dear Minister Tinetti,

### **GAMBLING ACT 2003 – CLASS 4 GAMBLING VENUE POLICY**

I am writing to seek your assistance with electronic gaming machines within our district.

As required under the Gambling Act 2003 (the 'Act'), we have recently reviewed and adopted our policy on Class 4 Gambling Venues. Our policy is as strict as the Act allows and has maintained the approach of not providing permission for any new Class 4 Gambling venues to be established in the district and a "sinking lid" approach to not approve the transfer of any existing electronic gaming machines to any new venues to slowly reduce the number of existing machines in the district over time.

As a Council, we have exhausted all avenues available to us under the Act and are unable to strengthen the restrictions any further. In 2018, we wrote to then Minister Martin, and we are again seeking assistance in strengthening our approach toward Class 4 Gambling Venues and electronic gaming machines.

I understand that Section 314 of the Act enables you to make regulations to reduce the number of gaming machines that can be operated within the district; reduce the maximum stake and prize money paid; and introduce harm-minimisation devices, technology, or systems in or associated with gaming machines.

Using the powers available to you we would seek that, in your role as Minister responsible, that you

- regulate to achieve a 50% reduction in the number of electronic gaming machines within a district
- regulate to significantly reduce the maximum stake and jackpots from electronic gaming machines.

We would also seek that you look to invest additional gambling harm-reduction measures and strategies in our district, and in other provincial parts of New Zealand where the effects of problem gambling continues to disproportionately affect those with low socio-economic indicators and outcomes. This could be a collaborative approach toward gambling harm reduction between the Department of Internal Affairs; Ōpōtiki District Council and the Ministry of Health.

We trust that our policy demonstrates our Council's commitment to reducing the harm that electronic gaming machines continue to cause to the most vulnerable people in our community. Council would be very willing to work with the Department to seek change in the Gambling Act 2003 with the objective of improving the negative health outcomes associated with electronic gaming machines.

We look forward to your response.

Yours faithfully,

Lyn Riesterer  
**MAYOR, ŌPŌTIKI DISTRICT**

Encls.: Ōpōtiki District Council, Class 4 Gambling Venue Policy

## APPENDIX 3



### REPORT

Date : 27 September 2018

To : Ordinary Council Meeting, 9 October 2018

From : Planning and Regulatory Group Manager, Gerard McCormack

Subject : **REVIEW OF COUNCIL'S CLASS 4 VENUE POLICY (GAMBLING POLICY)**

File ID : A145950

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#### **EXECUTIVE SUMMARY**

**The Gambling Act 2003 requires that Council have a policy on Class 4 Gambling Venues and that this policy is reviewed every three years. It is recommended that the current policy be continued for a further three years as any amendment would only serve to relax the policy.**

#### **PURPOSE**

The review of Class 4 Venue Policy is required to be undertaken every three years. This report is to facilitate that requirement.

#### **BACKGROUND**

The Council reviewed and adopted a Class 4 Gambling Policy on 27 January 2015, which included a "sinking lid" approach meaning permission for additional new pokie machines would not be given within the district.

#### **DISCUSSION AND OPTIONS SECTIONS**

The recommendations in this report have been prepared on the basis of the status quo remaining, that there will be no new Class 4 venues established; that the "sinking lid" approach to pokie machine numbers will be retained; and that new Class 4 venues may not be established within the district.

Since the current policy was introduced the number of approved venues has decreased by one and as a result the number of machines has fallen by twelve within the District.<sup>1</sup>

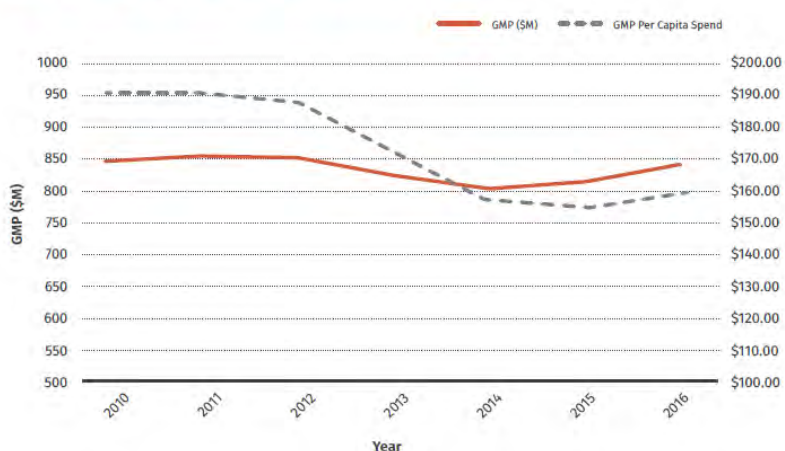
	Approved venues	Number of Machines	National % of venues	National % of machines
30.09.2015	5	69	0.40	0.42
30.06.2016	5	69	0.41	0.43
30.06.2017	4	57	0.34	0.36

The table below<sup>2</sup> provides an overview of Gaming Machine Proceeds (The aggregate winnings of gaming machines, minus payouts) within the Ōpōtiki district. This table includes returns from both societies and clubs.

Year	Gaming Machine Proceeds (per annum)	Gambling loss per head of population per annum (population 8436)
2015	\$2,673,950	\$316.96
2016	\$2,779,839	\$329.50
2017	\$2,646,941	\$313.76

The annual loss per head of population within the Ōpōtiki district is almost double the national average since 2015 of between \$160-170. The loss per-capita has remained consistent since the existing Class 4 Gambling Policy was adopted in 2015, despite the loss of one venue and 12 gaming machines in 2016.

**GMP vs GMP per Capita Spend 2010-2016**



<sup>1</sup> Department of Internal Affairs website <https://www.dia.govt.nz/>

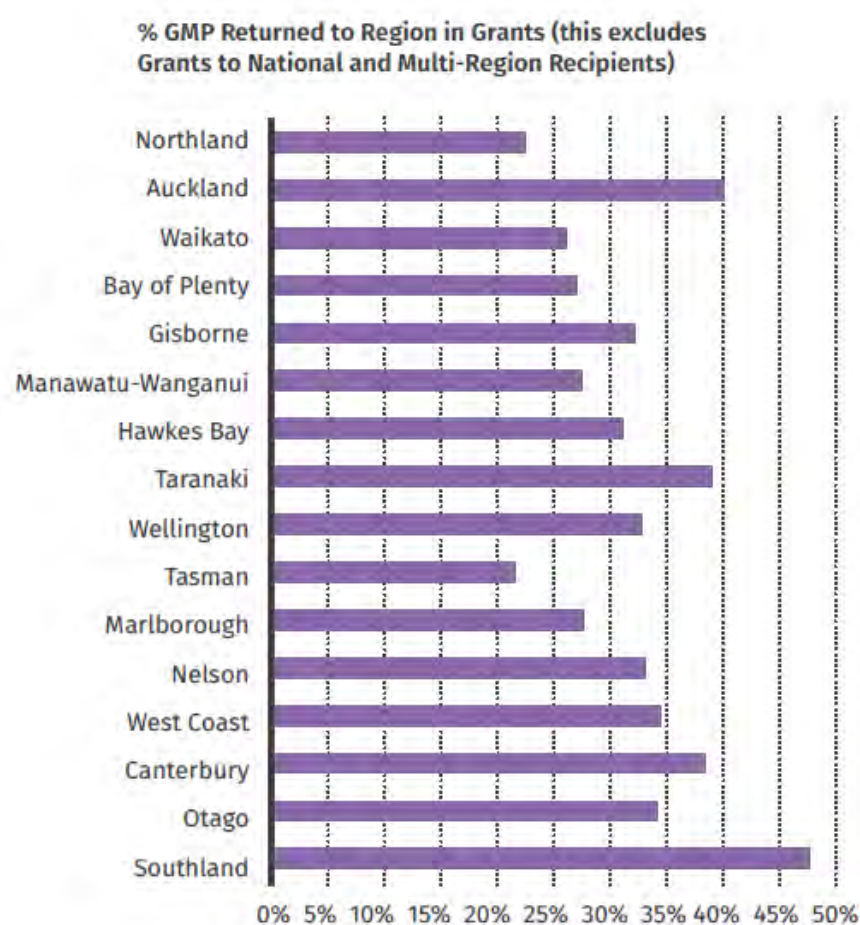
<sup>2</sup> Department of Internal Affairs website <https://www.dia.govt.nz/>



In 2015 around 27% of gaming machine proceeds were returned to the Bay of Plenty Region by way of grants.

The department of internal affairs where unable to provide information on the amount of grant money returned withn the Ōpōtiki District. As they only hold this information regionally rather than for each territorial authority area.

### Gaming machine proceeds and funding by Region in 2015



**Note:**

- There are no requirements to return any proportion of funding back to a community, however, most Societies have a policy to do so.
- There are a number of reasons that could lead to regional differences in funding returned. These include the number of grant applications and the comparative impact of the grant.

Grant money returned by The Southern Trust and The Lions Foundation who operate within Ōpōtiki District between 2015 -2017 is outlined in the tables below. It should be noted that there is no requirement on societies to return any proportion of funding back to a community in which the money was generated.

**Southern Trust who operate from Masonic Hotel<sup>3</sup>.**

Year	Money granted within Ōpōtiki District by Southern Trust	Percentage % of overall GMP returned (including both societies and clubs)
2015	\$366,272	13.6%
2016	\$277,593	9.98%
2017	\$337,590	12.75%

**The Lions Foundation who operate Ōpōtiki Hotel and Slims Bar<sup>4</sup>.**

Year	Money granted within Ōpōtiki District by Lions Foundation	Percentage % of overall GMP returned (including both societies and clubs)
2015	\$276,844	10.35%
2016	\$306,151	11%
2017	\$146,543	5.5%

**Between the Lions Foundation and Southern Trust combined grants issued within the District.**

Year	Money granted to Ōpōtiki District by Lions Foundation	Percentage % of overall GMP returned (including both societies and clubs)
2015	\$643,116	24%
2016	\$583,744	21%
2017	\$484,133	18.25%

As a condition of the one club (RSA) operating within Ōpōtiki 37.12% of gross proceeds from GMP needs to be returned to the District. Clubs don't issue grants in the same way as societies, as the money tends to be reinvested in the club and activities carried out by the club locally.

We cannot compare the percentage of grant returned to the District as a percentage of the total GMP generated by the two societies operating. As the GMP information released by the department of internal affairs includes GMP from both clubs and societies.

Generally territorial authorities adopt the following type of Class 4 Gambling Venue Policies

<sup>3</sup> Email received from Southern Foundation fund manager received 27-09-2018

<sup>4</sup> Lions foundation website <https://www.lionfoundation.org.nz/grant-summary/>

- a) No restriction – the market dictates
- b) A cap on the number of venues (which can be set either above or below current levels)
- c) A cap on the number of machines (which can be set either above or below current levels)
- d) A machine cap linked to the population base, ie, increases allowed if population increases
- e) A sinking lid policy – no more new machines or venues allowed (this is Ōpōtiki District Council's current policy).

In the event that Council does not wish to continue with its current policies it should resolve to refer the matter back to officers with a clear direction as to the type of policies they wish to implement. The "sinking lid" in the current policy means, that it is as strict as it can possibly be, so any amended sought would be a relaxation of what is already in place.

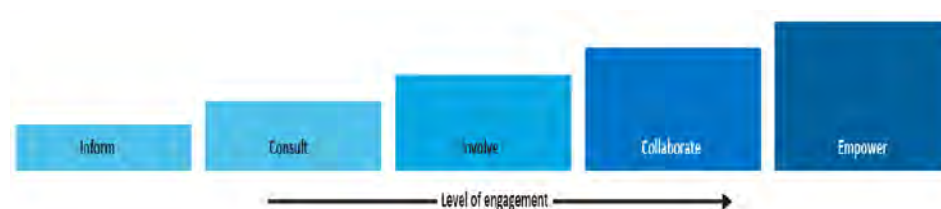
## **SIGNIFICANCE ASSESSMENT**

### **Assessment of significance**

Under Council's Significance and Engagement Policy, on every issue requiring a decision, Council considers the degree of significance and the corresponding level of engagement required. The level of Significance for Review of the Council's existing Class 4 Venue Policy (Gambling policy) is considered to be low as determined by the criteria set out in section 12 of the Significance and Engagement Policy.

### **Assessment of engagement requirements**

As the level of significance for Review of Council's Existing Class 4 Venue policy (Gambling Policy) is considered to be of low level of engagement required is determined to be at the level of inform according to Schedule 2 of the Significance and Engagement Policy.



## **COMMUNITY INPUT AND PUBLICITY**

The Gambling Act 2003 does not require consultation to be carried out if no changes are being made to the existing policy.

## **CONSIDERATIONS**

**Financial/budget considerations**

There will be no financial impact if Council agrees to the policy being adopted without alteration. If changes are sought to the existing policy then consultation will need to be carried out and subsequent implementation of revised policies will be absorbed within current budgets.

**CONCLUSION**

The review of the policy is required every three years under the requirements of the Gambling Act 2003. The policy is already as strict as allowed by the Gambling Act, so it can only be relaxed as part of this review.

**RECOMMENDATIONS:**

- 1. That the report titled "Review of Council Class 4 Venue Policy (Gambling Policy)" be received.**
- 2. That Council approves the adoption of the existing Class 4 Gambling Venue Policy in Appendix 1 of this report for a further three years.**

Gerard McCormack

**PLANNING AND REGULATORY GROUP MANAGER**



## REPORT

Date : 22 September 2021

To : Ordinary Council Meeting, 05 October 2021

From : Strategic Development Manager, Sarah Jones

Subject : **LOTS 9 AND 10 REDEVELOPMENT PROJECT – DEMOLITION AND SITE REMEDIATION PROCUREMENT**

File ID : A260649

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### EXECUTIVE SUMMARY

**This report outlines services procured to demolish the buildings and remediate the site and seeks retrospective approval of this expenditure.**

### PURPOSE

This report provides a summary of services procured in relation to the Lots 9 and 10 Redevelopment Project and seeks a Council resolution to retrospectively approve this expenditure.

### BACKGROUND

In July 2020, external funding for the Town Centre Revitalisation Project was secured through the Provincial Growth Fund from MBIE. The funding contract between the Council and MBIE allocates \$11.9 million toward the Opotiki CBD upgrade. The upgrade includes a number of projects, including the 'redevelopment of Council owned buildings next to the library'. Each of the projects has key milestones and timeframes for delivery. Funding payments are conditional on meeting those delivery timeframes. In order to meet the requirements of the funding contract, the CBD projects are being advanced at pace.

The funding agreement also acknowledges that the funding will be spread across a number of projects within the CBD, and that each of the projects will complement one another in terms of timeframes and outcomes, providing continuity of work for local contractors, ensuring that people remain in employment for as long as possible (funding agreement project description, pg.14).

## **PROCUREMENT OF DEMOLITION AND REMEDIATION SERVICES**

### **Known asbestos**

Before any works could commence to any buildings in the CBD, asbestos within the buildings needed be removed and disposed of in an appropriate manner. A scope of works was put together to remove identified asbestos in the Lots 9 and 10 development, 10 Potts Avenue, the ex-Plunket rooms (113a Church Street) and the old pound building. Quotes were sought from three companies in March 2021 and two quotes were received. Azzie Specialists Ltd (ASL) were appointed to carry out the works, with a contract value of \$44,175.00. This work was carried out and completed before the end of June 2021.

### **Demolition**

Given the time constraints associated with the funding agreement and the existing contract Council has with LBL for the Te Tāhuhu o Te Rangi and pound project, LBL were approached and asked to provide a quote for demolition of Lots 9 and 10 (including verandahs) and 10 Potts Avenue. The quote also needed to include disconnection of services, oversight and management of the demolition contractor, health and safety management, traffic management, site security, levelling and making the site safe following demolition and retention and relocation of three panels of the existing mural on 10 Potts Avenue to the Children's Art House on Wellington Street.

LBL provided a quote of \$97,072.50. The largest component of the quote was the demolition cost (\$80,000 subcontracted to Shane Moore Services (SMS)). In support of their quote, LBL provided three prices from demolition subcontractors to demonstrate best value. Their quote was accepted and a variation to contract agreed on 7 May 2021. Demolition commenced shortly after the asbestos removal was completed in June.

### **Additional asbestos removed to date**

On the 4th June, as the building was being demolished, additional previously undetected asbestos was found under the concrete floor of Lot 10. This asbestos could not have been detected before demolition works commenced. The demolition contractor (SMS) employed by LBL was certified to undertake asbestos removal and a variation to the original contract with LBL was agreed to allow for removal and disposal of asbestos contaminated soil, along with appropriate monitoring, Worksafe notifications and oversight of the removal process by an approved independent assessor. A variation was agreed on the 21 September 2021 to increase the value of the existing contract with LBL by \$46,624.43. This work has been completed.

### **High risk asbestos**

On Lot 9, two concrete slabs were found and in between the two slabs was asbestos vinyl. A sample of this asbestos was sent away for testing and was found to be high risk, requiring removal by an experienced Class A removal specialist, inside an enclosure that is wrapped and has negative air pressure. ASL were asked to provide a price for undertaking this work (including monitoring) and provided a quote of \$15,550.00. This quote was agreed on the 21 September 2021 and the work was carried out urgently to mitigate the health and safety risks associated with the exposed high risk vinyl asbestos.

### **Additional asbestos to be removed**

In addition to the asbestos vinyl between the slabs, more asbestos was located within the expansion joints and under the lower slab on Lot 9. The exact quantity is unable to be confirmed until the slab can be fully lifted but a “worst case scenario” approach was taken and assumes the removal and disposal of all fill and concrete as asbestos contaminated. The demolition contractor (SMS) employed by LBL is certified to undertake the removal of this particular type of asbestos and has provided a quote for undertaking this work (via LBL), including removal and disposal of asbestos contaminated soil, along with appropriate monitoring, Worksafe notifications and oversight of the removal process by an approved independent assessor. A variation was agreed on the 21 September 2021 to increase the value of the existing contract with LBL by \$81,270.00.

### **Tank removal**

Lastly, an oil tank contained within a concrete bunker has been uncovered and this will need to be removed by a specialist company. The only company we have been able to locate to visit the site and provide a methodology to remove and dispose of the tank is Carlyon Projects from Hamilton. A quote of \$28,642.00 for the removal and disposal of the tank was approved on the 21 September 2021. This work cannot be progressed until the site is fully cleared of asbestos.

## **SIGNIFICANCE AND ENGAGEMENT ASSESSMENT**

### **Assessment of significance**

On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be.


Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.

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

**Assessment of engagement**

As the level of significance has been determined to be low, the level of engagement required is Inform according to the Engagement Framework of the Significance and Engagement Policy:

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	Inform	To provide balanced and objective information to assist understanding about something that is going to happen.
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The tools that council will use for the 'Inform' level of engagement include a report in the public agenda of the Council meeting and may include a combination of public notices in the newspaper and/or on Council's social media.

**CONSIDERATIONS**

**Financial/budget considerations**

Currently, the demolition and remediation costs can be covered from within the approved project budget (\$4.5m as approved by Council on 06 October 2020). If the costs of the project exceed, or are estimated to exceed, the approved budget, this will come back to Council for consideration.

**Policy implications**

The Council's adopted Procurement Policy sets out the procedures for procuring goods and services. All decisions made to date and been made in accordance with this Policy, and can be justified against the relevant policy criteria.

**CONCLUSION**

The high incidence of direct procurement that has occurred to date reflects the following (as per paragraph 5.5 of the Procurement Policy):

- 'Urgency' – The time required to undertake a competitive tender process could not be accommodated within the timeframes available under the funding agreement



- 'Opportunity to extend existing or recent contracts, or to use such contracts as the basis for a negotiated contract' – Variations to existing contracts provide continuity of work for contractors, ensuring that people remain in employment for as long as possible
- 'Specialised nature of the goods or services' – High risk asbestos and tank removal need to be undertaken by a specialist company. There are limited companies that have this expertise, and are available in the timeframes required.

#### **RECOMMENDATIONS:**

- 1. That the report titled "Lots 9 and 10 redevelopment – demolition and site remediation" be received.**
- 2. That Council endorse and retrospectively approve the following procurement:**
  - **Azzie Specialist Limited**
    - **Pre commencement asbestos removal relating to multiple buildings in CBD- \$44,175.00**
    - **Removal (and monitoring) of high risk vinyl asbestos - \$15,550.00**
  - **Livingstone Building Limited (in conjunction with Shane Moore Services)**
    - **Demolition of Lots 9 and 10 (including verandah) and 10 Potts Avenue- \$97,072.50**
    - **Asbestos removal to date - \$46,624.43**
    - **Asbestos removal to be carried out – up to \$81,270.00**
  - **Carlyon Projects Limited**
    - **Tank removal – \$28,642.00**

Sarah Jones

**STRATEGIC DEVELOPMENT MANAGER**



## REPORT

Date : 28 September 2021

To : Ordinary Council Meeting, 5 October 2021

From : Facilities and Office Manager, Vernei Mullen

Subject : **PROPERTY, *i*-SITE AND LIBRARY ACTIVITY REPORT**

File ID : A260976

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### EXECUTIVE SUMMARY

**The Property, *i*-SITE and Library Activity report covers the six-month period 1 January 2021 to 30 June 2021. The report provides information on the use of Council's facilities, services delivered and revenue across a range of activities.**

### PURPOSE

To provide a six-month report on the performance and delivery of services by the Property, *i*-SITE and Library activities.

### PROPERTY

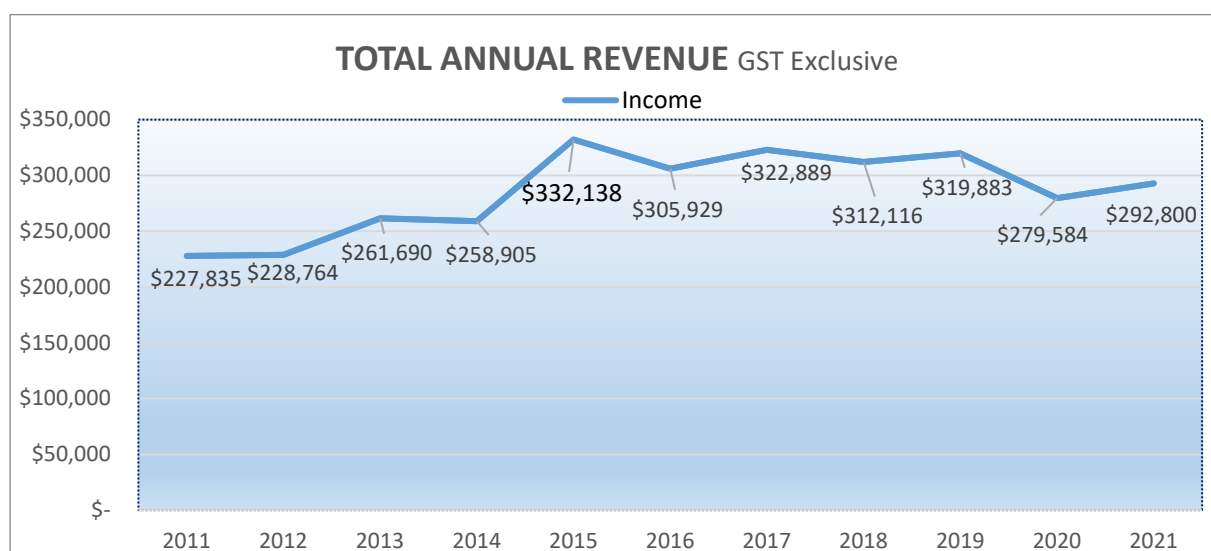
Six monthly revenue from fixed Leases, Licences and Rent from Council properties was \$124,318.74. The figure for annual revenue for fixed Leases, Licences and Rent from Council properties for the full year 1 July 2020 to 30 June 2021 was \$257,330.46, This is lower than the amount of \$292,800.00 which was predicted as the annual revenue in the last report for the 2020/2021 financial period.

Please note that this Revenue figure is exclusive of GST as revenue does not attract Goods and Services Tax. Revenue is derived from a range of Commercial, Community Facilities and Reserves as summarised below.

#### Fixed 6 Monthly Revenue from Leases and Rent

• Aerodrome	\$34,139.48
• Community	\$18,432.47
• Parks & Reserves	\$11,310.46
• Mechanics Institute	\$17,936.37
• Investment	\$42,499.96

As a tenant, Ōpōtiki District Council requested for business interruption insurance to be applied for the temporary library building it rents at 112 Church St, caused by flooding from 30<sup>th</sup> May – 22<sup>nd</sup> July 2021. The flooding caused internal damage thus resulting in the library being closed during this period whilst the Landlords insurance providers remedied the damage. The landlord, Omea Ltd, provided a total credit of \$5170.87 (received Sep 2021) for Ōpōtiki District Council.



#### TOURISM – *i*-SITE

##### *i*-SITE Visitor Numbers

The Bellwether people counter was installed at the Ōpōtiki *i*-SITE at the end of 2018. We have comparative numbers from 2019. The statistics only record in person enquiries to the *i*-SITE Visitor Information Centre and as such are a representative sample of total visitor numbers to the Ōpōtiki district.

*i*-SITE Visitor Information Centres across New Zealand have not seen the same visitor numbers as pre covid. Many *i*-SITES have had to close their doors. Ōpōtiki *i*-SITE continues to have a constant stream of

visitors, phone calls and email enquiries. Compared to many *i*-SITES across New Zealand, Ōpōtiki is doing extremely well. Our last quarter (April, May, June - 2021) has even shown a 5% increase in visitor numbers compared to 2019. We intend to keep growing this trend with the establishment of our Matariki Festival.

Month	Jan	Feb	Mar	Apr	May	Jun
<b>Visitors 2019</b>	2,018	1,556	1,456	1,152	1,117	881
<b>Visitors 2020</b>	2117	1610	951	0	334	985
<b>Visitors 2021</b>	1958	1,206	1,269	1,225	1,062	1,025

*Note: The pink boxes relate to Covid-19 lock down effected periods.*

## Events

The *i*-SITE organised five events for the summer festival, promoted, facilitated, and supported many more community events. Co-ordinated and planned the visit to Ōpōtiki from Prime Minister Jacinda Adern and the Hon Minister Nash, hosted the central North Island *i*-SITE Managers forum and planned and sourced funding for the Ōpōtiki Matariki Festival.

### Race the Tide January - 2021

In 2019 we re-established this event into the Summer Festival Calendar with six teams and many bystanders taking part. This year (2021) we managed to grow the event fourfold with 24 teams. Having great sponsorship from Ōpōtiki New World which really helped boost this event.

Teams of 3-4 people had a set time to create a sand structure strong enough to hold their team and fight off the incoming tide. The winning team was the last team still standing.

### Movies Under the Stars 'The Greatest Showman' – January 2021

The 400 attendees were impressed with the giant 8m x 6m blow up screen that was put to good use in the sheltered Princess Street Reserve. Very positive reviews from the community on the movie choice, sound quality and sound production. Food stalls were onsite and were happy with the amount of trade generated by the event.

### Ōpōtiki O-Mazing Race January 2021

Another well attended event with 32 teams entered. This has proven to be one of our most popular events through the years with both locals and visitors and with many return entrants each year.

### **Ōpōtiki New World Beach Dig - January 2021**

Numbers for this event keep growing annually. The team estimate approx. 600 participants this year with over 1,000 prizes given out and a huge turn out to the beach on the day to watch and support. Children 12 years and under can enter at no charge and dig for popsicle sticks buried in the sand. Once they find a stick, they can be exchanged for New World sponsored prizes.

### **Ōpōtiki Lantern Festival with Katchafire – January 2021**

Another record-breaking year with 5,000 attendees. This is the largest crowd since its inception in 2012 that we have had. Ōpōtiki Lantern Festival has become a must do in the summer calendar for many people in the Eastern Bay and further afield. Online ticket sales have shown a steady increase in ticket sales outside of the region (Rotorua, Tauranga, Gisborne, Hamilton and Auckland).

Top New Zealand acts Katchafire, Maimoa Music & Sammy J, headlined the show. The event is becoming recognised within the artist realm making it easier each year to book talent, depending on availability.

This was the 9<sup>th</sup> show since its inception in 2012. The first Lantern Festival was held at Island View Holiday Park with a few hundred in attendance. The show now attracts audiences of 4,000+ people. Next year will mark the 10-year anniversary for the Ōpōtiki Lantern Festival, planning is already underway to deliver a huge celebration.

### ***i*-SITE Managers Forum**

Ōpōtiki *i*-SITE took the lead for the Eastern Bay *i*-SITES to organise and host the two-day Central North Island *i*-SITE Managers forum. Members of the *i*-SITE NZ Board, Central North Island *i*-SITE managers and the NZ Executive *i*-SITE Manager were in attendance. The *i*-SITE network has experienced a tough 12 months and are looking at ways to become more resilient and part of the communities in which they are based. The group looked to Ōpōtiki as an example of how an *i*-SITE can become part of its community through engagement in different ways. Stocking and selling local products, hosting events, supporting the local community to promote events, being involved in Civil Defence, administering the Rural Travel Fund and helping with community celebrations and MP visits are some of the ways Ōpōtiki *i*-SITE is leading by example.

### **Destination Management Plan**

\$40,000 of funding was received from Trust Tairāwhiti to undertake a *Destination Planning Framework* for Ōpōtiki district.

As part of a Destination Management Plan currently being developed for the wider Gisborne/Tairāwhiti region, we are in the early stages of developing our own *Destination Planning Framework* for Ōpōtiki.

Ōpōtiki i-SITE co-ordinated sessions with our iwi partners, tourism sectors operators, infrastructure providers, community and business groups, and community leaders over two days in May. Stakeholders were invited to participate in sessions facilitated by Kylie Ruwhiu-Karawana and Brad Kirner from TRC Tourism to define the current aspirations for our district, and to identify the opportunities and the barriers that exist on the journey to achieving those aspirations.

#### *What is a Destination Management Plan?*

A Destination Management Plan begins with a stocktake of all the aspects of a destination that attract people and contribute to their experience while there – whether they're visiting for business, a holiday, to study, or moving in. This includes things like transport links and accommodation, and how that fits in with visitor markets and trends. From there, the plan identifies the aspirations for what our visitor's experience could look like, and the actions we would need to take as a district to get there.

#### *How does Ōpōtiki benefit?*

Trust Tairāwhiti wish to formulate a pathway to support and collaborate with the Ōpōtiki district to further the area's interests with regards to tourism. As part of this process, the *Ōpōtiki Destination Planning Framework* project will provide a practical plan that can be utilised by both the local Council and industry to make informed decisions on investment and planning priorities and identify how Trust Tairāwhiti can support tourism activity for Ōpōtiki.

Importantly, the outputs of this report will inform the Gisborne/Tairāwhiti region Destination Management Plan and Trust Tairāwhiti Tourism's future workplans. It will outline short, medium, and long-term initiatives for the district and identify what support Trust Tairāwhiti can provide Ōpōtiki to become a successful and sustainable visitor destination in partnership with the wider Gisborne/Tairāwhiti RTO. Having these plans in place will help us understand our community's aspirations, opportunities, challenges, and ensure the things that we value the most as a community are at the forefront of future actions. Having a regional plan also allows us to compare ourselves against our neighbours and clearly identify our strengths and advantages so that we can work together and aren't competing for the same visitor markets.

#### **Fieldays**

Ōpōtiki i-SITE shared a stand space at Fieldays with Mōtū Trails to promote the Ōpōtiki district.

This is the third year we have attended the show. Fieldays 2021 smashed its attendance records with 132,776 people heading through the gates from June 16-19.

Ōpōtiki i-SITE staff engaged with thousands of visitors and answered just as many questions about what Ōpōtiki has to offer people looking for a getaway. Over 400 individualised information packs were put together for families and people interested in taking more information home for their future trip to Ōpōtiki.

## **ŌPŌTIKI DISTRICT LIBRARY**

### **Library Service Development**

Progress on the Te Tāhuhu o Te Rangi site has been rapid over the six-month period. Staff have continued to focus on planning for the move and future use of the new facility.

Approval was given for year 2 of the LTP for the long considered mobile service to the Coast. Design and planning for this new service will start late in 2022.

### **Activities and Events**

The Library has hosted a number of popular events over the period. The Arts on Tour programme provides an eclectic mix of touring music and theatrical performances and continues to attract ticketed audiences of 40-100 people at the Senior Citizens Hall. Smaller events held at the Digital Hub included a panel discussion 'A Climate for Change', a live stream of an indigenous knowledge conference and a smart phone video workshop. These events are in addition to sessions held by local groups and individuals booking and utilising the Digital Hub spaces. In June the Library hosted an upholstery workshop to refurbish 1960s lounge furniture for use in Te Tāhuhu. Over a period of seven days 12 volunteers (including two master upholsterers) transformed 14 pieces of furniture, acquiring skills, and generating a large amount of community interest. 600 hours of voluntary labour, 200,000 staples and 76 metres of fabric.

### **DIGITAL HUB'S FIRST 6 MONTHS**

The first six months of activity at Te Tāhuhu o Te Rangi Digital Hub was a major focus for Library staff over the period. Staffing, promoting, monitoring, and reporting on activity in the new space. Room bookings, individual 'hot-desking', use of equipment (3D printer etc) and 'book-a-librarian' sessions have provided a wide variety of popular opportunities for locals and business visitors.

## NEW ZEALAND PARTNERSHIP PROGRAMME

Government funding secured post-Covid lockdown from the New Zealand Partnership Programme provided wages, hardware and learning opportunities for four new part-time staff and covered several eResource subscriptions. The funding is for the two years July 2020- June 2022.

## LIBRARY FLOOD

The leased temporary Library flooded in a major weather event on Saturday, 29 May. While there was no equipment or book damage, the saturated carpet tiles had to be replaced, meaning the Library was operating from the Digital Hub space for six weeks.

## COMPARATIVE STATS

The past three years have included several disruptions to Library services (closure of Library due to toxic mould, a shift to the 'ANZ' building as a temporary Library, closure for Covid lockdown, several weeks of partial services at Alert Levels 2 and 3 and, in the current reporting period, four weeks closure for flood repairs. The disruption makes comparison of Library statistics unreliable as indicators of library activity. Physical loans (books, DVDs, magazines) for the period have dropped by 10% over the three years (from 12780 Jan-Jun 2019 to 11,537), however, eBook and eAudio loans have more than doubled over the same period. Giving an effective total loans increase to 12,869.

Foot traffic for both sites plus APNK internet use at the library show continued high demand for library services.

People

JAN-MAR	APR-JUN	
13495	9730	physical visits to the library 1 Jan – 29 May (closed 31 May – July 18)
2577	3757	physical visits to the Digital Hub 1 Jan – 30 June
<b>Grand total</b>	<b>29,559</b>	<b>Both sites over 6 mth period</b>

Internet use

JAN-MAR	APR-JUN	
21337	25782	APNK Wi-Fi sessions
94723	58876	APNK computer/internet (minutes) (closed 31 May – July 18)
2234	1465	APNK computer/internet (sessions) (closed 31 May – July 18)



## **SIGNIFICANCE ASSESSMENT**

### **Assessment of significance**

On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be.

Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.

The level of significance for the Property, *i*-SITE and Library Activity Report is considered to be low. Because the decision is determined to have low significance in accordance with the policy, the corresponding level of engagement required is Inform.

### **Assessment of engagement**

As the level of significance has been determined to be low, the level of engagement required is Inform according to the Engagement Framework of the Significance and Engagement Policy:



Inform

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

---

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

### **RECOMMENDATION:**

- 1. That the report titled "Property, *i*-SITE, and Library Activity Report" be received.**

Vernei Mullen

**FACILITIES AND OFFICE MANAGER**



## REPORT

Date : 16 September 2021

To : Ordinary Council Meeting, 5 October 2021

From : Workforce Development Co-ordinator, Barbara MacLennan

Subject : **ŌPŌTIKI WORKFORCE DEVELOPMENT CO-ORDINATION – UPDATE**

File ID : A259349

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### EXECUTIVE SUMMARY

**This report updates Council on progress of the Workforce Development Co-ordination function.**

## PURPOSE

Ōpōtiki District Council has established a dedicated local co-ordination position and a support role to co-ordinate local stakeholders, plans, and activities. These positions are enabled by Government funding via the Provincial Growth Fund (MBIE) and Mayors' Taskforce for Jobs funding (MSD), and the latter has a strong rangatahi to employment focus.

Current functions of the roles are to work closely with Whakatōhea and other Pathways to Work stakeholders to implement the local Pathways to Work Plan which was refreshed in late 2019, and to deliver on the outcomes of the Mayors' Taskforce for Jobs Community Recovery Project. The team also have oversight of the Ōpōtiki Community Driver Mentoring Programme which ODC established in 2017.

## PROGRESS

### Information and Communications

["Workforce Matters" page on ODC website](#)

As Councillors know, ODC's online services now include a "Workforce Matters" hub where listings of local vacancies, training, and support are updated fortnightly:

[Local Jobs, Training and Support - Ōpōtiki District Council \(odc.govt.nz\)](https://odc.govt.nz)

We previously reported on the trends of local vacancies and that the average number of available vacancies each fortnight sits around the 25-30 mark for all industries. Due to the recent COVID-19 outbreak and consequent lockdown, the vacancy numbers being advertised dropped, but most were still for full-time opportunities.

### Promotional Video

“Think Rural – Live, Work, Love Ōpōtiki”. As previously reported, MSD is supporting four rural communities to make short videos promoting rural work and life, encouraging city dwellers to consider relocating “home” to our great rural communities with their families and skills, especially for our ‘harder to fill’ jobs. Filming for these videos was scheduled for the week Aotearoa went into Level 4 lockdown and has therefore been rescheduled until Alert Level safety requirements can be fulfilled while filming.

### **Job Seeker Statistics**

Toi EDA monitors Job Seeker statistics in the Eastern Bay via data provided by MSD.

The data to August shows a rise in Work Ready Job Seeker numbers across Eastern Bay of Plenty, reflecting the timing and implications of Lockdown. Numbers are still just below 2020 levels, but still well above those of 2019.

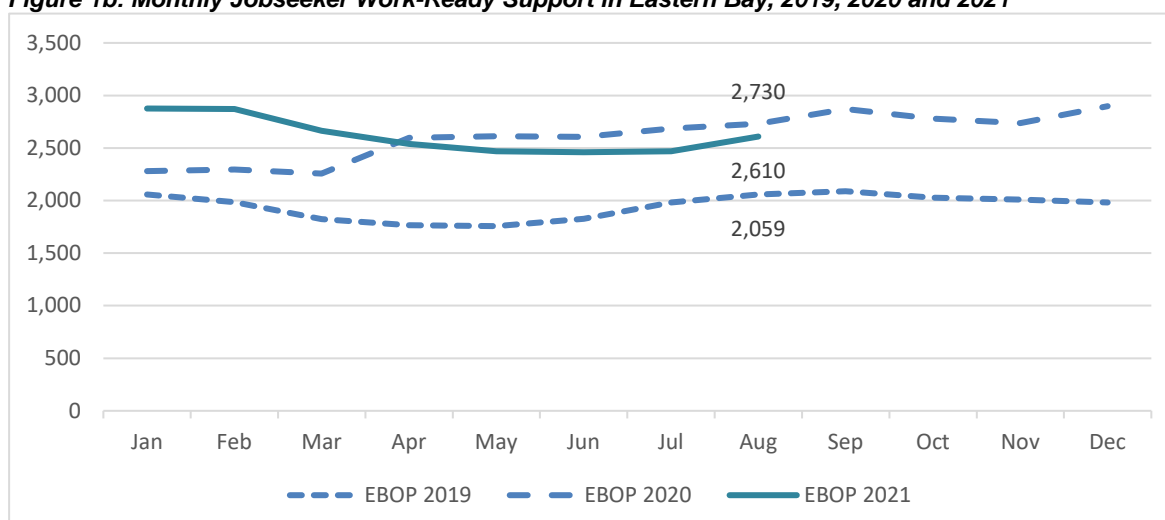
The number of Jobseeker Work-Ready Support recipients has decreased slightly compared to last year in all three territorial authorities. The decrease has been most pronounced in Kawerau (-8%), followed by Whakatane (-3%) and Opotiki (-2%).

**Table 1: People receiving Jobseeker Work-Ready Support by area**

As at end of	Kawerau	Opotiki	Whakatane	Eastern Bay	BOP
<b>Aug-20</b>	880	528	1,322	2,730	12,903
<b>Aug-21</b>	812	517	1,281	2,610	11,679
<b>Change (%)</b>	-8%	-2%	-3%	-4%	-9%

The number of recipients across the Eastern Bay is still 27% above the 2019 level (2,610 compared to 2,059).

**Figure 1b: Monthly Jobseeker Work-Ready Support in Eastern Bay, 2019, 2020 and 2021**



## **Supporting Key Sectors to Pathway Under 30s into their Workforce**

### ***Aquaculture:***

To 12 August a total of 102 people have completed and graduated from the Tūāpapa Programme, the entry level pre-requisite for recruitment to Open Ocean Whakatōhea Mussels, including a cohort of 16 that were fortunately able to complete the programme just prior to lockdown. Of the 16 graduates, 6 were under 30, bringing the total number of under 30 graduates overall to 32. The programme is being run by Te Pou Oranga ō Whakatōhea and so far over one third of the participants have been under 30. As of August 30<sup>th</sup>, 7 under 30s and 28 over 30s have been recruited to the Factory to date. Whakatōhea Mussels have indicated that Tūāpapa graduates make up 66% of the production staffing currently.

Te Pou Oranga ō Whakatōhea quickly pivoted the Tūāpapa programme to online learning during Lockdown, for the seventh cohort of taurira who are due to graduate as this report is prepared.

### ***Freight and Logistics:***

Increased construction and infrastructure, along with growing demands from horticulture and forestry, means we need to keep attracting affordable training opportunities to Ōpōtiki so that local people can upskill for driving and machinery operation roles. We are hopeful that a further free fees heavy vehicle Operators course can be offered, commencing in October. Previous programmes have resulted in local trainees gaining work. The majority are already employed before the training programmes end.

### **Mayors' Taskforce for Jobs – Subsidies for Young Recruits**

These subsidies are available to employers who recruit local under 30s into sustainable jobs of twelve months or more – we are now also able to support rangatahi entering jobs of a shorter duration. The funds may be used for PPE and training/apprenticeship costs and tools for the rangatahi, or as a partial wage subsidy.

We approved 3 new subsidy recipients in August-September, which gives us a total of 24 rangatahi on subsidies across 11 local businesses and five different industry sectors. We are anticipating more applications soon.

### **Mayors' Taskforce for Jobs – ODC Cadetships**

Thanks to subsidies, ODC aims to establish five cadetship positions for local under 30s in 2021-2022, across Planning, Parks and Reserves, Engineering, and the Harbour Development Project. The first three positions were advertised in the first half of September and are for people interested in gardening and engineering work. Successful applicants will become part of a team of ODC cadets who get training and

coaching within their specific jobs and more broadly, to learn about working for local government and the many different opportunities and career pathways it offers.

### **Mayors' Taskforce for Jobs – Te Kaha Group Rangatahi Training and Employment Plan**

Project Manager Donna Perese has reported that they have scoped a total of 19 new FTEs and 5 half time positions across development at:

- TKG Management
- TKG Orchard Management Services
- TKG Pilot Nursery - Te Heriki
- TKG Expansion Nursery - Whakaruru
- Training & Education

Plus 175 employment opportunities (a mix of fulltime and part time opportunities) from feasibility to completion of the Kaiaio Irrigation Scheme. These are significant new opportunities, and we'll continue to work with TKG to support the development of training and employment pathways for rangatahi and local young people into many of these roles.

Additionally, we await the specific details about the rangatahi who participated in the recent Te Kaha Rebel Business School, some of whom we're connecting for interviews with various jobs. We've also linked the regional business partnerships advisor with local organisers, as some of the small business developers may be eligible to support and investment. Following is the link to the Video report of the event which Councillor Rāpihana, Mayor Lyn and the Workforce team all supported.  
<https://www.youtube.com/watch?v=dl0fr71WJpU>

### **New Construction Trade Training Facility and Programme**

As reported, MTfJ supported the preparation of information for a funding proposal by Whakatōhea to BayTrust, for 50% of the costs of establishing a construction site for the house building pre-apprenticeship training programme on the College grounds. Kāinga Ora will purchase the house/s that are constructed, and it's anticipated all trainees will move directly to Apprenticeships in the rapidly growing local construction sector. An outcome of the funding application is expected in September, and in the meantime other sources of funding are being pursued as well.

Horticulture, Aquaculture, Business Services Tourism/Hospitality are all showing signs of steady growth, and are the focus of Whakatōhea's training proposal to TEC. A decision is pending in October. Due to a fire at their health and social services facility, the building which was to house the new training programmes for rangatahi has had to be quickly repurposed, so finding an alternative site for the training

is a priority. Industry focussed tertiary level training for a number of our fast growing sectors is an enormous gap in Ōpōtiki currently.

### **Engagement with Te Whānau a Apanui Hapū Chairs around Workforce Interests**

Councillor Rāpihana invited the Workforce Co-ordinator to an online hui with Hapū Chairs on 1 September. Participants raised a wide range of project possibilities which we will continue to engage around, including for example:

- the need for more Class 1 Driver Licencing provision
- transport to work, including to Ōpōtiki for training and work
- opportunity for Hapū chairs to connect local businesses/tradespeople with the Workforce Team, to explore what would be helpful to them, e.g. training opportunities, possible subsidies/support that could be provided
- opportunities for group work and training schemes including around home repairs and maintenance, land based projects
- the need to scope sustainable work possibilities for people with various disabilities and minor medical challenges
- ongoing challenges with some kiwifruit industry employers regarding employment conditions

### **Locally Available Vocational Training – Interim Plan**

Councillors will recall that we co-ordinate a programme of short-course training commonly needed by our quickly growing industries, particularly oriented to the under 30s. Our role is co-ordination and assistance with finding local venues. Participants register and pay directly with the training providers.

Shortly before the Level 4 lockdown commenced, a successful Site Safe Passport – Building Construction course was run out of the Digital Hub with 12 attendees, 8 of which were under 30 and included some of our rangatahi on MTfJ Subsidies. Several training courses planned for late August and September have now been rescheduled for late September and October, subject to COVID Alert Level restrictions and safety requirements. These upcoming courses include Class 2 Licensing and Traffic Control qualifications (TTM and TMO).

### **Connected Website available in Reo Māori**

The intention of this government website is as a “one stop shop” of government-compiled information for people wanting to find a job, train or retrain, find staff, or get business support.

A licensed translator was engaged to translate the website and users have the option to select which language they wish to view. Users can easily move between versions using the toggle at the top of every page. See – [www.connected.govt.nz](http://www.connected.govt.nz)

### **Class 1 Driver Licensing**

Thanks to Mayors' Taskforce for Jobs funding, Eastbay REAP's contract with ODC has been renewed for the 2021-2022 year to deliver the Ōpōtiki Community Driver Mentoring Programme for at least 75 Restricted and Full Class 1 licenses for under 30s. So far this financial year, 22 rangatahi are registered in the programme. To date 5 have achieved their Restricted and 3 have achieved their Full.

#### July case story



*Hohepa and Amiria are a couple, and are past Ōpōtiki CDMP clients who we helped to get their restricted. They both passed their full license test on the 28th July. Amiria said that she was pleased she could now drive where she wants, when she wants, without having to worry about getting stopped by the police. For Hohepa, getting his full license was his goal for 2021, as he wants to try for his 2L truck license next year.*

Via MTfJ, other initiatives include supporting C Hayes Engineering to help their engineering students progress their licenses and supporting Whakatōhea to offer a Class 1 tuition within their Te Pou Oranga o Whakatōhea suite of services. We also note the innovative "Drive to Thrive" Programme being led by Ōpōtiki College and being supported by Toi EDA.

### **SIGNIFICANCE AND ENGAGEMENT ASSESSMENT**

#### **Assessment of significance**

On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be. Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.

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

### Assessment of engagement

As the level of significance has been determined to be low, the level of engagement required is Inform according to the Engagement Framework of the Significance and Engagement Policy:



Inform

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

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

### Risks

There are no major risks associated with the decisions or matters.

### RECOMMENDATION:

1. That the report titled "Ōpōtiki Workforce Development Co-ordination - Update" be received.

Barbara MacLennan

**WORKFORCE DEVELOPMENT CO-ORDINATOR**





## REPORT

Date : 24 September 2021

To : Ordinary Council Meeting, 5 October 2021

From : *i*-SITE & Events Manager, Joseph Hayes

Subject : **ŌPŌTIKI SUMMER FESTIVAL FUNDING APPLICATIONS**

File ID : A260560

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### EXECUTIVE SUMMARY

**Council resolutions are sought to support funding applications to the Southern Trust, The Lion Foundation and The Bay Trust for the 'Ōpōtiki Summer Festival 2021-22'.**

### PURPOSE

To obtain a resolutions from Council in support of funding applications.

### BACKGROUND

Since 2013, the Ōpōtiki *i*-SITE/Events staff have organised the Ōpōtiki Summer Festival through the summer holiday period. The festival has included an array of events which provide affordable, fun, family based activities and entertainment for both locals and visitors. The Lantern Festival, O-mazing Race, Movie Nights and Beach Dig have all proved very popular.

This summer will mark the 10 year Anniversary for the Festival. It will also be the 10 year celebration of the Ōpōtiki Lantern Festival which has been held annually in conjunction with the Summer Festival and continues to grow in popularity each year.

The Summer Festival provides an advertising umbrella for event organisers in the Ōpōtiki district and groups in the community to promote their summer events through.

## **SIGNIFICANCE ASSESSMENT**

### **Assessment of significance**

On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be.

Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.

The level of significance for the Ōpōtiki Summer Festival 2021-22 Report is considered to be low. Because the decision is determined to have low significance in accordance with the policy, the corresponding level of engagement required is Inform.

### **Assessment of engagement**

As the level of significance has been determined to be low, the level of engagement required is Inform according to the Engagement Framework of the Significance and Engagement Policy:



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## **OPTIONS**

1. Council resolve to support funding applications.
2. Council decline to support funding applications.

## **ASSESSMENT OF OPTIONS**

1. Forward application to The Southern Trust, The Lion Foundation, The Bay Trust and the scope of festival subject to success of funding application.
2. Festival proceeds subject to existing sponsorship arrangements with reduced activities.

## **CONCLUSION**

The Ōpōtiki Summer Festival has proven successful and been supported by Council but rely heavily on external funding.

**RECOMMENDATIONS:**

1. That the report titled “Ōpōtiki Summer Festival Funding Applications” be received.
2. That Council approves a funding application to be lodged with the Southern Trust to support the 2021-22 Ōpōtiki Summer Festival subject to quotes.
3. That Council approves a funding application to be lodged with The Lion Foundation to support the 2021-22 Ōpōtiki Summer Festival subject to quotes.
4. That the Council approves a funding application to The Bay Trust to support the 2021-22 Ōpōtiki Summer Festival subject to quotes.
5. That Council approve Person 1, (Joseph Hayes – *i*-SITE & Events Manager) and Person 2 (Iranui Huriwai – Senior *i*-SITE & Events Officer) to apply on behalf of the Ōpōtiki District Council to the Southern Trust, Lion Foundation, and Bay Trust to support the 2021-22 Ōpōtiki Summer Festival.

Joseph Hayes

***i*-SITE & Events Manager**



## **REPORT**

Date : 24 September 2021

To : Ordinary Council Meeting, 5 October 2021

From : Chief Executive Officer, Aileen Lawrie

Subject : **CHIEF EXECUTIVE OFFICER'S UPDATE**

File ID : A260355

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### **THREE WATERS REFORM**

At the time of agenda close staff were working on a response on the Three Waters reforms to government.

Within the last two weeks a two hour workshop, with Whakatōhea and Te Whānau a Apanui, has been held with DIA staff, the first one on one engagement with Ōpōtiki District Council by Government through the course of the reforms.

A second workshop between staff and Councillors on Monday, 27 September, has provided direction for the drafting of the response.

It is anticipated that the response will be made available on our website as soon as it is completed and signed off, and retrospectively resolved at this Council meeting.

## LGOIMA REQUESTS

### LGOIMA Report (04/08/2021-24/09/2021)

Month	Submitter	Subject	Due
August 2021	Kevey	Required before 23 August - Correspondence regarding BC3094 from A Templer or HFC	07/09/2021
	N Podgorodnichenko	Human Resource strategy and Resource policies	Completed
	Atkins Holm Majurey	URGENT REQUEST - Ratings valuations for gold kiwifruit orchards	Completed
	3Waters	Professional Services Panels	Completed
	Joakim Hassel	List payments to external suppliers for purchases of goods and services 2020	Completed
	Farrah	Breaches of any District or Regional Plan	Completed
	New Zealand Taxpayers	Three Waters Position	17/09/2021
	Tetra Pak Oceania	Cost of water - Raw, treated and disposal	Completed
	R Stokes	Infringement notice fees	Completed
September 2021	Charlie O'Mannin	Illegal Vegetation Clearance	Completed
	Brian Warburton	Monitoring the Exercise of Resource Consents	04/10/2021
	University of Otago (Tim Chambers)	Drinking water quality data	11/10/2021

## MEETINGS / EVENTS ATTENDED BY CEO – 7 AUGUST 2021 – 24 SEPTEMBER 2021

### 9 AUGUST 2021

Ōpōtiki Harbour Development Project Steering Group meeting, via Zoom

LGNZ Three Waters webinar - Mayors, Chairs, Chief Executives and Elected Members, via Zoom

### 10 AUGUST 2021

Met with Bay of Plenty Regional Council Deputy Chair, Jane Nees; Councillors Bill Clark and Toi Iti and CEO Fiona McTavish

Catch up with Coast Community Board

### 12 AUGUST 2021

Council workshop – Housing Acceleration Fund application

**13 AUGUST 2021**

ODC Tenders Sub-Committee meeting

**16 AUGUST 2021**

ODC Risk and Assurance Committee meeting

**17 AUGUST 2021**

Seventh Local Government Forum – Resource Management system reform, via Zoom

*Covid-19 Response – From 11.59pm on 17 August 2021, New Zealand was at Level 4*

**20 AUGUST 2021**

Bay of Plenty CEs meeting re Civil Defence Emergency Management, via Zoom

Meeting with iwi and various agencies re locally led solutions during Covid-19 lockdown times, via Zoom

**30 AUGUST 2021**

Ordinary Council meeting, via Zoom

Three Waters transition forward thinking discussion with DIA, via Zoom

**31 AUGUST 2021**

Bay of Plenty Mayoral Forum – informal catch-up with Hon Dr Megan Woods, Minister of Housing and Urban Development.

**1 SEPTEMBER 2021**

Mayors Taskforce For Jobs-MSD Community Recovery Programme Group 1 meeting, via Zoom

**2 SEPTEMBER 2021**

LGNZ Three Waters Update - Mayors, Chairs and Chief Executives, via Zoom

**3 SEPTEMBER 2021**

LGNZ Three Waters webinar – Mayors, Chairs, Chief Executives and Elected Members, via Zoom

*Covid-19 Response – From 11.59pm on 7 September 2021, our region was at Alert Level 2*

**10 SEPTEMBER 2021**

Eighth Local Government Forum – Resource Management system reform, via Zoom

**13 SEPTEMBER 2021**

Toi-EDA Board meeting, via Zoom

Three Waters transition forward thinking discussion with DIA, via Zoom

ODC Tenders Sub-Committee meeting, via Zoom

**14 SEPTEMBER 2021**

Met with Toi-EDA General Managers, Ian Morton and Karl Gradon

Ōpōtiki Harbour Steering Group meeting, via Zoom

**15 SEPTEMBER 2021**

Councillor/CEO catch up meeting, via Zoom

**16 SEPTEMBER 2021**

Eastern Bay of Plenty CEs meeting, via Zoom

Resource Management Reform – Local Government Steering Group introductory meeting, via Zoom

**20 SEPTEMBER 2021**

Three Waters Workshop (Council and iwi representatives) with DIA, via Zoom

**23 SEPTEMBER 2021**

Moana Project regional stakeholder meeting, via Teams

**24 SEPTEMBER 2021**

BOPLASS Board meeting and BOPLASS Shareholders' meeting, via Zoom

Bay of Plenty CEs Forum, via Zoom

**SIGNIFICANCE AND ENGAGEMENT ASSESSMENT****Assessment of significance**

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

### **RECOMMENDATIONS:**

- 1. That the report titled "Chief Executive Officer's Update" be received.**
- 2. That Council retrospectively makes resolutions (to be tabled) in respect of the Three Waters reforms.**

Aileen Lawrie

**CHIEF EXECUTIVE OFFICER**



## REPORT

Date : 24 September 2021

To : Ordinary Council Meeting, 5 October 2021

From : Chief Executive Officer, Aileen Lawrie

Subject : **RESOLUTION TO EXCLUDE THE PUBLIC**

### SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987

**THAT the public be excluded from the following parts of the proceedings of this meeting, namely:**

#### **11. Confirmation of In-Committee Minutes – Ordinary Council Meeting 30 August 2021.**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No	General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
10.	<b>Confirmation of In-Committee Minutes – Ordinary Council Meeting 30 August 2021</b>	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists.	Section 48(1)(a)

**This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act or section 6 or section 7 or section 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as follows:**

10.	Protect the privacy of natural persons Protect information  Protection from improper pressure or harassment	Section 7(2)(a) Section 7(2)(b)(i) & (ii); (d) & (e) and Section 7(2)(c)(i) & (ii) Section 7(2)(f)(ii)
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	Prevent disclosure or use of official information for improper gain or improper advantage	Section 7(2)(j)
	Carry out negotiations	Section 7(2)(i)
	Maintain legal professional privilege	Section 7(2)(g)
	Carry out commercial activities	Section 7(2)(h)