



MINUTES OF AN ORDINARY COUNCIL MEETING DATED, TUESDAY, 10 JUNE 2025 IN THE ŌPŌTIKI DISTRICT COUNCIL CHAMBERS, 108 ST JOHN STREET, ŌPŌTIKI AT 10.00AM

PRESENT:

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

IN ATTENDANCE:

Stace Lewer (Chief Executive Officer)
Antoinette Campbell (Group Manager Strategy and Development)
Nathan Hughes (Group Manager Service Delivery)
Garry Page (Operations Manager, Parks, Reserves, and Harbour)
Carol Mio (Manager People and Culture)
Michael Fryer (Strategy and Policy Manager)
Maia Calcott (Spaces and Places Planner)
Gae Finlay (Executive Assistant and Governance Lead)

PUBLIC:

Moana Waititi
Several members of the public

His Worship the Mayor invited Moana Waititi to open the meeting with a karakia.

Councillor Petersen – inspirational verse.

APOLOGY

Councillor Nelson.

RESOLVED

(1) That the apology be sustained.

HWTM/Kemara

Carried

DECLARATION OF ANY INTERESTS IN RELATION TO OPEN MEETING AGENDA ITEMS

Nil.

PUBLIC FORUM

Nil.

1. CONFIRMATION OF MINUTES – ORDINARY COUNCIL MEETING 29 APRIL 2025 p4

RESOLVED

- (1) That the minutes of the Ordinary Council meeting held on 29 April 2025 be confirmed as a true and correct record.**

HWTM/Browne

Carried

2. MINUTES – RISK AND ASSURANCE COMMITTEE MEETING 24 FEBRUARY 2025 p18

RESOLVED

- (1) That the minutes of the Risk and Assurance Committee meeting held on 24 February 2025, and any recommendations therein, be received.**

Brooks/HWTM

Carried

3. MINUTES – PERFORMANCE AND DELIVERY COMMITTEE MEETING 7 APRIL 2025 p28

RESOLVED

- (1) That the minutes of the Performance and Delivery Committee meeting held on 7 April 2025, and any recommendations therein, be received.**

Brooks/HWTM

Carried

4. DRAFT MINUTES – COAST COMMUNITY BOARD MEETING 20 MAY 2025 p32

RESOLVED

- (1) That the draft minutes of the Coast Community Board meeting held on 20 May 2025, and any recommendations therein, be received.**

Kemara/HWTM

Carried

5. MINUTES – REGIONAL TRANSPORT COMMITTEE MEETING 9 MAY 2025 **p40**

RESOLVED

- (1) That the minutes of the Regional Transport Committee meeting held on 9 May 2025 be received.**

HWTM/Browne

Carried

6. MAYORAL REPORT 12 APRIL 2025 – 30 MAY 2025 **p49**

His Worship the Mayor highlighted the following from the report:

- The ANZAC Day Parade and Service.
- The Drop-in session at Te Kaha.

RESOLVED

- (1) That the report titled “Mayoral Report 12 April 2025 – 30 May 2025” be received.**

HWTM/Kemara

Carried

7. COASTGUARD ŌPŌTIKI BUILDING LEASE – ŌPŌTIKI WHARF RESERVE **p54**

RESOLVED

- (1) That the report titled “Coastguard Ōpōtiki Building Lease – Ōpōtiki Wharf Reserve” be received.**
- (2) That Coastguard Ōpōtiki be granted a 33-year lease with a right of renewal for a further 33 years for reserve land occupied by the Coastguard building (approx. 181m²) Allotment 334 classified as Local Purposes Reserve (Wharf).**
- (3) That a clause be inserted in the lease document stating that Council will not be responsible for cleaning the site should the building be damaged or Coastguard Ōpōtiki cease to exist.**
- (4) That Council delegates authority to the CEO to sign the new lease agreement.**

HWTM/Petersen

Carried

The Manager People and Culture entered the meeting at 10.14am.

8. WAIHAU BAY MASTERPLAN AND IMPLEMENTATION PLAN **p73**

The Spaces and Places Planner provided some background to the report.

Moana Waititi addressed the meeting. He acknowledged Council for coming to Waihou Bay to discuss the Plan. Those who met with Council can go back and talk to the hapū, noting that they are willing to work with Council, and other agencies, to get the Waihou Bay area up and running and are ecstatic that they have got to this place.

RESOLVED

- (1) That the report titled "Waihou Bay Masterplan and Implementation Plan" be received.**
- (2) That Council endorses the 'Waihou Bay Masterplan and Implementation Plan' in Appendix 1 as the guiding document for developing the Waihou Bay area.**
- (3) That the ability to make minor amendments to the 'Waihou Bay Masterplan and Implementation Plan' is delegated to the Group Manager Strategy and Development before being released into the public domain.**

HWTM/Kemara

Carried

The Operations Manager, Parks, Reserves, and Harbour left the meeting at 10.21am.

The Group Manager Service Delivery left the meeting at 10.22am and returned at 10.23am.

9. NOMINATION OF TINA GEDSON FOR ENDORSEMENT AS ALTERNATE LOCAL CONTROLLOR **p93**

RESOLVED

- (1) That the report titled "Nomination of Tina Gedson For Endorsement as Alternate Local Controllor" be received.**
- (2) That Council nominates Tina Gedson as the Alternate Local Controllor under the Civil Defence Emergency Management Act 2002.**
- (3) That the Bay of Plenty Civil Defence Emergency Group (CEG) be advised that Tina Gedson has been nominated by Ōpōtiki District Council as a reserve Local Controllor.**

HWTM/Kemara

Carried

10. NOMINATION OF ENDORSEMENTS FOR PETER EDWARDS AS RECOVERY MANAGER AND ANNETTE MUNDAY AS ALTERNATE RECOVERY MANAGER **p97**

RESOLVED

- (1) That the report titled "Nomination of Endorsements For Peter Edwards as Recovery Manager and Annette Munday as Alternate Recovery Manager" be received.**

- (2) That Council nominates Peter Edwards as Recovery Manager and Annette Munday as Alternate Recovery Manager under the Civil Defence Emergency Management Act 2002.**
- (3) That the Bay of Plenty Civil Defence Emergency Group (CEG) be advised that Peter Edwards has been nominated by Ōpōtiki District Council as Recovery Manager.**
- (4) That the Bay of Plenty Civil Defence Emergency group (CEG) be advised that Annette Munday has been nominated by Ōpōtiki District Council as Alternate Recovery Manager.**

HWTM/Browne

Carried

11. CHIEF EXECUTIVE OFFICER'S UPDATE

p102

The Chief Executive Officer highlighted the following from the report:

- Chief Executive's Performance Committee meeting – the Chief Executive Officer appreciated the opportunity to meet and thanked the Committee for the positive feedback.
- Drop-in sessions – the Chief Executive Officer attended the Ōpōtiki sessions. He extended thanks to DIA for attending to assist with queries around rates rebates.
- The Te Ao Māori session.

RESOLVED

- (1) That the report titled "Chief Executive Officer's Update" be received.**
- (2) That Council supports the attendance of Deputy Mayor Browne at the Local Government New Zealand Conference in Christchurch on 16-17 July 2025 noting the following:**
 - (a) That Council attends to the registration process for Deputy Mayor Browne and that she will reimburse Council for that cost.**
 - (b) That Deputy Mayor Browne will at her cost arrange travel and accommodation, and cover any other costs incidental to her attendance at the Conference.**

HWTM/Brooks

Carried

12. RESOLUTION TO EXCLUDE THE PUBLIC

p108

SECTION 48 LOCAL GOVERNMENT OFFICIAL INFORMATION & MEETINGS ACT 1987

- 1. THAT the public be excluded from the following parts of the proceedings of this meeting, namely:**
 - 13. Confirmation of In-Committee Minutes – Ordinary Council Meeting 29 April 2025.**
 - 14. In-Committee Minutes – Risk and Assurance Committee Meeting 24 February 2025.**
 - 15. Notes of Council Workshops.**

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
13.	Confirmation of In-Committee Minutes – Ordinary Council Meeting 29 April 2025.	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)
14.	In-Committee Minutes – Risk and Assurance Committee Meeting 24 February 2025.	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)
15.	Notes of Council Workshops.	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:

13.	Protect the privacy of natural persons Protect information Protection from improper pressure or harassment Prevent disclosure or use of official information 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)
14.	Protect the privacy of natural persons Protect information (commercial sensitivity) Protection from improper pressure or harassment Carry out negotiations Prevent disclosure or use of official information Carry out commercial activities	Section 7(2)(a) Section 7(2)(b)(ii) Section 7(2)(f)(ii) Section 7(2)(i) Section 7(2)(j) Section 7(2)(h)

15.	Protection from improper pressure or harassment Prevent disclosure or use of official information	Section 7(2)(f)(ii) Section 7(2)(j)
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Kemara/Petersen

Carried

RESOLVED

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

Kemara/Petersen

Carried

RESOLVED

- (1) That the in-committee minutes of the Ordinary Council meeting held on 29 April 2025 be confirmed as a true and correct record.**

Kemara/Petersen

Carried

RESOLVED

- (1) That the in-committee minutes of the Risk and Assurance Committee meeting held on 24 February 2025, and any recommendations therein, be received.**

Brooks/HWTM

Carried

RESOLVED

- (1) That the report titled "Notes of Council Workshops" be received.**
- (2) That the Council agrees to publicly release the full notes related to the 9 April 2025 and 30 April 2025 Workshops.**

HWTM/Browne

Carried

THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 10.35AM.

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

D G T MOORE

HIS WORSHIP THE MAYOR