

**MEETING**  
– AGENDA –

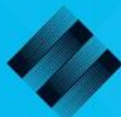
Ngā Take

**KATIKATI**  
**COMMUNITY BOARD**  
Poari Hapori

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**K21-5**  
**Wednesday, 10 November 2021**  
**via Zoom**  
**7.00pm**

<https://westernbay-govt-nz.zoom.us/j/89729763184>



**Western Bay of Plenty**  
**District Council**

# Katikati Community Board

## Membership

<b>Chairperson</b>	Ben Warren
<b>Deputy Chairperson</b>	Neil Harray
<b>Members</b>	John Clements Kate Sutherland Cr James Denyer Cr Allan Sole
<b>Quorum</b>	3
<b>Frequency</b>	Eight weekly / Workshops as required

## Role and Purpose of Community Boards:

- To represent, and act as an advocate for, the interests of their communities.
- To provide an effective mechanism for community feedback to Council.
- To consider and report on all matters referred by Council and its Committees, or any matter of interest or concern to the Community Board.
- To maintain an overview of services provided by Council within the community.
- To prepare an annual submission to Council for expenditure within the community.
- To communicate with community organisations and special interest groups within the community.
- To undertake responsibilities as delegated by Council or its Committees.

## Delegated Functions:

Subject to compliance with Council strategies, policies, plans and legislation:

- To maintain an overview of road works, water supply, sewage, stormwater, parks, recreational facilities, community activities and traffic management within the community and make recommendations to Council and its Committees in accordance with their delegated functions.
  - To report and make recommendations to Council and its Committees in accordance with their delegated functions on issues facing the respective communities to promote public participation and communication within respective communities.
  - To undertake tasks, powers and functions delegated by Council or its Committees in accordance with their delegated functions from time to time.
  - To control, expend and monitor funds as allocated by Council.
  - To allocate Community Board reserve funds to specific capital non-recurring projects for council assets on council land, or in accordance with allocations which have been approved through the annual plan process.
  - To receive reports from Council appointees on Council matters relevant to the Community Board.
1. To have input into Council and its Committees on issues and plans that affect communities within the Community Board area.

Notice is hereby given that a Katikati Community Board Meeting will be held  
via Zoom on:  
Wednesday, 10 November 2021 at 7.00pm

## Order Of Business

<b>1</b>	<b>Present</b> .....	<b>4</b>
<b>2</b>	<b>In Attendance</b> .....	<b>4</b>
<b>3</b>	<b>Apologies</b> .....	<b>4</b>
<b>4</b>	<b>Consideration of Late Items</b> .....	<b>4</b>
<b>5</b>	<b>Declarations of Interest</b> .....	<b>4</b>
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**1 PRESENT****2 IN ATTENDANCE****3 APOLOGIES****4 CONSIDERATION OF LATE ITEMS****5 DECLARATIONS OF INTEREST**

Members are reminded of the need to be vigilant and to stand aside from decision making when a conflict arises between their role as an elected representative and any private or other external interest that they may have.

**6 PUBLIC EXCLUDED ITEMS****7 PUBLIC FORUM**

A period of up to 30 minutes is set aside for a public forum. Members of the public may attend to address the Board for up to five minutes on items that fall within the delegations of the Board provided the matters are not subject to legal proceedings, or to a process providing for the hearing of submissions. Speakers may be questioned through the Chairperson by members, but questions must be confined to obtaining information or clarification on matters raised by the speaker. The Chairperson has discretion in regard to time extensions.

Such presentations do not form part of the formal business of the meeting, a brief record will be kept of matters raised during any public forum section of the meeting with matters for action to be referred through the customer contact centre request system, while those requiring further investigation will be referred to the Chief Executive.

## **8 MINUTES FOR CONFIRMATION**

### **8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 21 JULY 2021**

**File Number:** A4310947

**Author:** Pernille Osborne, Senior Governance Advisor - Community Boards

**Authoriser:** Barbara Whitton, Customer Services and Governance Manager

#### **RECOMMENDATION**

That the Minutes of the Katikati Community Board Meeting held on 21 July 2021, as circulated with the agenda, be confirmed as a true and accurate record.

#### **ATTACHMENTS**

- 1. Minutes of the Katikati Community Board Meeting held on 21 July 2021**

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
KATIKATI COMMUNITY BOARD MEETING NO. K21-4  
HELD IN THE CENTRE. PĀTUKI MANAWA, 21 MAIN ROAD, KATIKATI 3129  
ON WEDNESDAY, 21 JULY 2021 AT 7.00PM**

## **1 PRESENT**

Member B Warren (Chairperson), Member J Clements, Member K Sutherland, Cr J Denyer and Cr A Sole

## **2 IN ATTENDANCE**

J Pederson (Group Manager People and Customer Services), A Hall (Roading Engineer – West), H Willis (SCADA Systems Engineer) and P Osborne (Senior Governance Advisor)

10 Members of the public, including Councillor Anne Henry.

## **3 APOLOGIES**

### **APOLOGY**

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#### **RESOLUTION K21-4.1**

Moved: Member K Sutherland

Seconded: Cr A Sole

That the apology for absence from Member N Harray be accepted.

**CARRIED**

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## **4 CONSIDERATION OF LATE ITEMS**

Nil

## **5 DECLARATIONS OF INTEREST**

- Councillor Sole declared an interest in item 9.3 '33 Middlebrook Drive'

## **6 PUBLIC EXCLUDED ITEMS**

Nil

## **7 PUBLIC FORUM**

The Chairperson outlined the protocols relating to the Public Forum section of the meeting as set out in the Standing Orders for the Katikati Community Board. Attending members of the public were invited to take part in the public forum.

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**PUBLIC FORUM ADJOURN MEETING**

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**RESOLUTION K21-4.2**

Moved: Cr J Denyer

Seconded: Cr A Sole

That the meeting adjourn for the purpose of holding a public forum.

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**CARRIED**

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**Norm Mayo – Katikati Residents and Ratepayers Association**

Mr Mayo was in attendance to speak to the Board on the below items:

- Concern raised from members of the community in regards to the Long Term Plan (LTP) rate and debt increase;
- Disappointment over the new Kerbside Rubbish Collection contract going to a Chinese company instead of a local company;
- Mr Mayo was of the belief that occupants of Tanners Point were living 'rent free'; and
- The Residents and Ratepayers Association did not support the Three Waters Reform. The Reform proposed was 'opt-in' and consultation was planned for a future date.

**Ewen Luskie – Various Items**

Mr Luskie was in attendance to speak to the Board on the below items:

- Identified potential health and safety issues relating to the Stormwater retention pond at the end of Park Road. Mr Luskie was worried that, with the amount of water in the pond, it was a potential drowning hazard;
- Stormwater drains on Park Road were not being kept clear;
- Would like to see the levels of visibility at the Levley Lane/Park Road intersection addressed, as Mr Luskie believed that more could be done. The Roading Engineer (West) would make an assessment of the intersection; and
- Clarification was provided in relation to the Yeoman Walkway project. Mr Luskie was informed that consultation was planned for a future date.

**Jim Davison – Various Items**

Mr Davison was in attendance to provide the Board with updates relating to the Katikati Memorial Hall and the Highfields Pond.

Katikati Memorial Hall

- Building compliance had been received;
- The stage had a re-paint;
- Curtains had been dry-cleaned;
- An investigation on structural requirements had commenced; and
- Bookings for the hall were busy.

Highfields Pond

- Happy with the \$130,000 set aside in the Long Term Plan (LTP) for spending in the 2022/2023 financial year;
- The proposal for Council approval would be drawn up;
- Planning would commence at the beginning of 2022; and
- The present pond would be drained at the same time, to allow earthworks to start.

**Jacqui Knight – Various Items**

Ms Knight was in attendance to speak to the Board on the below items:

- Noted the amount of homeless people in Katikati and wondered if it would be possible to have a public 'pay-as-you-go' shower installed in town.
- Seeking some help with the removal of Councils Main Street security camera system from the Arts Junction (Old Katikati Library). Someone was wanting to lease the space, and despite efforts to try and work with Council, the system was yet to be re-located. The Group Manager People and Customer Service agreed to follow this up for Ms Knight.

- Highlighted a potential use of the C.E Miller fund, with the installation of permanent lights around the playground between the Arts Junctions and the Museum.
- Would be putting in a Service Request to investigate what had happened to the lights that previously shone up from the Uretara Bridge.
- A request for the Community Board to consult with the Katikati Trails Development Group around the potential of using the Boards 2021/2022 Roothing budget towards safer walking and cycling routes in Katikati.
- Noted that the Waitekohekohe Reserve project looked fantastic, and the Community Board was encouraged to familiarise themselves with the area.

### **Don Wallis – Katikati Trails Development Group**

Mr Wallis was in attendance to speak to the Board on behalf of the Katikati Trails Development Group. The Group would like to see safer walking and cycling routes/trails around Katikati, noting that they proposed to focus on one area at a time. Mr Wallis noted that their priority at the moment was the footpath along Waterford Road, from Mulgan Street into the town centre.

It was suggested that more paint and signs would help bring awareness to bikers on the road. Mr Wallace invited the Board to attend the Katikati Trails Development Group to discuss the use of the 2021/2022 Community Board Roothing budget.

The Board encouraged the Katikati Trails Development Group to add their preferred routes for walk/cycleways into the Katikati Community and Town Centre Plan.

The Roothing Engineer (West) informed Mr Wallis that Council funded a group of officers called 'Travel Safe', who worked with schools on safe travel patterns to and from schools. The Roothing Engineer (West) would ask 'Travel Safe' to consult with the school around encouraging kids to bike to and from school.

## **PUBLIC FORUM MEETING RECONVENED**

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### **RESOLUTION K21-4.3**

Moved: Cr A Sole

Seconded: Cr J Denyer

That the meeting reconvene in formal session at 7.48pm.

**CARRIED**

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## **8 MINUTES FOR CONFIRMATION**

### **8.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 26 MAY 2021**

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#### **RESOLUTION K21-4.4**

Moved: Member K Sutherland

Seconded: Cr J Denyer

That the Minutes of the Katikati Community Board Meeting held on 26 May 2021, as circulated with the agenda, be confirmed as a true and accurate record.

**CARRIED**

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## 9 REPORTS

### 9.1 KATIKATI COMMUNITY BOARD CHAIRPERSONS REPORT - JULY 2021

The Board considered a report from the Chairperson, with further discussion on the below items.

#### C.E. Miller Fund

The Board would be looking at ways to use the funds for beautification around Katikati. The Board would discuss the potential of combining funds later in the agenda, during the financial report.

#### Local Roothing Budget

Member Clements circulated a proposal prior to the meeting in regards to how the Board could spend the new Roothing Budget. The Board agreed to discuss this further at a workshop.

#### School Zone

The Roothing Engineer (West) provided the Board with the response received from WestLink and Waka Kotahi in regards to the pedestrian crossing outside the school, noting that the response supported advice previously provided to the Board. It was also reiterated that red paint was not Councils Level of Service for Zebra Crossings.

The Board was unhappy with the response received, as they were aware of other areas that had used red paint under the white stripes of a pedestrian crossing. The Board decided to contact Waka Kotahi directly.

#### Avocado Festival Events Management

Council staff would be organising a meeting with Community Board members and Katch Katikati to discuss Council contribution and cooperation with the Annual Avocado Festival.

#### Three Waters Reform

The Board was reminded that there were still a lot of unknowns surrounding the potential \$20 million funds available to Council, and therefore no further updates were provided.

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### RESOLUTION K21-4.5

Moved: Cr J Denyer

Seconded: Member K Sutherland

That the Chairperson's report dated 21 July 2021, titled 'Katikati Community Board Chairpersons Report – July 2021', be received.

**CARRIED**

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### 9.2 KATIKATI COMMUNITY BOARD COUNCILLOR'S REPORT - JULY 2021

The Board considered a report from Councillor Sole, noting the below amendment:

- 'Total rate increase for the year 2021-22 of 11.51%.'

Councillor Sole gave a brief overview on each item of his report with clarification that the transfer of the Three Waters assets would take approximately one third of WBOPDC's assets, and close to 70-75% of WBOPDC's debt.

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**RESOLUTION K21-4.6**

Moved: Cr A Sole  
Seconded: Cr J Denyer

That the Councillor's report dated 21 July 2021, titled 'Katikati Community Board Councillor's Report – July 2021', be received.

**CARRIED**

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**9.3 33 MIDDLEBROOK DRIVE**

Councillor Sole declared an interest in this item, withdrew from the meeting and took no part in the discussion or voting thereon.

The Board considered a report from the Strategic Property Manager. The report was taken as read.

The Board expressed concern, as they wanted to hear from each of the interested parties prior to taking the recommendation to Council. The Board agreed that they would invite representatives from each of the interested parties to the next Community Board workshop, to allow the Board to represent all interested parties equally in their decision.

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**RESOLUTION K21-4.7**

Moved: Member B Warren  
Seconded: Cr J Denyer

1. That the Strategic Property Manager's report dated 21 July 2021, titled '33 Middlebrook Drive', be received.
2. That the Katikati Community Board defer this item to allow for further discussion with the interested parties.

**CARRIED**

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**9.4 KATIKATI COMMUNITY BOARD GRANT APPLICATION**

The Board considered a report from the Senior Governance Advisor. The report was taken as read with further discussion around the type of funding assistance that was being sought. The Board noted that, under the funding criteria, the application for funding should relate to activities/projects rather than re-occurring administrative costs. Representatives from the Katikati Boating Club were informed prior to the meeting, and would look at potential funding options for the future.

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**RESOLUTION K21-4.8**

Moved: Member B Warren  
Seconded: Cr A Sole

1. That the Senior Governance Advisor's report dated 21 July 2021, titled 'Katikati Community Board Grant Application', be received.
2. That the Katikati Community Board not approve the Grant Application from Katikati Boating Club.

**CARRIED**

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**9.5 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD JULY 2021**

The Board considered a report from the Deputy Chief Executive. The report was taken as read with further discussion on the below:

**Property – Town Centre Katikati**

The Board noted that the draft that had been received was more of a sketch than a workable draft.

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**RESOLUTION K21-4.9**

Moved: Member K Sutherland

Seconded: Member J Clements

That the Deputy Chief Executive's report dated 21 July 2021, titled 'Infrastructure Services Report Katikati Community Board July 2021', be received.

**CARRIED**

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**9.6 FINANCIAL REPORT KATIKATI - JUNE 2021**

The Board considered a report from the Management Accountant. The report was taken as read.

The Board noted that Council staff would report back on work being completed by Boffa Miskell for the review of the Katikati Community and Town Plan.

The Board requested information regarding the merging of the Reserve balance and the C.E Miller Estate Reserve to fund a bigger project. The Board was reminded that each reserve fund had its own criteria, so the project would have to align with both criteria, in order for both funds to be used together.

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**RESOLUTION K21-4.10**

Moved: Cr A Sole

Seconded: Cr J Denyer

That the Management Accountant's report dated 21 July 2021, titled 'Financial Report Katikati – June 2021', be received.

**CARRIED**

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**9.7 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS**

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**RESOLUTION K21-4.11**

Moved: Member K Sutherland

Seconded: Cr J Denyer

That the draft schedule of meetings for August, September and October 2021, be received.

**CARRIED**

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**The Meeting closed at 8.29pm.**

**The minutes of this meeting were confirmed at the Katikati Community Board held on 15 September 2021.**

.....  
Member B Warren  
**CHAIRPERSON**

UNCONFIRMED

## 9 REPORTS

### 9.1 KATIKATI COMMUNITY BOARD CHAIRPERSONS REPORT - NOVEMBER 2021

**File Number:** A4318191

**Author:** Ben Warren, Community Board Chairperson

**Authoriser:** John Holyoake, Chief Executive Officer

#### RECOMMENDATION

1. That the Chairperson's report dated 10 November 2021, and titled 'Katikati Community Board Chairpersons Report – November 2021', be received.
2. That the Katikati Community Board receive and support the presentation made on behalf of Priority One and Waikato University presented 30 August 2021, titled 'Supporting Transport Initiatives and Decision Making in Tauranga and the Western Bay of Plenty'.

#### Priority One and Waikato University Presentation

At the Katikati Community Board Workshop held via Zoom on Monday 30 August 2021, there was a presentation made to the Board, and attending staff, on behalf of Priority One Tauranga Moana and Waikato University. The presentation was well received and stimulated some great discussion. The Board would like to formally support the presentation by passing a resolution. The presentation has been provided as **Attachment 1**.

*Resolution:*

*That the Katikati Community Board receive and support the presentation made on behalf of Priority One and Waikato University presented 30 August 2021, titled 'Supporting Transport Initiatives and Decision Making in Tauranga and the Western Bay of Plenty'.*

#### Katikati Town Centre and Katikati Community Plans

Katikati Community Board and Boffa Miskell Ltd.

This has been received back and is currently sitting with the reference group for any final considerations. The plan should be finalised for release by end of November, early December.

#### C.E Miller Fund

The Community Board is calling for applications from Community groups and organisations regarding the use of the C.E Miller fund for beautification projects around town. Applications in writing should be limited to \$3000.00 in order for the funds to be fairly distributed.

#### Local Roading Budget

Discussion is continuing in regard to the best use of the annual roading budget.

#### School Zone

The Board acknowledges the installation of the new traffic signs and speed indicators, which have been warmly received by the public.

### **Three Waters Reform**

The Katikati Community Board strongly reiterates its objection to the Government's Three Waters Reform proposal, as not being in the best interests of the community or ratepayers.

There has been no local or rural support for the proposal presented to the Board.

### **Katikati – Avocado Capital of New Zealand and New Zealand's Mural Town**

The Board would like to formally recognise that Katikati now has two official identities as both the Avocado Capital of New Zealand and New Zealand's Mural Town.

*More information relating to this topic can be found on Page 37 of this agenda.*

### **Park Road Walkway**

A Council update on this project (Donegal Place plans) and the apparent new erosion around the new bird walk bridge would be appreciated.

Staff Comment:

Staff are aware of the erosion at the end of the recently constructed rock rip rap and are working with Bay of Plenty Regional Council (BOPRC) on the required approval process to extend the rock rip rap.

Donegal Place concept plan update is included in the Infrastructure Services Report in this agenda.

### **Public Toilets at Moore Park**

Update requested especially in regard to the fire which caused damage to the skatepark toilet. Are any public toilets operational at Moore Park presently?

Staff Comment:

The toilets only suffered superficial smoke damage which was cleaned up and the toilets were made operational as soon as possible.

### **Kiwifruit Orchards Spraying and Bird Guns**

A number of concerns regarding orchards spraying within 1km of residential housing, and not notifying residents. Is Bay of Plenty Regional Council (BOPRC) monitoring this? The use of bird guns close to town has also become apparent and has never occurred in the past. Residents are complaining about this and it is also upsetting local pets.

Staff Comment:

Concerns from residents about spray drift from horticultural and orchard activities should be referred to BOPRC pollution hotline - 0800 884 883.

Complaints about bird scarers should be directed to Council's contact centre (WBOPDC), where the activity will be assessed for compliance with the District Plan.

Council has received increased complaints from residents about the use of bird scarers in the past 2 years. This increase is due to a number of factors:

1. That due to COVID the availability of the spray product “flock off” used by kiwifruit growers to keep birds from the kiwifruit buds has been limited in supply, and consequently is difficult to obtain and is more costly.
2. The gold and the green kiwi bud at different times, with gold budding first then followed by the green budding period, thus extending the overall period required by orchardists to prevent bird damage to both varieties.

Bird scarers are a permitted activity provided they comply with the Council’s District Plan requirements, as follows:

***Audible Bird Scaring Devices – Performance Standard for Permitted Activity***

*Audible bird scaring devices shall be a Permitted Activity subject to compliance with the following performance standards.*

*An audible bird scaring device:*

- a. *Shall only be operated from half an hour before sunrise to half an hour after sunset.*
- b. *Shall be set to operate at no greater frequency than 12 times in any period of one hour, that is 12 single discharges or four groups of three discharges.*
- c. *Shall not be operated for any continuous period exceeding two seconds.*
- d. *Shall only be operated when the horticultural crop is at risk from bird damage.*
- e. *Shall not exceed 65dB ASEL at the national boundary of any Rural, Rural Residential, Future Urban or Lifestyle dwelling or at the boundary of any Residential Zone (excluding any dwelling/s located on the same site as the device is being operated).*
- f. *Where those persons who experience noise levels over 65dB ASEL as described in e. above, have provided written approval to Council then the activity shall be permitted.*

*Use of any audible bird scaring device not in compliance with the above performance standards shall fall to be considered as a Restricted Discretionary Activity.*

**Affordable Housing projects in Katikati**

Council update on this would be appreciated i.e. Surveying at Moore Park has occurred.

Staff Comment:

Council have agreed to sell the land to Kāinga Ora for their housing programme. They are currently undertaking final due diligence for the purchase and undertaking a survey of the land to get the exact area to feed into the agreement for sale and purchase. The housing design will be subject to final approval from Council staff.

**ATTACHMENTS**

1. **Attachment 1 - Presentation by Priority One and Waikato University**  



**Priority One**  
Tauranga  
Moana



THE UNIVERSITY OF  
**WAIKATO**  
*Te Whare Wānanga o Waikato*

# Supporting Transport Initiatives and Decision Making in Tauranga and the Western Bay of Plenty

Presentation to Katikati Community Board

August 2021

















**9.2 KATIKATI COMMUNITY BOARD COUNCILLOR'S REPORT - NOVEMBER 2021****File Number: A4318207****Author: James Denyer, Councillor****Authoriser: John Holyoake, Chief Executive Officer****RECOMMENDATION**

That the Councillor's report dated 10 November 2021, titled 'Katikati Community Board Councillor's Report – November 2021', be received.

**BACKGROUND**

This report is an omnibus edition following the cancellation of the Community Board meeting that was scheduled for 15 September.

Since lockdown started on 17 August, elected members moved to holding meetings via Zoom once more. It is not an ideal format, but it did allow the governance functions of Council to continue during the latest outbreak of COVID-19. Staff continued their work either as essential workers or from home. The community once more stepped up and there were daily Zoom calls to ensure the welfare needs of all our people were being met and support available.

It was pleasing to note that the Long Term Plan (LTP), adopted on 29 June was awarded an unmodified audit opinion by Audit New Zealand. An emphasis of matter was recorded, as it was for all territorial local authorities, in relation to the uncertainties around Three Waters Reforms.

Council received the allocation decisions of the Community Matching Fund working party on 12 August. There were 52 applications from across the district seeking funds of \$507,111. The fund totalled \$140,000, so there had been some tough decisions to make. Successful applicants in the Katikati area included Katikati Community Centre, Katikati Open-Air Art, the Western Bay Museum, and Katikati Innovative Horticulture Trust.

Following on from the adoption of the CCTV Management Plan on 6 July, a CCTV Working Party was established on 31 August, with delegated authority to advertise for applications to install CCTV cameras, evaluate the applications and allocate the annual funding that was included in the LTP. Each ward has a Councillor on the working party, with the remaining members being Council's Strategic Property Manager and a representative from the police. Allan Sole was appointed as our ward's representative on the working party. Applications opened from 27 September to 15 October and it is anticipated that the decision-making process will be completed before the end of the year.

Councillors have given feedback to inform a number of submissions related to significant government reforms. These include Resource Management Reform and a submission on the exposure draft of the Natural and Built Environments Act, a submission to the Government Policy Statement for Housing and Urban Development, and feedback on the second tranche of amendments to the Local Electoral Act seeking to achieve greater alignment between the process for considering general wards and Māori wards.

The Policy Committee has seen a number of topics discussed. On 7 September, it adopted its Elder Housing Operational Policy. This provides guidance on issues such as eligibility and rent setting. This follows Council's decision in the LTP to retain and develop its stock of elder housing. Also at that meeting, the committee gave approval to commence a full review of the Western Bay of Plenty District Plan. This review will take several years and some scoping work has subsequently taken place with Councillors.



At the 19 October meeting, the Policy Committee adopted the draft Waste Management and Minimisation Bylaw for public consultation from 26 October to 26 November. Key proposed changes include providing greater detail in support of Council's kerbside waste collection service, amendments regarding enforcement, construction and demolition waste, event waste, and multi-unit developments. The Committee also adopted the draft Local Alcohol Policy and draft Local Alcohol Bylaws for consultation between 5 November and 6 December. The main proposed changes relevant to Katikati are to no longer maintain a joint policy with Tauranga City Council, a new section on Club Licences, and to reduce the maximum hours for off licences, with licensed hours until 9pm instead of 10pm.

A significant amount of work has also taken place to review the policy and criteria for proposing the next roading seal extension list. A policy decision paper will come before the Policy Committee in due course.

Council approved the sale of a section of Moore Park on 23 September that it acquired as part of an extension to the playing fields back in 2018. This section is a piece of residual land not required for either roading or reserve and had been earmarked for sale or development for affordable housing. Kāinga Ora have agreed to pay \$1.75m for the 6068m<sup>2</sup>.

On 19 October, Council approved the Annual Report and Summary Annual Report for the year ended 30 June 2021. Like the LTP, they received an unmodified audit opinion.

At the Performance & Monitoring Committee meeting on 14 October, a report was received that presented the Katikati Wastewater Treatment Plant Effluent Reuse and Disposal Options Assessment. This lengthy and detailed assessment is the culmination of five years of effort in considering how wastewater might best be used or disposed of after the current consent expires that allows it to be discharged 650m off the coast of Matakana Island into the Pacific. The working party consisted of Councillors, the previous Community Board Chair, iwi representation, Council staff, and consultants from BECA / WSP. The next step will involve engagement with landowners and geotechnical investigations.

Three Waters Reform has been an issue which has elicited significant reaction from some members of the community. It is important to note that this is a reform being led by central government. Following an eight-week period up until 1 October where local authorities were asked to evaluate the latest information from government, Council provided a letter of feedback to the Minister of Local Government, Nanaia Mahuta. Council "identified significant concerns with the proposal" and "suggest[ed] that the current proposals be replaced with proposals that would likely be acceptable to the majority of our ratepayers". At the time of writing, further announcements from government were anticipated in the coming weeks. At that point, Council will decide what steps it needs to take, any further information it needs, and any decisions which may need to be made.

### 9.3 33 MIDDLEBROOK DRIVE

**File Number:** A4319548

**Author:** Blaise Williams, Strategic Property Manager

**Authoriser:** Gary Allis, Deputy Chief Executive & Group Manager Infrastructure Services

#### EXECUTIVE SUMMARY

Council owns a property at 33 Middlebrook Drive, Katikati also known as Section 8 SO 453028 contained in record of title 848931 (the "Land").

Part of the property is leased by the Red Cross but the remainder of the property is vacant land ready for development.

Council sought expressions of interest from the community for parties interested in leasing the land and developing it for community purposes.

Council received one joint expression of interest from multiple community groups seeking to develop the Land together, the parties were Western Bay Museum, Katikati MenzShed, Katikati Community Van, Katikati Community Patrol and Nga Tamawhariua Rununga (the "Interested Parties").

The Interested Parties along with Council staff have received a preliminary design for the development of the Land, refer Attachment 1.

The board is being asked to make a recommendation to Council either to lease the Land to the Interested Parties or recommend to Council to not lease the Land to the Interested Parties.

#### RECOMMENDATION

1. That the Strategic Property Manager's report dated 10 November 2021, titled '33 Middlebrook Drive', be received.
2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
3. That the Board recommends to Council that the land be leased to the Interested Parties for the purpose of building suitable accommodation for all Interested Parties' purposes.

##### Interested Parties:

- Western Bay Museum
- Katikati MenzShed
- Katikati Community Van
- Katikati Community Patrol
- Nga Tamawhariua Rununga

And

4. That the Lease is conditional upon the Interested Parties receiving funding for the development within two years.

Or

5. That the Board **does not** recommend to Council that the land be leased the to the Interested Parties for the purpose of building suitable accommodation for all Interested Parties purposes.

## BACKGROUND

Council purchased the land for the reserve prior to Middlebrook Drive being constructed, the Land is now owned in fee simple by Council.

Following multiple community groups who approached Council for vacant land or facilities in Katikati, Council sought formal expressions of interest from community groups, particularly if they were prepared to work together and develop the site.

Staff have had multiple meetings and discussions with the Interested Parties regarding the possible design of the buildings and each parties' requirements.

Staff believe the Interested Parties are able to work together and maximise utilisation of the site.

It is noted that not all the Interested Parties named would necessarily be accommodated on the site.

## SIGNIFICANCE AND ENGAGEMENT

In terms of the Significance and Engagement Policy, this decision is considered to be of low significance because there is no capital spending, general Community Board support and level of engagement to date.

## ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed Engagement/Consultation/Communication		
Name of interested parties/groups	Western Bay Museum Katikati MenzShed Katikati Community Van Katikati Community Patrol Nga Tamawhariua Rununga	Planned	Completed
Tangata Whenua	Expressions of Interest have been invited from interested community groups.		
General Public	Expressions of Interest have been invited from interested community groups.		

**ISSUES AND OPTIONS ASSESSMENT**

<b>Option A</b>	
<p>That the Board <b>recommends</b> to Council that the land be leased to the Interested Parties for the purpose of building suitable accommodation for all Interested Parties' purposes.</p> <p><b>Interested Parties:</b></p> <ul style="list-style-type: none"> <li>• Western Bay Museum</li> <li>• Katikati MenzShed</li> <li>• Katikati Community Van</li> <li>• Katikati Community Patrol</li> <li>• Nga Tamawhariua Rununga</li> </ul> <p>And</p> <p>That the Lease is conditional upon the Interested Parties receiving funding for the development within two years.</p>	
<p><b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b></p> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li>• <b>Environmental</b></li> </ul>	<p>The use of vacant council land being utilised by multiple community groups.</p> <p>If successful, setting a precedent for community groups to work together to help each other meet the needs of the community.</p> <p>Accommodation of community groups would add to the community fabric of Katikati.</p> <p>Groups are seeking third party funding with little ongoing cost to Council.</p>
<p><b>Costs (including present and future costs, direct, indirect and contingent costs).</b></p>	<p>The Interested Parties to bear all costs for development of the Land</p> <p>Excess of \$500,000.00 required</p> <p>Funds will be sought from external providers</p>
<p><b>Other implications and any assumptions that relate to this option (Optional – if you want to include any information not covered above).</b></p>	<p>Council to give the parties 2 years to receive enough funding to develop the Land</p>
<b>Option B</b>	
<p>That the Board <b>does not</b> recommend to Council that the land be leased the to the Interested Parties for the purpose of building suitable accommodation for all Interested Parties' purposes.</p>	
<p><b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b></p> <ul style="list-style-type: none"> <li>• <b>Economic</b></li> <li>• <b>Social</b></li> <li>• <b>Cultural</b></li> <li>• <b>Environmental</b></li> </ul>	<p>The vacant land will not be utilised, no other community groups submitted interest in the Land</p> <p>Community groups will continue to seek support from Council by use of Council land or facilities</p>
<p><b>Costs (including present and future costs, direct, indirect and contingent costs).</b></p>	<p>No costs</p>

### STATUTORY COMPLIANCE

Council will comply with all legislative requirements when granting a lease of the Land, the lease will be on similar terms as required by Council policy for community groups.

### FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
	No costs other than some incidental operational costs would be incurred.

### ATTACHMENTS

1. Katikati MenzShed & Museum Store [!\[\]\(223f1a84e0bc2cacb9c165f716817dcc\_img.jpg\) !\[\]\(c437123967ec19fa50ef7951237304ba\_img.jpg\)](#)

















## 9.4 REQUEST TO ENDORSE "KATIKATI MURAL TOWN - AVOCADO CAPITAL OF NEW ZEALAND"

**File Number:** A4292592

**Author:** Gary Allis, Deputy Chief Executive & Group Manager Infrastructure Services

**Authoriser:** John Holyoake, Chief Executive Officer

### PURPOSE

To consider the request from Katch Katikati for the Community Board to endorse the branding of Katikati Mural Town – Avocado Capital of New Zealand.

The branding as Avocado Capital of New Zealand has been in place since 2018 and Katch Katikati is seeking formal endorsement from both the Board and Council.

Katch Katikati representatives will attend the meeting and speak to the item.

### RECOMMENDATION

1. That the Deputy Chief Executive Officer's report dated 10 November 2021, titled 'Request to Endorse "Katikati Mural Town - Avocado Capital of New Zealand"', be received.
  2. That the report relates to an issue that is considered to be of low significance in terms of Council's Significance and Engagement Policy.
  3. That the Katikati Community Board endorse the branding of Katikati as: "Katikati Mural Town – Avocado Capital of New Zealand".
  4. That it be recommended to Council that it endorse the branding of "Katikati Mural Town – Avocado Capital of New Zealand".
- OR
5. That the Katikati Community Board DOES NOT endorse the branding of Katikati as: "Katikati Mural Town – Avocado Capital of New Zealand"

### BACKGROUND

Katch Katikati is requesting that the Board and Council endorse the branding that has been in place since 2018 in order to provide official recognition of the brand.

Refer to:

- Attachment 1: Letter of Endorsement from Katch Katikati
- Attachment 2: Promotional brochure
- Attachment 3: Letter of support from Katikati Open Air Art
- Attachment 4: The background to the proposal and related activities
- Attachment 5: There is a proposal to develop avocado themed seats to be installed in prominent locations to support the branding. These would generally be on Council land with ownership and maintenance by Katch Katikati and Open Air Art
- Attachment 6: A Google search under "Avocado Capital of New Zealand" provides links to Katikati.

Note that the approval of the seats in Attachment 5 are an operational item and would need to meet the Public Art Policy requirements.

### ASSESSMENT & PROPOSAL

The proposal is to endorse the Avocado Capital of New Zealand brand. This is a similar brand to the Te Puke - Kiwi Capital of the World.

The branding does not have legal status but through common use and marketing becomes established. A Google search under “Avocado Capital of New Zealand” provides links to Katikati.

Changes to marketing brochures, websites, branding and signage would be the responsibility of Katch Katikati.

The mural and avocado themes could be included in future works in Katikati including town centre improvements, public art and community facilities

### SIGNIFICANCE AND ENGAGEMENT

In terms of the Significance and Engagement Policy, this decision is considered to be of low significance because the branding has been established since 2018 and has been accepted.

### ENGAGEMENT, CONSULTATION AND COMMUNICATION

The branding has been undertaken by Katch Katikati and supported by Open Air Art and the Avocado growers. It has been in place since 2018 and we are unaware of any objections to the branding.

No specific engagement with tangata whenua has occurred.

All communication and engagement has been undertaken under the umbrella of Katch Katikati

### ISSUES AND OPTIONS ASSESSMENT

<b>Option A</b>	
That the Katikati Community Board endorse the branding of Katikati as: “Katikati Mural Town – Avocado Capital of New Zealand”.	
That it be recommended to Council that it endorse the branding of “Katikati Mural Town – Avocado Capital of New Zealand”.	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul>	Supports economic development and protects branding.  Supports the community direction and branding that is consistent with current activities.  Is to be used with the Mural Town brand.
<b>Option B</b>	
That the Katikati Community Board DOES NOT endorse the branding of Katikati as: “Katikati Mural Town – Avocado Capital of New Zealand”.	
<b>Assessment of advantages and disadvantages including impact on each of the four well-beings</b> <ul style="list-style-type: none"> <li>• Economic</li> <li>• Social</li> <li>• Cultural</li> <li>• Environmental</li> </ul>	Could set a precedent for Council to endorse other community branding  Avocado Capital of NZ status could be challenged by other areas.

### STATUTORY COMPLIANCE

The recommendation meets Council:






- Legislative requirements/legal requirements
- Current council plans/policies/bylaws

- Regional/national policies/plans
- Public Art Policy

**FUNDING/BUDGET IMPLICATIONS**

Budget Funding Information	Relevant Detail
	No budget implications

**ATTACHMENTS**

1. **Katch Katikati Letter of Endorsement - Avocado Capital of NZ Branding - Attachment 1**  
[↓](#) 
2. **Promotional Brochure - Attachment 2** [↓](#) 
3. **Letter of support from Katikati Open Air Art - Attachment 3** [↓](#) 
4. **Background to the Proposal & Related Activities- Attachment 4** [↓](#) 
5. **Avocado Themed Seats - Attachment 5** [↓](#) 
6. **Google search under Avocado Capital of New Zealand - Attachment 6** [↓](#) 

































**9.5 2022/23 ANNUAL OPERATING BUDGET****File Number: A4377550****Author: Pernille Osborne, Senior Governance Advisor - Community Boards****Authoriser: Barbara Whitton, Customer Services and Governance Manager****EXECUTIVE SUMMARY**

The Community Board is required to review its Annual Plan and make a recommendation on what the Board considers its operational budget should be for the upcoming financial year.

The Board is aware that the Annual Plan will be subject to Council review and consultation.

The Board should give consideration to their work programmes going forward and commitment of any Reserve funding for future projects.

**RECOMMENDATION**

1. That the Senior Governance Advisor's report dated 10 November 2021, titled '2022-23 Annual Operating Budget', be received.
2. That it be recommended to the Annual Plan and Long Term Plan Committee that the Katikati Community Board 2022/2023 Annual Operating Budget be:

<b>OPERATING COSTS</b>	<b>2022/23</b>	
Conference	2,000	
Contingency	2,000	
Grants	8,000	
Milage Allowance	2,000	
Security	6,500	
Street Decorations	4,500	
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Cost Allocation</i>	
<b>TOTAL OPERATING COSTS</b>		

3. That this report relates to issues which are not considered significant in terms of Council's Policy on Significance.

**BACKGROUND**

Under the role and purpose of Community Boards, subject to compliance with Council strategies, policies, plans and legislation, the Community Board has the delegated function to:

- Control, expend and monitor funds as allocated by Council.

The salary component of all Community Boards has been determined by the Remuneration Authority and the Board has no control over this figure. Under the process used by the Remuneration Authority the increment will be assessed annually.

The Katikati Community Board Budget for 2020/21, as adopted in the Long Term Plan (LTP) is shown below:

<b>OPERATING COSTS</b>	<b>2020/21 Actual</b>	<b>2020/21 Budget</b>
Conference	0	0
Connections	0	2,000
Contingency	529	2,000
Grants	6,996	8,000
Milage Allowance	0	2,000
Security	7,579	6,500
Street Decorations	0	4,500
Salaries	<i>Determined by Remuneration Authority</i>	
Inter Departmental Charges	<i>Determined by Overhead Cost Allocation</i>	
<b>TOTAL OPERATING COSTS</b>		

### STATUTORY COMPLIANCE

The Local Government Act 2002 required that Community Board prepare an annual submission to Council for expenditure within their community.

### FUNDING/BUDGET IMPLICATIONS

<b>Budget Funding Information</b>	<b>Relevant Detail</b>
Council	The Katikati Community Board does not have the delegated authority to make funding allocations outside of the adopted budget. The Community Board may make recommendations to Council.

### CONSULTATION AND COMMUNICATION

<b>Interested/Affected Parties</b>	<b>Completed/Planned Consultation/Communication</b>	<b>Notes</b>
General Public	The public may comment on the Board's budget during the Annual Plan/Long Term Plan consultation process.	

## 9.6 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD NOVEMBER 2021

**File Number:** A4370710

**Author:** Tracy Harris, Executive Assistant

**Authoriser:** Gary Allis, Deputy Chief Executive & Group Manager Infrastructure Services

### EXECUTIVE SUMMARY

This report provides specific information on Infrastructure activities of interest to the Board.

#### RECOMMENDATION

That the Deputy Chief Executive's report dated 10 November 2021, titled 'Infrastructure Services Report Katikati Community Board November 2021', be received.

### ROADING

#### Transportation - Katikati Community Roading

*Description:* Develop and implement the community roading plan approved by the Katikati Community Board.

Katikati Community Board Roading Current Account	Project Cost \$	NZTA Funding MIP LC/LR \$	Katikati Community Board \$	Status
<b>Current Account Opening Balance 1 July 2020</b>			<b>\$66,414</b>	
Allocation for 2020/21			\$162,442	
Interest 2021			\$6,084	
<b>Subtotal</b>			<b>\$234,940</b>	
<b>Completed Projects</b>				
Henry Road Footpath with Kerb & Channel Option 2	\$124,099	-	\$124,099	2.5m footpath with kerb & channel
Earl Drive Parking Improvements (2018/19/20/21)	\$325,000	-		Parking footpath, kerb & channel
Less Paid to date 30/6/2020 \$223,364.70	\$(223,365)		\$101,635	
<b>Subtotal</b>			<b>\$225,734</b>	
<b>Committed Projects (for 2021)</b>				
<b>Nil</b>			-	
<b>Total Committed Projects</b>			-	
<b>Forecasted Current Account Closing Balance 30 June 2021 (Deficit)</b>			<b>\$9,206</b>	To be confirmed
Allocation for 2021/22			\$162,444	
Interest 2022			\$304	
<b>Forecast Current Account Closing Balance 30 June 2022</b>			<b>\$171,954</b>	



**Transportation - Road Improvements LED Lighting**

*Description:* Council owns and operates 2,500 streetlights on local roads. Close to 100 of these are LED. Installation of LED lights reduces power consumption by 60%. Cost reduction is on the energy charges as line charges are a fixed fee. Waka Kotahi are offering an 85% subsidy to invest in the street light conversion conditional upon it being completed by June 2021. Council has decided to participate in this.

*What's Happened:*

Works to install LED luminaires in the west and east sections of the District is complete.

*What's Next:*

The delay of material supply for the upgrading of decorative lighting, mainly recent subdivisions, is still an issue and is likely to commence early 2022.

Specific lighting design, which is required for "V" category lighting on high volume roads, such as Te Puke Highway and Omokoroa Road, will be considered once the installation of decorative lighting is complete.

**ASSET & CAPITAL****Highfields Stormwater Pond Development Trial**

*Description:* Trial to convert the Highfields Stormwater Pond from a dry pond to a permanent wet pond/lake.

*What's Happened:*

Groundwater monitoring has been extended for another 12-month period. The outlet to the pond has had further modification to improve how the pond will function. Further maintenance of pond has been undertaken.

*What's Next:*

Testing of pond to occur following heavy rain periods. Continual monitoring of the pond and the surrounding groundwater and clearing of excess plant growth in the pond. Monitoring has restarted under level 2 with no issues to report.

**UTILITIES****Western Solid Waste**

*Description:* Waste management that meets the needs of the community and protects the environment for present and future generations.

*What's Happened:*

The new Council-led Kerbside Rubbish and Recycling Service commenced on 1 July 2021. A Pay as you throw (PAYT) user-pays tag system applies for rubbish collection. Collection of red lid rubbish bins will be available each week. Bins need to be put out at 7am on collection day with a PAYT tag correctly attached through both the red handle and black lug.

Kerbside collections continue under Covid-19 Alert level 2 for general refuse and mixed recycling, glass and food scraps.

Council's service centres are selling PAYT tags for rubbish collections. PAYT tags are sold for \$3-95 each.

The community recycle centres and greenwaste drop-off are open to the public with Covid alert Level 2 requirements in place. These include scanning with the Covid tracer APP or signing in, the wearing of masks and physical distancing of 2 meters adhered to.

*What's Next:*

No change to Labour Day kerbside pick ups. It's business as usual for the Labour Day public holiday (Monday 25 October) kerbside collection in the Western Bay of Plenty District.

Athenree Recycling Centre will be open on Labour weekend to receive recyclables only (no rubbish bags) on:

- Saturday 23 October 9am-12pm
- Sunday 24 October 1pm-4pm
- Monday 25 October 10am-4pm

The Katikati and Te Puke recycling centres will continue to operate as normal.

Updated information on kerbside services and collections under the alert levels can be found at [www.kerbsidecollective.co.nz](http://www.kerbsidecollective.co.nz)

## RESERVES

### Reserves - Cemetery Katikati Hot Springs Road

*Description:* Develop cemetery to meet demand.

#### *What's Happened*

Staff continue to work with Ngai Tamawahuriua on planning processes for new Urupa/Cemetery land adjoining Sapphire Springs.

Council's lawyers are providing further advice on the required statutory process before a report on the process can be completed. The advice has not been received at the time of updating this report.

#### *What's Next*

Once the legal advice has been received, complete the report for Council's consideration for the uplifting of the reserve classification of the land, which will be subject to statutory processes to enable the land to be used for urupa/cemetery purposes.

## STRATEGIC PROPERTY

### Property - Town Centre Katikati

*Description:* Development of Katikati in terms of the Town Centre Plan.

#### *What's Happened:*

The consultants have delivered the draft Town Centre Plan to the Board.

#### *What's Next:*

A further workshop is yet to be held with Waka Kotahi to finalise the potential state highway interventions. Funding has been allocated to Boffa Miskell to continue to enable them to continue the discussion on Town Centre development with Waka Kotahi.

The Board is currently seeking Tangata Whenua feedback to enable progress to be made.

## EMERGENCY MANAGEMENT

*Description:* Support the Katikati Community to be Resilient in the event of an Emergency.

#### *What's Happened:*

The Team have been actively engaged and communicating with our communities in our monitoring and support role.

Leadership is being shown by the Katikati Taiao and Strengthening Communities network forum. We are actively participating in online meetings and communicating with community groups and stakeholders (including hapū).

Local issues of priority in Katikati include,

- the continued provision of up-to-date information to our communities through local print media
- delivery challenges for locals requiring food support
- Monitoring of local foodbank stocks

- Monitoring of needs and issues from our Māori communities, through iwi support services and providers.

*What's Next:*

The Team will continue to engage with the Katikati Community Response Team to review their role in an event. Advice and guidance is also being provided to Katikati College to develop their Tsunami Evacuation Plan.

Staff will continue to work and engage with the Community to ensure positive outcomes going forward.

## ATTACHMENTS

1. **MAS Katikati Community Board Nov 2021 PDF** [↓](#) 





**9.7 FINANCIAL REPORT KATIKATI - SEPTEMBER 2021****File Number:** A4358427**Author:** Allen Carey, Financial Business Advisor**Authoriser:** Sarah Bedford, Financial Controller**EXECUTIVE SUMMARY**

This report provides the Community Board with a two-monthly monitoring of its operational budget.

Attached are the financial statements for the year ended 30 September 2021 (**Attachment 1**).

Total operational costs are under full year budget. One budget line is over full year budget being Security.

**Grant payments made to date:**

Description	\$
No transactions to date	0
<b>2021/22 Grants</b>	<b>0</b>

**C.E. Miller Estate reserve:**

Description	\$
2021/22 Opening balance	14,888
No transactions to date	0
<b>2021/22 Closing balance</b>	<b>14,888</b>

**Committed – Operational expenditure**

Resolution	Account	Description	\$
No transactions to date			0
<b>Total outstanding operational commitments</b>			<b>0</b>

**2021/22 reserve analysis:**

Description	\$
2021/22 Opening balance	53,858
No transactions to date.	0
<b>2021/22 Closing balance</b>	<b>53,858</b>

**Committed - Reserve expenditure**

Description	\$
Opening balance before committed expenditure	53,858
No further commitments	0
<b>2021/22 Closing balance after committed expenditure</b>	<b>53,858</b>

**RECOMMENDATION**

That the Financial Business Advisor's report dated 10 November 2021, titled 'Financial Report Katikati – September 2021', be received.

**ATTACHMENTS**

1. **Financial Report Katikati - September 2021** [↓](#) 





**9.8 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS****File Number: A4377287****Author: Pernille Osborne, Senior Governance Advisor - Community Boards****Authoriser: Barbara Whitton, Customer Services and Governance Manager****RECOMMENDATION**

That the draft schedule of meetings for November 2021, December 2021, January 2022 and February 2022, be received.

**ATTACHMENTS**

1. Meeting Dates for Community Board Agendas - November [↓](#) 





