

Mā tō tātou takiwā
For our District

Katikati Community Board

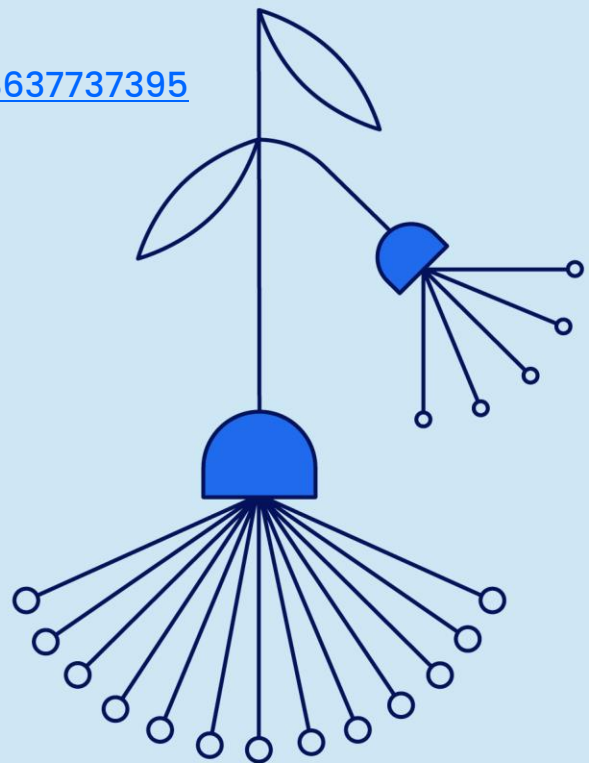
Poari Hapori

K22-1

Wednesday, 2 February 2022, 7.00pm

Via Zoom

<https://westernbay-govt-nz.zoom.us/j/88637737395>



Katikati Community Board

Membership:

Chairperson	Ben Warren
Deputy Chairperson	Neil Harray
Members	John Clements Kate Sutherland Cr James Denyer Cr Allan Sole
Quorum	3
Frequency	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.
- 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 in the The Centre. Pātuki Manawa, 21 Main Road, Katikati 3129 on:
Wednesday, 2 February 2022 at 7.00pm

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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 10 NOVEMBER 2021

File Number: A4444928

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 10 November 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 10 November 2021

MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL
KATIKATI COMMUNITY BOARD MEETING NO. K21-5
HELD IN THE CENTRE – PĀTUKI MANAWA, AND VIA ZOOM
ON WEDNESDAY, 10 NOVEMBER 2021 AT 7.00PM

1 PRESENT

Chairperson B Warren, Member N Harray, Member J Clements, Member K Sutherland, Cr J Denyer and Cr A Sole

2 IN ATTENDANCE

VIA ZOOM

R Davie (Group Manager Policy Planning and Regulatory Services), A Hall (Roading Engineer West) J Osborne (Governance Support Administrator) and P Osborne (Senior Governance Advisor)

5 Members of the public, including the Waihi Beach Community Board Chairperson.

3 APOLOGIES

Nil

4 CONSIDERATION OF LATE ITEMS

Nil

5 DECLARATIONS OF INTEREST

Members were advised that if they had an interest (actual, potential, perceived, pecuniary or non pecuniary interest) in any item on the agenda, then they must declare this interest and refrain from discussing or voting on this item and they were advised to withdraw from the meeting table for the item. [As per the Local Authorities (Member's Interest) Act 1968].

- Councillor Sole advised that he had a declaration of interest regarding report number 9.3 of the Agenda, '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.

PUBLIC FORUM ADJOURN MEETING

RESOLUTION K21-5.1

Moved: Chairperson B Warren

Seconded: Cr A Sole

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

CARRIED

7.1 JACQUI KNIGHT - VARIOUS ITEMS

Ms Knight was in attendance to speak to the below items.

1. Ms Knight sought an update on her previous request to have a public 'pay-as-you-go' shower installed in town. Ms Knight suggested that one of the toilets by the playground close to the Arts Junction and Museum, could be converted into a shower. The Board noted that they would follow this up with Council staff.
2. Ms Knight also spoke to report 9.4 'Request to Endorse 'Katikati Mural Town – Avocado Capital of New Zealand'. She noted that Katch Katikati, Katikati Open Air Art and Katikati Rotary would be working in partnership to implement more projects/events relating to Katikati being the Avocado Capital of New Zealand. A Memorandum of Understanding would be created between the three in partnership, in order to formalise the agreement.
The Board was advised that, on 13 December 2021, there would be a community/industry meeting to launch the idea; as well as identify potential funding avenues.

7.2 PAULA GAELIC - VARIOUS ITEMS

Ms Gaelic was in attendance to speak to the below items.

1. Ms Gaelic requested the Cherry Trees by the museum carpark be removed. It was noted that the droppings from the trees were causing problems for car owners who parked underneath. It was also noted that, if the trees were removed, there could be an opportunity to create additional carparks.
 2. Ms Gaelic also spoke to report 9.3 '33 Middlebrook Drive', outlining the process of the project to the Board. The Community Board would need to formalise a
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decision (which was included in the agenda) before it was recommended to Council.

The Board sought advice from the Roading Engineer (West) and noted that the Cherry Tree issue could be looked at through the Town Centre Plan, and clarified that it was not an issue that could be addressed in 2021.

7.3 KEITH HAY - GOVERNMENT'S THREE WATERS REFORM

Mr Hay was in attendance to ask the Katikati Community Board to support his request that Western Bay of Plenty District Council join the other Council's who were opposing the mandatory Three Waters Reform proposal.

The Board noted that community members should contact the Katikati/Waihī Beach Ward Councillors to express their concerns or views, so that this could be fed back directly to Council.

PUBLIC FORUM MEETING RECONVENED

RESOLUTION K21-5.2

Moved: Chairperson B Warren

Seconded: Cr A Sole

That the meeting reconvene in formal session at 7.25pm.

CARRIED

8 MINUTES FOR CONFIRMATION

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

RESOLUTION K21-5.3

Moved: Chairperson B Warren

Seconded: Cr A Sole

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, noting the below amendment;

- The heading under the Chairpersons Report should read 'Local Roading Research'.

CARRIED

9 REPORTS**9.1 KATIKATI COMMUNITY BOARD CHAIRPERSONS REPORT - NOVEMBER 2021**

The Board considered a report from the Chairperson, who provided the Board with an overview on each item, and further discussion on the below items.

RESOLUTION K21-5.4

Moved: Cr A Sole

Seconded: Member N Harray

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'.

CARRIED

9.1.1 KATIKATI TOWN CENTRE AND KATIKATI COMMUNITY PLANS

The Board received the plans to ensure that all requested changes were made, noting that a few changes were missed. The Board would circulate the final plan once it had been received.

9.1.2 THREE WATERS REFORM

Katikati Community Board members (excluding Councillor Denyer and Councillor Sole) made a unanimous request for Western Bay of Plenty District Council to join the other Councils who were opposing the Three Waters Reform Proposal, as they were of the belief that it was not in the best interests of the community, or ratepayers.

9.1.3 KATIKATI FESTIVAL OF ARTS 2021

The Board thanked and congratulated Katch Katikati and Katikati Open Air Art for a successful festival, noting it was enjoyed by many.

9.2 KATIKATI COMMUNITY BOARD COUNCILLOR'S REPORT - NOVEMBER 2021

The Board considered a report from Councillor Denyer. The report was taken as read with further clarification on the below items.

RESOLUTION K21-5.5

Moved: Chairperson B Warren

Seconded: Cr J Denyer

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

CARRIED

RESOLUTION K21-5.6

Moved: Chairperson B Warren

Seconded: Member N Harray

2. The Katikati Community Board approve up to \$5,000 from the Katikati Community Board Reserve Account for the installation of a CCTV camera at the corner of State Highway 2 and Tetley Road, Katikati, as requested by Council's CCTV Working Party.

CARRIED

9.2.1 THREE WATERS REFORM

The Board was informed that there were two further updates since the report was written;

1. Central Government had indicated that the reform would be mandated; and
 2. Western Bay of Plenty District Council Mayor, Garry Webber, had been appointed to the national working group. The working group's role was to recommend strengthened governance and accountability arrangements for the Three Waters Reform Programme. It was emphasised that this was an unpaid position.
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9.2.2 MĀORI WARDS

The Board received clarification that 'seeking to achieve greater alignment between the process for considering general and Māori Wards' was in regards to the alignment of how often Māori and general wards were reviewed.

9.2.3 CCTV APPLICATIONS

The Board requested to view the CCTV camera applications for Katikati to see if there were any that the Board could help contribute funding towards. The Board had been asked by Councils CCTV working party to contribute 50% of the cost for a CCTV camera on the Corner of State Highway 2 and Tetley Road, Katikati. The Board passed a formal resolution to part fund the requested camera.

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, with confirmation from the Board that Ngāi Tanawhariua Rununga had withdrawn their Expression of Interest.

RESOLUTION K21-5.7

Moved: Chairperson B Warren

Seconded: Member J Clements

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

And

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

CARRIED

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

The Board considered a report from the Deputy Chief Executive Officer. The report was taken as read.

RESOLUTION K21-5.8

Moved: Chairperson B Warren

Seconded: Member J Clements

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".

CARRIED

9.5 2022/23 ANNUAL OPERATING BUDGET

The Board considered a report from the Senior Governance Advisor. The report was taken as read.

RESOLUTION K21-5.9

Moved: Chairperson B Warren

Seconded: Member N Harray

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:

OPERATING COSTS	2022/23	
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>	
TOTAL OPERATING COSTS		

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

CARRIED

9.6 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD NOVEMBER 2021

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

RESOLUTION K21-5.10

Moved: Member K Sutherland

Seconded: Cr A Sole

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

CARRIED

9.6.1 ROADING BUDGET PROJECTS

The Board requested a 'walking workshop' with the Roading Engineer (West) to discuss potential roading projects.

9.6.2 NEWLY UPDATED FLOOD HAZARD MAPS

The Board was advised that the new flood maps, along with other natural hazards which had already been identified, could be viewed on Council's natural hazards webpage. www.westernbay.govt.nz/naturalhazards.

9.6.3 MAGNOLIA TREE REMOVAL

The Board was advised that permission was granted for the removal of the Magnolia tree on Gordet Drive, on the condition that Council's permission on the replacement tree was sought.

9.7 FINANCIAL REPORT KATIKATI - SEPTEMBER 2021

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

RESOLUTION K21-5.11

Moved: Chairperson B Warren

Seconded: Cr J Denyer

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

CARRIED

9.8 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

RESOLUTION K21-5.12

Moved: Chairperson B Warren

Seconded: Cr A Sole

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

CARRIED

The Meeting closed at 8.05pm.

The minutes of this meeting were confirmed at the Katikati Community Board held on Wednesday 2 February 2022.

.....
Chairperson B Warren

CHAIRPERSON

9 REPORTS

9.1 COUNCIL DECISION ON KATIKATI COMMUNITY BOARD RECOMMENDATION – 33 MIDDLEBROOK DRIVE

File Number: A4444924

Author: Pernille Osborne, Senior Governance Advisor – Community Boards

Authoriser: Barbara Whitton, Customer Services and Governance Manager

EXECUTIVE SUMMARY

At the Council Meeting (C21-14) held on 16 December 2021, Council considered a report relating to the Expressions of Interest for 33 Middlebrook Drive.

RECOMMENDATION

That the Senior Governance Advisor's report dated 2 February 2022, titled 'Council decision on Katikati Community Board Recommendation – 33 Middlebrook Drive', be received.

BACKGROUND

The following is the decision from Council based on the recommendations put forward by the Katikati Community Board.

REMIT FROM COUNCIL

C21-14 Council Meeting 16 December 2021

11.1 RECOMMENDATORY REPORT FROM THE KATIKATI COMMUNITY BOARD – 33 MIDDLEBROOK DRIVE

The Committee considered a report dated 16 December 2021 from the Senior Governance Advisor – Community Boards. The report was taken as read.

RESOLUTION C21-14.12

Moved: Cr J Denyer

Seconded: Cr A Sole

1. That the land (33 Middlebrook Drive) 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

2. That the leasing decision be placed on hold to enable discussion to be held between the Interested Parties and Council on a staged approach to the development and multi party funding including the Council's Middlebrook Drive insurance claim.

CARRIED

9.2 COUNCIL DECISION ON KATIKATI COMMUNITY BOARD RECOMMENDATION – REQUEST TO ENDORSE "KATIKATI MURAL TOWN – AVOCADO CAPITAL OF NEW ZEALAND"

File Number: A4444926

Author: Pernille Osborne, Senior Governance Advisor – Community Boards

Authoriser: Barbara Whitton, Customer Services and Governance Manager

EXECUTIVE SUMMARY

At the Council Meeting (C21-14) held on 16 December 2021, Council considered a report relating to the request to endorse "Katikati Mural Town – Avocado Capital of New Zealand".

RECOMMENDATION

That the Senior Governance Advisor's report dated 2 February 2022, titled 'Council Decision on Katikati Community Board Recommendation – Request to endorse "Katikati Mural Town – Avocado Capital of New Zealand"', be received.

BACKGROUND

The following is the decision from Council based on the recommendations put forward by the Katikati Community Board.

REMIT FROM COUNCIL

C21-14 Council Meeting 16 December 2021

11.2 RECOMMENDATORY REPORT FROM THE KATIKATI COMMUNITY BOARD – REQUEST TO ENDORSE "KATIKATI MURAL TOWN – AVOCADO CAPITAL OF NEW ZEALAND"

The Committee considered a report dated 16 December 2021 from the Senior Governance Advisor – Community Boards. The report was taken as read.

RESOLUTION C21-14.13

Moved: Cr A Henry

Seconded: Cr A Sole

That Council endorse the branding of 'Katikati Mural Town – Avocado Capital of New Zealand'.

CARRIED

9.3 KATIKATI COMMUNITY BOARD CHAIRPERSONS REPORT – FEBRUARY 2022**File Number:** A4459961**Author:** Ben Warren, Community Board Chairperson**Authoriser:** John Holyoake, Chief Executive Officer**RECOMMENDATION**

That the Chairperson's report dated 2 February 2022, titled 'Katikati Community Board Chairpersons Report – February 2022', be received.

BACKGROUND

Katikati Community Board has had a quiet period over the Christmas break.

The Community Plan was given a final workshop with the reference group attendees before Christmas and a number of suggested changes were well received. The finalised document should be available in the next month.

The Town Plan is being reviewed currently.

The festive season was a little different with COVID-19 spoiling the annual Christmas parade and the Government further spoiling many New Zealanders Christmas by not allowing New Zealanders to return home even with the 90% vaccination promise.

Fortunately, the Avocado Festival appears to have been a great success and the organisers and volunteers should be warmly applauded for a great event.

9.4 KATIKATI COMMUNITY BOARD COUNCILLORS REPORT – FEBRUARY 2022

File Number: A4459194

Author: Allan Sole, Councillor

Authoriser: John Holyoake, Chief Executive Officer

RECOMMENDATION

That the Councillor's report dated 2 February 2022, titled 'Katikati Community Board Councillors Report – February 2022', be received.

BACKGROUND

As per the last report from Councillor Denyer, the last six months have been trying for us all. The lack of Community Board meetings with onsite public attendance has not been the best, but it has been the best we were allowed to do for the health and safety of all.

The last Council meeting of 2021 was held 16 December 2021.

A 'Notice of Motion' was received, suggesting Council join the other councils who wished to challenge the governments Three Waters scheme. It required an initial contribution of \$15,000 and commitment to the Mayors' entering into a Memorandum Of Understanding (MOU) with the other involved councils.

The motion was lost via casting vote.

Tourism Bay of Plenty (TBOP)

Previously TBOP made a very encouraging presentation, and both Tauranga City Council (TCC) and Western Bay of Plenty District Council (WBOPDC) have sent a joint letter of expectation to them. In essence it reflects the fact that TBOP brings real value to the Bay of Plenty and that we will work collaboratively to deliver high-quality, cost-effective outcomes in achieving many goals for the region.

These next few months will be busy with work to be done in many areas.

Annual Plan

The Annual Plan work has started, and we will be going through the process to arrive at a completed plan for adoption in June 2022.

Three Waters Reform

Three Waters is still a work in progress and the Mayor is working within the group to try and gain better outcomes in the structure presented to us.

Housing

The Housing policy has been a big item for Council and how we can play our part in smoothing the way for social and affordable housing, while keeping the general housing developments progressing for our growing population. Regulatory changes will also alter the process for building homes in the future and until they are revealed, we can only hope the situation improves for what we all largely see as an essential need.

Waihī to Tauranga SH2 Road

We continue to push the case for this stretch of road to be raised up the priority list. While Tauranga to Te Puna is progressing, the strip from Te Puna to Ōmokoroa is still unable to be funded until at least the next funding round. While this is unacceptable to us it is what it is, and we will continue push for earlier funding.

As you know the proposed Katikati bypass, is still way down the order (not on the list) and at the moment the view of Land Transport is that the bypass is not needed due to the near completion of the Waikato expressway.

Katikati Wastewater

Options and ideas on how the Katikati wastewater system will look in the future is also well underway, as has been reported previously. The end result could well be determined by the outcome of the governments Three Waters scheme.

I, along with the other Councillors, look forward to a productive next seven months.

9.5 KATIKATI COMMUNITY BOARD – ANZAC DAY COMMEMORATION 2022

File Number: A4457307

Author: Pernille Osborne, Senior Governance Advisor – Community Boards

Authoriser: Barbara Whitton, Customer Services and Governance Manager

EXECUTIVE SUMMARY

The Katikati Community Board is required to make a decision regarding attendance and presentation of a wreath at the ANZAC Service in Katikati on ANZAC Day, Monday 25 April 2022.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 2 February 2022, titled 'Katikati Community Board – ANZAC Day Commemoration 2022', 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 provide / do not provide a wreath for the ANZAC Day Service, to be paid from the Katikati Community Board Contingency Account (up to the value of \$200).
4. That represent Katikati Community Board at the ANZAC Day Service in Katikati on 25 April 2022.

BACKGROUND

Community Boards participate in ANZAC Day Services in their respective areas. Community Board Chairpersons are requested to liaise with their appointed Board Councillor's to co-ordinate the representation at services across the Western Bay of Plenty District Council region on Monday 25 April 2022.

SIGNIFICANCE AND ENGAGEMENT

1. The Local Government Act 2022 requires a formal assessment of the significance of matters and decisions in this report against Council's Significance and Engagement Policy. In making this formal assessment there is no intention to assess the importance of this item to individuals, groups, or agencies within the community and it is acknowledged that all reports have a high degree of importance to those affected by Council decisions.
2. The Policy requires Council and its communities to identify the degree of significance attached to particular issues, proposals, assets, decisions, and activities.

3. In terms of the Significance and Engagement Policy this decision is considered to be of low significance because it does not meet the threshold of the significance policy.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Katikati Returned Services Association	Governance Services will inform the Katikati Returned Services Association of the Katikati Community Board representatives attending the Katikati ANZAC Services to be held on 25 April 2022.
General Public	No consultation is planned. The report recommendation and Community Board decision are publicly available.

ISSUES AND OPTIONS ASSESSMENT

Option A To fund an ANZAC Wreath	
<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental <p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<p>Each Community Board has funded the cost of an ANZAC Day Wreath in previous years. The cost of a wreath is considered to be minor and provides economic, social and cultural support to the community for this event. The wreath will be prepared by a local florist. There would be no environmental impact.</p>
Option B To not fund an ANZAC Wreath	

<p>Assessment of advantages and disadvantages including impact on each of the four well-beings</p> <ul style="list-style-type: none"> • Economic • Social • Cultural • Environmental <p>Costs (including present and future costs, direct, indirect and contingent costs).</p>	<p>The Community Board may choose to not fund an ANZAC Day Wreath. This would not provide the same level of economic, social and cultural support to the community for this event. There would be no environmental impact.</p>
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STATUTORY COMPLIANCE

The Board has delegation to allocate funding from their Corporate Budget – Contingency Account.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
<p>Up to \$200.00 allocated from the Board Contingency Account.</p>	<p>The funding of up to \$200.00 for a wreath to be laid by Katikati Community Board Representatives on ANZAC Day 2022.</p>

9.6 KATIKATI COMMUNITY BOARD GRANT APPLICATION

File Number: A4442362

Author: Pernille Osborne, Senior Governance Advisor – Community Boards

Authoriser: Barbara Whitton, Customer Services and Governance Manager

EXECUTIVE SUMMARY

1. The Katikati Community Board is required to make a decision regarding an application for Community Board Grant Funding. One application has been received.
2. The application and supporting information relating to the Community Board Grants has been forwarded to members, separate to this agenda.

RECOMMENDATION

1. That the Senior Governance Advisor's report dated 2 February 2022, titled 'Katikati Community Board Grant Application', be received.
2. That the Katikati Community Board approve/not approve the Grant Application from Road Safety Education for \$... to contribute to costs relating to the delivery of the safety education programme to 100 Katikati College Year 12 students. This grant will be funded from the Katikati Community Board Grants Account, subject to all accountabilities being met.

BACKGROUND

3. The Katikati Community Board has funding of \$8,000 available for disbursement to community organisations for the 2021/2022 financial year. The balance as of 2 February 2022 is \$8,000.
4. **Road Safety Education** has submitted an application for funding of \$2,000 for costs relating to the delivery of the safety education programme to 100 Katikati College Year 12 students.

ENGAGEMENT, CONSULTATION AND COMMUNICATION

Interested/Affected Parties	Completed/Planned Engagement/Consultation/Communication
Road Safety Education	The applicant will be advised of the outcome of their respective Grant Application.

FUNDING/BUDGET IMPLICATIONS

Budget Funding Information	Relevant Detail
Community Board Grant Funds	<p>The Community Board will consider applications for the distribution of funding, before the end of the financial year.</p> <p>Annual Budget \$8,000.00</p> <p>Current Balance \$8,000.00</p>

9.7 INFRASTRUCTURE SERVICES REPORT KATIKATI COMMUNITY BOARD FEBRUARY 2022

File Number: A4457360

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 2 February 2022, titled 'Infrastructure Services Report Katikati Community Board February 2022', 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
Current Account Opening Balance 1 July 2020			\$66,414	
Allocation for 2020/21			\$162,442	
Interest 2021			\$6,084	
Subtotal			\$234,940	
Completed Projects				
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	
Subtotal			\$225,734	
Committed Projects (for 2021)				

Nil			-	
Total Committed Projects			-	
Forecasted Current Account Closing Balance 30 June 2021 (Deficit)			\$9,206	To be confirmed
Allocation for 2021/22			\$162,444	
Interest 2022			\$304	
Forecast Current Account Closing Balance 30 June 2022			\$171,954	

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:

There has been no change to this item since the previous update due to the delay of material supply for the upgrading of decorative lighting, mainly recent subdivisions, still being 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. The pod has dried out and the pond design will be progressed over the next few months.

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:

Kerbside Collection tonnage continues to grow.

WBOP Kerbside Collection Tonnes								
Month		Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD Total
Refuse		229.32	402.23	376.00	330.41	355.20	388	2,081
Glass		86.30	47.67	135.13	94.46	127.50	147	639
Food Waste		37.50	32.68	53.60	57.72	58.50	58	298
Recyclables		113.42	62.18	0.00	120.42	143.16	170	609
Total tonnage		466.54	544.76	564.73	603.01	684.36	764	3,627
Recycling Breakdown								
Month		Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD Total
Paper	55%	62.49	34.26	0.00	66.35	78.88	93.71	336
Cardboard	25%	28.01	15.36	0.00	29.74	35.36	42.01	150
Aluminium	1%	1.36	0.75	0.00	1.45	1.72	2.04	7
Tin	3%	3.63	1.99	0.00	3.85	4.58	5.44	19
Plastics Type 1	2%	2.27	1.24	0.00	2.41	2.86	3.40	12
Plastics Type 2	4%	4.31	2.36	0.00	4.58	5.44	6.46	23

What's Next:

Kerbside Rubbish and Recycling Service Policy 2022 is being prepared for the Policy Committee Workshop on 8 February. This Policy will provide guidance for the extension of the service throughout the District.

RESERVES

Reserves - Cemetery Katikati Hot Springs Road

Description: Develop cemetery to meet demand.

What's Happened

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

Council's lawyers have provided their advice and a report can now be prepared for Council to consider the statutory process.

What's Next

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. There is no further update to this item at this stage.

EMERGENCY MANAGEMENT

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

What's Happened:

Katikati Community Response Team has gone into recess which has meant the Strengthening Communities network has currently stood up to fill this space.

Local issues of priority for Katikati continue to include –

- Emergency water storage capability building
- Civil Defence training

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 Feb 2022 PDF** 

	Division:	Infrastructure Services Group
	Committee:	Katikati Community Board
Action Sheets Report		Printed: January 2021

Meeting	Officer/Director	Section	Subject
Katikati Community Board 12 August 2020	Watson, Peter	Reports	Haiku Park – Develop Leased Area between Haiku Reserve, Donegal Place and Henry Road Cycle Trail (Infrastructure Services Report Katikati Community Board August 2020)
Haiku Park – Develop Leased Area between Haiku Reserve, Donegal Place and Henry Road Cycle Trail			
Councillor Henry advised the Board that the Reserves and Facilities Manager would consult with residents in the street and owners of the houses whose fences are affected.			
January 2022: A draft plan has been received and is being reviewed by staff before presenting the plan to the Community Board, tangata whenua and other interested parties.			
November 2021: The concept plan is being managed by an external consultant due to current Reserves and Facilities project workload. The delivery of the draft plan is being rescheduled to the New Year at which time we plan to present a copy to the Board for feedback.			
August 2021: Projects are being rescheduled due to the recent Covid-19 lockdown.			
July 2021: Staff have received fee back from Tangata Whenua to input to the draft concept plan. A draft concept plan is expected to be ready for Board and stakeholder feedback by October 2021.			
May 2021: Staff note that the Board have requested a copy of the concept plan for the site.			
Staff have recently met with Tangata Whenua to seek their input to the Concept Plan. A copy of the “draft” concept plan will be provided to the Board once it has been prepared.			

Division: Infrastructure Services Group
Committee: Katikati Community Board

Action Sheets Report

Printed: January 2021

March 2021:

Initial engagement with Tangata Whenua has been undertaken. Engagement with other community groups is planned. In the meantime, the site will be mowed with a flail mower where this is achievable.

January 2021:

Council have completed a basic concept plan for discussion with the surrounding property owners. Staff will advise the adjoining property owners and the programme works.

November 2020:

The preliminary engagement is planned to take place in January/February 2021.

September 2020:

Haiku Park - Develop Leased Area between Haiku Reserve, Donegal Place and Henry Road Cycle Trail.

Due to other project workload, the concept plan implementation has been delayed until Autumn 2021, subject to project funds being approved.

In the meantime, staff intend on undertaking some preliminary engagement with Tangata Whenua, the Estuary Managers and Katikati Taio as part of the development of a draft concept plan for Donegal Place Reserve (also known as the Mills Block).

The adjoining property owners will be involved in the preliminary engagement process.

A 'Draft' concept plan will be prepared based upon the preliminary feedback, before seeking wider public feedback.

Division:	Infrastructure Services Group
Committee:	Katikati Community Board
Action Sheets Report	Printed: January 2021

Meeting	Officer/Director	Section	Subject
Katikati Community Board 10/11/2021	Cave, Alison	New Item	CCTV Applications
<p>The Board requested to view the CCTV camera applications for Katikati to see if there were any that the Board could help contribute funding towards. The Board had been asked by Councils CCTV working party to contribute 50% of the cost for a CCTV camera on the Corner of State Highway 2 and Tetley Road, Katikati. The Board passed a formal resolution to part fund the requested camera.</p> <p>January 2022: Below is a summary of the locations where CCTV cameras were requested in the Katikati area through the CCTV Application process, Katikati CCTV Applications.</p> <ul style="list-style-type: none"> • Intersection of SH2 and Tetley Road (confirmed - installation to be funded in 50/50 partnership with KKCB) • Beach Road and Park Road intersection • Main Road / Jocelyn Street • Moore Park • Morton Road Bus Shelter and Tennis Courts • Pukakura Road / Beach Road • Beach Road / Park Road intersection • Beach Road Boat Ramp and Toilets • Dave Hume carpark • Fairview Road / Carisbrook Street intersection • SH 2 / Kauri Point Road • SH 2 / Tanners Point Road • SH 2 / Tuapiro Road (confirmed installation to be funded by WBOPDC Compliance team with an additional camera being installed at Tuapiro Reserve funded by Reserves and Facilities) • SH 2 / Busby Road • Sharp Road / SH2 <p>Please be aware that the above applications have been declined by the CCTV Working Party due to budgetary constraints and the Katikati Community Board would have to apply to Council to fund any additional cameras. Also, Council would need to approve acceptance of the ongoing maintenance and depreciation costs for any additional CCTV cameras</p>			

Division:	Infrastructure Services Group
Committee:	Katikati Community Board
Action Sheets Report	Printed: January 2021

Meeting	Officer/Director	Section	Subject
Katikati Community Board 10/11/2021	Watson, Peter	New Item	Jacqui Knight - Various Items
<p>Ms Knight was in attendance to speak to the below items.</p> <ol style="list-style-type: none"> Ms Knight sought an update on her previous request to have a public 'pay-as-you-go' shower installed in town. Ms Knight suggested that one of the toilets by the playground close to the Arts Junction and Museum, could be converted into a shower. The Board noted that they would follow this up with Council staff. Ms Knight also spoke to report 9.4 'Request to Endorse 'Katikati Mural Town – Avocado Capital of New Zealand'. She noted that Katch Katikati, Katikati Open Air Art and Katikati Rotary would be working in partnership to implement more projects/events relating to Katikati being the Avocado Capital of New Zealand. A Memorandum of Understanding would be created between the three in partnership, in order to formalise the agreement. <p>The Board was advised that, on 13 December 2021, there would be a community/industry meeting to launch the idea; as well as identify potential funding avenues.</p> <p>January 2022: Council's Level of Service relating to the provision of public showers includes outdoor cold water showers at various coastal public toilets (e.g. Waihi Beach, Pukehina Beach), and the provision of hot water showers at its KiwiCamp facilities located near Bowentown and at TECT Park.</p> <p>Staff consider that the KiwiCamp facility at nearby Bowentown provides for the demand for the travelling public (e.g. freedom campers) and there is no clear demand for shower services in Katikati.</p> <p>The conversion of an existing public toilet into a shower cubicle would reduce the provision of public toilets for the travelling public of which there is demand for.</p> <p>This Minute Action Sheet is now complete.</p>			

Division:	Infrastructure Services Group
Committee:	Katikati Community Board
Action Sheets Report	Printed: January 2021

Meeting	Officer/Director	Section	Subject
Katikati Community Board 10/11/2021	Hall, Ashley	New Item	Paula Gaelic - Various Items
<p>Ms Gaelic was in attendance to speak to the below items.</p> <ol style="list-style-type: none"> 1. Ms Gaelic requested the Cherry Trees by the museum carpark be removed. It was noted that the droppings from the trees were causing problems for car owners who parked underneath. It was also noted that, if the trees were removed, there could be an opportunity to create additional carparks. 2. Ms Gaelic also spoke to report 9.3 '33 Middlebrook Drive', outlining the process of the project to the Board. The Community Board would need to formalise a decision (which was included in the agenda) before it was recommended to Council. <p>The Board sought advice from the Roding Engineer (West) and noted that the Cherry Tree issue could be looked at through the Town Centre Plan, and clarified that it was not an issue that could be addressed in 2021.</p> <p>January 2022:</p> <p>The Roding Engineer noted that a number of the cherry trees were subject to removal by the previous Board.</p> <p>There is ample parking facilities in the Kotahi Lane car park.</p> <p>A few of the trees are located within the Cherry Court private property. Approval will be required to remove these particular trees.</p> <p>Roding Engineer is awaiting guidance from the Board on which trees would be felled, if any.</p> <p>It was noted at the Board meeting that an update on 33 Middlebrook Drive was an agenda item and was addressed accordingly.</p>			

Division:	Infrastructure Services Group
Committee:	Katikati Community Board
Action Sheets Report	Printed: January 2021

Meeting	Officer/Director	Section	Subject
Katikati Community Board 10/11/2021	Hall, Ashley	New Item	Roading Budget Projects
<p>The Board requested a 'walking workshop' with the Roding Engineer (West) to discuss potential roading projects.</p> <p>January 2022: The Roding Engineer can make himself available at the Board's request for a walking workshop.</p>			

9.8 FINANCIAL REPORT KATIKATI – DECEMBER 2021

File Number: A4454485

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 31 December 2021 **(Attachment 1)**.

Total operational costs are under budget YTD.

Grant payments made to date:

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

C.E. Miller Estate Reserve:

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

Committed – Operational Expenditure

Resolution	Account	Description	\$
No transactions to date			0
Total outstanding operational commitments			0

2021/22 Reserve Analysis:

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

Committed - Reserve Expenditure

Description	\$
Opening balance before committed expenditure	53,858
K21-5.6 Installation CCTV camera Cnr SH2 & Tetley Rd, Katikati	(5,000)
2021/22 Closing balance after committed expenditure	48,858

RECOMMENDATION

That the Financial Business Advisor's report dated 2 February 2022, titled 'Financial Report Katikati – December 2021', be received.

ATTACHMENTS

- 1. Financial Report Katikati - December 2021** 

Western Bay of Plenty District Council Income and Expenditure Statement For the period ended 31 December 2021						
Katikati Community Board						
	Year to Date				Full Year	Last Year
	Actual \$	Budget \$	Variance (Unfav)/Fav \$		Budget \$	Actual \$
Direct Costs						
Additional Levels of Service	0	0	0	☑	0	0
Conference Expenses	0	1,002	1,002	☑	2,000	0
Contingency - [see breakdown below]	0	1,002	1,002	☑	2,000	472
Grants	0	4,002	4,002	☑	8,000	6,996
Mileage Allowance	0	1,002	1,002	☑	2,000	0
Salaries	14,065	14,034	(31)	⊕	28,070	27,455
Security	(4,198)	3,252	7,450	☑	6,500	7,579
Street Decoration	0	2,250	2,250	☑	4,500	0
Inter Department Charges	19,584	19,584	0	☑	39,169	39,168
Total Operating Costs	29,451	46,128	16,677	☑	92,239	81,726
Interest Expense	0	0	0	☑	0	0
Depreciation	0	0	0	☑	0	0
Total Direct Costs	29,451	46,128	16,677	☑	92,239	81,726
Costs Allocated	0	0	0	☑	0	0
Costs Recovered	0	0	0	☑	0	0
Total Costs	29,451	46,128	16,677	☑	92,239	81,726
Income						
Financial Contributions	0	0	0	☑	0	0
Interest Received	0	0	0	☑	0	0
Other Income	0	0	0	☑	0	0
Rate Income	50,531	50,124	407	☑	100,239	93,843
Service Charges	0	0	0	☑	0	0
Subsidies & Grants	0	0	0	☑	0	0
User Fees	0	0	0	☑	0	0
Total Direct Income	50,531	50,124	407	☑	100,239	93,843
Net Cost of Service	21,080	3,996	17,084	☑	8,000	12,117
Contingency - breakdown						
No transactions to date				☑	<i>Favourable Variance</i>	
Year to date contingency costs	0			⊕	<i>Non Favourable Variance</i>	
Community Board Reserves						
Opening Balance - Surplus (Deficit)	53,858					
No transactions to date						
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	53,858					
Town Centre Development Reserves						
Opening Balance - Surplus (Deficit)	447,040					
No transactions to date	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	447,040					
CE Miller Estate Restricted Reserves						
Opening Balance - Surplus (Deficit)	14,888					
No transactions to date	0					
(Decrease) Increase in year	0					
Closing Balance - Surplus (Deficit)	14,888					

Please note the credit balance in Security is a refund for Tarnix Security invoice paid twice

9.9 COUNCIL, STANDING COMMITTEES AND COMMUNITY BOARD MEETINGS

File Number: A4457238

Author: Pernille Osborne, Senior Governance Advisor - Community Boards

Authoriser: Barbara Whitton, Customer Services and Governance Manager

RECOMMENDATION

That the schedule of meetings for February, March and April 2022, be received.

ATTACHMENTS

1. **Meeting Dates for Community Board Agendas - February**  

Western Bay of Plenty District Council Meeting Schedule 2022

External (joint) meetings are highlighted in blue.

FEBRUARY 2022			
Meeting	Date	Time	Venue
Waitangi Day (observed) - 7 February			
Katikati Community Board	2 Feb	7.00pm	The Centre. Patuki Manawa
Policy Committee	8 Feb	9.30am	Chambers
Policy Workshop	8 Feb	1.00pm	Chambers
Ōmokoroa Community Board	8 Feb	7.00pm	Ōmokoroa Library & Service Centre
Performance and Monitoring Committee	10 Feb	9.30am	Chambers
Te Puke Community Board	10 Feb	7.00pm	Te Puke Library & Service Centre
Te Maru o Kaituna River Authority	11 Feb	TBC	TBC
Annual Plan Workshop	15 Feb	9.30am	Chambers
Maketu Community Board	15 Feb	7.00pm	Maketu Community Centre
Te Ihu o te Waka o Te Arawa (Te Arawa)	16 Feb	10.00am	Chambers
Regional Transport Committee	18 Feb	TBC	TBC
Waihī Beach Community Board	21 Feb	6.30pm	Waihī Beach Community Centre
Citizenship Ceremony	22 Feb	10.00am	Chambers
Te Kāhui Mana Whenua o Tauranga Moana (TKMW)	23 Feb	10.00am	Chambers
Council	24 Feb	9.30am	Chambers
MARCH 2022			
Meeting	Date	Time	Venue
District Plan Committee (if required)	1 Mar	9.30am	Chambers

Katikati-Waihi Beach Ward Forum	1 Mar	7.00pm	TBC
District Plan Committee (if required)	2 Mar	9.30am	Chambers
Annual Plan Committee	8 Mar	9.30am	Chambers
Waiāri Kaitiaki Advisory Group	9 Mar	TBC	TBC
Policy Committee	10 Mar	9.30am	Chambers
Policy Workshop	10 Mar	1.00pm	Chambers
Kaimai Ward Forum	10 Mar	7.00pm	TBC
BOP Mayoral Forum	11 Mar	TBC	TBC
Audit & Risk Committee	15 Mar	9.30am	Chambers
Maketu-Te Puke Ward Forum	15 Mar	7.00pm	TBC
SmartGrowth Leadership Group	16 Mar	TBC	TBC
Public Transport Committee	17 Mar	TBC	TBC
Civil Defence Emergency Management Group	18 Mar	TBC	TBC
District Plan Committee (if required)	22 Mar	9.30am	Chambers
District Plan Committee (if required)	23 Mar	9.30am	Chambers
Performance & Monitoring	24 Mar	9.30am	Chambers
Citizenship Ceremony	29 Mar	10.00am	Chambers
Katikati Community Board	30 Mar	7.00pm	The Centre. Patuki Manawa
APRIL 2022			
Meeting	Date	Time	Venue
Policy Committee	5 Apr	9.30am	Chambers
Policy Workshop	5 Apr	1.00pm	Chambers
Ōmokoroa Community Board	5 Apr	7.00pm	Ōmokoroa Library & Service Centre
Council	6 Apr	9.30am	Chambers
Te Puke Community Board	7 Apr	7.00pm	Te Puke Library & Service Centre
Tauranga Moana Advisory Group	8 Apr	TBC	TBC

