

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
COUNCIL MEETING NO. CL24-13  
HELD IN THE COUNCIL CHAMBERS, 1484 CAMERON ROAD, TAURANGA  
ON THURSDAY, 12 DECEMBER 2024 AT 9.30AM**

## **1 KARAKIA**

Whakatau mai te wairua	Settle the spirit
Whakawātea mai te hinengaro	Clear the mind
Whakarite mai te tinana	Prepare the body
Kia ea ai ngā mahi	To achieve what needs to be achieved.
Āe	Yes

## **2 PRESENT**

Mayor J Denyer, Deputy Mayor J Scrimgeour, Cr T Coxhead, Cr G Dally, Cr M Grainger, Cr A Henry, Cr R Joyce, Cr M Murray-Benge, Cr L Rae, Cr A Sole, Cr D Thwaites and Cr A Wichers

## **3 IN ATTENDANCE**

J Holyoake (Chief Executive), R Davie (Deputy CEO/General Manager Strategy and Community), A Curtis (General Manager Regulatory Services), A Henderson (General Manager Corporate Services), C Crowe (General Manager Infrastructure Services), J Rickard (Community and Strategic Relationships Manager), K Little (Operations Manager), R Garrett (Governance Manager), H Wi Repa (Governance Systems Advisor), P Osborne (Senior Governance Advisor) and J Duncan (Governance Coordinator)

## **OTHERS IN ATTENDANCE**

O Nathan (Tourism Bay of Plenty) and R Faire (Tourism Bay of Plenty)

## **4 APOLOGIES**

Nil

## **5 CONSIDERATION OF LATE ITEMS**

Nil

## **6 DECLARATIONS OF INTEREST**

Nil

**7 PUBLIC EXCLUDED ITEMS**

Nil

**8 PUBLIC FORUM**

Nil

**9 COMMUNITY BOARD MINUTES FOR RECEIPT**

**9.1 MINUTES OF THE KATIKATI COMMUNITY BOARD MEETING HELD ON 13 NOVEMBER 2024**

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**RESOLUTION CL24-13.1**

Moved: Cr A Henry

Seconded: Cr R Joyce

That the Minutes of the Katikati Community Board Meeting held on 13 November 2024 be received.

**CARRIED**

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**9.2 MINUTES OF THE ŌMOKOROĀ COMMUNITY BOARD MEETING HELD ON 19 NOVEMBER 2024**

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**RESOLUTION CL24-13.2**

Moved: Cr T Coxhead

Seconded: Cr M Grainger

That the Minutes of the Ōmokoroā Community Board Meeting held on 19 November 2024 be received.

**CARRIED**

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**9.3 MINUTES OF THE MAKETU COMMUNITY BOARD MEETING HELD ON 19 NOVEMBER 2024**

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**RESOLUTION CL24-13.3**

Moved: Deputy Mayor J Scrimgeour  
Seconded: Cr L Rae

That the Minutes of the Maketu Community Board Meeting held on 19 November 2024 be received.

**CARRIED**

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**9.4 MINUTES OF THE TE PUKE COMMUNITY BOARD MEETING HELD ON 21 NOVEMBER 2024**

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**RESOLUTION CL24-13.4**

Moved: Cr A Wichers  
Seconded: Cr G Dally

That the Minutes of the Te Puke Community Board Meeting held on 21 November 2024 be received.

**CARRIED**

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**10 COUNCIL AND COMMITTEE MINUTES FOR CONFIRMATION**

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**10.1 MINUTES OF THE STRATEGY AND POLICY COMMITTEE MEETING HELD ON 24 OCTOBER 2024**

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**RESOLUTION CL24-13.5**

Moved: Mayor J Denyer  
Seconded: Cr M Grainger

That the Minutes of the Strategy and Policy Committee Meeting held on 24 October 2024 be confirmed as a true and correct record and the recommendations therein be adopted.

**CARRIED**

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**10.2 MINUTES OF THE COUNCIL MEETING HELD ON 30 OCTOBER 2024**

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**RESOLUTION CL24-13.6**

Moved: Mayor J Denyer  
Seconded: Deputy Mayor J Scrimgeour

1. That the Minutes of the Council Meeting held on 30 October 2024 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

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**CARRIED**

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**10.3 MINUTES OF THE COUNCIL MEETING HELD ON 7 NOVEMBER 2024**

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**RESOLUTION CL24-13.7**

Moved: Mayor J Denyer  
Seconded: Deputy Mayor J Scrimgeour

1. That the Minutes of the Council Meeting held on 7 November 2024 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

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**CARRIED**

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**10.4 MINUTES OF THE DISTRICT PLAN COMMITTEE MEETING HELD ON 20 NOVEMBER 2024**

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**RESOLUTION CL24-13.8**

Moved: Deputy Mayor J Scrimgeour  
Seconded: Cr M Grainger

That the Minutes of the District Plan Committee Meeting held on 20 November 2024 be confirmed as a true and correct record and the recommendations therein be adopted.

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**CARRIED**

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**10.5 MINUTES OF THE COUNCIL MEETING HELD ON 20 NOVEMBER 2024**

The Mayor noted that, as per the Deputy CEO/General Manager Strategy and Community's email, the transcription error that occurred in relation to Attachment 3 had been corrected in the minutes for confirmation.

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**RESOLUTION CL24-13.9**

Moved: Mayor J Denyer  
Seconded: Deputy Mayor J Scrimgeour

1. That the Minutes of the Council Meeting held on 20 November 2024 be confirmed as a true and correct record and the recommendations therein be adopted.
2. That the Chairperson's electronic signature be inserted into the confirmed minutes.

**CARRIED**

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**11 REPORTS****11.1 TOURISM BAY OF PLENTY ANNUAL REPORT 2024**

Council considered a report dated 12 December 2024 from the Community and Strategic Relationships Manager.

Oscar Nathan (General Manager) and Richard Faire (Head of Strategy and Insights) were in attendance on behalf of Tourism Bay of Plenty (TBOP) to present their Annual Report through a PowerPoint presentation.

Presenters responded to pātai as follows:

- TBOP had been working with entity partners (e.g. Bay Venues) to erect digital information boards, noting that once Western Bay of Plenty were ready, there was every intention to have these available across the district. It was clarified that TBOP could not fund the boards themselves and would continue to look for partnerships.
  - There were multiple factors that led into lower cruise numbers, noting that the cost of living and the repercussions of this was the main reason.
  - TBOP was focusing on the areas it could influence, noting that this was around ensuring there were "products" and events for those tourists coming in off the cruise ships.
  - In relation to decreasing administration costs, TBOP had pulled back on some of the normal campaigning that it would have undertaken.
  - TBOP was confident that it would be out of deficit by the 2025/26 financial year.
  - If funding was available there was an opportunity to erect i-sites throughout the district; however, the intention of the digital kiosks was to lessen the need for i-sites, by having the information available to download on a mobile phone.
  - Feedback from cruise ships operators was that the decrease in tour companies going to Hobbiton and Rotorua had not affected Tauranga or the desire for visitors to come. It was noted that there was a real opportunity to ensure there were local "products" available for those visiting the Bay of Plenty who were not purchasing packages on board.
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**RESOLUTION CL24-13.10**

Moved: Cr A Sole  
Seconded: Cr A Henry

1. That the Community and Strategic Relationships Manager's report dated 12 December 2024 titled 'Tourism Bay of Plenty Annual Report 2024' 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 Council receives the Tourism Bay of Plenty Annual Report 2023-2024, included as **Attachment 1** to this report, to be published on Council's website.

**CARRIED**

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**11.2 REQUEST FOR FUNDS FROM THE KATIKATI TOWN CENTRE DEVELOPMENT FUND - KATIKATI MARKET SQUARE DEVELOPMENT PROJECT**

Council considered a report dated 12 December 2024 from the Operations Manager who provided an overview of the report and the recommendations therein.

Staff responded to pātai as follows:

- Enhanced vehicle access had been created to allow better space to load in and load out of the northern side of the Memorial Hall. Along with moving the accessible carpark slightly, these were the only changes made following the consultation with the Hall Committee.
  - The Market Square itself would be concrete only.
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**RESOLUTION CL24-13.11**

Moved: Cr R Joyce  
Seconded: Cr A Henry

1. That the Operations Manager's report dated 12 December 2024 titled 'Request for Funds from the Katikati Town Centre Development Fund - Katikati Market Square Development Project' 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 Council **approves** funding of up to \$480,000 from the Katikati Town Centre Development Fund for costs relating to the construction of the Katikati Market Square as per the engineers detailed design (**Attachment 1** of this report).

**CARRIED**

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### 11.3 2025 COUNCIL, COMMITTEES AND COMMUNITY BOARDS MEETING SCHEDULE

Council considered a report dated 12 December 2024 from the Governance Manager, who provided a brief overview of the report and the recommendations therein.

Staff responded to pātai as follows:

- All the Council meetings included on the schedule had now been sent out to Elected Members through Outlook.

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#### RESOLUTION CL24-13.12

Moved: Cr M Grainger

Seconded: Cr M Murray-Benge

1. That the Governance Manager's report dated 12 December 2024 titled '2025 Council, Committees and Community Boards Meeting Schedule' be received.
2. That the report relates to an issue that is of low significance in terms of Council's Significance and Engagement Policy.
3. That Council adopt the 2025 Meeting Schedule (**Attachment 1** of this report), as the meeting programme for 2025, noting that this programme is subject to change depending on legislative requirements and changing business needs of Council.
4. That Council delegates authority to the Governance Manager to make amendments to the meeting schedule should Council business require such amendment throughout the year, subject to appropriate notification to both elected members and the public.

**CARRIED**

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### 11.4 MAYOR'S REPORT TO COUNCIL

Council considered a report dated 12 December 2024 from the Senior Executive Assistant – Mayor/CEO on behalf of the Mayor. The Mayor spoke to the report and responded to pātai as follows:

- Western Bay of Plenty District Council, Tauranga City Council, Bay of Plenty Regional Council, along with Tangata Whenua, were currently writing a letter expressing their interest in seeking a regional deal. Following this, a full proposal would come back to Council for approval late February 2025.
  - The proposals had already been to Council, noting that following some changes from central government, these were being amended slightly.
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- Prior to the full proposal coming to Council for approval, staff intended to hold a workshop that would update the Councillors on the proposal and ensure there was a level of comfort prior to approval.

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### RESOLUTION CL24-13.13

Moved: Mayor J Denyer

Seconded: Cr A Henry

That the Senior Executive Assistant - Mayor/CEO's report dated 12 December 2024 titled 'Mayor's Report to Council' be received.

**CARRIED**

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### 11.5 ANNUAL REPORT 2023-2024

Council considered a report dated 12 December 2024 from the Chief Financial Officer.

Due to the Annual Report not being ready for adoption, the following recommendations were moved by the Mayor.

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### RESOLUTION CL24-13.14

Moved: Mayor J Denyer

Seconded: Cr G Dally

1. a. That the Chief Financial Officer's report dated 12 December 2024 titled 'Annual Report 2023-2024' be received and be left to lie on the table until the Extraordinary Council meeting detailed in Part B.
- b. That Council calls an Extraordinary Council meeting to be held Tuesday 17 December 2024 at 9.30am to consider the adoption of the Annual Report 2023-2024.

**CARRIED**

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### 12 INFORMATION FOR RECEIPT

Nil



**13 RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RESOLUTION CL24-13.15**

Moved: Cr L Rae

Seconded: Cr A Sole

That the public be excluded from the following parts of the proceedings of this meeting.

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

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<p><b>13.1 - Confidential Minutes of the Council Meeting held on 30 October 2024</b></p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>13.2 - Confidential Minutes of the Council Meeting held on 7 November 2024</b></p>	<p>s7(2)(a) - the withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(f)(ii) - the withholding of the information is necessary to maintain the effective conduct of public affairs through the protection of Council members, officers, employees, and persons from improper pressure or harassment</p> <p>s7(2)(g) - the withholding of the information is necessary</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>

	<p>to maintain legal professional privilege</p> <p>s7(2)(h) - the withholding of the information is necessary to enable Council to carry out, without prejudice or disadvantage, commercial activities</p> <p>s7(2)(i) - the withholding of the information is necessary to enable Council to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)</p> <p>s7(2)(j) - the withholding of the information is necessary to prevent the disclosure or use of official information for improper gain or improper advantage</p>	
<p><b>13.3 - Confidential Minutes of the Council Meeting held on 20 November 2024</b></p>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>13.4 - Approval of Tender for the Ōmokoroa Road Urbanisation Stage 2 Project</b></p>	<p>s7(2)(b)(ii) - the withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7</p>
<p><b>CARRIED</b></p>		

**The Meeting closed at 10.51am.**

**Confirmed as a true and correct record at the Council meeting held 4 February 2025.**

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Mayor J Denyer  
**CHAIRPERSON / MAYOR**

Unconfirmed