

**MINUTES OF WESTERN BAY OF PLENTY DISTRICT COUNCIL  
INAUGURAL KATIKATI COMMUNITY BOARD NO. KKCB25-IN  
HELD IN THE COUNCIL CHAMBER, 1484 CAMERON ROAD, TAURANGA  
ON WEDNESDAY, 5 NOVEMBER 2025 AT 1.48PM**

**1 PRESENT – NGĀ MEMA KEI KONEI**

Member J Sayer, Member A Henry, Member N Mayo and Cr R Joyce

**2 IN ATTENDANCE – I TAE AKE**

M Taris (Interim Chief Executive Officer), R Garrett (Governance Manager), A Curtis (General Manager Regulatory Services), B Singh (General Manager Infrastructure Services), M Potton (General Manager Corporate Services), E Watton (Acting General Manager Strategy and Community), C Nepia (Strategic Kaupapa Māori Manager), L Balvert (Communication Manager), P Osborne (Senior Governance Advisor), R Leahy (Senior Governance Advisor), E Logan (Governance Advisor) and J Duncan (Governance Coordinator)

**MAYOR AND COUNCILLORS**

Mayor J Denyer, Cr S Beech, Cr G Dally, Cr D Dinsdale, Cr G Elvin, Cr L Rae and Cr A Sole.

**COMMUNITY BOARDS**

Ōmokoroa – Kaimai Community Board

C Dever, B Rakoia, M Marshall, T Tuhakaraina, T Akuhata and K Wisnesky

Maketu Community Board

S Elliot, A Waterhouse, C Thomas and W Moko

Te Puke – Eastern Community Board

D Snell, S Benning, K Summerhays, M Williams and M Singh Mann

Waihī Beach Community Board

W Stevenson, G Kelly, H Guptill and R Goudie

**OTHERS IN ATTENDANCE**

Invited guests and whānau of Elected Members

Media

The Interim Chief Executive Officer assumed the Chair for the Inaugural meeting.

### 3 APOLOGIES – NGĀ WHAKAPAHĀ

#### APOLOGY

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#### RESOLUTION KKCB25-IN.1

Moved: Member N Mayo

Seconded: Member R Joyce

That the apology for absence from Member J Clements be accepted.

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**CARRIED**

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### 4 CONSIDERATION OF LATE ITEMS – NGĀ TAKE TŌMURI

Nil

### 5 DECLARATIONS OF INTEREST – NGĀ TUKITUKINGA

Nil

### 6 PUBLIC EXCLUDED ITEMS – NGĀ TAKE TAPU

Nil

### 7 PUBLIC FORUM – WĀHANGA TŪMATANUI

Nil

### 8 REPORTS – NGĀ PŪRONGO

#### 8.1 DECLARATIONS BY KATIKATI COMMUNITY BOARD MEMBERS

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

The Community Board made and attested their declarations together. Following this they each signed two copies of the declaration which was witnessed by the Interim Chief Executive Officer.

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## 8.2 LEGISLATIVE ADVICE FOR INCOMING ELECTED MEMBERS

The Board considered a report from the Governance Manager. The report was taken as read, noting that an overview of the legislative advice had been provided to all Elected Members during the inaugural Council meeting earlier in the day.

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### RESOLUTION KKCB25-IN.2

Moved: Member A Henry

Seconded: Member J Sayer

1. That the Governance Manager's report dated 5 November 2025 titled 'Legislative advice for incoming Elected Members' be received.
2. That Katikati Community Board Members note the requirements to disclose and update any personal or financial interests that may conflict with their role as an Elected Member.

**CARRIED**

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## 8.3 ELECTION OF CHAIRPERSON FOR THE KATIKATI COMMUNITY BOARD

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

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### RESOLUTION KKCB25-IN.3

Moved: Cr R Joyce

Seconded: Member A Henry

1. That the Governance Manager's report dated 5 November 2025 titled 'Election of Chairperson for the Katikati Community Board' be received.

**CARRIED**

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### RESOLUTION KKCB25-IN.4

Moved: Member J Sayer

Seconded: Cr R Joyce

2. That in accordance with Clause 25(4), Schedule 7 of the LGA 2002, the Katikati Community Board adopts **System B** for the election of the Chairperson.

**CARRIED**

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The Interim Chief Executive called for nominations for the Chairperson. Due to only one nomination being received, for Member James Sayer, the following resolution was put and carried.

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#### RESOLUTION KKCB25-IN.5

Moved: Member N Mayo

Seconded: Member A Henry

3. That the Katikati Community Board elects James Sayer as the Chairperson of the Katikati Community Board.

**CARRIED**

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#### 8.4 ELECTION OF DEPUTY CHAIRPERSON OF THE KATIKATI COMMUNITY BOARD

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

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#### RESOLUTION KKCB25-IN.6

Moved: Cr R Joyce

Seconded: Member N Mayo

1. That the Governance Manager's report dated 5 November 2025 titled 'Election of the Deputy Chairperson of the Katikati Community Board' be received.

**CARRIED**

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#### RESOLUTION KKCB25-IN.7

Moved: Chairperson J Sayer

Seconded: Member A Henry

2. That in accordance with Clause 25(4), Schedule 7 of the LGA 2002 the Katikati Community Board adopts **System B** for the election of the Deputy Chairperson.

**CARRIED**

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The Interim Chief Executive called for nominations for the Deputy Chairperson. Due to only one nomination being received, for Member Anne Henry, the following resolution was put and carried.

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#### RESOLUTION KKCB25-IN.8

Moved: Chairperson J Sayer

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Seconded: Member N Mayo

3. That the Katikati Community Board elects Anne Henry as the Deputy Chairperson of the Katikati Community Board.

**CARRIED**

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## **8.5 DATE OF THE FIRST BUSINESS MEETING OF THE KATIKATI COMMUNITY BOARD 2025-2028 TRIENNIUM**

The Board considered a report from the Governance Manager. The report was taken as read, noting that there would be a comprehensive workshop for the Board prior to Christmas 2025.

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### **RESOLUTION KKCB25-IN.9**

Moved: Deputy Chairperson A Henry

Seconded: Chairperson J Sayer

1. That the Governance Manager's report dated 5 November 2025 titled 'Date of the First Business Meeting of the Katikati Community Board 2025-2028 Triennium' be received.
2. That pursuant to Clause 21(5)(d), Schedule 7 of the Local Government Act 2002, the first business meeting of the Katikati Community Board will be held on Wednesday 11 February 2026 at Pātuki Manawa, Katikati commencing at 5.30pm.

**CARRIED**

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## **9 INFORMATION FOR RECEIPT – KŌRERO TE WHIWHIA**

Nil

**The Meeting closed at 1.55pm.**

**Confirmed as a true and correct record at the Katikati Community Board meeting held on 11 February 2026.**

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James Sayer  
**CHAIRPERSON**