



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Agenda

Kāwhia Community Board

7 August 2025

Kāwhia Community Board

Notice is hereby given that an ordinary meeting of the Kāwhia Community Board will be held in the Kāwhia Community Hall, 141 Jervois Street, Kāwhia on Thursday, 7 August 2025 commencing at 4.00pm.

Tanya Winter, Chief Executive

4 August 2025

OPEN TO THE PUBLIC AGENDA

Kāwhia Community Board membership

Chairperson	Geoff Good
Deputy Chairperson	Hinga Whiu
Ōtorohanga District Councillor	Kit Jeffries
Board Member	Richard Harpur
Board Member	Dave Walsh

Audio and visual recording

All attendees at this meeting are advised that the meeting will be electronically recorded (audio and video) for the purpose of webcasting to the Council's YouTube channel. Every care will be taken to maintain individuals' privacy however attendees are advised they may be recorded as part of the general meeting proceedings.

Public forum

The purpose of the forum is to provide an opportunity at the start of all ordinary public meetings of the Boards, for members of the community to come along and speak to their elected representatives. This reflects the Board's desire to see more public participation in decision making and meeting procedures.

To speak at the Public Forum please use the [online form](#) on our website. Each speaker will be allocated a maximum of 5 minutes speaking time.

Role of the Community Board

The Kāwhia Community Board (the Board) is a separate entity to Ōtorohanga District Council. The role of a community board is set out in Section 52 of the Local Government Act 2002 and is summarised below.

1. Represent, and act as an advocate for, the interests of the Kāwhia and Aotea community.
2. Consider and report on all matters referred to it by the Council, or any matter of interest or concern to the Board.
3. Maintain an overview of services provided by the Council within the Kāwhia and Aotea community.
4. Prepare an annual submission to the Council for expenditure within the community.
5. Communicate with community organisations and special interest groups within the Kāwhia and Aotea community.
6. Undertake any other responsibilities that are delegated to it by the Council.

Delegations by Ōtorohanga District Council

The Council is authorised to delegate powers to the Board and has made the following specific delegations to be exercised in accordance with Council policy.

Power to act – Reserve Funds

Full decision-making authority on the use of the Kāwhia Reserve Funds in accordance with the Terms of Reference.

Power to act - Discretionary Fund

Full decision-making authority on the use of the Board's discretionary fund in accordance with the Terms of Reference for the Fund.

Power to recommend – Long Term Plan/Annual Plan/Policy issues

Authority to make a submission to the Long Term Plan/Annual Plan process on activities, service levels and expenditure (including capital works priorities) with the Board's area or to make a submission in relation to any policy matter which may have an effect with the Board's area.

Power to recommend – Advocacy/Submission to other agencies

Authority to recommend to the Council on inclusions to submissions/advocacy to external organisations.

Opening formalities

Commencement of meeting	Te fīmatanga o te hui	6
Opening prayer/reflection/words of wisdom	Karakia/huitao/whakataukī	6
Apologies	Ngā hōnea	6
Public forum	Hui tūmatanui	6
Late items	Ngā take tōmuri	7
Declaration of conflict of interest	Te whakapuakanga pānga taharua	7
Confirmation of minutes	Te whakaū i ngā meneti	7

Decision reports**Ngā pūrongo whakatau**

Item 38	Kāwhia Community Centre fees and charges waiver criteria and requirements	18
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Information only reports**Ngā pūrongo mōhiohio anake**

There are no reports.

Public excluded**Take matatapu**

There are no reports.

Other business**Ētahi atu take**

Board Member updates	22
Board projects	22

Kāwhia General Reserve Fund	22
Kāwhia Discretionary Fund	23
Kāwhia Community Centre hire charge waivers	26
Resolution Register	26

Closing formalities

Closing prayer/reflection/words of wisdom	Karakia/huritao/whakataukī	28
Meeting closure	Kātinga o te hui	28

Workshops/briefings

Monthly discussion on items raised in public forum or outstanding matters.	Open
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Please note: The reports attached to this Open Agenda set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions DO NOT represent Ōtorohanga District Council views or policy until such time that they might be adopted by ŌDC resolution. This Open Agenda may be subject to amendment by the addition or withdrawal of items contained therein or the taking of items in another order.

This Open Agenda was prepared by Manager Governance, Kaia King and approved for distribution by Group Manager Regulatory & Growth, Tony Quickfall on 4 August 2025.

Commencement of meeting**Te tīmatanga o te hui**

The Chairperson will confirm the livestream to YouTube is active then declare the meeting open.

Opening prayer/reflection/words of wisdom**Karakia/huitao/whakataukī**

The Chairperson will invite a member to provide opening words and/or prayer/karakia. Refer to the last page for a karakia in both English and Maori.

Apologies**Ngā hōnea**

A Member who does not have leave of absence may tender an apology should they be absent from all or part of a meeting. The meeting may accept or decline any apologies. For clarification, the acceptance of a Member's apology constitutes a grant of 'leave of absence' for that specific meeting(s).

Should an apology be received the following resolution is recommended: *That Kāwhia Community Board receive and accept the apology from ... for ... (non-attendance, late arrival, early departure).*

Public forum**Hui tūmatanui**

Public forums are designed to enable members of the public to bring matters, not necessarily on the meeting's agenda, to the attention of Council. Requests to attend the public forum must be made to on the form available on Council's website: otodc.govt.nz/about-council/meetings/speak-at-public-forum. Alternatively, please call 07 873 4000.

Speakers can speak for up to five (5) minutes. No more than two speakers can speak on behalf of an organisation during a public forum. At the conclusion of the presentation, elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker. Following the public forum, no debated or decisions will be made during the meeting on issues raised in the forum unless related to items already on the agenda.

No requests to be heard were received at the publication of this agenda.

Late items**Ngā take tōmuri**

Items not on the agenda for the meeting require a resolution under section 46A of the Local Government Official Information and Meetings Act 1987 stating the reasons why the item was not on the agenda and why it cannot be dealt with at a subsequent meeting on the basis of a full agenda item. It is important to note that late items can only be dealt with when special circumstances exist and not as a means of avoiding or frustrating the requirements in the Act relating to notice, agendas, agenda format and content.

Should a late item be raised, the following recommendation is made: *That Kāwhia Community Board accept the late item due to to be heard*

Declaration of conflict of interest**Te whakapuakanga pānga taharua**

Members are reminded to stand aside from decision making when a conflict arises between their role as an elected member and any private or external interest they may have.

A conflict can exist where:

- The interest or relationship means you are biased; and/or
- Someone looking in from the outside could have reasonable grounds to think you might be biased.

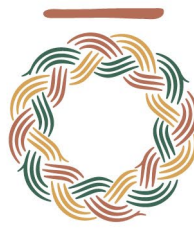
Should any conflicts be declared, the following recommendation is made: *That Kāwhia Community Board receive the declaration of a conflict of interest from for item ... and direct the conflict to be recorded in Ōtorohanga District Council's Conflicts of Interest Register.*

Confirmation of minutes**Te whakaū i ngā meneti**

The unconfirmed Minutes of the previous meeting is attached on the following page.

Staff recommendation

That Kāwhia Community Board confirm as a true and correct record of the meeting; the open Minutes of the meeting held on 3 July 2025 (document number 833963).



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

Kāwhia Community Board

3 July 2025

Kāwhia Community Board

Open Minutes of an ordinary meeting of the Kāwhia Community Board held in the Kāwhia Community Hall, 141 Jervois Street, Kāwhia on Thursday, 3 July 2025 commencing at 4.00pm.

Tanya Winter, Chief Executive

10 July 2025

Kāwhia Community Board attendance

Chairperson	Geoff Good	Attended via Zoom
Deputy Chairperson	Hinga Whiu	Attended
Ōtorohanga District Councillor	Kit Jeffries	Attended
Board Member	Richard Harpur	Attended
Board Member	Dave Walsh	Attended

Senior staff in attendance

Chief Executive	Tanya Winter	Did not attend
Group Manager Business Enablement	Graham Bunn	Did not attend
Group Manager Engineering & Assets	Mark Lewis	Did not attend
Group Manager Regulatory & Growth	Tony Quickfall	Attended
Group Manager Strategy & Community	Nardia Gower	Did not attend
Chief Advisor	Ross McNeil	Attended

Opening formalities

Commencement of meeting	Te fīmatanga o te hui	5
Opening prayer/reflection/words of wisdom	Karakia/huitao/whakataukī	5
Apologies	Ngā hōnea	5
Public forum	Hui tūmatanui	5
Late items	Ngā take tōmuri	6
Declaration of conflict of interest	Te whakapuakanga pānga taharua	6
Confirmation of minutes	Te whakaū i ngā meneti	6

Decision reports**Ngā pūrongo whakatau**

Item 37	Proposed Aotea and Kāwhia Plan (Better Places Together)	6
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Information only reports**Ngā pūrongo mōhiohio anake**

There are no reports.

Public excluded**Take matatapu**

There are no reports.

Other business**Ētahi atu take**

Board Member updates	8
Board projects	8

Community Board discretionary fund	9
Resolution Register	9

Closing formalities

Closing prayer/reflection/words of wisdom	Karakia/huritao/whakataukī	9
Meeting closure	Katinga o te hui	9

Workshops/briefings

Monthly discussion on items raised in public forum or outstanding matters.	Open
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These open Minutes were prepared by Manager Governance, Kaia King and approved for distribution by Group Manager Regulatory & Growth, Tony Quickfall on 10 July 2025.

Commencement of meeting**Te tīmatanga o te hui**

Chairperson Good was present via Zoom so the meeting was Chaired by Deputy Chairperson Whiu. Deputy Chairperson Whiu declared the meeting open at 4.00pm.

Opening prayer/reflection/words of wisdom**Karakia/huitao/whakataukī**

Deputy Chairperson Whiu provided some opening words followed by a karakia.

Apologies**Ngā hōnea**

There were no apologies.

Public forum**Hui tūmatanui**

Maea Marshall as Chair of the Te Taiao o Kāwhia Moana Society Incorporated spoke on a petition which will be presented to Ōtorohanga District Council on 29 July. Board Members expressed support in principle for the topic of the petition but wanted to ensure an alternative access was in place before any closure was implemented. ŌDC's Tony Quickfall noted a decision to close access would require a Bylaw amendment and the associated public consultation before a decision could be made. He also advised ŌDC staff were working with Tainui Kāwhia Incorporated and had commissioned a feasibility study for the proposed alternative access. He noted the study would identify restrictions for vehicles and the cost of implementation.

Deputy Chairperson Whiu provided an opportunity for Gaylene Kanawa to speak in the public forum on the proposed fitness trail. In response to a comment, ŌDC's Sahndra Cave advised mana whenua had indicated support for the trail, but confirmation had not been received. Deputy Chairperson Whiu advised the Board would support the conversations with mana whenua to ensure confirmation was received by ŌDC staff.

Late items**Ngā take tōmuri**

There were no late items.

Declaration of conflict of interest**Te whakapuakanga pānga taharua**

There were no Declarations made.

Confirmation of minutes**Te whakaū i ngā meneti**

Resolved K118: That Kāwhia Community Board confirm as a true and correct record of the meeting; the open Minutes of the meeting held on 5 June 2025 (document number 827718).

Councillor Jeffries | Board Member Harpur

Decision reports**Ngā pūrongo whakatau****Item 37 - Proposed Aotea and Kāwhia Plan (Better Places Together)**

ŌDC's Sahndra Cave drew the Boards attention to a couple of minor errors in the Plan which were discovered after the agenda was released. ŌDC's Ross McNeil noted the Plan reflected extensive engagement across the area. He referred to Board Member Walsh's comments regarding the fitness trail noting that the project needed to be seen in context within the other projects.

Board Member Harpur spoke on concerns around the location of the shipping container by the sea. Ms Cave noted that feedback had been received, and the potential location could be moved to the Kāwhia Domain if the Board was in agreement.

Councillor Jeffries referred to page 22, clause 6.11 and queried the ownership of the land. Mr McNeil advised the land was Crown owned and therefore ŌDC were the administering authority. In response to a second query, Mr McNeil advised some projects could be progressed quickly once ŌDC had adopted the Plan. He stated ŌDC would determine how and when resources were allocated to progress individual projects.

Chairperson Good commended the work of Resilio and ŌDC staff noting it was a living document, and it was important for the Board to be involved in the prioritisation of projects. In response to a query from Board Member Walsh, Ms Cave spoke on the removal of the speed bumps on Pouewe and Jervois Streets. She noted the Aotea Ratepayers had requested the repurposing of the speed bumps to Aotea. Board Member Harpur expressed concern around the removal of the Kāwhia seawall and the cost of maintaining the seawall. Mr McNeil advised staff's intention was to provide the overall cost of delivering the Plan and would work to source funding beyond a standard rate-funded approach.

Resolved K119: That the Kāwhia Community Board endorses the proposed draft Aotea & Kāwhia Plan, noting any further changes to be made including minor editorial amendments, and recommends that the Plan be adopted by the Ōtorohanga District Council.

Chairperson Good | Deputy Chairperson Whiu

Councillor Jeffries spoke on the resignation of ŌDC staff member Ross McNeil who was taking up a chief executive role in Australia. He shared his thoughts on Mr McNeil's contribution to the Kāwhia and Aotea communities through multiple projects. He presented a small token of appreciation on behalf of the Board. Deputy Chairperson Whiu completed the presentation with a Māori proverb.

Mr McNeil spoke on the local community's enthusiasm to craft their future and noted he would leave the Ōtorohanga district with its communities firmly anchored in his heart.

Information only reports

Ngā pūrongo mōhiohio anake

There were no reports.

Public excluded

Take matatapu

There were no reports.

Board Member updates

Ngā kōrero hou a ngā Kaikaunihera

Board Member Walsh sought clarification of the removal timeframe for the trees and ŌDC's Tony Quickfall advised staff were looking at alternative work within the area so if protesters stopped the tree removal, the contractors could be redirected to alternative work. He stated the Board and Ngāti Hikairo would be given advance warning.

Board Member Walsh spoke on the recent Kāwhia Sports Club annual general meeting. He advised the consent application was being finalised and would be lodged. Board Member Walsh then advised he would not be seeking re-election at the October Local Government Election. He stated the announcement was to ensure anyone interested in standing had assurance that a seat was available.

Chairperson Good attended Hano Ormsby's farewell from TKI and the Local Water Done Well workshops at the Council Chambers. He noted the three groups who had their Kāwhia Community Centre charges waived for one year were very appreciative.

Board Member Harpur spoke on the Kaumatua Group, the Kāwhia Kai Festival and noted there was interest from community groups to apply for the Centre fees and charges waiver.

Councillor Jeffries attended the Risk and Assurance Committee, the Kāwhia Kai Festival Committee meeting, the Kāwhia Sports Club annual general meeting and also went to Hano Ormsby's farewell.

Deputy Chairperson Whiu advised the 'slow down' sign had been made and would be collected by ŌDC staff and installed. She spoke on the mana whenua led pōwhiri for the new Kāwhia Policeman, noting discussions were being held with Maketū Marae. She noted a community meeting with the Policeman was being arranged but no date had yet been confirmed.

Board projects

Project 1: Kāwhia Storyboards

Deputy Chairperson Whiu advised Frank Thorne was unable to join the meeting however work was in progress and an update would be provided to the next meeting.

Community Board discretionary fund

Deputy Chairperson Whiu sought an allocation of \$500 towards the kai at the mana whenua led welcome of the new Kāwhia policeman.

Resolved K120: That the Kāwhia Community Board grant \$500 excluding GST for kai at the mana whenua led welcome for the new Kāwhia policeman.

Board Member Harpur | Board Member Walsh

Resolution Register

Resolved K121: That the Kāwhia Community Board approve the removal of Resolution K115 from the Register.

Deputy Chairperson Whiu | Board Member Walsh

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

Deputy Chairperson Whiu provided some closing words and a closing karakia.

Meeting closure

Katinga o te hui

Deputy Chairperson Whiu declared the meeting closed at 5.31pm.

Workshops/briefings

Monthly discussion with staff on items raised in public forum or outstanding matters.

Decision reports**Ngā pūrongo whakatau**

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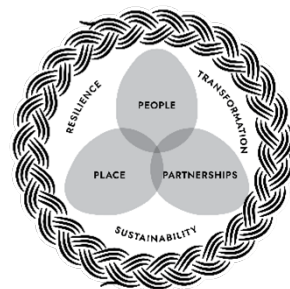
Item 38 Kāwhia Community Centre fees and charges waiver criteria and requirements

To Kāwhia Community Board

From Graham Bunn, Group Manager Business Enablement

Type **DECISION REPORT**

Date 7 August 2025



1. Purpose | Te kaupapa

1.1. Example: To present a proposed Compliance Policy for endorsement.

2. Executive summary | Whakarāpopoto matua

2.1. At their June meeting, Ōtorohanga District Council (ŌDC) delegated authority to the Kāwhia Community Board (the Board) to waive Kāwhia Community Centre (the Centre) fees and charges for some non-profit community groups who are regular users with significant benefit to the Kāwhia community, at the Board's discretion.

2.2. The Board met informally without staff to consider if any criteria would be applied when making a decision on whether to waive those fees and charges. This report captures the outcomes of that discussion and presents the proposed criteria for consideration.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Kāwhia Community Board:

- a) Advise that all applications for a waiver of the Kāwhia Community Centre fees and charges must be submitted for consideration by the Board as an agenda item at the next available meeting.
- b) Determine that the following criteria be used in assessing any applications from community groups for a Kāwhia Community Centre fees and charges waiver:
 - i) must be recognised, non-profit volunteer run that are Kāwhia/Aotea based.

- ii) must be providing a service that benefits the Kāwhia/Aotea communities e.g. health, wellness, youth development etc.
- iii) must be using the Centre on a regular weekly basis.
- c) Advise that community groups who receive a fees and charges waiver for the Kāwhia Community Centre must abide by the following requirements:
 - i) Must leave the hall in a clean, swept condition, including the toilet area.
 - ii) Cannot re-allocate their booking to any other group or person.
 - iii) Must relinquish or choose to pay for any booking that has been requested by a fee-paying individual or group.
 - iv) Cannot use the Centre for profit-making purposes.
 - v) Will be responsible for any damage caused by attendees/participants.
 - vi) Must maintain an on-site event attendance register detailing attendance numbers for their bookings.
 - vii) Will be required to provide a short verbal or written update to the Board at their November and March meetings except as agreed and confirmed in writing.
- d) Advises that the Kāwhia Community Board reserve the right to rescind the waiver at their discretion.

4. Context | Horopaki

- 4.1. The staff report presented to ŌDC for consideration in June 2025 noted that if ŌDC do not specify a criteria, the Board could choose to implement one or choose to use their discretion as they are in the best position to assess the benefits of the application for the Kāwhia community.
- 4.2. This will ensure that an appropriate level of fees is being charged and that charges for specific community groups are waived allowing them access to a facility that will enable community wellbeing.

5. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 5.1. The recommendation is of low significance to ŌDC under the Significance and Engagement Policy.

Impacts on Maori

5.2. This is an administrative decision and there is no requirement to engage with Iwi.

Risk analysis

5.3. There is a loss of income if community groups have their annual hire charges waived. This has been assessed by staff as not expected to impact the budget available for maintenance of the Centre.

Policy and plans

5.4. There are no ŌDC policies or plans affected by this decision.

Legal

5.5. There are no legal implications affected by this decision.

Financial

5.6. Any waivers to the Centre charges will only have a minor impact on revenue for the financial year.

6. Discussion | He kōrerorero

6.1. Text

Option 1: Do not provide any criteria and/or requirements**Pros**

6.2. Maximum flexibility for the Board to assess each application on a case-by-case basis.

6.3. Allows the Board to respond to unique or unforeseen circumstances without being constrained by predefined rules.

Cons

6.4. Lack of transparency and consistency in decision-making.

6.5. May lead to perceptions of bias or unfairness.

6.6. Difficult to manage expectations from community groups.

Option 2: Approve the proposed criteria and requirements**Pros**

6.7. Provides clear, consistent guidelines for both the Board and applicants.

6.8. Ensures waivers are granted to groups that provide demonstrable benefit to the Kāwhia/Aotea communities.

6.9. Encourages responsible use of the Centre and accountability from groups receiving waivers.

Cons

6.10. Requires administrative oversight to monitor compliance with requirements.

Recommended Option and Rationale

6.11. Option 2 is recommended. It strikes a balance between fairness, transparency, and community benefit. The proposed criteria ensure that waivers are granted to groups that are:

- a) Non-profit and volunteer-run,
- b) Based in Kāwhia/Aotea,
- c) Providing regular, beneficial services to the community.

6.12. The associated requirements promote responsible use of the facility and ensure that the Centre remains available and well-maintained for all users.

Information only reports**Ngā pūrongo mōhiohio anake**

There are no reports.

Public excluded**Take matatapu**

There are no reports.

Board Member updates**Ngā kōrero hou a ngā Kaikaunihera**

All Board Members will be invited by the Chairperson to provide a verbal update to the meeting.

Board projects**Project 1: Kāwhia Storyboards**

Frank Thorne will be providing an update on the project.

Kāwhia General Reserve Fund

The Reserve Fund should only be used to fund expenditure¹ within the ŌCB area. Any surplus in the General Reserve can be used to fund one off items of unforeseen expenditure for which there is no approved budget. When considering any request for funding from the General Reserve Fund the Board should ensure that any distribution from the Reserve:

- a) Is appropriately targeted,
- b) Occurs in a consistent, efficient and effective manner,
- c) Is fair and transparent, and
- d) Promotes accountability.

The Fund had a balance of \$201,022.66 as at 30 June 2025.

¹ 1 Any acquisition of an asset must be recommended to ŌDC for a final decision. The Board are unable to own assets.

Community Board discretionary fund

Any decision to allocate the Board's funds must be made to promote the social, economic, environmental, and cultural well-being of the Kāwhia and Aotea community in the present and for the future.

Date of grant	Resolution #	Recipient	Purpose	Amount (excl. GST)
03/07/25	K120	Kaiewe MMWL	Kai for Maketū Marae pōwhiri for new Police Officer.	500.00
Total granted				500.00
Total remaining				4,500.00

Request for funding

A request for funding has been received for the 2026 Kāwhia Kai Festival from the organising Committee. The request is attached on the following page.

Kāwhia Community Board
c/o P.O. Box 11
OTOROHANGA 3900

15 July 2025

Attention: Community Board Members

Tēnā koe

2026 Kāwhia Kai Festival

On behalf of the Kāwhia Moana, Kāwhia Kai, Kāwhia Tangata Kai Festival Committee, we are once again seeking your support for a Koha towards restoring the iconic Kai Festival event being planned for Saturday 7th February 2026 (Waitangi Day) at Omimiti Reserve. It has been 5 years since the last festival was held.

Our Committee appreciates your past support, which is vital to organising this large smoke-free and alcohol-free family event. The festival brings together whanau from throughout the area and in the past has attracted many visitors from other parts of New Zealand as well as from overseas.

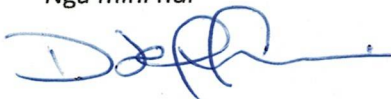
Although we had a small surplus from the last Festival held in 2021 to 'kick start' the 2026 event, early indications are that costs for the 2026 Festival have considerably increased. This is a major factor in determining our ability to continue with this popular event and highlights the need for support from a united community. (A copy of the approved festival budget is attached for your information).

The festival attracts local whanau, schools, organisations and maraes to participate as stall holders and it is pleasing to assist opportunities for so many. As is now the custom, entry to the festival is by way of a gold coin donation and this allows many families to enjoy an affordable day of traditional kai and a variety of entertainment.

The Kāwhia Kai Festival has grown from strength to strength and went global in 2018 as one of the '30 Best Attend Festivals' as well as one of the Top 10 Indigenous events in Aotearoa.

We would very much appreciate your favourable support in assisting us organising an appropriate day of unity next Waitangi Day for all peoples of Aotearoa.

Ngā mihi nui



Dianne Jeffries
Treasurer

Kāwhia Moana, Kāwhia Kai, Kāwhia Tangata Kai Festival
c/o P.O. Box 56, Kāwhia 3843

Ph: (07) 871-0891

Email: kitdi@xtra.co.nz

Mobile: (0210) 786-905

Kawhia Moana, Kawhia Kai, Kawhia Tangata Kai Festival

BUDGET FOR 2026 FESTIVAL

2026

INCOME (incl GST)

Donations, Grants & Sponsorships Received:

- Ministry of Arts, Culture & Heritage - Grant (TBC)	5,000.00
- Kāwhia Community Board - Grant (TBC)	1,000.00
- Otorohanga District Council Community Grants (TBC)	5,000.00
- Waipa Networks (confirmed)	5,000.00
- Sundry Donations (TBC)	500.00
- Taharoa C Block (TBC)	1,000.00
- Tainui-Kāwhia Incorporated (TBC)	1,000.00
- Waipa Forest Management (TBC)	1,000.00
- Te Nehenehenui (TBC)	1,000.00
- Waikato Tainui - Grant (TBC)	1,000.00

Total Donations, Grants & Sponsorships

21,500.00

Proceeds from Festival Day

- Quickfire Raffles	1,000.00
- Wheelbarrow Raffle	500.00
- Ground Rental (Stalls)	5,000.00
- Public Entry Donations	3,500.00

10,000.00

TOTAL INCOME (incl. GST)

31,500.00

Deduct: EXPENDITURE (incl GST)

Accounting & Audit Services	500.00
Advertising, Promotion & Signage	2,750.00
Deliver/Remove Refuse Bins (<i>as per quote</i>)	2,780.00
Entertainment	6,000.00
Hire EFTPOS Machine (<i>net - as per quote</i>)	200.00
Hire Meeting Rooms & Community Centre	750.00
Hire of Sound System & MC	5,000.00
Hire of 10 Port-a-Loos (<i>as per quote</i>)	2,300.00
Insurance	750.00
Koha -Wardens (Security/Crowd & traffic control)	2,000.00
Raffle Prizes	500.00
Signwriting & Koha for Site	750.00
Stationery, Photocopying, Printing	250.00
Traffic Management Plans (<i>as per quote</i>)	3,450.00
Volunteers' Travel & Meals	500.00

TOTAL EXPENDITURE (incl. GST)

28,480.00

BUDGETED NET SURPLUS/(DEFICIT)

\$ 3,020.00

*N.B. A surplus is needed to cover contingencies and to 'kick-start' funding for the next Festival.

Kāwhia Community Centre hire charge waivers

The following non-profit community groups have received hire charge waivers for the 2025/26 financial year:

- a) **Operation Kai 4 All** – weekly hire of the Board/Supper Room (and kitchen) for the purpose of free food distribution services for those in need (volunteer run); and,
- b) **Kāwhia Hauora Club** – hire of the main hall at six sessions per week for the purposes of fitness group sessions for the local community (volunteer run); and,
- c) **Strength training exercise class** – weekly hire of the main hall for the purposes of assisting those with mobility issues and fall prevention (volunteer run).

A report on this agenda is seeking to confirm the criteria and requirements for future waiver requests.

Resolution Register

Previous resolutions of the Kāwhia Community Board which are not yet finalised are outlined below.

Resolution #	Date	Resolution	Staff update
N/A	26/2/21	That a meeting be held with recreational and commercial users of the Kāwhia wharf to discuss: a) costs required to maintain the wharf asset	The development of an asset management plan for the wharf structure is on hold. Staff recommend the Resolution is retained on the Register.
05/12/24	K91	That the Kāwhia Community Board: a) receives the feedback from the community from the consultation period and b) approves the removal of 12 trees including 10 Pōhutukawa along the seawall to the left of Pouewe St on the main entrance to Kāwhia as identified in the October 2024 report (document number 781672). c) Requests the trees are identified via marking for community awareness prior to their removal. d) Requests the wood is offered to local marae and the community for re-use.	The removal of the trees is still planned to go ahead and will be rescheduled once staff are confident that the removal will not be interrupted by protesters against the removal. It is recommended that this Resolution be retained until the trees have been removed and an update provided to the Board.

03/04/25	K101	<p>Item 33 - New community noticeboard proposal</p> <p>That the Kāwhia Community Board approve the new noticeboard be sited in the outside foyer of the Kāwhia Community Hall, in principle, subject to a final design.</p>	<p>This resolution stands, but the noticeboard update project is no longer being progressed by the College.</p> <p>Staff recommend the Board confirm if they wish to progress the upgrade to the noticeboard as a board project.</p>
03/04/25	K102	<p>Item 33 - New community noticeboard proposal</p> <p>That the Kāwhia Community Board approve the design brief and staff to liaise with Deputy Chairperson Whiu on the design.</p>	<p>This resolution stands, but the noticeboard project is no longer being led by the College.</p>
03/04/25	K103	<p>Item 33 - New community noticeboard proposal</p> <p>That staff report back to the Kāwhia Community Board on the proposed design, funding options and funding request.</p>	<p>If the Board wish to progress an upgrade to the noticeboard as a board project, staff will report back on funding.</p>
08/05/25	K107	<p>Item 34 – Kāwhia boat parking</p> <p>That the Kāwhia Community Board:</p> <ol style="list-style-type: none"> a. Support the continuation of the historic agreement with the owners of the land on Kaora Street noting that: <ol style="list-style-type: none"> i. ŌDC would continue to pay the Rates on the land in compensation; and ii. The boat parking area remains as it is currently; and b. Recommend that ŌDC investigate the overall parking situation in Kāwhia, particularly around the Wharf and Boat Ramp area and prepare a full report on various options for enforcement and potential charging; and c. Recommend that ŌDC enter into a formal lease agreement discussion with the landowners. 	<p>A report is expected to be presented to ŌDC at their July meeting.</p> <p>Staff recommend this Resolution be retained on the Register until ŌDC make a decision.</p>
05/06/25	K116	<p>Item 36 - Kāwhia Community Board Discretionary Fund</p> <p>That the Kāwhia Community Board recommend to Ōtorohanga District Council that any balance left in the Kāwhia Community</p>	<p>ŌDC will make a decision on this recommendation at their September meeting.</p>

		Board Discretionary fund as at 30 June 2025 be carried over to the following financial year and be included in the carryover schedule for adoption by Council in September.	Staff recommend this Resolution be retained on the Register until ŌDC make a decision.
03/07/25	K119	Item 37 - Proposed Aotea and Kāwhia Plan (Better Places Together) That the Kāwhia Community Board endorses the proposed draft Aotea & Kāwhia Plan, noting any further changes to be made including minor editorial amendments, and recommends that the Plan be adopted by the Ōtorohanga District Council.	The Plan was adopted by ŌDC. Staff recommend this Resolution be removed from the Register.

That the Kāwhia Community Board approve the removal of Resolution K119 from the Register.

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

The Chairperson will invite a Member to provide the closing words and/or prayer/karakia.

Meeting closure

Katinga o te hui

The Chairperson will declare the meeting closed.

Workshops/briefings

Monthly discussion with staff on items raised in public forum or outstanding matters.

For use in both opening and closing meetings

A Member will provide the words of their preference or may choose to use the following:

Mā te whakapono	<i>By believing and trusting</i>
Mā te tūmanako	<i>By having faith and hope</i>
Mā te titiro	<i>By looking and searching</i>
Mā te whakarongo	<i>By listening and hearing</i>
Mā te mahi tahi	<i>By working and striving together</i>
Mā te aroha	<i>By all being done with compassion</i>
Ka taea e tātou	<i>We will succeed</i>

For use in blessing food

A Member will provide the words of their preference or may choose to use the following:

Nau mai e ngā hua o te wao	<i>I welcome the gifts of food from the forest</i>
O te ngakinga	<i>From the cultivated gardens</i>
O te wai tai	<i>From the sea</i>
O te wai māori	<i>From the fresh waters</i>
Hei oranga mō tātou	<i>For the goodness of us all</i>
Tūturu whakamaua	<i>Let this be my commitment to all!</i>
Kia tina! Tina! Hui e! Tāiki e!	<i>Drawn together and affirmed!</i>