

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, 8 May 2025 commencing at 4.00pm.

Tanya Winter, Chief Executive

5 May 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

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 tīmatanga 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 34	Kāwhia boat parking	19
---------	---------------------	----

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
Community Board discretionary fund	22
Resolution Register	27

Closing formalities

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

Workshops/briefings

Monthly discussion on items raised in public forum or outstanding matters.	Open
--	------

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 5 May 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.

Speakers

- a) Jasmine Teei regarding the 2025 Kāwhia Kaumātua Programme.
- b) Annie Mahara regarding the Kai 4 All service.

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 April 2025 (document number 817967).

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 April 2025 commencing at 4.00pm.

Tanya Winter, Chief Executive

8 April 2025



ATTENDANCE LOG

Kāwhia Community Board membership

Chairperson	Geoff Good	Attended (online)
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

Group Manager Business Enablement	Graham Bunn	Attended
Group Manager Regulatory & Growth	Tony Quickfall	Attended
Group Manager Assets & Engineering	Mark Lewis	Attended (online)
Manager Community Development and Wellbeing	Nicky Deeley	Attended (online)

Opening formalities

Commencement of meeting	Te tīmatanga o te hui	4
Opening prayer/reflection/words of wisdom	Karakia/huitao/whakataukī	4
Apologies	Ngā hōnea	4
Public forum	Hui tūmatanui	4
Late items	Ngā take tōmuri	4
Declaration of conflict of interest	Te whakapuakanga pānga taharua	4
Confirmation of minutes	Te whakaū i ngā meneti	4

Decision reports**Ngā pūrongo whakatau**

Item 32	Kāwhia Fees & Charges increases for the 2025/26 financial year	5
Item 33	New community noticeboard proposal	6

Information only reports**Ngā pūrongo mōhiohio anake**

There were no reports.

Public excluded**Take matatapu**

There were no reports.

Other business**Ētahi atu take**

Board Member updates	8
Board projects	9
Community Board discretionary fund	9

Resolution Register	10
---------------------	----

Closing formalities

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

10

Meeting closure

Katinga o te hui

10

Workshops/briefings

There were no scheduled workshops or briefings.

These Open Minutes were prepared by PA to Group Managers, Cathy Plowright and approved for distribution by Group Manager Regulatory & Growth, Tony Quickfall on 8 April 2025.

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

Deputy Chairperson Whiu declared the meeting open at 4.00pm. Deputy Chairperson Whiu had agreed to chair the meeting as Chairperson Good was unable to attend in person.

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

Deputy Chairperson Whiu provided the opening karakia.

Apologies**Ngā hōnea**

There were no apologies.

Public forum**Hui tūmatanui**

No requests had been received.

Late items**Ngā take tōmuri**

There were no late items.

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

Chairperson Good declared a potential conflict of interest with the request for funding from Stephanie Green (which would be taken during the Community Board Discretionary Fund item on the agenda). He said he would be happy to speak to the request but, if necessary, would abstain from voting.

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

Resolved K98: That Kāwhia Community Board confirm as a true and correct record of the meeting, the open Minutes of the meeting held on 13 February 2025 (document number 794256).

Board Member Harpur | Councillor Jeffries

Councillor Jeffries asked for the name of speaker 5 in the public forum to be amended to Yvonne Hawkes.

Decision reports

Ngā pūrongo whakatau

Item 32 - Kāwhia Fees & Charges increases for the 2025/26 financial year

ŌDC's Group Manager Business Enablement, Graham Bunn, said the recommendations in the report resulted from direction given at the Elected Member Workshop on 11 March and related to Kāwhia Community Centre hire charges and Kāwhia Wharf fees. He said the amounts included in the recommendation all contained GST. He said the recommended increase in wharf fees would generate another \$2,000 in revenue and the recommended changes to the Community Centre hire charges would simplify the current charging regime.

Mr Bunn said charter boat owners would be emailed to advise them about the Kāwhia wharf charges once the increase has been adopted by Council. He said there were hire agreements in place for the shed rentals. In answer to a question from Board Member Walsh, Mr Bunn confirmed the berthage fees were ring-fenced and would go into a separate account for maintenance on the Kāwhia wharf.

Board Member Harpur asked if paying berthage fees gave boat owners priority use of the wharf? He said the pontoon had been provided from community fundraising and was there for the public of Kāwhia to enjoy, but it was now being overtaken by fishing boats. Mr Bunn said there were no contractual arrangements in place for use of the wharf.

In answer to a question from Board Member Walsh, Mr Bunn said water usage at the wharf was minimal and not enough to justify having separate water meters for each user. He said water usage was included in the berthage fees.

In answer to questions from Councillor Jeffries and Board Member Walsh, Mr Bunn said there had been attempts made over the years to align berthage fees for the charter boats but they had proven difficult to collect and it came down to how this could be policed by ŌDC. Councillor Jeffries said there was also an element of goodwill towards the community with respect to the Taharoa Ironsands trawler.

Chairperson Good said it costs \$150,000 a year to run the wharf, with only \$20,000 of revenue coming from it, and \$50,000 of maintenance required this year. He said ŌDC would never fully recover the cost of running the wharf but gradual increases in berthage fees was better than a heavy-handed approach.

In answer to a question from Councillor Jeffries, Mr Bunn confirmed the ŌDC reserve account for the Kāwhia wharf is in credit.

Councillor Jeffries said the community has asked on a number of occasions if a schedule of fees and charges for hire of the Kāwhia Hall could be placed in the Hall window along with the contact details for the person who takes bookings. Mr Bunn said that shouldn't be a problem.

Resolved K99: That the Kāwhia Community Board recommend to Ōtorohanga District Council that the following Fees & Charges be included in the 25/26 Annual Plan.

a) Kāwhia Community Centre

<i>Type</i>	<i>Private/Commercial Group</i>	<i>Non-profit Community Group</i>
Half day (up to 4 hours) - Entire facility	\$75.00	\$35.00
Full day (over 4 hours) - Entire facility	\$150.00	\$75.00
Board/supper room only	\$20.00	\$20.00
Bond	\$200.00	\$200.00

b) Kāwhia Wharf charges

<i>Berthage</i>	<i>24/25</i>	<i>25/26</i>
Taharoa Ironsands	\$6,630.00 pa	\$7,625.00 pa
All other berthage (per boat)	\$869.00 pa	\$1,000.00 pa
<i>Shed rental</i>	<i>24/25</i>	<i>25/26</i>
All sheds	\$978.00 pa	\$1,125.00 pa
Power charges	Actual usage	Actual usage

Board Member Harpur | Board Member Walsh

Item 33 - New community noticeboard proposal

ŌDC's Manager Community Development and Wellbeing, Nicky Deeley, said she had been invited by the Principal of Ōtorohanga College to brainstorm ideas for involving their students in a community project. She said the Kāwhia community noticeboard had been identified as having potential and had been put forward to the Community Board for its consideration.

Chairperson Good noted this was the first approach to the Community Board regarding the project and he asked if a decision had to be made today. He said the amount requested would use up a reasonable amount of the Community Board's discretionary funds without consideration of any other funding requests. He asked if a decision could be put on hold until a design brief had been provided to the Board and other funding options explored. Ms Deeley said the project was time-sensitive as it was tied to the school curriculum, but if it wasn't possible this year then it could be a project for consideration next year.

ŌDC's Group Manager Regulatory and Growth, Tony Quickfall, asked if the Board would be prepared to provide provisional approval for the project subject to Ms Deeley coming back with a design brief. Chairperson Good said he was concerned it would take a fair chunk of the Board's available funds and he asked if it was possible to obtain funding from another source. He said the need for a community

noticeboard had arisen from the Kāwhia/Ōpārau/Aotea Concept Plan and he asked if it could be funded from that source.

Ms Deeley said if the Community Board chose to approve the concept plan in principle, then staff could look at other funding sources. However, Chairperson Good said he felt the project should be considered as part of the Kāwhia/Ōpārau/Aotea Concept Plan to ensure it fits in with those plans and designs.

Deputy Chairperson Whiu said it would have been good if the Board had been given some proofs and designs to look at. She mentioned the work being undertaken to ensure the design for Kāwhia road signs is in the correct branding and it would need to be the same process for a noticeboard. Ms Deeley said no design work has been undertaken yet as it was very early on in the process. She said if the Community Board felt the proposal had potential then those design elements could become part of the process and the noticeboard tied in with that branding. She said a draft list in the report provided the ability for the Board to feed into that process with respect to colour palette, design, patterns, etc, and that would set the design brief for the students to work on and then come back to the Board with options for their consideration.

Chairperson Good said concepts for Kāwhia such as the storyboards and Kāwhia moana signs were working towards an end goal and the Board needs to be focussed on that. He said care should be taken not to make ad hoc decisions.

Board Member Harpur said the concept was an excellent idea and the foyer of the Community Hall was a good location. He suggested some liaison between Deputy Chairperson Whiu and Ōtorohanga College around the concept design and noted that the Board would be receiving another funding allocation in July. He said if the Board didn't get the project underway now then it would have to wait another year. Ms Deeley confirmed that the idea for the noticeboard had fallen out of the Kāwhia/Ōpārau/Aotea Concept Plan.

Councillor Jeffries said the proposal had his support, but it was just a matter of timing, funding and ensuring the noticeboard fits in with Kāwhia designs. He also expressed concern at the cost of the materials for the noticeboard and asked if sponsorship from a local timber company might be possible.

Board Member Walsh also spoke in support of the proposal. He said the cost of building the noticeboard would be higher if it was done commercially and subject to seeing a design, he was happy for it to proceed.

Chairperson Good said he agreed with the project in principle, as long as it fits with the branding and concept plans for Kāwhia, but he asked why it had to be funded from the Board's discretionary funds when road signs are funded from a different funding source. He asked if it could be funded from a Parks and Reserves budget. Mr Quickfall said a report would come back to the Board with funding options and concept designs.

Resolved K100: That the Kāwhia Community Board approve Ōtorohanga College to prepare a concept design for a new community noticeboard.

Board Member Walsh | Board Member Harpur

Resolved K101: 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.

Councillor Jeffries | Board Member Harpur

Resolved K102: That the Kāwhia Community Board approve the design brief and staff to liaise with Deputy Chairperson Whiu on the design.

Board Member Harpur | Board Member Walsh

Motion lost: That the Kāwhia Community Board fund \$2,240 towards project costs from the Kāwhia Discretionary Fund.

Board Member Harpur | Board Member Walsh

Chairperson Good, Deputy Chairperson Whiu and Councillor Jeffries asked for their votes against the motion to be recorded.

Resolved K103: That staff report back to the Kāwhia Community Board on the proposed design, funding options and funding request.

Councillor Jeffries | Board Member Harpur

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

Chairperson Good thanked Deputy Chairperson Whiu for providing cover during his sick leave and he thanked Board members for the robust debates held.

Board Member Harpur said he had received a number of interesting calls regarding the proposed removal of the Pōhutukawa trees on Pouewe Street.

Councillor Jeffries asked that the Board's thanks be recorded for all the work that has gone on behind the scenes around Local Water Done Well. He said the last month has mainly been taken up with that along with work on the Annual Plan. He attended the March Council and Risk and Assurance meetings along with a seminar in Wellington.

Deputy Chairperson Whiu said it was great to see so many ŌDC representatives at the Waipapa Marae Poukai on 12 March. She said she had organised and attended the karakia for the removal of the rakau along with Board Member Harpur on 21 March.

Board projects

Project 1: Kāwhia Storyboards

Deputy Chairperson Whiu said she has been busy working on the sign project for Kāwhia incorporating the branding and Te Reo Māori wording. She will have the design work and costings available for the next Board meeting.

Community Board discretionary fund

Deputy Chairperson Whiu read out the email from Stephanie Green and Kelly Barrett requesting a grant of \$500 to cover the cost of 25 hall bookings for the local community health group, Kāwhia Hauora Club.

Councillor Jeffries said he supported the request and felt it was a good use of the Board's discretionary funds. He said the group had been using the veranda outside Kāwhia School as its exercise location but that wasn't suitable during the winter. He said a cross section of the community had been attending the exercise sessions which were attracting 12 or more people each session.

Chairperson Good said that whilst he would abstain from voting, he supported the request and would not like to see the group lose momentum while it looks for a permanent location with a roof.

Board Members Walsh, Harpur and Deputy Chairperson Whiu also said they supported the request.

Resolved K104: That the Kāwhia Community Board approve a grant of \$500 to the Kāwhia Hauora Club for 25 Kāwhia Community Hall bookings.

Deputy Chairperson Whiu | Board Member Harpur

Date of grant	Resolution #	Recipient	Purpose	Amount (excl. GST)
3/10/24	K81	Kāwhia Kai Festival	Event funding	1,000
7/11/24	K86	Kāwhia Kai Festival	Resolution K81 rescinded	-1,000
5/12/24	K94	Annie Mahara	Hall hire for Operation Kai 4 All	417.40
3/04/25	K104	Kāwhia Hauora Club	Hall hire for 25 fitness group sessions	500.00
Total granted				\$500.00
Total remaining				\$4,082.60

Resolution Register

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 b) the setting of fair and reasonable fees and charges and how these will be collected c) who pays.	Retain – no further updates
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.	Retain

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

Deputy Chairperson Whiu thanked everyone for attending and provided a closing karakia.

Meeting closure

Katinga o te hui

Deputy Chairperson Whiu declared the meeting closed at 5.08pm.

Workshops/briefings

ŌDC's Mark Lewis provided a briefing (via Zoom) on the proposed removal of the 10 Pōhutukawa trees on Pouewe Street.

Decision reports**Ngā pūrongo whakatau**

DISCLAIMER: 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 policy until such time as they might be adopted by formal resolution. This Open Agenda may be subject to amendment either by the addition or withdrawal of items contained therein.

Item 34 Kāwhia boat parking

To Kāwhia Community Board

From Graham Bunn, Group Manager Business Enablement

Type **DECISION REPORT**

Date 8 May 2025



1. Purpose | Te kaupapa

- 1.1. To seek a decision on Kāwhia boat parking following the Kāwhia Community Board workshop held on 13 February 2025.

2. Executive summary | Whakarāpopoto matua

- 2.1. There has been a historic arrangement for over 30 years with the owners of the land on Kaora Street for use as a parking area for cars and boats with ŌDC paying the rates on the block in compensation.
- 2.2. If a formal lease agreement was negotiated, the area would need to be upgraded and the boat parking area potentially increased.
- 2.3. Costs to undertake any upgrade is significant and there would be a Rates impact for Kāwhia.

3. Staff recommendation | Tūtohutanga a ngā kaimahi

That the Kāwhia Community Board:

- a) Support the continuation of the historic agreement with the owners of the land on Kaora Street noting that:
 - i) ŌDC would continue to pay the Rates on the land in compensation; and
 - ii) no formal lease arrangements be progressed; and
 - iii) 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.

4. Context | Horopaki

- 4.1. There has been a historic arrangement for over 30 years with the owners of the land on Kaora Street for use as a parking area for cars and boats with ŌDC paying the rates on the block in compensation. Kāwhia residents were the main users at the time but that has changed to many non-residents using the boat parking area.
- 4.2. Attempts over the years have been made to negotiate a lease with the owners until 2009 when negotiations stalled.
- 4.3. If discussions regarding a formal lease arrangement were to carry on, the area would need to be upgraded and the boat parking area potentially increased. At an online workshop on 29 November 2024, the Board sought a report on the indicative costs to upgrade the boat park before proceeding with any potential lease. The estimates below were presented at a workshop on 13 February 2025.

Section 1 - Existing parking area Kaora St to Fence 3100 sq m	
Shape, Compact & Seal	\$ 167,083.36
Shape, Compact (Unsealed)	\$ 139,028.36

Section 2 - Second area from fence to base of bank = 3200 sq m Note: Power Pole in section	
Shape, Compact & Seal	\$ 218,608.04

Section 3 - Third area rises up towards houses = 1200 sq m; Level & Construct timber retaining wall, approx 85m length x 1.2m high	
Shape, Compact & Seal	\$ 108,684.66



5. Considerations | Ngā whai whakaarotanga

Significance and engagement

- 5.1. In accordance with the Council's Significance and Engagement Policy, this matter has been assessed as having low significance therefore engagement is not required.

Impacts on Maori

- 5.2. Staff consider the matters set out in this report do not have a direct impact on cultural wellbeing, sites of significance or waterways.

Risk analysis

- 5.3. The land is not owned by Council, therefore any significant expenditure to upgrade the area would be a risk unless there was certainty of tenure.
- 5.4. There would potentially be difficulty in collecting any revenue if Council were to charge for usage.
- 5.5. Any costs imposed could move the parking problem elsewhere as boat owners may seek to avoid the charge.

Policy and plans

- 5.6. Staff confirm that the recommendation in the report complies with Council's Policy and Plans.

Legal

- 5.7. A formal lease agreement would require legal input and associated costs.

Financial

- 5.8. Costs to undertake any upgrade is significant and there would be a Rates impact for Kāwhia. This has not been included in the 2024-27 Long-Term Plan or 2025-26 Annual Plan. The Kāwhia Community Board have already expressed their concerns about the rates increases in Kāwhia.

6. Discussion | He kōrerorero

Option 1: To continue with the historical arrangement

- 6.1. The historical arrangement is an informal agreement with the owners to continue to use their land for parking of cars and trailers with ŌDC paying the rates on the block in compensation.

Option 2: To progress a formal lease arrangement

- 6.2. A formal lease arrangement would require negotiation with the owners and an upgrade to the boat park including potential expansion of the area.

Recommended option and rationale

- 6.3. The recommended option is Option 1. Until a full review is undertaken around the parking situation in Kāwhia where all options are explored, particularly around enforcement and charging, the use of the boat park will serve as an interim measure.

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****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.

- 1) Jasmine Teei has requested funding of \$1,500.00 (attached on the following page). The request is for the delivery of the 2025 Kāwhia Kaumātua Programme, an initiative held every Thursday from 10:00am at Maketū Whānau Whare.
- 2) Chairperson Geoff Good proposed the Board consider allocating some funding for the Kāwhia ANZAC Day service. He proposed a \$500.00 retrospective grant for the 2025 service.
- 3) Annie Mahara has requested funding for the hireage of the Kāwhia Community Hall to enable the Kai 4 All distribution.

Date of grant	Resolution #	Recipient	Purpose	Amount (excl. GST)
3/10/24	K81	Kāwhia Kai Festival	Event funding	1,000
7/11/24	K86	Kāwhia Kai Festival	Resolution K81 rescinded	-1,000
5/12/24	K94	Annie Mahara	Hall hire for Operation Kai 4 All	417.40

3/04/25	K104	Kāwhia Hauora Club	Hall hire for 25 fitness group sessions	500.00
Total granted				\$917.40
Total remaining				\$4,082.60

To: Kāwhia Community Board
From: Jasmine Teei – Te Toi Ora Ki Te Tai Hauāuru
Date: 25 May 2025
Subject: Request for Financial Support – 2025 Kāwhia Kaumātua Programme

Tēnā koutou Kāwhia Community Board,

I am writing to request financial support of \$1500.00, for the delivery of our 2025 Kāwhia Kaumātua Programme, a vital initiative held every Thursday from 10:00am at Maketū Whānau Whare. This programme has become a cornerstone of connection, learning, and wellbeing for our local kaumātua, many of whom live in isolated or rural conditions where such services and opportunities are limited.

Programme Overview:

Our Kāwhia Kaumātua Programme provides weekly engagement through health education, cultural activities, creative expression, and social outings. It has grown significantly due to the clear and growing need for community connection and kaumātua wellbeing in our rohe. Some highlights of our past delivery include:

- Guest Speakers presenting on local health services and kaumātua support options.
- Kai Pai with Mike, where General Manager, Michael Edmonds hosts healthy kai workshops, teaching affordable recipes using māra kai produce and sharing nutritional advice and alternatives to processed food.
- Kāwhia-Whaingaroa Kaumātua Sunset Harbour Cruise & BBQ for our end-of-year celebration in 2024.
- Kaumātua in the Workforce Documentary in partnership with Whaingaroa Kaumātua and funded by Te Rau Ora. Kaumātua were interviewed about What it means for them to be a Kaumātua and what legacy would you like to leave behind?
- Trips and Events including film screenings such as TINA followed by shared meals.
- Research Focus Groups, Poukai participation, and ongoing wānanga exploring the dreams, interests, and aspirations of our local kaumātua.

This programme currently runs on an extremely limited budget of approximately \$100 per week, which includes venue hire, and lunch, with some of its continuation made possible only through staff and whānau contributions of kai, time, transport, and other resources. Despite these limitations, the programme has proven to be a lifeline for many of our kaumātua. With financial support, we would be able to create a sustainable and consistent annual calendar that offers quality engagement and support, and consistency.

2025 Programme Vision:

With financial backing, we propose to plan a recurring monthly calendar that includes a mix of social, educational, health, cultural, and wellbeing activities. Below is an example of our planned monthly structure:

Week 1: Kāwhia Museum Private Tour & Lunch

- Haerenga and tour of Kāwhia Museum – Koha: \$120.00
- Homemade lunch at Kāwhia Hauora Hub

Week 2: Tai-Chi & Advanced Planning Kōrero

- Tai-Chi with Haki – Koha: \$50.00 per session (x2 sessions/month for 8 months = \$800.00)
- Kai Tahi followed by End-of-Life Planning Workshop – to help kaumātua make informed decisions while well and capable.

Week 3: Creative Hats for Matariki Workshop x2 workshops before Matariki

- Guest artists, and art workshop
- Art supplies: \$300.00
- Artists' koha: \$50.00

Week 4: Indoor Games Day

- Activities like indoor bowls, cards, bingo, trivia, and more to encourage mental stimulation and connection

In addition to these weekly themes, we will continue to host guest speakers, health service providers, and community-led events as opportunities arise.

Funding Request:

We are seeking financial support to allow us to deliver this consistent and meaningful calendar of activities. We estimate the overall cost to be approximately \$5,000 for the 8-month schedule, which will go toward:

- Guest facilitator koha
- Materials and equipment
- Healthy kai provision
- Transport and accessibility for kaumātua
- Event coordination and planning

We are confident that with this support, we can create a reliable, meaningful programme that ensures our kaumātua feel valued, connected, and supported in their community. Our

kaumātua are as vital to the hauora of our community as our tamariki, and it is our shared responsibility to care for their wellbeing, mana, and continued contribution.

I would appreciate the opportunity to present this proposal in person, should the Board wish to discuss the programme further.

Ngā mihi maioha,

Jasmine Teei

Te Toi Ora ki Whaingaroa - Kāwhia Kaumātua Roopu

kawhiahub@whaingaroa.co.nz or 0224280878

Kāwhia Kaumātua Programme – 2025 Budget Breakdown (Estimations)

Delivery Period: 8 Months (May – December 2025)

Sessions: Weekly (Thursdays), approx. 32 weeks

Category	Description	Cost Estimate (NZD)
Week 1: Museum Haerenga	Kāwhia Museum Private Tour – Koha	\$120.00
	Homemade Lunch – Ingredients & Supplies	\$100.00
Week 2: Tai-Chi & End-of-Life Planning	Tai-Chi with Haki @ \$50/session x 2/month x 8 months	\$800.00
	Workshop Materials, Resources, Guest Koha	\$200.00
Week 3: Creative Arts Workshop	Art Supplies (paint, glue, scissors, brushes, paper, etc.)	\$300.00
	Guest Artist Koha	\$50.00
Week 4: Games Day	Board games, cards, bingo set, trivia kits, printing, etc.	\$150.00
Kai Provision (Weekly)	Ingredients, tea/coffee, snacks for 32 weeks @ approx. \$60/week	\$1,920.00
Transport Support	Fuel vouchers, koha for drivers picking up/dropping off kaumātua	\$400.00
Guest Speakers & Presenters	Koha & resource printing (approx. 8–10 speakers across programme)	\$400.00
Contingency / Special Events	Unexpected costs, special celebrations or activities (e.g., Matariki, Break-up)	\$360.00
Total Estimated Budget \$4,800.00		

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 b) the setting of fair and reasonable fees and charges and how these will be collected c) who pays.	There are two phases of this project. The first is the development of an asset management plan for the wharf structure. This phase has been included in a wider project which is currently underway. Once completed the Plan will provide guidance for ongoing maintenance costs, and possible replacement of the wharf. Further discussions are anticipated in 2025 about ongoing charges and funding.
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 soon, 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	K99	Item 32 - Kāwhia Fees & Charges increases for the 2025/26 financial year That the Kāwhia Community Board recommend to Ōtorohanga District Council that the following Fees & Charges be included in the 25/26	ŌDC are expected to adopt the 2025/26 Fees and Charges at their 27 May meeting. Staff recommend this Resolution remain on the Register until ŌDC have confirmed the Fees and Charges for 2025/26.

		Annual Plan. (Refer to Minutes for full Resolution).	
03/04/25	K100	Item 33 - New community noticeboard proposal That the Kāwhia Community Board approve Ōtorohanga College to prepare a concept design for a new community noticeboard.	This Resolution is on hold until Resolution K102 is complete.
03/04/25	K101	Item 33 - New community noticeboard proposal 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.	This Resolution is on hold until Resolutions K100, K102 and K103 are complete.
03/04/25	K102	Item 33 - New community noticeboard proposal That the Kāwhia Community Board approve the design brief and staff to liaise with Deputy Chairperson Whiu on the design.	Staff are waiting to have a discussion with Deputy Chairperson Whiu to confirm the design brief. Staff recommend this Resolution remain on the Register until the design is confirmed.
03/04/25	K103	Item 33 - New community noticeboard proposal That staff report back to the Kāwhia Community Board on the proposed design, funding options and funding request.	This Resolution is on hold until the preceding Resolution is complete.

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 whakaponono	<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>