



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Open Minutes

KĀWHIA COMMUNITY BOARD

6 November 2025

Kāwhia Community Board

Open Minutes of the Inaugural meeting of the Kāwhia Community Board held in the Kāwhia Community Centre, 27 Jervois Street, Kāwhia on Thursday, 6 November 2025 commencing at 4.00pm.

Tanya Winter, Chief Executive

14 November 2025

Kāwhia Community Board attendance

Board Member	Geoff Good	Attended
Board Member	Richard Harpur	Attended
Board Member	Kit Jeffries	Attended
Board Member	Annie Mahara	Attended
Board Member	Hinga Whiu	Attended

ŌDC Leadership Team in attendance

Chief Executive	Tanya Winter	Attended
Group Manager Regulatory & Growth	Tony Quickfall	Attended

Other Elected Members present

Mayor	Rodney Dow	Attended
Deputy Mayor	Katrina Christison	Attended
Kāwhia-Tihiroa Councillor	Jo Butcher	Attended

Opening formalities**Ngā tikanga mihimihi**

Opening prayer/reflection/words of wisdom	Karakia/huitao/whakataukī	4
Apologies	Ngā hōnea	4

Making and attesting of declaration of Board Member-elects**Decision reports****Ngā pūrongo whakatau**

Item 1	Voting system used to appoint Chairperson	Xx
Item 2	Appointment of Chairperson	Xx
Item 3	Appointment of Deputy Chairperson	Xx
Item 4	Fixing of a date and time for the first meeting	xx

Information only reports**Ngā pūrongo mōhiohio anake**

Item 5	General explanation of laws affecting elected members	xx
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Public excluded**Take matatapu**

There are no reports.

Closing formalities**Ngā tikanga whakakapi**

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

These Open Minutes were prepared by Manager Governance, Kaia King and approved for distribution by Group Manager Regulatory and Growth, Tony Quickfall on 14 November 2025.

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

Mayor Dow declared the meeting open at 4.40pm.

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

Board Member Whiu provided an opening karakia.

Apologies**Ngā hōnea**

There were no apologies.

Making and attesting of declaration of Board Member-elects

Mayor Dow invited each Board Member-elect to make their Declaration in alphabetical order.

Decision reports**Ngā pūrongo whakatau****Item 1 - Voting system used to appoint Chairperson**

ŌDC's Chief Executive, Tanya Winter outlined the two options for consideration.

Resolved K1: That the Kāwhia Community Board:

- a) **ADOPTS** System B as the method for electing the chairperson,
- b) **NOTES** this adoption is in accordance with Schedule 7, Clause 25 of the Local Government Act 2002.

Councillor Jeffries | Board Member Good

Item 2 - Appointment of Chairperson

Mayor Dow called for nominations and one nomination was received.

Resolved K2: That the Kāwhia Community Board

- a) **APPOINTS** Geoff Good as the Chairperson for the 2025-28 Triennium.

- b) **NOTES** this appointment is made in accordance with Clause 37(1) of Schedule 7 to the Local Government Act 2002.

Board Member Harpur | Board Member Mahara

Chairperson Geoff Good assumed the Chairperson role.

Item 3 - Appointment of Deputy Chairperson

Chairperson Good called for nominations and one nomination was received.

Resolved K3: That the Kāwhia Community Board

- a) **APPOINTS** Hinga Whiu as the Deputy Chairperson for the 2025-28 Triennium.
- b) **NOTES** this appointment is made in accordance with Clause 37(1) of Schedule 7 to the Local Government Act 2002.

Board Member Harpur | Board Member Mahara

Item 4 - Fixing of a date and time for the first meeting

ŌDC's Chief Executive, Tanya Winter advised a decision on the date and time of the first ordinary meeting of the Kāwhia Community Board was required at the Inaugural meeting under legislation.

Resolved K4: That Kāwhia Community Board:

- a) **CONFIRMS** the first ordinary meeting of the Board for the 2025–28 Triennium is to be held on Thursday, 4 December 2025, commencing at 4.00pm; and,
- b) **NOTES** this decision will satisfy statutory requirements and enable the effective initiation of the Board's business.

Councillor Jeffries | Board Member Mahara

Information only reports

Ngā pūrongo mōhiohio anake

Item 5 - General explanation of laws affecting elected members

ŌDC's Chief Executive, Tanya Winter spoke to a PowerPoint presentation¹ outlining the key legislation.

¹ Available upon request.

Resolved K5: That the Kāwhia Community Board:

- a) **RECEIVES** the report titled 'General explanation of laws affecting elected members' by Tanya Winter, Chief Executive; and,
- b) **NOTES** Board Members will receive further advice from staff as part of their induction and on a case-by-case basis to ensure they understand their legal obligations when making decisions.

Board Member Mahara | Board Member Harpur

Public excluded

Take matatapu

There were no reports.

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakataukī

Deputy Chairperson Whiu provided a closing karakia.

Meeting closure

Katinga o te hui

Chairperson Good declared the meeting closed at 5.09pm.