



TE KAUNIHERA Ā-ROHE O  
**ŌTOROHANGA**  
DISTRICT COUNCIL

# Open Minutes

## **Kāwhia Community Board**

7 August 2025

# Kāwhia Community Board

Open Minutes of an ordinary meeting of the Kāwhia Community Board held in the Kāwhia Community Centre, 141 Jervois Street, Kāwhia on Thursday, 7 August 2025 commencing at 4.00pm.

Tanya Winter, Chief Executive

14 August 2025

## Kāwhia Community Board attendance

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

## Senior staff in attendance

Chief Executive	Tanya Winter	Did not attend
Group Manager Business Enablement	Graham Bunn	Attended online
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

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**Information only reports****Ngā pūrongo mōhiohio anake**

There are no reports.

**Public excluded****Take matatapu**

There are no reports.

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### **Workshops/briefings**

Monthly discussion on items raised in public forum or outstanding matters.	Open
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These open Minutes were prepared by PA to Group Managers, Cathy Plowright and approved for distribution by Group Manager Regulatory & Growth, Tony Quickfall on 13 August 2025.

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

Chairperson Good 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**

Resolved K122: That Kāwhia Community Board receive and accept the apology from Board Member Walsh for non-attendance.

Chairperson Good | Board Member Harpur

Chairperson Good offered congratulations and thanks to those Board Members who had put themselves forward for re-election. And he welcomed the new Board Member who had attended the meeting in the public forum. He said he looked forward to working with the Community Board over the next three years.

**Public forum****Hui tūmatanui**

Horahaere Scott spoke on behalf of the Onepū Charitable trust beach patrol and specifically about the proposed signage for the beach. She said she was disappointed with the photograph used in the pānui sent out about beach access at the boat ramp as it didn't relate to the kaupapa being talked about. She said the photograph was taken from the wharf, not the boat ramp, and she stressed the importance of using the correct photograph to reflect the kaupapa. She said she had a number of suitable photographs on file that could have been used.

Ms Scott said she was also disappointed that she hadn't seen the updated wording for the sign "Taihoa e Haere" as that alteration should have been communicated to Maketū Marae and to herself prior to approval by the Community Board.

Ms Scott asked the Community Board to support Tainui Kāwhia Inc (TKI) with its alternate accessway and to ask ŌDC to either change or remove the Bylaw that allows vehicle access onto the beach. She said the Board should be concerned about pollution, destruction and safety issues on the beach and

that there had been two instances where the public had chopped out the bank to allow vehicles to have access. She said there should be no vehicle passage across Māori owned land, only human access.

ŌDC's Tony Quickfall said if Ms Scott was able to provide a high resolution original photograph of vehicles on the beach then that could be used for the sign provided the vehicle owner could not be identified from the photograph. In answer to a question from Ms Scott, Mr Quickfall said the signs had not been printed so there was still time to make changes.

With respect to supporting the TKI alternate accessway, Mr Quickfall said this would be subject to a three-stage process. The first stage is investigation by consultants, which is underway, and a report due end August. ŌDC will then discuss the report with TKI to identify costs and what contribution TKI and ŌDC could make. The report will be presented to the Kāwhia Community Board and then onto ŌDC for a funding decision. If ŌDC decides to fund the work, it will be part of next year's Annual Plan considerations. Mr Quickfall said ŌDC is unable to change the Bylaw until that decision has been made.

Councillor Jeffries said a group from ŌDC will be meeting with TKI on 19 August to look at strategic outcomes, not just the beach access.

Chairperson Good said the Community Board would be unable to make a call on the beach access until the consultant's report has been received by ŌDC.

Board Member Whiu said she understood Ms Scott's frustration at not seeing the updated wording for the sign, which had been signed off by the Board on 25 March. She said we need to communicate better. Mr Quickfall said he would double check but believed the updated wording had been sent to Maketū Marae at that time. He apologised if that had not been communicated to Ms Scott.

## **Late items**

## **Ngā take tōmuri**

There were no late items.

## **Declaration of conflict of interest**

## **Te whakapuakanga pānga taharua**

Councillor Jeffries said he had an interest in the funding request for the Kāwhia Kai Festival. He said he would appreciate the opportunity to answer any questions but would not take part in the vote.

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

Resolved K123: That Kāwhia Community Board confirm as a true and correct record of the meeting; the open Minutes of the meeting held on 3 June 2025 (document number 833963).

Chairperson Good | Board Member Harpur

Referring to page 14 in the agenda, Chairperson Good said it should be clarified that Aotea Ratepayers had not asked for the relocation of the speed bumps on Pouewe and Jervois Streets to Aotea. Councillor Jeffries said he understood the Board had agreed to the removal of two speed humps as it was felt just one was sufficient.

Also on page 14 in the agenda, Board Member Harpur said he didn't believe he had said anything about removal of the seawall and it was probably the trees on the seawall that he had referred to.

Referring to page 12 in the agenda, Councillor Jeffries said Pipi Barton was liaising directly with Gaylene Kanawa and Jeanette Schollum regarding the proposed fitness trail.

**Decision reports****Ngā pūrongo whakatau****Item 38 - Kāwhia Community Centre fees and charges waiver criteria and requirements**

ŌDC's Graham Bunn said ŌDC had delegated authority to the Kāwhia Community Board to waive Kāwhia Community Centre fees and charges for some non-profit community groups who regularly use the Centre and provide significant benefit to the Kāwhia community. He said the Board had met informally to consider the criteria for waiving those fees and the report had captured the outcome of that discussion.

Councillor Jeffries said the criteria proposed in the report was sound. He said users should be made aware that the onus of leaving the hall in a clean and tidy condition is on them. He said there had been some discussion about whether it was necessary for someone to check on the Centre after it's been used to make sure it's been left in a pristine condition. Board Member Harpur said he was happy to do that if ŌDC was prepared to give him the entry code to the Centre.

Chairperson Good commended ŌDC staff for the report which he said was an accurate reflection of discussion at the workshop. He said waiving the fees wouldn't cost too much and it would be good to give back to the community.

In answer to a question from Councillor Jeffries, Mr Bunn said ŌDC could arrange for a new schedule of fees and charges for hire of the Centre to be pinned to the window. Board Members to let ŌDC staff know if that is required.

Resolved K124: 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.

Board Member Harpur | Board Member Whiu



**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 Whiu said she had attended the pōwhiri at Maketū Marae on 21 July for the new Kāwhia Police Constable which had received a great turn out from the community. She said a joint collaboration between Kāwhia and Kaiewe Māori Woman's Welfare League had catered for the pōwhiri. She thanked everyone for attending for Constable David Kraay and his whānau. She said the 'slow down' sign had been installed just before the garage and she had been working on the narrative for the sign at Omimiti Reserve. She noted she would be stepping down from membership of the local COGS allocation committee after serving two terms and would be happy to nominate a member of the Board if they wished to take that role on. Nominations close 25 August.

Councillor Jeffries said he had attended a celebration to mark Sandra Drummond's birthday on 5 July. On 7 July he had attended an information evening in Kāwhia, hosted by ŌDC's Chief Executive Tanya Winter, for anyone considering standing in the local government elections. On 8 July he attended the Reserve Strategy and Management Plan hearing at ŌDC and on 21 July he also attended the pōwhiri at Maketū Marae for Constable David Kraay. He attended the Extra-ordinary Council meeting at ŌDC on 23 July and the monthly Council meeting on 29 July. During the month he also attended the AGMs of Rūnanga Ngāti Hikairo and the Kāwhia Museum.

Chairperson Good said he had attended the Board's informal workshop on 14 July which had been followed by 'Tea with Tanya' for potential Council or Community Board candidates. He attended the Kāwhia Kai Festival meeting on 15 July and had been impressed with the organisation and solid backing for that event. He attended a meeting hosted by Te Taiao o Kāwhia Moana on 18 July and noted the impressive turnout when they presented their petition on the protection of Kāwhia Harbour to ŌDC on 29 July.

He attended the NZ Police community meeting which was very well attended with over 50 members of the community and where there had been a solid and robust debate around known issues. He also attended the pōwhiri for the new Police Constable on 21 July and said he had been impressed with the way in which Kāwhia had welcomed its new police officer. He especially thanked Board Member Whiu and her husband Lloyd for organising that event. He said he had received an invitation to attend the Prizegiving ceremony at Kāwhia Kura at the end of the year.

## **Board projects**

### **Project 1: Kāwhia Storyboards**

Frank Thorne joined the meeting remotely at 4.37pm to provide an update on the Kāwhia Storyboards.

Mr Thorne said he was currently exploring Storyboard pros and cons including ongoing maintenance requirements. He said he had recently shared some information with Board Member Whiu about low-maintenance story markers being used by a neighbouring council which were constructed from stainless steel and mounted on old railway sleepers. He said he hoped to be able to share more information on that design at the next Board meeting.

## **Kāwhia General Reserve Fund**

It was noted the Kāwhia General Reserve Fund had a balance of \$201,022.66 as at 30 June 2025.

Chairperson Good noted a mistake in the agenda which said the Reserve Fund should only be used to fund expenditure within the ŌCB area (this should be the KCB area).

## **Community Board Discretionary Fund**

Chairperson Good said two applications for funding had been received, the first being a request from the Kāwhia Māori Woman's Welfare League for \$500 to cover the cost of kai for the pōwhiri held for the new Kāwhia Police Constable. Following discussion, it was confirmed that the Board has already approved funding for this event (refer resolution K120) and it appeared to be a double up.

The other funding request was from the 2026 Kāwhia Kai Festival organising committee. It was noted the Board granted them \$1,000 last year but it was refunded as the festival didn't go ahead. They have asked for a grant of \$1,000 for the 2026 Festival.

Board Member Whiu said it would be good if the committee could provide a five-year strategic plan to show how it aimed to become self-sustainable and not asking the Community Board for funding every year. Board Member Harpur said he supported the grant of \$1,000. He said the organising committee was asking for something to kick start the event, which may help to allay Board Member Whiu's concerns about it becoming an annual funding request.

Resolved K125: That the Kāwhia Community Board grant \$1,000 to the 2026 Kāwhia Kai Festival.

Chairperson Good | Board Member Harpur

## Kāwhia Community Centre hire charge waivers

Board Members were advised that 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).

Resolution K124 (page 8 in these minutes) confirmed the criteria and requirements for future waiver requests.

## Resolution Register

Resolved K126: That the Kāwhia Community Board approve the removal of Resolutions K101, K102, K103 and K119 from the Register.

Chairperson Good | Board Member Harpur

## **Closing prayer/reflection/words of wisdom**

## **Karakia/huritao/whakataukī**

Deputy Chairperson Whiu gave a closing karakia.

## **Meeting closure**

## **Katinga o te hui**

Chairperson Good declared the meeting closed at 5.01pm.

## **Workshops/briefings**

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