



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Kāwhia Community Board

Open Agenda

Date: Thursday, 01 October 2026

Time: 4.00pm

Location: Kāwhia Community Centre, Jervois Street, Kāwhia

Meeting type: Ordinary

Public access: Open to the public

Livestream and recording: Livestreamed and recorded on YouTube

Kāwhia Community Board

Notice is hereby given that an ordinary meeting of the Kāwhia Community Board will be held in the Kāwhia Community Centre, 27 Jervois Street, Kāwhia on Thursday, 01 October 2026 commencing at 4.00pm.

Tanya Winter, Chief Executive

23 September 2026

Open Agenda

Kāwhia Community Board membership

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

Disclaimer

All attendees at this meeting are advised that the meeting will be electronically recorded (audio and video) for the purpose of webcasting to ŌDC's YouTube channel. 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 Board, for members of the community to speak to their elected members. This reflects the Board's desire to encourage public participation in decision-making.

To speak at the forum please use the [online form](#) on our website. Alternatively, please contact our Customer Experience team on 07 873 4000.

Role of the Kāwhia Community Board

The Kāwhia Community Board (the Board) is a separate entity to Ōtorohanga District Council (the Mayor and Councillors). 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 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 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 community.
6. Undertake any other responsibilities that are delegated to it by the Council.

Delegations by Ōtorohanga District Council

Ōtorohanga District 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 Reserve Funds in accordance with the Terms of Reference for the following funds:

1. Kāwhia General Reserve Fund.

Power to act - Discretionary Fund

Full decision-making authority on the use of the Board's discretionary fund in accordance with Council policy.

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.

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There are no reports.		

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There are no reports.		

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Public excluded	Take matatapu
There are no reports.	

Closing formalities**Page #**

Closing prayer/reflection/words of wisdom

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Workshops/briefings

Monthly discussion on items raised in public forum or outstanding matters

Open to the public

Kāwhia property

Closed to the public¹

¹ Members of the public are excluded from this workshop under section 7(2)(i) of the Local Government Official Information and Meetings Act 1987.

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.

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

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.

Teena Jaram requested to speak to the Board regarding her objection to the installation of a footpath or concrete pad on the grass verge, Rosamund Terrace, Kāwhia.

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 03 September 2026 as distributed.



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Kāwhia Community Board

Open Minutes

Date: Thursday, 03 September 2026

Time: 3.00pm

Location: Kāwhia Community Centre, Jervois Street, Kāwhia

Meeting type: Ordinary

Public access: Open to the public

The recording is available on ŌDC's YouTube channel
(@otorohangadistrictcouncil2783).

Kāwhia Community Board

Open Minutes of an ordinary meeting of the Kāwhia Community Board held in the Kāwhia Community Centre, 27 Jervois Street, Kāwhia on Thursday, 03 September 2026 commencing at 3.00pm.

Tanya Winter, Chief Executive

9 September 2026

Kāwhia Community Board attendance

Chairperson	Geoff Good	Present
Deputy Chairperson	Hinga Whiu	Present
Board Member	Richard Harpur	Present
Board Member	Kit Jeffries	Present
Board Member	Annie Mahara	Present

ODC's Senior Staff in attendance

Chief Executive	Tanya Winter	Apology
Group Manager Business Enablement	Graham Bunn	Online
Group Manager Engineering & Assets	Mark Lewis	Online
Group Manager Regulatory & Growth	Tony Quickfall	Present

Chairperson's Certification

These minutes of the meeting of the Kāwhia Community Board held on 03 September 2026 are confirmed as a true and correct record of the proceedings of that meeting.

_____ Chairperson

_____ Date:

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Late items		5
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Decision reports	Ngā pūrongo whakatau	Page #
There were no reports.		

Information only reports	Ngā pūrongo mōhiohio anake	Page #
There were no reports.		

Other business	Ētahi atu take	Page #
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Public excluded	Take matatapu
There were no reports.	

Closing formalities**Page #**

Closing prayer/reflection/words of wisdom

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Workshops/briefings

Asset Management Plans: Roading and Community Facilities

Open to the public

Monthly discussion on items raised in public forum or outstanding matters

Open to the public

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

Chairperson Good declared the meeting open at 3.02pm.

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

Deputy Chairperson Whiu provided the opening words and karakia.

Apologies**Ngā hōnea**

There were no apologies.

Public forum**Hui tūmatanui**

There were no public forum speakers.

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 K25: That Kāwhia Community Board confirm as a true and correct record of the meeting the open Minutes of the meeting held on 06 August 2026 as distributed.

Chairperson Good | Councillor Jeffries

Decision reports**Ngā pūrongo whakatau****Item 9 - Funding of Kawhia Community Centre upgrade**

ŌDC's Graham Bunn spoke to the staff report. Councillor Jeffries queried the part funding of the surplus from the previous Hall Committee. He understood it was to be spent on Hall footings where the piles have sunk. Mr Bunn noted a workshop would be presented after the meeting and would have more information on the scope of works.

Resolved K26: That the Kāwhia Community Board recommends to Ōtorohanga District Council that the upgrade of the Kawhia Community Centre as adopted in the 2026/27 Annual Plan be funded from the KCB General Reserve Fund instead of the proposed internal loan funding of \$55K.

Chairperson Good | Board Member Mahara

Information only reports**Ngā pūrongo mōhiohio anake**

There were no reports.

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

Board Member Harpur provided updates on the Kāwhia Sports Club, noting progress with windows and doors and that the floor plan had been adjusted to accommodate community users. He reported that the Kāwhia Kai Festival Committee was progressing planning for next year's festival and acknowledged the additional work being undertaken by Kenneth Riddell to help future-proof the festival.

Board Member Harpur commented on the budget book and said further clarity was needed on Council-owned community assets and the returns being received. He expressed concern that Kāwhia assets could fall through the cracks through the Head Start programme, and that community board chairs had not been included in the initial discussions. He also noted he had attended an ŌDC infrastructure meeting from the public gallery and was disappointed the Board had not been officially invited. Board Member Harpur said the Hauora Club was active, with mental health initiatives for youth and a nurse visiting most Wednesdays, and noted a positive fitness trail meeting. He also advised there was still no sign at the transfer station explaining the charges.

Councillor Jeffries supported Board Member Harpur's concerns about the community board's involvement in the Head Start programme and said he had tried to advocate for community boards to be involved where possible. He reported attending the extraordinary Ōtorohanga District Council meeting on 4 August, the 6 August Board meeting followed by the concept plan and prioritisation workshop, an elected members workshop on 11 August, the Risk and Assurance Committee meeting on 17 August, a Local Government New Zealand Zoom meeting on 18 August, an informal Community Board meeting on 19 August, the North

King Country Justices of the Peace Association AGM on 20 August, and Kāwhia Kai Festival Committee meetings. He said he had been following up with the Raglan Community Board on the potential for a regular bus service from Kāwhia to Ōtorohanga and/or Te Awamutu, with a possible opportunity to present to the Regional Transport Committee. He also noted the Maru Trust and Waipā Networks presentation following the meeting about home insulation and heat pumps. He had approached Sport Waikato about potential funding assistance for fitness trail equipment.

Board Member Mahara reported that the Kāwhia Boating and Angling Club had been active through August, including three consecutive weeks of fishing events that brought whānau and the wider community together to enjoy the harbour. She advised that Toi Ora ki Kāwhia Moana continued its community-focused activities supporting connection, wellbeing, whānau, local volunteers and community organisations. Board Member Mahara also noted regular Kāwhia Hauora Club community fitness sessions, Thursday strength and exercise sessions supporting mobility and fall prevention, and a further six-week yoga programme being held at the Community Centre.

Deputy Chairperson Whiu advised she had attended the fitness trail hui that morning, noting the project had been in progress for several years and that Janette and Gaylene had driven the kaupapa for a long time. She thanked Councillor Jeffries for already contacting Sport Waikato. She asked for an update on the selfie/photo-frame post and raised the speed bumps, seeking confirmation that the matter would be recorded and actioned clearly.

ODC's Graham Bunn responded to Board Member Harpur's comments about Kāwhia assets and property and advised that a workshop would be held following the Board's next meeting. He said the presentation would include Kāwhia property information, visual GIS mapping, property status, lease details and revenue information. Mr Bunn also said he and Brendan O'Callaghan would be happy to meet with the Board to work through budget book questions in person once the 2025/26 actual figures were available following audit.

Chairperson Good commented on the Aotea seawall workshop and acknowledged the support of Board members and Aotea residents who attended at short notice. He noted the Aotea Ratepayers Society had also met and sent a letter to Ōtorohanga District Council, and observed the difficulty of not being able to officially participate in the Council workshop on the seawall, with a preference to be able to participate.

Chairperson Good reported attending Horahaere Scott's 80th birthday event, the Koroneihana, and the fitness trail meeting, which he said had provided a clearer understanding of the project and its connection with Better Places Together. He noted progress on kitchen upgrade matters for the hall, including obtaining pricing for items such as refrigerators, pie warmers and hot water boilers.

Chairperson Good also shared the concerns raised by Councillor Jeffries and Board Member Harpur about the Head Start process, including that it would have been preferable for the Board to receive earlier information about potential impacts.

Board projects

Project 1: Kāwhia Storyboards

Deputy Chairperson Whiu advised that the Kāwhia Storyboards project was still progressing through Frank Thorne and the Kāwhia Museum, with no report available for this meeting.

Kāwhia General Reserve Fund

ŌDC's Graham Bunn advised he would provide further information on the use of the General Reserve Fund at the Board's next meeting.

Kāwhia Community Board discretionary fund

ŌDC's Graham Bunn confirmed the requested carryovers would be considered by Ōtorohanga District Council at their September meeting.

Kāwhia Community Centre hire charge waivers

No new waivers had been requested.

Resolution Register

There were no changes.

Public excluded

Take matatapu

There were no reports.

Closing prayer/reflection/words of wisdom

Karakia/huritao/whakatauki

Deputy Chairperson Whiu led the meeting in a recitation of the karakia provided in the agenda.

Meeting closure

Katinga o te hui

Chairperson Good declared the meeting closed at 3.45pm.

Workshops/briefings

Roading asset management plan and Community Facilities asset management plan	Open
Monthly discussion with staff on items raised in public forum or outstanding matters.	Open

Adoption of Minutes

Te whakaūnga o ngā meneti

Resolution to be added following confirmation.

Version control

Version	Status	Date	Description
1.0	Draft	08 September 2026	Initial draft prepared following the meeting
2.0	Confirmed	<i>Yet to be confirmed</i>	Minutes adopted by the Kāwhia Community Board

Decision reports**Ngā pūrongo whakatau**

There are no reports.

Information only reports**Ngā pūrongo mōhiohio anake**

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

Board Members will provide updates as appropriate.

Project 1: Kāwhia Storyboards**Kāwhia General Reserve Fund**

The Reserve Fund should only be used to fund expenditure² within the KCB 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 \$206,460.94 as at 30 June 2026.

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

Kāwhia 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.

Note: ŌDC have yet to consider the Board's request to carryover unspent funds from the 25/26 financial year. They are expected to make a decision on 29 September.

Date of grant	Resolution #	Recipient	Purpose	Amount (excl. GST)
			Total granted	0.00
			Total remaining	5,000.00

Request for funding

A request has been received from the Kāwhia Kai Festival Committee for a grant to assist with the running of the 2027 Kāwhia Kai Festival scheduled for Saturday 6th February 2027. The Board has previously provided a \$1,000 grant for the 2026 festival with an estimated 2,000-2,500 people attending.

Kāwhia Community Centre hire charge waivers

Waiver criteria and requirements

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. 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) Advise that the Kāwhia Community Board reserve the right to rescind the waiver at their discretion.

No requests have been received.

Previously granted waivers

The following non-profit community groups have received hire charge waivers for the 2026/27 financial year from the previous Kāwhia Community Board.

- a) **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,
- b) **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 Register

There are no Resolutions which are not yet finalised.

Resolution #	Date	Resolution	Staff update
K20	04/06/26	Item 8 – Older Persons Housing Policy That the Kāwhia Community Board notes the proposed Older Persons Housing Policy and recommends to Ōtorohanga District Council that the Kāwhia allocation be set at 60% with annual reviews.	There is no further decision required for this item therefore staff recommend this Resolution be removed from the Register.
K26	03/09/26	Item 9 - Funding of Kawhia Community Centre upgrade That the Kāwhia Community Board recommends to Ōtorohanga District Council that the upgrade of the Kawhia Community Centre as adopted in the 2026/27 Annual Plan be funded from the KCB General Reserve Fund instead of the proposed internal loan funding of \$55K.	There is no further decision required for this item therefore staff recommend this Resolution be removed from the Register.

Staff recommendation

That the Kāwhia Community Board approve the removal of Resolutions K20 and K26 from the Register.

Public excluded

Take matatapu

There are no reports.

Closing prayer/reflection/words of wisdom**Karakia/huritao/whakatauki**

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.

Open

- a) Alternative beach access
- b) Better Places Together (Kāwhia/Aotea)
- c) Karewa boat ramp boat parking
- d) Kāwhia parking plan.

Kāwhia property

Closed

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 manawanui	<i>By patience and perseverance</i>
Mā te aroha	<i>By all being done with compassion</i>
Ka taea e tātou	<i>We will succeed</i>