



TE KAUNIHERA Ā-ROHE O
ŌTOROHANGA
DISTRICT COUNCIL

Kāwhia Community Board

Open Agenda

Date: Thursday, 06 August 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, 06 August 2026 commencing at 4.00pm.

Tanya Winter, Chief Executive

31 July 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.		

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

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Public excluded	Take matatapu
There are no reports.	

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Closing prayer/reflection/words of wisdom

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Workshops/briefings

Kāwhia, Aotea & Ōpārau Concept Plan, and Better Places Together Aotea & Kāwhia Plan

Open

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

Open

This Open Agenda was prepared by Manager Governance, Kaia King and approved for distribution by Group Manager Regulatory and Growth, Tony Quickfall on 31 July 2026.

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.

Kelly Isherwood has requested and been granted approval to speak.

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 Open 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 04 June 2026 as distributed.



Open Minutes

KĀWHIA COMMUNITY BOARD

Date: 04 June 2026

Time: 4pm

Location: Kāwhia Community Centre, Jervois Street, Kāwhia

Meeting type: Ordinary

Public access: Open to the public to attend

Livestream and recording: This meeting was livestreamed and recorded. The recording is available on the ŌDC website.

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, 4 June 2026 commencing at 4.00pm.

Chief Executive, Tanya Winter

15 June 2026

Board Member attendance

Chairperson	Geoff Good	Present
Deputy Chairperson	Hinga Whiu	Present
Board Member	Richard Harpur	Present
Board Member	Annie Mahara	Present
Kāwhia-Tihiroa Councillor and Board Member	Kit Jeffries	Present

ŌDC Leadership Team attendance

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

Other Elected Members present

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

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There were no reports.		
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Open Chairperson Geoff Good proposed the following recommendation for the Board's consideration: KCB requests that refuse and recycling collection days for Kawhia and Aotea remain on Monday, including when Monday is a public holiday.		7
Public Councillor Kit Jeffries provided an update report but due to commercial sensitivity, excluded this item was discussed in public excluded.		
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Workshops/briefings	Status
Monthly discussion on items raised in public forum or outstanding matters.	Open

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

Chairperson Good declared the meeting open at 4.01pm.

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

Councillor Jeffries provided the opening karakia.

Apologies**Ngā hōnea**

There were no apologies received.

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 of conflict of interest.

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

Resolved K19: That Kāwhia Community Board confirm as a true and correct record of the meeting the open Minutes of the meeting held on 2 April 2026, subject to the following amendment: page 12, under Public Forum, the second paragraph was updated to record Councillor Jeffries' verbal update on EV charging station enquiries.

Mover: Councillor Jeffries Second: Board Member Harpur Result: **Carried.**

Decision reports**Ngā pūrongo whakatau****Item 8: Older Persons Housing Policy**

Graham Bunn presented the report in the report writer's absence and outlined that the draft Older Persons Housing Policy was before the Board for input pending consideration by Ōtorohanga District Council. Discussion focused on the balance between tenant affordability and the long-term sustainability of the housing account, noting that future maintenance and upgrades must be funded from rental revenue rather than rates. Members discussed the relationship between proposed rent increases and the accommodation supplement, the reliability of market rent data for Kāwhia, and whether the social benefit of retaining older residents locally should justify a lower proportion of market rent.

Concerns were raised about current cost-of-living pressures and the impact of any increase on tenants, while it was also noted that smaller annual increases may be more manageable than larger periodic adjustments. Officers advised that each tenant would be considered individually before any increase took effect and that annual reviews would allow the position to be revisited.

Resolved K20: 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.

Mover: Chairperson Good Secunder: Councillor Jeffries Result: **Carried**.

Board Member Harpur requested that his vote against the motion be recorded.

Information only reports**Ngā pūrongo mōhiohio anake**

There were no reports.

Notice of Motion

In discussion, members recorded community concern about the proposed change to Wednesday collection on statutory holiday Mondays, including the practical effect of rubbish being left on the street while residents were away and uncertainty about who would manage any resulting litter. It was noted that the current service provides Monday collection regardless of public holidays, whereas the new contract would shift statutory holiday collections to Wednesday.

Members also discussed the wider contract context, including the scale and value of the seven-year contract, the balance between service levels, contract cost and worker entitlements, and whether the proposed motion would result in a price adjustment if Monday public holiday collections were reinstated. Mark Lewis joined by audio-visual link and responded to questions regarding the waste contract process,

previous workshops, service design and operational implications. On being put, the motion was lost, with two votes in favour and three against.

That the Kāwhia Community Board requests that refuse and recycling collection days for Kāwhia and Aotea remain on Monday, including when Monday is a public holiday.

Mover: Chairperson Good Second: Board Member Harpur Result: **Lost.**

Board Member updates

Ngā kōrero hou a ngā Kaikaunihera

Board member updates were provided by Annie Mahara, Hinga Whiu, Richard Harpur, Councillor Jeffries and Chairperson Good. Updates included acknowledgement of Matariki events, Kāwhia community transport work, school kapa haka performances, beach access engagement, local body reform information, rural water supply matters, civil defence and emergency management discussions, audit fee concerns, and merger discussions.

Board projects

Project 1: Kāwhia Storyboards

Deputy Chairperson Whiu advised the storyboard wording had been redrafted to improve consistency, including macron use, and the updated wording would be circulated to the Board for review. A further update on narrative content and locations was deferred.

Board priorities

Priority 1: Progress the Kāwhia boat ramp carpark and lease

No further update was provided at the meeting.

Priority 2: Progress the Kāwhia Community Centre improvements and maintenance

The Board discussed whether discretionary funding could be used for community centre items such as a fridge, pie warmer and stove top. Members were advised to consider whether they wished to allocate funding toward those purchases. The Board's preference was to use alternative Council funding which has been separately identified by staff.

Kāwhia General Reserve Fund

No distributions were made.

Kāwhia Community Board discretionary fund

The Board noted the remaining discretionary fund balance of \$2,963.00 and resolved to formally request that the remaining balance roll over to the 2026/27 financial year.

Resolved K21: That the Kāwhia Community Board formally request Ōtorohanga District Council carry over the remaining balance of the Kāwhia Community Board discretionary fund to the 2026/27 financial year.

Mover: Chairperson Good Second: Board Member Harpur Result: **Carried.**

Request for funding: No requests had been received.

Kāwhia Community Centre hire charge waivers

Existing waivers

The Board noted that Operation Kai 4 All was no longer using the Community Centre. The revised waivers are:

Active:

- 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).
- 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).

Inactive:

- c) **Rowley Clegg** – weekly hire of the main hall for the purpose of providing music both live and via website playlists to provide residents the opportunity to sing or play an instrument (volunteer run).
- d) **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).

Request for hire charge waiver

No requests had been received.

Resolution Register

There were no resolutions remaining on the Register.

Public excluded

Take matatapu

Resolved K22: That the Kāwhia Community Board exclude the public from the following parts of the proceedings of this meeting confirming:

- a) This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 7 of that Act where a risk of prejudice is minimised by the holding of the whole or the relevant part of the proceedings of the meeting in public; and
- b) The general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter and the specific grounds for the passing of this resolution are as follows:

General subject of each matter to be considered	Ground(s) under section 48(1) for the passing of this resolution	Interest
Item PE1: Notice of Motion from Councillor Kit Jeffries	Section 7(2)(b)(ii)	To protect where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.

Mover: Chairperson Good. Seconder: Councillor Jeffries. Result: **Carried**.

The public was excluded and the livestream stopped at 5.45pm

The public were re-admitted at 5.59pm.

Meeting closure

Katinga o te hui

Chairperson Good declared the meeting closed at 5.59pm.

Workshops/briefings**Monthly discussion with staff on items raised in public forum or outstanding matters**

Open

Deferred as the community meeting was scheduled to commence.

Decision report**Ngā pūrongo whakatau**

There are no reports.

Information report**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**Project 1: Kāwhia Storyboards**

Board Members will provide updates as appropriate.

Board priorities**Priority 1: Progress the Kāwhia boat ramp carpark and lease****Priority 2: Progress the Kāwhia Community Centre improvements and maintenance**

Board Members or staff will provide updates as appropriate.

Kāwhia General Reserve Fund

The Reserve Fund should only be used to fund expenditure¹ 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,

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

- c) Is fair and transparent, and
- d) Promotes accountability.

The Fund had a balance of \$206,460.94 as at 30 June 2026.

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. If approved, the total remaining will be updated.

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

Request for funding

No requests have been received.

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.

Previously granted waivers

The following non-profit community groups had received hire charge waivers for the 2025/26 financial year from the previous Kāwhia Community Board.

- 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).
- d) **Rowley Clegg** – weekly hire of the main hall for the purpose of providing music both live and via website playlists to provide residents the opportunity to sing or play an instrument (volunteer run).

Request for hire charge waiver – Applicant 1

Marg Apiti is seeking a waiver of hire fees for the Strength and Training Exercise Class at the Kāwhia Community Centre for the 2026/27 financial year. The class is held weekly on Thursdays from 9.30am to 11.30am and previously received a waiver in the 2025/26 financial year.

The application advises that the programme supports older adults by improving strength and balance, reducing the incidence and severity of falls, and maintaining accessible community participation. The class is an ACC-led initiative supported by Midland Community Pharmacy Group, attracts regular attendance of approximately 15 to 20 participants, and also provides social connection for attendees.

The applicant has also requested permission to continue storing class equipment in the lockable space beneath the stage.

Request for hire charge waiver – Applicant 2

Kāwhia Hauora Club requested a waiver for the classes outlined below. They have previously received a waiver in the 2025/26 financial year.

Their requested 26/27 bookings are:

- Mondays: 3.30pm through till 5.15pm
- Tuesdays: 3.30pm through till 5.15pm
- Thursdays: 3.30pm through till 5.15pm
- **Fridays: 4.30pm - 6.30pm (NEW).**

Resolution Register

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

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.	At the ŌDC meeting on 30 June, ŌDC's Graham Bunn provided clarification regarding the information he had presented to the Community Boards. He advised that he had misinterpreted the table relating to the MSD accommodation supplement/subsidy information. He explained that the impact on tenants was more favourable than he had originally presented. ŌDC then resolved to implement a phased rent benchmark to 75% of market rent over the next three financial years, being: • 65% in 2026/27, • 70% in 2027/28, and • 75% in 2028/29.

Staff recommendation

That the Kāwhia Community Board approve the removal of Resolution K20 from the Register.

Public excluded

Take matatapu

There are no reports.

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

- | | |
|--|------|
| 1) Kāwhia, Aotea & Ōpārau Concept Plan, and Better Places Together Aotea & Kāwhia Plan | Open |
| 2) Monthly discussion with staff on items raised in public forum or outstanding matters. | Open |
| a) Alternative beach access | |
| b) Better Places Together (Kāwhia/Aotea) – <i>subject to a separate workshop as noted above.</i> | |
| c) Karewa boat ramp boat parking | |
| d) Kāwhia parking plan. | |

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 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>