

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
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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.