



Otorohanga

District Council

*Otorohanga - where kiwi can fly
A dynamic, inclusive and unique district*

OPEN AGENDA

Kāwhia Community Board Te Poari Hapori o Kāwhia

Membership:	Chairperson	Upoko o te Poari Hapori o Kāwhia	Geoff Good
	Community Board Member	Mema o te Poari Hapori o Kāwhia	Hinga Whiu
	Community Board Member	Mema o te Poari Hapori o Kāwhia	Dave Walsh
	Community Board Member	Mema o te Poari Hapori o Kāwhia	Richard Harpur
	Councillor – Kāwhia-Tihiroa	Kaikaunihera - Kāwhia-Tihiroa	Kit Jeffries

Notice is hereby given that an ordinary meeting of the Kāwhia Community Board will be held in the Kāwhia Community Hall, Jervois Street, Kāwhia on Thursday, 4 May 2023 commencing at 4.00pm.

Tanya Winter
CHIEF EXECUTIVE

1 May 2023

All attendees at this meeting are advised that the meeting will be electronically recorded (audio and video) for the purpose of webcasting to the Council's YouTube channel. Every care will be taken to maintain individuals' privacy; however, attendees are advised they may be recorded as part of the general meeting proceedings.

ROLE OF THE COMMUNITY BOARD

The role of the Community Board is to:

- Represent, and act as an advocate for the interests of the Kāwhia community.
- Consider and report on all matters referred to it by Ōtorohanga District Council, or any matter of interest or concern to the Community Board.
- Maintain an overview of services provided by Ōtorohanga District Council within the Kāwhia community.
- Prepare an annual submission to Ōtorohanga District Council for expenditure within the Kāwhia community.
- Communicate with community organisations and special interest groups within the Kāwhia community.
- Undertake any other responsibilities that are delegated to it by the Ōtorohanga District Council.

QUORUM

A majority of members (including any vacancies).

MEETING FREQUENCY

Monthly or as required.

COMMUNITY BOARD CONTACT DETAILS

Geoff Good	geoffgood@otodc.govt.nz	022 678 6053
Hinga Whiu	hingawhiu@otodc.govt.nz	021 181 1009
Dave Walsh	davewalsh@otodc.govt.nz	021 296 0392
Richard Harpur	richardharpur@otodc.govt.nz	022 401 7192
Kit Jeffries	kitjeffries@otodc.govt.nz	021 226 4904

COUNCIL STAFF CONTACT DETAILS

Andrew Loe	andrewl@otodc.govt.nz	027 281 6459
Kaia King	ODCgovernance@otodc.govt.nz	027 288 5781

ORDER OF AGENDA

OPENING FORMALITIES	4
Commencement of meeting Te tīmatanga o te hui	4
Opening prayer/reflection/words of wisdom Karakia/huritao/whakataukī	4
Apologies Ngā hōnea	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	5
ELECTION OF A DEPUTY CHAIRPERSON	12
PUBLIC FORUM HUI TŪMATANUI	12
DECISION REPORTS NGĀ PŪRONGO WHAKATAU	12
Item 13: Review of the Local Easter Sunday Shop Trading Policy 2017	13
INFORMATION ONLY REPORTS NGĀ PŪRONGO MŌHIOHIO ANAKE	18
Item 14: Kāwhia/Aotea concept plan – project update	19
PUBLIC EXCLUDED TAKE MATATAPU	21
No reports	21
BOARD PROJECTS	21
Project 1: Kāwhia storyboards	21
OTHER BUSINESS ĒTAHI ATU TAKE	21
Board Member updates	21
Resolutions register	21
CLOSING FORMALITIES	22
Closing prayer/reflection/words of wisdom Karakia/huritao/whakataukī	22
Meeting closure Katinga o te hui	22
WORKSHOPS HUI AWHEAWHE	22
Please note that workshops will not be livestreamed but are open to the public to attend where indicated.	
There are no workshops planned.	

OPENING FORMALITIES**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/HURITAO/WHAKATAUKĪ**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).

If an apology is received the following resolution is recommended: That Kāwhia Community Board receive and accept the apology from xxx for (non-attendance, late arrival, early departure).

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 ...

Should the Board resolve to discuss a late item, the following recommendation is made: That Kāwhia Community Board confirm the order of the meeting as indicated in the agenda with the late item ... 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.

Should any conflicts be declared the following recommendation is made: That Ōtorohanga Community Board receive the declaration of a conflict of interest from ... for item ... and direct the conflict to be recorded in Council's Conflicts of Interest Register.

CONFIRMATION OF MINUTES | TE WHAKAŪ I NGĀ MENETI

The unconfirmed minutes of the previous Board meeting are attached on the following page.

Staff recommendation

That the open minutes of the Kāwhia Community Board meeting held on 2 March 2023, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.



Otorohanga

District Council

*Otorohanga - where kiwi can fly
A dynamic, inclusive and unique district*

OPEN MINUTES

Kāwhia Community Board

Membership:	Chairperson	Geoff Good	Aotea ward
	Community Board Member	Hinga Whiu	Kāwhia ward
	Community Board Member	Dave Walsh	Kāwhia ward
	Community Board Member	Richard Harpur	Kāwhia ward
	Councillor	Kit Jeffries	Council appointee

Minutes of an ordinary meeting of the Kāwhia Community Board held in the Kāwhia Community Hall, Jervois Street, Kāwhia on Wednesday, 5 April 2023 commencing at 4.00pm.

Tanya Winter
CHIEF EXECUTIVE

20 April 2023

ORDER OF BUSINESS

Commencement of meeting	3
Opening prayer	3
Apologies	3
Late items	3
Declaration of conflict of interest	3
Public forum	3
Minutes of the previous meeting	4
DECISION REPORTS	
Item 11: Kāwhia/Aotea concept plan: Community Advisory Group – Confirmation of membership	4
INFORMATION ONLY REPORTS	
Item 12: Civil defence emergency management report for 1 October 2022 to 28 February 2023	5
PUBLIC EXCLUDED	
No reports	
OTHER BUSINESS	
Board Member updates	5
Resolutions register	5
Closing prayer	5
Meeting closure	6

WORSHOPS

Long Term Plan strategic direction (this was a late addition)

Open

PRESENT

Chairperson Geoff Good, Community Board Members Hinga Whiu, Dave Walsh and Richard Harpur, and Councillor Kit Jeffries.

IN ATTENDANCE

Group Manager Regulatory & Growth Andrew Loe, Chief Advisor Ross McNeil, Iwi Relations Advisor Cassidy Temese, Executive Assistant Day Dowd, and Manager Governance Kaia King.

COMMENCEMENT OF MEETING

Chairperson Good declared the meeting open at 4.00pm.

OPENING PRAYER

Council's Iwi Relations Advisor C Temese provided opening karakia.

APOLOGIES

There were no apologies as all members were present.

LATE ITEMS

There were no late items.

DECLARATION OF CONFLICT OF INTEREST

Board Member Whiu declared a conflict for any discussions held on the Kāwhia Fitness Trail project.

PUBLIC FORUM**Dr Carole Shephard on behalf of the Te Puti Art Studio and the Kāwhia Art Group**

Dr Shephard provided a handout titled '*Proposal for the installation of murals for the Kāwhia township 2023-2024*'.

She sought advice on how to move the project forward. In response to a query from Councillor Jeffries on funding assistance, Dr Shepherd noted the project would be seeking several sources of funding for both the installation and design of the murals.

Daisy Scott

A member of the Māori Women's Welfare League had proposed the League look at a community project and a 'spring clean' of the Monarch butterfly garden was proposed. This would be a one-off project.

Annie Mahara

Ms Mahara spoke on a proposal to brighten up the Kāwhia sign located on State Highway 39 before the Ngutunui Road turnoff. She suggested the Tainui waka could be incorporated and planting installed. Council's A Loe advised the project group would need to discuss the project with Council's Community Facilities team.

MINUTES OF THE PREVIOUS MEETING

RESOLVED K18: That the open minutes of the Kāwhia Community Board meeting held on 2 March 2023, having been circulated, be taken as read and confirmed as a true and correct record of that meeting.

Councillor Jeffries | Board Member Harpur

ITEM 11: KAWHIA/AOTEA CONCEPT PLAN: COMMUNITY ADVISORY GROUP – CONFIRMATION OF MEMBERSHIP

Council's Chief Advisor, R McNeil took the report as read but commented the advisory group did not currently have youth representation. He advised discussions would be held with the local school and local rangatahi to seek representation. He suggested the project be extended to include the Ōpārau community.

In response to a query from Board Member Harpur, Mr McNeil noted actions from previous plans were being incorporated into the development of the concept plan. Previous plan actions were restricted due to resourcing constraints, so Council had allocated an implementation budget following the development of the concept plans. Community input would be sought to prioritise and action the implementation.

In response to a query from Board Member Whiu, Mr McNeil advised the mana whenua advisory group was still under development. Council's Iwi Relations Advisor C Temese commented on the spectrum of engagement to ensure mana whenua views were incorporated into the concept plan.

RESOLVED K19: That Kāwhia Community Board confirm the members of the Community Advisory Group for the Kāwhia/Aotea Concept Plan are Ross Dockery, Tom Moke, Callan Stewart, Allan Murtagh, Chris Kelly, Mike Rothery, Leanne Apiti, Jacqueline Margetts, Jeanette Schollum, Patsy Scott, Debbie Rewi, Martin Mariassouce, Nin Duggan, Bev McLean and Paul van der Hoek.

Board Member Whiu | Board Member Walsh

ITEM 12: CIVIL DEFENCE EMERGENCY MANAGEMENT REPORT FOR 1 OCTOBER 2022 TO 28 FEBRUARY 2023

Council's A Loe took the report as read and in response to a comment made by Councillor Jeffries, provided further information on the use of Mayoral Relief Funds.

Councillor Jeffries advised the community response plan was soon due for review and community consultation was a key aspect of the project. He encouraged residents familiarise themselves with what to do and where to go in an emergency.

RESOLVED K20: That the Kāwhia Community Board receive the report titled 'Civil defence emergency management report for 1 October 2022 to 28 February 2023' (document number 680330) from A Loe, Group Manager Regulatory and Growth.

Councillor Jeffries | Board Member Whiu

BOARD MEMBER UPDATES

- Board Member Walsh expressed his disappointment that a report was not tabled on the Kāwhia wastewater investigation.
- Board Member Whiu had commenced conversations with Ngāti Hikairo for the storyboard project. She commented on the linkages of the storyboard project with the installation of murals in the township.
- Chairperson Good noted a productive meeting had been held with Council staff and the Kāwhia Community Hall Committee. He also noted the pending closure of the Rusty Snapper, a long standing Kāwhia business.

RESOLUTION REGISTER

RESOLVED K21: That the Kāwhia Community Board receive the staff updates on the Resolution Register.

Board Member Walsh | Board Member Harpur

CLOSING PRAYER

Council's Iwi Relations Advisor C Temese provided closing karakia.

MEETING CLOSURE

Chairperson Good declared the meeting closed at 5.05pm.

UNCONFIRMED

ELECTION OF A DEPUTY CHAIRPERSON

The Local Government Act 2002 (schedule 7 clause 37(1)) states that a Community Board must have a chairperson. The Chief Executive will call for nominations for the role of deputy chairperson and will oversee the voting and confirmation process.

Staff recommendation

That Kāwhia Community Board appoints [name] as the deputy chairperson of the Kāwhia Community Board.

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 the local authority. Requests to attend the public forum must be to the Manager Governance (governance@otodc.govt.nz) at least **two working days before the meeting**. Requests should outline the matters that will be addressed by the speaker. A period of up to 30 minutes will be available for the public forum.

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 debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

At the finalisation of this agenda no requests have been received.

DECISION REPORTS | NGĀ PŪRONGO WHAKATAU

DISCLAIMER: The reports attached to this Open Agenda set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions DO NOT represent Kāwhia Community Board policy until such time as they might be adopted by formal resolution. This Open Agenda may be subject to amendment either by the addition or withdrawal of items contained therein.

Item 13: Review of the Local Easter Sunday Shop Trading Policy 2017

To: The Chairperson and Members of the Kāwhia Community Board

From: Andrew Loe, Group Manager Regulatory and Growth

Date: 4 May 2023

Relevant community outcomes: Engaged Vibrant Thriving



1 Purpose | Te Kaupapa

- 1.1 To advise the Kāwhia Community Board on the Otorohanga District Local Easter Sunday Shop Trading Policy and the procedure to review the Policy through the special consultative process.

2 Executive Summary | Whakarāpopoto Matua

- 2.1 In February 2017 Council adopted a Local Easter Sunday Shop Trading Policy (the Policy) to allow shops to trade on Easter Sunday throughout the district. The legislation that allows Councils to have a Policy, the Shop Trading Hours Act 1990 requires a review be conducted six years after the adoption of the Policy. A review of the Policy must be conducted in accordance with the special consultative process of the Local Government Act.

3 Staff recommendation | Tūtohutanga a ngā Kaimahi

That the Kāwhia Community Board recommend Ōtorohanga District Council conduct a review of the Local Easter Sunday Shop Trading Policy with a view to continuing the existing Policy without change.

4 Context | Horopaki

Background

- 4.1 Parliament introduced changes to the Shop Trading Hours Act 1990 in 2016 which allowed Ōtorohanga District Council to introduce a Local Easter Sunday Shop Trading Policy permitting shops to trade on Easter Sunday across the entire district. A copy of the Policy is attached to this report.
- 4.2 The Local Easter Sunday Trading Policy cannot:
- Permit shops to open only for some purposes, or
 - Permit only some types of shops to open, or
 - Specify times at which shops may or may not open, or
 - Include any other conditions as to the circumstances in which shops in the area may open, or
 - Override shop trading provisions in other legislation, such as alcohol licensing provisions.

- 4.3 A total of four submissions were received when the draft Policy was proposed in 2017, with all submitters supporting an Easter trading policy that would cover all Ōtorohanga District. No one wished to speak to their submission.

The Review Process

- 4.4 In considering a review of the Policy it is helpful to understand the history that led to the amendment of the Shop Trading Hours Act 1990 in 2016. In Districts that have not adopted a Policy, of which there are several including some large metros, the rules of the Act that applied pre-2016 are still in place.

- 4.5 In those Districts with no policy all shops must shut on Easter Sunday with some exemptions, in summary only the following shops may open for trade:

- A shop such as a dairy or service station, selling food, drinks, household items, personal items, motor vehicle fuel, oil, parts or accessories; OR
- A shop that sells mainly: souvenirs, duty-free goods to people intending to take them overseas, food ready to be eaten; OR
- A bookstall at a public transport terminal; OR
- A pharmacy; OR
- A shop at an exhibition or show OR
- A garden centre.

- 4.6 As shopping and work patterns changed there was increased demand for more retail offerings on holidays. Business owners were keen to accommodate this demand leading to increased conflict between industry associations and government agencies who oversee the Act. The other side to this policy discussion are the views of workers' rights bodies and faith-based organisations who believe that increasing retail activity on these days takes away personal rights and privileges and places an obligation to work on their members. To balance his discussion the Government introduced the option of a Local Easter Sunday Shop Trading Policy to allow for those Districts where residents expressed a desire to have shops opening on Easter Sunday. The fact that some Districts do not have a policy as mentioned shows the concept has not been universally adopted.

- 4.7 There has been no survey undertaken to ascertain the impact of the Policy on local businesses. In consideration of the disruptions over the preceding three years and the fact that the Policy only provides business owners with an option to open and is not a compulsory requirement the special consultative process will provide the best option to draw out commentary and opinions from residents of the district.

The Special Consultative Process

- 4.8 Following reports to the Community Boards and iwi authorities seeking recommendations or comments on a review of the policy, Council will be presented with a report to confirm the direction of the policy review.

- 4.9 For the purpose of this review Council must initially decide whether not to retain or revoke the Policy. If the Policy is to remain it can be amended to only allow shops to open in certain areas of the District or to confirm the existing Policy without any changes.
- 4.10 All of these options require that Council must use the Special Consultative Procedure set out in section 83 of the Local Government Act 2002, to allow opportunity for the community to have their say on the proposal. The public consultation will run for a minimum of 28 days and any submitter can present their submission to Council in writing or in person before a final decision is made.

5 Considerations | Ngā whai whakaarotanga

Significance and engagement

- 5.1 There is a statutory requirement to use the Special Consultative Procedure set out in section 83 of the Local Government Act 2002 when conducting a review of this policy.

Impacts on Māori

- 5.2 Iwi authorities have been advised of the policy review and asked if they wish to provide any input into the review.

Policy

- 5.3 In February 2017 Council adopted a Local Easter Sunday Shop Trading Policy following amendments to the Shop Trading Hours Act 1990 in 2016, which allowed shops to trade on Easter Sunday throughout the district.

Legal

- 5.4 The Shop Trading Hours Act 1990 states that when Council reviews the local Easter Sunday shop trading policy the special consultative procedure must be used to amend, revoke, replace or continue the policy without change.

Financial

- 5.5 The cost of undertaking this policy review will be absorbed into current operational budgets.

6 Discussion | He Kōrerorero

Options

- 6.1 The scope of the legislation is very narrow when considering options to review the Policy. The Shop Trading Hours Act 1990 states that when Council reviews the Local Easter Sunday Shop Trading Policy the options available are limited to—
- amend the policy by including or removing areas of the District from the policy; or
 - revoke the policy which means that shopping in the District would revert back to the rules in place before 2017; or

- continue the policy without amendment.

Recommendation option and rationale

- 6.2 The recommend option is that Kāwhia Community Board maintain the status quo and recommend Ōtorohanga District Council conduct a review of the Local Easter Sunday Shop Trading Policy with a view to continuing the existing Policy without change.

Appendices

Appendix #	Name	Document #
1	Local Easter Sunday Shop Trading Policy 2017	687268

LOCAL EASTER SUNDAY SHOP TRADING POLICY 2017

Adopted 21 February 2017. Review due February 2023

PURPOSE

- 1.1. The purpose of the Local Easter Sunday Shop Trading Policy (“the Policy”) is to enable shops to trade on Easter Sunday if they wish to. The Policy neither requires shops to open, or individuals to shop on Easter Sunday.

2. BACKGROUND

- 2.1 This Policy is made under Part 2 (subpart 1) of the Shop Trading Hours Act 1990 (“the Act”) which provides Council with the ability to establish a local policy to permit shops to open on Easter Sunday.

3. SCOPE

- 3.1 This Policy applies to the entire Otorohanga District (refer to Schedule 1 for a map of the Otorohanga District).
- 3.2. This Policy does not:
 - a) Control the types of shops that may open, or their opening hours,
 - b) Limit Council’s ability to undertake its duties, powers or functions under any other Act,
 - c) Apply to the sale and supply of alcohol which is regulated under the Sale and Supply of Alcohol Act 2012, or
 - d) Address shop employee rights, which are governed by the requirements of the Act.
- 3.3 Council is not responsible for the enforcement of this Policy. Enforcement is undertaken by the central government department that is responsible for the administration of the Act.

4. DEFINITIONS

- 4.1. Shop means a building, place, or part of a building or place, where goods are kept, sold, or offered for sale, by retail; and includes an auction mart, and a barrow, stall, or other subdivision of a market; but does not include –
 - a) A private home where the owner or occupier’s effects are being sold (by auction or otherwise), or
 - b) A building or place where the only business carried on is that of selling by auction agricultural products, pastoral products, and livestock, or any of them, or
 - c) A building or place where the only business carried on is that of selling goods to people who are dealers, and buy the goods to sell them again.
- 4.2. Goods includes all personal chattels other than alcohol (within the meaning of the Sale and Supply of Alcohol Act 2012), money, and things in action.

5. POLICY

- 5.1. Any shop is permitted to open on Easter Sunday throughout the Otorohanga District.

INFORMATION ONLY REPORTS | NGĀ PŪRONGO MŌHIOHIO ANAKE

DISCLAIMER: The reports attached to this Open Agenda set out recommendations and suggested resolutions only. Those recommendations and suggested resolutions DO NOT represent Kāwhia Community Board policy until such time as they might be adopted by formal resolution. This Open Agenda may be subject to amendment either by the addition or withdrawal of items contained therein.

Item 14: Kāwhia/Aotea concept plan – project update

To: The Chairperson and Members of the Kāwhia Community Board

From: Ross McNeil, Chief Advisor

Date: 4 May 2023

Relevant community outcomes: Engaged Vibrant Thriving



1 Purpose | Te Kaupapa

1.1 To provide an update on the Kāwhia/Aotea concept plan project.

2 Executive Summary | Whakarāpopoto Matua

2.1 The concept plan development is progressing in alignment with the project plan however it has been suggested that the Kāwhia/Aotea 'plan area' incorporate the wider Ōpārau district and the Kāwhia harbour area.

3 Staff Recommendation | Tūtohutanga a ngā Kaimahi

That the Kāwhia Community Board note the coverage area for the Kāwhia/Aotea Concept Plan includes the Ōpārau district and the extent of the Kāwhia harbour within the Ōtorohanga District.

4 Discussion | He Kōrerorero

Background

- 4.1 In March 2023 the appointment of Beca as project consultants was finalised and an indicative project timeline established.
- 4.2 In April the Board confirmed membership of the Community Advisory Group, noting that further members could be directly co-opted to the Group. At that time, it was acknowledged that specific involvement from youth/rangatahi was required. Work is progressing in this regard.
- 4.3 Work is underway with the establishment of the mana whenua working group, with an initial hui proposed for May.

Kāwhia/Aotea Concept Plan Coverage Area

- 4.4 The coverage area for the Kāwhia/Aotea Concept Plan was initially defined as the Kāwhia peninsula, being the area served by the Kāwhia Community Board plus the adjoining rural areas. However, given

the proximity of Ōpārau and its 'community of interest' relationship with Kāwhia, it has been suggested that the Kāwhia/Aotea 'plan area' incorporate the wider Ōpārau district. In addition, Kāwhia harbour is expected to be a significant area of focus and it makes sense that it be considered as part of the Kāwhia/Aotea Concept Plan project rather than being 'split/shared' with the Ōtorohanga Rural Concept Plan.

Community Advisory Group Inaugural Meeting

- 4.5 The first meeting of the Community Advisory Group (CAG) was held on 12 April, with a general discussion identifying some the issues, constraints, and opportunities for the area. Also considered was the structure and themes from the 2003 Kāwhia Community Plan. There was general agreement that themes were still relevant for this project.

Review of existing Community Plans

- 4.6 An initial status assessment of the actions/recommendations from the Kāwhia Community Plan 2003 and Kāwhia Community Landscape Plan 2005 has been undertaken. The assessment identifies whether the actions/recommendations have been completed or, if not, whether they are still relevant and warrant consideration as part of the Kāwhia/Aotea Concept Plan project. This initial assessment is attached.
- 4.7 The majority of the actions are written as broader statements of intent, rather than discrete actions with a defined deliverable and end date/point. Examples include "Ensure local people are employed where possible"; "Continually update our website to help increase tourism opportunities"; "Develop health and wellbeing services in Kāwhia".

Communications/Engagement

- 4.8 A draft communication/engagement plan has been developed for the project. Work is progressing on developing an information flier which will set out the general nature of the project and the date(s) for the first round of engagement (once finalised).

PUBLIC EXCLUDED | TAKE MATATAPU

No reports.

BOARD PROJECTS

PROJECT 1: KAWHIA STORYBOARDS

Board Member Whiu will provide a verbal update at the meeting.

OTHER BUSINESS | ĒTAHI ATU TAKE

BOARD MEMBER UPDATES

Board members who have attended meetings on behalf of the Kāwhia Community Board may give feedback to the Board.

This is a discussion item only and no resolutions can be made from the discussion.

RESOLUTION REGISTER

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

Resolution #	Date resolved	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.	This matter is being progressed through the Kāwhia concept plan process. An asset management plan for the wharf structure will be developed. This plan will provide guidance for ongoing maintenance costs, and possible replacement of the wharf. Further decisions about ongoing charges and funding will flow on once future costs are understood.
K19	05/04/23	That Kāwhia Community Board confirm the members of the Community Advisory Group for the	Please refer to the relevant information report contained in the agenda.

		Kāwhia/Aotea Concept Plan are Ross Dockery, Tom Moke, Callan Stewart, Allan Murtagh, Chris Kelly, Mike Rothery, Leanne Apiti, Jacqueline Margetts, Jeanette Schollum, Patsy Scott, Debbie Rewi, Martin Mariassouce, Nin Duggan, Bev McLean and Paul van der Hoek.	This resolution will be removed from the Register.
--	--	---	--

Staff recommendation

That the Kāwhia Community Board receive the staff updates on the Resolution Register.

CLOSING FORMALITIES**CLOSING PRAYER/REFLECTION/WORDS OF WISDOM | KARAKIA/HURITAO/WHAKATAUKĪ****MEETING CLOSURE | KATINGA O TE HUI**

The Chairperson will declare the meeting closed.

WORKSHOPS | HUI AWHEAWHE

There are no workshops planned.