



# Kāwhia Community Board

# AGENDA

FRIDAY 23 APRIL 2021

**1.00pm**

Members of the Kāwhia Community Board

Board Member DM Walsh (Chair)

Board Member K Briggs

Board Member H Whiu

Councillor Annette Williams

Meeting Secretary: Mrs Natasha Eynon (Minutes Secretary)

# KĀWHIA COMMUNITY BOARD

23 APRIL 2021

Notice is hereby given that an Ordinary meeting of the Kāwhia Community Board will be held at the Kāwhia Community Hall, Jervois Street Kāwhia on Friday 23 April 2021 commencing at 1pm.

20 April 2021

Tanya Winter  
**CHIEF EXECUTIVE**

## AGENDA

### ORDER OF BUSINESS:

#### PRESENT

#### IN ATTENDANCE

#### APOLOGIES

#### DECLARATION OF INTEREST

#### PUBLIC FORUM (UP TO 30 MINUTES)

#### CONFIRMATION OF MINUTES – 26 FEBRUARY 2021

#### REPORTS

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**ITEM 47**                    **ELECTED MEMBER DECLARATION**  
**TO:**                        **CHAIRPERSON AND MEMBERS**  
                                  **KĀWHIA COMMUNITY BOARD**  
**FROM:**                    **CHIEF EXECUTIVE**  
**DATE:**                    **23 APRIL 2021**

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**Relevant Community Outcomes**

- Foster an involved and engaged Community
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**Executive Summary**

Pursuant to Schedule 7, Part 1, Clause 14 of the Local Government Act 2002, Elected Members are required to make and sign a declaration in the presence of the Mayor.

**Recommendations**

It is recommended that:

1. Pursuant to Schedule 7, Part 1, Clause 14 of the Local Government Act 2002, newly Elected Member Geoff Good sign the declaration form in the presence of the Mayor.

**Declaration by Mayor or Chairperson or Member**

“I, Geoff Good, declare that I will faithfully and impartially, and according to the best of my skill and judgment, execute and perform, in the best interests of Kāwhia Community the powers, authorities, and duties vested in, or imposed upon, me as member of the Kāwhia Community Board by virtue of the Local Government Act 2002, the Local Government Official Information and Meetings Act 1987, or any other Act

Dated at: [place, date]

Signature:

Signed in the presence of:  
His Worship the Mayor Max Baxter

Tanya Winter  
**CHIEF EXECUTIVE**

**ITEM 48                   CHAIRPERSONS REPORT (VERBAL)**

**ITEM 49                   KĀWHIA COMMUNITY BOARD 2021 MEETING DATES**

**TO:                       CHAIRPERSON AND MEMBERS  
KĀWHIA COMMUNITY BOARD**

**FROM:                   GOVERNANCE SUPERVISOR**

**DATE:                   23 APRIL 2021**

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**Relevant Community Outcomes**

- Foster an involved and engaged Community

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**EXECUTIVE SUMMARY**

Prior to the end of each calendar year the Board considers and adopts a Schedule of dates for the following years regular meetings. To date this schedule has not been resolved.

**STAFF RECOMMENDATION**

It is recommended:

That the meeting dates presented below for regular meetings of the Kāwhia Community Board covering the 2021 calendar year be adopted.

**REPORT DISCUSSION**

**Friday**

- 28 May 2021
- 25 June 2021
- 23 July 2021
- 27 August 2021
- 24 September 2021
- 22 October 2021
- 26 November 2021
- 17 December 2021 (3<sup>rd</sup> Friday )

Colin Tutty

**GOVERNANCE SUPERVISOR**

**ITEM 50**                    **THE OLD POST OFFICE VERANDAH**  
**TO:**                        **CHAIRPERSON AND MEMBERS**  
                                 **KĀWHIA COMMUNITY BOARD**  
**FROM:**                    **GROUP MANAGER – ENVIRONMENT**  
                                 **BUSINESS SUPPORT – REGULATORY**  
**DATE:**                    **FRIDAY 23<sup>RD</sup> APRIL, 2021**

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**Relevant Community Outcomes**

- Ensure services and facilities meet the needs of the Community
  - Provide for the unique history and culture of the District
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**Executive Summary**

During recent alterations to The Old Post Office building, a window at the front of the building was removed and replaced with a set of French doors. At the time, the overhang that protected the window and door from the weather had to be demolished due to severe rot. A new verandah is proposed to weatherproof the new entrance and protect the building frontage.

A decision is sought from the Kāwhia Community Board regarding the funding of the proposed verandah.

**Recommendation(s)**

It is recommended that:

1. Kāwhia Community Board recommend to Council that a verandah at The Old Post Office in Kāwhia be constructed and that funding of \$12,500 (plus GST) be allocated from the District and Kawhia property budget(s);
2. Kāwhia Community Board confirm they understand that this is an unbudgeted expenditure (that will create a negative variance in this budget).

**Background**

In 2020 the Old Post Office building underwent alterations by the builder, Rick Dempsey, on behalf of the Medical Centre and the Art Group. During this process, a window at the front of the building was removed and replaced with a set of French doors to operate as an entrance to the building. The original window had a small awning to protect it from weather, however this awning had to be removed due to severe rot. Discussion between Council's former Property Advisor and those acting for The Old Post Office Kāwhia began in 2020 in relation to the plans for a verandah and who would bear the cost for its construction.

**CURRENT SITUATION**

The builder, Rick Dempsey, has submitted the plans and associated estimate for the proposed verandah. The proposal is both a replacement and improvement of what was in place prior to the alterations, with the design plan keeping with the building style. The main purpose for the verandah is to protect the French doors, and the area directly inside the entrance, from any water damage due to the level of exposure to the weather. The cost is estimated at \$12,500 plus GST.

Although the recent work to make the building more operationally efficient was funded by the Medical Centre and Arts Group, this work is seen as necessary to protect the integrity of the building structure. It is Council's responsibility to ensure our buildings are maintained and weathertight. Funding this project will exceed the budget available in the Property budgets for 2020/21, hence why this report has come before the Board and why staff are recommending that it be funded by Council.

**OPTIONS**

**Option 1 – Kāwhia Community Board recommends for Council to approve payment for the new verandah on The Old Post Office.**

**Option 2 – Kāwhia Community Board does not recommend for Council to approve payment for the new verandah on The Old Post Office.**

## **CONSIDERATIONS**

### **1. Significance and Engagement**

With consideration of the Significance and Engagement Policy, it has been determined that this upgrade will not alter or hinder the use of the building beyond a minor impact and therefore no consultation would be required.

### **2. Policy and Plans**

Section 3 of the Structures and Works in Public Places Bylaw 2015 relates to Verandahs, Balconies and Awnings. The Group Manager Engineering has given approval for building work to commence subject to the builder confirming the location of all underground services, and approval of the Board and Council.

### **3. Legal**

There are no specific legal considerations in relation to this proposal. The Manager Building Control has advised this project would satisfy the requirements of Schedule 1 Building Act 2004 and building consent is not required.

### **4. Financial**

The cost of the new verandah has been estimated as \$12,500 plus GST. For the current financial year, availability of Council funds is as follows:

- Kāwhia Medical Centre Budget - \$500 remaining
- Kāwhia Properties Budget - \$1000 remaining
- District Properties Budget - \$5000 remaining

The total amount still available is \$6,500 for 2020/21, leaving a deficit of \$6,000 to be located in other budgets yet to be determined.

### **5. Iwi**

Although all of this area is located within a site of significance to local iwi, no matters of concern for iwi were raised during the renovations of the Medical Centre.

## **ASSESSMENT OF OPTIONS**

### **Option 1**

Kāwhia Community Board recommends for Council to approve payment for the new verandah on The Old Post Office. The costs have been outlined in the 'current situation' and 'financial considerations' sections of this report.

#### **Advantages**

- The Old Post Office Building entranceway will be protected from the weather, enhancing the use of the building and extending the durability of the building's frontage.

#### **Disadvantages**

- There is only \$6,500 remaining in Council's combined Property budgets for the 2020/21 financial year. If this project is approved, the budgets would be exhausted and put into negative variance. No other property work would be funded for the remaining 3 months of the year unless approved as a budget variation by Council.

### **Option 2**

Kāwhia Community Board does not recommend for Council to approve payment for the new verandah on The Old Post Office.

#### **Advantages**

- The Board and Council funds suggested to support the proposal could be used elsewhere

#### **Disadvantages**

- The relationship between the Kāwhia Medical Centre & Kāwhia Art Group and the Board could be negatively affected by this decision
- The absence of a covered entranceway will detract from the amenity value of this community building and lessen the durability of the street frontage.

**PREFERRED OPTION AND REASONS**

The recommendation is that the Kāwhia Community Board approve Option 1 and recommend that Council approve the allocation of funds to cover the cost of the new verandah for The Old Post Office building in Kāwhia, noting the resulting negative variance in the Property budgets for 2020/21.

Andrew Loe

**GROUP MANAGER – ENVIRONMENT**

Claire King

**BUSINESS SUPPORT – REGULATORY**

**BOARD MEMBER UPDATE**