

# **ATTACHMENTS**

**Kinloch Representative Group Meeting**

**1 May 2025**

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Kinloch Representative Group Meeting Minutes

27 February 2025

**TAUPŌ DISTRICT COUNCIL  
MINUTES OF THE KINLOCH REPRESENTATIVE GROUP MEETING  
HELD AT THE KINLOCH COMMUNITY HALL , MATA PLACE , KINLOCH  
ON THURSDAY, 27 FEBRUARY 2025 AT 5.30PM**

**PRESENT:** Cr Christine Rankin (in the Chair from 5.43pm), Mr Matt Andrews (in the Chair from 5.30pm – 5.43pm), Mr Tim Brittain, Cr Duncan Campbell, Mr Pat Kane, Cr Rachel Shepherd, Ms Belinda Walker

**IN ATTENDANCE:** General Manager Organisation Performance (S Matthews), Resource Consents Manager (H Williams), Senior Solicitor (K Hollman), Community Engagement Advisor – Northern Taupō District (C Dredge), Senior Project Manager PMO (E May), Communications Advisor (R Watts), Graduate Resource Consents Planner (E Harrington), Senior Committee Advisor (K Watts), Committee Advisor (D Periam)

**MEDIA AND PUBLIC:** 11 members of the public

Notes: (i) Deputy Chairperson Mr Matt Andrews opened and closed the meeting with a karakia.  
(ii) Mr Matt Andrews explained that Cr Christine Rankin was not able to be there for the beginning of the meeting so he would chair until she arrived.  
(iii) Ms Belinda Walker requested to film the committee members and council staff presenting to the committee from item 2 onwards and livestreamed to the Kinloch Families' Trust Facebook page.

**1 KARAKIA**

**2 WHAKAPĀHA | APOLOGIES**

**KIN202502/01 RESOLUTION**

Moved: Cr Rachel Shepherd

Seconded: Ms Belinda Walker

That the apologies received from Cr Christine Rankin (for lateness) and from Mayor David Trewavas (for absence) be accepted.

**CARRIED**

Note: All members present at the Kinloch Representative Group meeting voted in favour of resolution KIN202502/01 above.

**3 NGĀ WHAKAPĀNGA TUKITUKI | CONFLICTS OF INTEREST**

Mr Tim Brittain advised that he knew the owner of the property 140 Kenrigg Road.

**4 WHAKAMANATANGA O NGĀ MENETI | CONFIRMATION OF MINUTES**

**4.1 KINLOCH REPRESENTATIVE GROUP MEETING - 7 NOVEMBER 2024**

Members asked if a water fountain was able to be installed as per the public forum speaker from the meeting. The Senior Committee Advisor advised that she would follow up and get an email update to the committee. It was confirmed that the speaker had received a letter thanking him for his presentation.

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**KIN202502/02 RESOLUTION**

Moved: Mr Tim Brittain  
Seconded: Cr Rachel Shepherd

That the minutes of the Kinloch Representative Group meeting held on Thursday 7 November 2024 be approved and adopted as a true and correct record.

**CARRIED**

*Note: All members present at the Kinloch Representative Group meeting voted in favour of resolution KIN202502/02 above.*

**5 NGĀ RIPOATA | REPORTS****5.1 PUBLIC FORUM**

No formal requests had been received but two members of the public came forward when prompted by the Chair Mr Matt Andrews.

Speaker 1

This member of the public was concerned that there was rubbish such as silt, sand and pine needles along Kinloch and Kenrigg Roads which was not being picked up by the street sweeper and therefore going into the lake. Members reminded the member of the public that if he or others saw this, they were best to contact Council via the Customer Services telephone line or by using the Antenno application for immediate action. The member of the public was also concerned about a tree that had been chopped down between Locheagles Rise and Kittyhawk Drive and been left blocking the walking track. Chair Matt Andrews advised that he would chat to the member of the public following the meeting.

Speaker 2

This member of the public was querying why someone walking from Boojum Dell to the lake was challenged for being on Māori land. Chair Matt Andrews advised that he would talk to this member of the public following the meeting to get more information.

**KIN202502/03 RESOLUTION**

Moved: Mr Pat Kane  
Seconded: Ms Belinda Walker

That the Kinloch Representative Group receives comments from members of the public.

**CARRIED**

*Note: All members present at the Kinloch Representative Group meeting voted in favour of resolution KIN202502/03 above.*

**5.2 PRIVATE RIGHT OF WAY OVER LOCAL PURPOSE RESERVE (PLANTATION) FOR COMMERCIAL DEVELOPMENT - 140 KENRIGG ROAD KINLOCH**

The Senior Solicitor introduced herself to members and explained that the planned easements were those that go over the reserve. One tree would be required to be removed and she sought a recommendation from the committee to the Taupō Reserves and Roding Committee for the decision to be made.

*Cr Christine Rankin entered the meeting at this point (5.43pm) and resumed the Chair.*

In answer to questions from members, the Senior Solicitor clarified that while the area looked like a road berm, it was a plantation reserve. This meant that a decision was required under the Reserves Act 1977.

The Resource Consents Manager clarified that this easement decision tied in with the resource consent application and the land use consent and so any concerns relating to the bus operations would be dealt with in that process. Secondary access would be on Kinloch Road and the resource consent was due to be

lodged soon.

**KIN202502/04 RESOLUTION**

Moved: Mr Matt Andrews

Seconded: Ms Belinda Walker

**NGĀ TŪTOHUNGA | RECOMMENDATION(S)**

That, subject to land use consent being granted for the proposed commercial development at 140 Kenrigg Road, Kinloch, the Kinloch Representative Group recommends to the Taupō Reserves and Roding Committee that:

1. Ministerial consent is granted to rights of way to the land at 140 Kenrigg Road Kinloch over the local purpose reserve (plantation) [Lot 2 DPS 50052] pursuant to section 48(1) of the Reserves Act 1977;
2. The Chief Executive be authorised to negotiate the terms of easement on behalf of Council as administering body of the reserve; and
3. The Chief Executive and Mayor are authorised to do whatever is needed to formally signify that ministerial consent is granted to the easement in terms of section 48(1) of the Reserves Act 1977, and enable registration of the easement at Land Information New Zealand.

**CARRIED**

*Note: All members present at the Kinloch Representative Group meeting voted in favour of resolution KIN202502/04 above.*

**5.3 KINLOCH SNAPSHOT**

The Community Engagement Advisor – Northern Taupō District provided an update to members about the following:

**Community Engagement and Development**

She was still working in Kinloch on the second and fourth Thursday of each month but rather than staying in the community hall, she was out and about in the Kinloch village. She encouraged community members to reach out to her. She was keen to help the community to understand Council processes and noted that operational matters were best brought to the attention of the customer services team by phone, email or the Antenno application. She and her team were available to assist with community initiative ideas and could facilitate requests for funding or next steps.

Community Development would hold a series of workshops for building capability and capacity for community groups. There would also be governance training provided for non-profit organisations, a governance webinar, trustee development webinar and strategic planning training. Communications would go out to groups inviting them to register and the training would start in mid-March.

Community Grants were due to open on 3 March and would close 31 March. As there was no funding round in September 2024, more funding was available than usual and would be advertised on the funding page of Council's website. Applicants from Kinloch should apply for the Taupō / Taupō East Rural Community Grant and could contact her or the funding team for further information. Allocations of funding would be made on 29 April.

**Local Water Done Well**

The project team was finalising options for water services which would go out to the public for consultation at the end of March. Once the options were finalised, more information would be available on Council's website.

**Local Government Elections**

The Senior Committee Advisor summarised the information provided in the report and highlighted key dates.

**Water Treatment Plant Upgrade**

The Senior Project Manager PMO advised that this was progressing really well and the bulk of the mechanical and pipework was inside. Works should be completed around June or July with the treatment plant turned on in August or September. There had been a bit of activity at the intake where part of the project was to make the pumps more efficient and effective. A few weeks ago the team had dug down and found a hole so needed to find solutions to this and the cause before new pumps could go in. The scope of this was being formed and then would be implemented.

**Policy – Future Development Strategy**

Cr Rachel Shepherd confirmed that elected members had heard from members of the community and considered submissions including one from Mr Tim Brittain representing the Kinloch Community Association at the recent hearings and deliberations on 18 February. The final strategy was due to be adopted by Council at its 25 March meeting.

**Whangamata Road Safety Improvement project**

The Community Engagement Advisor – Northern Taupō District advised that this project was running well even though it was two weeks behind schedule. She thanked the community for its patience with stop/go traffic management and advised that the project should be completed by mid-March. The team had incorporated suggestions from community members regarding warning signs for cyclists and pedestrians.

Members advised that the community consultation had been excellent and that the implementation of the improvements was very good. In response to a question, the Community Engagement Advisor – Northern Taupō District advised that she would follow up with the transport team and query when the crossing further down Kinloch Road would be done.

**Kinloch Marina Footbridge**

Chair Cr Christine Rankin read this part of the report.

**Resource Consents**

The Resource Consents Manager introduced herself to members and provided the following information:

- The resource consents team was aware of concerns around an intensified subdivision if the larger sites along Oakdale Drive were continued to be made smaller. She confirmed that every consent was considered case by case and some mitigation for these sites was established planting. There was a significant change to the environment due to this planting.
- Consents for Seven Oaks would be publicly notified the following Thursday in the newspaper. The number of lots had been reduced to 84 residential lots but this was still significantly greater than what had been planned. Public could make submissions regarding this development from 6 March to 3 April.
- A summer student had looked into consents that had been granted and was checking that they were compliant.
- Regarding consultation with mana whenua, this was up to the applicant to undertake. If the consent application was publicly notified, mana whenua could make submissions. A member was concerned that there were not minimum requirements or checks and balances imposed upon the applicant when they consulted with mana whenua. As an example, it had occurred in the past where an applicant emailed mana whenua but did not reply to requests to engage further, and then marked in the application that consultation had been completed.

**KIN202502/05 RESOLUTION**

Moved: Cr Christine Rankin  
Seconded: Cr Rachel Shepherd

That the Kinloch Representative Group notes the information contained in the Kinloch Snapshot report.

**CARRIED**

*Note: All members present at the Kinloch Representative Group meeting voted in favour of resolution KIN202502/05 above.*

## 5.4 MEMBERS' REPORTS

The following members' reports were received:

### Mr Pat Kane

- The community meeting was held 2 weeks prior on 13 February and it had become clear that many were not sure about who managed the boats and ramps. He clarified that this was a responsibility of the Harbourmaster and that people were regularly travelling to Kinloch to check. The Harbourmaster was advertising for a part-time compliance person who would be able to issue fines. In addition, there would be five volunteer positions available and the role of these would be to remind boaties of their responsibilities.
- The pathway from Lisland Drive to the lake was on Department of Conservation (DOC) land. While DOC staff were aware of the gouging into the pathway, no funding was available to concrete this.
- Asked if dog rules and restrictions could be reviewed. As an example, no dogs were permitted on the lake beach until after 7pm but around 6pm there were usually no dogs or people around.
- Thanked Deb Borlase for her coordination of activities to manage the security around New Year.
- Requested that beach access for wheelchairs be provided at Kinloch and for the swing on the Domain to be put back.
- Congratulated member Belinda Walker for her King's New Year Honour of Member of the New Zealand Order of Merit for services to the community. She had a positive and can-do attitude and was supported by her husband and children.

### Mr Matt Andrews

- Mana whenua and the Tūwharetoa Māori Trust Board were supportive of the intake resource and making sure it happened. There was also a dredging project for the marina for which they had agreed in principle.
- Te Matatini was happening at the moment so a lot of resources were in New Plymouth or attending the pōhiri of the Ironman in Taupō. He awaited his invitation to the pōhiri for Supercars.
- He advised that he would look into the comment from public forum regarding someone being challenged for being on Māori land.

### Ms Belinda Walker

- Thanked her family, Matt Jenkins and the Kinloch Families' Trust for support which led to her receiving the King's New Year Honour of Member of the New Zealand Order of Merit for services to the community.
- It had been a great summer and excellent work had been done in the community, she thanked community rugby, the car club and the toy collection. Christmas carols had gone well and she thanked the kindy team for volunteering at Kinstock.
- Raised an issue for someone at Council to follow up on the possibility of further safety improvements added on Whangamata and Poihipi Roads, such as double yellow lines on dangerous corners.
- Requested that a better solution for the bus stops in Kinloch be found, such as a reserve on the other side of Kinloch where the majority of kids that used the buses lived.

### Cr Duncan Campbell

- Advised that the "rule of thumb" regarding double yellow or no passing lines on bends was for vertical bends only. They usually would not be added on horizontal bends.
- Provided an update on Council chambers.

### Cr Rachel Shepherd

- Apologised that she was not able to attend Kinstock.
- Attended the Kinloch Triathlon on 15 February which was a great event. It was 41 years old and she had been lucky enough to chat with triathlete Kyle Smith who had started his career there.
- Council had heard from submitters on 18 February regarding the Future Development Strategy.
- Local Water Done Well consultation would be coming soon and the options were likely to be for

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Council to decide to either go it alone or almagamate with other councils to find economies of scale. She encouraged everyone to read about it and submit their opinions.

- Elections were coming, she asked community members to ask others to run, or to run themselves.
- The following Sunday would be an event at the Taupō Community Gardens at 250 Spa Road from 2pm to 6pm to raise money for Tama who needed surgery followed by treatment and therapy that cost more than \$40K. Community members were encouraged to attend to listen to the band, have a picnic and get involved.

**Mr Tim Brittain**

- It had been a busy summer despite the wind, and the portaloo, plus the security and safety at New Year had all worked well. He thanked the Kinloch Community Association, Kinloch Store and Kinloch Marina for providing the funding for the security firm RUSEC.
- In 2025 a top priority of the Kinloch Community Association (KCA) was the upgrade of the security cameras of those coming into Kinloch. The KCA wanted to shift them to the intersection of Kinloch and Whangamata Roads. They were monitored by community members in the village, not the police and identified number plates of vehicles. They had been there for more than 10 years and needed to be modernised.
- When it rained, drainage of water on the domain was still a problem. The KCA had offered support to Taupō District Council. Dust was an issue for houses near the entrance when cars were passing each other because the width of the bitumen was not big enough to accommodate them. This either needed to be widened or barriers needed to be put in place.
- Christmas Carols and the Kinloch Plod had been well supported.
- The Kinloch Poker Run was coming up on 8 March 2025.
- The KCA would continue to work with Henry Hall on the proposal for where the Hillary Centre was going to go.
- He asked if Council was still going to be doing a feasibility study of the Kinloch Community Hall.
- Was looking forward to a positive year and was happy to have been able to attend the community meeting with other community members of the committee on Thursday 13 February.

**KIN202502/06 RESOLUTION**

Moved: Ms Belinda Walker

Seconded: Mr Matt Andrews

That the Kinloch Representative Group receives the reports from members.

**CARRIED**

*Note: All members present at the Kinloch Representative Group meeting voted in favour of resolution KIN202502/06 above.*

**6 NGĀ KŌRERO TŪMATAITI | CONFIDENTIAL BUSINESS**

Nil

The meeting closed at 6.49pm with a karakia from Mr Matt Andrews.

The minutes of this meeting were confirmed at the Kinloch Representative Group Meeting held on 1 May 2025.

.....  
**CHAIRPERSON**



Extracts from Standing Orders 2022-2025

## **15. Public Forums | Ngā Matapakinga a te Marea**

Public forums are a defined period of time, usually at the start of an ordinary meeting, which, at the discretion of a meeting, is put aside for the purpose of public input. Public forums are designed to enable members of the public to bring matters of their choice, not necessarily on the meeting's agenda, to the attention of the local authority.

In the case of a committee, subcommittee, local or community board, any issue, idea, or matter raised in a public forum, must fall within the terms of reference of that body.

### **15.1 Time limits | Ngā tepenga wā**

A period of up to 30 minutes, or such longer time as the meeting may determine, will be available for the public forum at each scheduled local authority meeting. Requests must be made to the chief executive (or their delegate) at least one clear day before the meeting; however this requirement may be waived by the chairperson. Requests should also outline the matters that will be addressed by the speaker(s).

Speakers can speak for up to 5 minutes. Where the number of speakers presenting in the public forum exceeds 6 in total, the chairperson has discretion to restrict the speaking time permitted for all presenters.

### **15.2 Restrictions | Ngā Herenga**

The chairperson has the discretion to decline to hear a speaker or to terminate a presentation at any time where:

- A speaker is repeating views presented by an earlier speaker at the same public forum;
- The speaker is criticising elected members and/or staff;
- The speaker is being repetitious, disrespectful or offensive;
- The speaker has previously spoken on the same issue;
- The matter is subject to legal proceedings; and
- The matter is subject to a hearing, including the hearing of submissions where the local authority or committee sits in a quasi-judicial capacity.

### **15.3 Questions at public forums | Ngā pātai i ngā matapakinga a te marea**

At the conclusion of the presentation, with the permission of the chairperson, elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker.

### **15.4 No resolutions | Kāore he tatūnga**

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. (See the LGNZ Guide to Standing Orders for suggestions of good practice in dealing with issues raised during a forum).

### **15.5 Application of restrictions | Te hāngaitanga o ngā Herenga**

Clause 15.2 above applies to members of the public addressing meetings at any time, not just as part of a scheduled public forum session.

Extracts from Standing Orders 2022-2025**9.1 Items of business not on the agenda which cannot be delayed | Ngā take kāore i runga i te rārangi take e kore e taea te whakaroa**

A meeting may deal with an item of business that is not on the agenda where the meeting resolves to deal with that item and the chairperson provides the following information during the public part of the meeting:

- (a) The reason the item is not on the agenda; and
- (b) The reason why the discussion of the item cannot be delayed until a subsequent meeting.

*LGOIMA, s 46A(7).*

Items not on the agenda may be brought before the meeting through a report from either the chief executive or the chairperson.

**Please note**, that nothing in this standing order removes the requirement to meet the provisions of Part 6 of the LGA 2002 with regard to consultation and decision-making.

**9.2 Discussion of minor matters not on the agenda | Te kōrerorero i ngā take iti kāore i runga i te rārangi take**

A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However, the meeting may not make a resolution, decision, or recommendation about the item, except to refer it to a subsequent meeting for further discussion.

*LGOIMA, s 46A(7A).*