



# NOTICE OF A COAST COMMUNITY BOARD MEETING

**Te Rūnanga o Te Whānau Offices, Te Kaha  
Tuesday, 17 December 2024  
Commencing at 10.00am**

## ORDER PAPER

### APOLOGIES

### PUBLIC FORUM

*Wairuru Marae Committee Member – Funding Application – Tū Te Ihi*

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**Members:** **Cr Maxie Kemara (Chairperson)**

**Michael (Spike) Collier**

**Jack Parata**

**Linda Steel**

**Allen Waenga**

**Committee Secretary:** **Mercedes Neems**

**Quorum:** **3**

**LOCAL AUTHORITIES (MEMBERS' INTERESTS) ACT 1968**

**Councillors are reminded that if you have a pecuniary or non-pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting room.**

**Stace Lewer**

**CHIEF EXECUTIVE OFFICER**

**MINUTES OF A MEETING OF THE COAST COMMUNITY BOARD, HELD AT TE RŪNANGA O TE WHĀNAU OFFICES, STATE HIGHWAY 35, TE KAHA, COMMENCING AT 10.00 AM ON TUESDAY, 5 NOVEMBER 2024**

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**PRESENT:**

Allen Waenga (Acting Chairperson)  
Maxie Kemara – Via Teams  
Jack Parata  
Michael Collier  
Linda Steel

**IN ATTENDANCE:**

Stace Lewer (Chief Executive Officer)  
Antoinette Campbell (Group Manager Strategy and Development)  
Mercedes Neems (Executive Support Officer)

**PUBLIC:**

Jazmin Keepa-Semmens, Charlie

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The meeting commenced with a karakia and a warm welcome was expressed by the Chairperson.

**APOLOGIES**

Nil.

Apologies from His Worship the Mayor David Moore were noted.

**DECLARATION OF CONFLICTS OF INTEREST**

Nil.

**PUBLIC FORUM**

*Jazmin Keepa-Semmens – Funding Application: Kaiaio Holdings Limited – Apanui E Tū*

Jazmin Keepa-Semmens spoke to her application for funding alongside her uncle Charlie. Jazmin is a proud uri (descendant) of Te Whānau-Ā-Apanui and is here on behalf of the Te Whānau-a-ā-Kaiaio organising committee 'Ki te Kō'. Apanui E Tū is a bi-annual festival and each hapū have turns hosting the event. This is a chance to invite all uri to Te Whānau-Ā-Apanui to return home and celebrate who

they are as a people. In response to queries from board members, Jazmin stated that the event would be open to the general public also. The event will be located at Te Kura o Te Whānau-Ā-Apanui to relieve pressure off hosting marae. There are five department leads, and the admin fees stated in the application would go to them for their time and efforts in planning. The committee is currently applying for other funding and has met with Marsh Moore. The first event was hosted in 2017 and has been going since.

Board members thanked Jazmin for her time and for speaking to the board about the application for funding.

*Jazmin Keepa-Semmens left the meeting at 10.11am.*

**1. MINUTES – COAST COMMUNITY BOARD MEETING 1 OCTOBER 2024** **p3**

A correction was made to the minutes for the mover and seconder of the minutes.

**RESOLVED**

- (1) That the minutes of the Coast Community Board meeting held on 1 October 2024 are confirmed as a true and correct record.**

Kemara/Parata

**Carried**

**2. GROUP MANAGERS' REPORT** **p8**

The Group Manager Strategy and Development spoke to the report.

The Chief Executive Officer provided further commentary for the Freedom Camping Bylaw regarding a submitter who spoke to Council in relation to challenges at the site in Te Kaha. Te Ataarangi Parata spoke passionately about the site and stated that if they were to adopt the Bylaw, Council needs to ensure the sites are monitored, enforced and that Council is adequately resourced to do so. This is a challenge for Council and officers are looking for opportunities to improve within the compliance space and ways to manage monitoring over the summer period.

A discussion ensued and board member Jack Parata suggested having a conversation with Te Ataarangi herself as she is quite motivated to do that. The Chief Executive Officer stated he would like to empower people to monitor the sites. Board member Allen Waenga stated that if the hapū supported this initiative and were remunerated for time, this would be a positive outcome.

Board member Michael Collier raised an issue regarding the accessway to the Urupa at the Hoani Waititi Reserve. People usually set up and camp across the accessway into the Urupa. This upsets locals and has

caused issues at the site in the past. In response to this, the Chief Executive Officer stated that staff can look at implementing signage.

In relation to the Long-Term Plan adoption, key discussions were noted which included:

- Charging out-of-towners and non-ratepayers for utilising the harbour.
- The most challenging space of the harbour project is the transition to operation and maintenance from construction. Staff will be looking at opportunities in the future and seeking alternate funding sources but if we can navigate the short-term to keep vision on the challenge for the long-term benefit of the community.
- The district needs to capitalise on the economic potential from the facilities in town. There are too many old buildings in town that are unattractive.
- Multiple letters were received from BORPC for rates and only one letter from ŌDC which was very confusing and difficult to understand.
- In the Long-Term Plan one of the options was to reduce funding in the Economic Development space, which resulted in discontinuing funding for Toi-EDA. Kawerau District Council has also withdrawn funding. Council is not suggesting they no longer have a connection with Toi-EDA however, the funding provision has been put on hold for a period of time and does not prohibit Council allocating funding in the future. Currently, the Economic Development Strategy is being developed in-house alongside Whakatāne and Kawerau District Councils.

After discussion, Board Member Michael Collier commended all staff for their input into the Long-Term Plan, which was a sentiment shared amongst all members.

*Jack Parata left the meeting at 10.47am and returned at 10.50am.*

#### **RESOLVED**

- (1) That the report titled "Group Managers' Report" be received.**

Steel/Collier

**Carried**

#### **3. COAST INITIATIVES FUND UPDATE**

**p14**

The report was taken as read.

#### **RESOLVED**

- (1) That the report titled "Coast Initiatives Fund Update" be received.**

Waenga/Parata

**Carried**

**4. COAST INITIATIVES FUND: FUNDING APPLICATION KAIAIO HOLDINGS LIMITED – p21  
APANUI E TŪ**

Maxie Kemara made a clarification in relation to the Apanui Traffic Management item on the application. He and his wife will be offering this item to the event as a koha from them. The Board discussed the application, and it was noted that they would provide funding for specific costs with-in the application which includes:

- Hiring of the venue = \$800
- Portaloo hireage fee = \$4,800
- St John = \$400
- Waste Management = \$200
- Activities Resource (contribution of cost) = \$3,800

Communications for iwi members were highlighted in the application, but not for the general public. It was noted that the Secretary of the Board would query the general communication for the public when liaising with the applicant.

**RESOLVED**

- (1) That the Board receives the application for funding from Kaiaio Holdings Limited – Apanui E Tū.**
- (2) That the Board agree to fund the five items stated in the application including hiring of the venue, Portaloo's, st johns, waste management, and contribution of cost towards activities resources, in the amount of \$10,000.**

Steel/Parata

**Carried**

**THERE BEING NO FURTHER BUSINESS THE MEETING CLOSED AT 11.11AM WITH A KARAKIA.**

**THE FOREGOING MINUTES ARE CERTIFIED AS BEING  
A TRUE AND CORRECT RECORD AT A SUBSEQUENT  
MEETING OF THE COAST COMMUNITY BOARD HELD  
ON TUESDAY, 17 DECEMBER 2024.**

**MAXIE KEMARA  
CHAIRPERSON  
COAST COMMUNITY BOARD**

## COMMITTEE REPORT

Date : 6 December 2024  
To : Coast Community Board meeting 24 September 2024  
From : Workforce Development Co-ordinator, Maia Calcott  
Subject : **ŌPŌTIKI WORKFORCE DEVELOPMENT – UPDATE**  
File ID : A1273067

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## EXECUTIVE SUMMARY

- This report provides an update to the Coast Community Board on the progress of the Workforce Development Co-ordination function in Ōpōtiki.

## AUTHORITY

1. This report is for noting purposes and no decision is required to be made by the Coast Community Board.

## RECOMMENDATIONS

- That the report titled “Ōpōtiki Workforce Development – Update” be received.

## PURPOSE

2. Ōpōtiki District Council has a dedicated workforce team to co-ordinate and support workforce stakeholders, plans, and activities. We work closely with iwi, industry, community, and government stakeholders to implement the local Mahi Ora Ōpōtiki Pathways to Work Plan, including management of the Ōpōtiki Mayors Taskforce for Jobs Community Employment Programme, and oversight of local Class 1 Driver Licencing initiatives.

## STRATEGIC ALIGNMENT

3. The matters detailed in this report relate to the following priorities from Ōpōtiki District Council’s Long-Term Plan 2024-2034:
  - Community Priority One: Strong relationships and partners
  - Community Priority Two: Investment in our district
  - Community Priority Three: Wellbeing is valued
  - Community Priority Four: Our communities are resilient
  - Community Priority Five: Growth is sustained over time

## **BACKGROUND**

4. Mayor's Taskforce for Jobs (MTFJ) Community Employments Programme (CEP) is a nationwide partnership between Local Government New Zealand and the Ministry of Social Development (MSD). It has a strong focus on getting young people into sustainable employment.
5. Key elements of the work programme include:
  - Working in partnership on projects and initiatives with local employers and services including Te Tawharau o Te Whakatohea, Whakaatu Whanaunga Trust, youth services, Ōpōtiki College, and government agencies. We are also building relationships along the Coast, including with Te Runanga o te Whānau ā Apanui and various Te Kaha Group personnel.
  - Co-ordinating and promoting local job opportunities.
  - Supporting local businesses to secure government subsidies when possible, and grow their workforce, including through training and upskilling.
  - Supporting job seekers (including those engaged with local training and work readiness programmes) and helping them prepare for and find suitable work.
  - Managing Mayors Taskforce for Jobs subsidies
  - Co-ordinating and promoting entry level training suitable for people seeking or recently in work.
  - Monitoring workforce trends and outcomes.

## **DISCUSSION**

### ***Working in partnership with MSD***

6. We continue to receive regular updates from our Regional Labour Market Advisor and labour market trends and patterns. We respect these are not for distribution and appreciate the useful information.
7. Multiple MSD staff at local and regional levels continue to receive our fortnightly mail-outs of the latest local jobs, training, and support in Ōpōtiki (alongside other Workforce communications), and we promote MSD's and Connected's services on our webpage.
8. *Connected* also continue to promote our collation of jobs, training, and support on their website under the heading *Varied Opportunities in the Ōpōtiki District*.
9. Bay of Plenty | Connected: We will continue to refer all suitable candidates for Flexi Wage, mana in mahi and the apprenticeship boost to our local MSD office in Ōpōtiki.
10. I attended the Growing Role Models Expo held at Te Kura o Te Whānau-Ā-Apanui, on 15 November 2024, after receiving an invitation from MSD to be present. This event provided an opportunity to connect with my local coast community. While the expo was primarily aimed at supporting and



connecting rangatahi directly with employers and career opportunities, it also created opportunities to engage with parents and offer support through the MTFJ for Rangatahi who may need additional guidance or resources to find employment.

11. I continue to build our relationship with our local MSD branch and meet regular with Jackson Cameron, branch manager for Ōpōtiki.

**Programme developments, engagements, and emerging opportunities:**

12. **Workforce Co-ordinator:** We continue to actively engage employers and send reminders to our database, highlighting the support available to those who take on youth in their businesses. This initiative aims to keep employers informed about the assistance they can access, encouraging them to provide opportunities for our young people and contribute to their ongoing success in the workforce.
13. We have meet with a few of our MTFJ participants over the month of November and it was great to see the progress they have made to date since starting mahi. See photos below and korero below.

*Maia Calcott, Blaire Collier, Mayor David Moore*



*Dylan Riini*

*Rico Taikato, Taylor McDonald*

14. Dylan Riini was successfully in securing employment with Tōrere Macadamia Farm. He is an enthusiastic young man with a go-getter attitude, and it has been a pleasure working alongside him to help secure sustainable employment. His determination and positive outlook made him a standout in his journey.
15. Blaire Colier is another incredible example of perseverance, a dedicated Māma who took a chance and is now thriving in her new role at Hopu Downs dairy farm located on Gaskill Rd off Motu Rd.
16. We met with Rico Taikato at Ōpōtiki Tyre Services and caught an opportunity to get a photo of him and Taylor McDonald, another rangatahi we supported last fiscal year. Both are thriving in their roles and the support provided by the MTFJ program enabled their employer to purchase

PPE gear, licencing, and forklift certification, ensuring they have the tools and qualifications needed to succeed in their work.



*Mayor David Moore, Maya Anstis, Regan Hennessy*

17. Maya Anstis has bloomed in her role as an administrator at Delta Contracting Ltd, where she has grown into her position exceptionally well. She enjoys her mahi and is successfully balancing her job with continued studies in administration, showing her dedication to personal and professional development.

18. Regan has excelled as an apprentice, bringing a great attitude to his role. His commitment and enthusiasm have made a strong impression, and he is progressing well in his apprenticeship journey.

19. **Job seeker placement outcomes:** We are currently sitting on 17 employment placements with 2 of these reaching sustainable employment. These sustainable outcomes are Maya Anstis at Delta Contracting Ltd and Rico Taikato at Ōpōtiki Tyre Services. Our total number of outcomes for this FY is 20 with four more Rangatahi still to be processed at the Whakatōhea Mussel factory and another 2 waiting to start mahi in December and January. These placements will bring our total outcomes to 23.
20. **MTFJ Employers subsidies and Jobseeker support:** We have processed jobseeker support for six of our employment placements. Funding provided will go towards PPE gear, extra training, and certification as well as class 1 licencing. We expect to process remaining jobseeker support in the month of December.
21. **Local Training Needs Programme and other activities:** We continue to explore training opportunities for coast rangatahi and are currently creating a contact database that includes our schools and Marae. This will help us engage with the community and determine if we have enough rangatahi on the coast who are ready to participate in employability and work-readiness training. For industry Training solutions to deliver their training programs, we need a minimum of 10 participants.
22. **Gumboot Friday:** We launched our Gumboot Friday initiative on 22 October. This included an all-staff email from council's communication team informing staff of the Kaupapa and how they could support. Mayor David Moore and Deputy Mayor Shona Browne supported us by wearing their T-

shirts for photos to promote Gumboot Friday in our communications and we placed a few activities in council staff rooms and posters throughout buildings for people who wanted to donate using the QR codes. See pictures below.

- 23. Councillor Maxie Kemara also showed his support by purchasing a T-shirt, with other staff members wearing their gumboots on the day and getting into the spirit of this Kaupapa.
- 24. Founded by mental health advocate Mike King, Gumboot Friday is a free counselling service for any **young person in Aotearoa aged 25 and under**.
- 25. Through [MTFJ](#) we direct our local youth to the service, where they can speak with a trained counsellor; face to face or digitally. We know how valuable this is to them and like the rest of the country, we asked our local communities for their support to keep this service visible and available.



26. *Mayor David Moore*



*Deputy Mayor Shona Browne*



*Michelle Otten and Maia Calcott*



*Activities in staff rooms*



*Maxie Kemara*



*Sage Roia and Leonna Cleary*

27. **Class 1 Driver Licencing:** We were able to secure a small contract with Eastbay REAP for licencing and have achieved 6 passes in total: 2 Full and 4 Restricted class 1 licences. We will look at another small contract once we have completed this current contract. Te Pou Oranga o Whakatōhea now has two endorsed driving instructors and a vehicle to deliver practical driving lessons. This has been a great achievement and will contribute significantly to the increase in the number of rangatahi and others obtaining class 1 driver licencing.
28. **Workforce Matters:** We continue to list all known local vacancies, training, and support fortnightly on the Council website. We send fortnightly reminders of these updates to a database of over 250 recipients, including jobseekers, local businesses, stakeholders, and other rangatahi employment-focused partners.

#### **FINANCIAL/BUDGET CONSIDERATIONS**

29. There are no financial impacts on rate payers.

#### **POLICY AND PLANNING IMPLICATIONS**

30. There are no policy and planning implications for this report.

#### **IMPACT ON MANA WHENUA**

31. There is no identified impact on mana whenua associated with the matters in this report.

#### **CLIMATE IMPACT CONSIDERATIONS**

32. There are no identified climate impact considerations associated with the matters in this report.

#### **RISKS**

33. There are no major risks associated with the matters in this report.

## **COMMUNITY WELLBEING CONSIDERATIONS**

34. The purpose of Local Government now includes promotion of social, economic, environmental, and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
35. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as outlined below.

### **Social**

36. Enhanced educational and employment outcomes for youth currently disadvantaged in the employment and education space.

### **Economic**

37. The MTFJ CEP has a strong focus on reducing youth unemployment rates, fostering a skilled workforce, and contributing to economic growth. Enhances long-term earning potential and reduces dependency on social services.

### **Environmental**

38. There are no environmental impacts from this program. However, youth that choose to go into green industries may participate in projects that address environmental issues or adopt sustainable practises, leading to positive environmental impacts within the community.

### **Cultural**

39. Youth employment programs can have cultural impacts in the community. They can foster a culture of skills development, ambition, and professional growth among young individuals. It can also cultivate a culture of collaboration and collective investment in the future, enhancing overall community cohesion and pride.

## **CONCLUSION**

40. In conclusion, we have achieved great outcomes for our rangatahi to date, with many successfully transitioning into employment and further development opportunities. Having nearly reached our target number of outcomes, we are now in a strong position to focus on supporting and providing appropriate training for the next group of rangatahi, ensuring continued success and positive pathways for our young people.

Maia Calcott

**WORKFORCE DEVELOPMENT CO-ORDINATOR**

## COUNCIL REPORT

Date : 11 December 2024  
To : Coast Community Board  
From : Group Manager Strategy and Development, Antoinette Campbell  
Subject : **GROUP MANAGERS' REPORT**  
File ID : A1276456

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## EXECUTIVE SUMMARY

- This report is an update from Council to the Coast Community Board.

## RECOMMENDATIONS

- 1) **That the report titled "Group Managers' Report" be received.**

## PURPOSE

1. The purpose of this report is to provide an update to the Coast Community Board with regard to recent Council meetings and workshops, including the 27 November Council Workshop, and the 10 December Ordinary Council Meeting.

## STRATEGIC ALIGNMENT

2. The matters detailed in this report relate to the following priorities from Opotiki District Council's Long-Term Plan 2024-2034:
  - Community Priority One: Strong relationships and partners
  - Community Priority Two: Investment in our district
  - Community Priority Three: Wellbeing is valued
  - Community Priority Four: Our communities are resilient
  - Community Priority Five: Growth is sustained over time

## BACKGROUND

3. Council provides updates which are of interest or importance to the Coast Community Board.

## **DISCUSSION**

### **Key Outcomes from the 10 December Ordinary Council Meeting.**

4. You can watch the live stream of the meeting here:

<https://youtu.be/r-3Ko39qh0A>

5. You can access the full agenda here:

<https://www.odc.govt.nz/repository/libraries/id:2bpcqtp1b1cxby3k9b0b/hierarchy/sitecollectiondocuments/our-council/Meetings%20and%20Committees/Ordinary%20Council%20Meeting%20Agendas/2024-12-10%20ORDINARY%20COUNCIL%20MEETING%20AGENDA%2010%20DECEMBER%202024.pdf>

### Delegations Manual

6. A report was presented to Council proposing changes to delegations to enhance decision making efficiency. The full report can be found on the agenda, item six, page 36.

The report was adopted and key changes to delegations included:

- Increasing the Chief Executive's financial delegation to \$400K for budgeted expenditure and \$50K for unbudgeted expenditure.
- Granting the Chief Executive authority to amend existing delegations as necessary to align with the recent organisational structure changes.

### Organisational Risk Register and Refreshed Risk Policy and Framework

7. The Ōpōtiki District Council Executive team has updated the organisation Risk Management Framework, Policy, and Risk Register. The previous framework and policy, last reviewed in 2015, was overdue for its three-year review as per the policy. The outdated Risk Register, which listed 229 risks, has been refreshed to identify 15 key organisational risks. The full report can be found on the agenda, item seven page 45.

### Calendar of Meetings

8. The Schedule of Meeting 2025 for the Ōpōtiki District Council and associated committees and groups, including some joint and external committees was adopted. The Coast Community Board meetings and calendar is similar to the 2024 schedule, and meetings will occur on a six weekly basis. The full calendar is attached as appendix 1 of this report.

9. Key dates for Coast Community Board meetings include the following:

- 25 February 2025
- 8 April 2025
- 20 May 2025

- 1 July 2025
- 12 August 2025
- 23 September 2025
- 4 November 2025
- 9 December 2025

#### **Council Workshop – 27 November 2024**

10. Council held a workshop on 27 November. Topics workshops included the Freedom Camping Bylaw Implementation, Ōpōtiki Pākihihikura Harbour update, update on billing system, and Local Waters Done Well.
11. Freedom Camping Bylaw Implementation: An overview was provided of the Bylaw Implementation Plan, Monitoring and Compliance activities, the Communications Plan for the Bylaw, and mock signage presented.
12. Ōpōtiki Pākihihikura Harbour Update: This workshop provided an update on the progress of capital works and outlined Kānoa’s request for ŌDC to take over Operation and Maintenance of the completed project assets, specifically the sea walls.
13. Update on Rates Billing System: Councils Rates Department Officer provided an update to Council on the transition from four rates notices per year to two.
14. Local Waters Done Well: Council received an update on Local Waters Done Well and Council’s Water Service Delivery Plans.
15. The workshop notes and information presented to Council can be found here:  
<https://www.odc.govt.nz/repository/libraries/id:2bpcqtp1b1cxby3k9b0b/hierarchy/sitecollectiondocuments/our-council/Meetings%20and%20Committees/Workshop%20Notes/2024-11-27%20Notes%20of%20Council%20Workshops.pdf>

#### **Financial/budget considerations**

16. There are no financial/budget considerations in relation to the recommendation in this report.

#### **Policy and planning implications**

17. The recommendation in this report is consistent with Council’s policies and plans.

#### **Impact on mana whenua**

18. There are no direct impacts mana whenua in relation to the recommendation in this report.

#### **Climate impact considerations**

19. There is no climate impact consideration related to the matters in this report in terms of the decision to receive the report.



## **Risks**

20. There are no identified risks associated with the matters in this report.

## **Community wellbeing considerations**

- 21. The purpose of Local Government now includes promotion of social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 well-beings').
- 22. The subject matter of this report has been evaluated in terms of the 4 well-beings during the process of developing this report as outlined below.
- 23. An update report from Group Managers on Council activities can promote economic, social, cultural, and environmental wellbeing by ensuring that decision-making and operations align with community goals and priorities.

## **SIGNIFICANCE AND ENGAGEMENT ASSESSMENT**

### **Assessment of significance**

- 24. On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be. Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.
- 25. The level of significance related to the decision in this report is considered to be low. Because the decision is determined to have low significance in accordance with the policy, the corresponding level of engagement required is inform.

### **Assessment of engagement**

26. As the level of significance has been determined to be low, the level of engagement required is inform according to the Engagement Framework of the Significance and Engagement Policy:

<b>INFORM</b>	To provide balanced and objective information to assist understanding about something that is going to happen.
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27. The tools that Council will use for the 'Inform' level of engagement include a report in the public agenda of the Council meeting and may include a combination of public notices in the newspaper and/or on Council's social media.

## **CONCLUSION**

28. This report provides the Community Board with an overview of the key outcomes from the recent Ordinary Council meeting 10 December, and the 27 November Council workshop.

Antoinette Campbell

## **GROUP MANAGER STRATEGY AND DEVELOPMENT**

Date : 12 December 2024  
To : Coast Community Board Meeting, 17 December 2024  
From : Finance Manager, Billy Kingi  
Subject : **COAST INITIATIVES FUND REPORT**  
File ID : A1276681

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### **EXECUTIVE SUMMARY**

- Council will include a brief report on the Coast Initiatives Fund to every Coast Community Board meeting to provide information on the expenditure and balance of the fund.

### **RECOMMENDATIONS**

- 1) **That the report titled "Coast Initiatives Fund Report" be received.**

### **PURPOSE**

1. The purpose of this report is to provide a report on actual expenditure and the balance of the Coast Initiatives Fund.

### **STRATEGIC ALIGNMENT**

2. The matters detailed in this report relate to the following priorities from Opotiki District Council's Long-Term Plan 2024-2034:
  - Community Priority One: Strong relationships and partners
  - Community Priority Two: Investment in our district
  - Community Priority Three: Wellbeing is valued
  - Community Priority Four: Our communities are resilient
  - Community Priority Five: Growth is sustained over time

## TOTAL ASSURANCE

Ōpōtiki District Council recognises that there are many factors that contribute to assurance. The matters contained in this report relate closely to the following factors of assurance.



Elements of Assurance			
Business Continuity Management	<b>Internal Audit</b>	Quality Assurance/ Quality Standards & Compliance	Portfolio/ Programme/ Project office
Other Independent audit/ review	<b>External Audit</b>	IT Assurance	Investigation
Legislative Compliance	Large Project Assurance	Probity Assurance	Risk Management

## BACKGROUND

- The Council has provided funds in the Annual Plan for coastal initiatives over a number of years. Regular reports will be made to the Coast Community Board meeting to enable decision-making on any new projects to be funded from the Coast Initiatives Fund.

## CRITERIA

4. The Coast Community Board has adopted the following **criteria in assessing funding** for projects:
- Marae facility development and upgrades excluding projects, or components of projects, that can attract funding from other funding sources.
  - Community facilities and sports fields.
  - Pride and beautification projects within the community.
  - Community events.
  - Coastal access excluding private access.
  - Infrastructure projects specific to coastal communities that may be outside of Council immediate priorities or that may add value to existing initiatives.
  - Education and training for organisations, or members of organisations, resulting in ongoing benefit or increased opportunities to the coast community.
  - Each application would be considered by the Board on a case by case basis.
  - If approved funding is not utilised within two years from the date of approval the applicant must reapply for funding consideration
  - Applications must be received by the Ōpōtiki District Council a minimum of 3 weeks before the Coast Community Board meets, at which a grant decision is required.
  - Grant applications will only be considered from organisations and not (an) individual(s).
  - Applications will only be accepted from those organisations that are established within the Coast Community Board ward. If such organisation proposes to provide assistance funding from a CIF grant then the reasons shall be outlined in the application.

## CRITERIA

5. In preparing to assess applications to the CIF the Community Board Members shall at all times give due consideration to:
- (a) the **Coast Community Board Standing Orders** on the matter of financial conflicts of interest:

### **SO19.7 Financial conflicts of interests**

Every member present at a meeting must declare any direct or indirect financial interest that they hold in any matter being discussed at the meeting, other than an interest that they hold in common with the public.

No member may vote on, or take part in, a discussion about any matter in which they have a direct or indirect financial interest unless an exception set out in s.6 LAMIA applies to them, or the Auditor-General has granted them an exemption or declaration under s.6.

Members with a financial interest should physically withdraw themselves from the table unless the meeting is in public excluded in which case they should leave the room.

Neither the Chairperson nor the meeting may rule on whether a member has a financial interest in the matter being discussed. The minutes must record any declarations of financial interests and the member's abstention from any discussion and voting on the matter.

AND (b) The Ōpōtiki District Council **Code of Conduct** in regard to Conflicts of Interest:

#### **8. Conflicts of Interest**

Elected members will maintain a clear separation between their personal interests and their duties as elected members in order to ensure that they are free from bias (whether real or perceived). Members therefore must familiarise themselves with the provisions of the Local Authorities (Members' Interests) Act 1968 (LAMIA).

Members will not participate in any council discussion or vote on any matter in which they have a pecuniary interest, other than an interest in common with the general public. This rule also applies where the member's spouse contracts with the authority or has a pecuniary interest.

Members shall make a declaration of interest as soon as practicable after becoming aware of any such interests.

If a member is in any doubt as to whether or not a particular course of action (including a decision to take no action) raises a conflict of interest, then the member should seek guidance from the chief executive **immediately**. Members may also contact the Office of the Auditor General for guidance as to whether they have a pecuniary interest, and if so, may seek an exemption to allow that member to participate or vote on a particular issue in which they may have a pecuniary interest. The latter must be done before the discussion or vote.

**Please note:** Failure to observe the requirements of the LAMIA could potentially invalidate the decision made, or the action taken, by the council. Failure to observe these requirements could also leave the elected member open to prosecution (see Appendix A). In the event of a conviction, elected members can be ousted from office.

#### **CRITERIA**

6. To meet the Council's **transparency and accountability requirements:**
  - (i) Grant money shall only be paid on submission of an invoice with bank account and GST number (if GST registered) details on the organisation's invoice.
  - (ii) Where applicable (e.g. where items are purchased) receipts and/or written quotes shall be provided to Council.

<b>Coast Community Board Reserve</b>	
<b>Financial Year 2024-25</b>	
	<b>\$</b>
<b>Opening Balance 31 July 2024</b>	<b>130,229 *</b>
Balance from Activity Statement as at 30 November 2024	31,865
	<hr/>
<b>Closing Reserve Balance 30 November 2024</b>	<b><u>162,093</u></b>
Estimated interest on balance	2,369 *
<b>Estimated closing reserve balance 30 November 2024</b>	<b><u><u>164,462</u></u></b>

\* Estimated

<b>Community Board Initiative Activity Statement as at 30 November 2024</b>	
	<b>\$</b>
<b>Revenue Received</b>	<b>50,000</b>
Community Development Grant 2024-25	
<b>Less Funding Activities</b>	
Te Kura o Te Whanau a Apanui - contribution towards educational trip to USA in September 2024	4,348
LGNZ Community Board conference - registration fee refund (less \$150 admin fee) Michael Collier	(\$765)
LGNZ Community Board conference - airfares refund (Michael Collier)	(\$448)
Te Kura o Maraenui Fundraising Committee - contribution towards annual fishing competition	5,000
Kaiaio Holdings Limited - Apanui E Tu - contribution towards costs	10,000
	<hr/>
<b>Total grants / funding allocated</b>	<b>18,135</b>
<b>Balance Community Board Initiatives activity as at 30 November 2024</b>	<b><u><u>31,865</u></u></b>

<b>Community Board Initiative - Future Approved Funding</b>	
	<b>\$</b>
	-
	-

#### **Financial/budget considerations**

7. Costs and funding associated with the Coast Initiative Fund are appropriated to the Coast Community Board Reserve.
8. The Coast Community Board Reserve receives (approximately) \$50k per annum from Opotiki District Council, towards Coast Community Board initiatives.

### **Policy and Planning Implications**

9. The recommendations in this report are consistent with Councils policies and plans.
10. Council is required to ensure it meets legislative requirements under the Local Government Act 2002 when developing the Long-Term Plan.
11. Council is required to ensure it meets legislative requirements and follows the prescribed formal process under the Local Electoral Act.

### **Impact on mana whenua**

12. The recommendation in this report has no specific impact on Mana Whenua.
13. However, the matters included in the Long-Term Plan are consistent with enabling Council's obligations under Te Tiriti o Waitangi and the Local Government Act 2002.

### **Climate impact considerations**

14. The recommendation in this report has no specific climate impact.

### **Risks**

15. There are no identified risks associated with the recommendations in this report.

### **Community wellbeing considerations**

16. The purpose of Local Government includes the promotion of social, economic, environmental and cultural wellbeing of communities in the present and for the future ('the 4 wellbeings').
17. The subject matter of this report has been evaluated in terms of the 4 wellbeings during the process of developing this report as follows:
  - Social, Economic, Environmental and Cultural wellbeing is enabled through the Long-Term Plan as it sets the budget and activities for the organisation for the next 10 years.
  - Social, Economic, Environmental, and Cultural wellbeing is supported through fair and effective representation by ensuring the community views for Representation are considered.

## **SIGNIFICANCE AND ENGAGEMENT ASSESSMENT**

### **Assessment of significance**

18. On every issue requiring a decision, Council is required to determine how significant a decision is to the community, and what the corresponding level of engagement should be. Council uses the Significance Flowchart in the Significance and Engagement Policy to determine the level of significance.

19. The level of significance related to the decision of the matter in this report is considered to be **low**. Because the decision is determined to have low significance in accordance with the policy, the corresponding level of engagement required is **inform**.

**Assessment of engagement**

20. As the level of significance has been determined to be **low**, the level of engagement required is **Inform** according to the Engagement Framework of the Significance and Engagement Policy:

---

**INFORM**

To provide balanced and objective information to assist understanding about something that is going to happen.

---

21. The tools that council will use for the 'Inform' level of engagement include a report in the public agenda of the Coast Community Board meeting and may include a combination of public notices in the newspaper and/or on Council's social media.

**CONCLUSION**

22. This report provides a brief report to the Coast Community Board regarding its Coast Initiatives Fund. Including transactions and running balance.

Billy Kingi

**FINANCE MANAGER**



APP241116643

Coast Initiatives Fund

Submitted

10/11/2024 06:03 a.m.

## Coast Initiatives Fund Application

Please complete this application to apply for funding for coast community initiatives. Pūtea mō ngā kaupapa hapori rohe.

### Part 1: Applicant Details

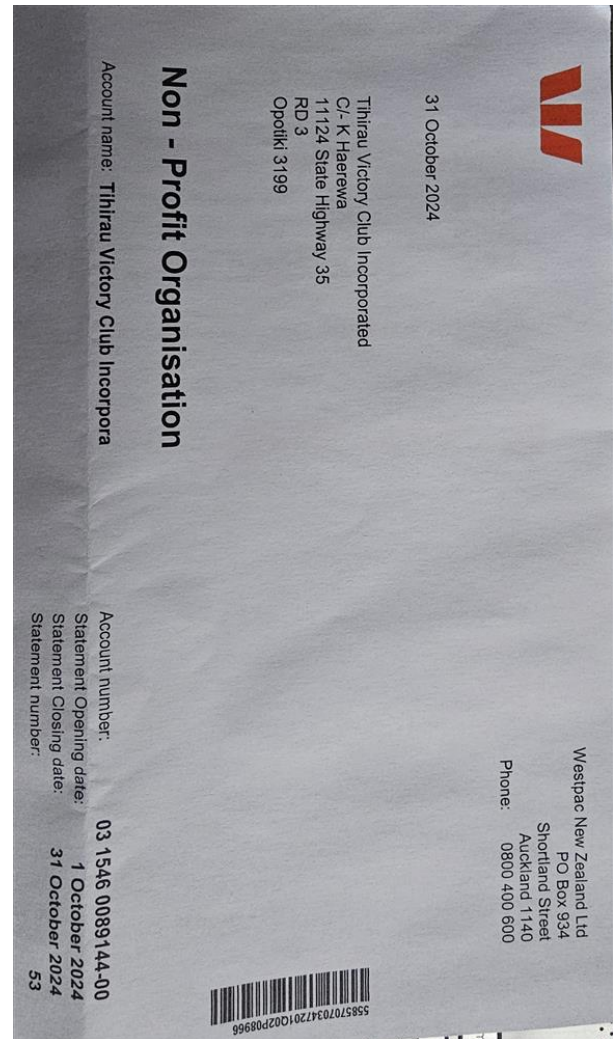
<b>Full name of organisation:</b>	Tihirau Victory Club
<b>Contact person:</b>	Katarina Haerewa
<b>Relationship to organisation:</b>	Kaihāpai
<b>Your address:</b>	10928a State Highway 35 Cape Runaway Opotiki 3199
<b>Your daytime phone:</b>	0212022310
<b>Your email:</b>	Katarinahaerewa@gmail.com

All correspondence will be sent to the above email or postal address.

<b>Name on bank account:</b>	Tihirau Victory Club Incorporated
<b>Bank account number:</b>	031546008914400

If you are successful your grant will be deposited into the bank account number you have provided if a verified deposit slip is included in this application.

You can upload a copy of a verified deposit slip here if you choose:



Would you like to speak in support of your application at the Coast Community Board meeting?  No

### Application requirements:

1. Deliberations on grant money applications will be conducted by the Coast Community Board and must meet criteria approved by the Board, see part 3 Application Criteria.
2. Applications must be received by the Ōpōtiki District Council a minimum of 3 weeks before the Coast Community Board meets, at which a grant decision is required.
3. Applications must be received in a timely fashion to allow a grant decision to be made prior to the anticipated date of expenditure for which funding is requested.
4. Grant applications will only be considered from organisations and not (an) individual(s).
5. Applications will only be accepted from those organisations that are established within the Coast ward. If such an organisation proposes to provide assistance funding from a Coast Initiatives Fund grant then the reasons shall be outlined in the application.
6. Grant money shall only be paid on submission of an invoice with a verified bank account deposit form and GST number (if GST registered) details on the organisation's invoice.

## Part 2: Project Details

Event / Project name: TVC Fishing Comp  
Brief description of event / project: Rohe moana protection, awareness and understanding

project  
Cape Runaway beach

**The venue or place where the event / project will take place:**

**Date of event:** 10/01/2025

**Date grant requested:** 10/11/2024

## Event / Project details

**1. The idea / Te kaupapa - What do you want to do?** We would like to build awareness around our takutai moana by reconnecting our whanau (especially tamariki) with their takutai moana and holding mini wananga with them about kaupapa that surrounds our rohe moana, ie mātaimai, rāhui etc.

**2. The process / Te whakatutuki - How will the project happen?** We will run an overnight fishing competition along our beach.

Our registration tent will contain printed information regarding kaupapa that surrounds our rohe moana. We will have mini competition for our tamariki to build an understanding and awareness around the protection of our takutai moana.

Our kaihapai will follow up with mini wananga with registered members throughout the fishing competition

The kaupapa will end with prizegiving and a further kōrero to promote the kaupapa.

**3. The people / Ngā tāngata - Tell us about the key people and/or the groups involved:** We have key hapū members in place who have worked and continue to work tirelessly on the mātaimai (rohe moana protection from commercial fishing) who will be available to kōrero and hold mini wananga.

We have hapū and TVC club members who will work the registration tent and work the beach to ensure the safety of our whanau and weigh any catches.

The competition is a time for whānau to reconnect with their taiao and understand the importance of protecting it so we will ensure our tamariki are having their say by running mini wananga backed with mini competitions for them.

**4. Timeframe / Taima - Tell us what the expected timeframe for completion of your project is:** Jan 10

## 5. The budget / Ngā pūtea

**Are you GST registered?** No

If you are GST registered - Do NOT include GST in your budget.

If you are not GST registered - Include GST in your budget.

**Project costs - List all the costs of your project and include details of items this covers.**

Project costs

**Item (e.g. hall hire):** Toilet Hire for beach

<b>Detail (e.g. 3 days hire at \$100 per day)</b>	3 at 3 days hire
<b>Amount (e.g. \$300)</b>	1200.00
Add another project cost below	
<b>Item (e.g. hall hire):</b>	Spot prizes
<b>Detail (e.g. 3 days hire at \$100 per day)</b>	Spot prizes will be for catches and tamariki prizes for rohe moana and taiao protection mini competitions.
<b>Amount (e.g. \$300)</b>	2000.00
Add another project cost below	
<b>Item (e.g. hall hire):</b>	Fuel
<b>Detail (e.g. 3 days hire at \$100 per day)</b>	2 days at 40 per day
<b>Amount (e.g. \$300)</b>	80.00
Add another project cost below	
<b>Item (e.g. hall hire):</b>	Health and safety
<b>Detail (e.g. 3 days hire at \$100 per day)</b>	
<b>Amount (e.g. \$300)</b>	300.00
Add another project cost below	
<b>Item (e.g. hall hire):</b>	Hire of bike
<b>Detail (e.g. 3 days hire at \$100 per day)</b>	2 days at 50.00 per day
<b>Amount (e.g. \$300)</b>	100.00
Add another project cost below	
<b>Item (e.g. hall hire):</b>	Stationery and printing
<b>Detail (e.g. 3 days hire at \$100 per day)</b>	Printing posters, competition packs, registration tickets
<b>Amount (e.g. \$300)</b>	500.00
<b>Total costs:</b>	4180.00
<b>Amount requesting from the Coast Initiative Fund:</b>	4180.00
<b>Upload quotes for your project costs (where applicable):</b>	
<b>Have you applied to any other organization for funding for the same purpose as this application?</b>	No

If your application is approved it is part of the criteria that a written report along with photos will be submitted to the Community Funding Initiative committee within one month of the project being completed.

## Part 3: Application Criteria

The Coast Community Board has adopted the following criteria in assessing funding for projects:

1. Marae facility development and upgrades excluding projects, or components of projects, that can attract funding from other funding sources.
2. Community facilities and sports fields.
3. Pride and beautification projects within the community.
4. Community events.
5. Coastal access excluding private access.
6. Infrastructure projects specific to coastal communities that may be outside of Council immediate priorities or that may add value to existing initiatives.

7. Education and training for organisations, or members of organisations, resulting in ongoing benefit or increased opportunities to the coast community.
8. Each application would be considered by the Board on a case by case basis.
9. If approved funding is not utilised within two years from the date of approval the applicant must reapply for funding consideration
10. Applications must be received by the Ōpōtiki District Council a minimum of 3 weeks before the Coast Community Board meets, at which a grant decision is required.
11. Grant applications will only be considered from organisations and not (an) individual(s).
12. Applications will only be accepted from those organisations that are established within the Coast Community Board ward. If such organisation proposes to provide assistance funding from a CIF grant then the reasons shall be outlined in the application.

## Part 4: Declaration

You must read and agree to the following. Please check each box to show that you have read the information and agree to each section.

I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions. Yes

I/We agree to the application requirements stated in application details on page one. Yes

If this application is successful, I/we agree to:

complete the project as outlined in this application (or request permission in writing from the Coast Community Board for any significant change to the project). Yes

utilise funding within two years from the date of approval (failure will require applicant to reapply). Yes

return a project report within one months after the project is completed (failure may lead to further funding applications being declined). Yes

return any unspent funds. Yes

where applicable (e.g. where items are purchased) receipts and/or written quotes shall be provided to Council. Yes

acknowledge Coast Initiative Funding at event openings, presentations or performances and provide photos. Yes

I understand that the Opotiki District Council is bound by the Local Government Official Information and Meetings Act 1987. Yes

I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material. Yes

I/we undertake that I/we have obtained the consent of all people involved to provide these details. Yes

I/we understand that I/we have the right to have Yes

**access to this information. This consent is given in accordance with the Privacy Act 1993.**

**To sign your agreement print name of contact person/applicant here:**

Katarina Haerewa

**(If applicant is under 16 years of age parent/guardian to print name here to show agreement):**

**Date:**

10/11/2024

**If you have any other supporting information you would like to include with your application upload it here:**

APP241150653

Coast Initiatives Fund

Submitted

25/11/2024 09:31 p.m.

## Coast Initiatives Fund Application

Please complete this application to apply for funding for coast community initiatives. Pūtea mō ngā kaupapa hapori rohe.

### Part 1: Applicant Details

Full name of organisation:	Wairūrū Marae Komiti
Contact person:	Alice Cameron
Relationship to organisation:	Interim Secretary, Wairūrū Marae Komiti
Your address:	My address: 1034 Braemar Road, RD2, Whakatāne 3192 Marae address: 9860 State Highway 35, Raukokore, Waihau Bay, Ōpōtiki 3199
Your daytime phone:	0220890689
Your email:	admin@wairurumarae.co.nz; and alicewinifredcameron@gmail.com

All correspondence will be sent to the above email or postal address.

Name on bank account:	Wairuru Marae Committee
Bank account number:	02-0388-0019321-002

If you are successful your grant will be deposited into the bank account number you have provided if a verified deposit slip is included in this application.

You can upload a copy of a verified deposit slip here if you choose:

Would you like to speak in support of your application at the Coast Community Board meeting? Yes

Application requirements:

1. Deliberations on grant money applications will be conducted by the Coast Community Board and must meet criteria approved by the Board, see part 3 Application Criteria.
2. Applications must be received by the Ōpōtiki District Council a minimum of 3 weeks before the Coast Community Board meets, at which a grant decision is required.

3. Applications must be received in a timely fashion to allow a grant decision to be made prior to the anticipated date of expenditure for which funding is requested.
4. Grant applications will only be considered from organisations and not (an) individual(s).
5. Applications will only be accepted from those organisations that are established within the Coast ward. If such an organisation proposes to provide assistance funding from a Coast Initiatives Fund grant then the reasons shall be outlined in the application.
6. Grant money shall only be paid on submission of an invoice with a verified bank account deposit form and GST number (if GST registered) details on the organisation's invoice.

## Part 2: Project Details

<b>Event / Project name:</b>	Tū te Ihi
<b>Brief description of event / project:</b>	The upgrading of the existing Wairūrū Marae tennis court to meet the wider sporting, cultural and other needs of Raukokore whānau, hapū, iwi and community.
<b>The venue or place where the event / project will take place:</b>	Wairūrū Marae, Raukokore, Ōpōtiki
<b>Date of event:</b>	13/01/2025
<b>Date grant requested:</b>	25/11/2024

### Event / Project details

1. **The idea / Te kaupapa - What do you want to do?** For the last twelve months, the current members of the Wairūrū Marae Komiti have been working together to do our best to deliver to the needs of our community. In that time we have (with the generous support of the Ōpōtiki District Council) delivered successful Mokopapa and ANZAC Day events, as well as a host of other kaupapa that have been either self-funded or fundraised for, for the benefit of a wide range of age groups, interests and demographics in our community. From Te Pā Wānanga O Tauritoatoa; to sending a roopu to the Kaumātua Olympics; to regular Pakeke days and a range of bookings for whānau, kura, and/or other roopu, Wairūrū marae is currently busy, vibrant and alive.  
It has become apparent to us recently just how popular our old tennis court is, and what a drawcard it is to visitors to our marae. Prior to our mokopapa event, one of our ahi kā generously dedicated himself to weeks of mahi aroha to restore the court as much as possible, to ensure the tamariki coming to mokopapa would have a safe place to play during the event. Over the winter, through the generosity of some of the whānau associated with Te Pā Wānanga O Tauritoatoa, a hoop has been put up, and this is attracting people from all around to come, shoot hoops and enjoy this community asset. While this is wonderful to see, we are aware of how sub-standard our asset is. Despite being scraped by a contracting team mid-year, our court surface remains bumpy, cracked and uneven; the fencing around the court was old, broken, rusty and very dangerous; our



hoop is far from regulation standard; there are no lines on our court; and there is no fencing or gate. We have had whānau members ask if they can use the court for tennis and pickleball, but we don't have nets or the right equipment. We know that while our court is being utilized at the moment to the extent it can be used, with an upgrade it could be something that delivers to the interests of many more people, and in a much more professional way. We believe our tamariki, rangatahi and our pakeke too deserve high quality resources, good equipment and facilities, just as anyone else in any major city in the rest of this country would have access to.

In addition to the sports activities that the court is currently being used for, we have been in discussion with Te Pā Wānanga O Tauritoatoa and our wider hapū about what else a re-designed court area could do. Whānau have requested a space where they can teach and practice mau rākau; as well as a place where kapa haka routines can be taught and refined. In addition, we hope to have a large, flat outdoor space where plants like harakeke/hauhere can be prepared for weaving, puipui making, etc for use by our kapa haka performers at events like Te Matatini. This is all do-able in a revitalized tennis court area, with the addition of seating and fencing to the area.

For that reason, we have decided to start our marae re-development kaupapa by re-developing and upgrading our existing tennis court area first to better need the physical, cultural, social and other needs of our whānau, hapū, iwi and wider community.

Our plan is to:

- \* remove all remaining old, broken, rusty and dangerous fencing from around the court (NB: already done by ahi kā)
- \* re-surface the court and surrounding area in asphalt
- \* re-paint the court with lines for basketball, tennis and/or pickleball
- \* erect basketball hoop/s; tennis and/or pickleball nets
- \* purchase sports equipment
- \* erect seating
- \* erect fencing and a gate (NB: although we plan to put a gate on the court, we hope it will remain unlocked so anyone can use it, anytime)

We know this is going to be an expensive, lengthy process. We have given ourselves two years to complete this kaupapa. We will achieve this goal through by applying for funding, philanthropic koha, corporate support/sponsorship and community-based fundraising, as required for each stage. Wherever possible, we will ask ahi kā and/or hau kāinga to quote for paid mahi attached to the kaupapa, to assist in sustaining local businesses. And of course, wherever we can, we will draw on mahi aroha from our Wairūrū community, and run fundraising campaigns aimed at our whānau who live away from Raukokore.

At the end of this process, we hope to have a facility that can be used by the whole community as well as our whānau when they visit Wairūrū for any kind of

physical, cultural, social or other event that feels appropriate. We hope to be able to use our new community asset to host basketball, tennis and/or other sports tournaments and events, drawing in manuhiri from outside the community to support local business and the economy, while showcasing our beautiful little corner of state highway 35.

**2. The process / Te whakatutuki - How will the project happen?**

We are approaching this kaupapa as a staged process. We anticipate there may be unforeseeable obstacles that require us to change our plans, but at this stage, we hope to:

1. remove and dispose of all old, broken, rusty and dangerous tennis court fencing (already done by ahi kā);
  2. re-surface the court and surrounding area;
  3. have lines painted onto the court;
  4. have hoops/nets erected on the court;
  5. have seating constructed around the court; and finally
  6. erect fencing and a gate around the perimeter of the court; and
  7. native planting around the edges of the court to provide shade and increase biodiversity at our marae.
- We hope this can happen much faster, but anticipate this may take a maximum of two years to complete.

**3. The people / Ngā tāngata - Tell us about the key people and/or the groups involved:**

This project is lead out by Alice Cameron and Anita Stirling, both of Te Whānau-a-Maruhaeremuri and the current Wairūrū Marae Komiti Secretary and Chair. Haimona Waititi of Te Pā Wānanga O Tauritoatoa is in support of this kaupapa and lending assistance as required. The wider Te Whānau-a-Maruhaeremuri community will no doubt all be involved in some way: mahi aroha, koha, design, construction, sausage sizzle, planting natives or just by playing on the court. In the next stages of this kaupapa, we intend to approach other funders, philanthropic organisations/individuals, corporate supporters/sponsors and anyone else who may be able to support our aspirations in some way, including but not limited to: Sport BOP; Mataatua Sports Trust; Basketball New Zealand/Hoops in Schools; Māori Basketball New Zealand; Tennis New Zealand; Te Matatini; Hoops N Hope New Zealand; etc.

**4. Timeframe / Taima - Tell us what the expected timeframe for completion of your project is:**

We want this project completed as soon as possible so that our community can start to benefit from an improved facility that deliers to what they want and need, however we understand this may take some time, particularly considering our location at such a distance from any main centre, and increased costs for contractors and tradespeople to travel, etc. For that reason, while we hope the project will be complete by Easter 2025, in a worst-case scenario, we anticipate the project may take until the end of 2026 to fully complete.

**5. The budget / Ngā pūtea**

Are you GST registered?

Yes

**GST number:**

027795792

If you are GST registered - Do NOT include GST in your budget.

If you are not GST registered - Include GST in your budget.

**Project costs - List all the costs of your project and include details of items this covers.**

Project costs

<b>Item (e.g. hall hire):</b>	Re-surfacing of existing court and surrounding area
<b>Detail (e.g. 3 days hire at \$100 per day)</b>	A local contractor will be hired to re-surface the tennis court.
<b>Amount (e.g. \$300)</b>	We anticipate this to cost upwards of \$10,000.00
<b>Total costs:</b>	65000.00
<b>Amount requesting from the Coast Initiative Fund:</b>	10000.00
<b>Upload quotes for your project costs (where applicable):</b>	
<b>Have you applied to any other organization for funding for the same purpose as this application?</b>	No

If your application is approved it is part of the criteria that a written report along with photos will be submitted to the Community Funding Initiative committee within one month of the project being completed.

## Part 3: Application Criteria

The Coast Community Board has adopted the following criteria in assessing funding for projects:

1. Marae facility development and upgrades excluding projects, or components of projects, that can attract funding from other funding sources.
2. Community facilities and sports fields.
3. Pride and beautification projects within the community.
4. Community events.
5. Coastal access excluding private access.
6. Infrastructure projects specific to coastal communities that may be outside of Council immediate priorities or that may add value to existing initiatives.
7. Education and training for organisations, or members of organisations, resulting in ongoing benefit or increased opportunities to the coast community.
8. Each application would be considered by the Board on a case by case basis.
9. If approved funding is not utilised within two years from the date of approval the applicant must reapply for funding consideration
10. Applications must be received by the Ōpōtiki District Council a minimum of 3 weeks before the Coast Community Board meets, at which a grant decision is required.
11. Grant applications will only be considered from organisations and not (an) individual(s).
12. Applications will only be accepted from those organisations that are established within the Coast

Community Board ward. If such organisation proposes to provide assistance funding from a CIF grant then the reasons shall be outlined in the application.

## Part 4: Declaration

You must read and agree to the following. Please check each box to show that you have read the information and agree to each section.

I/We declare that the details contained in this application are correct and that I/we have authority to commit to the following conditions. Yes

I/We agree to the application requirements stated in application details on page one. Yes

If this application is successful, I/we agree to:

complete the project as outlined in this application (or request permission in writing from the Coast Community Board for any significant change to the project). Yes

utilise funding within two years from the date of approval (failure will require applicant to reapply). Yes

return a project report within one months after the project is completed (failure may lead to further funding applications being declined). Yes

return any unspent funds. Yes

where applicable (e.g. where items are purchased) receipts and/or written quotes shall be provided to Council. Yes

acknowledge Coast Initiative Funding at event openings, presentations or performances and provide photos. Yes

I understand that the Opotiki District Council is bound by the Local Government Official Information and Meetings Act 1987. Yes

I/we understand that my/our name and brief details about the project may be released to the media or appear in publicity material. Yes

I/we undertake that I/we have obtained the consent of all people involved to provide these details. Yes

I/we understand that I/we have the right to have access to this information. This consent is given in accordance with the Privacy Act 1993. Yes

To sign your agreement print name of contact person/applicant here: Alice Cameron

(If applicant is under 16 years of age parent/guardian to print name here to show agreement):

Date: 25/11/2024

If you have any other supporting information you would like to include with your application upload it here: