



Whakatāne-Ōhope Community Board

Te Poari Hapori o Whakatāne-Ōhope

Monday, 20 May 2024
Rāhina, 20 Haratua 2024

Ōhope Fire Station
2 Harbour Road, Ōhope
commencing at 5:30 pm

Chief Executive: Steph O'Sullivan
Publication Date: 15 May 2024

A Membership - *Mematanga*

A Membership - *Mematanga*

Board Member C L Hamill - Chairperson

Board Member L J Bonne - Deputy Chairperson

Board Member C G A Howard

Board Member D S McLean

Board Member M A Marshall-Inman

Board Member O D Iseri

Councillor T Boynton

B Role of the Community Board

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Section 52 of the Local Government Act 2002 details the role of a community board:

- a. represent, and act as an advocate for, the interests of its community; and
- b. consider and report on all matters referred to it by the territorial authority, or any matter of interest or concern to the community board; and
- c. maintain an overview of services provided by the territorial authority within the community; and
- d. prepare an annual submission to the territorial authority for expenditure within the community; and
- e. communicate with community organisations and special interest groups within the community; and
- f. undertake any other responsibilities that are delegated to it by the territorial authority.

TABLE OF CONTENTS

1	Opening Karakia - <i>He Karakia Tīmatanga</i>	6
2	Apologies - <i>Te hunga kāore i tae</i>	6
3	Acknowledgements/Tributes - <i>Ngā Pānui</i>	6
4	Conflicts of Interest - <i>Ngākau kōnatunatu</i>	6
5	Public Participation - <i>Wānanga Tūmatanui</i>	7
5.1	Public Forum - <i>Wānanga Tūmatanui</i>	7
5.2	Deputations - <i>Ngā Whakapuaki Whaitake</i>	7
6	Confirmation of Minutes - <i>Te whakaaetanga o ngā meneti o te hui</i>	8
6.1	Minutes – Whakatāne-Ōhope Community Board 15 April 2024	8
7	Reports - <i>Ngā Pūrongo</i>	12
7.1	Whakatāne-Ohope Community Board – Activity Report	12
	7.1.1 Appendix 1: Port Ōhope Wharf Plan	28
7.2	WOCB Discretionary Funds – May 2024	68
	7.2.1 Whakatane Darts Association Inc	71
	7.2.2 NextStep Charitable Foundation	85
	7.2.3 Soaked in Adventure	94
	7.2.4 Whakatane Intermediate School	110
	7.2.5 H Baxter - Junior Canoe Sprint	128
8	Chairperson and Sub-Committee Reports	136
8.1	Chairperson’s Report – May 2024	136
9	Closing Karakia - <i>He Karakia Whakakapi</i>	138

1 Opening Karakia - *He Karakia Tīmatanga*

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Whakataka te hau ki te uru	<i>Cease the winds from the west</i>
Whakataka te hau ki te tonga	<i>Cease the winds from the south</i>
Kia mākinakina ki uta	<i>Let the breeze blow over the land</i>
Kia mātaratara ki tai	<i>Let the breeze blow over the ocean</i>
E hī ake ana te atakura	<i>Let the red-tipped dawn come with a sharpened air.</i>
He tio, he huka, he hau hū	<i>A touch of frost, a promise of a glorious day</i>
Tīhei mauri ora!	

2 Apologies - *Te hunga kāore i tae*

Apologies received from Member McLean.

3 Acknowledgements/Tributes - *Ngā Pānui*

An opportunity for members to recognise achievements, to notify of events, or to pay tribute to an occasion of importance

4 Conflicts of Interest - *Ngākau kōnatunatu*

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as an elected member and any private or other external interests they might have.

The Elected Member Register of Interest is available on the Whakatāne District Council website. If you wish to view the information, please click this [link](#)

5 Public Participation - *Wānanga Tūmatanui***5 Public Participation - *Wānanga Tūmatanui*****5.1 Public Forum - *Wānanga Tūmatanui***

The Board has set aside time for members of the public to speak in the public forum at the commencement of each meeting. Each speaker during the forum may speak for three minutes. Permission of the Chairperson is required for any person wishing to speak during the public forum. Applicants seeking funding from the Board are encouraged to speak in support of their application at this time.

Board Members may ask questions of the speaker but these should be confined to obtaining further information or clarification on matters raised by the speaker.


- Whakatane Darts Associate Inc
- NextStep - A Balsom
- Soaked in Adventure - C House
- Whakatane Intermediate School - S Burns
- H Baxter

5.2 Deputations - *Ngā Whakapuaki Whaitake*

A deputation enables a person, group or organisation to make a presentation to Community Board on a matter or matters covered by their terms of reference. Deputations should be approved by the Chairperson, or an official with delegated authority, five working days before the meeting. Deputations may be heard at the commencement of the meeting or at the time that the relevant agenda item is being considered. No more than two speakers can speak on behalf of an organisation's deputation. Speakers can speak for up to 5 minutes, or with the permission of the Chairperson, a long timeframe may be allocated.

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 the deputation.

6 Confirmation of Minutes - *Te whakaaetanga o ngā meneti o te hui***6 Confirmation of Minutes - *Te whakaaetanga o ngā meneti o te hui*****6.1 Minutes – Whakatāne-Ōhope Community Board 15 April 2024**

	Details of Meeting:	WHAKATĀNE-OHOPE COMMUNITY BOARD MEETING HELD AT THE COMMITTEE ROOMS, WHAKATĀNE DISTRICT COUNCIL 14 COMMERCE STREET, 15 APRIL 2024 COMMENCING AT 5.30 PM
	Present:	C Hamill (Chair), M Inman, D McLean, C Howard and L Bonne and Councillor T Boynton
	In Attendance:	G Fletcher (General Manager Community Experience), V Fergusson (Manager Strategic Property), P Check (Manager Properties and Facilities Assets), F Begley (Manager Community Partnerships) and A Dass (Governance Support Advisor)
	Visitors:	R Locke and L Husband (Ohope Beach Lions Club), B Dakin (Coastland Community Group) and R Koolen (Youth Council) <i>Via teams:</i> J Cathro (The Ministry of Inspiration)
	Apologies:	

1. KARAKIA

The meeting was opened with a karakia given by Chairperson Hamill at 5:34 pm.

2. APOLOGIES

The board noted an apology from Deputy Mayor Immink.

3. ANNOUNCEMENTS/TRIBUTES

Chairperson Hamill acknowledged Council Staff and Elected Members efforts during this busy period especially for the General Manager of Community Experience and their Team.

4. CONFLICTS OF INTEREST

Chairperson Hamill and Member Inman declared a conflict of interest as being members of the Whakaari Memorial Steering Group.

6.1 Minutes – Whakatāne-Ōhope Community Board 15 April 2024(Cont.)

5. PUBLIC FORUM

5.1. Ohope Beach Lions Club - R Locke and L Husband

An overview of the club and its proposed use of the garage space was provided. It was noted that the current lease does not permit improvements to the garage being utilised. The club is exploring options such as recladding or constructing a new building. It was acknowledged that funding is not anticipated to be entirely sourced from Council. The lease terms under discussion should aim to ensure the building's weatherproofing. An annual lease arrangement is preferred by the club.

Action: Further discussion is required on the scope of the lease agreement, with the Ohope Lions Club working directly with WDC staff.

5.2. Youth Council

The Manager of Community Partnerships introduced Rene Koolen who is the appointed Youth Council Member for the Whakatāne Ōhope Community Board.

The aim of the Youth Council is to enhance representation beyond Whakatāne and broaden participation. This includes engaging in council events where possible. There is a need for further discussion regarding the role's scope and responsibilities.

5.3. Coastlands Community Group - B Dakin

The Coastlands Community Group was a recently started group. Their primary concerns revolve around ensuring safety for the residents of Coastlands. Currently, there is a collective of 15 individuals involved, with approximately 5 to 6 meetings held to date. Momentum and direction are beginning to take shape, with ongoing development efforts in progress. The group intends to approach the board for additional opportunities to secure funding for initiatives related to addressing issues such as deteriorating footpaths and establishing a community garden.

5.4. The Ministry of Inspiration - J Cathro

The programme was introduced and the board was briefed on the involvement of local schools in competitive events. These competitions span from primary school to high school levels, aiming to enhance students' STEM (Science, Technology, Engineering and Mathematics) knowledge. The initiative has garnered plenty of success and support from a diverse range of backers.

Attendance: R Locke and L Husband left the meeting at 5:59 pm. B Dakin, R Koolen and The Manager of Community Partnerships left the meeting at 6:20 pm. J Cathro left the meeting at 6:32 pm.

6.1 Minutes – Whakatāne-Ōhope Community Board 15 April 2024(Cont.)**6. Confirmation of Minutes**

Refers to page 8–12 of the agenda.

Correction:

- Section 5.2: Whakatane High School competes every second year at Twizel.

Moved Member Bonne / Seconded Member Howard

RESOLVED:

THAT the minutes of the Whakatāne-Ōhope Community Board meeting held on Monday, 19 February 2024 be confirmed as a true and correct record subject to the correct noted.

CARRIED

7. REPORTS**7.1. Whakatāne-Ōhope Community Board – Activity Report**

Refers to pages 13-93 of the agenda.

The General Manager of Community Experience and Manager of Strategic Property presented the report highlighted the following.

- The location and design of the newly installed tables in Maraetotara reserve should have undergone consultation with the board. Action: Follow up required.
- Maraetotara flying fox project has paused while further consultation with hapu/iwi is undertaken. Action: Keep the board updated.
- The board acknowledged the Council departments responsible for running the Tamariki Foodie Fair as it was well received by the community.
- Staff confirmed the approval of a renewed lease for horse grazing in the paddocks between Amber Grove and the Warren Cole walkway. They noted that this lease renewal may not prevent consideration of the area for the proposed wetland project. Action: Staff to provide confirmation if the lease will prevent the site from being used for the wetland project.

Moved Member Howard / Seconded Member McLean

RESOLVED:

THAT the Whakatāne-Ōhope Community Board - Activity Report April 2024 be received.

CARRIED

6.1 Minutes – Whakatāne-Ōhope Community Board 15 April 2024(Cont.)

7.2. WOCB Discretionary Funds – August 2023

Refers to pages 94-128 of the agenda.

Moved Member Bonne / Seconded Member Howard

RESOLVED:

1. THAT the WOCB Funding Application – April 2024 report be received: and
2. THAT \$6,223.71 be allocated from the Whakatāne-Ōhope Community Discretionary Fund to The Ministry of Inspiration for hosting STEAM competitions in Whakatāne.

CARRIED

8. Chairpersons Report

Refer to pages 129-134 of the agenda.

Chairperson Hamill and Member Inman noted a conflict of interest with this motion and left the room for the discussion of this item. Member Bonne continued the meeting as the Chair.

Members noted that it would be beneficial to keep the board regularly updated with the progression of this project.

Moved Chairperson Bonne / Seconded Member McLean

THAT the Whakatāne-Ōhope Community Board will support the Whakaari Memorial project with seed-funding of up to \$40,000 and note a report will be provided to the community board meetings for the memorial design process and confirmation of the receiver of funds.

CARRIED

Member Hamill and Member Inman returned to the meeting and Member Hamill continued the meeting as the Chair.

Moved Chairperson Hamill / Seconded Councillor Boynton

THAT the Whakatāne-Ōhope Chairperson's report February 2024 – April 2024 be received.

CARRIED

THE MEETING CLOSED WITH A KARAKIA BY CHAIRPERSON HAMILL AT 7.41 PM.

Confirmed at the meeting dated:

CHAIRPERSON

7 Reports - *Ngā Pūrongo*

7 Reports - *Ngā Pūrongo*

7.1 Whakatāne-Ohope Community Board – Activity Report



To: **Whakatāne-Ohope Community Board**

Date: **Monday 20 May 2024**

Author: **V Fergusson / Manager Strategic Property**

Authoriser: **G Fletcher / General Manager Community Experience**

Reference: **A2666028**

1. Reason for the report - *Te Take mō tēnei rīpoata*

This report provides the Community Board with an update on a number of projects and activities delivered within the Whakatāne-Ohope Board to the end of April 2024 and covers the following activities:

- Council's CE Moves on to New Opportunity
- Long Term Plan 2024-34 Update
- Community Partnerships Update
- Aquatic Centre Update
- Solid Waste Update
- Three Waters Update
- Open Spaces Update
- Regulatory Update
- Transport Update
- Libraries and Galleries Update
- Discretionary funds Update
- News – keeping up to date with communication with communities

2. Recommendation - *Tohutohu akiaki*

THAT the Whakatāne-Ohope Community Board - Activity Report May 2024 be received.

3. Council's Chief Executive Moves on to New Opportunity

Whakatāne District Mayor Dr Victor Luca has announced that Council Chief Executive Steph O'Sullivan will leave the organisation mid-July 2024 to take up the Chief Executive role at Waipa District Council.

"While this news has come as a surprise, I have always anticipated our CE would be moving on to further her career at some stage. It is the natural order of these things. Steph is a driven and dedicated public service professional, this move is a great opportunity for her and I wish her the very best."

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)

“The Whakatāne District has been privileged to have Steph lead the Council executive and staff for close to five-and-a-half years. Steph has worked with three Mayors - Tony Bonne, Judy Turner and me. Steph has led through the aftermath of flood events, the Whakaari Eruption, COVID-19 and an unprecedented period of change and uncertainty in local government. We have delivered our biggest suite of Capex projects under her tenure, strengthened our commitment to iwi relationships and been recognised in Taituarā Local Government Excellence Awards, among other notable achievements. During that time, she has always been a strong advocate for our District at a national level and I’m sure that will be reflected in the quality of the applicants who will be putting their names forward for the CE role when it is advertised in the coming weeks.”

Steph says that while she is excited by the challenge ahead and very grateful for the opportunity extended to her, it wasn’t a straightforward decision to make.

“While this new role will see a return home to the South Waikato, which allows me to be of closer support to whānau there, I have a dearly loved sister, nephews and good friends here who of course I will miss seeing on such a regular basis. So that was a tension point, where it’s been both an easy and difficult decision, as major turning points in our lives always are.”

“I’ve thoroughly enjoyed my time in the Eastern Bay. The Whakatāne District is made up of diverse, resilient communities. People who have been here forever and those who have come to this beautiful part of the world more recently. I’ve been warmly embraced here by many aspects of our communities and given the opportunity to share and work with people on many different projects and Kaupapa.

It’s been a privilege and I know I’ll stay connected with the people and communities of the Eastern Bay through family, friends, and professional networks.

My remaining time at WDC will allow me to see through the challenging LTP process and enjoy a couple more months of working with Mayor Victor and the great Council of Elected Members and the wonderful team of dedicated staff who really do have their communities at the heart of everything they do.”

4. Long Term Plan 2024-34 Update

Consultation on Council’s Long Term Plan 2024-34 has now closed with just under 1000 submissions received. Staff have undertaken analysis of the submissions received which has been provided to Elected Members along with copies of each submission. Council deliberations took place on 8 and 9 May 2024. Staff are now working on the final Long Term Plan document and budget which will be presented to Council for adoption in June 2024.

5. Community Partnerships Update**5.1. Food security being discussed**

A food mapping project is underway, with assistance from Council’s Community Partnerships Team. This project aims to cast light on the various organisations that form the backbone of our community's food security network. Through identification of and engagement with these entities, the plan is to create working database and a report to guide coordination of the sector and drive improvements. Phase one of the mapping exercise began this month with focus groups and interviews with key players. The project will continue over the next few months.

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)**5.2. Funding rounds complete**

The first ever round of Reorua funding has just been completed. The fund is an initiative between Te Rūnanga o Ngāti Awa and Whakatāne District Council and is supported by Aotearoa Reorua. This is a national movement that supports towns and cities across New Zealand to become bilingual centres.

The first funding round was timed so that projects could be supported in time for Matariki celebrations. The second round will be timed for the lead in to Te Wiki o Te Reo Māori.

Round one of the Creative Community Scheme was also completed in early May through the Community Funding Committee. Future funding rounds will be promoted on Council's [website](#) and through various advertising.

5.3. Funding Workshops

“Get Your Funding Kit ready” workshops are being held in Murupara and Edgecumbe during May. The workshops, facilitated by Council's Community Funding Advisor, focus on being prepared for grant applications. They aim to provide community organisations and trusts sound advice and practical tools to deal with funding application forms, financial reporting, organisational storytelling – pretty much everything you need to know to successfully apply for funds from any funder, including Council-managed funds. The plan is to hold more funding workshops throughout the district over time.

5.4. Road Safety Events being analysed

Three Rangatahi Road Safety Events were held during April, one as a Whakatāne community event, the other two in Kawerau and Ōpōtiki High Schools, with a total of 463 young people taking part. The events were made possible through a co-design process led by Council's Community Safety Advisor and delivered with community partners including Police, Toi EDA, Eastbay REAP, Youth Councils and multiple Iwi health and social service providers.

Following the events, an evaluation is now taking place. This will use feedback from participants and agencies in order to make recommendations to the Eastern Bay Road Safety Programme for improving future events and activities, particularly those focusing on our rural youth.

5.5. Youth Council submits to LTP

The Whakatāne Youth Council made three submissions to Council's Long Term Plan. The submissions were on a range of topics that the young citizens are passionate about – from the Rex Morpeth Recreation Hub, to facilities for young people in Murupara and public transport. The submission process is part of a civics education focus for the group. They have also visited several of the community boards, assisted at community events and are planning projects and activities for the next few months and beyond, including Youth Week which begins on 20 May. One of the events supported was the first ever Tamariki Foodie Fair. Youth Council members provided refreshments and keep cups for 250 tamariki in exchange for answering a few road safety questions.

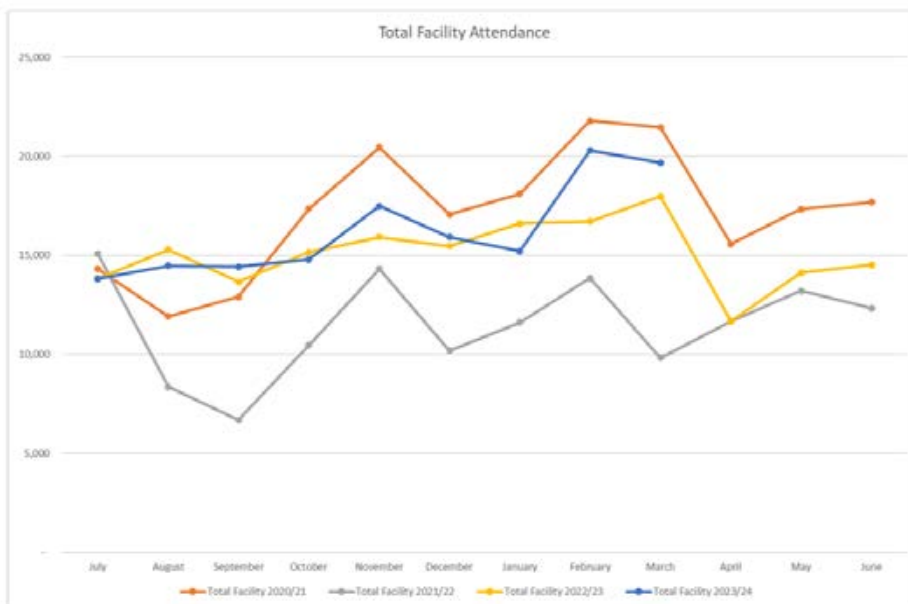
7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)



The Youth Council-led Road Safety stand.

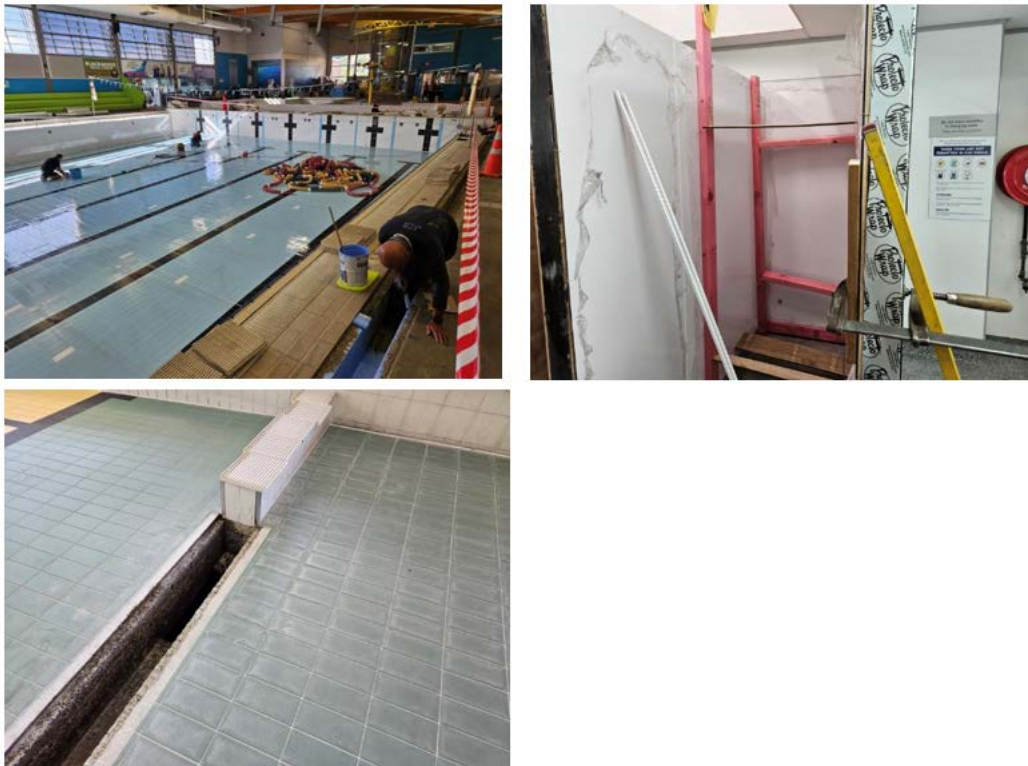
6. Aquatic Centre Update

6.1. Whakatāne Aquatics & Fitness Centre use update



All Facilities usage

- Usage across all facilities have followed a similar pattern to our best year (2020/21). The team is continuing to push additional activities and continuing to maximise the Learn to Swim programme with pool space holding back any further growth.
- We have seen an improvement in recruitment conditions for lifeguarding roles in Whakatāne with a greater selection of quality candidates to choose from.

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)**6.2. Whakatāne Aquatic Centre Maintenance Closure - 29 April 2024 and re-open to the public on Monday, 20 May 2024**

The Whakatāne Aquatic Centre has begun its closure with a hive of activity created by contractors and the Aquatic Team working hard through a long list of improvement projects for our facility customers to enjoy. This week the teams are focusing on changing out the shower walls, painting the wastewater channels, tile repairs and a deep clean for all areas. To date, Aquatic Centre users have been understanding of the need to close the centre to carry out improvements.

7. Solid Waste Update**7.1. Sticky initiative to reduce food waste**

Despite growing concerns about the cost of food increasing year-on-year, Kiwi households are still throwing away more than \$3.2 billion worth of food every year.

Food going off before it can be finished and before ‘use by’ and ‘best before dates’ are the top reasons for food waste, with bread, leftovers and fruit and vegetables listed as the top three most wasted items.

Working towards a goal of reducing household food waste by 50 percent by 2030, Love Food Hate Waste NZ has launched its sticky initiative to save money and food; Reusable Eat Me First Stickers.

“Helping Kiwis identify what food needs to be eaten first, our reusable Eat Me First Stickers should be placed on a shelf in your fridge or pantry to highlight what items need to be eaten before they go mouldy or have to be thrown out,” says Love Food Hate Waste NZ’s Juno Scott-Kelly.

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)

“At its core, the Eat Me First Reusable stickers seek to instil a culture of mindfulness and conscientiousness when it comes to food consumption and storage in Kiwi households,” she adds.

By actively identifying and consuming items that are closest to expiration, have been leftover from another meal or opened and left uneaten, individuals could save upwards of \$1,510 a year according to Love Food Hate Waste NZ.

“With food price inflation hitting a rate that has not been seen in 30 years in the middle of 2023, we know Kiwi families are hurting the most when it comes to their grocery bills,” says Juno.

“The reusable Eat Me First Sticker has been designed to help reduce the cost and waste from the food we purchase.”

“Not only will reducing food waste benefit the environment as we decrease methane emissions from landfills, but it would save New Zealanders around \$3.2 billion a year,” Juno concludes.

Whakatāne District residents can order their free Eat Me First Stickers from the [Love Food Hate Waste NZ website](#) , find them at Woolworths, or collect from the main Whakatāne District Council building on Commerce Street, Murupara Service Centre, Whakatāne Library and the Waste Zero stand at the Sunday Market.

“In addition to our free Eat Me First reusable stickers, Kiwis can also learn simple hacks and tricks to make the most of their food by keeping up with Love Food Hate Waste NZ on social media and through events happening around the country in the month of May,” say Juno.

8. Three Waters Update

Work has begun on the planned Ferry Road wastewater pump station and pipe network project. This marks a significant step to modernise essential infrastructure to meet community needs and address environmental challenges.

The existing pump station on Ferry Road, which has been serving the community for more than 60 years, is no longer fit-for-purpose. The new pump station being built will include safety enhancements and electrical upgrades, and allow for increased pumping capacity, ensuring optimal performance well into the future.

Whakatāne District Council Team Leader Capital Works Jim Finlay highlighted the importance of adjusting infrastructure to accommodate growth and ensuring resilience.

“As the community grows, it's essential our infrastructure adapts to meet its evolving needs. The new pump station represents critical investment in the reliability and efficiency of our wastewater system.”

In addition to refurbishing the pump station, a 1.3km pipeline, known as a rising main, will be laid to connect the new pump station on Ferry Road to the Hinemoa Street wastewater pump station, which channels sewage to the Whakatāne Wastewater Treatment Plant.

“Not only will it provide us with increased capacity, but the construction of this new pump station and rising main is essential for addressing wastewater overflow issues, particularly during adverse weather conditions,” Mr Finlay said.

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)

Construction is expected to be complete by August 2024. During the construction phase, access to and from the river path via Ferry Road will be temporarily closed to ensure the safety of workers and pedestrians.

Temporary traffic management measures will also be in place to minimise disruption to the surrounding area.

"We understand the inconvenience construction and traffic management may cause, but it is essential for the safety of both workers and pedestrians.

We appreciate the cooperation and understanding of residents and road users while we do this upgrade to our infrastructure," Mr Finlay said.

9. Open Spaces Update**9.1. Flying Fox at Maraetotora**

Council are continuing to work with Iwi and hapū on this project, so that construction can commence. Staff will provide further updates as soon as we are in a position to do so.

9.2. Amber Grove Wetland

At the last Community Board meeting the Board discussed a request from Forest and Bird in relation to a potential wetland project in the paddocks between Amber Grove and the Warren Cole walkway adjoining the riverbank. These paddocks are currently used for horse grazing. In response to queries raised at the last meeting, staff confirm that whilst a lease has been granted for the horse paddock, this lease does include termination provisions and as such isn't a bar to any wetland redevelopment on this site should that project proceed in the future.

9.3. Toi's track repairs

Staff are continuing progress work to identify the best options for the Toi's track repair. A secondary assessment of the escarpment has recently been completed to ascertain the risk of future possible slips and debris falls and assess the design requirement for the second slip which occurred. Council are now awaiting a full set of design options for peer review.

9.4. River access improvements begun at Wairaka Centennial Park

Improvement works on the river-edge area of Wairaka Centennial Park in Whakatāne have commenced.

The improved design was confirmed following a positive consultation process with tangata whenua, Wairaka Marae Whānau, local boating representatives and the wider community. It allows for safe, accessible stairs and a ramp to be constructed in the area.

Since opening in December 2017, the playground and surrounding green spaces have been enjoyed by many, however the access steps to Whakatāne River have received some criticism. General Manager Community Experience, Georgina Fletcher, says Council has listened to community concern and is pleased the work is now starting.

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)

“We’re committed to providing a safe place for people to access the river in this location, particularly for young users, and while we appreciate this has taken time, it’s been vital to get the improvements right in collaboration with the reference group who helped guide necessary changes.”

She continues, “We’re pleased to have worked closely with our communities to ensure the space is fit for purpose and meets the cultural and amenity values while having a strong focus on improved safety access to the awa for those wanting to gather kai, to play, or to sit and enjoy the view.”

Georgina says the design aims to improve the existing situation in terms of access, safety, cultural outcomes, environmental outcomes, and usability.

The improvement works are budgeted for within the existing Annual Plan and include the removal of all intermediate steps and handrails from the existing concrete terraces on the southern side of the river access area, removal of the perimeter wall of the river access area to below sand level and the installation of wider concrete terraces with a lower gradient. Intermediate steps will then be added between the terraces along with handrails.

In addition, a new ramp will be installed from the existing boardwalk through to the river access area at the base of the new steps, with handrails placed either side.

Local contractor, Tracks Concrete will be on site from Monday installing safety fencing around the immediate work area. The adjacent playground, public toilets and water fountains will be accessible throughout the course of the improvements works.

Construction is expected to take six weeks to complete, weather dependant.

9.5. Port Ōhope Wharf Report

As requested in the last meeting attached as Appendix 1 is a copy of the report on the Port Ōhope Wharf that went to the Living Together Committee on 4 April 2024.

9.6. Port Ōhope Lions Club

Council staff have noted the comments made by the Port Ōhope Lions Club at the last Community Board meeting and will work with the Lions Club on options for addressing the immediate issues with the building, whilst the longer term plans for the site are considered.

10. Regulatory Update**10.1. Embracing the digital era with launch of ePlan**

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)

Navigating the intricacies of the Whakatāne District Plan will now become significantly easier with the introduction of our new ePlan tool. This transformative step has been prompted by the Ministry for the Environment's directive requiring all councils to adopt online interactive plans, aimed at standardising district plans nationwide.

The new ePlan platform has been designed to enhance user experience and offers access to information from the District Plan on any device. The ePlan allows users to pinpoint relevant information easily, with intuitive search functions and customisable filters, making it easier to do business with Council in the regulatory space.

While the structure has been rearranged in the new layout to meet the requirements of the National Planning Standards, the content of the District Plan has not changed. Furthermore, it's important to highlight that paper copies of the District Plan will no longer be available once the new tool goes live next week.

A comprehensive communication plan supports the rollout, ensuring key stakeholders and the public are informed about this significant change. However, we anticipate our regular users, such as surveyors, developers, real estate agents, designers, lawyers, and tradespeople, will appreciate the change. Additionally, the public will find this tool far more streamlined and user-friendly than what we've had before.

The new tool can be found at whakatane.govt.nz/district-plan.

10.2. New Bylaw Authority Management Plan

A 'Bylaw Authority Management Plan for routine work within Whakatāne District Council Reserves' has been developed to alleviate the need for an individual Bylaw Authority application to be made to Bay of Plenty Regional Council for activities that are considered as 'minor works' within Bylaw applicable areas. We can now undertake the planting and removal of flowers, shrubs and trees as well as the earthworks for minor structures like signs, fences, benches etc. without the need of an individual application and the time this takes to process (in accordance with the Management Plan). BOPRC Flood Protection and Drainage Bylaws apply when undertaking earthworks within 40m of the Whakatāne stopbank and 200m of the Edgecumbe stopbank. Many of Council's reserves sit within the bylaw applicable area, requiring staff to apply for an individual Bylaw Authority for each instance that ground is disturbed in these areas. The Flood Protection and Drainage Bylaws are in place to (amongst other things) manage disturbance of ground that can lead to piping (where water finds 'paths' through stopbanks, removing fill and weakening their integrity).

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)**11. Transport Update****11.1. Peace Street, Whakatāne improvements**

- Kerb and channel was poured last week on the southern side of Peace Street, and continued on the northern side this week, including the backfilling behind all new kerb and channel, the shaping of the berms to new designs as well as the commencement of footpath repair.
- Concrete pours for new footpaths will commence next week.
- The boxing and preparation for the main stormwater let down area on Peace Street has started.
- The boardwalk and footpaths have been [deferred after feedback from the recent community drop-in session](#) .
- Riverstone importation for the northern part of the linear park started this week.
- Expected project completions is on track for 22 June.

A new detour route that will in place till approximately mid June as per the map below:

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)**11.2. Eivers Road crossing**

Following queries made by the Community Board the transportation team has confirmed that the Eivers Road courtesy crossing has not been removed. This area of road has just been resurfaced as part of our normal renewals programme. The crossing will be remarked as it was prior to the resurfacing – this typically occurs within a few days (temporary traffic management will remain in place until line marking is replaced).

Please note that Council is aware of the recent pedestrian design guideline changes especially around courtesy crossings and has a programme of work underway and continuing in the LTP to assess our existing curtesy crossings and identify and prioritise any required upgrades/changes required to meet the new design guides. As this work progresses, updates will be provided.

11.3. Storm damage repair – Stanley Road, Wainui

- Roading reconstruction and alignment changes are 98% completed.
- WSP has completed NDM testing and saturations ahead of sealing. A Nuclear Density Meter or NDM is an important field assessment tool used by civil or geotechnical technicians/engineers to evaluate different types of density, moisture content, air voids etc both directly and indirectly.
- Guard rails will now be installed.

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)**12. Ports and Harbours Update****12.1. Ōpihi Spit sand fuse lowering commenced**

Work to remove a build-up of sand on the spit adjacent to the Whakatāne River mouth has been undertaken to reduce the potential for upstream flooding issues during extreme rain events.

Team Leader Ports and Harbours Mark Read says during heavy rainfall events, the river must be able to break through the fuse between the spit and Turuturu Roimata (Statue Rock), so that floodwaters can drain away faster, reducing the likelihood of upriver flooding.

“Our resource consent for the western spit wall requires that the height of the sand be managed so that flood flows can break through that area, reducing the risk of flooding in built-up areas.”

He explains, “This means that to comply with Bay of Plenty Regional Council flood preparedness requirements the sand build-up at the fuse needs to be reduced occasionally.”

Council has worked with the Department of Conservation to ensure that shorebird nesting habitats are protected whilst these works are completed.

13. Libraries and Galleries Update**13.1. Landmarks for the Landless exhibition at Te Kōputu Saturday 27 April – Saturday 15 June**

Saturday, 27 April saw a group of artists, supporters and members of the public head to Te Kōputu to celebrate the official opening of *Landmarks for the Landless*. This is a group exhibition of wāhine whakairo/female carvers that was previously shown at [Corban Estate Art Centre](#) in Auckland. Exploring themes of pouwhenua/land markers and loss of land, this is a powerful and beautiful exhibition. Alongside *Landmarks for the Landless* and *Moemoea – a time for dreaming* (an exhibition by Nigel

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)

Borell that opened on 13 April), there is also a third exhibition titled *Oceanianess* by Tahitian artist Tokainiu Devatine. These three rich and detailed exhibitions are on until 15 June. Please contact Te Kōputu staff if you'd like to be added to the mailing list to receive invites for future exhibition openings.

13.2. Te Kōputu school holiday activities

The Te Kōputu dinosaur-themed school holiday activities proved very popular. The building was buzzing with visitors throughout the two weeks. We saw tamariki and their grown-ups getting creative through dance and craft, learning about coding/programming, and of course plenty of reading and storytelling. A major highlight and source of entertainment was the blow up T-Rex costume which made an appearance (thanks to various staff members) at the Dinosaur Disco and Dinosaur Storytime. Te Kōputu staff members also popped over to Edgcumbe library to share a Lego activity with the community, which had fantastic feedback.

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)**13.3. Lego display in Te Kōputu**

Many locals know to check the Lego display cabinets in Te Kōputu which are managed by the Whakatāne Lego club and changed out regularly. We were delighted with the latest refresh bringing dystopian Jurassic to Lego-life! [Overheard dad installer instructing teen son installer: *“Make sure all the Pterodactyls are going in the same direction – otherwise they’ll crash into one another”!*].

13.4. Creative Hub informal feedback underway

Following the launch of our first Arts, Culture and Creativity Strategy - Te Rautaki Toi, Ahurea me Auahatanga, Council has started to explore the development of a Creativity Hub. This was a key priority in the strategy, and we’re undertaking a feasibility study to progress this and explore what places, spaces and resources are required. An informal survey has been completed directed at our creative community, artists, ringa toi and toi Māori to help us to better understand their needs, expectations and aspirations.

Whakatane-Ohope Community Board - AGENDA

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)

14. Discretionary Funds and Reserve Balances

Whakatāne/Ohope Community Board		
Unallocated Grants and Subsidies (Discretionary Fund) as at 30 April 2024 is \$113,665.07		
Opening Balance carried forward from prior years		78,435.73
2023/24 Annual Plan		91,579.00
2023/24 revised Budget of Grants and Subsidies to allocate		\$ 170,014.73
2024 Allocations		
4-Jun	MATAATUA SPORTS TRUST	2,000.00 Approved & Paid
16-Aug	HAILEY MCLEAN 2023	1,000.00 Approved & Paid
18-Aug	LONG SLEEVE LEOTARDS FOR COMPETITIONS, EASTERN BOP GYMNASTICS INC	1,491.98 Approved & Paid
17-Aug	TRIDENT HIGH SCHOOL-HILLARY CHALLENGE	1,000.00 Approved & Paid
7-Aug	THE EVENTS NETWORK TRUST	1,000.00 Approved & Paid
18-Aug	BIG BROTHERS BIG SISTERS EASTERN BAY OF PLENTY	1,772.70 Approved & Paid
30-Aug	WĀHI-PETRA PROGRAMME	2,000.00 Approved & Paid
22-Aug	YOUNG ACHIEVERS AWARDS	2,000.00 Approved & Paid
18-May	THE WHAKATANE LYCEUM CLUB	1,000.00 Approved & Paid
17-Aug	TRIDENT HIGH SCHOOL,GIRLS UK TOUR 2024	2,000.00 Approved & Paid
31-Aug	WHAKATANE HIGH SCHOOL-CHESS NATIONALS	1,200.00 Approved & Paid
31-Aug	WHAKATANE HIGH SCHOOL-HILLARY CHALLENGE	1,000.00 Approved & Paid
4-Sep	BIG BROTHER BIG SISTER - REFUND	(402.17) Approved & Received
10-Oct	FUNDS TOWARDS CONSTRUCTION OF TE MARU ORA,TRIDENT HIGH SCHOOL	5,000.00 Approved & Paid
10-Oct	WHAKATANE TOWN CHRISTMAS FLOAT PARADE DECEMBER 2023, ROTARY CLUB OF WHAKATANE	2,439.75 Approved & Paid
10-Oct	LIONS CLUB OF OHOPE BEACH CHARITABLE TRUST	1,125.00 Approved & Paid
16-Oct	GRANT TOWARDS PROJECT MATERIALS FOR NEW MURAL, WHAKATANE HIGH SCHOOL (TRUSTEES)	1,000.00 Approved & Paid
16-Oct	COMMUNITY SURFING, PARAFED BOP	2,000.00 Approved & Paid
19-Oct	CONTRIBUTION FOR WATER METER FOR AWATAPU COMMUNITY GARDEN	1,428.24 Approved & Paid
19-Oct	CONTRIBUTION FOR ACCESSIBLE WATER FOUNTAIN AT ENTRANCE OF BIRD WALK - WHITEHORSE DRIVE	3,585.00 Approved & Paid
5-Dec	VENUE AND STAGE HIRE FOR THE HAVE A HEART EXPO 23 MARCH 2024, HAVE A HEART CHARITABLE TRUST	2,043.94 Approved & Paid
5-Dec	WHAKAARI HAYDEN MARSHALL-INMAN MEMORIAL GOLF TOURNAMENT 2023	500.00 Approved & Paid
5-Dec	PURCHASE OF A MOBILE BBQ, WAIARIKI WHANAU MENTORING LIMITED	2,000.00 Approved & Paid
5-Dec	THE HILLARY OUTDOORS PURSUIT CAMP IN JANUARY 2024, GREER HASLAM	270.00 Approved & Paid
5-Dec	FIELD HIRE FOR THE WHAKATANE ANNUAL JANUARY TOUCH TOURNAMENT., WHAKATANE TOUCH ASSOCIATION	2,019.85 Approved & Paid
21-Feb	WHAKATANE HIGH SCHOOL (TRUSTEES)-SUPPORT FOR ROWING TEAM TO ATTEND THE MAADI CUP ROWING REGATTA IN TWIZEL	5,000.00 Approved & Paid
21-Feb	RIDING FOR THE DISABLED ASSOCIATION IN C-COSTS ASSOCIATED TO PURCHASE DISABILITY TOILET BLOCK	7,000.00 Approved & Paid
21-Feb	YOUTH ENCOUNTER MINISTRIES TRUST TO ASSIST IN COSTS RELATED TO GROUP DIRT BIKE THERAPY SESSIONS	2,500.00 Approved & Paid
17-Mar	EBOP KAYAK FISHING	1,500.00 Approved & Paid
31-Mar	EASTERN BOP GYMNASTICS INC-LEOTARDS FOR COMPETITIONS REFUND	(124.63) Approved & Received
Year to Date allocations		\$ 56,349.66
Current unallocated Grants and Subsidies (Discretionary Fund)*		\$ 113,665.07

15. News

To keep up to date with current news members are encouraged to review the “Latest news” and “Public Notices”:

<https://www.whakatane.govt.nz/news> ; <https://www.whakatane.govt.nz/about-council/public-notice>

Social media: Social media is also a useful way for members to keep up to date with Council activities in your hapori.

<https://www.facebook.com/WhakataneDistrictCouncil>

<https://www.facebook.com/WhakataneAquaticCentre/>

<https://www.facebook.com/taketakemuseum>

<https://www.facebook.com/WhakataneGalleries>

<https://www.facebook.com/whakatanelibrary>

7.1 Whakatāne-Ohope Community Board – Activity Report(Cont.)

The Council Facebook page is a critical communications channel for our emergency management team and posts will always be put up during times the Incident Management Team is monitoring weather or other emergency events.

Events: For up to date listings on community events, information can be found here <https://www.whakatane.com/events>

<https://www.whakatane.com/events/community-events-and-markets>

Attached to this report:

Appendix 1: Port Ōhope Wharf Report 4 April 2024

7.1.1 Appendix 1: Port Ōhope Wharf Plan**7.1.1 Appendix 1: Port Ōhope Wharf Plan**

To: **Living Together Committee**

Date: **Thursday, 4 April 2024**

Author: **N Burgess / Manager Tourism and Events**

Authoriser: **S Perdia / G M Strategy and Transformation**

Reference: **A2639887**

1. Reason for the report - *Te Take mō tēnei rīpoata*

The purpose of this report is for Council adopt the reviewed Port Ōhope Wharf Plan and confirm that the existing Annual Plan capital budget for the Wharfside building and surrounds can be allocated to the Wharf Plan projects.

2. Recommendations - *Tohutohu akiaki*

- **THAT** the Living Together Committee **receive** the Port Ohope Wharf Plan report; and,
- **THAT** the Living Together Committee **adopt** the Port Ohope Wharf Plan; and,
- **THAT** the Living Together Committee **approve** the existing Annual Plan capital budget be allocated to the projects outlined in the Wharf Plan works programme.

3. Background - *He tirohanga whakamuri*

Port Ōhope Wharf sits on the edge of Ōhiwa Harbour providing the Ōhope community and visitors a connection to the water and a place on the water's edge to enjoy a range of activities. People visit Port Ōhope Wharf to relax, fish, gather as whanau, friends or hapu, visit 'Wharfside', attend the Lions Club market, launch boats and yachts, have a meal, attend the playcentre on site, as well as many more reasons.

Between 2018 – 2019 Council had invested in an upgrading the 'cargo' shed with the removal of asbestos and recladding. In 2021, the Commercial Advisory Board requested that the Tourism team investigate unlocking the building's potential and improve rental returns for Council.

The opportunity explored was to activate the cargo shed at Port Ōhope as a visitor destination for holiday tourism experiences and events/functions. To build a stronger rental value the objectives of the project were to; increase vibrancy and activity, contribute to tourism recovery, support the development of new tourism businesses and create job opportunities.

Over the 2021/2022 summer season the reserve hosted a new attraction called Wharfside, a Council led trial activation that sought to maximise the use of the space and create a visitor destination. This would occur in the summer with the space being used for events in the off-season for full year utilisation.

7.1.1 Appendix 1: Port Ōhope Wharf Plan(Cont.)

Now in its third year Wharfside continues to grow and improve. However, Council and partners have identified a range of challenges that are inhibiting the success of the initiative, and its ability to move to the next level of winter events and as a venue for hire for functions.

The Wharfside trial has brought to the surface a range of challenges for Council and partners using the area and this prompted Whakatāne District Council to allocate \$500,000 in capital funding for improvements to Ōhope Wharfside to ensure its continuity. This capital funding is in the existing Annual Plan.

Prior to commencing capital works a review of the existing Masterplan was undertaken with Hapū and users of the facility. A review of the full area was considered necessary to ensure investment decisions to support Wharfside activations were linked to a masterplan process.

Since the masterplan discussions a new business, Tio Ōhiwa, has established a harbour cruise tour and can be based at Wharfside with berthage on the wharf. They have invested in a booking desk and shuttle at the Port of Tauranga to bring cruise ship passengers to Ōhope for their tour. The harbour tour is also expected to very popular with summer holiday visitors and locals.

4. Discussion – *Kaupapa*

The purpose of the Port Ōhope Wharf Plan (Appendix 1) is:

“to recognise the cultural presence of hau kāinga and to unlock the potential of the area by enhancing user experiences and fostering new business, events, employment opportunities and economic uplift”

The plan sets out a ‘road map’ for the improvements required to deliver a fit for purpose facility and reserve that meets the needs of the local community and Council’s goal to improve rental returns from the cargo shed.

Council carried out targeted consultation with Hapū, key stakeholders and users of Port Ōhope Wharf to understand challenges and respond to future growth and success aspirations of the Wharfside project and surrounding area.

The following current users, stakeholders and surrounding neighbours contributed to the development of the plan.

- Port Ōhope Yacht Club
- Ōhope Playcentre
- Fisherman’s Wharf restaurant
- Ōhope Lions Club
- VMAC Rides
- Tio Ohiwa
- Ōhope Beach Top 10 Holiday Park
- Mata Beer
- KG Kayaks
- Food trucks
- Local Residents

7.1.1 Appendix 1: Port Ōhope Wharf Plan(Cont.)

Other stakeholders and members of the community were engaged during kanohi ki te kanohi meetings and a pop-up stand at the Ōhope Lions Club market on 2 July 2023.

4.1. SWOT Analysis (Strengths, Weaknesses, Opportunities and Threats)

Consultation discussions have been summarised in the Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis. In summary the facility was recognised as a premier location for its access to water, amenity and views. As visitors and crowds had increased it brought to the surface challenges and the need for immediate improvements to continue events and expand into the winter months related to liquor licensing, fire exits and health & safety. However, there were opportunities beyond these improvements such as bringing Hapū and cultural history to life in the area, and to extend the events into the winter months.

Figure 1 - Port Ōhope Wharf SWOT Analysis (from masterplan)



4.2. Design Principles

Following stakeholder consultation, a set of design principles were established to shape and guide the preparation of the plan based on the key design themes evident in consultation conversations. The Port Ōhope Wharf design principles are:

- **Flexible and functional:** A multi-functional space that provides for a range of activities/events.
- **Active across the year:** A space that can be used all year and in varying weather conditions.
- **Coordinated and collaborative:** The management, coordination and collaboration of various activities.
- **Celebrating culture:** Respect and recognition of mana whenua.

7.1.1 Appendix 1: Port Ōhope Wharf Plan(Cont.)

- **Accessible and safe:** Is accessible by all members of the community and a safe space for users.
- **Linked to place and history:** Tells the stories of Ōhope, reflecting the location.

4.3. Key Moves

Seven key moves areas were then developed that align with the design principles. The key moves focus potential resources and attention to those aspects that will have the greatest impact upon the performance of Wharfside, the use of the reserve, and the experience of those visiting it. The Port Ōhope Wharf key moves are:

- **Way Finding and Signage:** Improve the visibility and awareness of Port Ōhope Wharf activities and events.
- **Pedestrian Connectivity, Accessibility and Safety:** Enhance pedestrian and cycle connectivity and safety within the Port Ōhope Wharf area, creating shared spaces that minimises conflict with vehicles.
- **Wharfside Building Functionality:** Expand the functionality of the Wharfside building and immediate surrounds to accommodate a more diverse range of activities, events and enhance users' experience.
- **Port Ōhope Wharf General Functionality:** Expand the functionality of the Port Ōhope Wharf area to minimise conflicts between users on site, accommodate a more diverse range of activities, and enhance users' experience.
- **Environmental Protection:** Protect, restore and enhance the Port Ōhope Wharf area.
- **Ahi kā and Cultural Story Telling:** Provide mana whenua opportunities to restore ahi kā and promote the cultural history and significance of the area to users.
- **Site and Activity Management:** Improve the management, coordination and collaboration of users and activities, minimising conflict and maximising use.

A summary illustration of the Port Ohope plan with key moves and improvement projects is provided in Figure 2.

A summary of the project list from the Port Ōhope plan is provided as Figure 3.

It is important to note that not all projects within the implementation group need to be actioned together. The Plan has been developed as a longer-term plan for the area with projects identified for immediate action to support Wharfside operations continuing, enable shoulder and off-season utilisation and improve the user experience. The Plan ensures that there is a co-ordinated approach over time and provides the community with certainty of the Port Ōhope Wharf Plan and future projects.

Figure 2 – Illustration of the Port Ohope Plan with Key Moves (from masterplan)

7.1.1 Appendix 1: Port Ōhope Wharf Plan(Cont.)



Figure 3 – Summary Table of Port Ohope Plan Projects (from masterplan)

Whakatane-Ohope Community Board - AGENDA

7.1.1 Appendix 1: Port Ōhope Wharf Plan(Cont.)

Project Summary Table
Port Ōhope Wharf



#	Project	Implementation Cluster	Implementation calendar year	Lead	Cost Indication	CAPEX Est. Cost	
Wayfinding and Signage							
Port Ōhope Wharf Brand							
1	Establish a Port Ōhope Wharf Brand, reinforcing the identity and brand of the reserve as a venue of many attractions.	1	Q2 2024	WDC	Low	\$ 5,000	\$ 5,000
Roadside Signage							
2	Upgrade existing roadside signage in a manner that aligns to the Port Ōhope Wharf Brand.	1	Q2 2024	WDC	Low	\$ 3,500	\$ 3,500
Information & Events Board							
3	Install an information and events board, providing locals and visitors with up and coming event information and commercial offerings.	1	Q2 2024	WDC	Low	\$ 3,500	\$ 3,500
Wharfside Building Artwork							
4	Utilise exterior building murals and artwork to create a visual point of interest and attraction to Wharfside.	2	Q2 2025	WDC/Hau kainga	Medium	\$ 15,000	\$ 15,000
Pedestrian Connectivity, Accessibility and Safety							
Pedestrian Footpath Extension							
5	Extend pedestrian footpath to Wharfside building.	4	Q4 2024	WDC	Medium	\$ 20,000	\$ 20,000
Shared Space Road Marking							
6	Utilising expressive cultural artwork as road marking, transform the carpark into a shared space.	4	Q4 2024	WDC	Medium	\$ 20,000	\$ 25,000
Temporary Traffic Measures							
7	Investigate suitable temporary traffic measure during peak summer period on surrounding streets to improve visitor safety.	4	Q4 2024	WDC	Low	Unknown	Unknown
Carpark Road Marking							
8	Improve parking efficiency through the marking of additional carparks around the Ōhope Yacht Club and Fisherman's Wharf.	4	Q4 2024	WDC	Low	\$ 1,200	\$ 1,200
Parking Management Plan							
9	Implement a Parking Management Plan during peak periods to minimise conflict and enhance user safety.	4	Q4 2024	WDC	Low		
Overflow Parking							
10	Provide for overflow parking in grassed berm, utilising grass tuft markers.	4	Q4 2024	WDC	Low	\$ 3,500	\$ 3,500
Remediate Vehicle Access							
11	Remediate and strengthen vehicle access to greenspace.	4	Q4 2024	WDC	Low	\$ 1,000	\$ 1,000
Harbour Access							
12	Re-contouring of harbour embankment and/or provision of steps adjoining Wharfside building to improve harbour access.	3	Q4 2024	WDC	Medium	\$ 15,000	\$ 25,000
Event Bus Stop							
13	Utilising existing bus stop for events.	-	-	WDC	-	\$ 0	\$ 0
Harbour Edge Treatment							
14	Landscaping edge treatment of harbour embankment to improve safety.	3	Q4 2024	WDC	Medium	\$ 15,000	\$ 15,000
Wharfside Building Functionality							
Wharfside Internal Partitioning & Storage							
15	Provide for semi-permanent partitioning to accommodate multiple users.	2	Q2 2024	WDC	Low	\$ 7,500	\$ 25,000
Liquor Licensing Requirements							
16	Address liquor licensing requirements, including provision of toilets and building use consents.	2	Q2 2024	WDC	High	\$ 25,000	\$ 80,000
Wharfside Attraction Spill Out Areas							
17	Creation of courtyard areas through asphalt marking and bollard installation.	2	Q2 2024	WDC	Medium	\$ 25,000	\$ 30,000
Food Truck Location							
18	Relocate food trucks to more visible and user friendly position.	4	Q4 2024	WDC	Low	\$ 0	\$ 0
Programmed Activation							
19	Creation of temporary play space and events to generate activity.	4	Q4 2024	WDC	Low	\$ 5,000	\$ 5,000
Easterly Wind Protection							
20	Install awnings, plastic roller screens, and/or widen building facade to enhance connectivity and views to water.	2	Q2 2024	WDC	High	\$ 25,000	\$ 80,000
Internal Heating							
21	Install ceiling heaters to improve user experience, extend building use into winter, and encourage further event hireage.	2	Q2 2024	WDC	Low	\$ 10,000	\$ 15,000
Shade Pergola							
22	Attach a pergola to the Wharfside building to provide shade over spill out areas.	2	Q2 2024	WDC	High	\$ 50,000	\$ 150,000
Temporary/Permanent Toilet (subject to liquor licensing)							
23	Investigate a temporary or permanent toilet option for the Wharfside Building	2	Q2 2024	WDC	High	\$ 75,000	\$ 250,000
Improve Port Ōhope Wharf General Functionality							
Additional Tables, Seating and Shade							
24	Provide additional tables, shade, and seating near the waters edge.	4	Q4 2024	WDC	Medium	\$ 30,000	\$ 30,000
Multi-purpose Facility Upgrade and Relocation							
25	Construction of a multi-purpose facility that could accommodate a range of community activities and events. This includes hau kainga, Lions Club, events storage, and others.	5	Q4 2025	Lions/Mara Whenua	High		
Port Ōhope Yacht Club Internal Refurbishment							
26	Internal refurbishment to enhance the use of the facility and provide a valuable small conference venue for hire that complements Wharfside and the Top 10 Holiday Park.	6	Q4 2025	Yacht Club	High		
Environmental Protection							
Erosion Protection							
27	Investigate erosion protection measures, including rock protection, contouring or landscaping.	3	Q4 2024	WDC	Medium	\$ 15,000	\$ 50,000
Ecological Restoration							
28	Ecological restoration of adjoining vegetated reserve, habitat creation, and cultural harvesting.	3	Q4 2024	BOFRC	High	Unknown	Unknown
Ahi Kā and Cultural story telling							
Mahi Tei							
29	Mahi art and visual identity, including pou whenua, signage promoting cultural history, and carvings.	4	Q4 2024	Hau kainga	Medium	Unknown	Unknown
Hau Kainga Cultural Footprint							
30	Investigate potential building sites for hau kainga to reestablish ahi kā.	7	Q4 2025	Hau kainga	High	Unknown	Unknown
Site and Activity Management							
Booking and Events Calendar							
31	Wharfside events and booking calendar, minimising clashes and providing access/opportunities for growth.	1	Q4 2023	WDC	Low	\$ 5,000	\$ 7,500
Co-ordination							
32	Explore Council resourcing to ensure collaboration and co-ordination across activities and users.	1	Q4 2023	WDC	Low	\$ 0	\$ 0
						\$ 375,200	\$ 840,200

4.4. Commercial Outcomes

In response to a Commercial Advisory Board recommendation and Council endorsement and direction for better commercial returns from the Ōhope Wharf cargo shed, The Wharfside programme has been developed as a tourism recovery response to build a new visitor destination and for new tourism business development.

So far, two new businesses have established within this coordinated and managed visitor experience.

Within three seasons of Wharfside, which is a summer only activation, the rental return from the cargo shed has tripled from \$5000pa to just over \$15,000 this summer. The current summer visitor season has included the following operations:

- Tio Oysters booking desk and wharf berthage

7.1.1 Appendix 1: Port Ōhope Wharf Plan(Cont.)

- VMAC rides and SUP business with new vendor
- New Coffee Vendor
- Refreshed and functional i-site
- Summer license for Mata Beer
- Managed food truck programme

The autumn and winter season is being planned now and there have been expressions of interest from an arts vendor and several event managers. These activities and options are being explored now and will be finalised shortly.

The team is looking to leverage off the capital investment recommended to continue to towards its goal of \$40,000 annual rental for summer, shoulder seasons and off-season combined.

Table 1 – Historical and Forecast Rental Income for Ōhope Cargo Shed

Historical	July 21 - June 22	July 22 - June 23	July 23 - June 24	July 24 - June 25	July 25 - June 26	July 30 - June 30
\$5000pa	\$1200	\$4,180	\$15,300 approx	Forecast \$16,000	Forecast \$20,000	Forecast \$40,000
Cargo shed	Trial 2 tenants Part season	More tenants Mata brewery	This year Full season	Complete capex Repeat season	Start developing year-round calendar	Year round calendar with long-term leases

4.5. It Needs to be More Than Just Commercial Returns

Although Council has signalled a desire for a better commercial rent, the site is in the process of being registered as a reserve so should primarily be used for public benefit, and this project offers significant advantages for Hapū, the public and the local community.

Alongside increasing vibrancy and commercial value this project is ensuring Hapū has engagement with the space, better opportunities for cultural storytelling and employment. Furthermore, it is establishing a new visitor destination, providing a platform to showcase the region's unique offerings. Visitor activations will introduce new activities, events, and experiences, enriching the lives of locals as well as tourists. The capital investments proposed will not only improve the public's experience but also stimulate the wider economy, benefiting businesses by increasing vibrancy and activity in the area.

5. Options Analysis - Ngā Kōwhiringa

5.1. Option 1 – Adopt Port Ohope plan, Staged Implementation Approach (Recommended option)

A planning process was used with key stakeholders to clarify immediate challenges for the development of Wharfside activations. There is an existing capital budget in the Annual Plan to support the actions arising from this process. Additional to this staff can allocate some existing budgets and once the project is approved by Council, will make an external funding application of just under 20% of the total investment for heating and lighting improvements.

7.1.1 Appendix 1: Port Ōhope Wharf Plan(Cont.)

There is an immediate need for minor capital upgrades to the shed and immediate surrounds for the continuation and enhancement of the Wharfside tourism project. This will ensure alcohol licenses, fire exits and health and safety improvements are made including improving the experience for visitors.

Option 1 is a staged implementation approach of projects in the Plan to support Wharfside activations and enable the team to move into shoulder and off-season events and bookings.

The projects are:

Project	Notes	Costs
Building Improvements	Partitioning and storage to accommodate multiple users, liquor licencing requirements, toilet option for the Wharfside Building. Easterly Wind Protection & windows to enhance connectivity and views to water.	\$205,000
Erosion Protection, Landscaping and Shade	Erosion protection works, re-contouring of embankment, steps and edge treatment to improve safety. Courtyard asphalt, marking and bollard installation. Shade pergola and additional tables/seating.	\$240,000
Mahi Toi, Building Artwork and Port Ōhope Wharf Brand and Operations	Māori art and visual identity including pou whenua, signage promoting cultural history, and carvings. From existing budget, \$12,500 for brand development to support annual destination promotions; booking calendar.	\$50,000
Heating and Lighting	External funding of circa \$115,000 to be made on approval of this project. Install ceiling heaters to extend building use into winter, Internal and external amenity, safety and security lighting.	Nil

5.1.1. Advantages and Disadvantages

Advantages	Disadvantages
<ul style="list-style-type: none"> • Projects have capital funding available and can be started immediately. • Responding to stakeholders involved in a planning process. • The Plan has immediate actions but also holds a longer-term view of the area. 	<ul style="list-style-type: none"> • There are no foreseeable disadvantages.

7.1.1 Appendix 1: Port Ōhope Wharf Plan(Cont.)

Advantages	Disadvantages
<ul style="list-style-type: none"> The projects are easily achievable, with budget and have little disruption impact on the site for a quick win. There is a pathway to achieving a strong commercial rent for the cargo shed. 	

5.2. Option 2 Status Quo

Option 2 adopts a status quo approach whereby no investment and/or improvements are made to the Port Ōhope Wharf site and its operations.

5.2.1. Advantages and Disadvantages

Advantages	Disadvantages
<ul style="list-style-type: none"> No funding/investment required. No adverse effects on existing users/business operations. 	<ul style="list-style-type: none"> Does not meet user or stakeholder needs outlined in consultation. In particular the current market. Does not recognise or respond to the cultural and/or memorial aspirations for the site. Does not achieve the economic and visitor goals for the site or contribute towards the Councils commercial goals.

6. Significance and Engagement Assessment - *Aromatawai Pāhekoheko***6.1. Assessment of Significance**

The decisions and matters of this specific report are assessed to be of low significance in accordance with the Council's Significance and Engagement Policy. However, this report is part of a broader process that is, or may be in future, assessed to be of moderate significance.

Significance Criteria	Impact Assessment (low/medium/high)
Level of community interest: the expected level of community interest, opposition or controversy involved.	<ul style="list-style-type: none"> Medium
Level of impact on current and future wellbeing: the expected level of adverse impact on the current and future wellbeing of our communities or District.	<ul style="list-style-type: none"> Low

7.1.1 Appendix 1: Port Ōhope Wharf Plan(Cont.)

Significance Criteria	Impact Assessment (low/medium/high)
Rating impact: the expected costs to the community, or sectors of the community, in terms of rates.	• Low
Financial impact: the expected financial impact on the Council, including on budgets, reserves, debt levels, overall rates, and limits in the Financial Strategy.	• Low
Consistency: the extent to which a proposal or decision is consistent with the Council's strategic direction, policies and significant decisions already made.	• Low
Reversibility: the expected level of difficulty to reverse the proposal or decision, once committed to.	• Low
Impact on Māori: the expected level of impact on Māori, taking into account the relationship of Māori and their culture and traditions with their ancestral land, water, sites, wāhi tapu, valued flora and fauna, and other taonga.	• Medium
Impact on levels of service: the expected degree to which the Council's levels of service will be impacted.	• Low
Impact on strategic assets: the expected impact on the performance or intended performance of the Council's Strategic Assets, for the purpose for which they are held.	• Low

6.2. Partnering, engagement and community views

Based on feedback from Te Rūnanga o Ngāti Awa, further engagement with other hapū will take place before the plan is finalised.

With the guidance of Rūnanga o Ngāti Awa, a representative from Ngāti Hokopū was brought into the project team developing the plan. Taking a partnership approach, Ngāti Hokopū provided direct input into the planning process, stakeholder consultation, concept design and projects.

Ngāti Hokopū's representative also facilitated a Hapū Engagement Workshop, capturing the aspirations that Ngāti Hokopū hold for the site and ensuring that this was reflected in the plan.

As a living document, hau kainga should continue to be actively engaged and partnered with to ensure that the evolution of the reserve continues to respect its cultural significance and hau kainga aspirations.

Targeted stakeholder consultation was undertaken to develop the plan. This included current clubs and groups utilising the park, and local residents. While public consultation was undertaken, this was focused on the most frequent users of the reserve. The following key stakeholders were consulted:

- Port Ōhope Yacht Club
- Ōhope Playcentre

7.1.1 Appendix 1: Port Ōhope Wharf Plan(Cont.)

- Fisherman's Wharf restaurant
- Ōhope Lions Club
- VMAC Rides
- Ōhope Beach Top 10 Holiday Park
- Mata Beer
- KG Kayaks
- Local Residents

7. Considerations - *Whai Whakaaro***7.1. Strategic alignment**

No inconsistencies with any of the Council's policies or plans have been identified in relation to this report.

7.2. Legal

The Port Ōhope Wharf site is not identified as a reserve under the reserves act however is a part of the District Reserve Management Plan. The Parks Team has this site in its work programme for registering as a reserve.

7.3. Financial/budget considerations

There is \$500,000 of funding allocated within the current Annual Plan.

Additional to the existing capital budget, staff are using \$12,500 of internal budget to support operational details and external funding will be sought for additional lighting and heating.

The recommended staged implementation option enables essential works to be undertaken that support the utilisation of the cargo shed and Wharfside area, and rental income growth aspirations of Council.

7.4. Climate change assessment

The detailed design and delivery of the plan will consider Council's Climate Change Strategy. The effects of climate change and natural hazards have already impacted Council's open space network and highlights the need for careful consideration of climate change as part of the development of the Port Ōhope Wharf Development.

Sustainability initiatives will be undertaken with any building works and/or siteworks considering the disposal or re-use of demolition materials and the types of construction materials/methods used. As this site is coastal it is incredibly important any works have minimal impact on the immediate environment biodiversity and ecology ensuring correct precautions are taken for any works carried out.

This plan identifies addressing the existing bank erosion and ecological restoration of vegetated harbour edge areas which will increase resilience to climate change issues.

7.1.1 Appendix 1: Port Ōhope Wharf Plan

Based on this climate change assessment, the decisions and matters of this specific report are assessed to have low climate change implications and considerations, in accordance with the Council's Climate Change Principles. Detailed assessments during design phases will be used to support any changes to green spaces and building and infrastructure works.

7.5. Risks

- Publicity/public perception of costs associated with completing the plan work.
- If the work is not completed the Wharfside activation will likely decline as it won't be able to get a liquor license and the visitor experience of the facility is not improving.

7.6. Next Steps

- Commence capital works.
- Based on feedback from Te Rūnanga o Ngāti Awa, further engagement with other hapū will take place before the plan is finalised.
- Based on feedback from Te Rūnanga o Ngāti Awa, further engagement with other hapū will take place before the plan is finalised.

Attached to this report:

Appendix 1: Port Ōhope Wharf Plan Document

7.1.1.1 Appendix: Port Ōhope Wharf Plan



Port Ōhope Wharfside Plan

a family friendly, welcoming and exciting place that connects people

7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)



Revision Control

Date/Revision	Description
October 2023	Working draft for internal feedback
February 2024	Final Draft
February 2024	Final

Contents

- Introduction 3
- 1. Background 4
- 2. Purpose 7
- 3. Strengths, Weaknesses, Opportunities and Threats 8
- 4. Wharfside Plan 10
- 5. Projects 12
- 6. Wharfside Building Functionality 15
- 7. Port Ōhope Wharf General Functionality 17
- 8. Site and Activity Management 19
- 9. Environmental Protection 20
- 10. Ahi Kā and Cultural Story Telling 22
- 11. Wayfinding and Signage 24
- 12. Pedestrian Connectivity, Accessibility and Safety 26
- 13. Implementation 28

Introduction

Port Ōhope Wharf reserve sits on the edge of Ōhiwa Harbour providing the Ōhope community and visitors a connection to the water and a place on the water's edge to enjoy a range of activities. People visit Port Ōhope Wharf to relax, fish, gather as whānau, friends or hapū, visit 'Wharfside', attend the market, launch boats and yachts, have a meal, attend the playcentre on site as well as many more reasons. This plan must meet the needs of current users as well as looking forward to the potential of Port Ōhope Wharf in the future.

The purpose of the Port Ōhope Wharf plan is...

to recognise the cultural presence of hau kāinga and to unlock the potential of the area by enhancing user experiences and fostering new business, employment opportunities and economic uplift.

Port Ōhope Wharf is a premier district reserve located in Ōhope. Wharfside is the building and immediate land area to the bottom right of the image on page 4.

Over the past two summer seasons the reserve hosted a new attraction, aptly named Wharfside, a Council led activation trial that sought to maximise the use of the space for the district's communities and encourage visitors to support local businesses as part of the council's tourism recovery programme. Wharfside serves as a base for visitor experiences like e-bikes, e-scooters, stand-up paddle board hire, and harbour trips. It is also supported by several food and drink providers generally operated as food trucks. Mata Beer have operated with a limited liquor license over the busy visitor season.

A successful initiative to date, Council and partners identified a range of challenges that are inhibiting the success of the initiative, the use of the reserve and the experience of those visiting it.

In partnership with hau kāinga Council consulted key stakeholders and users of Port Ōhope Wharf to understand and respond to the barriers to the future growth and success of the Wharfside project and the wider Port. What we heard informed the following design principles that shaped the plan.

Design Principles:

- **Flexible and functional:** A multi-functional space that provides for a range of activities/events.
- **Active across the year:** A space that can be used all year and in varying weather conditions.
- **Coordinated and collaborative:** The management, coordination and collaboration of various activities.
- **Celebrating culture:** Respect and recognition of mana whenua.
- **Accessible and safe:** Is accessible by all members of the community and a safe space for users.
- **Linked to place and history:** Tells the stories of Ōhope, reflecting the location.

Plan

The plan sets out a 'road map' for the improvements required to deliver a fit for purpose facility that meets the needs of the local community and the districts wider Whakatāne destination and events goals. The 'key moves' and the projects within the key moves steer us in the right direction.

- **Wharfside Building Functionality:** to improve the functionality of the Wharfside building to accommodate a more diverse range of activities and enhance users' experience.
- **Port Ōhope Wharf General Functionality:** to expand the functionality of the Port Ōhope Wharf area to minimise conflicts between users on site, accommodate a more diverse range of activities, and enhance users' experience.
- **Site and Activity Management:** to improve the management, coordination and collaboration of users and activities, minimising conflict and maximising use.
- **Environmental Protection:** to protect, restore and enhance the Port Ōhope Wharf area.
- **Ahi kā and Cultural Story Telling:** to provide mana whenua opportunities to restore ahi kā and promote the cultural history and significance of the area to users.
- **Way Finding and Signage:** to improve the visibility and awareness of Port Ōhope Wharf activities and events.
- **Pedestrian Connectivity, Accessibility and Safety:** to enhance pedestrian and cycle connectivity and safety within the Port Ōhope Wharf area, creating shared spaces that minimises conflict with vehicles.

The projects captured in the plan vary in priority, scale and cost, but they all present opportunities to significantly enhance the use of the reserve and the experience of those visiting it. While some of the projects may be led and funded by Council, others will require the leadership and financial support of stakeholders. There will also be opportunities for funding partnerships to be forged between various stakeholders, private investment or community funders.

Reflecting upon these characteristics, an implementation plan will was also prepared to guide project delivery and help the community understand when it can expect to see changes in the Wharfside area. The delivery of the projects and outcomes sought in the plan will require the collective effort of many, with the plan laying the foundations for action.

Council led projects will be confirmed in the Long Term Plan and/or Annual Plan. The Long Term Plan is developed every three years, outlining major projects, infrastructure strategy, budgets and financial strategy (including proposed rate increases) for the next 10 years. The Annual Plan is prepared in the intervening years, providing Council the chance to review the work programme set in the Longterm Plan and consider where any changes are necessary.

The plan is a living document and will continue to evolve as projects progress and the use of Port Ōhope Wharf grows. The ongoing collaboration and collective effort of stakeholders and hau kāinga will be a critical component to the future success of the Port Ōhope Wharf.

1. Background

Port Ōhope Wharf

Port Ōhope Wharf is a premier district reserve located at the eastern end of Ōhope. Adjoining Ōhiwa Harbour, Port Ōhope Wharf is a popular destination for locals and visitors. It offers calmer waters for swimming, kayaking, paddle-boarding, fishing as well as sightseeing, walks, and more.

For a brief time, the Port Ōhope Wharf was Whakatāne’s main commercial port. Although it is still used by the occasional commercial boat and international yachtie, today it is predominately a recreational fishing wharf. A small boat ramp is located west of the wharf buildings.

The port area is also home to the Port Ōhope Yacht Club, Ōhope Playcentre, Fisherman’s Wharf restaurant, public toilets, and the Ōhope Lions Club. More recently, the area hosted Wharfside, a Council led activation trial that sought to maximise the use of the space for the district’s communities and encourage visitors to support local businesses as part of the council’s tourism recovery programme.

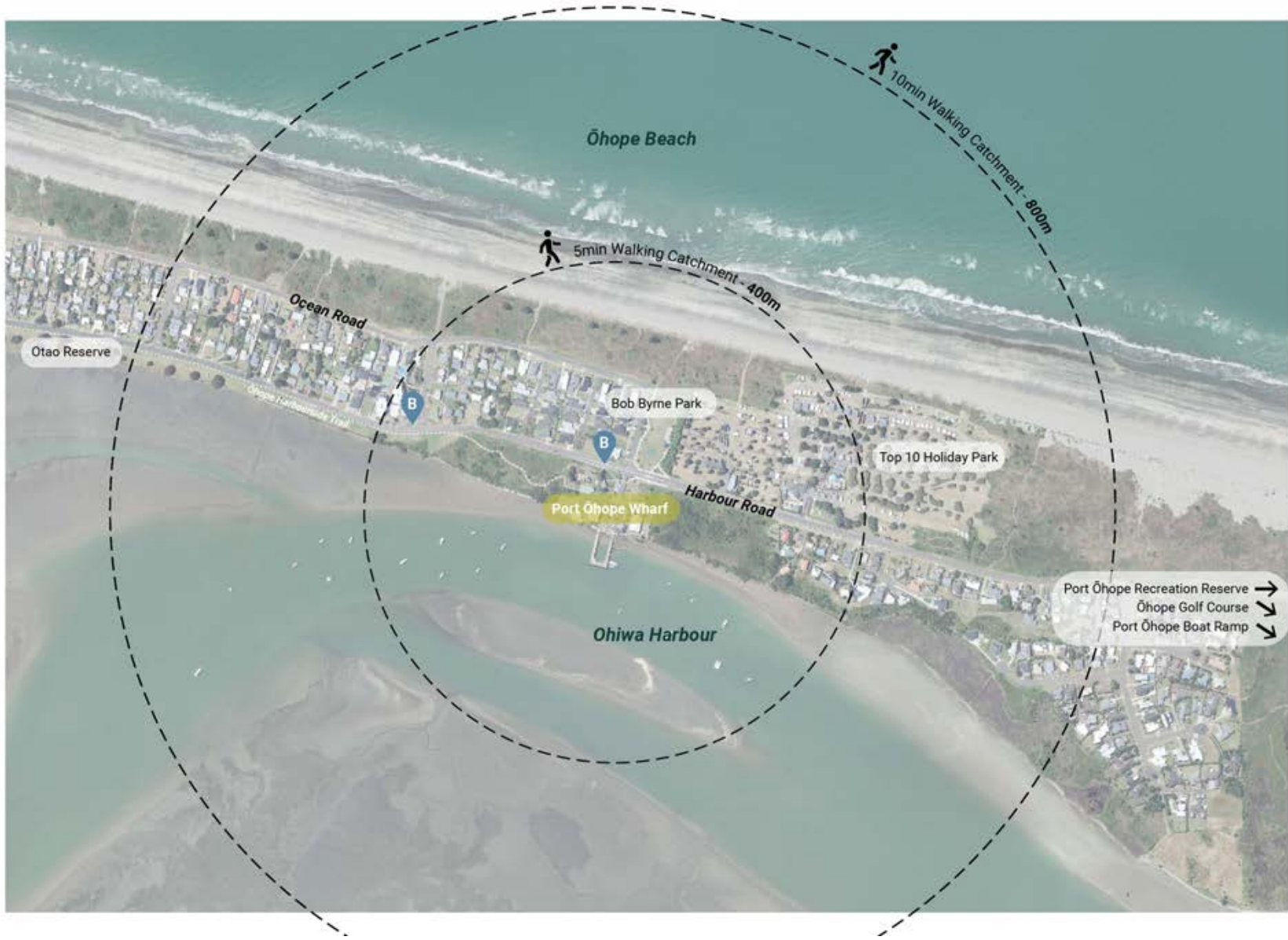
Over the summer and autumn period, Wharfside acts as a pop-up activity hub for locals and visitors. It served as a base for a pop-up i-site and VMAC Rides, which rents e-bikes, e-scooters, and stand-up paddleboards. It also supports various events and is regularly attended by several food trucks.

Some facts and figures

- The Port Ōhope Wharf is approximately 10,000m² in area, with several buildings and approximately 50 carparks spread across the park
- People arrive, mostly by car, from Harbour Road.
- A well vegetated reserve runs along the harbours edge, west and east of the port area.
- Bob Bryne Park, a large grassed open space, picnic area and play area is located across Harbour Road.
- An established residential neighbourhood is located to the northwest.
- The Top 10 Holiday Park is located to the northeast.



7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)



7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)

Ōhope

Ōhope is located 6km east of Whakatāne, nestled between Ōhiwa Harbour to the south and Ōhope Beach to the north. With 11km of beaches, abundant sunshine, and a wide range of attractions on offer, Ōhope has long been a favourite spot for locals and holidaymakers alike.

The area is rich in cultural history and significance, with the surrounding hills dotted with pā sites. This includes Tauwhare Pā, one of the oldest pā sites in Whakatāne.

Voted Aotearoa's most-loved beach and ranked among the top 10 beaches in the South Pacific, it's unsurprising that the local population swells from 3,000 people to upwards of 20,000 during the peak summer holiday period.



2. Purpose

The purpose of the Port Ōhope Wharf plan is...

to recognise the cultural presence of hau kāinga and to unlock the potential of the area by enhancing user experiences and fostering new business, employment opportunities and economic uplift.

The plan sets out a 'road map' for the improvements to the Port Ōhope Wharf area, with a particular focus on Wharfside that will deliver a fit for purpose destination that meets the needs of the local community and the districts wider Whakatāne tourism and events goals.

Hau kāinga

With the guidance of Te Rūnanga o Ngāti Awa, a representative from Ngāti Hokopū was part of the project team developing the plan. Taking a partnership approach, Ngāti Hokopū provided direct input into the master planning process, stakeholder consultation, concept design and projects.

Ngāti Hokopū's representative also facilitated a hui ā hapū Engagement hui, capturing the aspirations that Ngāti Hokopū hold for the site and ensuring that these would be reflected in the plan.

As a living document, Whakatāne District Council will continue to partner with hau kāinga to ensure that the evolution of the reserve continues to respect its cultural significance and hau kāinga aspirations.



3. Strengths, Weaknesses, Opportunities and Threats

The following current users and surrounding neighbours contributed to the development of the plan.

- Port Ōhope Yacht Club
- Ōhope Playcentre
- Fisherman’s Wharf restaurant
- Ōhope Lions Club
- VMAC Rides
- Dream Bean Coffee
- Ōhope Beach Top 10 Holiday Park
- Mata Beer
- KG Kayaks
- Local Residents

It is important to note that whilst a commercial tenant could provide year-round commercial returns, the Commercial Advisory Board requested that the building be activated into a tourism and events hub to service the busy Ōhope holiday market and contribute to tourism recovery. The benefits of this approach mean that the destination will contribute to the wider visitor economy goals, and encourage visitors to do more and stay longer rather than benefiting one specific business.

The objectives were to; unlock the building’s potential by improving the user experience, support and facilitate the development of new tourism businesses and events, job opportunities and the overall well-being of the community.

A successful trial to date, Council and partners have identified a range of opportunities that will allow a year-round hub of activities through the seasons and higher returns, if investment of simple infrastructure is implemented. An operational plan has been developed to reflect the opportunities across the year.

Specific opportunities include;

- Summer at Wharfside with new/current operators; VMAC, Tio Ohiwa, isite, food trucks and Mata Beer to enhance visitor experience and encourage new tourism businesses
- Shoulder and Winter seasons
- Public events and ticketed music events/gigs
- Private event hire/weddings (similar to Cargo Shed, Tauranga)
- Indoor Food markets, Art exhibitions and workshops
- Education market – school groups for SUP, and harbour activities



7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)



4. Wharfside Plan

Design Principles

The conversations we had shaped the following design principles that guided the preparation of the plan.

- **Flexible and functional:** A multi-functional space that provides for a range of activities/events.
- **Active across the year:** A space that can be used all year and in varying weather conditions.
- **Coordinated and collaborative:** The management, coordination and collaboration of various activities.
- **Celebrating culture:** Respect and recognition of mana whenua.
- **Accessible and safe:** Is accessible by all members of the community and a safe space for users.
- **Linked to place and history:** Tells the stories of Ōhope, reflecting the location.

Key Moves

These design principles were refined into seven key moves, focussing resources and attention to those aspects that will have the greatest impact for Wharfside, the use of the reserve, and the experiences of those visiting it.



Way Finding and Signage

Improve the visibility and awareness of Port Ōhope Wharf activities and events.



Wharfside Building Functionality

Expand the functionality of the Wharfside building to accommodate a more diverse range of activities and enhance users' experience.



Ahi kā and Cultural Story Telling

Provide hau kāinga opportunities to restore ahi kā and promote the cultural history and significance of the area to users.



Pedestrian Connectivity, Accessibility and Safety

Enhance pedestrian and cycle connectivity and safety within the Port Ōhope Wharf area, creating shared spaces that minimise conflict with vehicles.



Improve Site and Activity Management

The management, coordination and collaboration of users and activities, minimising conflict and maximising use.



Port Ōhope Wharf General Functionality

Expand the functionality of the Port Ōhope Wharf area to minimise conflicts between users on site, accommodate a more diverse range of activities, and enhance users' experience.



Environmental Protection

Protect, restore and enhance the Port Ōhope Wharf area.

7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)



5. Projects

Stage

Current: Completed in 23/24 year

Future: To be confirmed

This section sets out a implementation plan for each of the key moves, the projects that give effect to them, and how they respond to what we heard from the community.

The table below provides a high-level summary of all the projects captured in the plan, including the timeline for implementation, the priority level of the project, how they will be implemented, and who will lead the implementation. We then dig a little deeper into each move.

#	Project	Stage	Lead
Wharfside Building Functionality			
1	Wharfside Internal Partitioning & Storage Provide for semi-permanent partitioning to accommodate multiple users.	Current	WDC
2	Liquor Licensing Requirements Address liquor licensing requirements, including provision of toilets and building use consents.	Current	WDC
3	Wharfside Attraction Spill Out Areas Creation of courtyard areas through asphalt marking and bollard installation.	Current	WDC
4	Food Truck Location Relocate food trucks to more visible and user friendly position.	Future	WDC
5	Programmed Activation Creation of temporary play space and events to generate activity.	Future	WDC
6	Easterly Wind Protection Install windows, plastic roller screens, and/or widen building façade to enhance connectivity and views to water.	Current	WDC
7	Internal Heating Install ceiling heaters to improve user experience, extend building use into winter, and encourage further event hireage.	Future	WDC
8	Shade Pergola Attach a pergola to the Wharfside building to provide shade over spill out areas.	Current	WDC
9	External Lighting Install lighting to building exterior to provide both operational and atmosphere lighting.	Future	WDC
10	Internal Lighting Install lighting within Wharfside Building to provide both operational and atmosphere lighting.	Future	WDC
11	Building Acoustics (Acoustic Panels and Sound System) Install an acoustic panel system within building and investigate an appropriate sound system.	Future	WDC
12	Temporary/Permanent Toilet (subject to liquor licensing) Investigate a temporary or permanent toilet option for the Wharfside Building.	Current	WDC

7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)

#	Project	Stage	Lead
	Port Ōhope Wharf General Functionality		
13	Additional Tables, Seating and Shade Provide additional tables, seating and shade near the waters edge.	Current	WDC
14	Multi-purpose Facility Upgrade and Relocation Construction of a multi-purpose facility that could accommodate a range of community activities and events. This includes hau kaianga, Lions Club, events storage, and others.	Future	Lions/Mana Whenua
15	Port Ohope Yacht Club Internal Refurbishment Internal refurbishment to enhance the use of the facility and provide a valuable small conference venue for hire that complements Wharfside and the Top 10 Holiday Park.	Future	Yacht Club
	Site and Activity Management		
16	Booking and Events Calendar Create a Port Ōhope Wharfside events and booking calendar, minimising clashes and providing access/opportunities for growth.	Future	WDC
17	Co-ordination Explore Council resourcing to ensure collaboration and co-ordination across activities and users.	Future	WDC
	Environmental Protection		
18	Erosion Protection Investigate erosion protection measures, including rock protection, contouring or landscaping.	Current	WDC
19	Ecological Restoration Ecological restoration of adjoining vegetated reserve, habitat creation, and cultural harvesting.	Future	BOPRC
	Ahi Kā and Cultural story telling		
20	Mahi Toi Introduce Māori art and visual identity, including pou whenua, signage promoting cultural history, and carvings.	Current	Hau kainga
21	Hau Kāinga Cultural Footprint Investigate potential building sites for hau kaianga to re-establish ahi kā.	Future	Hau kainga
	Wayfinding and Signage		
22	Port Ōhope Wharf Brand Establish a Port Ōhope Wharf Brand, reinforcing the identity and brand of the reserve as a venue of many attractions.	Future	WDC
23	Roadside Signage Upgrade existing roadside signage in a manner that aligns to the Port Ōhope Wharf Brand.	Future	WDC
24	Information & Events Board Install an information and events board, providing locals and visitors with up and coming event information and commercial offerings.	Future	WDC
25	Wharfside Building Artwork Utilise exterior building murals and artwork to create a visual point of interest and attraction to Wharfside.	Current	WDC/Hau kainga

7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)

#	Project	Stage	Lead
	Pedestrian Connectivity, Accessibility and Safety		
26	Pedestrian Footpath Extension Extend pedestrian footpath to Wharfside building.	Future	WDC
27	Shared Space Road Marking Utilising expressive cultural artwork as road marking, transform the carpark into a shared space.	Future	WDC
28	Temporary Traffic Measures Investigate suitable temporary traffic measure during peak summer period on surrounding streets to improve visitor safety.	Future	WDC
29	Carpark Road Marking Improve parking efficiency through the marking of additional carparks around the Ōhope Yacht Club and Fisherman's Wharf.	Future	WDC
30	Parking Management Plan Implement a Parking Management Plan during peak periods to minimise conflict and enhance user safety.	Future	WDC
31	Overflow Parking Provide for overflow parking in grassed berm, utilising grass tuft markers.	Future	WDC
32	Remediate Vehicle Access Remediate and strengthen vehicle access to greenspace.	Future	WDC
33	Harbour Access Re-contouring of harbour embankment and/or provision of steps adjoining Wharfside building to improve harbour access.	Current	WDC
34	Event Bus Stop Utilising existing bus stop for events.	Future	WDC
35	Harbour Edge Treatment Landscaping edge treatment of harbour embankment to improve safety.	Current	WDC

6. Wharfside Building Functionality



Expand the functionality of the Wharfside building to accommodate a more diverse range of activities and enhance the user experience.

Consultation Response

People told us that Wharfside plays a crucial role as both a local and regional tourism hub, housing a pop-up i-site, VMAC Rides, and occasionally Mata Brewery during events. As a strategic waterfront location, offering connections to Ōhope through pedestrian and cycle routes, Wharfside has been identified as a valuable anchor of activity in the area. It presents a great opportunity to improve user experience, support and grow business, and enhance the use of the reserve.

The Wharfside building and its ongoing operations has received positive feedback from stakeholders and the local community. While the facility's unique rustic appearance and versatility was positively acknowledged by visitors, stakeholders identified several opportunities to improve the building's functionality and users' experience. These included:

- The need for internal partitions to provide secure storage of equipment during events and allow the building to accommodate multiple users.
- Addressing liquor licencing requirements for toilets to be located within the building and a change of building use to be consented.
- Ensuring appropriate food truck providers were present on site consistently to ensure adequate food was provided to meet liquor licencing requirements.
- Minimising the wind exposure to Wharfside while maintaining views to the harbour.
- The need to explore internal and external space configurations, to maximise the use of the available areas for functionality and versatility. This included spill out courtyard areas that allowed people to find shade or avoid wind during different times of the day.
- The need for internal heating to improve user experience and extend building use into winter.

#	Project	Stage	Lead
	Wharfside Building Functionality		
1	Wharfside Internal Partitioning & Storage Provide for semi-permanent partitioning to accommodate multiple users.	Current	WDC
2	Liquor Licencing Requirements Address liquor licencing requirements, including provision of toilets and building use consents.	Current	WDC
3	Wharfside Attraction Spill Out Areas Creation of courtyard areas through asphalt marking and bollard installation.	Current	WDC
4	Food Truck Location Relocate food trucks to more visible and user friendly position.	Future	WDC
5	Programmed Activation Creation of temporary play space and events to generate activity.	Future	WDC
6	Easterly Wind Protection Install windows, plastic roller screens, and/or widen building façade to enhance connectivity and views to water.	Current	WDC
7	Internal Heating Install ceiling heaters to improve user experience, extend building use into winter, and encourage further event hireage.	Future	WDC
8	Shade Pergola Attach a pergola to the Wharfside building to provide shade over spill out areas.	Current	WDC
9	External Lighting Install lighting to building exterior to provide both operational and atmosphere lighting.	Future	WDC
10	Internal Lighting Install lighting within Wharfside Building to provide both operational and atmosphere lighting.	Future	WDC
11	Building Acoustics (Acoustic Panels and Sound System) Install an acoustic panel system within building and investigate an appropriate sound system.	Future	WDC
12	Temporary/Permanent Toilet (subject to liquor licencing) Investigate a temporary or permanent toilet option for the Wharfside Building.	Current	WDC

7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)



Whanganui Maria Place Pop Up Play Activation



Example Pergola External Lighting



Little Creatures (Hobsonville) - Spill Out Area and Roller Door Example



7. Port Ōhope Wharf General Functionality



Expand the functionality of the Port Ōhope Wharf area to minimise conflicts between users on site, accommodate a more diverse range of activities, and enhance users' experience.

Consultation Response

Stakeholders consistently reinforced the value of the existing upgrades to the reserve, with only subtle enhancements required to improve its general functionality and versatility. One such enhancement was the need to provide additional tables, seating, and shade nears the waters edge.

Notwithstanding the above, both the Ōhope Yacht Club and Ōhope Beach Lions Club noted the state of the buildings they occupy.

The Ōhope Yacht Club currently has plans to undertake a significant external refurbishment, but by undertaking an internal refurbishment they could enhance the use of the facility and provide a valuable small conference venue for hire that complements Wharfside and the Top 10 Holiday Park. The Ōhope Yacht Club is currently funding the external refurbishment of the building.

The Ōhope Beach Lions Club shed is in a poor condition. It has watertightness issues and does not meet the needs of the club. The club utilises the shed to store donated items that they subsequently on-sell at a monthly market on site. All the proceeds are recycled back into the community, with \$40,000 to \$50,000 of funding secured each year.

Other stakeholders and local residents expressed strong interest in the future of the Lions Club, with many highlighting the value they bring to the community and the opportunity for other users to benefit from a replacement facility. There were also comments around the opportunity to open the green space further by repositioning the shed further east, noting that the area could be used for other events and overflow parking. This includes the Ōhope Yacht Club's major annual event on Kings Birthday. The Lions Club noted their commitment to contribute to any replacement building.

#	Project	Stage	Lead
	Port Ōhope Wharf General Functionality		
13	Additional Tables, Seating and Shade Provide additional tables, seating and shade near the waters edge.	Current	WDC
14	Multi-purpose Facility Upgrade and Relocation Construction of a multi-purpose facility that could accommodate a range of community activities and events. This includes hau kaianga, Lions Club, events storage, and others.	Future	Lions/Mana Whenua
15	Port Ohope Yacht Club Internal Refurbishment Internal refurbishment to enhance the use of the facility and provide a valuable small conference venue for hire that complements Wharfside and the Top 10 Holiday Park.	Future	Yacht Club



Caslani Reserve, Tauranga - Shade Sail Example

7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)



Port Ōhope Wharf Previous Concept Design

8. Site and Activity Management



Improve the management, coordination and collaboration of users and activities, minimising conflict and maximising use.

Consultation Response

People love how the various users and activities in the area complement each other. While all the stakeholders provided positive feedback on the management and coordination of Wharfside activities with existing users of the area, the need to establish a booking/events calendar to avoid conflict as use of the reserve increases was identified.

The opportunity for various users and activities to support each other was highlighted by stakeholders. One such example was the commercial kitchen and conference facilities available within the Ōhope Yacht Club that Wharfside and the Top 10 Holiday Park could leverage off. In order to maximise the use of the reserve and effectively manage various activities on the area, the potential for Council to take a leadership role in co-ordinating activities was identified.

#	Project	Stage	Lead
	Site and Activity Management		
16	Booking and Events Calendar Create a Port Ōhope Wharfside events and booking calendar, minimising clashes and providing access/opportunities for growth.	Future	WDC
17	Co-ordination Explore Council resourcing to ensure collaboration and co-ordination across activities and users.	Future	WDC



9. Environmental Protection



Protect, restore and enhance the environment across Port Ōhope Wharf and the surrounding area.

Consultation Response

Wharfside users noted the erosion that has occurred along the embankment to the south-east of the building. This area is often used by locals for water access. It is accessible from a concrete ramp extending along the front of the Wharfside building. Informal tracks have formed from those taking a more direct route down the embankment.

While not frequently mentioned, the poor state of the surrounding vegetated reserve was noted. Despite the areas being recognised by the Bay of Plenty Regional Council as holding ecological value, stakeholders referenced its poor quality and that there is a significant opportunity for it to be enhanced. Hau kāinga noted the opportunity for any restoration to consider cultural harvesting.

#	Project	Stage	Lead
	Environmental Protection		
18	Erosion Protection Investigate erosion protection measures, including rock protection, contouring or landscaping.	Current	WDC
19	Ecological Restoration Ecological restoration of adjoining vegetated reserve, habitat creation, and cultural harvesting.	Future	BOPRC



Ōhope Beach and Ōhiwa Harbour



Ōhope Beach and Ōhiwa Harbour

7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)

Areas of Environmental Protection and Restoration



10. Ahi Kā and Cultural Story Telling



Provide hau kāinga opportunities to restore ahi kā and promote the cultural history and significance of the area to users.

Consultation Response

Ngāti Hokopū's representative facilitated a Hapū Engagement Hui, capturing the aspirations that Ngāti Hokopū hold for the site and ensuring that these would be reflected in the plan. The aspirations identified included:

- A dedicated space where hapū can meet, hold events, have wānanga and just be present on the whenua.
- Enhanced cultural footprint.
- Enhanced opportunities to be active kaitiaki.
- Recognition of our status as mana whenua.
- Art spaces.
- Storage spaces for recreational equipment and other opportunities for play.
- Improved access to and views of the water.

#	Project	Stage	Lead
	Ahi Kā and Cultural story telling		
20	Mahi Toi Introduce Māori art and visual identity, including pou whenua, signage promoting cultural history, and carvings.	Current	Hau kainga
21	Hau Kāinga Cultural Footprint Investigate potential building sites for hau kainga to re-establish ahi kā.	Future	Hau kainga



Ōmana Regional Park (Auckland) Cultural Story Telling Example



Palmerston North Central Cultural Sculpture Example

7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)



Fearon Park Mt Roskill Auckland Cultural Sculpture



Awapuni School (Gisborne) Mural

Port Ōhope Wharf Previous Concept Design



11. Wayfinding and Signage



Improve the visibility and awareness of Port Ōhope Wharf activities and events.

Consultation Response

The need for improved signage, wayfinding, and event information was a consistent message from everyone who we talked to. In particular, there was strong support to enhance visibility and accessibility to the Wharfside attraction.

Notwithstanding the above, it was observed that the identity of the reserve in its entirety was being weakened or lost in the broad range of attractions and activities occurring at Port Ōhope Wharf. The need to reinforce the brand and identity of Port Ōhope Wharf as a reserve and to avoid overcrowding the signage and messaging was identified.

#	Project	Stage	Lead
	Wayfinding and Signage		
22	Port Ōhope Wharf Brand Establish a Port Ōhope Wharf Brand, reinforcing the identity and brand of the reserve as a venue of many attractions.	Future	WDC
23	Roadside Signage Upgrade existing roadside signage in a manner that aligns to the Port Ōhope Wharf Brand.	Future	WDC
24	Information & Events Board Install an information and events board, providing locals and visitors with up and coming event information and commercial offerings.	Future	WDC
25	Wharfside Building Artwork Utilise exterior building murals and artwork to create a visual point of interest and attraction to Wharfside.	Current	WDC/Hau kainga



Upper Hutt Community Notice Board Example



Cornwall Park Wayfinding and Entrance Signage Examples



Motat Wayfinding and Entrance Sign Example

7.1.1.1 Appendix: Port Ōhope Wharf Plan(Cont.)



Tahatai Coast School Building Artwork Example



Papakura "Red Earth" Building Artwork Example

12. Pedestrian Connectivity, Accessibility and Safety



Enhance pedestrian and cycle connectivity and safety within the Port Ōhope Wharf area, creating shared spaces that minimise conflict with vehicles.

Consultation Response

Pedestrian connectivity, accessibility, and safety within Port Ōhope Wharf was a common theme. Lacking direct pedestrian connections to the Wharfside building, Ōhope Yacht Club and surrounding greenspaces, visitors frequently walk through the carpark and internal road network as they seek the most direct route.

The sealed vehicle access into the greenspace adjoining Harbour Road was noted as having eroded and been damaged from use. The edge of the access will require remediation and strengthening to ensure its long term functionality.

Harbour Road, Charles Street and Ocean Beach Road were all identified as becoming congested during peak summer periods as demand for on-street parking increases significantly. While stakeholders and residents freely accepted the realities of living in a popular summer holiday destination, they recommend temporary traffic measures are considered to improve pedestrian, scooter and cyclist safety during this period.



Karangahape Road Road Artwork Example

#	Project	Stage	Lead
	Pedestrian Connectivity, Accessibility and Safety		
26	Pedestrian Footpath Extension Extend pedestrian footpath to Wharfside building.	Future	WDC
27	Shared Space Road Marking Utilising expressive cultural artwork as road marking, transform the carpark into a shared space.	Future	WDC
28	Temporary Traffic Measures Investigate suitable temporary traffic measure during peak summer period on surrounding streets to improve visitor safety.	Future	WDC
29	Carpark Road Marking Improve parking efficiency through the marking of additional carparks around the Ōhope Yacht Club and Fisherman's Wharf.	Future	WDC
30	Parking Management Plan Implement a Parking Management Plan during peak periods to minimise conflict and enhance user safety.	Future	WDC
31	Overflow Parking Provide for overflow parking in grassed berm, utilising grass tuft markers.	Future	WDC
32	Remediate Vehicle Access Remediate and strengthen vehicle access to greenspace.	Future	WDC
33	Harbour Access Re-contouring of harbour embankment and/or provision of steps adjoining Wharfside building to improve harbour access.	Current	WDC
34	Event Bus Stop Utilising existing bus stop for events.	Future	WDC
35	Harbour Edge Treatment Landscaping edge treatment of harbour embankment to improve safety.	Current	WDC

Central City Loop Auckland Path Artwork Example



Palmerston North Shared Road Artwork Example



13. Implementation

The projects captured in the plan vary in priority, scale and cost, but they all present opportunities to significantly enhance the use of the reserve and the experience of those visiting it. While some of the projects may be led and funded by Council, others will require the leadership and financial support of stakeholders. There will also be opportunities for funding partnerships to be forged between various stakeholders, private investment or community funders.

Reflecting upon these characteristics, an implementation plan was prepared to guide project delivery and help the community understand when it can expect to see changes in the reserve. The delivery of the projects and outcomes sought in the plan will require collective effort, with the plan laying the foundations for action.

For Council led projects, delivery will be outlined in the Long Term Plan and Annual Plan.

The Wharfside plan is a living document and will continue to evolve as projects progress and the use of the reserve grows. The ongoing collaboration and collective effort from stakeholders and hau kāinga will be a critical component to the future success of the Port Ōhope Wharf.



7.2 WOCB Discretionary Funds – May 2024

7.2 WOCB Discretionary Funds – May 2024



To: **Whakatāne-Ōhope Community Board**

Meeting Date: **Monday, 20 May 2024**

Author: **A Dass / Governance Support Advisor**

Authoriser: **C Viljoen / Governance Manager Services**

Reference: **A2667483**

1. Reason for the report - *Te Take mō tēnei rīpoata*

Five applications have been received seeking funding from the Whakatāne-Ōhope Community Board Discretionary Fund.

The application is attached to this report and the applicants have been invited to attend.

2. Recommendations - *Tohutohu akiaki*

1. **THAT** the WOCB Funding Application – May 2024 report be received; and
2. **THAT** \$_____ be allocated from the Whakatāne-Ōhope Community Discretionary Fund to The Whakatane Darts Association Inc to host the NZ Junior and Youth Championships in Whakatāne; and
3. **THAT** \$_____ be allocated from the Whakatāne-Ōhope Community Discretionary Fund to The NextStep Charitable Foundation so they can provide support to those who need to visit their clinic; and
4. **THAT** \$_____ be allocated from the Whakatāne-Ōhope Community Discretionary Fund to The Soaked in Adventure so support in the costs associated with their 3- and 6-hour race; and
5. **THAT** \$_____ be allocated from the Whakatāne-Ōhope Community Discretionary Fund to Whakatāne Intermediate School so they can compete in the Lit Quiz National Competition; and
6. **THAT** \$_____ be allocated from the Whakatāne-Ōhope Community Discretionary Fund to Hannah Baxter so they can compete in the Junior Canoe Sprint World Championships in July.

3. Criteria

The criteria for the Community Board Discretionary Fund are:

- No retrospective funding applications will be considered
- The project must be held within the Whakatāne-Ōhope Community Board area
- Applications will be considered throughout the year subject to funding availability and should be submitted at least 14 days before the meeting. Meeting dates can be found on - <https://www.whakatane.govt.nz/about-council/meetings>
- In the event that the Board require more information, applicants may be invited to attend the Public Forum at the commencement of the meeting to provide a brief overview of the application.

7.2 WOCB Discretionary Funds – May 2024(Cont.)

If so, an invitation will be extended to you prior to the meeting. As all meetings are open to the public you are welcome to attend.

- The application must be completed and signed by the applicant and include a summary of the project, what the funds are for, a budget showing how the costs were calculated, copies of quotes, latest financial report, and details of your bank account - either a bank encoded deposit slip or the top of a bank statement with organisation details and the bank logo.
- If successful, applicants will be required to use the Community Board logo on advertising material and other items associated with the event or project to acknowledge the grant.
- A declaration of expenditure and project report is required to be submitted once the project has been completed.
- Pre event information, photographs and community feedback are encouraged and may be placed on the Board's Facebook page - <https://m.facebook.com/whakataneohopecommunityboard/>
- Funds not uplifted within six months from the allocation date will lapse
- The Council's Climate Change Strategy 2020-23 can be found on the Council's webpage - <https://www.whakatane.govt.nz/contact-us/have-your-say/closed-consultations/climate-change-strategy-and-action-plans>.

Whakatāne-Ōhope Community Board Guidelines

- The key priority areas are – Youth – Environment – Economic Development – Recreation
- Grants between \$500 and \$2,000 will be considered to support individuals and groups attending a national or international cultural, sporting, leadership development event
- Grants of up to \$5,000 will be considered to support community focused projects and events. The Board will generally lean towards funding an event only once but reserve the right to fund more than one year on a case-by-case basis.
- A “guarantee against loss” to provide seed funding or back-up finance may also be considered
- The Board does not generally fund organisation's who are already receiving similar funding from the Whakatāne District Council; however, exceptions will be considered on a case-by-case basis.

4. Funding Application**4.1. Whakatāne Darts Association Inc**

The Whakatāne Darts Association Inc is a long standing sporting organisation that aims to promote a lifelong enjoyment of Darts.

The group is seeking a grant of \$9,000.00 from the board to host the NZ Junior and Youth Dart Championship from 13th to 16th July 2024 in the little theatre at the Whakatāne War Memorial Hall.

The Board have supported the group in the past with a \$500 grant in May 2016, \$800 in May 2017, \$2,300 in May 2018, \$900 in July 2021.

4.2. NextStep Charitable Foundation

The NextStep Charitable Found was established in 2021 to provide the community with access to life changing rehabilitation and exercise services, and give hope to people with disabilities, chronic health condition.

7.2 WOCB Discretionary Funds – May 2024(Cont.)

The Charity is seeking \$4,800 towards the Community and Wellness programme.

4.3. Soaked in Adventure

Soaked in Adventure host team adventure races which are quality sporting events that showcase the locality and te taiao; that are suitable for both beginners and experienced adventure racers; that provide challenging, positive, and safe sporting environment; that support and encourage healthy lifestyles; and support local businesses & organisations.

The group is seeking \$5,250 towards the 3 & 6 hour Race Whakatāne 2024 scheduled to be held on Saturday 29 June 2024.

4.4. Whakatāne Intermediate School

Whakatāne Intermediate School are competing in the Lit Quiz Competition which is hosted in Wellington. They will be in Wellington from 14-16 June 2024. This is an opportunity for the team to gain valuable experience and continue being great role models in the community. If successful, they will carry on to the finals hosted in Canberra.

The school is seeking \$1,573 towards travel, accommodation and meals.

The board have supported the school in the past with \$5,000 grant in July 2028.

4.5. Hannah Baxter

Hannah Baxter has been selected to compete on the world stage in the 2024 ICF Junior and U23 Canoe Sprint World Championships in Bulgaria this July.

They are seeking \$9,652.46 towards costs related to their campaign.

5. Significance and Engagement Assessment - *Aromatawai Pāhekoheko***5.1. Assessment of Significance**

The decisions and matters of this report are assessed to be of low significance, in accordance with Council's Significance and Engagement Policy.

5.2. Engagement and community views

There is no requirement to consult or engage on allocation of the Board's discretionary funds.

Engagement on this matter is not being undertaken in accordance with Section 6.1 of the Council's Significance and Engagement Policy. This states that the Council will not consult when the matter is not of a nature or significance that requires public engagement.

6. Considerations - *Whai Whakaaro***6.1. Financial/budget considerations**

The current balance of the Whakatāne-Ōhope Community Board Discretionary Fund is approximately 67,441.36.

7.2.1 Whakatane Darts Association Inc

6.2. Strategic alignment

No inconsistencies with any of the Council's policies or plans have been identified in relation to this report.

6.3. Climate change assessment

The decisions and matters of this report are assessed to have low climate change implications and considerations, in accordance with the Council's Climate Change Principles.

6.4. Risks

Projects associated with the applications may be delayed or downsized.

7. CONCLUSION

Members now need to consider whether to support the applications and if so, the amount to allocate.

Attached to this report:

- Application for Funding – Whakatāne Darts Association Incorporated
- Application for Funding – NextStep Charitable Foundation
- Application for Funding – Soaked in Adventure
- Application for Funding – Whakatāne Intermediate School

7.2.1 Whakatane Darts Association Inc

7.2.1 Whakatane Darts Association Inc(Cont.)

**WHAKATĀNE-ŌHOPE COMMUNITY BOARD
 Application Form**

1 CONTACT DETAILS

1.1 Name of your organisation: **Whakatane Darts Association Inc**

Phone: [REDACTED]	Email: whakatedarts@gmail.com
Social Media Links – website, Facebook etc.	
<i>(N/A if applying as an individual)</i>	

1.2 Name of principal contact: **Sharlene Maru-Habib**

Position held: **Finance Manager / Funding Co Ordinator**

Phone/Mobile: [REDACTED]	Email: [REDACTED]
--------------------------	-------------------

1.3 Name of secondary contact: **Veronica Maru**

Position held: **Secretary**

Phone/Mobile: [REDACTED]	Email: [REDACTED]
--------------------------	-------------------

1.4 How long has your organisation been operating? **60**

Objectives and activities of your organisation:

Vision - Whakatane Darts Association is a sporting organisation that aims to promote a lifelong enjoyment of Darts. Core Values - we endeavour to attain our vision by being respectful, having integrity and professionalism. Our main activity is the sport fo Darts with a particular emphasis on good sportsmanship, quick maths strategies, event organisation, and tournaments

(N/A if applying as an individual)

1.5 Is your group GST Registered? No Yes GST Number:

(N/A if applying as an individual)

7.2.1 Whakatane Darts Association Inc(Cont.)

**WHAKATĀNE-ŌHOPE COMMUNITY BOARD
 Application Form**

2 ABOUT YOUR FUNDING REQUEST

2.1 Please provide a title for the project, service, event proposal for which you are seeking funding (approx 8 words):

NZ Junior & Youth Dart Championship

2.2 Give a brief description of the project, service, event proposal for which you are seeking funding (if you have a separate project plan or require more space, please list the key points here and attach a full description of your proposal to the back of this form):

Venue Hire (Stadium and foyer)

Rubbish clearance and bins

Trophies & Prizes for all sections e.g., Junior Girls Pairs, Youth Boys Singles etc

Accommodation at a local hotel for the Whk section of Junior & Youth players

2.3 How long does the project, service or proposal run? Starts: 13th July 2024

Is the project ongoing? Finishes: 16th July 2024

2.4 Funding Description – tick appropriate boxes

Community Pride

Cultural or Sporting Event

Seed Funding for a community event

Support for a community project

Youth Development

Environmental

2.5 The Whakatāne District Council has adopted a set of Climate Change Principles to ensure that climate change be considered in all decisions. Please consider potential impacts to Climate Change that the project/event may have.

As an organisation, we continue to work hard to improve our recycling programme and have incorporated better use of resources - online or collection; phasing out of unrecyclable plastics; incorporating bins to ensure required separation of materials e.g., glass (clear or brown), paper etc.

7.2.1 Whakatane Darts Association Inc(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form

3 MEASURING THE SUCCESS YOUR PROJECT, SERVICE OR EVENT PROPOSAL

3.1 Show us how you will measure that your project, service or event proposal would be beneficial to the community

Since 2018 (when the association last held the national tournament), we have had many successes.

Ranging from selection to represent the association at regional level, to winning a position on the Senior Region Teams our junior and youth players continue to raise the bar, nationally and internationally.

The benefits to the community includes, but not exclusive to, improvement of individual participation therefore growth, inspirational and motivational application upon other students in their community, leadership qualities nurtured through the sport and portrayed within an educational environment, understanding, and developing a sense of belonging and more.

3.2 What will happen to the project if:

- this funding application is unsuccessful or,
- only a portion of the funds are received or,
- a guarantee against loss is provided rather than a grant?

The project will proceed as outlined

The project will be delayed (please specify expected length of delay): _____

The project will be downgraded

The project will be prevented from being carried out

7.2.1 Whakatane Darts Association Inc(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form

4 FINANCIAL DETAILS OF YOUR PROJECT, SERVICE OR PROPOSAL

Note: All figures to include GST (if any).

Please provide a breakdown of the budget for the project, service or proposal for which you are seeking assistance:

PROJECT COSTS		PROJECT INCOME	
Description of cost	Amount	Income source	Amount
Salaries / wages	\$	Applicant organisation's contribution	\$
Postage / telephone / administration	\$	Fundraising	\$ 1000.00
Advertising / promotion	\$	Donations / sponsorship	\$
Professional fees	\$	Entry fees	\$
Travel costs	\$	Value of donated material	\$
Project materials	\$	Other Grants applied for (please specify):	\$
Labour cost	\$		\$
Venue / equipment hire	\$ 2875.00	Other income (please specify):	\$
Other costs (please specify):	\$		\$
Accommodation for Whk Team	\$ 4350.00		\$
Trophies etc	\$ 3000.00		\$
Skip Bin - Waste Management	\$ 546.00		\$
	\$		\$
TOTAL ESTIMATED COST	(a) \$ 10771.00	TOTAL INCOME	(b) \$ 1000.00

TOTAL FUNDING SHORTFALL/AMOUNT SOUGHT
(i.e. 'a' minus 'b')

\$ 9000.00

7.2.1 Whakatane Darts Association Inc(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
 Application Form - Organisation

5 OTHER COUNCIL FUNDING

Note: All figures to include GST (if any)

What funding assistance has your group/organisation applied for **and/or** received from the Council over the past 3 years – either by way of a grant or ‘in kind’ support (advertising, promotional material, equipment, donations)

Year	Amount received (either \$ or in kind)	Purpose

6 DECLARATION

We the undersigned do solemnly and sincerely declare and acknowledge that:

- The details we have given in all sections of this application are true and correct to the best of our knowledge.
- We have the authority to commit our group to this application.
- All information contained in this application is subject to the Local Government Official Information and Meetings Act 1987, and will be included in a **publicly available** agenda.
(If you do not wish for any personal details to be made public, please indicate this in your application. The information is held and administered by Whakatāne District Council in accordance with the Privacy Act 2020 and Whakatāne District Councils Privacy Policy.)
- The Council may collect from third parties any information it deems necessary about the applicant or the application.
- We will provide a short summary of the project’s success, benefits and promotion within 30 days.
- We acknowledge and approve receiving further communications from the Community Board.

Name:	Shariene Maru-Habib
Position held:	Finance and Funding Manager
Signature:	
Date:	19/04/2024
Any personal details to withhold:	
Name:	Veronica Maru
Position held:	Event Manager, WDA Secretary
Signature:	
Date:	19 April 2024
Any personal details to withhold:	

7.2.1 Whakatane Darts Association Inc(Cont.)

OFFICIAL PURCHASE ORDER

FROM

Businesses in Wtk
- Jewels - Kmart
- Renstons - Warehouse

PLEASE QUOTE THIS ORDER NO.
ON ALL INVOICES

J 343883

DESPATCH TO

DATE 17/04/2024

Wtk Darts

SUPPLIERS NAME

QUANTITY	DESCRIPTION	AMOUNT
30	Prizes - NZDC Jnr & Youth Darts Championships 2024 \$100ea approx. - local businesses who are and have indicated support	3000.00

TOTAL \$ 3000.00

SIGNATURE

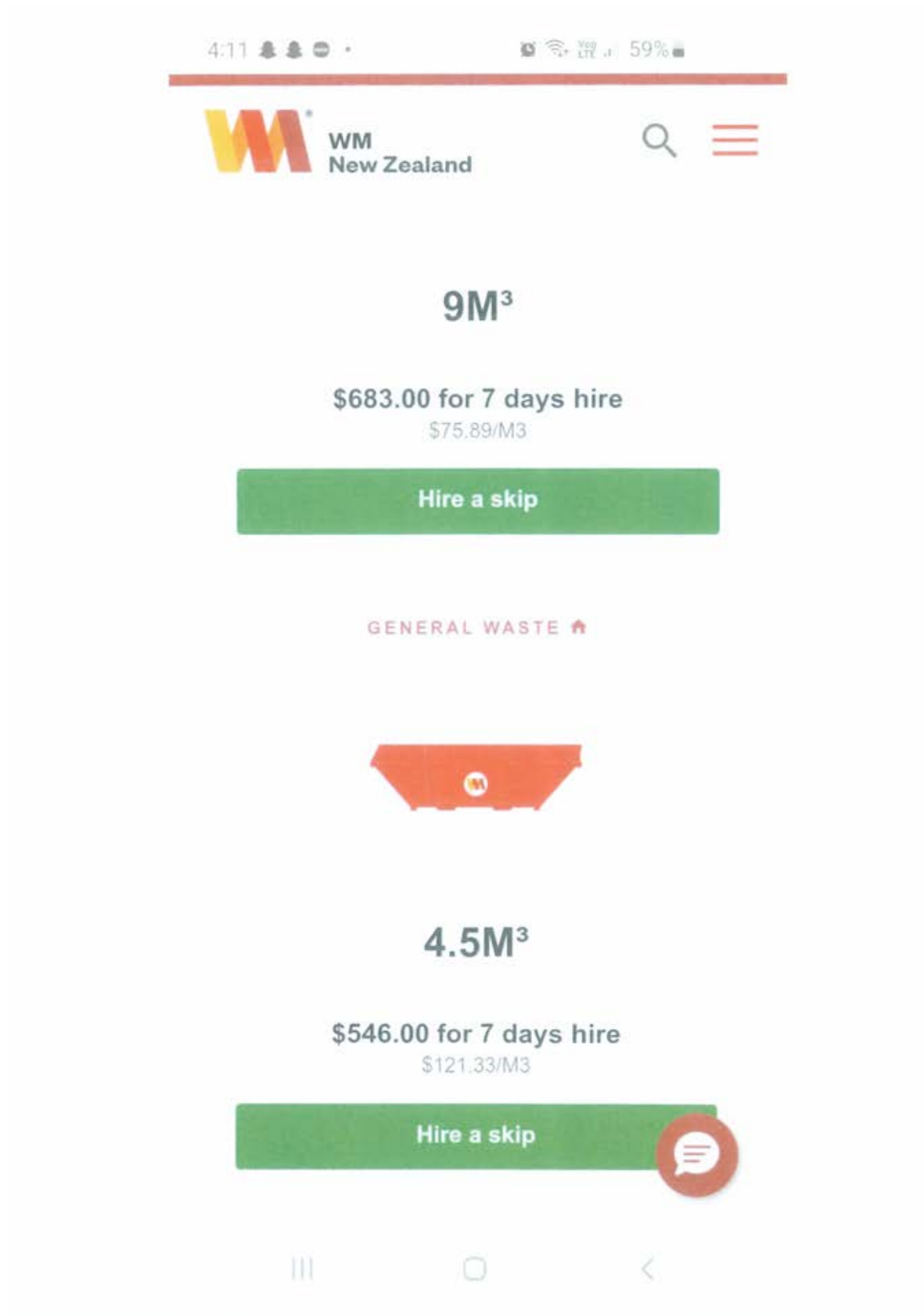


REORDER REF: RFR/ORD/IN 100001

REDIFORM

FORMS LAYOUT & DESIGN © WICKLIFFE LIMITED

7.2.1 Whakatane Darts Association Inc(Cont.)



7.2.1 Whakatane Darts Association Inc(Cont.)



26 March 2024

Whakatane Darts Association
PO Box 590, Whakatāne 3158

Attn: Sharlene Maru-Habib
whakatanedart@gmail.com

To whom it may concern,

QUOTE FOR HIRE OF THE LITTLE THEATRE – WHAKATANE DARTS ASSOCIATION

This letter is to confirm the venue hire fees for the Darts Tournament that is scheduled to be held at the Little Theatre, Whakatane from the 11th to the 17th July 2024. This event is run by Whakatane Darts Association who have requested a quote for the purpose of funding. The total venue hire fees are summarised below:

Detail	Daily Rate	Quantity	Total
Stadium (Daily rates varies with booking times)	\$	7 days	\$2675.00
Cleaning of venue	\$200.00	1	\$200.00
TOTAL HIRE FEES FOR EVENT			\$2875.00

All prices are inclusive of GST.

The quoted fee may vary upon invoicing should further charges be incurred in the case of any damages or should additional cleaning be required.

There will also be a damages and security bond of \$220 which is refundable if there are no damages or outstanding costs.

If you have any questions regarding this quotation, please don't hesitate to contact me.

Yours sincerely,

Gail Kerr
ASSETS AND ADMINISTRATION OFFICER

7.2.1 Whakatane Darts Association Inc(Cont.)

Reservation / Statement

Reservation Ref: 2L74
 Customer Ref:
 Source: Office
 Reservation Date: 11-Jul-2023 13:31



76 Domain Road
 Whakatane 3120

Shar Habib
 Whakatane Darts
 New Zealand

Tel: 07 3071003
 Freephone: 0800425866
 Fax:
 Email: stay@altonlodge.co.nz
 GST 121871521

Guest Name	Room/Rate	Dates	Guests	Status	Total
Shar Habib	One Bedroom	Date In: 12-Jul-24	Total: 4	Confirmed	\$ 1,000.00
	Standard	Arrival Time: 14:00	Adults: 4		
	Standard rate	Date Out: 17-Jul-24	Children:		
		Nights: 5	Infants:		
Shar Habib	One Bedroom	Date In: 12-Jul-24	Total: 4	Confirmed	\$ 1,000.00
	Standard	Arrival Time: 14:00	Adults: 4		
	Standard rate	Date Out: 17-Jul-24	Children:		
		Nights: 5	Infants:		
Shar Habib	One Bedroom	Date In: 12-Jul-24	Total: 4	Confirmed	\$ 1,000.00
	Standard	Arrival Time: 14:00	Adults: 4		
	Standard rate	Date Out: 17-Jul-24	Children:		
		Nights: 5	Infants:		
Shar maru habib	Two Bedroom	Date In: 12-Jul-24	Total: 6	Confirmed	\$ 1,350.00
	Standard	Arrival Time: 14:00	Adults: 5		
	Standard rate	Date Out: 17-Jul-24	Children: 1		
		Nights: 5	Infants:		

Currency: NZD Accommodation Total: \$ 4,350.00

Grand Total: \$ 4,350.00

Booking Policies

1. A credit card (not a debit card) is required at check-in for incidental charges.
 Cooking strong smelling food or smoking in the rooms is not allowed and will incur an additional \$200+ surcharge.
 Extra guests are \$20 per night.
 No pets allowed.

Thank you for choosing to stay with us.

Whakatane-Ohope Community Board - AGENDA

7.2.1 Whakatane Darts Association Inc(Cont.)

WHAKATANE DARTS ASSOCIATION INC
STATEMENT OF FINANCIAL PERFORMANCE
For the Year Ended 31 March 2023

	2023 12 Months	2022 15 Months
INCOME		
Gross Income From Refreshment Trading	9,141.98	11,169
Gross Income From Juniors' Activities	-3,003.81	126
Oche Fees	4,705.00	6,131
Raffle Proceeds	895.00	924
Subscriptions Received	3,160.00	2,550
Tournament Entry Fees	3,520.00	690
Tournament Fees Refunded	0.00	675
Flights & Stems Sales	0.00	0
Tee Shirt Sales	200.00	1,835
Old Board Sales	0.00	250
Gifts/Koha	0.00	1,150
Ticket Sales - Break-up	2,010.00	0
Grants Received	0.00	0
Southern Trust	0.00	3,542
Whakatane District Council	0.00	988
Te Puna Ora O Mataatua	0.00	1,700
Aotearoa Gaming Trust	20,800.00	0
Other Income	468.25	
Interest Received	924.46	462
Unallocated Bankings	-300.00	
TOTAL INCOME RECEIVED	42,520.88	32,193
Less EXPENDITURE		
AGM Expenses	93.61	155
Audit	1,270.00	910
Club Prizes End of Year	2,479.00	60
Cleaning	782.00	506
Donation	0.00	800
Equipment Maintenance	80.00	543
Function Expenses	4,537.45	4,119
Grants to Junior Darts	0.00	3,701
Hall Hire	4,038.75	3,305
Insurance	1,150.00	575
Licences	690.00	0
NZDC Affiliation & Zone Fees	2,372.00	1,945
Post Box Rental	0.00	420
Small Equipment Purchases	859.30	0
Stationery	112.90	437

NOTE: This Statement is to be read in conjunction with the accompanying "Notes to the Financial Statements" on page two and the accompanying Auditor's Report

7.2.1 Whakatane Darts Association Inc(Cont.)

WHAKATANE DARTS ASSOCIATION INC
STATEMENT OF FINANCIAL PERFORMANCE
For the Year Ended 31 March 2023

	2023	2022
	12 Months	15 Months
Tournaments & Social Functions		
Tournament Entry Fees	1,908.00	1,575.00
Tournament Accomodation	3,930.00	1,750.00
Tournament Travel	3,459.96	100.00
Trophies & Prizes	230.00	424.00
Grants To Players	0.00	500.00
Tournament Fees Refunded	0.00	615.00
Tee Shirts	0.00	4,692.00
TOTAL CASH EXPENSES	<u>27,992.97</u>	<u>27,132</u>
CASH SURPLUS	<u>14,527.91</u>	<u>5,060</u>
Less Non Cash Expenses		
Depreciation	3,712.98	1,097
Net Surplus Transferred to Equity	<u>10,814.93</u>	<u>3,963</u>

NOTE: This Statement is to be read in conjunction with the accompanying "Notes to the Financial Statements" on page two and the accompanying Auditor's Report.

7.2.1 Whakatane Darts Association Inc(Cont.)

**WHAKATANE DARTS ASSOCIATION INC
STATEMENT OF MOVEMENTS IN EQUITY
For the Year Ended 31 March 2023**

	2023 12 Months	2022 15 Months
Equity at 1 February 2022	72,100.98	68,138
PLUS		
Surplus for the Period	10,814.93	3,963
Total Recognised Revenues and Expenses for Period	10,814.93	3,963
Equity at 31 January 2023	82,915.91	72,101

NOTE: This Statement is to be read in conjunction with the accompanying "Notes to the Financial Statements" on page two and the accompanying Auditor's Report

NZ DARTS COUNCIL 2024 CALENDAR

Date	Event	Association	Location	Comments
28-Jun	NZ Men's & Ladies Pairs	NZDC	Hamilton	Non-Ranking
13-Jul	NZ Junior & Youth Open	Whakatane	Whakatane	WDF Gold/NZDC Ranked
14-16 Jul	Junior & Youth Championships	Whakatane	Whakatane	Members Only Tournament
31-Aug	Shot NZ Masters Boys & Girls Singles	Kapi Mana	Porirua	WDF Bronze/NZDC Ranked
31-Aug	Shot NZ Singles	Kapi Mana	Porirua	WDF Silver/NZDC Ranked
1-Sep	Tony Bull Memorial Pairs	Kapi Mana	Porirua	Non-Ranking
13-Sep	Open Teams Event	Taranaki	New Plymouth	WDF Silver/NZDC Ranked
14-Sep	Taranaki Open	Taranaki	New Plymouth	Non-Ranking
15-Sep	Open Pairs	Taranaki	New Plymouth	Non-Ranking
21-Sep	Auckland Open	West City	Auckland	WDF Bronze/NZDC Ranked
22-Sep	Memorial Pairs	West City	Auckland	Non-Ranking
25-Oct	Open Pairs	Otago	Dunedin	Non-Ranking
26-Oct	Alan King Memorial	Otago	Dunedin	WDF Bronze/NZDC Ranked
27-Oct	Tiny Vincent Memorial Mixed Pairs	Otago	Dunedin	Non-Ranking
9-10 Nov	Aotearoa Maori Tournament	Whakatane	Whakatane	Members Only Tournament
16-Nov	Phil Clements Memorial Boys & Girls Singles	Horowhenua	Levin	WDF Bronze/NZDC Ranked
16-Nov	Open Men's & Ladies Pairs	Horowhenua	Levin	Non-Ranking
17-Nov	Ted Clements Memorial Singles	Horowhenua	Levin	WDF Bronze/NZDC Ranked
29 Nov-8 Dec	World Championships	Lakeside	England	World Darts Federation
TBC	World Masters	Assen	Netherlands	World Darts Federation

7.2.2 NextStep Charitable Foundation

7.2.2 NextStep Charitable Foundation

7.2.2 NextStep Charitable Foundation(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD Application Form

1 CONTACT DETAILS

1.1	Name of your organisation: NextStep Charitable Foundation	
	Phone: [REDACTED]	Email: info@nextstepnz.com
	Social Media Links – website, Facebook etc. www.nextstepnz.com . Facebook.com/nextstepnz	
	<i>(N/A if applying as an individual)</i>	

1.2	Name of principal contact: Casey Brady	
	Position held: Chairwoman	
	Phone/Mobile: [REDACTED]	Email: info@nextstepnz.com

1.3	Name of secondary contact: Aaron Balsom	
	Position held: Trustee	
	Phone/Mobile: [REDACTED]	Email: [REDACTED]

1.4	How long has your organisation been operating?	3 years
	Objectives and activities of your organisation:	
	To provide our community with access to life changing rehabilitation and exercise services that they can not currently access.	
	To give hope to people with disabilities, chronic health conditions and children with disabilities	
	<i>(N/A if applying as an individual)</i>	

1.5	Is your group GST Registered?: Yes <input type="checkbox"/>	GST Number: [REDACTED]
	<i>(N/A if applying as an individual)</i>	

7.2.2 NextStep Charitable Foundation(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form

2 ABOUT YOUR FUNDING REQUEST

2.1 Please provide a title for the project, service, event proposal for which you are seeking funding (approx 8 words):

Community health and wellness

2.2 Give a brief description of the project, service, event proposal for which you are seeking funding (if you have a separate project plan or require more space, please list the key points here and attach a full description of your proposal to the back of this form):

There is a local NextStep clinic staffed by a clinical exercise physiologist who specialises in improving community health. He has the ability to make a huge impact on the lives of people in our community who live with a disability, have a chronic health condition or have an accident, injury or neurological condition that is not funded. One of the big barriers in this community is the cost to access such a service. This service has already made huge positive changes to people living with diabetes and COPD and unfortunately due to a lack of funding these programs are unable to keep running. We would like to request a grant that we can use to provide funding for people to attend the NextStep clinic and improve their health and wellbeing without sacrificing their financial health. There is a large Maori population that this would be of huge benefit to as well and there has already been talks about how we can help them more.

2.3 How long does the project, service or proposal run? Starts: Already running

Is the project ongoing? Yes Finishes: _____

2.4 Funding Description – tick appropriate boxes

Community Pride

Cultural or Sporting Event

Seed Funding for a community event

Support for a community project

Youth Development

Environmental

2.5 The Whakatāne District Council has adopted a set of Climate Change Principles to ensure that climate change be considered in all decisions. Please consider potential impacts to Climate Change that the project/event may have.

The clinic trys to use eco friendly equipment that is either pedal powered or minimal electricity

A1862188

7.2.2 NextStep Charitable Foundation(Cont.)

**WHAKATĀNE-ŌHOPE COMMUNITY BOARD
 Application Form**

3 MEASURING THE SUCCESS YOUR PROJECT, SERVICE OR EVENT PROPOSAL

3.1 Show us how you will measure that your project, service or event proposal would be beneficial to the community

We will measure the results by showing how many people have been funded to go through the program and we can provide a grouped exercise benefit and health improvement data

3.2 What will happen to the project if:

- this funding application is unsuccessful or,
- only a portion of the funds are received or,
- a guarantee against loss is provided rather than a grant?

<input type="checkbox"/>	The project will proceed as outlined	
<input type="checkbox"/>	The project will be delayed (please specify expected length of delay):	The project will have a limited impact on our community _____
<input type="checkbox"/>	The project will be downgraded	
<input type="checkbox"/>	The project will be prevented from being carried out	

7.2.2 NextStep Charitable Foundation(Cont.)

**WHAKATĀNE-ŌHOPE COMMUNITY BOARD
 Application Form**

4 FINANCIAL DETAILS OF YOUR PROJECT, SERVICE OR PROPOSAL

Note: All figures to include GST (if any).

Please provide a breakdown of the budget for the project, service or proposal for which you are seeking assistance:

PROJECT COSTS		PROJECT INCOME	
Description of cost	Amount	Income source	Amount
Salaries / wages	\$	Applicant organisation's contribution	\$
Postage / telephone / administration	\$	Fundraising	\$
Advertising / promotion	\$	Donations / sponsorship	\$
Professional fees	\$	Entry fees	\$
Travel costs	\$	Value of donated material	\$
Project materials	\$	Other Grants applied for (please specify):	\$
Labour cost	\$		\$
Venue / equipment hire	\$	Other income (please specify):	
Other costs (please specify):	\$4800		\$
Seeking sponsorship for memberships at NextStep	\$		\$
15 members with a 3 month membership	\$		\$
	\$		
	\$		\$
TOTAL ESTIMATED COST	(a) \$4800	TOTAL INCOME	(b) \$

**TOTAL FUNDING
 SHORTFALL/AMOUNT SOUGHT**
 (i.e. 'a' minus 'b')

\$ 4800

7.2.2 NextStep Charitable Foundation(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form - Organisation

5 OTHER COUNCIL FUNDING

Note: All figures to include GST (if any)

What funding assistance has your group/organisation applied for **and/or** received from the Council over the past 3 years – either by way of a grant or ‘in kind’ support (advertising, promotional material, equipment, donations)

Year	Amount received (either \$ or in kind)	Purpose
		N/A

6 DECLARATION

We the undersigned do solemnly and sincerely declare and acknowledge that:

- The details we have given in all sections of this application are true and correct to the best of our knowledge.
- We have the authority to commit our group to this application.
- All information contained in this application is subject to the Local Government Official Information and Meetings Act 1987, and will be included in a **publicly available** agenda.
(If you do not wish for any personal details to be made public, please indicate this in your application. The information is held and administered by Whakatāne District Council in accordance with the Privacy Act 2020 and Whakatāne District Councils Privacy Policy.)
- The Council may collect from third parties any information it deems necessary about the applicant or the application.
- We will provide a short summary of the project’s success, benefits and promotion within 30 days.
- We acknowledge and approve receiving further communications from the Community Board.

Name:	Casey Brady
Position held:	Chairwoman
Signature:	C.B
Date:	21/04/2024
Any personal details to withhold:	
Name:	Aaron Balsom
Position held:	Trustee
Signature:	A.B
Date:	21/04/2024
Any personal details to withhold:	

PROFIT & LOSS STATEMENT

Date

Currency

REVENUE

Sales revenue (Less sales returns and allowances)		
Service revenue		
Other revenue		
	TOTAL REVENUE	

COST OF SALES

Cost of goods sold		
	TOTAL COST OF SALES	

	GROSS PROFIT (LOSS)	
--	----------------------------	--

OTHER INCOME

Other income eg interest		
	TOTAL OTHER INCOME	

EXPENSES

Bank fees		
Entertainment		
Freight & courier		
Insurance		
Utilities		
Vehicle expenses		
Office expenses		
Rent		
Payroll		
Travel		
General expenses		
	TOTAL EXPENSES	

	PROFIT (LOSS) BEFORE TAX	
--	---------------------------------	--

7.2.2 NextStep Charitable Foundation(Cont.)



DRAFT QUOTE

NextStep Charitable Foundation

Date 21 Apr 2024
Quote Number QU-0095
Reference Whakatane Council
GST Number 129-102-888

Next Step New Zealand Limited
14B Hocking Street
Mount Maunganui 3116
NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
3 Month full membership	15.00	278.26	4,173.91
		Subtotal	4,173.91
		TOTAL GST 15%	626.09
		TOTAL NZD	4,800.00

7.2.2 NextStep Charitable Foundation(Cont.)



**RESOLUTION FROM
CHARITABLE**

**NEXTSTEP
FOUNDATION**

MEETING HELD 1ST April 2024

Committee Members Present: Aaron Balsom, Casey Brady and Margret Thomas.

The NextStep Charitable Foundation resolved to apply to Whakatane/Ohope District Council for funding towards a funding program to support our clients for the amount of \$4,800.00 (including GST)

I certify that above is a true and that the above is a true and correct copy of a resolution passes by the NextStep Charitable Foundation Committee.

Signed:

Casey Brady
Chairman

7.2.3 Soaked in Adventure

7.2.3 Soaked in Adventure

7.2.3 Soaked in Adventure(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD Application Form

1 CONTACT DETAILS

1.1	Name of your organisation: Soaked in Adventure	
	Phone: [REDACTED]	Email: [REDACTED]
	Social Media Links – website, Facebook etc.	
	Facebook: https://www.facebook.com/soakedinadventure	
	Website: https://soakedinadventure.co.nz/soaked-in-adventure-whakatane-2024/	

1.2	Name of principal contact: Claire House	
	Position held: Sponsorship/funding	
	Phone/Mobile: [REDACTED]	Email: [REDACTED]

1.3	Name of secondary contact: Fiona Cederman	
	Position held: Event Manager	
	Phone/Mobile: [REDACTED]	Email: fiona@soakedinadventure.co.nz

1.4	How long has your organisation been operating?	8 years
	Objectives and activities of your organisation:	
	<p>OBJECTIVE: To create adventures in New Zealand’s diverse landscape for friends, whānau and workmates to have fun, be challenged, work together, develop skills and adventure in the great outdoors.</p> <p>ACTIVITIES: To host team adventure races which are quality sporting events that showcase the locality and te taiao; that are suitable for both beginners and experienced adventure racers; that provide challenging, positive and safe sporting environment; that support and encourage healthy lifestyles; and support local businesses & organisations.</p>	

1.5	Is your group GST Registered?: No <input type="checkbox"/> Yes x <input checked="" type="checkbox"/> <i>(N/A if applying as an individual)</i>	GST Number: [REDACTED]
-----	---	------------------------

7.2.3 Soaked in Adventure(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form

2 ABOUT YOUR FUNDING REQUEST

2.1 Please provide a title for the project, service, event proposal for which you are seeking funding (approx 8 words):

Soaked in Adventure 3&6 Hour Race Whakatāne 2024

2.2 Give a brief description of the project, service, event proposal for which you are seeking funding (if you have a separate project plan or require more space, please list the key points here and attach a full description of your proposal to the back of this form):

Soaked in Adventure 3&6HR Race is a navigational team race with mountain biking and trek/running stages that is suitable for both first time and experienced adventure racers. In teams of 2-5 friends, whānau, workmates or school mates will work together to collect checkpoints and complete fun mystery activities around a stunning course that includes farmland, native bush and forestry. Soaked in Adventure is a timed race which requires teams to strategize to complete the course for maximum points and cross the finish line within the 3HR or 6HR timeframe.

Please see Project Plan for more information

2.3 How long does the project, service or proposal run? Starts: Friday 28 June, 5.30 – 8pm Race Pack Pick Up at The Comm.
Saturday 29 June: 7.30am registrations open

Is the project ongoing? Annual Finishes: Saturday 29 June: 3pm 6HR teams race finish
Sunday 30 June: Prize Giving 10 – 11am Trident High School Auditorium

2.4 Funding Description – tick appropriate boxes

Community Pride [Showcasing Whakatāne; Local event]

Cultural or Sporting Event [Adventure Race]

Seed Funding for a community event

Support for a community project [via community partner]

Youth Development [youth benefit – community partner; skill development by student teams]

Environmental [Zero/low waste event; showcase te taiao]

2.5 The Whakatāne District Council has adopted a set of Climate Change Principles to ensure that climate change be considered in all decisions. Please consider potential impacts to Climate Change that the project/event may have.

Soaked in Adventure events are reliant on our beautiful natural environment, and we are committed kaitiaki of te Taiao. Our goal is to host zero waste sporting events. Participants carry all their required food and drink with them. When the course is packed up, we ensure that all rubbish and recycling is collected and appropriately managed.
We print only necessary information and use e-newsletters and online promotion to minimise waste.

7.2.3 Soaked in Adventure(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD

Application Form

3 MEASURING THE SUCCESS YOUR PROJECT, SERVICE OR EVENT PROPOSAL

3.1 Show us how you will measure that your project, service or event proposal would be beneficial to the community

Healthy lifestyles: preparation and participation in our event encourages healthy, active lifestyles. Via social media and e-newsletters, we will encourage team training. MEASURE: number of participants, feedback to team training prompts, post-race feedback.

Community event and pride: we will provide a quality, fun community event that involves locals to explore, appreciate and feel proud of our rohe. MEASURE: number of local participants. Anecdotal and post-race questionnaire feedback about course.

Encourage local spending: we will promote local sponsors, businesses and accommodation via Whakatāne.com on social media and in e-newsletters. MEASURE: feedback from sponsors, race questionnaire [number of nights paid accommodation, team celebration dinner] and post-race questionnaire feedback.

Support community group: Trident High School Camp Group is our community partner who will fundraise on race day, as well as benefit from the \$2 coin mystery activity donation, a marshalling fee and profit from finish line burgers. MEASURE: total raised for Trident High School Camp group, feedback from camp group leader and members.

3.2 What will happen to the project if:

- this funding application is unsuccessful or,
- only a portion of the funds are received or,
- a guarantee against loss is provided rather than a grant?

The project will proceed as outlined

The project will be delayed (please specify expected length of delay): _____

The project will be downgraded

The project will be prevented from being carried out

7.2.3 Soaked in Adventure(Cont.)

**WHAKATĀNE-ŌHOPE COMMUNITY BOARD
 Application Form**

4 FINANCIAL DETAILS OF YOUR PROJECT, SERVICE OR PROPOSAL

Note: All figures to include GST (if any).

Please provide a breakdown of the budget for the project, service or proposal for which you are seeking assistance:

PROJECT COSTS		PROJECT INCOME	
Description of cost	Amount	Income source	Amount
Salaries / wages	\$10,600	Applicant organisation's contribution	\$480
Postage / telephone / administration	\$1,300	Fundraising	\$
Advertising / promotion	\$700	Donations / sponsorship	\$2,000
Professional fees	\$	Entry fees	\$17,500
Travel costs	\$300	Value of donated material	\$500
Project materials	800	Applicant organisation's contribution	\$
Labour cost	\$1,200		\$
Venue / equipment hire	\$500	Other income (please specify):	
Other costs: toilets	1500		\$
Prizes	\$5,500		\$
Race Packs	1250		\$
Mystery Activities costs	500		
Excess Insurance	1750		\$
TOTAL ESTIMATED COST	(a) \$25,900	TOTAL INCOME	(b) \$20,480

**TOTAL FUNDING
 SHORTFALL/AMOUNT SOUGHT**
 (i.e. 'a' minus 'b')

\$ 5,420

7.2.3 Soaked in Adventure(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD

Application Form - Organisation

5 OTHER COUNCIL FUNDING

Note: All figures to include GST (if any)


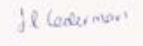
What funding assistance has your group/organisation applied for **and/or** received from the Council over the past 3 years – either by way of a grant or ‘in kind’ support (advertising, promotional material, equipment, donations)

Year	Amount received (either \$ or in kind)	Purpose
2023 & 2022	\$5000	WDC Event Fund sponsorship for Soaked in Adventure 3&6HR Race
2021	\$3000	WDC Event Fund sponsorship for Soaked in Adventure 3&6HR Race

6 DECLARATION

We the undersigned do solemnly and sincerely declare and acknowledge that:

- The details we have given in all sections of this application are true and correct to the best of our knowledge.
- We have the authority to commit our group to this application.
- All information contained in this application is subject to the Local Government Official Information and Meetings Act 1987, and will be included in a **publicly available** agenda.
(If you do not wish for any personal details to be made public, please indicate this in your application. The information is held and administered by Whakatāne District Council in accordance with the Privacy Act 2020 and Whakatāne District Councils Privacy Policy.)
- The Council may collect from third parties any information it deems necessary about the applicant or the application.
- We will provide a short summary of the project’s success, benefits and promotion within 30 days.
- We acknowledge and approve receiving further communications from the Community Board.

Name:	Claire House
Position held:	Sponsorship/Funding
Signature:	
Date:	30.04.2024
Any personal details to withhold:	
Name:	Fiona Cederman
Position held:	Event Manager
Signature:	
Date:	30.04.2024
Any personal details to withhold:	

7.2.3 Soaked in Adventure(Cont.)



Carolyn Hamill
Chairperson
Whakatāne-Ōhope Community Board
Whakatāne District Council
14 Commerce Street
Whakatāne 3120

24 April 2024

Dear Carolyn and Committee,

Soaked in Adventure 3 & 6 Hour Adventure Race Whakatāne 2024

The seventh annual Soaked in Adventure 3 & 6HR Adventure Race will take place in Whakatāne on Saturday 29 June 2024. In teams of 2-5 adventurers, participants will work together to navigate a secret course by foot and mountain bike to collect checkpoints and complete fun mystery activities.

This fun team event that showcases our rohe is suitable for both beginner and experienced adventure racers. On average 30% of participants are new to adventure racing and 25% of participants are from the Whakatāne District.

Teams are encouraged to stay, spend, visit and explore the Whakatāne District via e-newsletters and social media posts as well as the venues for Race Pack Pick Up at The Comm. Whakatāne on Friday 28 June and prize giving will take place at Trident High School Auditorium on Sunday 30 June. Based on previous events, we expect positive flow into Whakatāne township in regard to accommodation, eating establishments and entertainment from Soaked in Adventure 3&6HR Race.

In a recession and post-covid climate, hosting events continues to be challenging and appreciate the Whakatāne-Ōhope Community Board considering our application for support.

With best wishes,

Claire House
Soaked in Adventure

7.2.3 Soaked in Adventure(Cont.)

Profit and Loss

Soaked In Adventure For the 12 months ended 30 November 2023

	SIA 3/6/12 HOUR	TOTAL
Trading Income		
Event Entry Fees	21,659.58	21,659.58
Event Sponsorship	7,000.00	7,000.00
Interest Income	85.92	85.92
Total Trading Income	28,745.50	28,745.50
Cost of Sales		
Race Expenses	1,701.37	1,701.37
Subcontractor (GST)	3,322.91	3,322.91
Total Cost of Sales	5,024.28	5,024.28
Gross Profit	23,721.22	23,721.22
Operating Expenses		
Advertising	8.70	8.70
Donations (volunteers)	2,520.00	2,520.00
Entertainment	424.86	424.86
Gifts	52.17	52.17
Permit and Venue Costs	43.48	43.48
Printing & Stationery	184.30	184.30
Prizes	3,301.52	3,301.52
Total Operating Expenses	6,535.03	6,535.03
Net Profit	17,186.19	17,186.19

Whakatane-Ohope Community Board - AGENDA

7.2.3 Soaked in Adventure(Cont.)

XERO REPORT		
Please note this does not include all expenditure		
Gross profit	\$	23,721.22
Total operating expenses	\$	6,535.03
Total net profit	\$	17,186.19

FULL FINANCIAL REPORT		
Gross profit XERO	\$	23,721.22
Operating Expense XERO	\$	6,535.03
Entries transferred to 2024 due to cancelation	\$	3,915.00
Petrol	\$	300.00
Insurance	\$	1,750.00
Rent	\$	500.00
Phone	\$	240.00
Event Manager fee	\$	10,000.00
Total operating expense	\$	23,240.03
TOTAL NET	\$	481.19

7.2.3 Soaked in Adventure(Cont.)



Soaked in Adventure 3 & 6 Hour Race

PROJECT PLAN

SOAKED IN ADVENTURE

Creating adventures in New Zealand’s diverse landscape for friends, whānau and workmates to have fun, be challenged, work together, develop skills and adventure in the great outdoors.

OUR EVENT

Soaked in Adventure 3 & 6 HR Race is a navigational team race including running/trekking and mountain biking to collect checkpoints along a course that showcases the beautiful Taiao and locality. Teams choose either a three- or six-hour race and complete fun mystery activities which have an environmental focus. Every event supports and profiles a local organisation or group – giving back to the local community.

KEY EVENT DETAILS

DATE: Saturday 29 June 2024

TIMES: 9am Race start [6HR teams], 10am Race start [3HR teams]

VENUE: Sisam & Son’s Farm [note under embargo until 1 week prior to race day]



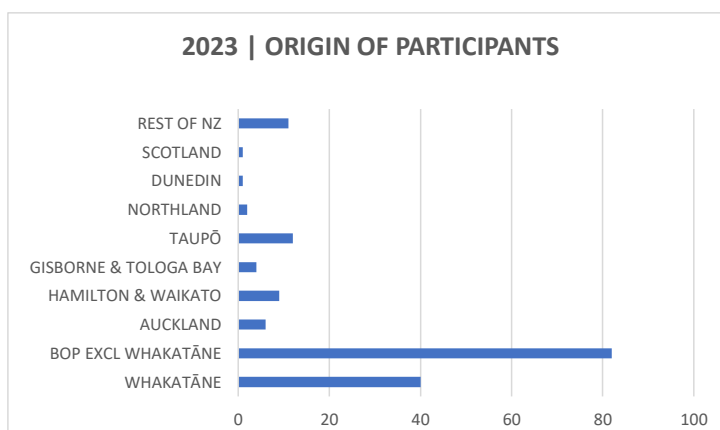
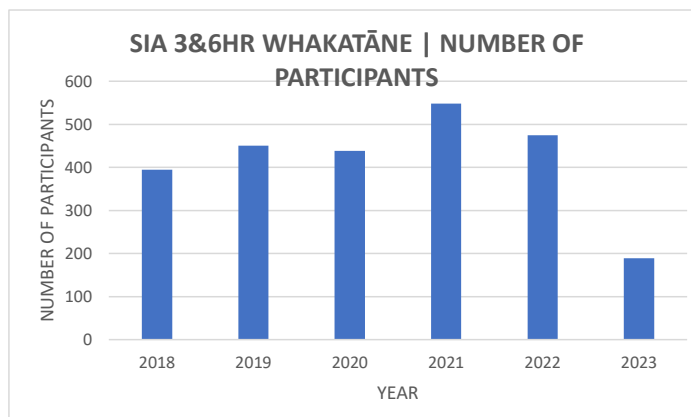
7.2.3 Soaked in Adventure(Cont.)

TARGET AUDIENCE

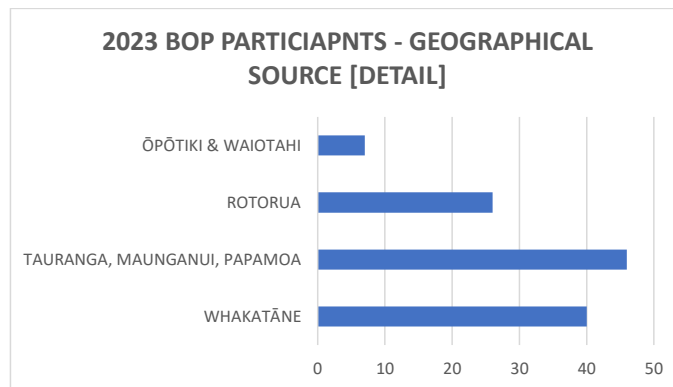
Soaked in Adventure attracts teams from family, friendship, and work groups. Because teams can choose their course and number of checkpoints to collect, it attracts both novice and experienced adventure racers.

The race has a new course every year and usually held in different locations (inaccessible outside the event) in the Whakatāne district which attracts repeat participants from both the local rohe and across the north island. On average:

- > 30% of participants are new to adventure racing.
- > 25% of participants are from the Whakatāne district.
- > 45% of participants are from the BOP, excluding Whakatāne.
- > 30% of participants are from the rest of the North Island.



7.2.3 Soaked in Adventure(Cont.)



EVENT GOALS

- > Host a fun, adventurous, safe race for participants.
- > Engage schools to enter teams as part of their EOTC which introduces rangatahi to the sport.
- > Increase audience and participant numbers to 550 by 2026
- > Engage previous participants to take part and introduce adventure racing to novice participants.
- > Grow event and race experience for participants, creating an event weekend, increased visitation and strengthening connections (participants/event/location).
- > Strengthen and develop relationships (Council, Businesses, Media) resulting in mutually beneficial partnerships, event growth and sponsorship security.
- > Showcase Whakatāne and provide community benefits via participants travelling to and staying in the District to take part in Soaked in Adventure.

Whakatane-Ohope Community Board - AGENDA

7.2.3 Soaked in Adventure(Cont.)

- > Contribute to the community by working with, profiling and supporting a local group or organisation.
- > Contribute to the local economy via participant spending and activities during the race weekend as well as via repeat visitation.
- > Showcase the stunning taiao and hosting an environmentally conscious, zero-waste event.

POSITIVE COMMUNITY IMPACTS

Community benefits	Proposed measure of success
<p><u>HEALTHY, ACTIVE COMMUNITIES</u></p> <p>Our event encourages leading a healthy, active lifestyle to feel ready to participate.</p> <p>This support NZ Ministry of Health research that shows regular physical activity can reduce the risk of health conditions and help to manage others (January 2020) and also helps people to live longer, healthier lives (August 2017).</p> <p>We will encourage running and walking together etc in preparation via enewsletters and social media.</p>	<ul style="list-style-type: none"> > Number of participants. > Response to preparation prompts. > Race day feedback and post-race questionnaire.
<p><u>LOW OR ZERO WASTE EVENT</u></p> <p>We promote a zero-waste event. We share tips that minimise the risk of rubbish being dropped on the course and have a 'tail-end Charlie' who checks and picks up any rubbish accidentally dropped on the course.</p> <p>Participants must take their rubbish with them.</p> <p>We have separate recycling and general waste collection at Race HQ.</p>	<ul style="list-style-type: none"> > Social media and e-newsletter posts shared. > Rubbish collected by 'tail-end Charlie'. > Rubbish and recycling collected on race day. > Feedback from community group.
<p><u>COMMUNITY EVENT & COMMUNITY PRIDE</u></p> <p>Provide a quality, fun community event that involves locals to explore, appreciate and feel proud of our local rohe.</p>	<ul style="list-style-type: none"> > Number of local participants. > Feedback from participants (anecdotal and post-race questionnaire)
<p><u>COMMUNITY SUPPORT - RANGATAHI</u></p> <p>We are supporting Trident High School Camp Group - we will promote and provide fundraising and marshalling opportunities to generate funds for their camp.</p>	<ul style="list-style-type: none"> > Income raised by beneficiary group and the difference this will make. > Feedback from group leaders.
<p><u>SUPPORTING LOCAL BUSINESSES</u></p> <p>Via social media and e-newsletters we will also showcase local businesses supporting the event as well as encourage spending.</p>	<ul style="list-style-type: none"> > Promotion of local businesses on social media and in e-newsletters > Post-race questionnaire feedback.
<p><u>DEVELOPING TAMARIKI & RANGATAHI</u></p>	<ul style="list-style-type: none"> > Provide map reading and adventure racing tips.

7.2.3 Soaked in Adventure(Cont.)

<p>We are committed to introducing rangatahi to the sport of adventure racing – that they enjoy a fabulous event and feel confident navigating and completing the course with their teammates.</p> <p>We are working with local kura to provide the opportunity for NCEA credits for participation in school teams.</p> <p>We will provide simple map reading tips to support tamariki and encourage future pathways in the sport, Hillary Challenge, Get to Go and other activities and team events.</p>	<ul style="list-style-type: none"> > Number of school teams. > Schools providing NCEA credits > Post-race feedback from students and school teams.
---	--



KEY STATISTICS

We aim to increase participation numbers each year, by growing and communicating effectively with our database of supporters and increasing our social media reach:

Participation:

Year	2018	2019	2020	2021	2022	2023	2024	25	26
Number of participants	395	450	438	548	475	189 *	350 <i>target</i>	450 <i>target</i>	550 <i>target</i>

*weather postponement [28 registered teams did not take part of postponement date]

Whakatane-Ohope Community Board - AGENDA

7.2.3 Soaked in Adventure(Cont.)**Entry fees:**

Year	2018	2019	2020	2021	2022	2023	2024
Entry fee	\$50-\$95	\$50 - \$90.00	\$50 - \$95	\$50- \$95	\$50- \$95	\$55 - \$125	\$55 - \$125

Soaked in Adventure database

Year	2018	2019	2020	2021	2022	2023	2024	25	26
Database	<1000	1000	1800	2000+	2200	3494	3685 <i>target</i>	3800 <i>Target</i>	4000 <i>target</i>

Soaked in Adventure social media reach (Facebook followers)

Year	2018	2019	2020	2021	2022	2023	2024	25	26
Facebook followers	Unknown	Unknown	1510	1790	2122	2600	2800	3000 <i>target</i>	3200 <i>target</i>

Financially, we aim to achieve a small profit in order to invest in the growth of Soaked in Adventure.

MARKETING

Engaging social media posts (organic reach) and e-newsletters to our supporterbase are our two most effective marketing tools to date to reach both our local and out of rohe audiences.

Our marketing plan will include:

- > Engaging posts covering selected content categories on our Facebook page
- > Promoted posts on Facebook targeting our event audiences (core and look-a-like) which takes into account the profile of our existing followers.
- > Sharing posts to relevant groups on social media
- > Direct traffic to our updated website
- > Create event and locality specific promotional videos
- > Working with local influencers relevant to the race and sponsors on social media
- > Direct communications e-newsletter to previous participants and supporter base
- > Event listing (social media, adventure racing, local pages and digital noticeboards)
- > Engage local businesses and business networks to promote workplace teams
- > Issue local media releases
- > School social media posts and newsletter articles to promote family and school team participation
- > Posters to gyms and fitness groups
- > Limited entry giveaways (school, family, workplace)
- > Registration thank you email with a post prompt – I'm in!

ONLINE PRESENCE

www.soakedinadventure.co.nz

7.2.3 Soaked in Adventure(Cont.)

www.facebook.com/soakedinadventure/

EVENT SPONSOR ACKNOWLEDGEMENT:

Acknowledging Whakatāne-Ōhope Community Board support to our event participants and wider audience is a priority. We will recognise the Board's support as a major sponsor by:

- ✓ Event sponsor rights on event website, publications and promotional materials.
- ✓ Display branded teardrop flags (provided by Whakatāne-Ōhope Community Board).
- ✓ Whakatāne-Ōhope Community Board logo displayed on course maps.
- ✓ Event sponsor acknowledgement in all issued media releases.
- ✓ Multiple social media shout outs and tagged posts on our Facebook page.
- ✓ Whakatāne-Ōhope Community Board as co-host on Facebook event listing.
- ✓ Sponsor acknowledgement in e-newsletters (database of over 2000).
- ✓ Sponsor thanks at race briefing and prize giving.
- ✓ Pre-event sponsor thank you posts and video shared via Facebook and e-newsletters.
- ✓ Opportunity to post a tagged good luck message/video (shared on race day morning) or congratulations (post event) from Board welcoming participants to Whakatāne and wishing them all the best.
- ✓ Opportunity for a representative to congratulate participants at the prize giving event

**CONTACT**

Fiona Cederman	fiona@soakedinadventure.co.nz	0276267910
Claire House	claire@soakedinadventure.co.nz	0225298400

7.2.4 Whakatane Intermediate School

7.2.4 Whakatane Intermediate School

7.2.4 Whakatane Intermediate School(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form

1 CONTACT DETAILS

1.1 Name of your organisation: Whakatane Intermediate School

Phone: 07)3086480 Email: [REDACTED]

Social Media Links – website, Facebook etc.

[REDACTED]

(N/A if applying as an individual)

1.2 Name of principal contact: Stacey Burns

Position held: Teacher

Phone/Mobile: [REDACTED] Email: [REDACTED]

1.3 Name of secondary contact: Rebecca Paterson

Position held: Deputy Principal

Phone/Mobile: [REDACTED] Email: [REDACTED]

1.4 How long has your organisation been operating? Opened 1968

Objectives and activities of your organisation:

School

[REDACTED]

[REDACTED]

(N/A if applying as an individual)

1.5 Is your group GST Registered?: No Yes GST Number: [REDACTED]

(N/A if applying as an individual)

7.2.4 Whakatane Intermediate School(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form

2 ABOUT YOUR FUNDING REQUEST

2.1 Please provide a title for the project, service, event proposal for which you are seeking funding (approx 8 words):
Lit Quiz ~~Regional~~ National Competition

2.2 Give a brief description of the project, service, event proposal for which you are seeking funding (if you have a separate project plan or require more space, please list the key points here and attach a full description of your proposal to the back of this form):
See attached letter.
We are seeking funding to support our School Lit Quiz team in heading to Wellington for the Kids' Lit Quiz National competition.

2.3 How long does the project, service or proposal run? Starts: Friday 14th June
Is the project ongoing? N Finishes: Sunday 16th June

2.4 Funding Description – tick appropriate boxes
 Community Pride
 Cultural or Sporting Event /Academic
 Seed Funding for a community event
 Support for a community project
 Youth Development
 Environmental

2.5 The Whakatāne District Council has adopted a set of Climate Change Principles to ensure that climate change be considered in all decisions. Please consider potential impacts to Climate Change that the project/event may have.
We are traveling as a group and are seeking accommodation close to the venue to cut down on travel.

7.2.4 Whakatane Intermediate School(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form

3 MEASURING THE SUCCESS YOUR PROJECT, SERVICE OR EVENT PROPOSAL

3.1 Show us how you will measure that your project, service or event proposal would be beneficial to the community

These girls are hoping to carry on to the World final in Canberra. They are determined and great role models within our community.

3.2 What will happen to the project if:

- this funding application is unsuccessful or,
- only a portion of the funds are received or,
- a guarantee against loss is provided rather than a grant?

The project will proceed as outlined *Cost will fall to families.*

The project will be delayed (please specify expected length of delay): _____

The project will be downgraded

The project will be prevented from being carried out

7.2.4 Whakatane Intermediate School(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
 Application Form

4 FINANCIAL DETAILS OF YOUR PROJECT, SERVICE OR PROPOSAL

Note: All figures to include GST (if any).

Please provide a breakdown of the budget for the project, service or proposal for which you are seeking assistance:

PROJECT COSTS		PROJECT INCOME	
Description of cost	Amount	Income source	Amount
Salaries / wages	\$	Applicant organisation's contribution	\$ 1000.00
Postage / telephone / administration	\$	Fundraising	\$ 180.00
Advertising / promotion	\$	Donations / sponsorship	\$
Professional fees	\$	Entry fees	\$
Travel costs (Flights)	\$ 1408.00	Value of donated material	\$
Project materials	\$	Other Grants applied for (please specify):	\$
Labour cost	\$		\$
Venue / equipment hire	\$	Other income (please specify):	
Other costs (please specify):	\$		\$
Accommodation	\$ 544.00		\$
Meals @\$150 x 4	\$ 600		\$
Transport	\$ 200		
	\$		\$
TOTAL ESTIMATED COST	(a) \$ 2752.00	TOTAL INCOME	(b) \$ 1180.00

TOTAL FUNDING
 SHORTFALL/AMOUNT SOUGHT
 (i.e. 'a' minus 'b')

\$ 1572.00

7.2.4 Whakatane Intermediate School(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form - Organisation

5 OTHER COUNCIL FUNDING

Note: All figures to include GST (if any)



What funding assistance has your group/organisation applied for **and/or** received from the Council over the past 3 years – either by way of a grant or ‘in kind’ support (advertising, promotional material, equipment, donations)

Year	Amount received (either \$ or in kind)	Purpose
2024	Pending	Current application for Leadership camp.

6 DECLARATION

We the undersigned do solemnly and sincerely declare and acknowledge that:

- The details we have given in all sections of this application are true and correct to the best of our knowledge.
- We have the authority to commit our group to this application.
- All information contained in this application is subject to the Local Government Official Information and Meetings Act 1987, and will be included in a **publicly available** agenda.
(If you do not wish for any personal details to be made public, please indicate this in your application. The information is held and administered by Whakatāne District Council in accordance with the Privacy Act 2020 and Whakatāne District Councils Privacy Policy.)
- The Council may collect from third parties any information it deems necessary about the applicant or the application.
- We will provide a short summary of the project’s success, benefits and promotion within 30 days.
- We acknowledge and approve receiving further communications from the Community Board.

Name:	Stacey Burns
Position held:	Teacher
Signature:	
Date:	
Any personal details to withhold:	
Name:	Rebecca Paterson
Position held:	Deputy Principal
Signature:	
Date:	10/5/24
Any personal details to withhold:	

7.2.4 Whakatane Intermediate School(Cont.)



Booking Reference: **BNGDLH**

Receipt

MRS STACEY BURNS
MISS ELIZABETH JONES
MISS DAPHNE ESPINOSA
MISS EMILY MCGOUGAN
MISS ALANNA KING

Tkt No. 0862321000041
Tkt No. 0862321000042
Tkt No. 0862321000043
Tkt No. 0862321000044
Tkt No. 0862321000045

Payment		Modified Tax Invoice IRD Approved (GST No: 10-795-869)	
Fare	5 x (NZD 240.00)	NZD	1,200.00
Card payment fee and other fee	5 x (4.86YR)	NZD	24.30
GST	5 x (NZD 36.74)	NZD	183.70
Total Payment		NZD	1,408.00

NZD 1,408.00 has been charged to NADINE M DOUGLAS's Visa card

Whakatane-Ohope Community Board - AGENDA

7.2.4 Whakatane Intermediate School(Cont.)

Wayne Mills
17 Kirkpatrick Place
Havelock North 4130
Hawke's Bay
08 April 2024

The Principal
Bay of Plenty Regional Heat Winner

This letter is to congratulate your school team on qualifying for the New Zealand National Final of the Kids' Lit Quiz™. I am sorry that I cannot personalize it more as I have been moving about the country quizzing at various other regional heats and I wanted to get this to you as soon as possible.

Your team has won the regional heat and to have done so they would have needed to have read a considerable number of books and have an all-round excellent literary knowledge.

The next step now is the New Zealand Final to be held at the National Library in Molesworth Street in Wellington on Saturday 15th June from 1:00 -3:30pm. This will be open to the public and will be a very exciting event in the foyer of the library.

It will be necessary for your school team to arrive in time for the final. They will be required to wear their school uniform. There is no entry fee and supporters are welcome. The prize money won today should be used for travel to the National Final. The winner from the NZ National Final will be invited to the World Final from 08-12 July in Canberra (Canberra Grammar School), Australia. If in the event they could not attend the invitation would be offered to the team that placed second.

Well done you can feel very proud of your school's achievement.
Kind Regards

A handwritten signature in blue ink that reads 'Wayne Mills'.

Wayne Mills MNZM
International Quizmaster
Email: klqwayne@gmail.com
Mobile: 021 618810
Website: www.kidslitquiz.com

7.2.4 Whakatane Intermediate School(Cont.)



YHA Wellington
 Urban Stone PTE Limited / Haka Accommodation Group
 27 Gillies Avenuet
 Newmarket
 Auckland 1023
 NZBN: 9429050899630
 136-747-924
 Bank Account: 01-1839-0946154-00

PROFORMA INVOICE
380

Issue date 3/05/2024 3:54:20 pm
Issuer Deanna Considine

Customer
 Whakatane Intermediate School

Associated profile
Company Whakatane Intermediate School
Address -

STAY

BILL ITEMS	CONSUMED	NET	GST	GROSS	COUNT	TOTAL
Stay 47311 (Whakatane Intermediate School, 14/06/2024 - 16/06/2024, 4 Bed Dorm - Ensuite - Female, 314)						
Night 14/06/2024	14/06/2024	NZ\$132.17	NZ\$19.83 (15 %)	NZ\$152.00	1	NZ\$152.00
Night 15/06/2024	15/06/2024	NZ\$132.17	NZ\$19.83 (15 %)	NZ\$152.00	1	NZ\$152.00
Stay 47312 (Whakatane Intermediate School, 14/06/2024 - 16/06/2024, King Room Ensuite, 319)						
Night 14/06/2024	14/06/2024	NZ\$104.35	NZ\$15.65 (15 %)	NZ\$120.00	1	NZ\$120.00
Night 15/06/2024	15/06/2024	NZ\$104.35	NZ\$15.65 (15 %)	NZ\$120.00	1	NZ\$120.00

TOTAL NZ\$544.00

TO BE PAID NZ\$544.00

Please contact Payables@nzhostel.com if you have any further queries

7.2.4 Whakatane Intermediate School(Cont.)



Whakatane Intermediate
Statement of Comprehensive Revenue and Expense
 For the year ended 31 December 2022

		2022	2022	2021
	Notes	Actual \$	Budget (Unaudited) \$	Actual \$
Revenue				
Government Grants	2	6,072,469	4,828,231	5,479,238
Locally Raised Funds	3	431,767	34,809	253,768
Interest Income		28,217	5,750	7,680
Gain on Sale of Property, Plant and Equipment		-	-	670
		6,530,443	4,868,581	5,741,556
Expenses				
Locally Raised Funds	3	245,115	87,900	171,091
Learning Resources	4	3,606,236	3,415,970	3,501,572
Administration	5	961,038	272,337	746,292
Finance		3,177	225	1,218
Property	6	1,245,662	1,314,160	1,181,007
Loss on Disposal of Property, Plant and Equipment	10	-	-	32
		6,061,228	5,090,592	5,581,212
Net Surplus / (Deficit) for the year		469,215	(222,011)	160,344
Other Comprehensive Revenue and Expense		-	-	-
Total Comprehensive Revenue and Expense for the Year		469,215	(222,011)	160,344

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes which form part of these financial statements.

7.2.4 Whakatane Intermediate School(Cont.)



Whakatane Intermediate
Statement of Changes in Net Assets/Equity
 For the year ended 31 December 2022

	Notes	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Equity at 1 January		<u>2,429,952</u>	<u>2,081,726</u>	<u>2,269,608</u>
Total comprehensive revenue and expense for the year Contributions from the Ministry of Education		489,215	(222,011)	160,344
Equity at 31 December		<u>2,899,167</u>	<u>1,859,714</u>	<u>2,429,952</u>
Accumulated comprehensive revenue and expense		2,899,167	1,859,714	2,429,952
Equity at 31 December		<u>2,899,167</u>	<u>1,859,714</u>	<u>2,429,952</u>

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes which form part of these financial statements.



7.2.4 Whakatane Intermediate School(Cont.)



Whakatane Intermediate
Statement of Financial Position
 As at 31 December 2022

		2022	2022	2021
	Notes	Actual	Budget	Actual
		\$	(Unaudited)	\$
			\$	
Current Assets				
Cash and Cash Equivalents	7	728,716	54,280	993,528
Accounts Receivable	8	314,055	266,274	224,281
GST Receivable		25,857	11,538	11,538
Prepayments		19,875	17,988	20,244
Investments	9	983,373	300,000	971,062
Funds Receivable for Capital Works Projects	15	133,390	-	84,015
		2,205,266	650,080	2,304,668
Current Liabilities				
Accounts Payable	11	335,040	291,499	342,488
Revenue Received in Advance	12	2,468	4,778	2,638
Provision for Cyclical Maintenance	13	-	23,265	-
Finance Lease Liability	14	37,371	38,010	38,010
Funds held for Capital Works Projects	15	100,861	-	528,514
		475,740	357,553	911,650
Working Capital Surplus/(Deficit)		1,729,526	292,527	1,393,018
Non-current Assets				
Property, Plant and Equipment	10	1,238,123	1,644,760	1,123,818
		1,238,123	1,644,760	1,123,818
Non-current Liabilities				
Provision for Cyclical Maintenance	13	44,839	21,789	30,614
Finance Lease Liability	14	21,643	55,784	56,270
		66,482	77,573	86,884
Net Assets		2,899,167	1,859,714	2,429,952
Equity		2,899,167	1,859,714	2,429,952

The above Statement of Financial Position should be read in conjunction with the accompanying notes which form part of these financial statements.

7.2.4 Whakatane Intermediate School(Cont.)

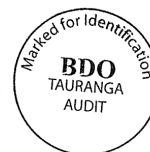


Whakatane Intermediate
Statement of Cash Flows
For the year ended 31 December 2022

	2022	2022	2021
Nota	Actual \$	Budget (Unaudited) \$	Actual \$
Cash flows from Operating Activities			
Government Grants	1,539,062	1,174,923	1,353,729
Locally Raised Funds	415,578	34,800	257,237
Goods and Services Tax (net)	(14,319)	-	9,399
Payments to Employees	(727,895)	2,675,690	(746,297)
Payments to Suppliers	(687,264)	(3,587,500)	(587,951)
Interest Paid	(3,177)	(225)	(1,218)
Interest Received	18,792	5,750	9,635
Net cash from/(to) Operating Activities	540,777	303,238	294,534
Cash flows from Investing Activities			
Purchase of Property Plant & Equipment (and Intangibles)	(281,201)	(564,000)	(137,385)
Purchase of Investments	(12,312)	-	(506,885)
Proceeds from Sale of Investments	-	-	401,626
Net cash from/(to) Investing Activities	(293,513)	(564,000)	(242,644)
Cash flows from Financing Activities			
Finance Lease Payments	(32,465)	(26,593)	(33,176)
Funds Administered on Behalf of Third Parties	(479,611)	-	633,179
Net cash from/(to) Financing Activities	(512,076)	(26,593)	600,003
Net increase/(decrease) in cash and cash equivalents	(264,812)	(287,355)	651,893
Cash and cash equivalents at the beginning of the year	7 993,528	341,635	341,635
Cash and cash equivalents at the end of the year	7 728,716	54,280	993,528

The Statement of Cash Flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries and the use of land and buildings grant and expense have been excluded.

The above Statement of Cash Flows should be read in conjunction with the accompanying notes which form part of these financial statements.



Whakatane-Ohope Community Board - AGENDA

7.2.4 Whakatane Intermediate School(Cont.)

Education Services
dedicated to your success

2. Government Grants

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Government Grants - Ministry of Education	2,175,404	1,141,917	1,838,502
Teachers' Salaries Grants	2,939,478	2,675,690	2,743,502
Use of Land and Buildings Grants	915,919	977,618	841,307
Other Government Grants	41,870	33,006	55,927
	6,072,469	4,828,231	5,479,238

The school has opted in to the donations scheme for this year. Total amount received was \$89,400.

3. Locally Raised Funds

Local funds raised within the School's community are made up of:

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Revenue			
Donations & Bequests	47,781	20,100	40,625
Fees for Extra Curricular Activities	200,962	14,500	162,800
Trading	-	-	26
Fundraising & Community Grants	182,212	-	50,317
Other Revenue	782	-	-
	431,757	34,600	253,768
Expenses			
Extra Curricular Activities Costs	245,115	87,900	168,992
Trading	-	-	149
Fundraising & Community Grant Costs	-	-	1,950
	245,115	87,900	171,091
Surplus/(Deficit) for the year Locally raised funds	186,642	(53,300)	82,677

4. Learning Resources

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Curricular	98,666	111,173	82,970
Library Resources	1,497	2,800	2,937
Employee Benefits - Salaries	3,305,460	3,131,850	3,231,838
Staff Development	33,884	44,000	30,088
Depreciation	170,729	128,147	153,388
Syndicate A	-	-	355
	3,608,236	3,418,970	3,501,572

Whakatane-Ohope Community Board - AGENDA

7.2.4 Whakatane Intermediate School(Cont.)

**5. Administration**

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Audit Fee	7,555	8,435	7,335
Board Fees	2,400	4,500	2,875
Board Expenses	10,396	22,500	2,021
Communication	4,590	5,400	4,609
Consumables	12,461	14,700	9,864
Other	50,132	47,150	41,065
Employee Benefits - Salaries	194,836	135,892	148,702
Insurance	15,482	18,600	15,394
Service Providers, Contractors and Consultancy	17,160	17,160	17,160
Healthy School Lunch Programme	646,046	-	497,247
	961,038	272,337	746,292

6. Property

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Carotaking and Cleaning Consumables	33,022	30,300	33,300
Cyclical Maintenance Provision	14,225	14,225	14,225
Grounds	9,343	9,350	9,478
Heat, Light and Water	58,493	47,000	44,380
Rates	12,553	11,784	11,423
Repairs and Maintenance	43,875	68,000	42,478
Use of Land and Buildings	915,919	977,618	841,307
Security	8,402	9,500	10,729
Employee Benefits - Salaries	149,830	146,383	153,689
	1,245,662	1,314,160	1,161,007

The use of land and buildings figure represents 5% of the school's total property value. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

7. Cash and Cash Equivalents

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Bank Accounts	728,716	54,280	993,528
Cash and cash equivalents for Statement of Cash Flows	728,716	54,280	993,528

The carrying value of short-term deposits with original maturity dates of 90 days or less approximates their fair value.

Of the \$728,716 Cash and Cash Equivalents \$100,861 is held by the School on behalf of the Ministry of Education. These funds have been provided for the Ministry as part of the school's 5 Year Agreement funding for upgrades to the school's buildings. The funds are required to be spent in 2023 on Crown owned school buildings.

Whakatane-Ohope Community Board - AGENDA

7.2.4 Whakatane Intermediate School(Cont.)

Education Services
Dedicated to your school

8. Accounts Receivable

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Receivables	30,897	39,313	365
Receivables from the Ministry of Education	-	-	7,449
Banking Staffing Underuse	28,595	-	6,900
Interest Receivable	7,425	2,914	-
Teacher Salaries Grant Receivable	247,338	224,047	209,567
	314,055	266,274	224,281
Receivables from Exchange Transactions	38,122	42,227	7,814
Receivables from Non-Exchange Transactions	247,338	224,047	216,467
	285,460	266,274	224,281

9. Investments

The School's investment activities are classified as follows:

	2022 Actual \$	2022 Budget (Unaudited) \$	2021 Actual \$
Current Asset			
Short-term Bank Deposits	983,373	300,000	971,062
Total Investments	983,373	300,000	971,062

10. Property, Plant and Equipment

2022	Opening Balance (NBV) \$	Additions \$	Disposals \$	Impairment \$	Depreciation \$	Total (NBV) \$
Building Improvements	652,198	180,000	-	-	(41,286)	790,912
Furniture and Equipment	250,478	60,834	-	-	(49,598)	261,714
Information and Communication Technology	30,919	34,651	-	-	(22,281)	43,289
Motor Vehicles	57,137	-	-	-	(11,796)	45,341
Leased Assets	85,788	3,255	-	-	(39,328)	49,715
Library Resources	47,298	4,294	-	-	(6,440)	45,152
Balance at 31 December 2022	1,123,818	283,034	-	-	(170,729)	1,236,123

The net carrying value of equipment held under a finance lease is \$49,715 (2021: \$85,788)

Restrictions

There are no restrictions over the title of the school's property, plant and equipment, nor are any property, plant and equipment pledged as security for liabilities.

Whakatane-Ohope Community Board - AGENDA

7.2.4 Whakatane Intermediate School(Cont.)

Education Services
Delivering the future

	2022	2022	2022	2021	2021	2021
	Cost or	Accumulated	Net Book	Cost or	Accumulated	Net Book
	Valuation	Depreciation	Value	Valuation	Depreciation	Value
	\$	\$	\$	\$	\$	\$
Building Improvements	1,257,001	(466,089)	790,912	1,077,001	(424,803)	652,198
Furniture and Equipment	843,490	(581,778)	261,714	782,656	(532,178)	250,478
Information and Communication Technology	411,793	(368,504)	43,289	377,142	(346,223)	30,919
Motor Vehicles	139,079	(83,738)	45,341	139,079	(81,842)	57,137
Textbooks	566	(586)	-	566	(586)	-
Leased Assets	163,082	(113,367)	49,715	163,701	(77,913)	85,788
Library Resources	151,656	(106,504)	45,152	147,362	(100,064)	47,298
Balance at 31 December	2,968,687	(1,730,564)	1,238,123	2,687,527	(1,583,709)	1,123,818

11. Accounts Payable

	2022	2022	2021
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Creditors	60,437	41,344	111,863
Accruals	7,556	5,542	5,775
Employee Entitlements - Salaries	247,338	224,047	209,567
Employee Entitlements - Leave Accrual	19,709	20,566	15,263
	335,040	291,499	342,468
Payables for Exchange Transactions	335,040	291,499	342,468
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	-	-	-
Payables for Non-exchange Transactions - Other	-	-	-
	335,040	291,499	342,468

The carrying value of payables approximates their fair value.

12. Revenue Received in Advance

	2022	2022	2021
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Income in Advance	2,468	4,779	2,638
	2,468	4,779	2,638

13. Provision for Cyclical Maintenance

	2022	2022	2021
	Actual	Budget	Actual
	\$	(Unaudited)	\$
Provision at the Start of the Year	30,614	30,829	42,239
Increase to the Provision During the Year	14,225	14,225	14,225
Use of the Provision During the Year	-	-	(25,850)
Provision at the End of the Year	44,839	45,054	30,614
Cyclical Maintenance - Current	-	23,265	-
Cyclical Maintenance - Non current	44,839	21,789	30,614
	44,839	45,054	30,614

Per the cyclical maintenance schedule the school is next expected to undertake painting works during 2028. This plan is based on the schools 10 Year Property plan / painting quotes.

Whakatane-Ohope Community Board - AGENDA

7.2.4 Whakatane Intermediate School(Cont.)

**14. Finance Lease Liability**

The School has entered into a number of finance lease agreements for computers and other ICT equipment. Minimum lease payments payable:

	2022 Actual	2022 Budget (Unaudited)	2021 Actual
No Later than One Year	\$ 39,444	\$ 38,010	\$ 41,051
Later than One Year and no Later than Five Years	22,507	55,784	58,876
Futura Finance Charges	(2,937)	-	(5,647)
	<u>59,014</u>	<u>93,794</u>	<u>94,280</u>
Represented by			
Finance lease liability - Current	37,371	38,010	38,010
Finance lease liability - Non current	21,643	55,784	56,270
	<u>59,014</u>	<u>93,794</u>	<u>94,280</u>

15. Funds Held (Owed) for Capital Works Projects

During the year the School received and applied funding from the Ministry of Education for the following capital works projects. The amount of cash held on behalf of the Ministry for capital works projects is included under cash and cash equivalents in note 7

2022	Project No.	Opening Balances	Receipts from MoE	Payments	Board Contributions	Closing Balances
		\$	\$	\$		\$
NHS Alterations R13&14	228015	(24,867)	24,867	-	-	-
SCF - Lighting Sensors	227057	(2,652)	-	-	-	(2,652)
SCF - LED Replacement	227059	-	700	(700)	-	-
Roofing Replacement & Repair	228417	205,511	(28,542)	(219,667)	-	(42,698)
SIP Turf Project		323,003	-	(222,142)	-	100,861
AMS Combined: J: Elemental/Structural replz	226414	(56,496)	-	(24,809)	-	(81,305)
Admin Roofing Works	233697	-	28,542	(35,277)	-	(6,735)
Totals		<u>444,499</u>	<u>26,567</u>	<u>(502,595)</u>	<u>-</u>	<u>(32,529)</u>

Represented by:

Funds Held on Behalf of the Ministry of Education	100,861
Funds Receivable from the Ministry of Education	(133,390)

2021	Project No.	Opening Balances	Receipts from MoE	Payments	Board Contributions	Closing Balances
		\$	\$	\$		\$
Blocks J&M Replacement - MLE	202180	(151,472)	165,409	(13,937)	-	-
Tech Bk Re-roof & Clerestory Reclod	223109	126	(126)	-	-	-
NHS Alterations R13&14	229015	-	105,376	(130,243)	-	(24,867)
SCF Solar Water Heating	227058	-	5,855	(5,855)	-	-
SCF - Lighting Sensors	227057	-	32,103	(34,755)	-	(2,652)
SCF - LED Replacement	227059	-	6,300	(6,300)	-	-
Roofing Replacement & Repair	228417	-	205,511	-	-	205,511
SIP Turf Project		-	360,000	(36,997)	-	323,003
AMS Combined: J: Elemental/Structural replz	226414	-	489,269	(545,765)	-	(56,496)
Totals		<u>(151,346)</u>	<u>1,369,697</u>	<u>(773,852)</u>	<u>-</u>	<u>444,499</u>

7.2.5 H Baxter - Junior Canoe Sprint

7.2.5 H Baxter - Junior Canoe Sprint

7.2.5 H Baxter - Junior Canoe Sprint(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form

2 ABOUT YOUR FUNDING REQUEST

2.1 Please provide a title for the project, service, event proposal for which you are seeking funding (approx 8 words):
Junior Canoe Sprint World Championships

2.2 Give a brief description of the project, service, event proposal for which you are seeking funding (if you have a separate project plan or require more space, please list the key points here and attach a full description of your proposal to the back of this form):
Representing NZ in Bulgaria for the Junior World Championships.

2.3 How long does the project, service or proposal run? Starts: 3/7/24
Is the project ongoing? Finishes: 24/7/24

2.4 Funding Description – tick appropriate boxes

<input type="checkbox"/>	Community Pride
<input checked="" type="checkbox"/>	Cultural or Sporting Event
<input type="checkbox"/>	Seed Funding for a community event
<input type="checkbox"/>	Support for a community project
<input type="checkbox"/>	Youth Development
<input type="checkbox"/>	Environmental

2.5 The Whakatāne District Council has adopted a set of Climate Change Principles to ensure that climate change be considered in all decisions. Please consider potential impacts to Climate Change that the project/event may have.
Carbon emissions from flights and transport.

7.2.5 H Baxter - Junior Canoe Sprint(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form

3 MEASURING THE SUCCESS YOUR PROJECT, SERVICE OR EVENT PROPOSAL

3.1 Show us how you will measure that your project, service or event proposal would be beneficial to the community

Provide positive exposure for the Eastern Bay representing NZ through media. Growth for the Eastern Bay Canoe Racing Club by having NZ representative. Provide community with a positive NZ representative role model.

3.2 What will happen to the project if:

- this funding application is unsuccessful or,
- only a portion of the funds are received or,
- a guarantee against loss is provided rather than a grant?

The project will proceed as outlined with difficulty

The project will be delayed (please specify expected length of delay): _____

The project will be downgraded

The project will be prevented from being carried out

7.2.5 H Baxter - Junior Canoe Sprint(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
 Application Form

4 FINANCIAL DETAILS OF YOUR PROJECT, SERVICE OR PROPOSAL

Note: All figures to include GST (if any).

Please provide a breakdown of the budget for the project, service or proposal for which you are seeking assistance:

PROJECT COSTS		PROJECT INCOME	
Description of cost	Amount	Income source	Amount
Salaries / wages	\$	Applicant organisation's contribution <i>canoe racing NZ</i>	\$ 2,073.27
Postage / telephone / administration	\$	Fundraising	\$ 400
Advertising / promotion	\$	Donations / sponsorship	\$
Professional fees	\$	Entry fees	\$
Travel costs	\$ 7,014	Value of donated material	\$
Project materials	\$	Other Grants applied for (please specify):	\$
Labour cost	\$		\$
Venue / equipment hire	\$ 561.4	Other income (please specify):	\$
Other costs (please specify):	\$		\$
<i>Accommodation</i>	\$ 3,792.33		\$
<i>General</i>	\$ 293.43		\$
<i>Entry fees</i>	\$ 73		\$
<i>Insurance & Medical</i>	\$ 391.57		\$
TOTAL ESTIMATED COST	(a) \$ 12,125.73	TOTAL INCOME	(b) \$ 2,473.27

TOTAL FUNDING
 SHORTFALL/AMOUNT SOUGHT
 (i.e. 'a' minus 'b')

\$ 9652.46

7.2.5 H Baxter - Junior Canoe Sprint(Cont.)

WHAKATĀNE-ŌHOPE COMMUNITY BOARD
Application Form - Organisation

5 OTHER COUNCIL FUNDING

Note: All figures to include GST (if any)



What funding assistance has your group/organisation applied for **and/or** received from the Council over the past 3 years – either by way of a grant or 'in kind' support (advertising, promotional material, equipment, donations)

Year	Amount received (either \$ or in kind)	Purpose
—	—	—

6 DECLARATION

We the undersigned do solemnly and sincerely declare and acknowledge that:

- The details we have given in all sections of this application are true and correct to the best of our knowledge.
- We have the authority to commit our group to this application.
- All information contained in this application is subject to the Local Government Official Information and Meetings Act 1987, and will be included in a **publicly available** agenda.
(If you do not wish for any personal details to be made public, please indicate this in your application. The information is held and administered by Whakatāne District Council in accordance with the Privacy Act 2020 and Whakatāne District Councils Privacy Policy.)
- The Council may collect from third parties any information it deems necessary about the applicant or the application.
- We will provide a short summary of the project's success, benefits and promotion within 30 days.
- We acknowledge and approve receiving further communications from the Community Board.

Name:	Hannah Baxter
Position held:	Athlete
Signature:	
Date:	14/5/24
Any personal details to withhold:	
Name:	Fleur Baxter
Position held:	Mother
Signature:	
Date:	
Any personal details to withhold:	

7.2.5 H Baxter - Junior Canoe Sprint(Cont.)



14 May 2024

To whom it may concern

This is to confirm that Hannah Baxter has been selected to compete on the world stage in the 2024 ICF Junior and U23 Canoe Sprint World Championships in Bulgaria this July.

The cost of the campaign is \$10,416.46 (excluding GST). We thank you for any support you can give to help with the costs for this athlete.

Please do not hesitate to contact me if you require any further information.

Kind regards

A handwritten signature in black ink, appearing to read "Stacey Plowman".

Stacey Plowman
Finance and Business Operations Manager

Proud to be associated with:



Canoe Racing NZ Inc | P O Box 65-451 | Mairangi Bay | Auckland 0754 | Phone 09 476-8670 | Email admin@canoeracing.org.nz

**Campaign Budget - U23/Juniors World Champs
Bulgaria - 3 July to 24 July 2024**

15 Athletes - 3 Coaches - 2 Managers - 1 PTA (21)	18 nights	Notes:
Accommodation and Main meals/snacks	\$56,885.00	Grand Hotel - Plovdiv
Airfares	\$99,218.25	Depart Auckland 3 July/Return 22 July (arrive Auckland 24 July)
Airport Transfer Costs	\$1,155.00	Sofia-Plovdiv - 30 Euro pp
Boat Rental	\$4,752.00	K4 and K2 rental for 17 days and 3 x K1s for 10 days
Boat transport and van pick up - Germany to Bulgaria	\$1,794.00	
Entry Fees	\$1,095.00	40 Euro pp
Gym fees	\$1,875.00	Estimated - TBC
General	\$4,401.45	Includes ICF Admin fees, misc costs, bank fees, boat stickers, excursions
Insurance	\$5,673.58	
Medical	\$200.00	
Rental Vehicle	\$3,740.00	Two 12 seater vans
Vehicle Expenses	\$1,100.00	Fuel and tolls
Sub Total	\$181,889.28	
Contingency - 3% of total	\$5,456.68	
Campaign Totals:	\$187,345.96	

-\$31,099.00 Minus CRNZ contribution and PM Scholarships

\$156,246.96 Total after contributions

\$10,416.46 Cost per athlete

8 Chairperson and Sub-Committee Reports

8 Chairperson and Sub-Committee Reports

8.1 Chairperson's Report – May 2024



To: **Whakatāne-Ōhope Community Board**

Meeting Date: **Monday, 20 May 2024**

Author: **WOCB Chairperson**

Reference: **A2667604**

1. Reason for the report - *Te Take mō tēnei rīpoata*

Tēnā koutou katoa. This report is to provide an overview of the activities undertaken and events attended since the last meeting. Thanks to all our Council and staff for the massive amount of work collating LTP feedback and processing the responses ahead of the deliberations. Thanks also to Board Member McLean for speaking to the WOCB's submission.

Congratulations to Sue Whale and the Arts Whakatāne team for the wonderful burst of colour introduced into our CBD from the two murals recently completed. The Board is proud to have contributed to the funding of these murals.

2. Recommendation - Tohutohu akiaki

1. THAT the Whakatāne-Ōhope Chairperson's report April 2024 – May 2024 be received; and
2. THAT the Whakatāne-Ōhope Community Board nominates Board Members Hamill, Bonne and Inman to attend the SuperLocal Conference in Wellington in August 2024.

3. Community Engagement

Recent events attended by WOCB members:

- Whakaari Memorial hui with creatives/artists (April 15th) – Board Members Inman and Hamill
- Speaking to LTP Submission (April 19th) – Board Member McLean
- Peace St upgrade Community meeting (April 23rd) – Board Member Hamill
- Piripai/Coastlands Community Group meeting (April 24th) – Board Member Hamill
- Whakaari Memorial Steering Group meeting (May 6th) – Board Members Inman & Hamill

4. Follow-up from events/meetings

Community Boards Conference

- Conference planning is well underway and we are looking to have a valuable and exciting time networking with other CB members from across the motu. The dates are 21st-23rd August in

Whakatane-Ohope Community Board - AGENDA

8.1 Chairperson's Report – May 2024(Cont.)

Wellington. Board Member Inman and Deputy Mayor Immink are kindly giving their time speaking on the Whakaari tragedy and how the community came together in the aftermath. Board Member Hamill will be attending the conference through her role on CBEC. Board Member Inman's conference costs should be covered by CBEC as he is a speaker, but the details are yet to be finalised.

- Resolution – That the Board nominates Board Members Hamill, Bonne and Inman to attend the SuperLocal Conference in Wellington in August.

Whakaari Memorial Steering Group Update

- There has been steady progress with the Whakaari Memorial through the Whakaari Memorial Steering Group. We have had another onsite hui with interested creatives/carvers, and there is potential for collaboration between artists.
- A request for proposal (RFP) is being finalised to send to interested creatives/artists. All proposals from respondents will be assessed on track record and experience, capability, capacity and proposed design.
- The location is still to be confirmed but is likely to be at the Heads. This is contingent on Regional and District Council recommendations based on the proposed flood wall location, coastal inundation modelling and any planning/consent constraints.
- \$40K seed funding from the WOCB will be transferred to a 'pass-through' account at Eastern Bay Community Foundation under the name 'Whakaari Memorial'. Eastern Bay Community Foundation will handle all account administration. An MOU is in process between WOCB and the Community Foundation to ensure transparency and clarity on the account management. This seed funding is tagged to the concept/design process for the chosen creative team. Board Member Hamill and Kay Boreham are meeting with Rosemary Sloman on May 16th to confirm arrangements.
- Social media funding & a GiveaLittle page may be set up in due course.
- WDC staff are currently in discussion with local representatives of the DIA regarding Central Government funding.

Community Survey

- Following on from korero I've had recently with Mayor Luca and Vicky Richards (WDC Strategic Coordinator - Community Planning), there is an opportunity to design a survey to better gauge what our communities' main concerns and issues are. We know from LTP engagement that it is hard to reach all the different sectors of our community, and a short online/paper survey might be helpful. Vicky is helping Coastlands develop a short survey, and we could potentially organise a similar survey for Ōhope or Whakatāne as a whole. This comes as part of a wider discussion on the relevance of CBs. Are we effective? Are we adequately reflecting the views of the community and advocating for the needs of different parts of our rohe? Your thoughts are welcome.

5. Upcoming events

- 'Meet and greet with Dana Kirkpatrick, MP for East Coast 5.30pm Thursday 6th June at The Comm. All Community Board members are invited, including those from Rangitāiki, Taneatua and Murupara.

9 Closing Karakia - *He Karakia Whakakapi*

9 Closing Karakia - *He Karakia Whakakapi*

**Kia tau ki a tātou katoa
Te atawhai o tō tātou Ariki, a Ihu Karaiti
Me te aroha o te Atua
Me te whiwhingatahitanga
Ki te wairua tapu
Ake, ake, ake
Amine**

*May the grace of the Lord Jesus Christ,
and the love of God,
and the fellowship of the Holy Spirit be with you all
Forever and ever
Amen*

9 Closing Karakia - *He Karakia Whakakapi*(Cont.)