



## Community Funding Committee

# *Te Komiti Motuhake o te Tohatoha Pūtea me ngā Whakawhiwhinga Rangatahi*

Tuesday, 5 November 2024  
*Rātū, 5 Whiringa-ā-rangi 2024*

Tōtara Room, Council Chambers  
Civic Centre, 14 Commerce Street, Whakatāne  
commencing at 09:00 am

Chief Executive: Steven Perdia  
Publication Date: 31 October 2024



**A Membership - *Mematanga***

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Councillor Gavin Dennis - Chairperson

Councillor Ngapera Rangiaho

Councillor John Pullar

**B Delegations to the Community Funding Committee - *Tuku Mahi ki te Komiti***

To administer and allocate funds that Council manages as part of its Grants and Funding Portfolio in accordance with the Community Grants and Funding Policy 2023, and to incorporate additional funding streams as they arise. This includes external funds that Council manages, such as the Creative Communities Scheme and Sport NZ Rural Travel Fund

- To consider applications for grants and funds that are part of Council's Grants and Funding Portfolio and to make allocations within approved budgets in accordance with the Community Grants and Funding Policy 2023.
- New Zealand according to the specific priorities set by Creative New Zealand.

The Committee's decisions do not need to be approved or confirmed by the Council.

## TABLE OF CONTENTS

<b>1</b>	<b>Apologies - <i>Te hunga kāore i tae</i> .....</b>	<b>5</b>
<b>2</b>	<b>Acknowledgements / Tributes - <i>Ngā Mihimihi</i> .....</b>	<b>5</b>
<b>3</b>	<b>Conflicts of Interest - <i>Ngākau kōnatunatu</i> .....</b>	<b>5</b>
<b>4</b>	<b>Public Participation- <i>Wānanga Tūmatanui</i> .....</b>	<b>5</b>
<b>4.1</b>	<b>Public Forum - <i>Wānanga Tūmatanui</i> .....</b>	<b>5</b>
<b>4.2</b>	<b>Deputations - <i>Nga Whakapuaki Whaitake</i> .....</b>	<b>6</b>
<b>5</b>	<b>Confirmation of Minutes - <i>Te whakaaetanga o ngā meneti o te hui</i> .....</b>	<b>6</b>
<b>6</b>	<b>Reports - <i>Ngā Pūrongo</i> .....</b>	<b>7</b>
<b>6.1</b>	<b>Multi-Year Grants Round – November 2024 .....</b>	<b>7</b>
<b>6.2</b>	<b>Te Puaha Fund - November 2024 .....</b>	<b>11</b>
<b>6.3</b>	<b>Community Lease Rebates - November 2024 .....</b>	<b>15</b>

## **1 Apologies - *Te hunga kāore i tae***

### **1 Apologies - *Te hunga kāore i tae***

No apologies were recorded at the time of compiling the agenda.

### **2 Acknowledgements / Tributes - *Ngā Mihimihi***

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

### **3 Conflicts of Interest - *Ngākau kōnatunatu***

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

Members are reminded of the need 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. Elected Members are also reminded to update their register of interests when changes occur.

#### **1. Financial Conflict**

- Members present must declare any direct or indirect financial interest that they hold in any matter being discussed at the meeting, other than an interest that they hold in common with the public.
- Members cannot take part in the discussion, nor can they vote on any matter in which they have a direct or indirect financial interest, unless with an approved exception.
- Members with a financial interest should physically withdraw themselves from the table. If the meeting is public excluded, members should leave the room.

#### **2. Non-Financial Conflict**

- If a member considers that they have a non-financial conflict of interest in a matter they must not take part in the discussions about that matter or any subsequent vote.
- Members with a non-financial interest must leave the table when the matter is considered but are not required to leave the room.

## **4 Public Participation- *Wānanga Tūmatanui***

### **4.1 Public Forum - *Wānanga Tūmatanui***

The Committee has set aside 30 minutes 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 five minutes. Permission of the Chairperson is required for any person wishing to speak during the public forum.

#### **4.2 Deputations - *Nga Whakapuaki Whaitake***

With the permission of the Chairperson, Elected members may ask questions of speakers. Questions are to be confined to obtaining information or clarification on matters raised by a speaker.

#### **4.2 Deputations - *Nga Whakapuaki Whaitake***

A deputation enables a person, group or organisation to make a presentation to Committee 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 longer 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.

### **5 Confirmation of Minutes - *Te whakaaetanga o ngā meneti o te hui***

The minutes from the Community Funding Committee meeting held Tuesday, 3 September 2024 can be viewed via the Council website.

Click on the link below in order to view the 'unconfirmed minutes'

- [Minutes - Community Funding Committee - 3 September 2024](#)

## 6 Reports - *Ngā Pūrongo*

### 6 Reports - *Ngā Pūrongo*

#### 6.1 Multi-Year Grants Round – November 2024

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To: **Community Funding Committee**

Date: **Tuesday, 5 November 2024**

Author: **S Major / Community Funding Advisor**

Authoriser: **E Hatch / General Manager People and Engagement**

Reference: **A2774679**

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

To provide a summary of the applications received under the 2024/25 – 2026/27 Multi-Year Grants programme, and for the Funding Committee to allocate the grant funds available.

#### 2. Executive Summary – *Whakarāpopototanga*

The Multi-Year Grants are financial grants provided over a three-year period to charitable organisations based in the Whakatāne District area that provide services to the community.

Priority is given to groups within the district that have a high volunteer base and activities and functions that provide wide community benefit for the residents of the district.

A Multi-Year Grant provides medium-term assistance to community-based organisations to help them plan for their future and is funded through Council's Long-Term Plan. The expectation is that most organisations funded through this current round will not require consecutive Multi-Year funding at the completion of the initial three-year term, apart from where there are exceptional circumstances.

However, they will be able to apply for annual funding rounds and other Council-managed funding programmes.

Applications for the Multi-year Grants Round – November 2024 opened on Tuesday, 1 October and closed on Thursday, 24 October.

31 applications were received, requesting a total of \$340,147.90. A summary of the applications is at the end of this report. Full applications and an assessment form will be available to Community Funding Committee members through SmartyGrants.

#### 3. Recommendations - *Tohutohu akiaki*

1. THAT the Community Funding Committee **receives** the report 'Multi-Year Grants Round -November 2024; and

## 6.1 Multi-Year Grants Round – November 2024(Cont.)

2. THAT the Community Funding Committee **receives** the applications to the Multi-Year Grants Round - 5 November 2024; and
3. THAT the Community Funding Committee **assess** each application and resolve the available funds to be **allocated** for the first year of the three-year funding period - 2024/25.

### 4. Background - *He tirohanga whakamuri*

All applications are assessed according to the merit of the project, based on the following criteria:

- Proposed targets – real and well-defined need and aligned to community outcomes.
- Clear and significant impact on community need.
- Breadth and depth of community exposure and participation achieved.
- Appropriate planning, resourcing, risk management for project or activity.
- Appropriate planning for building security of funding and sustainability.

#### 4.1. The following are not eligible for Multi-year grants:

- Schools seeking funding for travel covered by the Rural Travel Fund.
- Groups seeking funding support for events or creative endeavours funded by other Council managed funds.
- Organisations that do not provide a community-related service.
- Organisations that do not have an actual presence in Whakatāne and do not keep separate financial accounts for the district.

### 5. Issue/subject - *Kaupapa*

Applications opened on 1 October and closed on 24 October 2024.

A total of 31 valid applications were received for the Multi-Year Grants funding following verification of receipt of completed accountability forms for any previous grants received, requesting a total of \$340,147.90.

A summary of the valid applications is appended to the report, and a full copy of each application will be provided separately through SmartyGrants.

### 6. Options analysis - *Ngā Kōwhiringa*

No options have been identified relating to the matters of this report.

### 7. Significance and Engagement Assessment - *Aromatawai Pāhekoheko*

#### 7.1. Assessment of Significance

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



## **6.1 Multi-Year Grants Round – November 2024(Cont.)**

### **7.2. Engagement and community views**

The Multi-Year Grants fund was advertised externally through various media outlets including social media and included mail to previous applicants.

Engagement on this matter is not being undertaken in accordance with Section 4.2 of the Council's Significance and Engagement Policy. This states that the Council will not consult when there is already a sound understanding of the views and preferences of the persons likely to be affected or interested in the matter.

## **8. Considerations - *Whai Whakaaro***

### **8.1. Financial/budget considerations**

Multi-Year Grants only are budgeted for in Council's Long Term Plan 2024-34. There is an administrative cost to Council to promote and administer the grant programme.

### **8.2. Strategic alignment**

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

### **8.3. Climate change assessment**

Based on this 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.

### **8.4. Risks**

There are no known risks associated with the matters of this report.

**Table summary of application:**

## Community Funding Committee - AGENDA

## 6.1 Multi-Year Grants Round – November 2024(Cont.)

App #	Applicant	\$ Per Year Requested
MYG001	People First New Zealand	38,913.00
MYG003	NZ Council of Victim Support Groups	10,000.00
MYG004	Parent to Parent Coastal Bay of Plenty	1,500.00
MYG005	Citizens Advice Bureau, Whakatāne	10,000.00
MYG006	Ratahi Taonga Charitable Trust	7237.00
MYG007	Life Education Trust BOP	10,000.00
MYG008	Liberty Trust	7000.00
MYG009	Royal New Zealand Plunket Trust	6000.00
MYG010	The Royal New Zealand Society for the Prevention of Cruelty to Animals Whakatāne Centre	4000.00
MYG011	Whakatāne Kiwi Trust	8210.21
MYG012	Eastern Bay of Plenty Riding for the Disabled	12,078.12
MYG013	Good Bitches Trust	2019.18
MYG014	Alzheimers Society Eastern Bay of Plenty Incorporated	4500.00
MYG016	Eastern Bay Community Foundation	5000.00
MYG017	Big Brothers Big Sisters of Eastern Bay of Plenty	2000.00
MYG018	Whakatāne District Neighbourhood Support	6000.00
MYG020	Whakatāne Accessible and Inclusive	2600.00
MYG022	HALO Whakatāne Incorporated	3000.00
MYG023	Eastern Bay Accessible Transport Charitable Trust t/as Waka Eastern Bay	3000.00
MYG024	The Events Network Trust /TENT	6000.00
MYG025	Matatā Residents Association	2400.00
MYG027	The Clothing Project	4000.00
MYG029	Whakatāne Citizens Bank Inc playing as Eastern Bay of Plenty Brass Band	3722.39
MYG030	Whakatāne Surf Life Saving Club	15,000.00
MYG034	Te Mana o Ngāti Rangitihī Charitable Trust	30,000.00
MYG036	Whakatāne District Community Arts Council Incorporated	34,239.00
MYG037	Have a Heart Charitable Trust	6729.00
MYG038	Eastern Bay Canoe Racing Club	20,000.00
MYG039	Hospice Eastern Bay of Plenty	50,000.00
MYG040	Taurikura NZ	20,000.00
MYG041	Eastern Bay Villages	5000.00
<b>TOTAL</b>		<b>\$340,147.90</b>

## 6.2 Te Puaha Fund - November 2024

### 6.2 Te Puaha Fund - November 2024



To: **Community Funding Committee**

Date: **Tuesday, 5 November 2024**

Author: **S Major / Community Funding Advisor**

Authoriser: **E Hatch / General Manager People and Engagement**

Reference: **A2774693**

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

That the Committee considers the applications received for the November round of Te Puaha Fund.

#### 2. Executive Summary – *Whakarāpopototanga*

Whakatāne District Council is administering Te Puaha Fund, which is a formalisation of the previous water safety grants included in the Annual Grant rounds prior to 2019.

The fund is supported by the Ports and Harbours Team of Whakatāne District Council. The fund aims to support water projects or activities conducted within or adjacent to prescribed waterways within Whakatāne District.

There is \$30,000 allocated to this round of Te Puaha Fund. There are seven valid applications for this round, with applicants seeking a total of \$115,567.92, including GST. There are four levels of funding available, with differing requirements, outlined in Te Puaha Fund guidelines.

#### 3. Recommendations - *Tohutohu akiaki*

1. THAT the Community Funding Committee **receives** the report 'Te Puaha Fund, 5 November 2024; and
2. THAT the Community Funding Committee **receives** applications to Te Puaha Fund, 5 November 2024; and
3. THAT the Community Funding Committee **considers** the applications to Te Puaha Fund, 5 November 2024 and **allocates** the funding to recipients accordingly.

#### 4. Background - *He tirohanga whakamuri*

Te Puaha Fund formed part of the Annual Grants round prior to 2019 and after that time became a project-based fund. It reverted to a formal grant fund available to the Whakatāne District community in early 2024.

## **6.2 Te Puaha Fund - November 2024(Cont.)**

The fund supports projects or events directly related to water projects or activities. The activities must also align with the values and goals of Whakatāne District Council. Fund guidelines have been updated by the Ports and Harbours Team, working alongside the Community Funding Advisor. These are available to view on Council's website.

### **4.1. Te Puaha Fund criteria**

All applications are assessed according to the merit of the project, based on the fund guidelines. Applicants are required to identify the benefits of the proposed project to the community and priority is given to projects/kaupapa that a wide range of people will be able to participate in. Funded activities must take place within the Whakatāne District rateable area.

### **4.2. Eligibility for this fund:**

- Not-for-profit organisations, charitable trusts and individuals (if supported by a valid and eligible organisation in the Whakatāne District rateable area.
- Applicants and their kaupapa must reside in the Whakatāne District.
- Priority will be given to kaupapa that a wide range of people will be able to participate in.
- Projects or events must be directly related to water projects or activities. These projects or activities must be conducted within or adjacent to prescribed waterways and contained within the rateable boundaries of the Whakatāne District.
- The applicant is fully accountable and may be required to provide additional project reports and updates.
- If the project or activity requires resource consent, it must be obtained before applying to the fund.

### **4.3. The following activities are not eligible:**

- Projects/events that are being conducted or held outside of the Whakatāne District rateable area.
- Groups or organisations operating outside of the Whakatāne District.
- Overseas travel.
- Funds for the creation of loans, scholarships, gifts etc.
- No retrospective applications will be considered.
- Commercial or private organisations whose primary purpose is profit-generation.
- Debt servicing or repayment.
- Legal expenses.
- Activities that promote religious ministry or political purposes, or activities where the main purpose is to promote religious, ethical, commercial, or political views of an organisation.
- Medical expenses.
- Statutory functions, activities, and services (e.g., core education, policing, health care etc.).
- Salaries.
- Purchase or promotion of alcohol, tobacco, vaping products, or psychoactive substances.

**6.2 Te Puaha Fund - November 2024(Cont.)**

5. Issue/subject - *Kaupapa*

Applications opened on 1 October and closed on 24 October 2024.

There is a total of \$30,000 available for this first round of Te Puaha Fund. A total of seven valid applications were received requesting a total of \$115,567.92 including GST.

A summary of the valid applications is appended to the report, and a full copy of each application will be distributed separately.

6. Options analysis - *Ngā Kōwhiringa*

No options have been identified relating to the matters of this report.

7. Significance and Engagement Assessment - *Aromatawai Pāhekoheko*

**7.1. Assessment of Significance**

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

**7.2. Engagement and community views**

Te Puaha Fund was advertised externally through various media outlets including the local newspaper, community newsletters, social media and an email to over 550 Council contacts and networks.

Engagement on this matter is not being undertaken in accordance with Section 4.2 of the Council's Significance and Engagement Policy. This states that the Council will not consult when there is already a sound understanding of the views and preferences of the persons likely to be affected or interested in the matter.

8. Considerations - *Whai Whakaaro*

**8.1. Financial/budget considerations**

The budget allocation for Te Puaha Fund is the responsibility of the Ports and Harbours team at Whakatāne District Council.

There are no budget considerations associated with the recommendations of this report. There is an administrative cost to Council (largely staff time) from members of the Ports and Harbours team, Governance, Communications and Community Partnerships.

**8.2. Strategic alignment**

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

**6.2 Te Puaha Fund - November 2024(Cont.)**

**8.3. Climate change assessment**

Based on this 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.

**8.4. Risks**

There are no known risks associated with the matters of this report.

**Table summary of application:**

<b>Applicant (Individual or Organisation)</b>	<b>Name of Event/Activity</b>	<b>Amount Requested incl. GST</b>
TPF07 Tarawera Outrigger Canoe Club	Whakatāne district residents learning to paddle	\$2,200.00
TPF08 Sea Cleaners Trust	Sea Cleaners' BOP services in Whakatāne district	30,000.00
TPF09 Whakatāne Surf Life Saving Club	Gear replacement – kneeboards and surf skis	51,089.39
TPF10 The Mahi Kai Trust	Te <del>Kōhī</del> Kai Noho	2,000.00
TPF11 Eastern Bay Canoe Racing Club	Try, Learn, Explore	4,674.00
TPF12 Tarawera Outrigger Canoe Club	Project Waka Ama trailer purchase	10,604.53
TPF15 Whakatane Rowing Club	Second Hand Boat Fund	15,000.00
<b>Total</b>		<b>\$115,567.92</b>

### 6.3 Community Lease Rebates - November 2024

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To: **Community Funding Committee**

Date: **Tuesday, 5 November 2024**

Author: **S Major / Community Funding Advisor**

Authoriser: **E Hatch / General Manager People and Engagement**

Reference: **A2774724**

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

To provide a summary of the applications received under the 2024-25 Community Lease Rebates programme, and for the Funding Committee to allocate the grant funds available.

#### 2. Executive Summary – *Whakarāpopototanga*

Community Lease Rebates are financial grants provided to charitable social organisations based in the Whakatāne District area that lease buildings and/or land from Whakatāne District Council and provide services to the general public.

Priority is given to groups within the district that have a high volunteer base and groups that provide a community service for the residents of the district.

A grant option is provided in the Long-Term Plan (LTP) for groups to be able to apply for funding for a three-year period. The multi-year option allows applicants to plan for their future, provided they return a declaration of expenditure each year. The commitment to these organisations for the 2024-25 year is \$70,000.00.

Applications for Community Lease Rebates were invited from eligible leaseholders. The application period ran from 8 October to 24 October 2024.

A total of 18 applications were received, requesting \$145,029.81 excl. GST. A summary of the applications is at the end of this report. Full applications and an assessment form will be available to members through SmartyGrants.

#### 3. Recommendations - *Tohutohu akiaki*

1. THAT the Community Funding Committee **receives** the report 'Community Lease Rebates November 2024; and
2. THAT the Community Funding Committee **receives** the applications to the Community Lease Rebates for 5 November 2024; and
3. THAT the Community Funding Committee **assess** each application and resolve the available funds to be **allocated** for 2024-2025.

### 6.3 Community Lease Rebates - November 2024(Cont.)

#### 4. Background - *He tirohanga whakamuri*

All applications are assessed according to the following criteria:

- Proposed targets – real and well-defined need and aligned to community outcomes.
- Clear and significant impact on community need.
- Breadth and depth of community exposure and participation achieved.
- Volunteer numbers and presence in the Whakatāne District.

#### 5. Issue/subject - *Kaupapa*

Applications were by invitation only, opening on 8 October and closing on 24 October 2024.

A total of 18 valid applications were received for the Multi-Year Grants funding following verification of receipt of completed Accountability forms for any previous grants received, requesting a total of \$145,029.81 excl. GST.

A summary of the valid applications is appended to the report, and a full copy of each application will be provided separately through SmartyGrants.

#### 6. Options analysis - *Ngā Kōwhiringa*

No options have been identified relating to the matters of this report.

#### 7. Significance and Engagement Assessment - *Aromatawai Pāhekoheko*

##### 7.1. Assessment of Significance

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

##### 7.2. Engagement and community views

The Community Lease Rebates were advertised by invitation to eligible leaseholders.

Engagement on this matter is not being undertaken in accordance with Section 4.2 of the Council's Significance and Engagement Policy. This states that the Council will not consult when there is already a sound understanding of the views and preferences of the persons likely to be affected or interested in the matter.

#### 8. Considerations - *Whai Whakaaro*

##### 8.1. Financial/budget considerations

Community Lease Rebates are budgeted for in the LTP at \$70,000 per year. There is an administrative cost to Council to promote and administer the grant programme.



### 6.3 Community Lease Rebates - November 2024(Cont.)

#### 8.2. Strategic alignment

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

#### 8.3. Climate change assessment

Based on this 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.

#### 8.4. Risks

There are no known risks associated with the matters of this report.

#### Table summary of application:

Application Number	Individual or Organisation Applying	Amount Requested excl. GST \$
CLR01	Whakatāne Weight Training Club	9,630.00
CLR02	Whakatāne Athletic and Harrier Club	8.00
CLR03	Eastern Bay of Plenty Kart Club	450.00
CLR05	HALO Whakatāne Incorporated	8389.00
CLR07	Edgecumbe Sports Club Inc.	695.65
CLR08	Citizens Advice Bureau Whakatāne	16,500.00
CLR09	Port Ōhope Playcentre	4,380.00
CLR11	Awakeri Sports and Community Club Inc.	848.00
CLR13	Edgecumbe Playcentre	1,800.00
CLR14	Port Ōhope Yacht Club	440.00
CLR15	Ōhope Beach Golf Links	15,000.00
CLR16	Whakatāne Lawn Tennis Club	1,144.16
CLR17	Whakatāne Town Pony Club	3,645.00
CLR18	Lions Club of Ōhope Beach	4,000.00
CLR19	Eastern Bay of Plenty Dog Obedience Club	400.00
CLR21	Whakatāne Amateur Swimming Club	2,500.00
CLR22	Whakatāne Squash Racquets Club Inc	20,000.00
CLR24	Pou Whakaaro	55,200.00
	<b>TOTAL REQUESTED</b>	<b>\$145,029.81</b>