



# Murupara Community Board

## *Te Poari Hapori o Murupara*

Monday, 10 February 2025  
*Mane, 10 Huitanguru 2025*

Murupara Service Centre  
48 Pine Drive, Murupara  
Commencing at 10:00 am



Chief Executive Steven Perdia | Publication Date: 4 February 2025

[whakatane.govt.nz](http://whakatane.govt.nz)





**A Membership - *Mematanga***

**A Membership - *Mematanga***

Board Member Mere Honeycombe - Chairperson

Board Member Irma Prentice - Deputy Chairperson

Board Member Sheena Jones

Board Member Alison Silcock

Board Member Jesse Morgan-Ranui

Councillor Ngapera Rangiaho

## **B Role of the Community Board**

### **B Role of the Community Board**

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

<b>1</b>	<b>Apologies - <i>Te hunga kāore i tae</i> .....</b>	<b>6</b>
<b>2</b>	<b>Acknowledgements/Tributes - <i>Ngā Mihimihi</i> .....</b>	<b>6</b>
<b>3</b>	<b>Conflicts of Interest - <i>Ngākau kōnatunatu</i> .....</b>	<b>6</b>
<b>4</b>	<b>Public Participation - <i>Wānanga Tūmatanui</i> .....</b>	<b>7</b>
<b>4.1</b>	<b>Public Forum - <i>Wānanga Tūmatanui</i> .....</b>	<b>7</b>
<b>4.2</b>	<b>Deputations - <i>Ngānanga Whakapuaki Whaitake</i> .....</b>	<b>7</b>
<b>5</b>	<b>Confirmation of Minutes - <i>Te whakaaetanga o ngā meneti o te hui</i> .....</b>	<b>8</b>
<b>5.1</b>	<b>Minutes – Murupara Community Board 19 November 2024 .....</b>	<b>8</b>
<b>6</b>	<b>Reports - <i>Ngā Pūrongo</i> .....</b>	<b>13</b>
<b>6.1</b>	<b>Extraordinary Vacancy – Murupara Community Board .....</b>	<b>13</b>
<b>6.2</b>	<b>Murupara Community Board Activity Report .....</b>	<b>18</b>
<b>6.3</b>	<b>Governance Administration – February 2025 .....</b>	<b>25</b>
	<b>6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated .....</b>	<b>28</b>
	<b>6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust .....</b>	<b>46</b>
<b>7</b>	<b>Chairperson and Sub-Committee Reports .....</b>	<b>58</b>
<b>7.1</b>	<b>Chairperson’s Report – February 2025 .....</b>	<b>58</b>
<b>7.2</b>	<b>Councillors Report – February 2025 .....</b>	<b>61</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***

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 relating to Community Boards, please click this [Register Link](#).

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

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

#### **4.1 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 five 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.

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

1. Alzheimers Society Eastern Bay of Plenty Incorporated  
Discretionary Fund applicant.
2. Uwhiarae Marae Reservation Trust - Lenny TeKaawa  
Discretionary Fund applicant.
3. Toi Moana Bay of Plenty Regional Council  
Councillor Toi Iti will share information and address queries about rates and transport.

#### **4.2 Deputations - *Ngānanga 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 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*

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

#### 5.1 Minutes – Murupara Community Board 19 November 2024

 <p>WHAKATĀNE District Council <i>Kia Whakatāne au i ahau</i></p>	Details of Meeting:	<b>MURUPARA COMMUNITY BOARD MEETING HELD AT TE TII BOARD ROOM 5906 RUATĀHUNA ROAD, RUATĀHUNA, TUESDAY, 19 NOVEMBER 2024 COMMENCING AT 10:04 AM</b>
	Present:	Board Members M K Honeycombe (Chairperson), S Jones, I Prentice, A Silcock, and Councillor Rangiaho
	In Attendance:	Councillor Iles, V Richards (Strategic Coordinator – Community Partnerships), T Chapman (Senior Māori Land Advisor), and S Duffy (Senior Governance Support Advisor)
	Visitors:	Te Tuhi Taoho and Te Tii staff, Matua Daniel (Galatea School), Kath Purcell and Hinamoki Rewi (Te Ika Whenua Hauora Incorporated Society)
	Apologies:	Members J Morgan-Ranui and M Edmonds

Chairperson Honeycombe welcomed all to the meeting and acknowledged the residents attending and thanked them for their hospitality.

Kaumatua Tupe opened with a Karakia, followed by a greeting from Mr Taoho (tangata whenua).

#### 1. APOLOGIES

Moved Member Prentice / Seconded Member Jones

##### **RESOLVED:**

THAT the Murupara Community Board **accept** the apology from Members J Morgan-Ranui and M Edmonds.

##### **CARRIED**

An apology was also noted for Councillor Iles.

#### 2. ACKNOWLEDGEMENTS / TRIBUTES

The Board acknowledged the passing of Diane Yalden, noting her achievements, community service, her dedication, and her position for many years as the Chairperson to the Tāneatua Community Board.



**5.1 Minutes – Murupara Community Board 19 November 2024(Cont.)**

**3. CONFLICTS OF INTEREST**

Chairperson Honeycombe declared an interest in the Galatea School item, as her son attended Galatea School.

**4. PUBLIC FORUM**

**4.1. Galatea School - Matua Daniel**

Refer to page 6a of the tabled item.

Mr Daniel, a year 4-6 teacher at Galatea School explained how water from a leaking heat pump had irreparably damaged one of the school televisions used for educational purposes. With the use of a story board, he explained how different learning styles aided students with their education.

In response to a question, Mr Daniel explained that the damage was detected outside of the warranty period, so it would not be covered by insurance.

When asked to summarise the top three educational benefits the television provided, Mr Daniel felt it was social studies (maps and timelines), literacy and Te Reo Māori (cultural, Waiata and Kapahaka). Mainstream school.

**4.2. Te Ika Whenua Hauora Incorporated Society - Kath Purcell and Hinamoki Rewi**

The Kaumatua Christmas End of Year Garden BBQ luncheon would be held at the Murupara Golf Course on 5 December and was open to all senior citizens in the community and surrounding rohe.

Ms Purcell reported that they had received a grant from the Rūnanga and that any shortfall would be covered by the Society. She referenced costs were increasing and that they were expecting the number of attendees to be higher this year.

Ms Rewi said they had received a koha towards the entertainment and at short notice, had secured a band for the event.

**Attendance:** Mr Daniel, Ms Purcell and Ms Rewi, and Te Tii staff left the meeting at 10:32 am.

**5. CONFIRMATION OF MINUTES**

Refer to pages 7-12 of the agenda.

Moved Member Silcock / Seconded Member Prentice

**RESOLVED:**

THAT the minutes of the Murupara Community Board held on Monday, 23 September 2024 be **confirmed** as a true and correct record.

**CARRIED**

It was reported some items were missing from the latest newsletter and this issue would be addressed.

**5.1 Minutes – Murupara Community Board 19 November 2024(Cont.)**

**6. REPORTS**

**6.1. Murupara Community Board Activity Report**

Refer to pages 13-19 of the agenda.

A discussion ensued about presentation styles for community consultations, and the importance of inclusion and initiating conversations in order to gain the best feedback.

The Whakatāne District Council Solid Waste team were acknowledged for their donation of prizes for the Murupara Garden Fiesta.

**Attendance:** Mr Taoho left the meeting at 10:44 am.

Moved Member Jones / Seconded Member Prentice

**RESOLVED:**

THAT the Murupara Community Board Activity – November 2024 report be **received**.

**CARRIED**

**6.2. MCB Discretionary Funds – November 2024**

Refer to pages 20-52 of the agenda.

**Attendance:** Chairperson Honeycombe left the meeting at 10:50 am.

Deputy Chairperson Prentice took the chair.

Moved Member Silcock / Seconded Member Jones

**RESOLVED:**

1. THAT the MCB Funding Application – November 2024 report be **received**; and
2. THAT \$ up to \$1795 be **allocated** from the Murupara Community Board Discretionary Fund to Galatea School Te Kura o Kuhawaea; to purchase a television to enhance teaching methods and improve ākongā engagement within classroom.

**CARRIED**

Deputy Chairperson Prentice vacated the Chair and Chairperson Honeycombe resumed as Chairperson.

Moved Chairperson Honeycombe / Seconded Member Silcock

**RESOLVED:**

THAT \$ 2000.00 be **allocated** from the Murupara Community Board Discretionary Fund to Te Ika Whenua Hauora for costs in support of their Kaumatua Summer Garden BBQ planned for December 2024.

**CARRIED**

**5.1 Minutes – Murupara Community Board 19 November 2024(Cont.)**

**7. CHAIRPERSON AND COUNCILLOR REPORTING**

**7.1. Chairperson Report – September 2024**

Refer to pages 53-57 of the agenda.

Moved Member Prentice /Seconded Chairperson Honeycombe

**RESOLVED:**

THAT the Members Silcock and Jones are **reimbursed** \$491.97 from the discretionary funds, for the prizes purchased for the 2024 Murupara Community Board Garden Fiesta.

**Attendance:** Member Prentice declared conflict of interest and left room at 11:11 am.

Moved Chairperson Honeycombe / Seconded Member Silcock

**RESOLVED:**

THAT the Murupara Community Board provide **sponsorship** of \$500 (for face painting, pony rides, Santa Suit and Lollie Scramble) at the Murupara Christmas Market taking place on Saturday 14 December 2024.

**CARRIED**

Moved Chairperson Honeycombe / Seconded Member Jones

**RESOLVED:**

THAT the MCB Chairperson's Report – November 2024 report be **received**.

**CARRIED**

**Attendance:** Member Prentice re-entered the meeting back at 11:15 am.

**7.2. Councillors Report**

Refer to pages 58-62 of the agenda.

Member Silcock expressed disappointment that Community Board members were not included on the Southern District Tour and that she was not invited when the issues at the Murupara Aquatic Centre was inspected.

A five-day trial to manage the weed issue at Lake Aniwhenua would commence on 9 December 2024.

Representatives from the Bay of Plenty Regional Council Rates and Transportation teams would attend the Murupara Service Centre on 11 December 2024. The Council Rates team would also have a presence there.

**5.1 Minutes – Murupara Community Board 19 November 2024(Cont.)**

Moved Councillor Rangiaho / Seconded Member Jones

**RESOLVED:**

**THAT** the Councillor’s Report – November 2024 report be **received**.

**CARRIED**

**7.3. Member Reporting**

Refer to page 63 of the agenda.

**7.3.1. First Responder volunteers - Member Jones**

Member Jones spoke to her proposal to acknowledge First Responder volunteers, noting there were now up to 72 names put forward. A discussion ensued and further ideas were raised how the recognition could be achieved; for example, donating towards an event or the supply of resources. Member Jones would carry out further research.

**7.3.2. Drowning Prevention Aotearoa - Member Silcock**

Member Silcock had been reaching out to Iwi Leaders, hoping they would join the discussions.

In the New Year, it is intended to have Mr Josh Charmine speak to the Board and potentially to interested parties.

**THE MEETING CLOSED WITH A KARAKIA FROM KAUMATUA TUPE AT 11:42 PM.**

Confirmed at the meeting dated:
CHAIRPERSON

## 6 Reports - *Ngā Pūrongo*

### 6 Reports - *Ngā Pūrongo*

#### 6.1 Extraordinary Vacancy – Murupara Community Board



---

To: **Murupara Community Board**

Date: **Monday, 10 February 2025**

Author: **S Duffy / Senior Governance Support Advisor**

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

Reference: **A2828940**

---

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

This report outlines the options available to the Murupara Community Board in respect of the extraordinary vacancy in the Murupara subdivision, arising from the recent resignation of Board Member Memory Edmonds.

#### 2. Recommendations - *Tohutohu akiaki*

1. THAT the Extraordinary Vacancy– Murupara Community Board report be **received**; and
2. THAT past member Memory Edmonds be **acknowledged** for her tenure on the Board and for her support to the Murupara ward; and
3. a) Either:  
THAT the Murupara Community Board **resolve** to leave the vacancy unfilled for the remainder of the current 2022-2025 triennial election term, noting that public notice must be given immediately of its decision to do so;
- b) Or:  
THAT the extraordinary vacancy be **filled by appointment** with the criteria being based on the person being a qualified elector, relevant experience, balance of the Board composition and representative of a sector of the community not currently represented.
- c) Or:  
THAT the extraordinary vacancy be filled following expression of interest, with the criteria being based on the person being a qualified elector, relevant experience, balance of the Board composition and representative of a sector of the community not currently represented.

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

On 29 January 2025, the Chief Executive of the Whakatāne District Council received notification of the extraordinary vacancy on the Murupara Community Board due to the resignation of Member Edmonds. As the extraordinary vacancy was advised within 12 months of the next triennial election (October 2025), there is no requirement to hold a by-election to fill the vacancy.

## 6.1 Extraordinary Vacancy – Murupara Community Board(Cont.)

### 3.1. Extraordinary Vacancy

The relevant sections of the Local Electoral Act 2001 state the following procedure to fill an extraordinary vacancy on the Board:

Section 117

1. *If a vacancy occurs in the office of a member of a local authority or in the office of an elected member of a community board 12 months or less than 12 months before the next triennial general election, the Chief Executive of the local authority concerned must notify the local authority or community board of the vacancy immediately.*
2. *On receiving notice under subsection (2), the local authority or community board must, at its next ordinary meeting or, if that is not practicable, at its next subsequent ordinary meeting, determine by resolution:*
  - a. *That the vacancy will be filled by the appointment by the local authority or community board of a person named in the resolution who is qualified to be elected as a member; or*
  - b. *That the vacancy is not to be filled.*
3. *If for any reason the person specified in the resolution is unavailable, or otherwise unable to be notified of the appointment, a further vacancy occurs in that office.*

The Act also determines that if the vacancy is to be filled, public notice must be given of the resolution and the process or criteria by which the person named in the resolution was selected for appointment.

If an appointment is made, it takes effect immediately upon the passing of the resolution, conferring all rights, responsibilities, and authority of an elected member on the appointee.

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

It is the decision of the Board whether or not to fill the vacancy.

If an appointment is to be made, there is a legal requirement that the candidate must be a New Zealand citizen and a parliamentary elector (anywhere in New Zealand). Although it may be desirable, there is no requirement for the person to live within the Murupara area.

There will be a further four scheduled Community Board meetings in 2025 leading up to the next local election in October 2025. These meetings are scheduled for 24 March, 12 May, 23 June, and 18 August 2025.

Options for a decision include the following:

- The vacancy is not to be filled.
- The vacancy will be filled by the appointment of a qualified person named in the resolution.
- Expression of interest.

**6.1 Extraordinary Vacancy – Murupara Community Board(Cont.)**

**4.1. Option 1 *Do not fill the vacancy***

Leave the vacancy unfilled, continuing with 5 Members and 1 Councillor for the remainder of the 2022-2025 triennium.

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• Simplified process</li> </ul>	<ul style="list-style-type: none"> <li>• Misses the opportunity for further diverse perspectives</li> </ul>
<ul style="list-style-type: none"> <li>• Avoids time and resources needed for candidate identification and appointment</li> </ul>	
<ul style="list-style-type: none"> <li>• Board is operating well with current members</li> </ul>	

**4.2. Option 2 *Fill the vacancy by appointing a qualified elector***

This presents an opportunity to enhance the Board's collective skills and experience. Members would propose potential candidates and identify a preferred individual for the Chairperson to approach.

The selection criteria may include relevant experience, representation of an underrepresented community sector, alignment with the Board’s composition goals, or prior expression of interest in joining the Board. Additionally, it is a statutory requirement to provide public notice detailing the criteria used in the selection process.

If an appointment is to be made, there is a legal requirement that the candidate must be over 18 years of age, a New Zealand citizen and a parliamentary elector (anywhere in New Zealand).

Advantages	Disadvantages
<ul style="list-style-type: none"> <li>• Maintains Full Membership</li> </ul>	<ul style="list-style-type: none"> <li>• Appointee may not align with the Board’s objectives, or existing dynamics</li> </ul>
<ul style="list-style-type: none"> <li>• Opportunity for appointee to gain experience prior to the local body elections</li> </ul>	<ul style="list-style-type: none"> <li>• Additional resourcing for induction</li> </ul>

## 6.1 Extraordinary Vacancy – Murupara Community Board(Cont.)

### 4.2.1. Option 3 Expressions of interest

Although not a requirement of the LGA, there is an opportunity where the Board could advertise for expressions of interest from members of the community to nominate themselves.

To facilitate this process, a public call for nominations would be initiated in March 2025, and interested candidates would present at the May 2025 meeting.

Advantages	Disadvantages
<ul style="list-style-type: none"><li>Enhanced community engagement</li></ul>	<ul style="list-style-type: none"><li>Time consuming</li></ul>
<ul style="list-style-type: none"><li>Maintains Full Membership</li></ul>	<ul style="list-style-type: none"><li>Resourcing for implementation</li></ul>
	<ul style="list-style-type: none"><li>No guarantee that suitable or sufficient candidates will step forward</li></ul>
	<ul style="list-style-type: none"><li>Length of process versus number of meetings until the Local Body elections</li></ul>

## 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

This is a procedural report required by the Local Government Act (LGA). Engagement or community views are not required.

## 6. Considerations - *Whai Whakaaro*

### 6.1. Financial/budget considerations

There are no budget considerations associated with the recommendations in this report, however there would be resourcing required from the Governance Services team, above business as usual, depending on the option resolved.



**6.1 Extraordinary Vacancy – Murupara Community Board(Cont.)**

**6.2. Strategic alignment**

This report meets the requirements of the LGA <sup>1</sup>

**6.3. Climate change assessment**

The decision 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**

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

---

<sup>1</sup> Clause 37(1) of Schedule 7 of the Local Government Act 2002

## 6.2 Murupara Community Board Activity Report

### 6.2 Murupara Community Board Activity Report

---



To: **Murupara Community Board**

Date: **Monday, 10 February 2025**

Author: **T Chapman / Kaitohutohu Whenua Māori and  
V Richards / Strategic Coordinator – Community Planning**

Authoriser: **D Bewley / GM Planning, Regulatory and Infrastructure**

Reference: **A2823791**

---

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

This report is to provide the Community Board with an update on Council activities to the end of January 2025, and covers the following activities:

- Community Funding
- Summer Road Safety Roadshow 2025 hits Ruatāhuna
- Youth Council
- Transportation – Roothing Updates
- Local Waters Done Well
- Murupara Library and Service Centre
- Murupara Pool
- Solid Waste

#### 2. Recommendation - *Tohutohu akiaki*

THAT the Murupara Community Board Activity Report: January 2025 be **received**.

#### 3. Community Funding

The first funding rounds for 2025 are due to open on 10 February and close on 2 March 2025. Three funds are being made available:

- Te Puaha Fund (a general round and scholarship opportunities) - This fund supports projects or events directly related to the waterways and marine environment of the Whakatāne District.
- Reorua ki Whakatāne - This fund champions the use of Te Reo Māori o Ngāti Awa in the Whakatāne District.
- Community Matching Fund – This fund supports not-for-profit organisations within the Whakatāne District that are working for the benefit of our communities. Organisations can apply for the dollar value of donations and contributions they have received from the community, and, if successful Whakatāne District Council will “match” these contributions with a grant.

## 6.2 Murupara Community Board Activity Report(Cont.)

Information on these funding rounds, including fund guidelines and application forms, will be available on Council's website.

### 4. Summer Road Safety Roadshow 2025 hits Ruatāhuna



The community partnerships team donned yellow vests and headed out across the mōtū to seven of our smaller Eastern Bay communities to run the Summer Road Safety Roadshow. Kicking off in Matata, the team engaged with both locals and visitors using games and prizes to connect on the region's three main road safety issues, drink / drug driving, seat belt use and speed.

Highlights for the team were connecting with what seemed like the whole hapu in Ruatāhuna and also led to one of the biggest learnings for the team, which is connecting with key community stake holders such as the Te Kura Tangata local tribal office really leads to better engagement success on the ground. We also learnt that keeping the games simple and with easily identifiable messages made delving into the issues more natural and friendly for participants.

The road show will become one of our annual feature programmes and proved to be an excellent opportunity for the new Ki Uta - Honoa Hapori van to be used as intended – connecting Council with our communities!



## 6.2 Murupara Community Board Activity Report(Cont.)

### 5. Youth Council

Applications for the Youth Council 2025 are closing on 9 February 2025 with the first meeting scheduled for 13 February 2025. Last year was an incredible year for our Youth Council members. They gained valuable insights into local government, shared their perspectives with councillors, collaborated on community projects like events and murals, and even attended the Festival for the Future in Wellington. The group also forged closer ties with Murupara Youth Space and will look to build on this. In 2025, the Youth Council's goal is to build on this success by creating even more opportunities for our rangatahi to learn about local government and have their voices heard. To achieve this, we need representation from across our district so please encourage rangatahi you know to apply online or contact [jemma.rudkin@whakatane.govt.nz](mailto:jemma.rudkin@whakatane.govt.nz).

### 6. Transportation – Roothing Updates

#### 6.1. Mimiha Stream Bridge Replacement



Work continues and nears completion for the Mimiha Bridge replacement. The bridge beams have been set, bridge abutments and earth stabilised. Retaining walls continue to be constructed and the bulk fill for the approaches has started.

In the coming weeks the bridge beams will be post tensioned, settlement slabs will be poured and the earth retaining walls completed. The project is planned to be completed in April 2025.

#### 6.2. Galatea Bridges Maintenance and Gravel Extraction Update

Gravel extraction is programmed at three bridges in the Galatea area: Jolly Road, Waikokopu Stream, and Mangamate Stream.

There is a resource consent application with Bay of Plenty Regional Council (BOPRC) currently underway for ongoing gravel extraction for maintenance purposes.

Initial extraction at Waikokopu Stream has been undertaken as part of emergency maintenance works, but no further extraction is expected until consent is received.

## **6.2 Murupara Community Board Activity Report(Cont.)**

### **6.3. Murupara footpath project**

Contractors have completed all footpath renewal works in Murupara township.

### **6.4. Galatea Culvert Replacements**

Contractors are currently finishing the replacement of three culverts on Galatea Road at two different locations.

Road closures with detours were put in place and works were expected to be completed by the end of January 2025.

### **6.5. Te Whāiti Rd retaining wall replacement and extension**

The retaining wall east of Ngāpūtahi Marae (approximately 15km from London's Garage) is scheduled for replacement and extension of the gabion baskets and rock rip rap. The works are programmed to commence on 17 February 2025 and are expected to be completed within three weeks. Works will be undertaken under a stop/go arrangement, and delays are expected to be relatively short. Motorists and other road users are advised to exercise extra caution when using this section of the road throughout the duration of the project.

### **6.6. Ruatāhuna and Waikaremoana Road Maintenance**

The Council is working with Te Uru Taumatua to undertake maintenance repairs on sections of Natures Road.

## **7. Local Waters Done Well**

A considerable amount of work is occurring in response to the Government's Local Waters Done Well reform programme. Highlights include:

In November last year consultants Martin Jenkins were engaged to undertake an independent review of the current state of the Council's water services delivery model and provide a high-level assessment of alternative options.

In December Council received the review's preliminary findings. The Council's current operating model was thought unlikely to meet new legislative financial sustainability requirements. It was recommended the Council explore two future water services delivery options:

- An internal standalone business unit, with possible shared services arrangements; or
- A regional or sub-regional asset owning water organisation.

The Council has asked staff to determine if a staged approach to achieving regulatory compliance would be viable for an internal business unit with shared services, including engaging with the Department of Internal Affairs (DIA), the Regional Council, and the Water Services Authority - Taumata Arowai on requirements to comply with legislation.

It agreed to further explore opportunities with Tauranga City Council and Western Bay of Plenty District Council (and others) for a potential joint water services Council Controlled Organisation (CCO).

The Mayor has also written to the Minister of Local Government requesting support from the Department of Internal Affairs (DIA) to progress discussion about joint arrangements.



## 6.2 Murupara Community Board Activity Report(Cont.)

More detailed financial analysis is now occurring around an operating model for an enhanced status quo business unit and for regional or sub-regional water organisation comparisons.

The Council is reassessing its planned capital works programme to ensure it is fit for purpose and will meet current and anticipated future regulatory requirements. Further, the legislative changes for wastewater and stormwater environmental performance standards that are a key aspect of the new Local Government (Water Services) Bill and are expected to reduce the costs of consenting, design, and commissioning wastewater treatment plants. These factors will be incorporated into further financial modelling.

The Council is required to publicly consult on a preferred option for delivering water services and to make publicly available its analysis of its existing service delivery model and at least one alternative, being a water services CCO or joint local government arrangement. This involves developing and describing the shortlisted options in sufficient detail for the public's understanding with a comparative analysis of the short-listed options against the standalone delivery model. A communications and engagement strategy has been drafted to help plan the work required for consultation, which is scheduled for April/May 2025 and then the assessment of feedback before decision making.

A Water Services Delivery Plan will then be finalised, adopted by Council, and submitted to the DIA by 3 September 2025 for review and acceptance (unless an extension of time is requested and granted).

## 8. Murupara Library and Service Centre



After a nice Christmas and new year holiday break the Murupara Library and Service Centre opened on 6 January 2025 with free Wi-Fi, books and magazines, colouring, self-directed activities, puzzles, games, newspapers to read, a quiet space to book if needed, 'nice and cool air conditioning to chill out under' and the ultimate favourite, Chromebooks for whānau to enjoy!

The customer service front desk also opened for council customer enquiries. For local Tamariki / Rangatahi 'the library is a good place to go when we're not at the pools or the river or playing on the playground or skatepark'.

## 6.2 Murupara Community Board Activity Report(Cont.)

### 9. Murupara Pool Active Over the Holidays



The Murupara Pool was blessed with good weather over the holidays which made it a busy place! There were plenty of birthday parties, morning swimmers, and even some Christmas functions. We would like to thank our team members Chelsee and Skylark for going above and beyond by getting up early three days a week to accommodate our morning swimmers.

### 10. Solid Waste

#### 10.1. Murupara Resource Recovery Centre

On 1 February 2025 fees and charges were introduced at the Murupara Refuse Transfer Station. On this date the facility was renamed to Murupara Resource Recovery centre to better reflect the activities that occur on site.

The site has undergone a number of changes to make it more user-friendly and to accommodate the introduction of fees. These include:

- A one-way traffic system
- All traffic to pass through the shed to allow assessment, charging and advice on recycling
- A new offal hole area with parking
- A new refuse drop off area near the shed
- New signage

Prior to the introduction of fees, a waste audit was undertaken to identify ways that users could minimise their waste and costs. The results of this audit were included in a newsletter that was distributed throughout Murupara, Galatea, Minginui and Ruatāhuna. The newsletter also included details on the fee structure, what can and cannot be recycled, and tips on how to reduce your waste.

Details of the fees will also be added to council's website and are displayed both at the gate and in the shed.

A Karakia was undertaken at the site on 22 January 2025 by Minister Taare TeMoni to bless the site changes, allow our staff on site to be protected whilst they carry out their daily mahi, for the site to operate in as much of a natural state as it can, and to protect the beautiful local awa and whenua the site sits on and is surrounded by.

**6.2 Murupara Community Board Activity Report(Cont.)**





### 6.3 Governance Administration – February 2025

### 6.3 Governance Administration – February 2025



To: **Murupara Community Board**

Meeting Date: **Monday, 10 February 2024**

Author: **S Duffy / Senior Governance Support Advisor**

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

Reference: **A2823103**

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

This report is to inform the Murupara Community Board on activities relevant to the Boards area. It serves an administrative purpose and covers the following Governance Services related topics:

- Follow up matters
- Pecuniary Interest
- Discretionary Fund application

#### 2. Recommendations - *Tohutohu akiaki*

1. THAT the Governance Administration report be **received**; and
2. THAT Members **note** the pecuniary forms for year 3 are due to the Governance team no later than 28 February 2025; and
3. THAT the Murupara Community Board **considers** allocating discretionary funds to the Alzheimers Society Eastern Bay of Plenty incorporated to cover costs to attend the annual health expo in Murupara, and in support of home visits related to education and health services to families/whānau, community groups and organisations; and
4. THAT the Murupara Community Board **considers** allocating discretionary funds to Uwhiarae Marae to assist with costs of the 100-year centenary celebration of the Marae scheduled from 31 May to 1 June 2025.

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

##### 3.1. Funding Criteria

The criteria for the Community Board Discretionary Fund are:

- No retrospective funding applications will be considered.
- Supporting documentation on how you calculated your costs is required to justify the amount sought.
- Applications will be considered at the next appropriate Community Board meeting.
- The project must be held within the community board area you are seeking funding for

**6.3 Governance Administration – February 2025(Cont.)**

- The Community Board has the option to collaborate with other Boards in the joint funding of major projects.
- Grants of up to \$1,000 may be considered to support groups attending international or national events.
- Boards generally lean towards funding an annual or biannual event once but reserve the right to consider each one on a case-by-case basis.
- A “guarantee against loss” may be offered to support an event that may require either seeding or back up finance – this is to give you confidence that funds up to the value offered will be available following the event if it runs at a loss.
- Applicants will be invited to attend the Public Forum at the commencement of the Board meeting the application will be considered at to provide a brief overview of the application. You will be notified of the time and date prior to the meeting.
- If successful, applicants will be required to use the relevant Community Board logo on advertising material and other items associated with the event or project to acknowledge the grant made.
- A declaration of expenditure and project report is required once the project has been completed.
- Funds not uplifted within six months from the allocation date will lapse.
- Applications are accepted throughout the year subject to funding availability.

**3.2. Project Fund**

The following table indicates the unallocated grants and subsidies (discretionary) fund:

<b>Murupara Community Board</b>		
<b>Unallocated Grants and Subsidies (Discretionary Fund) as at 31 January 2025 is \$8,898.43</b>		
Opening Balance carried forward from prior years unallocated grants*		5,755.39
Funding operating surplus (deficit) for 2024 FY		(2,023)
2024/25 Annual Plan		15,836.16
<b>2024/25 revised Budget of Grants and Subsidies to allocate</b>	<b>\$</b>	<b>19,568.27</b>
<b>2025 Allocations</b>		
JULY 2024 \$1000 VAN HIRE COSTS/\$1600 PROJECT MATERIALS/\$100 TRAVEL COSTS SUPPORTING RONGOA 2 WANANGA AT RANGITAHU MARAE 9 - 11 AUGUST, KOPURIKI RD RONGOA HUB	2,600	Approved & paid
1-Aug		
5-Aug	2,052	Approved & paid
MAORI WOMENS WELFARE LEAGUE		
2-Oct	300	Approved & paid
FUND FUEL COSS TO ASSIST COSTS WITH RELOCATION SOUTH, ALL PAWS COUNT MURUPARA TRUST		
2-Oct	1,165	Approved & paid
TO ASSIST WITH COSTS FOR THE ANNUAL SUICIDE AWARENESS DAY THURSDAY 7 NOVEMBER 2024, UENUKU MAREIKURA		
19-Nov	491.97	Committed not yet paid
Members Silcock and Jones		
11-Dec	500	Approved & paid
MARKET		
31-Oct	2,000	Approved & paid
FUNDS FOR COSTS IN SUPPORT OF KAUMATUA SUMMER GARDEN BBQ PLANNED FOR DECEMBER 2024, TE IKA WHENUA HAUORA INC SOC		
12-Dec	1,561	Approved & paid
FUND TO PURCHASE A TELEVISION TO ENHANCE TEACHING METHODS AND IMPROVE AKONGA ENGAGEMENT WITHIN CLASSROOM, GALATEA SCHOOL		
<b>Year to Date allocations</b>	<b>\$</b>	<b>10,669.84</b>
<b>Current unallocated Grants and Subsidies (Discretionary Fund)*</b>	<b>\$</b>	<b>8,898.43</b>

\*Funding for Murupara CB activity driven by minor variances from operating expenditures; expenditure being slightly higher than revenue

The current balance of the Murupara discretionary fund as at 31 January 2025 is approximately \$8,898.00

### 6.3 Governance Administration – February 2025(Cont.)

#### 4. Subjects – *Kaupapa*

This section contains information that the Governance Services wish to update the Members.

##### 4.1. Follow up Matters

The following response has been advised by Council staff.

###### 1. *Items missing from the Newsletter*

The Community Board newsletter goes out as soon as possible after the Community Board hui. Each community board member is to prepare a short piece to include in the newsletter after the hui and email these through to Maia from the Communications & Engagement team including any high-resolution photos that are relevant to the news item. This piece only needs to be a short 100-200 words blurb. Maia will make minor edits, but it is the responsibility of each board member to write these up if they want them to be included in the newsletter.

It would be great if all Community board members encourage community members to sign up to the e-newsletter online as we move away from physical print copies

<https://www.whakatane.govt.nz/about-council/news/newsletters>

##### 4.2. Pecuniary Interest Forms

Members are obliged to provide annual returns, which are to be included on the registers, and to subsequently advise of any errors or omissions in those returns.

Members are reminded that the Pecuniary Interest forms are required to be completed for Year 3 of the triennium and are required to be returned to the Governance team **no later than** the last of February 2025. The 12-month period covered in this return is from October 2024 through to October 2025. A reminder that is an offence where members fail to comply with their obligations.

##### 4.3. Funding Applications

###### 4.3.1. *Alzheimers Society Eastern Bay of Plenty Incorporated*

The main objective of the Alzheimers Society is to provide support, information and education to those family/whānau in the community living with dementia. The Eastern Bay of Plenty group wish to provide a minimum of three home visits by dementia navigators; enabling support and education service to clients and carers based in Murupara.

The Society is seeking funding of \$650.00 for three planned trips to Murupara to cover health visits plus an additional trip for a planned Expo. The Expo is organised by Te Ika Whenua.

Although not included in the application, the Alzheimers Society has received the following funding from the Council over the past three years:

- 2024 – 2026 \$2500 per year - multiyear grant
- September 2024 \$1,150 Printing and delivery of newsletter (via WOCB)
- 2023 \$700 Annual grant
- December 2022 \$1,150 Wanda Trak promotion (via WOCB)
- 2021 – 2023 \$3,500 per year - multiyear grant

### **6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated**

#### **4.3.2. *Uwhiarae Marae Reservation Trust***

The main objective of the Uwhiarae Mare is to support their hapu and community aspirations, and their main activities Include tangihanga, wānanga, whānau events, hāhi and other Kaupapa.

The Uwhiarae Marae Reservation Trust are seeking funding of \$2,200 to assist with costs of the 100-year centenary celebration of the Uwhiarae Marae scheduled from 31 May to 1 June 2025.

#### **Attached to this report:**

- Appendix A - Application for Funding Alzheimers Society EBOP Incorporated
- Appendix B – Application for Funding Uwhiarae Marae

### **6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated**

6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)



**1 CONTACT DETAILS**

1.1 Name of your organisation: Alzheimers Society Eastern Bay of Plenty Incorporated

Phone: [REDACTED]	Fax:
Email: administration @alzebop.org	Website: https://alzheimers.org.nz/eastern-bay-of-plenty
Postal address for correspondence:	
PO Box 13 Whakatane 3120	

1.2 Name of principal contact: Sue Cave

Position held in group: Manager

Phone (day):	Fax:
Mobile: [REDACTED]	Email: manager@alzebop.org

1.3 Name of secondary contact: Heather Balcombe

Position held in group: Office Administrator

Phone (day): [REDACTED]	Fax:
Mobile [REDACTED]	Email: administration@alzebop.org

**2 ABOUT YOUR ORGANISATION**

2.1 How long has your organisation been operating? 36 years

2.2 What are your group's main objectives and activities?

To provide support, information and education to those family/whanau in the Eastern Bay of Plenty living with dementia mate wareware.

We provide home visits, education services to family/whanau and community groups and organisations, a Volunteer Program and a Wanda Trak program for those at risk of wandering.

2.3 Is your group GST registered? No  Yes  Yes, GST No\*: [REDACTED]

6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)



## Discretionary Funds Application Form

3
ABOUT YOUR FUNDING REQUEST

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

Provision of services to the Murupara area

3.2 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):

A dementia Navigator has been allocated to the Murupara area to provide a home visit service to clients with Dementia mate wareware, their carers and Whanau. The service includes, support, information, education to all those affected by dementia mate wareware.

The Navigator aims to visit the Murupara area at least 3 times per year in person as well as regular phone contact and participation in the Annual Health Expo organised by Te Ika Whenua which is likely to be held in April 2025. Trips are planned for February, April or May, August and November 2025. We currently have 7 clients in the Murupara area including Ruatahuna. 2 of these clients have a Wanda Trak device. Wanda Trak devices are checked and replaced annually.

The \$650 requested is based on 78.2 KM x 2 (156.4 total for a round trip.) We are requesting assistant to travel to the area 4 times a year. Based on an IRD mileage rate of \$1.04 this totals a cost of \$650.62.

3.3 How long does the project, service or proposal run? Starts: \_\_\_\_\_

Ongoing:  Finishes: \_\_\_\_\_

3.4 Funding Description – tick the appropriate boxes

- Provision of seeding funding for a community event
- Support for a Community Project
- Purchase of works of art for public reserves
- Project associated with youth or the elderly
- Facility development or upgrade - including property owned by community organisations
- Pride and beautification project within the community
- Board generated project, event or initiative
- Promotion and advertising
- Attendance at National or International Competition

3.5 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 have a modern vehicle fleet purchased with consideration of achieving low CO2 emissions

6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)



**4** MEASURING THE SUCCESS YOUR PROJECT, SERVICE OR EVENT PROPOSAL

4.1 Show us how you will measure that your project, service or event proposal is successful by outlining the benefits to the community

All clients, their carers and whanau receive the opportunity to have a home-based face to face service which includes the provision of dementia education. This service will be provided at least 3 times a year.

Alzheimers EBOP will have a presence at community events held in the Murupara area.

4.2 Which of the following of the Council’s Community Outcomes applies? – tick the appropriate boxes

- Effective Leadership** - Striving for our Future Wellbeing
- Community Needs** – A caring community
- Quality Services** – Excellent Value for Money
- Valuing our Environment** - Sustaining for future generations
- Reliable and Affordable Infrastructure** – Meeting current and future needs
- Sustainable Economic Development** – Working in partnership

4.3 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

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**



**5 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	\$ 650	Value of donated material	\$
Project materials	\$	Other Grants applied for (please specify):	\$
Labour cost	\$		\$
Venue / equipment hire	\$		\$
Other costs (please specify):	\$	Other income (please specify)	\$
	\$		\$
	\$		\$
	\$		\$
<b>TOTAL ESTIMATED COST</b>	<b>(a) \$650</b>	<b>TOTAL INCOME</b>	<b>(b) \$</b>

**TOTAL FUNDING SHORT FALL**  
 (i.e. 'a' minus 'b')

**(c) \$ 650**



6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)

 **Discretionary Funds Application Form**

**6 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:

Year	Amount received	Purpose

**7 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.
- A declaration of expenditure and results report is required once the event has taken place.

Name:	Sue Cave
Position held in group:	Manager
Signature:	<signed on original application>
Date:	16/1/2025
Any personal details to withhold:	
Name:	Heather Balcombe
Position held in group:	Office Administrator
Signature:	<signed on original application>
Date:	16/01/2025
Any personal details to withhold:	

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**



**8 CHECKLIST**

Please complete the following checklist to ensure you have completed the application process and attached all necessary information:

- ✓ All sections of this form have been completed
- ✓ Read the funding description and ticked the appropriate category
- ✓ You have attached a bank generated deposit slip verifying your bank account details
- ✓ You have attached a separate copy of your project plan where one has been developed
- ✓ You have attached quotes for expenses for your project, service or event proposal where these have been obtained
- ✓ You have attached a copy of your latest audited accounts or balance sheet or, if you are a new group, a statement of estimated income and expenditure for your first year
- ✓ The declaration form has been signed by two members of your organisation that have the authority to do so
- ✓ You have made a copy of this application for your future reference

### 6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)

#### Statement of Service Performance

#### Description of Entity's Outcomes

As per the Managers AGM report the following outcomes have been achieved over the past 12 months:

##### Staff

The increase in Navigation staff has enabled staff to have a more equitable caseload which is delivered on a geographic basis. Recent recruitment means our staff skill base now includes that of a registered nurse, social worker, rehabilitation expert, teacher, and community Kaiāwhina.

##### Clients

Due to our recruitment, client's carers and whanau receiving post-diagnostic education rose from 112 sessions in the previous financial year to 279 for the year ending May 2024. This is a 149% increase.

Monthly carer support meetings have been extended and are now provided in our largest client/referral areas of Whakatane and Kawerau.

We have provided a Wanda Trak service to 30 clients compared to 20 in the previous reporting period.

We have provided Cognitive Stimulation Therapy programs in Kawerau, Opotiki and Whakatane.

##### Volunteers

Volunteer numbers have increased from 30 in the previous 12 months to 50. We now have 24 companion matches compared to 16 in the last reporting period. Volunteers have completed 1000 hours' work to assist our organization. Voluntary work contributions include:

- The Board of Trustees comprises 5 voluntary members who provide their time and expertise to strategically guide and support the work we do.
- 24 Volunteers provide 1:1 weekly home visits to those with dementia mate wareware, the purpose of which is to provide companionship, a social outing and provide the carer with some respite.
- 6 Volunteers have supported Navigators in delivering CST (cognitive stimulation training) in Whakatane and Kawerau.
- 2 Volunteers have assisted Navigators in providing monthly carer support meetings in Whakatane and Kawerau.
- Volunteers have helped raise the profile of dementia mate wareware by participating in community events such as the "have a heart" expo, attended by 2800 people.
- Volunteers continue to run the Wanda Trak issuing service for those clients at risk of wandering. We issued 30 devices during the reporting period.

##### Health and Safety

We continue to comply with all health and safety requirements.

##### Funding

Due to the success of our grant funding applications, we were able to continue our volunteer program to support service delivery, facilitate cognitive stimulation programs and provide monthly carer support meetings. In addition, this funding allowed continuation of our community education program. Funding also assisted delivery of services to rural areas, Wanda Trak service provision and extension of administrative services and duties to further support Navigation staff.

We have met all our accountability reporting targets and requirements to support our grant expenditure.

We continue to report on our performance each quarter to our primary funder Te Whatu Ora - Health NZ and meet all our contractual performance targets.

##### Community understanding of dementia

In this reporting period we reached 1200 people via newsletters (200 more than the previous year) and connected with 247 people via our community education program.

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**

## Statement of Financial Performance

### Alzheimers Society Eastern Bay of Plenty Incorporated For the year ended 31 May 2024 Accrual Basis

'How was it funded?' and 'What did it cost?'

Funded through our contract with Te Whatu Ora. community grants, donations and membership fees.

	NOTES	2024	2023
<b>Revenue</b>			
Donations, fundraising and other similar revenue	1	32,028	18,090
Fees, subscriptions and other revenue from members	1	91	587
Revenue from providing goods or services	1	339,517	346,587
Interest, dividends and other investment revenue	1	7,366	2,835
Other Revenue	1	235	630
<b>Total Revenue</b>		<b>379,238</b>	<b>368,729</b>
<b>Expenses</b>			
Expenses related to public fundraising	2	987	-
Volunteer and employee related costs	2	284,334	206,833
Costs related to providing goods or services	2	50,991	55,054
Other expenses	2	11,499	11,340
<b>Total Expenses</b>		<b>347,812</b>	<b>273,228</b>
<b>Surplus/(Deficit) for the Year</b>		<b>31,426</b>	<b>95,501</b>

The accompanying Notes form part of and should be read in conjunction with these Performance Reports.

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**

## Statement of Financial Position

**Alzheimers Society Eastern Bay of Plenty Incorporated  
As at 31 May 2024  
Accrual Basis**

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAY 2024	31 MAY 2023
<b>Assets</b>			
<b>Current Assets</b>			
Bank accounts and cash	3	220,806	180,532
Debtors and Prepayments	3	32,508	24,364
Other Current Assets	3	56,806	54,234
<b>Total Current Assets</b>		<b>310,120</b>	<b>259,129</b>
<b>Non-current Assets</b>			
Property, Plant and Equipment	5	27,088	36,637
<b>Total Non-current Assets</b>		<b>27,088</b>	<b>36,637</b>
<b>Total Assets</b>		<b>337,208</b>	<b>295,767</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Creditors and accrued expenses	4	16,400	15,848
Employee costs payable	4	25,478	16,014
<b>Total Current Liabilities</b>		<b>41,878</b>	<b>31,862</b>
<b>Total Liabilities</b>		<b>41,878</b>	<b>31,862</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>295,330</b>	<b>263,904</b>
<b>Accumulated Funds</b>			
Current Year Earnings	6	31,426	95,501
Retained Earnings	6	263,904	168,403
<b>Total Accumulated Funds</b>		<b>295,330</b>	<b>263,904</b>

The accompanying Notes form part of and should be read in conjunction with these Performance Reports.

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**

## Statement of Cash Flows

### Alzheimers Society Eastern Bay of Plenty Incorporated For the year ended 31 May 2024

'How the entity has received and used cash'

	2024
<b>Cash Flows from Operating Activities</b>	
Donations, fundraising and other similar receipts	374,033.91
Fees, subscriptions and other receipts from members	91.35
Interest, dividends and other investment receipts	4,793.19
<b>Payments to suppliers and employees</b>	
Payment to suppliers and employees	(335,825.71)
<b>Total Payments to suppliers and employees</b>	<b>(335,825.71)</b>
GST	(869.46)
<b>Total Cash Flows from Operating Activities</b>	<b>42,223.28</b>
<b>Cash Flows from Investing Activities</b>	
Payment to acquire property, plant and equipment	(1,949.04)
<b>Total Cash Flows from Investing Activities</b>	<b>(1,949.04)</b>
<b>Net Increase/(Decrease) in Cash</b>	<b>40,274.24</b>
<b>This is represented by</b>	
<b>Bank Accounts and Cash</b>	
Opening Balance	180,531.92
Net change in cash for period	43,372.16
Closing Balance	220,806.16

The accompanying Notes form part of and should be read in conjunction with these Performance Reports.

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**

## Notes to the Performance Report

### Alzheimers Society Eastern Bay of Plenty Incorporated For the year ended 31 May 2024

	2024	2023
<b>1. Analysis of Revenue</b>		
<b>Donations, fundraising and other similar revenue</b>		
Donations - Members	600	1,025
Donation - DM Appeals	17,592	11,104
Donations - Individuals Non Members	498	336
Donations - Organisations/Companies	10,887	4,100
Donation - Memorial	20	115
Fundraising	2,432	1,410
<b>Total Donations, fundraising and other similar revenue</b>	<b>32,028</b>	<b>18,090</b>
<b>Fees, subscriptions and other revenue from members</b>		
Membership Fees	91	587
<b>Total Fees, subscriptions and other revenue from members</b>	<b>91</b>	<b>587</b>
<b>Revenue from providing goods or services</b>		
Grants	75,532	98,495
Income - Merchandise Sales	70	-
Income - Newsletter Advertising	-	104
Interest Income	7,366	2,835
Income - DHB Contract	263,916	247,988
<b>Total Revenue from providing goods or services</b>	<b>346,883</b>	<b>349,422</b>
<b>Other revenue</b>		
Other Revenue	235	630
<b>Total Other revenue</b>	<b>235</b>	<b>630</b>
	2024	2023
<b>2. Analysis of Expenses</b>		
<b>Volunteer and employee related costs</b>		
ACC Levy	593	361
KiwiSaver Employer Contributions	-	(146)
Professional Development	-	1,027
Staff Amenities	-	28
Staff Travel Costs (incl Mileage)	4,713	3,625
Staff Salaries	273,452	197,217
Staff Contractor	-	2,050
Staff Expenses	816	292
Staff Training / Supervision	4,010	2,943
Volunteer Expenses (incl Mileage)	750	464
<b>Total Volunteer and employee related costs</b>	<b>284,334</b>	<b>207,860</b>
<b>Costs related to providing goods or services</b>		
Advertising	978	1,278

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**

Notes to the Performance Report

	2024	2023
Bank Fees	126	68
Board Expenses	10	19
Cleaning	-	5
Computer Expenses	803	4,789
Consulting & Accounting	-	1,327
Education Delivery Expenses CST	3,868	2,617
Event Costs	-	203
Fundraising Expenses	987	-
General Expenses	-	15
Hospitality & Catering	2,170	164
Health & Safety	-	197
Insurance	(439)	6,518
Low valued assets	3,225	99
Manuals & Books (Not for Resale)	212	491
Membership Levy	1,765	2,030
Motor Vehicle Expenses	3,036	2,524
Office Expenses	40	426
Program Expenses	-	93
Printing, Postage & Stationery	9,559	7,206
Printing and Stationary Agency Design Costs	1,118	1,104
Rent/Venue Hire	15,096	16,027
Repairs and Maintenance	-	154
Subscriptions	4,282	746
Telephone & Internet	6,351	4,698
Wanda Track Expense	(1,210)	1,229
<b>Total Costs related to providing goods or services</b>	<b>51,979</b>	<b>54,027</b>
<b>Other Expenses</b>		
Depreciation	11,499	11,340
<b>Total Other Expenses</b>	<b>11,499</b>	<b>11,340</b>
<b>Total Analysis of Expenses</b>	<b>347,812</b>	<b>273,228</b>
	2024	2023

**3. Analysis of Assets**

<b>Bank accounts and cash</b>		
Working Account	119,691	178,830
Float - Fundraising	100	100
Online Bonus Saver	100,963	-
<b>Total Bank accounts and cash</b>	<b>220,753</b>	<b>178,930</b>
<b>Other current assets</b>		
Prepayments	6,253	-
Accounts Receivable	26,255	24,364



**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**

Notes to the Performance Report

Short term investments	56,806	54,234
<b>Total Other current assets</b>	<b>89,314</b>	<b>78,597</b>
<b>Total Analysis of Assets</b>	<b>310,068</b>	<b>257,527</b>
	<b>2024</b>	<b>2023</b>

**4. Analysis of Liabilities**

<b>Creditors and accrued expenses</b>		
Accounts Payable	(888)	2,417
GST	7,527	7,719
<b>Total Creditors and accrued expenses</b>	<b>6,640</b>	<b>10,136</b>
<b>Employee costs payable</b>		
Holiday Leave Accrual	25,478	16,014
<b>Total Employee costs payable</b>	<b>25,478</b>	<b>16,014</b>
<b>Other current liabilities</b>		
Deferred Income	9,498	5,600
Spark Interest Free loan 12 months	262	112
<b>Total Other current liabilities</b>	<b>9,760</b>	<b>5,712</b>
<b>Total Analysis of Liabilities</b>	<b>(41,878)</b>	<b>(31,862)</b>

**5. Property, Plant & Equipment**

2024

Asset Class	Opening Book Value \$	Purchases \$	Disposals \$	Current Year Depreciation \$	Closing Carrying Amount \$
Motor Vehicles	33,581			10,074	23,507
Plant & Equipment	2,379	1,949		1,424	2,904
<b>Total</b>	<b>35,960</b>	<b>1,949</b>		<b>11,498</b>	<b>26,411</b>

2023

Asset Class	Opening Book Value \$	Purchases \$	Disposals \$	Current Year Depreciation \$	Closing Carrying Amount \$
Motor Vehicles	18,170	26,078		10,667	33,581
Plant & Equipment	1,313	1,739		674	2,379
<b>Total</b>	<b>19,483</b>	<b>27,817</b>		<b>11,341</b>	<b>35,960</b>

**2024**                      **2023**

**6. Accumulated Funds**

<b>Accumulated Funds</b>
--------------------------

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**

Notes to the Performance Report

	2024	2023
Opening Balance	263,904	168,403
Accumulated surpluses or (deficits)	31,426	95,501
<b>Total Accumulated Funds</b>	<b>295,330</b>	<b>263,904</b>
<b>Total Accumulated Funds</b>	<b>295,330</b>	<b>263,904</b>

**7. Commitments and Contingencies**

There are no commitments or contingencies as at 31 May 2023.

**8. Related Parties**

There are no related party transactions during the year under review.

**9. Events After the Balance Date**

There were no events that have occurred after the balance date that would have had a material impact on the Performance Report.

**10. Ability to Continue Operating**

The entity will continue operate for the foreseeable future.

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**

## Executive Summary

### Alzheimers Society Eastern Bay of Plenty Incorporated For the year ended 31 May 2024

	2024	2023	VARIANCE
<b>Cash</b>			
Cash received	426,554.47	419,014.13	1.80% ↑
Cash spent	386,280.23	344,842.40	12.02% ↑
Cash surplus (deficit)	40,274.24	74,171.73	-45.70% ↓
Closing bank balance	220,706.16	180,431.92	22.32% ↑
<b>Profitability</b>			
Income	379,237.65	368,729.11	2.85% ↑
Direct costs	-	-	-
Gross profit (loss)	379,237.65	368,729.11	2.85% ↑
Other income	-	-	-
Expenses	347,811.60	273,227.78	27.30% ↑
Profit (loss)	31,426.05	95,501.33	-67.09% ↓
<b>Balance Sheet</b>			
Debtors	26,255.22	24,363.55	7.76% ↑
Creditors	(887.90)	2,416.76	-136.74% ↓
Net assets	295,330.26	263,904.21	11.91% ↑
<b>Sales</b>			
Number of invoices issued	21.00	37.00	-43.24% ↓
Average value of invoices	12,909.15	6,906.18	86.92% ↑
<b>Performance</b>			
Gross profit margin (%)	100.00	100.00	-
Net profit margin (%)	8.29	25.90	-68.01% ↓
Return on investment (p.a.) (%)	10.64	36.19	-70.60% ↓
<b>Position</b>			
Average debtor days	25.34	24.12	5.07% ↑
Average creditor days	-	-	-
Short term cash forecast	27,143.12	21,946.79	23.68% ↑
Current assets to liabilities	7.45	8.16	-8.69% ↓
Term assets to liabilities	103.47	326.83	-68.34% ↓

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**

## Cash Summary

### Alzheimers Society Eastern Bay of Plenty Incorporated For the year ended 31 May 2024

	2024
<b>Income</b>	
Donation - DM Appeals	17,591.56
Donation - Memorial	20.00
Donations - Individuals Non Members	497.70
Donations - Members	600.00
Donations - Organisations/Companies	10,886.75
Fundraising	2,432.39
Grants	78,680.00
Income - DHB Contract	262,864.64
Income - Merchandise Sales	69.57
Income - Newsletter Advertising	104.34
Interest Income	7,365.86
Membership Fees	91.35
Other Revenue	286.96
<b>Total Income</b>	<b>381,491.12</b>
<b>Less Expenses</b>	
ACC Levy	592.91
Advertising	977.76
Bank Fees	126.44
Board Expenses	10.38
Computer Expenses	745.99
Education Delivery Expenses CST	3,542.17
Fundraising Expenses	987.31
Holiday Leave Accrual	(9,463.80)
Hospitality & Catering	2,165.84
Insurance	(438.76)
Low valued assets	3,225.49
Manuals & Books (Not for Resale)	582.07
Membership Levy	1,765.00
Motor Vehicle Expenses	2,971.13
Office Expenses	40.26
Prepayments	6,252.68
Printing and Stationary Agency Design Costs	1,048.35
Printing, Postage & Stationery	9,984.13
Rent/Venue Hire	16,202.64
Staff Expenses	816.28
Staff Salaries	273,451.62
Staff Training / Supervision	4,010.44
Staff Travel Costs (incl Mileage)	4,713.39
Subscriptions	4,372.21
Telephone & Internet	6,350.86

**6.3.1 Appendix A - Application Alzheimers Society EBOP incorporated(Cont.)**

Cash Summary

	2024
Term Deposit - 0003 Westpac Capital Account	1,139.85
Term Deposit - 0014 Westpac Contingency Reserve	1,432.82
Volunteer Expenses (incl Mileage)	749.61
Wanda Track Expense	193.01
<b>Total Expenses</b>	<b>338,548.08</b>
<b>Surplus (Deficit)</b>	<b>42,943.04</b>
<b>Plus Other Cash Movements</b>	
Fixed Assets	(1,949.04)
Spark Interest Free loan 12 months	149.70
<b>Total Other Cash Movements</b>	<b>(1,799.34)</b>
<b>Plus Tax Movements</b>	
Tax Collected	47,456.99
Tax Paid	(48,326.45)
<b>Net Tax Movements</b>	<b>(869.46)</b>
<b>Net Cash Movement</b>	<b>40,274.24</b>
<b>Summary</b>	
Opening Balance	180,431.92
Plus Net Cash Movement	40,274.24
Cash Balance	220,706.16

**6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust**

**6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust**

### 6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)



## Application Form - Organisation

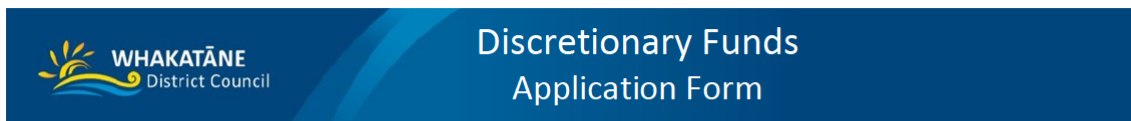
All sections must be completed and supporting material attached to the back of the form (see section 8 Checklist). More information can be found on our website [www.whakatane.govt.nz](http://www.whakatane.govt.nz) or by contacting our Governance Support Advisors on (07) 306 0500.

Completed applications must be sent to: Chief Executive  
Whakatane District Council  
Private Bag 1002  
Whakatane 3158

WHICH COMMUNITY BOARD ARE YOU APPLYING TO?	
For each project or service, you may apply to ONE of the following discretionary funds only:	
<input type="checkbox"/> Rangitāiki Community Board	<input type="checkbox"/> Tāneatua Community Board
<input checked="" type="checkbox"/> Murupara Community Board	<b>Note</b> Whakatāne-Ōhope Community Board has a different form – see website for a copy

HELPFUL INFORMATION BEFORE FILLING OUT THE FORM
<ul style="list-style-type: none"><li>▪ No retrospective funding applications will be considered</li><li>▪ Supporting documentation on how you calculated your costs is required to justify the amount sought</li><li>▪ Applications will be considered at the next appropriate Community Board meeting</li><li>▪ The project must be held within the community board area you are seeking funding for</li><li>▪ The Community Board has the option to collaborate with other Boards in the joint funding of major projects</li><li>▪ Grants of up to \$1,000 may be considered to support groups attending international or national events</li><li>▪ Boards generally lean towards funding an annual or biannual event once, but reserve the right to consider each one on a case by case basis</li><li>▪ A 'guarantee against loss' may be offered to support an event that may require either seeding or back up finance – this is to give you confidence that funds up to the value offered will be available following the event if it runs at a loss</li><li>▪ Applicants will be invited to attend the Public Forum at the commencement of the Board meeting the application will be considered at to provide a brief overview of the application. You will be notified of the time and date prior to the meeting.</li><li>▪ If successful, applicants will be required to use the relevant Community Board logo on advertising material and other items associated with the event or project to acknowledge the grant made</li><li>▪ A declaration of expenditure and project report is required once the project has been completed</li><li>▪ Funds not uplifted within six months from the allocation date will lapse</li><li>▪ Applications are accepted throughout the year subject to funding availability</li></ul>

6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)



**1 CONTACT DETAILS**

1.1 Name of your organisation: Uwhiarae Marae Reservation Trust

Phone: [REDACTED]	Fax:
Email: [REDACTED]	Website: <a href="https://www.ngaituhoe.iwi.nz/uwhiarae-marae">https://www.ngaituhoe.iwi.nz/uwhiarae-marae</a>
Postal address for correspondence:	
5898a Ruatāhuna Road, Ruatāhuna 3079	

1.2 Name of principal contact [REDACTED]

Position held in group: Trustee and Secretary

Phone (day): [REDACTED]	Fax:
Mobile: [REDACTED]	Email: [REDACTED]

1.3 Name of secondary contact: Ruhia Temara

Position held in group: Marae Treasurer

Phone (day) [REDACTED]	Fax:
Mobile: [REDACTED]	Email: [REDACTED]

**2 ABOUT YOUR ORGANISATION**

2.1 How long has your organisation been operating? 100 years

2.2 What are your group's main objectives and activities?

Uwhiarae is a marae. Our main objective include support our hapu and community aspirations, and our main activities

Include tangihanga, wānanga, whānau events, hāhi and other kaupapa

2.3 Is your group GST registered? No  Yes  Yes, GST No\*: \_\_\_\_/\_\_\_\_/\_\_\_\_



6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)



**3 ABOUT YOUR FUNDING REQUEST**

3.1 Please provide a title for the project, service, event proposal for which you are seeking funding (approx 8 words):  
100-year centenary celebrations of Uwhiarae Marae

3.2 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):  
Uwhiarae Marae is the centre of the Uwhiarae papakāinga. As a marae, we have continually and successfully hosted a number of successful whānau events. These include significant tangihana, wanana, reunions  
And other major events. We as a marae and hapu committee are committed to delivering quality kaupapa  
For our hapu, marae and wider community. This year, we look to celebrate the achievements of our marae  
Over the last 100 years. This celebration will bring together our community in a way we have not seen before

3.3 How long does the project, service or proposal run? Starts: 31 May 2025  
Ongoing:  Finishes: 1 June 2025

3.4 Funding Description – tick the appropriate boxes

- Provision of seeding funding for a community event
- Support for a Community Project
- Purchase of works of art for public reserves
- Project associated with youth or the elderly
- Facility development or upgrade - including property owned by community organisations
- Pride and beautification project within the community
- Board generated project, event or initiative
- Promotion and advertising
- Attendance at National or International Competition

3.5 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.  
This kaupapa will have minimal impact on the climate and will have no environmental impacts.

6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)



**4** MEASURING THE SUCCESS YOUR PROJECT, SERVICE OR EVENT PROPOSAL

4.1 Show us how you will measure that your project, service or event proposal is successful by outlining the benefits to the community

There are a number of key measurables that will indicate that his kaupapa has been a success.

1. Over 300 uri of Uwhiarae marae are brought home to celebrate the history and legacy of their whare tipuna
2. The marae understands in more details the aspirations of our uri for the next 100 years.
3. Kaumatua will be able to share about the korero tuku iho associated with our marae
4. All funds allocated to the event have been distributed effectively.

4.2 Which of the following of the Council’s Community Outcomes applies? – tick the appropriate boxes

- Effective Leadership** - Striving for our Future Wellbeing
- Community Needs** – A caring community
- Quality Services** – Excellent Value for Money
- Valuing our Environment** - Sustaining for future generations
- Reliable and Affordable Infrastructure** – Meeting current and future needs
- Sustainable Economic Development** – Working in partnership

4.3 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

**6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)**



**5 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	\$1,000
Postage/telephone/administration	\$	Fundraising	\$1,000
Advertising / promotion	\$	Donations / sponsorship	\$
Professional fees	\$	Entry fees	\$
Travel costs	\$	Value of donated material	\$
Project materials	\$14,500	Other Grants applied for (please specify):	\$
Labour cost	\$	Shirt fees for attendees	\$10,500
Venue / equipment hire	\$1,200	Book fees for attendees	\$9,000
Other costs (please specify):	\$	Other income (please specify)	\$
Catering	\$6,000		\$
Marae prep (working bees)	\$1,000		
Wananga in the lead up to the event	\$1,000		\$
	\$		\$
<b>TOTAL ESTIMATED COST</b>	<b>(a) \$23,700</b>	<b>TOTAL INCOME</b>	<b>(b) \$21,500</b>

**TOTAL FUNDING SHORT FALL**  
 (i.e. 'a' minus 'b')

(c) \$ 2,200

6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)

 **Discretionary Funds Application Form**

**6 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:

Year	Amount received	Purpose
n/a	n/a	n/a

**7 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.
- A declaration of expenditure and results report is required once the event has taken place.

Name:	Te Rika Temara-Benfell
Position held in group:	Secretary of the Marae/Hapu and Trustee
Signature:	
Date:	24/01/2025
Any personal details to withhold:	
Name:	Ruhia Temara
Position held in group:	Treasurer of the Marae/Hapu and Trustee
Signature:	
Date:	24/01/2025
Any personal details to withhold:	

### 6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)

**Name:** Te Rika Temara-Benfell  
**Daytime Phone:** [REDACTED]  
**Email:** [REDACTED]  
**Postal Address:** [REDACTED] Rotorua  
**Event Details:**  
**Event Title:** 100-Year Centenary Celebrations of Uwhiarae Marae  
**Event Dates:** 31 May 2025 – 1 June 2025

**Funding Request Description:**

Uwhiarae Marae, at the heart of our papakāinga, has been a pillar of support and unity for our whānau and hapū for 100 years. We seek funding to celebrate this significant milestone, which will unite generations past, present, and future. The event will feature wānanga, whakawhanaungatanga activities, and kaupapa that shine light on our marae's legacy while envisioning the next century of progress and sustainability.

This occasion will bring together our hapū and wider community, strengthening connections and fostering a shared vision for our future. As part of this celebration, we aim to generate discussions on our hapū's strategic goals to ensure mokopuna-focused decisions and sustainability remain central to our vision.

**Budget and Funding Needs:**

The total estimated cost for the event is \$23,700. While we have secured contributions through fundraising (\$1,000), Marae/community contributions (\$1,000), and attendee costs (\$19,500), we are left with a shortfall of \$2,200. We are seeking discretionary funding to bridge this gap and ensure a successful and memorable celebration.

This amount will be used to subsidise the costs of kai and resources such as books. For half of the books we require, there is an approximate cost of \$1,624 (Plus GST – Quote provided). The remaining amount of \$576 would be put towards the cost of kai. A quote for this could not be obtained as the catering is being done by the marae, however, a receipt can be provide once the resource has been purchased.

**Impact and Alignment with Community Outcomes:**

This event aligns with the Whakatāne District Council's goals of:

- **Effective Leadership:** Inspiring collective planning for future well-being.
- **Community Needs:** Nurturing a caring and inclusive community.
- **Valuing our Environment:** Upholding sustainable practices for future generations.

**Climate Impact Statement:**

The event will have minimal environmental impact, with efforts made to align with sustainable practices, including the use of reusable resources and eco-friendly materials.

**Declaration:**

I, Te Rika Temara-Benfell, declare that the details in this application are true and accurate to the best of my knowledge.

### 6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)

#### Uwhiarae Marae 100-Year Centenary Celebration Project Plan

*Prepared by: Uwhiarae Marae Committee*

##### 1. Project Overview

- **Title:** 100-Year Centenary Celebrations of Uwhiarae Marae
- **Objective:** Celebrate the history and legacy of Uwhiarae Marae, reconnect with whānau, and gather aspirations for the next 100 years.
- **Event Dates:** 31 May 2025 – 1 June 2025
- **Location:** Uwhiarae Marae, Ruatāhuna

##### 2. Goals and Success Indicators

1. Host over 300 uri (descendants) of Uwhiarae Marae.
2. Gather insights into whānau aspirations for the marae's future.
3. Facilitate the sharing of kōrero tuku iho (oral traditions) by kaumātua.
4. Ensure effective allocation of event funds.

##### 3. Key Activities

- **Pre-event Preparations:**
  - Marae preparation through working bees.
  - Wananga to engage and involve whānau in planning.
- **Event Day Activities:**
  - Formal pōwhiri to welcome guests.
  - Kaumātua storytelling sessions.
  - Cultural performances and activities showcasing marae history.
  - Shared kai and celebration.
- **Post-event:**
  - Submit project report and expenditure declaration.
  - Evaluate event outcomes against success indicators.

##### 4. Budget Overview

- **Total Project Costs:** \$23,700
- **Funding Sources:**
  - Organisation's contribution: \$1,000
  - Fundraising: \$1,000
  - Shirt fees: \$10,500
  - Book fees: \$9,000
- **Funding Shortfall:** \$2,200 (Requested from Murupara Community Board Discretionary Fund).

##### 5. Community Benefits

- Strengthen connections among Uwhiarae uri and the local community.
- Preserve and share cultural heritage and kōrero tuku iho.
- Foster a sense of pride and belonging in the marae's achievements.

##### 6. Risk Mitigation

- **Funding Gap:** If funding is partially granted, the event will be scaled back but will still proceed.
- **Attendance:** Early promotion and engagement with uri to ensure attendance goals are met.

##### 7. Environmental Impact

- Minimal environmental impact with no anticipated negative effects.

##### 8. Next Steps

- Confirm funding and finalize the event budget.
- Organise working bees and wananga.
- Coordinate logistics for the centenary celebrations.
- Promote the event to uri and the wider community.

##### Prepared by:

Te Rika Temara-Benfell (Secretary)  
Ruhia Temara (Treasurer)

**6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)**



Te Rika Temara-Benfell [REDACTED]

---

**Re: Enquiry**

---

Copies Etcetera <copiesrotorua@gmail.com>

Wed, Jan 15, 2025 at 12:56 PM

To: [REDACTED]

Hi Terika,

Thanks for your email. We certainly can assist you with this. I believe the booklet is A4 size. Inner pages 130gsm and cover/back 200gsm is ok for you? If you would like higher thickness paper please let me know.

**A4 Book Production** - 52 pages (including cover and back)

**Copy Source:** PDF supplied to Copies Etc specifications

**Colour:** Full colour

**Finish:** Trim, square fold and saddle stitch to A4

**Finished Size:** A4 (297mm x 210mm)

**Material:**

Cover: 200gsm Silk art paper gloss or satin

Inner pages: 130gsm Silk art paper gloss

**Quantity:** 150

**Price:** \$1624.00 + gst

On Wed, Jan 15, 2025 at 9:29 AM Copies Etcetera <wordpress@copiesetc.co.nz> wrote:

From: Te Rika Temara-Benfell [REDACTED]

Phone: [REDACTED]

Product: Booklets

Description:

Can I please get a quote to print 150 booklets.

Details of the booklets:

1. 50 pages
2. Gloss paper
3. High quality paper
4. Colourised

--

This e-mail was sent from a contact form on Copies Etcetera (<https://www.copiesetc.co.nz>)

**6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)**

**Organisation Name: Uwhiarae Marae/Te Paenga Marae  
 Financial Statements for the Year Ended 19<sup>th</sup> November 2024**

**Statement of Financial Performance (Profit and Loss Statement)**

<b>Income</b>	<b>Amount (NZD)</b>
Whanau Contributions	\$6,982.19
Marae Koha/Hirage	\$3,420.00
Fundraising	\$17,399.24
Tangihana	\$6,108.10
Interest	\$1,343.17
<b>Total Income</b>	<b>\$35,252.70</b>

<b>Expenses</b>	<b>Amount (NZD)</b>
Power	\$5,646.74
Gas LPG	\$2,146.20
Equipment – Gear – Taputapu – Gas for mower etc	\$14,077.30
Tangihana	\$2,713.49
Kai	\$2,560.30
Koha	\$200.00
Fundraising	\$3,775.00
Bank Fees	\$17.20
<b>Total Expenses</b>	<b>\$31,136.23</b>

**| Net Surplus/Deficit | \$4,116.47 Surplus**



**6.3.2 Appendix B - Application Uwhiarae Marae Reservation Trust(Cont.)**

---

**Statement of Financial Position (Balance Sheet)**

<b>Assets</b>	<b>Amount (NZD)</b>
Cash and Bank Balances	\$62,878.96
Equipment – Marae Taputapu	\$15,000.00
<b>Total Assets</b>	<b>\$77,878.96</b>

<b>Liabilities</b>	<b>Amount (NZD)</b>
Payables	\$00.00
Loans	\$00.00
Other Liabilities	\$00.00
<b>Total Liabilities</b>	<b>\$00.00</b>

| Net Assets (Assets - Liabilities) | \$77,878.96 Surplus

---

**Equity**

<b>Equity</b>	<b>Amount (NZD)</b>
Opening Balance	\$62,878.96
Net Surplus/Deficit	\$4,116.47
<b>Total Equity</b>	<b>\$66,995.43</b>

## 7 Chairperson and Sub-Committee Reports

### 7 Chairperson and Sub-Committee Reports

#### 7.1 Chairperson's Report – February 2025



To: **Murupara Community Board**

Date: **Wednesday 29 January 2025**

Author: **M McLean / Board Chairperson**

Reference: **A2829106**

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

##### Karakia: Traditional Māori Chant (Opening)

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!	<i>The breath of life!</i>

Tēnā koutou katoa.

Tuatahi, ngā mihi o te tau hou, ko Raumati tēnei, e whakamahana ana i te whenua. Haere koutou te hunga mate, ki a rātou e tatari mai rā. Hoki mai ki a tātau tēnā koutou.

*Acknowledgements during this summer season. I wish to acknowledge those that are no longer with us. May we all have a good year.*

#### 2. Recommendation - *Tohutohu akiaki*

THAT the MCB Chairperson's Report – February 2025 is **received**.

#### 3. Community Meeting – MCB *Te hāpori*

2025 signals a new chapter for many of us you may have heard the news that I received the resignation of board member Memory Edmonds. The resignation is effective from Wednesday, 29 January 2025. We will have to discuss this further.

As your chair, it has been a challenging, but we have continued to fulfil the obligations we all have committed to maintain a good standard for our communities.

After this meeting we have four more meetings before we end our terms as community board members. There maybe some of us that wish to continue or aim higher for the councillor positions.

## 7.1 Chairperson's Report – February 2025(Cont.)

Our communities have been extremely busy over the holiday season, however anti-social behaviours are still prominent with in all our communities. Whether it's people illegally dumping rubbish to motor bikes on public reserves.

The payment trial has begun at the Murupara Recovery Centre which has received mixed views. I would like to remind all membership if someone approaches you to express there concerns about centre things. Encourage them to report the issue whether it's a pothole, fallen tree or water leak, provide the details, a service request will be logged.

You can either refer them to the website link:

<https://www.whakatane.govt.nz/contact-us/fix-it-and-report-problem>

### **Murupara Service Centre (Civic Square, Murupara)**

Phone: 07 366 5896. Toll-free phone (Murupara and Galatea residents only): 0800 306 0500  
After Hours: 07 306 0500

### **Whakatāne District Council**

14 Commerce Street, Whakatāne

Phone: [07 306 0500](tel:073060500)

Email: [info@whakatane.govt.nz](mailto:info@whakatane.govt.nz)

Mail Address:

Whakatāne District Council  
Private Bag 1002  
Whakatāne 3158  
New Zealand

## 4. Events ahead – Te titiro whakamua

This weekend we have a few cool events happening in our area. In Murupara check out the Murupara Market in the De Café area.



**7.1 Chairperson's Report – February 2025(Cont.)**

In Ruatāhuna on the same day there is a night market which is being hosted by Ngā Tōtara Mahuri, youth group. I am looking forward to this year and I hope to work productively with all the members of our community board.



**Karakia: Closing**

**Karakia: Traditional Māori Chant (Closing)**

Ka whakairia te tapu  
Kia wātea ai te ara  
Kia turuki whakataha ai  
Kia turuki whakataha ai  
Haumi ē, hui ē, tāiki ē!

*Restrictions are moved aside.  
So the pathway is clear.  
To return to everyday activities  
To return to everyday activities  
Enriched, unified, and blessed.*

## 7.2 Councillors Report – February 2025

### 7.2 Councillors Report – February 2025

---



To: **Murupara Community Board**

Date: **Monday, 10 February 2025**

Author: **Councillor N Rangiaho**

Reference: **A2828908**

---

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

The report is to provide an overview of the activities undertaken and events attended since the last meeting.

#### 2. Recommendation - *Tohutohu akiaki*

THAT the Councillor's Report – February 2025 be **received**.

#### 3. Community Engagement

##### 3.1. Passing of Diane Yalden

November 2024, Tāneatua community woke up to the sad news that their beloved Tāneatua Community Board Chairperson, Diane Yalden passed away. Her funeral was attended by her many communities, for which she volunteered her service.

The many years of dedication and involvement with the Volunteer Fire Brigade, Lions Club, other Tāneatua community organisations and long-standing Member of the Bay of Plenty Justice of the Peace Association were expressed in the treasured memories shared from family and friends as they spoke of her compassion, her resourcefulness, and literally a woman who 'just got things done'. Such was the nature and character of Diane.

Councillor Iles eulogy extended condolences to her whānau, acknowledging the services but also the strong relationships Diane formed within her communities. Whakatāne District Council and Combined Community Board gave honour to Diane, and to her family for sharing their mum with us.

Diane's dedication to her community was recognised in 2020 with a Queen's Service Medal.

## 7.2 Councillors Report – February 2025(Cont.)



### 3.2. Olympians' celebration



The parade held at Rex Morpeth Memorial Park to celebrate our Local Olympians, Dame Lisa Carrington, Stacey Waaka and Hayden Wilde was a very proud moment for our District. A moment shared with the many schools who attended. The excitement of children as they waved and cheered their sporting heroes showcased the possibilities of their dreams. Great questions were asked with great responses. We were also graced with the presence of our Local MP Dana Kirkpatrick and Mayor Victor Luca hitching a ride with car enthusiast John Twaddle. A fantastic day enjoyed by all.

### 3.3. Diversity, Equity and Inclusion Policy workshop

Contributing to the Diversity, Equity and Inclusion Policy is one of many workstreams our Community Board members participate in. The knowledge and care they bring to ensure fairness is upheld to all members of our communities as they discussed and contributed to the submission process.

### 3.4. Whakaari remembered

Five years on from the Whakaari eruption, Te Rūnanga o Ngāti Awa and Whakatāne District Council hosted this memorial event at Te Mānuka-tū-tahi, Whakatāne, to welcome back some of the survivors and families of this tragedy. Acknowledgment also given to the New Zealand Police and their Ministers as well as the many First Responder agencies. It was a beautiful morning and as I looked out towards Whakaari, she silently made her presence known.



## 7.2 Councillors Report – February 2025(Cont.)

### 3.5. End of Year Youth Council Lunch

A proud and yet humble advocate of our Murupara rangatahi, the dedication of Murupara couple Jamie and Jay Delamere continues to support and devote their time to the wellbeing of our rangatahi.

The End of Year Youth Council Lunch was an opportunity to come together, for Council to listen and support the aspirations of Youth Council. For Jamie, its about securing a space in Murupara for rangatahi activities.

The unwavering support by Jamie and Jay Dee for the future of youth, comes from a place of giving and faith of community spirit supporting Murupara, its youth, its next generation.

### 3.6. Tangimereana Rua farewell

The farewell of our Mareikura (Respected and treasured Matriarch) Tangimereana Rua at the Civic Centre highlighted 25 years of service to Whakatāne District Council. Friends and colleagues shared their stories of a strong Māori Woman who gave birth to Te Ao Māori in a governmental space that formed and developed into the growth of the Whakatāne District Council and its relationship with a heavy populated Māori District. The learning of Te Reo and Waiata through a wānanga (learning) platform has seen the use of Te Reo Māori spoken amongst the majority of staff. The very essence and presence of Tangimereana is that of a Matriarch. So well prepared was she, that she had a song for every speaker. This is the type of woman Tangimereana is. Always considering others. It was awesome to have Murupara Library and Service Centre Co-ordinator Awhina Chapman acknowledging Tangimereana and all that she has given to our Southern District. Tangimereana, will be missed by staff and councillors as she moves on to the next journey of her life to share and give of herself.



### 3.7. Weed extraction at Lake Aniwhenua

A follow up from October/November 2024 report in the clearing of duckweed from Lake Aniwhenua.

Every year, Galatea and Murupara residence raises concerns over the weed infestation at Lake Aniwhenua. Whakatāne District Council is responsible for Reservations and Parks however the lake is the responsibility of Pioneer Energy and Regional Council in collaborations with the Rangitāiki River Forum with a mandate of 7 iwi, and both Council membership.

## 7.2 Councillors Report – February 2025(Cont.)

The optional choices have either been the use of herbicide and/or mechanical extraction. A collaborative outcome saw the mechanical extractor on the Lake during the summer season, to clear the duckweed from the swimming area and ramp area of the Lake.



Whānau from all around our District continued to enjoy this summer at the Lake. Lake Aniwhenua was also the venue for a wedding on Christmas day, where residences from Waiōhau, Murupara, and as far as the Chatham Islands attended the wedding of the happy couple from Waiōhau origins. It was a day enjoyed by all.

### 3.8. Bay of Plenty Regional Council Rates and Transport Team

BOPRC rates and transport team held a drop-in engagement at the Murupara Library and Service Centre to meet and answer questions raised by ratepayers. Whānau from Ruatāhuna requested BOPRC rates team to engage hapū and Manawaru Tribal Authority to get a clear understanding of the rating system.

The transport team came to inform and share information that the Tertiary Bus Service would no longer be running from Murupara to Rotorua, but the normal Bus run to Rotorua would continue. The learnings from this visit, is that a scheduled booking appointment would be more effective than the drop-in sessions. The team appreciated the hospitality of our Staff and recognised the need to service our Southern District. We look forward to a stronger working relationship with Bay of Plenty Regional Council.





## 7.2 Councillors Report – February 2025(Cont.)

### 3.9. Murupara Christmas Market

The perfect weather for a Christmas market where locals display their products, and the aroma of the various food carts draws on the senses. An event organised between Te Ika Whenua Hauora and De Café with entertainment for all ages. Murupara Community Board member Irma Prentice supporting the Murupara Māori Women's Welfare League raffle with whaea Huia Huriwaka. Crafts and homemade gifts are always the favourites. Communities supporting communities.



### 3.10. 2025 - Waikokopu Bridge works

Over the Christmas period, Whakatāne District Council local contractors have been clearing the build-up of gravel at Waikokopu Stream. The excess of the gravel stockpile seen from the road, caused concerns from the wider communities. Once explained that the work needed to be done, to ensure the stability of the pylons that supports Waikokopu Bridge is not compromised, the community was satisfied. Landowners adjacent to Waikokopu Stream are monitoring the work undertaken, and in constant communication with Whakatāne District Council Iwi Engagement Advisor – Infrastructure Team Tunihia Tupe.

Once work is complete by WDC, BOPRC River and Drainage team will undertake the next stages of the project.



**7.2 Councillors Report – February 2025(Cont.)**

**3.11. Karakia at the Murupara Resource Recovery Centre.**

A karakia at the Murupara Resource Recovery Centre was conducted by Taare Te Moni in preparation for the fees and charges from 1 February 2025 and to ensure the protection of all the staff while they carry out their duties. Mel and Ed Delamere have been instrumental in communicating to the communities through social media to put out their bins on collection day and emphasizing recycling practices all help towards sustainability in caring for our environment but also ask the public to respect the Staff who are members of Murupara. Fees and charges are a one year trial process. The pressures of the charges will be felt from Minginui and further inland from Ruatāhuna as there are no collection services in those areas.

