

Strategy and Policy Committee Agenda

NOTICE IS GIVEN that the next meeting of the Strategy and Policy Committee will be held in Council Chambers, Ground Floor, Regional House, 1 Elizabeth Street, Tauranga on:

Tuesday 18 February 2025 COMMENCING AT 9:30 AM

This meeting will be livestreamed and recorded.

The Public section of this meeting will be livestreamed and recorded and uploaded to Bay of Plenty Regional Council's website. Further details on this can be found after the Terms of Reference within the Agenda. [Bay of Plenty Regional Council - YouTube](#)

Strategy and Policy Committee

Membership

Chairperson	Cr Paula Thompson
Deputy Chairperson	Cr Kat Macmillan
Members	All Councillors
Quorum	Seven members, consisting of half the number of members
Meeting frequency	Six weekly rotation between committee meetings and strategic sessions

Purpose

- Inform the strategic direction for the Council and implement through approved planning and policy frameworks.
- Identify regional issues resulting from emerging trends, providing thought leadership on matters of regional significance, analysing implications and developing a strategic response.

Role

- Develop, implement and review best practice strategy, policy and planning framework for decision making which enables connection across committees of Council.
- Consider emerging environmental and climate change issues and provide advice on the implications for effective resource management within the region.
- Inform Council's strategic direction, including prioritisation and policy responses.
- Enhance awareness and understanding of emerging issues and trends relating to meeting Councils strategic direction.
- Develop Council's position on regionally significant issues and provide guidance on sub-regional and regional strategy matters such as spatial planning and SmartGrowth.
- Approve submissions on matters relating to the committee's areas of responsibility that are not delegated to staff.
- The provision of governance oversight into the development and review of policies, plans, and strategies.
- Approve statutory and non-statutory plans, strategy and policy other than those required to be adopted and consulted on under the Local Government Act 2002 in association with the long-term plan or developed for the purpose of the local governance statement.
- Develop, review and approve Council's position on regional economic development.

- Consider any issues delegated by Council that have a regional, environmental, social or economic focus.
- Develop and review bylaws.
- Delegate to hearings commissioners under section 34A of the Resource Management Act 1991 to exercise the powers, functions duties in relation to any authorities that have been delegated by Council to the committee.

Power to Act

To make all decisions necessary to fulfil the role and scope of the committee subject to the limitations imposed.

The Strategy and Policy Committee is not delegated authority to:

- Approve the Regional Policy Statement and bylaws;
- Review and adopt the Long Term Plan and Annual Plan;
- Develop and review funding, financial, Risk and Assurance Policy and frameworks;
- Approve Council submissions on Māori related matters;
- Develop, approve or review non statutory policy for co-governance partnerships.

Power to Recommend

To Council and/or any standing committee as it deems appropriate.

Recording of Meetings

Please note the Public section of this meeting is being recorded and streamed live on Bay of Plenty Regional Council's website in accordance with Council's Live Streaming and Recording of Meetings Protocols which can be viewed on Council's website. The recording will be archived and made publicly available on Council's website within two working days after the meeting on www.boprc.govt.nz for a period of three years (or as otherwise agreed to by Council).

All care is taken to maintain your privacy; however, as a visitor in the public gallery or as a participant at the meeting, your presence may be recorded. By remaining in the public gallery, it is understood your consent is given if your image is inadvertently broadcast.

Opinions expressed or statements made by individual persons during a meeting are not the opinions or statements of the Bay of Plenty Regional Council. Council accepts no liability for any opinions or statements made during a meeting.

Bay of Plenty Regional Council - Toi Moana

Governance Commitment

**mō te taiao, mō ngā tāngata - our environment and our people
go hand-in-hand.**

We provide excellent governance when, individually and collectively, we:

- Trust and respect each other
- Stay strategic and focused
- Are courageous and challenge the status quo in all we do
- Listen to our stakeholders and value their input
- Listen to each other to understand various perspectives
- Act as a team who can challenge, change and add value
- Continually evaluate what we do

**TREAD LIGHTLY, THINK DEEPLY,
ACT WISELY, SPEAK KINDLY, JOURNEY TOGETHER.**

Recommendations in reports are not to be construed as Council policy until adopted by Council.

Agenda

1. **Apologies**
2. **Public Forum**
3. **Items not on the Agenda**
4. **Order of Business**
5. **Declaration of Conflicts of Interest**
6. **Public Excluded Business to be Transferred into the Open**
7. **Minutes**
 - Minutes to be Confirmed**
 - 7.1 **Strategy and Policy Committee Minutes - 10 December 2024** **8**
8. **Presentations**
 - 8.1 **Whakatāne Kiwi Trust (Environmental Enhancement Fund recipient)**

Presented by: Gaye Payze
 - 8.2 **Halo Whakatāne (Environmental Enhancement Fund recipient)**

Presented by: Bridget Palmer
 - 8.3 **Tauranga Moana Biosecurity Capital (Community Initiatives Fund recipient)**

Presented by: Beccy Ganley
 - 8.4 **Tiwaiwaka - Biodiversity Outcomes in the Bay of Plenty Initiative**

Presented by: Graeme Marshall
9. **Reports**
 - 9.1 **Operating Environment** **18**
 - 9.2 **Endorsement of updated Community Funding Policies** **26**
 - Attachment 1 - Community Funding Review Report 2024_FINAL **33**

Attachment 2 - Community Outcomes Funding Policy - Final Draft	79
Attachment 3 - Environmental Enhancement Fund Policy - Final Draft	95
Attachment 4 - Regional Safety & Rescue Service Policy - Final Draft	111

9.3 Mount Maunganui Airshed Regulatory Implementation Action Plan **121**

10. Public Excluded Section

Resolution to exclude the public

Excludes the public from the following parts of the proceedings of this meeting as set out below:

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

Item No.	Subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Grounds under Section 48(1) for the passing of this resolution	When the item can be released into the public
10.1	River Scheme Sustainability Update	Withholding the information is necessary to enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	48(1)(a)(i) Section 7 (2)(i).	On the Chief Executive's approval.

10.1 River Scheme Sustainability Update

11. Public Excluded Business to be Transferred into the Open

12. Readmit the Public

13. Consideration of Items not on the Agenda

Strategy and Policy Committee

Open Minutes

- Commencing:** Tuesday 10 December 2024, 9.30 am
- Venue:** Council Chambers, Regional House, 1 Elizabeth Street, Tauranga, and via Zoom (Audio Visual Meeting)
- Chairperson:** Cr Paula Thompson
- Deputy Chairperson:** Cr Kat Macmillan
- Members:** Cr Malcolm Campbell
Cr Stuart Crosby
Cr Toi Kai Rākau Iti
Chairman Doug Leeder
Cr Matemoana McDonald
Cr Jane Nees
Cr Ron Scott
Cr Ken Shirley
Cr Lyall Thurston (via Zoom)
Cr Andrew von Dadelszen (via Zoom)
Cr Te Taru White
Cr Kevin Winters (via Zoom)
- In Attendance:** Staff: Fiona McTavish – Chief Executive; Namouta Poutasi – General Manager, Strategy and Science; Chris Ingle – General Manager, Integrated Catchments; Reuben Fraser – General Manager, Regulatory Services; Stephen Lamb – Natural Resources Policy Manager; Nicki Green – Principal Advisor, Policy and Planning; James Low – Team Leader Policy (Freshwater); Steve Groom – Governance Manager; Chris Brewer – Manager Planning; Mark Hamilton – Senior Policy Analyst; Karen Parcell – Team Leader, Kaiwhakatinana; Lisa Power – Senior Planner; Hamish Lass – Biosecurity Team Leader; Mark Townsend – Engineering Manager; Jenny Teeuwen – Committee Advisor
- External: Vicktoria Blake – Principal Advisor Climate Risk & Resilience, Te Whatu Ora; Brent Mountfort – President, and Jessie Brennan – Senior Policy Analyst, Bay of Plenty Federated Farmers
- Apologies:** There were none.

1. Chairperson’s Opening Statement

Chairperson Cr Paula Thompson opened the meeting and reminded those present that the meeting was being livestreamed and recorded and that the recording would be

available on the Bay of Plenty Regional Council Toi Moana (BOPRC) YouTube channel following the meeting; link: [Strategy and Policy Committee - 10 December 2024](#).

2. Declaration of Conflicts of Interest

None declared.

3. Minutes

Minutes to be Confirmed

3.1 Strategy and Policy Committee Minutes - 17 September 2024

Resolved

That the Strategy and Policy Committee:

- 1 **Confirms the Strategy and Policy Committee Minutes - 17 September 2024 as a true and correct record.**

**Macmillan/White
CARRIED**

4. Presentation

4.1 Climate Risk and Resilience - impacts on human health and wellbeing

Presentation: Climate Change and Health: Objective ID A4839979

Presented by: Vicktoria Blake - Principal Advisor, Climate Risk & Resilience - Te Whatu Ora

Key Points

- Climate change and environmental degradation impacted quality of life; temperatures were going to increase before they decreased.
- Outlined the Shared Socioeconomic Pathways - Climate Projections (SSPs) taken from the Intercontinental Panel on Climate Change (IPCC) sixth assessment. SSP1 (1.5°C increase in temperature) was aligned with the Paris Agreement; current trajectory was SSP3 (7°C).
- All climate hazards - flooding, storms and extreme weather, sea level rise, temperature rise, heatwaves, drought, and fires - impacted on health and wellbeing.
- Outlined the health sector's three climate scenarios (short-term - 2023 (present day) to 2030, medium-term 2030 to 2050, and long-term 2050-2100).
- Outlined Te Whatu Ora's four priority climate change workstreams - strategic integration of sustainability, health system decarbonisation, environment in all practices, and health system resilience and adaptation, and what Te Whatu Ora was currently doing practically.
- Touched on the ongoing health and wellbeing impacts of Cyclone Gabrielle.

- Moving forward, needed to develop a deeper understanding of the impacts of climate change on human health and wellbeing, and better understand the financial and health cost implications stemming from the impacts of climate change and the benefits that climate change mitigation could bring.

In Response to Questions

- Needed to understand the problem and where the risks areas were to come up with solutions and put those solutions into practice. Encouraged Toi Moana Bay of Plenty Regional Council (BOPRC) to continue the work that was already being done in the environment space.
- Acknowledged that more collaboration was needed. This was still a work in progress; however, there were some areas where this was already working well.
- New Zealand was not too far away from Paris agreement obligations but could be doing more work, while there was a much more significant gap globally.
- Because it did not seem immediate, it was hard for people to prioritise climate change. It was about education; people wanted to know more about what was happening and what they could do for themselves.
- Hoped that by sharing this information, people understood that rapid action on climate was not just about reducing emissions, it was also about protecting people's health and wellness.

5. Reports

5.1 Freshwater Policy Programme: Next steps for draft freshwater changes to the Regional Policy Statement and Regional Natural Resources Plan

Presentation: Freshwater Programme - Next Steps: Objective ID A4841100

Presented by: Stephen Lamb – Natural Resources Policy Manager
 Nicki Green – Principal Advisor Policy and Planning
 Brent Montfort – President, Bay of Plenty Federated Farmers
 Jessie Brennan – Senior Policy Analyst, Bay of Plenty Federated Farmers

Key Points

- Council and staff were caught in a difficult position with regard to the freshwater programme.
- The presentation outlined options for a decision on a way forward, implementation and budget, and risk overview.
- Decision on a way forward:
 - Provided context
 - Outlined the four options being presented:
 1. Release draft prior to National Policy Statement for Freshwater Management (NPSFM) 2025 and pivot
 2. Release after NPSFM 2025
 3. Post 2026 – next triennium
 4. Module approach

- Staff recommended Option 2; provided reasoning (refer options assessment table, and options summary and preference on Page 28 of the agenda).
- Topic testing - staff were seeking the ability to hold conversations with stakeholders on key topics. Main topics included on-site effluent treatment (OSET) provisions, particularly in certain localities; provisions around enabling environmental enhancement e.g. rules for sediment detention devices and constructed treatment wetlands; farming land use options to reduce contaminant losses; and water quantity limits. The topics were not new; would be continuing discussions that began in 2023.
- Implementation and budget:
 - Savings from the Freshwater programme had already been provided in the Draft Annual Plan and further reductions were being proposed - budget now halved (refer table on page 31 of the agenda).
 - In the absence of more robust policy, some projects would become more important e.g. water accounting system.
 - Outlined the priority projects to be retained in the implementation budget - accounting systems, existing tangata whenua projects, land use monitoring, catchment group support, and streamlining working with iwi/hapū consents process.
- Risk Overview
 - Overview of the Risk Table (Attachment 3, page 40 of the agenda).
 - The impact of legislative change was identified in BOPRC's Key Risk Register.
 - Freshwater programme key risks were dependent on "where to from here" and associated with extended timelines.

Bay of Plenty Federated Farmers Presentation

- At a high level, supported Option 2; were encouraging councils to wait for more certainty from central government.
- Also saw some potential merit with the Option 4 modules approach. Whilst it was not entirely clear what the modules might include, considered this approach might allow farmers to get on with things they wanted to do to enhance freshwater e.g. small retention/detention dams that slowed water up and caught sediment.
- Had already had good dialogue and worked well with BOPRC staff; who were professional and "got it".
- Requested that Councillors consider visiting some farms to see what farmers were already doing to enable councillors to visualise what was actually going on while decision-making around the table. Bay of Plenty Federated Farmers would be happy to assist with facilitating these visits.

In Response to Questions

- Option 4: Module approach - was about releasing modules of the draft Regional Policy Statement (RPS) and Regional Natural Resource Plan (RNRP) material that was more enabling, streamlined, improved and simplified the plan, and might be less contentious, or could otherwise be released for more broad feedback. The benefits of releasing whole parts of the draft plan provisions on topics such as detention bunds, OSET etc enabled people to look at the detail and provide more detailed feedback than they could when just talking concepts, but the risk was that this could result in more confusion. Staff considered that there would be issues/risks associated with taking modules right through to notification.

- Elements of Option 4 were actually included in the topic testing element of Option 2.
- There was the risk of consultation fatigue with farmers; however, there could be a lot of value in the deeper dive approach. Farmers were ultimately looking for certainty, not a constant change in direction.
- Regardless of what happened there would be a set of property rights and a regulatory framework. The same fundamental basis for planning would still be there but the levers or settings were likely to be different.
- People within sensitive area/catchments that may be faced with major change would be included in the topic testing discussions.
- Regarding Resource Management Act 1991 (RMA) reform, what was being discussed today was working towards a draft and notification of a plan that would be in place until such time that a regional plan (or a combined new plan) needed to be replaced; when that would be was still not known but it could be several years away.
- Indications were that there would be a national solution for water accounting. What BOPRC was currently working on would be an interim fix.
- The option of seeking legislative change to pause/extend resource consent timeframes had not been pursued nationally to date.
- BOPRC could acknowledge publicly what central government had released in terms of where they might be heading with reforms, but BOPRC did not implement until legislation and policy were actually formed and had been through due process.
- BOPRC was aware that some iwi and other groups may look to regional councils for their position on the removal of Treaty Principles from the RMA as part of the reform and whether councils would be submitting on that.
- In Federated Farmers experience, the thinking of Māori farmers was just as diverse as with any other stakeholder group.

Resolved

That the Strategy and Policy Committee:

- 1 Receives the report, Freshwater Policy Programme: Next steps for draft freshwater changes to the Regional Policy Statement and Regional Natural Resources Plan.**
- 2 Adopts Option 2: Release draft Freshwater policy and plan following gazettal of the new NPSFM (indicatively August/September 2025) for progressing the draft freshwater changes to the Regional Policy Statement and Regional Natural Resources Plan.**
- 3 Agrees with the “Topic Testing” approach to supporting policy and plan drafting process.**
- 4 Notes decisions on when to notify proposed RPS change and RNRP changes need to be deferred until Central Government direction is more certain and specifically after the Government has gazetted changes to the National Policy Statement for Freshwater Management in mid-2025.**

Macmillan/White
CARRIED

11.05am – the meeting **adjourned**.

11.23am – the meeting **reconvened**.

5.2 Bay of Plenty Regional Council Prioritisation and Decision-making Framework

Presented by: Steve Groom – Governance Manager
Chris Brewer – Manager, Planning

Key Points

- The report was in response to Council's request that the Chief Executive (CE) develop a decision-making and prioritisation framework to strategically execute the 2024 – 2034 Long Term Plan (LTP).
- Informed by previous feedback from Councillors; in particular, around the need for a greater focus on cost and efficiency.
- Intended as a conversation starter.
- Proposed two parts - prioritisation and work phasing.
- Prioritisation key themes included impact, efficiency and certainty. These themes were visually represented in the cube graphic; provided explanation of how it worked.
- The phasing model assisted the prioritisation model by sorting work into three horizons.
- Proposed next steps – refine based on feedback received, and review the agreed prioritisation framework and high-level work plan every six months.

In Response to Questions

- Having a consistent framework applied to the decisions that councillors made may help to manage some of the current uncertainty.
- If designed well, the framework could bring some rigour and discipline to how priority assessments were made.
- The three horizons model should cancel out the risk of focussing too much on easy (short term) wins.
- The five LTP strategic framework outcomes were overarching.
- Work with certainty could be phased now and work with uncertainty phased later. Dependencies and available resource also needed to be taken into consideration.
- Weightings for the prioritisation themes were currently nominal (at 33% each) and could be reviewed.

Key Points/Feedback - Members

- Support expressed for the framework.
- Needed to guarantee some provision for flexibility.
- Prioritisation model themes - "Certainty" should be at the top and more focussed on what was legislatively required.
- Fiscal management – "prudent" meant different things to different people; change wording to add more weight, and how this aligned with BOPRC's funding and financing policy needed to be better explained.

Resolved

That the Strategy and Policy Committee:

- 1 Receives the report, Bay of Plenty Regional Council Prioritisation and Decision-making Framework.**

- 2 **Endorses the model prioritisation and decision-making model, taking into consideration the feedback received from Councillors at this meeting.**
- 3 **Endorses the Phasing model, taking into consideration the feedback received from Councillors at this meeting.**
- 4 **Directs staff to integrate the prioritisation and decision-making model to support effective decision-making on items coming to Council and Committees that propose new work items or expenditure.**
- 5 **Directs staff to return to Council once every six months to review the agreed prioritisation framework and high-level work plan.**

**Iti/McDonald
CARRIED**

5.3 Mount Maunganui Airshed Management Plan

Presentation: Mount Maunganui Airshed Management Plan: Objective ID A4840471

Presented by: Mark Hamilton - Senior Policy Analyst
Karen Parcell - Team Leader, Kaiwhakatinana

Key Points

- The Mount Maunganui Airshed Management Plan (MMAMP) was optional but strongly recommended by the Environmental Court. There was reputational risk if not developed.
- Outlined the considerations for a MMAMP, suggested scope and content, and identified actions.

11.44am - Cr Iti **withdrew** from the meeting.

In Response to Questions

- Priority One's voluntary accord came about through a process they undertook themselves. It was understood around 25 to 30 industries were involved, each undertaking to make improvements on their own site, but visibility around this was yet unknown. The group had presented at the last Mount Air Quality Working Party (MAQWP) meeting. Because the accord was voluntary there was no formal accountability except the opportunity to hold each other accountable (peer to peer model), and their improvements were not necessarily addressing PM₁₀ (particulate matter with a diameter of 10 microns or less).
- The scope of the AMP could be broadened to include other roles and provisions, not just that of BOPRC, but it was noted that the broader the scope, the longer it would take and the more it would cost.
- PM_{2.5} was not currently a significant issue in the Mount Maunganui Airshed (MMA).
- Plan Change 13 (Air Quality) Policy 12 focussed on getting the MMA into compliance with National Environmental Standards (NES) as it currently stood with the intent for everyone to meet at least best practice (iterative management).

11.57am - Cr Iti **entered** the meeting.

- The proposed introduction by central government of PM_{2.5} had been delayed. It was noted that PM₁₀ also included anything smaller than 10 microns.

- Broadening the scope to make this a joint project with Tauranga City Council (TCC) would be considered if TCC thought it appropriate,
- Ngāti Kuku had strong input into the MAQWP and would be included via that group in the consultation for the AMP.

Key Points/Feedback - Members

- The AMP was timely and fully supported it.
- Users wanted a one stop shop that could be modified and adjusted over time as required; expressed concern if the AMP was just limited to BOPRC's role without acknowledgement of what TCC's role was and what their District Plan said.
- Would like to see a communications plan included in the AMP.
- Needed to be clear about what the AMP was actually addressing i.e. PC13, just the MMA, or just PM₁₀. Whatever BOPRC did, it needed to be collaborative and involve everybody.
- Suggested engaging with the new Chair of the MAQWP as the next step and then come back to this committee with a more broader scope for consideration.

Resolved

That the Strategy and Policy Committee:

- 1 Receives the report, Mount Maunganui Airshed Management Plan.**
- 2 Requests that staff engage with the Chairperson of the Mount Maunganui Air Quality Working Group, and then come back to this Committee with options for the Airshed Management Plan that takes into consideration feedback received from Councillors at this meeting, including the option of a broader scope.**

**Crosby/Scott
CARRIED**

5.4 Consultation on the Proposed Amendments to the Regional Pest Management Plan

Presented by: Lisa Power – Senior Planner
Hamish Lass - Biosecurity Team Leader

Resolved

That the Strategy and Policy Committee:

- 1 Receives the report, Consultation on the Proposed Amendments to the Regional Pest Management Plan.**
- 2 Is satisfied that consultation undertaken for the Proposed Regional Pest Management Plan meets the requirements of section 72 of the Biosecurity Act.**
- 3 Approves staff recommendation that matters raised through consultation that sit outside the scope of the proposed amendments (see section 4.1.6) are not considered as part of this plan review.**

**Leeder/White
CARRIED**

5.5 Te Uru Kahika - River Managers' Special Interest Group 10 Year Plan

Presentation: River Managers' Special Interest Group 10 Year Plan: Objective ID A4840345

Presented by: Mark Townsend - Engineering Manager

Key Points

- Outlined where the River Managers' Special Interest Group (SIG) sat in the Te Uru Kahika structure.
- The group involved 16 councils and met six monthly.
- Five priority workstreams - enabling collaboration; sustainable funding, project delivery and support; policy influence and implementation; best practice; and quality people.
- Had received \$20 million funding from central government in tranche one of the Crown Infrastructure Partners - Shovel Ready Projects funding (before the Deluge - Cyclone Gabrielle). Had applied for a further \$14 million funding in tranche two.
- Overview of the best practice workstream and work currently underway.
- Demonstrated (graph) where BOPRC sat in terms of asset management maturity - had scored highest of all regional councils.
- Three Te Uru Kahika SIGs (River Managers, Environmental Data, and Hazard Risk Management) had been brought together to form the National Flood Warning Steering Group.
- Flood Manual maturity assessment (independently assessed by Tonkin Taylor) - BOPRC was a leader in this area and was offering support to other councils to bring them up to standard.

In Response to Questions

- There was a graduated contribution to the SIG budget dependent on how large the council was.
- Central government funding was based on a 60/40 (local) share. BOPRC had applicable projects with funding support ready to go.
- The idea of Centres of Excellence (recent presentation by Simon Upton - Parliamentary Commissioner for the Environment (PCE) to the Local Government New Zealand (LGNZ) Regional Sectors Group) had come through to the group and was a topic of discussion but nothing had been formalised yet.
- BOPRC had a graduate programme in place and was actively attracting graduate engineers.
- Project options were assessed against a number of criteria, and a traffic light system was used for prioritising options with the addition of a black light which was used when a particular option was not going to work.

Resolved

That the Strategy and Policy Committee:

- 1 Receives the report, Te Uru Kahika - River Managers' Special Interest Group 10 Year Plan.**

**Thompson/Scott
CARRIED**

12.49pm - the meeting closed.

CONFIRMED

Cr Paula Thompson
Chairperson, Strategy and Policy Committee



Report To: Strategy and Policy Committee

Meeting Date: 18 February 2025

Report Writer: Stephen Lamb, Natural Resources Policy Manager

Report Authoriser: Namouta Poutasi, General Manager, Strategy and Science

Purpose: To provide an update on Council's operating environment.

Operating Environment

Executive Summary

This report covers the operating environment areas that influence and inform Council's policy direction and work. It provides information on the operating environment and the reforms that will potentially have considerable impact on our local government functions. Fast-paced change continues to alter Council's operating environment and staff are endeavouring to keep up-to-date with implications for Council's policy setting and operational functions.

The scope of potential change in the legislative/national direction landscape is currently very wide. While staff are monitoring signals and media releases, and are "reading the tea leaves", resources are not generally committed to understanding implications until concrete proposals are received.

This report covers:

- RMA reform and planning matters
- UNISA Update
- Te Uru Kahika Strategic Direction
- Reformatting the RPS to be National Planning Standard compliant
- Approach to making submissions.

Recommendations

That the Strategy and Policy Committee:

- 1 Receives the report, Operating Environment.**

1. Introduction

A number of Government announcements are expected in the near future that will impact on Council's planning landscape. There are a number of bills currently being progressed and national direction instruments being developed.

In particular for Council's RMA responsibilities, the set of national directions - National Policy Statements and National Environmental Standards - being reviewed/developed will be critical to inform timing and content for future RMA plan processes.

Staff remain well connected across sector groups such as Te Uru Kahika and continue to provide input into proposals and monitor developments that have the potential to impact on our policy and operational positions. We will update Councillors on relevant matters as they happen through internal communication channels while respecting confidentiality restrictions.

2. RMA Reform and Planning Matters

2.1 National direction programme

An integrated package of national Alignment with Strategic Framework direction which includes amendments to 14 existing national direction instruments and another 7 new pieces of national direction is being developed as part of Phase 2 of the RM Reform programme. Ministers are receiving advice on the new and amended instruments in anticipation of statutory consultation in the first half of 2025. Details around the length of the formal public statutory consultation and submission process have not been decided.

2.2 Phase 3 Resource Management Reform

Work on the phase 3 of the RM Reform will influence delivery of the national direction programme.

An expert advisory group, established last year to advise Ministers and officials on matters related to the Resource Management Act 1991 (RMA) reform, has completed its blueprint for replacing the RMA. The Government started the work to replace the RMA last September, setting objectives and core principles to guide the development of the reform proposals.

The seven-member advisory group, comprised of experts on resource management law, planning and te ao Māori, developed the blueprint over three months and delivered their draft to the Minister Responsible for RMA Reform, the Hon Chris Bishop, and to the Parliamentary Under-Secretary, Simon Court, before Christmas.

Detailed policy work and legislative drafting will begin after Cabinet has agreed to key aspects of the new legislation. The Government aims to introduce bills in Parliament later this year and pass these into law in 2026. The Select Committee process will be the main mechanism for public consultation.

2.3 Government Response to Report of Finance and Expenditure Committee on Climate Adaptation - 29 January 2025

The introduction to this response summarises the Committee's report as follows

The Committee recommends 10 objectives and 11 principles for the adaptation framework. The report also has 16 other recommendations across the areas of

system design, who does what, who pays for investment in climate adaptation, how are costs shared for residential property retreat, kaupapa Māori and data and information.

The Government will consider the Committee's recommendations carefully in finalising objectives for the adaptation framework and intends to introduce legislation in 2025 to progress the adaptation framework.

The framework has the potential to have a significant impact on spatial planning, infrastructure programming and land-use plan development.

3. **UNISA Update**

The following is an update on the latest activity within the Upper North Island Strategic Alliance (UNISA).

About UNISA

- Established in 2011, the Upper North Island Strategic Alliance (UNISA) is a collaborative partnership between Northland, Waikato, and Bay of Plenty Regional Councils, Auckland Council, Whangārei District Council, Hamilton City Council, and Tauranga City Council. UNISA provides a platform for coordinated regional planning and advocacy on key inter-regional issues, such as infrastructure development, biodiversity threats, and legislative reform. By working together, member councils aim to enhance strategic alignment and influence national policy to support sustainable growth and resilience across the Upper North Island.
- The UNISA meeting structure and cycle is: Technical officers (meet every 6 weeks); Chief Executives (usually meet before Mayors and Chairs meeting); Mayors and Chairs (meet quarterly).
- Previous meeting agenda items included UNISA Infrastructure Plan Development (IDP), Auckland Policy Office/Government Policy updates, Regional Deals and Biodiversity threats and responses.

UNISA work programme

The current work programme for UNISA includes:

- The UNISA Infrastructure Development Plan (IDP) will present a high-level strategic narrative for the Upper North Island (UNI), focusing on growth (golden triangle, ports), economic development, and resilience. It will provide an overview of the UNI's current state, projected trajectory, and future infrastructure needs while maintaining a strategic focus rather than delving into technical details, which will be available through the Infrastructure Pipeline and Infrastructure Priorities Programme. The IDP will visually represent key infrastructure projects and their timelines, ensuring a cohesive regional perspective informed by strategic context and narratives from each council.
- A coordinated approach to advocate for greater biosecurity support as the Upper North Island remains at the frontline of invasive pest species incursions. While regional efforts for pest control and management are ongoing, there is an opportunity for UNISA to adopt a coordinated approach to advocate for greater biosecurity support. A draft proposal will be circulated for comment.

- UNISA statement on the national significance of a resilient and efficient UNI supply chain) - once finalised, the statement would be the basis of ministerial engagement by UNISA members and the statement will be share the statement with the Minister for infrastructure, Minister for Local Government, Minister of Finance, and local Members of Parliament.

4. Te Uru Kahika Strategic Direction

Late last year Te Uru Kahika (the Regional Sector) reviewed the strategic priorities outlined in the 2024/25 Annual Business Plan. It was agreed to prioritise the following six focus areas for the remainder of 2024/25 year:



Figure 1: Proposed focus areas for the remainder of FY24/25

5. **Reformatting Regional Policy Statement for compliance with National Planning Standards**

Staff have been working to deliver a reformatted Regional Policy Statement (RPS) in compliance with the requirements of the National Planning Standards. (NPStds) Previous iterations provided to the Committee were seen as cumbersome with extensive duplication. Councillors expressed the views that this approach moved away from having a RPS that was accessible to the community. Staff shared that view however were attempting to meet the requirements of the NPStds.

The position was subsequently developed that Council would be “moving towards compliance” - endeavouring to meet as much of the requirements as possible while retaining a degree of accessibility. This has proved more difficult than anticipated in terms of multiple cross referencing and formatting of section numbering. It was hoped to report to this committee meeting however the finished product will now need to be recommended to the May 2025 Strategy and Policy meeting.

It is also programmed that the Geothermal Plan Change will be presented later in 2025 - in the NPStds format. These two projects are therefore linked together in terms of their structure and format.

6. **Approach to making submissions**

Council’s general approach to making submissions or providing feedback on a wide range of matter has been to identify where there are implications for functions, policy positions and operations and to undertake a considered process, obtaining comments from staff and including councillors in the process.

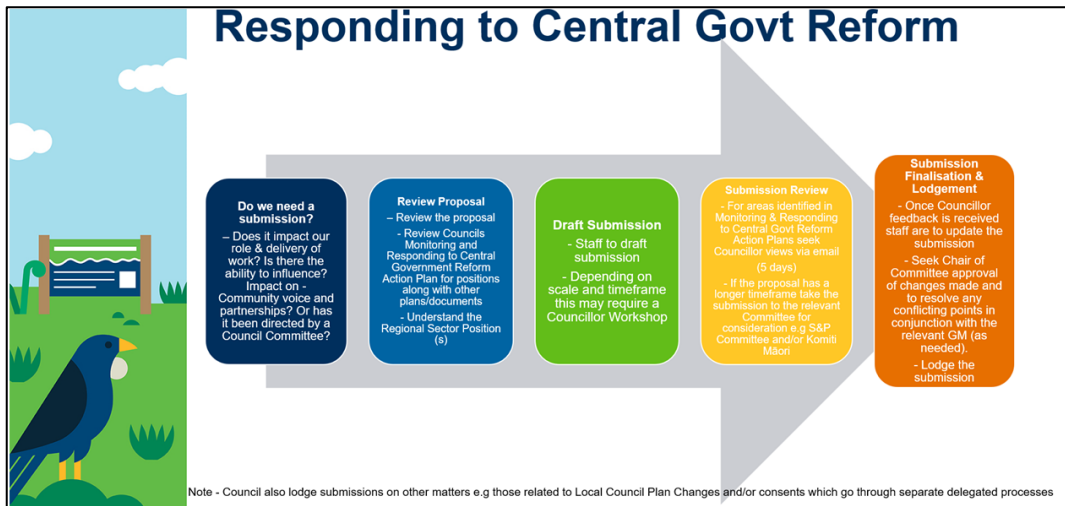
Over recent periods there has been a focus on only devoting energy and resources to where Council has a reasonable ability to influence outcomes, and has been using truncated processes in order to meet short deadlines. Council has also relied on sector responses (such as through Te Uru Kaihika) to access collective expertise rather than developing Council submissions. Staff understand that this new approach has drawbacks, but this is a response to staff capacity and short timeframes. For example, feedback on the proposal for Regulatory Standards Bill opened on 18 November 2024 and closed on 13 January 2025.

6.1 **Current Submission process**

The general approach to making submissions is to:

1. Identify important matters (particularly impacts on roles, responsibilities and operational delivery)
2. Establish what can be achieved within the timeframe; and
3. Determine whether there is an ability to influence the outcome effectively.

Generally operational or technical matters are addressed at a staff level. Strategic or policy matters require councillor input. Irrespective of the nature of a submission, staff remain alive to areas of particular political interest and endeavour to involve councillors on such matters (either through circulated emails or workshops). As a recent example, the submission on RMA #2 is of a technical nature but was circulated to councillors.



In slightly more detail the process staff use is as follows:

Operational/Technical/Implementation	Legislation/Policy Direction/Reform
Submission Team coordination Identify lead author GM check	Submission Team coordination Circulate to SMEs for assessment GM Check (but assume submission required)
Confirm submission required: <ul style="list-style-type: none"> • Impact on the way we do our work? • Operational matters? • Can we influence? • Is there a sector process? 	Confirm submission required: <ul style="list-style-type: none"> • Impact on role and functions? • Can we influence? • Is there a sector process? • Has Council/Committee directed submission be made?
Seek staff input and incorporate GM to signal if circulation to councillors required Sign off by GM	Seek staff input and incorporate Councillor workshop or circulate to Councillors Sign off by GM
Circulate final submission (if necessary)	Circulate final submission

It is anticipated that the national direction package, RMA phase 3 and work on the purpose of local government will all need strong councillor direction.

6.2 Current submissions

The following table shows current submission activity:

Subject	Current Status	Authority	Deadline
Natural Hazards LIMs	No submission being made - sector submission		
Proposed Amendments to Biosecurity Act	No submission being made - sector submission	MPI	
TNL tolling proposal	Submitted	NZTA	7/10/2024
Emissions Trading Scheme annual charge for post-1989 forestry participants.	Submitted	MPI	
RMA Bill#2	In progress	NZ Parliament	10/02/2025
The Local Government (Water Services) Bill	In progress	Ministry for Regulation	23/02/2025
Principles of the Treaty if Waitangi Bill	Submitted	NZ Parliament	14/01/2025
Proposal for Regulatory Standards Bill	No submission being made - Te Uru Kahika submission		13/01/2025
Consultation to support the development of Ministerial decision-making tools to be used following a significant natural hazard event	Operational Feedback submitted		24/01/2025
Tree Planting on Crown Land	Operational Feedback in progress	Central Government	
Feedback on Modernizing conservation land management Discussion Document	Operational Feedback in progress	DOC	28/02/2025

7. **Next Steps**

As further details on areas under reform or future changes become available, updates on operating environment areas that influence and inform Council's policy direction and work will be provided at future Strategy and Policy Committee Meetings.

Councillors strategic sessions may also be utilised to focus on national direction and reform matters.



Report To:	Strategy and Policy Committee
Meeting Date:	18 February 2025
Report Writer:	Graeme Howard, Corporate Planning Lead and Alicia Burningham, Corporate Planner
Report Authoriser:	Namouta Poutasi, General Manager, Strategy and Science
Purpose:	Seek Council endorsement of the Community Funding review recommendations supported by Councillors at the Strategy and Policy Workshop (Oct 2024), and the updated Community Funding Policies.

Endorsement of updated Community Funding Policies

Executive Summary

Councillors considered The Community Funding Review 2024 report, including recommendations, at the Strategy and Policy (S&P) Committee Workshop on the 30 October 2024. At the workshop, Councillors supported the 14 recommendations identified in the report.

The following community funding policies have been reviewed and updated in-line with the Community Funding Review recommendations and Councillor feedback at the workshop.

- Draft Community Outcomes Fund Policy
- Draft Environmental Enhancement Fund Policy
- Draft Regional Safety and Rescue Services Fund Policy

Staff are requesting that Council formally endorse the Community Funding Review recommendations that were supported by Councillors at the S&P workshop on 30 October 2024 and the updated Policies at this meeting.

The Policies will come into effect from 1 July 2025, the start of the 2025/26 financial year.

Recommendations

That the Strategy and Policy Committee:

- 1 **Receives the report, Endorsement of updated Community Funding Policies;**
- 2 **Endorses the Community Funding Review 2024 Report, including the 14 recommendations, that were considered and supported by Councillors at the Strategy and Policy Committee Workshop on the 30 October 2024 (Attachment 1);**
- 3 **Endorses the following draft Community Funding Policies that have been updated in line with the Community Funding review recommendations:**
 - (a) **draft Community Outcomes Fund Policy (Attachment 2)**
 - (b) **draft Environmental Enhancement Fund Policy (Attachment 3)**
 - (c) **draft Regional Safety and Rescue Services Fund Policy (Attachment 4);**
- 4 **Delegates to staff, authority to make any updates to the Policies included in this report that are required as a result of this meeting;**
- 5 **Notes that following endorsement by Council, the Policies will come into effect from 1 July 2025;**
- 6 **Notes that other recommendations from the Community Funding Review will be progressed by staff.**

1. Introduction

At Council’s Deliberations on the Long Term Plan (LTP) 2024-2034, Council directed staff to review several of Councils Community Funds. The outcome of these reviews were to be considered by the Strategy and Policy Committee.

At the Strategy and Policy Committee (S&P) Workshop on the 30 October 2024, staff presented the draft Community Funding Review 2024 (Review) and facilitated Councillor discussion. At the workshop, Councillors supported the 14 recommendations identified through the review.

Implementing the recommendations from the Review required changes to Councils Community Funding policies. Staff have reviewed and updated these policies in line with the recommendations from the Review.

This report sets out the key changes for each policy and the full updated policies are attached to this report.

1.1 Alignment with Strategic Framework

A Healthy Environment	Goal 4 We support communities to nurture our environment.
Future ready communities	Goal 6 We will empower communities to make sustainable choices and transition towards a low emissions economy.
Connected and enabled communities	Goal 10 We have a diverse and supported network of volunteers.
How we work	3. What we do, we do well

1.1.1 Community Well-beings Assessment

Dominant Well-Beings Affected			
<input checked="" type="checkbox"/> Environmental	<input checked="" type="checkbox"/> Cultural	<input checked="" type="checkbox"/> Social	<input checked="" type="checkbox"/> Economic

2. Community Funding Review

Regional Council provides Community Funding to organisations and individuals through a range of funds to support Council’s Community Outcomes and Goals. Each Community Fund is designed to meet different purposes, with criteria and allocation models specific to each fund.

Staff presented the draft Community Funding Review 2024 (Review) at the Strategy and Policy Committee (S&P) Workshop on the 30 October 2024. Councillors considered the review, provided feedback and supported the 14 recommendations identified through the review. The workshop minutes are available on the Council website at: [Minutes of Strategy and Policy Committee Workshop - Wednesday, 30 October 2024.](#)

The Community Funding Review 2024 Report, including the 14 recommendations, that were considered and supported at the Strategy and Policy Committee Workshop on the 30 October 2024 are included as Attachment 1.

3. Updated Community Funding Policies

The following sections set out the key changes that have been made to the following Community Funding Policies as a result of the Review.

- Draft Community Outcomes Fund Policy (COF) – Attachment 2
- Draft Environmental Enhancement Fund Policy (EEF) – Attachment 3
- Draft Regional Safety and Rescue Services Fund Policy (RSRSF) – Attachment 4

3.1 Changes that apply to multiple policies:

3.1.1 All Policies

Through the Community Funding review, an opportunity to improve the customer user experience through standardising the guidance to applicants (**Recommendation 13**) was identified.

In line with this recommendation, all policies attached to this report have been reviewed, updated and written to enable the policies to have, where practicable:

- A consistent structure
- Consistent approach to eligibility criteria and assessment
- Clear and consistent language and terms across policies.

3.1.2 Council Annual Contestable Fund allocation

Where Council or Council Committee allocate community funding, Councillors endorsed recommendations that funding allocation decisions should move to one Council meeting where all allocation decisions for that period will be considered (**Recommendations 1-3, 4 and 9**).

The following Policies have been updated in line with this recommendation:

- Community Initiatives Funding (CIF) under the Community Outcomes Fund Policy - allocation decisions move from LTP/AP Deliberations to Council Meeting.
- Regional Safety and Rescue Service Fund (RSRSF) - allocation decisions move from the Civil Defence Emergency Management Joint Committee to Council Meeting.

Note: the Māori Initiatives Fund Policy - He Ara Taituarā Contestable Grants allocation decisions also move from Staff to Council as a result of the Review. This change has been implemented following the adoption of the Māori Initiatives Fund Policy in 2024.

3.1.3 Implementation of Council funding decisions

Due to CIF and RSRSF Grants being fully allocated until 2027/28. The only Grants that would be allocated under these Policies are expected to be the Māori Initiatives Fund Policy (MIF) - He Ara Taituarā Contestable Grants.

The expected Annual Funding rounds and indicative timing is shown below.

- 2024/25 - MIF Funding allocated at Council meeting March 2025 - this is a special funding allocation, driven by the expectation that the current years funding is allocated following adoption of the MIF Policy.
- 2025/26 - MIF Funding allocated at Council meeting before 30 June 2025
- 2026/27 - MIF Funding allocated at Council meeting before 30 June 2026

LTP 2027-2037 developed and adopted by 30 June 2027 - Funding budget for all community grants will be set through the development and adoption of the LTP.

- 2027/28 - CIF/VIF, RSRS, MIF funding allocated by Council, around Sep/Oct 2027.

3.2 Community Outcomes Fund (Community Initiatives and Te Hāpai Ora Funds)

3.2.1 Integration of funds

Through the Community Funding review, Council endorsed recommendations to:

- **Recommendation 5:** Integrate the Funding Policies for CIF and the Te Hāpai Ora (Regional Outcomes Fund) into one funding policy.

The CIF and THO policies have been integrated onto one policy called the *Community Outcomes Funding Policy*. There are two funding options under this Policy:

1. The **Community Initiatives Fund/Pūtea Kaupapa Hapori (CIF)** provides grant funding for up to three years to community-based groups and organisations to deliver projects and/or services that contribute to Council Community Outcomes and goals but are not eligible for other Council Community funding.

CIF Funding allocation decisions are made by Council (refer para 3.1.2).

2. The **Regional Outcomes Fund/Te Hāpai Ora (THO)** provides grants of up to \$2500 to community groups/organisations or individuals who are organising events that contribute to at least one Council Community Outcome. The funding is to assist the group or individual in successfully completing their event.

THO Funding applications are assessed by staff and then reviewed by the relevant Manager for approval.

- **Recommendation 6:** Disestablish the VIF, reallocate funding as below:
 - Move funding (\$105,000 p.a.) for current projects/programmes that use environmental volunteers (Envirohub, Sea Cleaners Trust, Outflow Trust) to the CIF.
 - Retain funding to support the capability and capacity of environmental volunteer groups (BCA, Care Group Coordinator) to be managed through the Catchments Activity, i.e. not managed as a Fund. (\$180,000 per annum).

The Policy has been updated noting that the LTP 2024 CIF budget increased from \$300,000 to \$405,000 due to projects and associated budget transferring to the CIF following the disestablishment of the Volunteer Initiatives Fund, as part of the Community Funding review in 2024.

This change is budget neutral for Council. The total funding available for the next funding allocation, due to be held in 2027, will be set through the next LTP process.

3.3 Environmental Enhancement Fund

3.3.1 Purpose and project eligibility criteria

EEF projects have a strong focus on environmental outcomes including supporting biodiversity and supporting community access to, and enjoyment of the natural environment.

The purpose and eligibility criteria for EEF has been amended to address the following recommendations:

- **Recommendation 10:** Extend the purpose and eligibility criteria for EEF to facilitate funding for projects that support 'Resilience and adapting to Climate Change'.
- **Recommendation 11:** Extend the purpose and eligibility criteria for EEF to enable education focused projects that also deliver environmental enhancement outcomes at a project site.

Note: for the avoidance of doubt, projects where the primary purpose is to provide educational outcomes are not eligible funding, only projects where educational outcomes are in addition to the primary project purpose may be considered.

In addition, based on Councillor feedback:

- **Clarified** that signage/way finding may be funded as part of a project where it relates to environmental information or education about a site.

3.3.2 Assessment and Decision making

To streamline and reduce the information requirements for smaller value EEF applications and speed up the assessment time, a simpler application process has been introduced.

- **Recommendation 12:** Introduce two-tiered approach to allocation of EEF grants.
 - Smaller (Tier 1) EEF applications, up to \$5,000, follow a simplified application process, with assessment by staff and then review by the relevant Manager for approval, a similar process to Te Hāpai Ora grants.
 - Larger (Tier 2) EEF applications over \$5,000 - maintain the full EEF application and assessment process, with screening by EEF Coordinator, assessment by a Subject Matter Expert and review by Manager for approval.

4. Considerations

4.1 Risks and Mitigations

There are no significant risks associated with this matter.

4.2 Climate Change

Funding allocated through Councils Community Funding programmes regularly goes to projects that support Climate Change resilience. Through the Review, the purpose of EEF has been extended to place greater emphasis on supporting projects that support 'Resilience and adapting to Climate Change'.

4.3 Implications for Māori

A wide range of organisations, including Māori organisations have previously and will continue to be able to apply for funding under the policies included in this paper. Community funding provides a range of benefits to the wider community.

4.4 Community Engagement

A Communications and Engagement Plan will be delivered to support Councils Community Funding programmes.

4.5 Financial Implications

There are no material unbudgeted financial implications and this fits within the allocated budget.

5. Next Steps

Following Council endorsement of the Policies, staff will publish the policies on Councils website prior to the date that the Policies come into effect on 1 July 2025.

Staff will progress implementation of other recommendations from the Review in due course.

Attachments

- Attachment 1 - Community Funding Review Report 2024_FINAL [↓](#)
- Attachment 2 - Community Outcomes Funding Policy - Final Draft [↓](#)
- Attachment 3 - Environmental Enhancement Fund Policy - Final Draft [↓](#)
- Attachment 4 - Regional Safety & Rescue Service Policy - Final Draft [↓](#)



Community Funding Review 2024

Review of the following Regional Council Funds

- Community Initiatives Fund
- Volunteer Initiatives Fund
- Māori initiatives Fund
- Environmental Enhancement Fund



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Executive Summary

Through its Deliberations on the Long Term Plan 2024-2034, Council directed staff to 'bring reviews of the Community Initiatives Fund (CIF), Volunteer Initiatives Fund (VIF), Environmental Enhancement Fund (EEF) and the Māori initiatives Fund (MIF), so they can be integrated, to the Strategy and Policy Committee.'

Staff have carried out reviews of these Funds. The reviews have focused on whether the funds align to Councils Community Outcomes and Strategic Framework, remain fit for purpose and are operating efficiently, and to consider opportunities for integration of funds.

A summary of the recommendations from this report are set out below.

Council Annual Contestable Fund allocation

Council primarily uses two funding allocation models for its Community Grant funding schemes:

1. Contestable funding rounds – these are typically annual processes and are particularly useful where the interest exceeds available budget, especially for larger Grants where a greater investment in time to operate a funding round is warranted.
2. On application funding – a more flexible and timely approach where funding is able to be allocated quickly in response to applications meeting criteria.

At present, Contestable Funding Rounds are allocated via the LTP or Annual Plan (AP) Deliberations process for VIF, CIF, the Regional Safety and Rescue Service Fund (RSRSF) is allocated via the Civil Defence Emergency Management Joint Committee (CDEMG-JC), refer para 2.2.2, and under the MIF Policy, He Ara Taituarā Contestable grants are allocated by staff, with staff seeking advice from the Toi Moana Constituent Māori Councillors.

Challenges with current approach:

- It makes it difficult for Council to have visibility of Community Funding allocations to ensure the funding is allocated equitably.
- Reduces the transparency for the Community regarding funding allocation decision making and is a less integrated and less efficient process.
- Council deliberations on the LTP and Annual Plan typically require Councillors to consider extensive amounts of information as they make critical and strategic decisions for Council. As a result, this may reduce time available for Councillors to consider sometimes lengthy funding applications.
- Operating a community funding process in parallel with the LTP public consultation process can be somewhat confusing for funding applicants and reduce the ability of staff to support funding applicants through the funding process. In addition, it is not common practice for Council to consult on an Annual Plan.

To help to address this, this report recommends shifting the funding allocation decisions for all Council allocated Funds to a separate meeting outside the LTP/AP Process and also to shift funding allocation decisions for other contestable funding rounds back to Council.

Council would set budgets via the LTP and make funding allocations for the CIF/VIF, MIF and the Regional Safety and Rescue Services Fund (RSRSF) through one Annual funding allocation process at a separate Council meeting that takes place after the LTP has been adopted.

- **Recommendation 1:** Shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.
- **Recommendation 2:** Shift Funding allocation decisions for the RRSF from CDEM-JC to Council
- **Recommendation 3:** Shift Funding allocation for the Annual MIF - He Ara Taituarā Contestable Grants from Staff to Council

Community initiatives Fund (CIF)

The purpose of the Community Initiatives Fund (CIF) is to provide funding to community-based groups and organisations to deliver projects and/or services that contribute to Council Community Outcomes and that are not eligible for funding under other Council Community funding.

Through this review, opportunities to increase the efficiency in how the fund operates have been identified and these are set out below.

Funding allocation and Decision making

- **Recommendation 4:** (*aligns with Recommendation 1*) Shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.

Integration of Council funds

- **Recommendation 5:** Integrate the Funding Policies for CIF and the Te Hāpai Ora (Regional Outcomes Fund) into one funding policy.

Note: This would not change the current purpose or criteria of either the CIF or Te Hāpai Ora, however it would reduce the number of funding policies and provide a small efficiency gain.

Volunteer Initiatives Fund (VIF)

The purpose of the VIF is to support and encourage environmental volunteering within the BOP, with a focus on supporting the capability and capacity of volunteer groups. There are two types of projects funded via the VIF to date.

- 1 Funding to support capability and capacity of environmental volunteer groups.
- 2 Funding for community led programmes that rely on environmental volunteers to help deliver the programme.

There is an overlap between projects that are considered through the VIF and the CIF, and this was demonstrated through the LTP 2024 process where some projects were considered and received funding from both funds.

This review proposes to disestablish the VIF and transfer funding as set out below.

- **Recommendation 6:** Disestablish the VIF, reallocate as below:

- Move funding (\$105,000 pa) and current projects/programmes that use environmental volunteers (Envirohub, Sea Cleaners Trust, Outflow Trust) to the CIF.
- Retain funding to support capability and capacity of environmental volunteer groups (BCA, (Care Group Coordinator) to be managed through the Catchments Activity, i.e. not managed as a Fund. (\$180,000 per annum)

Note: Changes are budget neutral, would be made via AP 2025/26 Process.

- **Recommendation 7:** (*aligns with Recommendation 1*) If VIF is retained, shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.

Māori Initiatives Fund (MIF)

Through the LTP 2024, Council allocated funding to a new Māori Initiatives Fund. Council met through Komiti Māori on the 27 August 2024, and again on 3 October through a joint Strategy and Policy/Komiti Māori workshop to consider draft policies for this Fund.

As a result, this review is limited to identifying any areas of consistency with other recommendations from this review. The two focus areas are discussed below.

Funding allocation and Decision making

There are two funding options available under the Māori Initiatives Fund (He Ara Taituarā):

- 1 The He Ara Taituarā Contestable Fund – for larger iwi or hapū capacity and capability initiatives that contribute to Council outcomes and goals in the Bay of Plenty region.
- 2 The Kaitiaki Grant – for smaller grants to support iwi and hapū kaitiakitanga by contributing to capacity and capability projects that are in the conceptual stages of development.

Under the MIF Policy, staff are responsible for allocation of both types of funding. This review proposes the larger 'He Ara Taituarā Contestable Fund' are decided by Council as part of the proposed annual funding round.

- **Recommendation 8:** Transfer decision making for the 'MIF - He Ara Taituarā' annual contestable grants to Council for decision making, rather than Council staff. The small MIF - Kaitiaki Grants would remain with Council staff for allocation.
- **Recommendation 9:** (*aligns with Recommendation 1*) Subject to MIF - He Ara Taituarā contestable grants decision making shifting to Council, shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.

Environmental Enhancement Fund (EEF)

Current EEF projects have a strong focus on environmental outcomes including supporting biodiversity and supporting community access to and enjoyment of the natural environment.

The LTP2024 Strategic Framework places a strong focus on the 'Future Ready Communities' Community outcome and preparing for natural Hazards and Climate Change.

Purpose and Eligibility

It is recommended that the purpose and eligibility for EEF grants is extended while retaining the focus on practical, on the ground, community led projects.

- **Recommendation 10:** Extend the purpose and eligibility criteria for EEF to facilitate funding for projects that support 'Resilience and adapting to Climate Change'.
- **Recommendation 11:** Extend the purpose and eligibility criteria for EEF to enable education focused projects that also deliver environmental enhancement outcomes at a project site.

Assessment and Decision making

Some feedback from Council staff and funding recipients has focused on the level of complexity around the funding application and the length of time it can take to process. Staff propose introducing a two tiered, risk based approach to allocation of EEF grants.

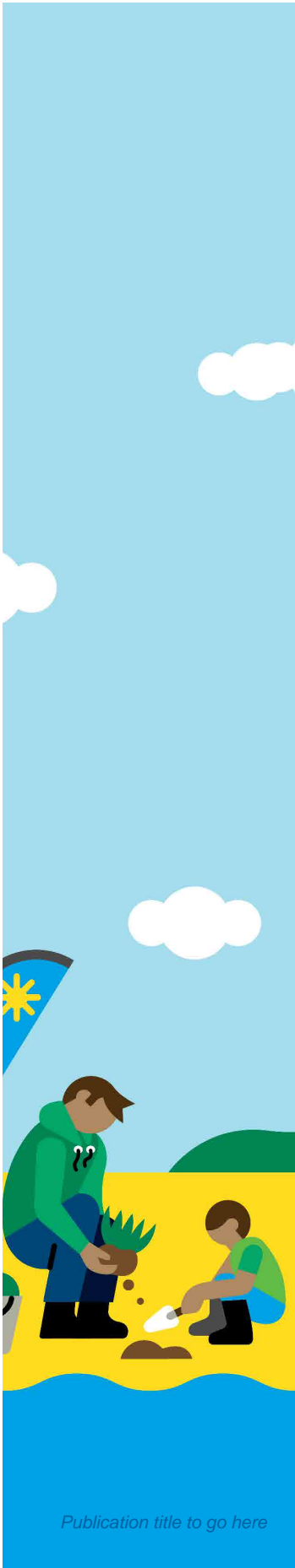
- **Recommendation 12:** Introduce two-tiered approach to allocation of EEF grants.
 - Larger EEF application over \$5,000, maintain full EEF application and assessment process, with assessment by Subject Matter Expert.
 - Smaller EEF applications, up to \$5,000, simplified one page application process, staff assessment, reviewed by Manager for approval.

Integrated management of Community Funding

Council staff work collaboratively across Council and externally with other Councils and funding organisations to help ensure Councils community funding is managed to ensure projects deliver value for money and deliver against Council's Community Outcomes.

Staff reviewed and summarised current actions, together with proposed new or enhanced actions and grouped into three categories. Staff propose two recommendations to extend and enhance the integrated management of Community funding.

- **Recommendation 13:** Improve customer/user experience through:
 - Development and implementation of an overarching Communications and Engagement Plan for Community Funding programmes.
 - Standardising application forms and guidance to applicants across funds, and explore a customer facing, integrated grants management system where appropriate.
- **Recommendation 14:** Enhance accountability and reporting to Council.
 - Provide an annual report to the Monitoring and Operations Committee that provides a summary of progress for the Funds outlined in this review.
 - Explore the development of integrated Dashboard reporting.
 - Explore arranging more site visits to project sites with Councillors to enhance Councillor visibility of projects and impacts.



1 Introduction

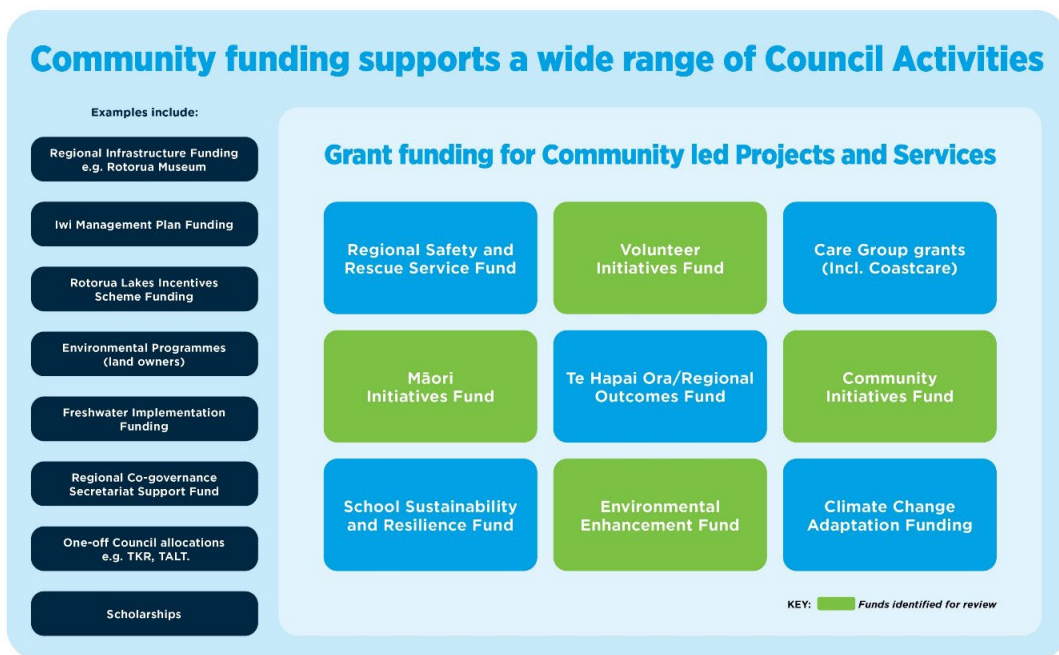
1 Introduction

Regional Council provides Community Funding to organisations and individuals to support Council's Community Outcomes and Goals.

Council's funds "the community" in a variety of ways, through a range of Council Activities. Each fund is designed to meet different purposes, with eligibility criteria and allocation models specific to each fund.

The diagram below provides an overview of Council Community Funding.

Types of Community Funding



Through its Deliberations on the Long Term Plan 2024-2034, Council directed staff to 'bring reviews of the Community Initiatives Fund (CIF), Volunteer Initiatives Fund (VIF), Environmental Enhancement Fund (EEF) and the Māori initiatives Fund (MIF), so they can be integrated, to the Strategy and Policy Committee.'

1.1 Purpose and scope

Staff have carried out reviews of the CIF, VIF, EEF and the MIF. The reviews have focused on whether the funds align to Council's Community Outcomes and Strategic Framework, remain fit for purpose and are operating efficiently, and to consider opportunities for integration of funds.

1.2 Methodology

To inform and understand the alignment of Council community funding programmes to the LTP 2024 Strategic Framework, a 'map' of current Community Funding to Community Outcomes was developed with staff who are involved with those funds, see Appendix 1.

Reviews of the CIF and VIF have been carried out as desktop reviews and have included conversations with a range of Council staff involved in the operation of Community Funding. The review focus areas are:

- Purpose of the fund
- Eligibility criteria – who can apply and what can be funded
- Funding model (funding round vs on application)
- Maximum grant per project
- Decision making

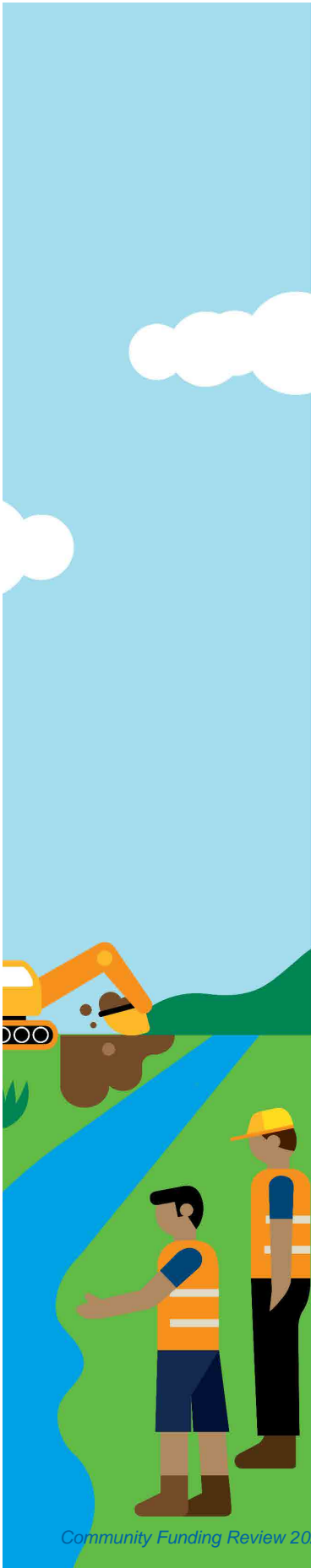
In addition to the above, the review of the EEF included a survey of 32 recent EEF funding recipients, 18 (56%) responses were received to the survey. Appendix 2 includes a summary of survey responses. A number of Regional Councils operate funds similar to EEF, a summary of funds identified through an online search are included in Appendix 3.

Due to the MIF being a new fund, the review of this fund was limited as there is no historical information to draw on. The review of MIF focused on ensuring any relevant recommendations that were identified through the review of other funds could be applied to MIF as well.

1.3 Community Funds under review

Summary of Funding Schemes





Community Funding Review 2024

2

Joint Recommendation - Council Annual Contestable Fund allocation

2 Council Annual Contestable Fund allocation

2.1 Summary of recommendations

- **Recommendation 1:** Shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.
- **Recommendation 2:** Shift Funding allocation decisions for the RSRSF from CDEM-JC to Council
- **Recommendation 3:** Shift Funding allocation for the Annual MIF - He Ara Taituarā Contestable Grants from Staff to Council

2.2 Staff analysis

Across Council Community Grant funding schemes there are two main types of fund allocation model that is used.

1. Contestable funding rounds – these are typically annual processes and are particularly useful where the interest exceeds available budget, especially for larger Grants where a greater investment in time to operate is warranted.
2. On application funding – a more flexible approach where funding is able to be allocated quickly in response to applications meeting criteria.

At present, the majority of Contestable Funds are decided by Council, while other Grants are allocated by staff.

Contestable Funding Round	On application
CIF (Council via LTP)	EEF (Council Staff)
VIF (Council via LTP)	Climate Change Adaption Fund (Council Staff)
Regional Safety and Rescue Service Fund (CDEM-JC meeting/Council LTP)	Te Hāpai Ora (Council Staff)
MIF - He Ara Taituarā Contestable (Staff)	MIF Kaitiaki Grants (Council Staff)

Discussion

At present, Contestable Funding Rounds are allocated via the LTP or Annual Plan (AP) Deliberations process for VIF, CIF, the Regional Safety and Rescue Service Fund (RSRSF) is allocated via the Civil Defence Emergency Management Joint Committee (CDEMG-JC), refer para 2.2.2, and under the MIF Policy, He Ara Taituarā Contestable grants are allocated by staff, with staff seeking advice from the Toi Moana Constituent Māori Councillors.

Challenges with current approach

Having multiple decision making forums for allocating funding through Contestable Funding rounds presents several challenges:

- It makes it difficult for Council to have visibility of Community Funding allocations to ensure the funding is allocated equitably.
- Reduces the transparency for the Community regarding funding allocation decision making and is a less integrated and less efficient process.

- Council deliberations on the LTP and Annual Plan typically require Councillors to consider extensive amounts of information as they make critical and strategic decisions for Council. As a result, this may reduce time available for Councillors to consider sometimes lengthy funding applications.
- Operating a community funding process in parallel with the LTP public consultation process can be somewhat confusing for funding applicants and reduce the ability of staff to support funding applicants through the funding process. In addition, it is not common practice for Council to consult on an Annual Plan.

2.2.1 Option: Shift Contestable Funding Round decisions to a meeting outside the LTP process

One option to help manage this would be to bring funding allocation decisions together outside of the LTP/AP deliberations process to a separate Council meeting.

Under this approach, Council would still set budgets via the LTP/AP; however, Council would make funding allocations through one Annual funding allocation process at a Council meeting after the LTP/AP has been adopted. Pros and Cons of this approach are summarised below.

Pros	Cons
<ul style="list-style-type: none"> • Improve Council visibility of Community Funding allocations to help ensure funding is allocated equitably. • Improve the integration and transparency of Community Funding with Council able to consider all contestable funding requests at the same time. • Would enable a clearer and more consistent experience for applicants. • Provide Councillors greater opportunity to consider funding applications. • Enable staff to provide a greater level of support to applicants through the funding process. 	<ul style="list-style-type: none"> • There would be less ability for Councillors to increase the available funding for community funding, due to budgets being set through the LTP/AP process.

2.2.2 Option: Shift funding decision for other contestable funding rounds to Council.

Regional Safety and Rescue Service Fund (RSRSF)

At present allocating RSRSF budgeted funding is delegated to the Civil Defence Emergency Management Joint Committee (CDEMG-JC), this was done because all Councils are represented on the Joint Committee.

In practice this has proven inefficient as has been demonstrated through the recent LTP 2024 process where Council allocated a draft budget for RSRSF, and that was allocated via CDEMG-JC. Then, following submissions through the LTP, Council boosted funding for some RSRSF recipients.

Māori Initiatives Fund

Under the current policy, funding allocation for the larger MIF - He Ara Taituarā Contestable Grants are delegated to Council Staff. However, transferring this decision making to Council and making all contestable funding decisions through one contestable funding round may deliver some efficiency benefits.

2.2.3 Implementation

Due to the CIF/VIF and RSRSF Grants being fully allocated until 2027/28. If this option was implemented, the only Grants that would be allocated over the next three years would be MIF - He Ara Taituarā Contestable Grants.

The expected Annual Funding rounds and indicative timing are shown below.

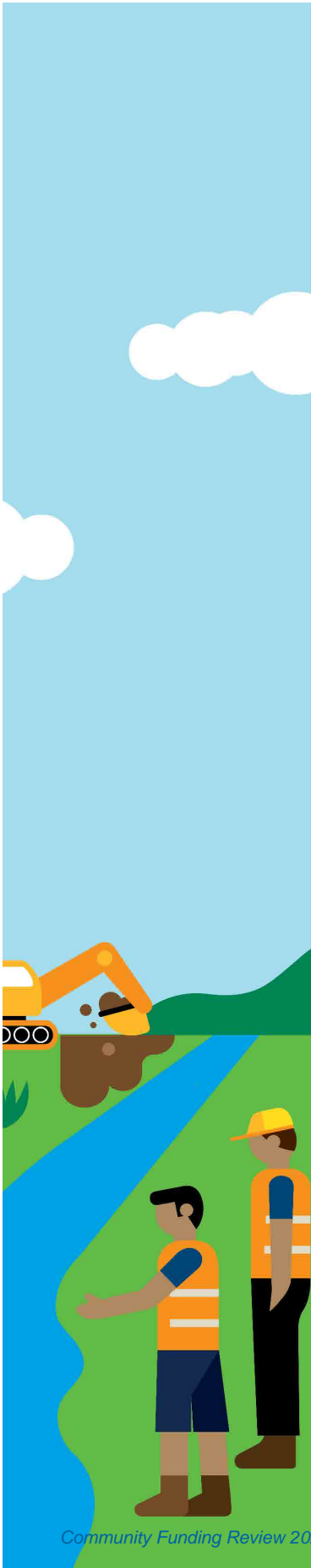
- 2024/25 – MIF Funding allocated at Council meeting in 2024/25 – this is a special funding allocation, driven by the expectation that the current years funding is allocated following adoption of the MIF Policy.
- 2025/26 – MIF Funding allocated at Council meeting before 30 June 2025
- 2026/27 – MIF Funding allocated at Council meeting before 30 June 2026

LTP 2027-2037 developed and adopted by 30 June 2027 - Funding budgets for all community grants confirmed through the development and adoption of the LTP.

- 2027/28 - CIF/VIF, RSRS, MIF funding allocated by Council, around Sep/Oct 2027.

2.3 Recommendations:

- **Recommendation 1:** Shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.
- **Recommendation 2:** Shift Funding allocation decisions for the RSRSF from CDEM-JC to Council
- **Recommendation 3:** Shift Funding allocation for the Annual MIF - He Ara Taituarā Contestable Grants from Staff to Council



Community Funding Review 2024

3 Community Initiatives Fund

3 Community Initiatives Fund Review

3.1 Summary of recommendations

- Recommendation 4:** *(aligns with Recommendation 1)* Shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.
- Recommendation 5:** Integrate the Funding Policies for CIF and the Te Hāpai Ora (Regional Outcomes Fund) into one funding policy.

Note: This would not change the current purpose or criteria of either the CIF or e Hāpai Ora, however it would reduce the number of funding policies, providing a small efficiency gain.

3.2 Background and history

The purpose of the Community Initiatives Fund (CIF) is to provide funding to community-based groups and organisations to deliver projects and/or services that contribute to Council Community Outcomes and that are not eligible for funding under other Council Community funding.

Since LTP 2015, funding applications for CIF have been received via submissions on the LTP, and the funding requests have exceeded the available funding.

3.3 Financial Summary

Through the LTP2015, a total budget of \$500,000 of Community Funding per annum was budgeted for the Community Initiatives Fund (CIF) and the Environmental Enhancement Fund (EEF), with approximately \$200,000 allocated to CIF applications via the LTP2015. Funding has remained constant until LTP 2024 where Council increased the funding for CIF to \$300,000.

3.4 Funding allocation via LTP 2024

Name/Organisation	2024/25	2025/26	2026/27
Ngā Uri Māui Trust	\$50,000	\$40,000	\$40,000
Sustainable Bay of Plenty Charitable Trust*	\$50,000	\$50,000	\$50,000
Tauranga Moana Biosecurity Capital	\$50,000	\$50,000	\$50,000
Te Rūnanga o Ngāti Whakaue ki Maketu	\$50,000	\$50,000	\$50,000
Western Bay of Plenty Heritage Trust (Western Bay Museum)	\$32,500	\$32,500	\$32,500
Youth SAR	\$8,000	\$8,000	\$8,000

*Sustainable Bay of Plenty Charitable Trust have advised they will not progress with their project.

3.5 Financial Summary – 2021/22 to 2026/27

CIF	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Projects/Organisations	6	6	6	6	6	6
Budget	\$200,000	\$200,000	\$200,000	\$300,000	\$300,000	\$300,000
Funding requests	\$743,994	\$492,648	\$347,648	\$574,531	\$508,943	\$501,443

Allocated	\$200,000	\$200,000	\$200,000	\$240,500	\$230,500	\$230,500
Balance	\$0	\$0	\$0	\$59,500	\$69,500	\$69,500

Note: Through LTP 2024, Council overallocated the budgeted funding for the VIF, and this is matched by a corresponding under allocation for CIF. This was to meet the full Envirohub funding request of \$100,000 per annum.

3.6 Analysis, Options and recommendations

3.6.1 Purpose

Purpose of Fund	Recommended
Retain Current Purpose	Yes

Discussion

The purpose of the Community Initiatives Fund (CIF) is to provide funding to community based groups and organisations to deliver projects and/or services that contribute to Council Community Outcomes and that are not eligible for funding under other Council Community funding.

The current purpose provides a degree of flexibility that enables a ‘catch all’ for projects that support Council outcomes and goals, which are not eligible under Council funding under other more targeted community funding programmes.

The CIF being broad in nature and intended to provide an option for projects that do not fit under other Council funding programmes, the CIF fund appears to be operating in line with its intended purpose.

3.6.2 Eligibility criteria

Who Can Apply?

CIF is open to a wide range of organisations and entities. CIF applications are not currently considered if they are received from:

- Central Government departments and agencies or city and district councils.
- Groups not based within the Bay of Plenty Regional Council's legal boundaries.
- Private individuals.
- Commercial entities.

Project Eligibility

CIF is available for a wide range of projects that support Council Outcomes. However, certain exclusions apply and CIF applications will not be considered if the project is:

- Eligible for other Bay of Plenty Regional Council funding mechanisms such as Environmental Enhancement Fund, Rotorua Nutrient Reduction Fund, Riparian Management Plan grants, Iwi/Hapū Management Plan funding;
- Inconsistent with a previous decision of Council;
- Or does not deliver its results within the Bay of Plenty region;

Discussion

While the eligibility criteria are consistent with Councils ‘common fund design and operation principles’ that apply across funds, the way that criteria are worded differs across funding policies and should be aligned for consistency and clarity.

3.7 Grant size per project

Maximum Grant per project	Current	Recommended
No set limit, Council discretion	X	X
Up to \$100,000 per annum, for up to three years		
Up to \$50,000 per annum, for up to three years		
Other		

Discussion

At present there is no minimum or maximum grant size per project. Therefore individual grants are limited by the annual budget available to be allocated for the fund.

As the allocation of funding is decided by Council, the size of each grant is not considered a significant issue as this enables flexibility for Councillors when considering applications and recommendations from staff.

When applicants prepare applications, applicants will often seek advice from staff as to the level of funding they should request or that is likely to be allocated. Providing a maximum of funding per project would provide some clarity to potential applicants.

However, providing historical information (already available on the Council website) serves a similar purpose and would enable decision makers (Councillors) to consider a higher level of funding if project with particularly beneficial characteristics is identified.

3.8 Funding allocation model

Funding Allocation model options	Current	Recommended
Contestable Funding Round	X	X
On application (open year round)		
Invitation only		
Other		

Discussion

The CIF currently operates through a contestable funding round.

The purpose of the CIF fund is to support projects that support/enhance Council Community Outcomes, and that are not eligible for other Council funding schemes.

As Council Community Outcomes span the breadth of Councils activities, a wide range of projects are potentially eligible for funding under this fund. The broad nature of the fund has likely contributed to the value of funding requests received, typically exceeding the available.

Due to the wide range of projects potentially being considered under the CIF, and the value of applications typically exceeding the funds available, a contestable funding round is viewed as the most appropriate model for this fund.

3.9 Assessment and Decision making

Decision making options	Current	Recommended
Council	X	X* (shift outside LTP process)
Council Staff – staff panel or manager		
Participatory Democracy		
Other		

Discussion

The current assessment and decision-making process is as follows:

- Applications received through submissions on the LTP or Annual Plan process.
- Projects are assessed by a staff panel using Multi Criteria Assessment as set out in the CIF funding policy/ops manual.
- A paper is prepared for Council LTP or Annual Plan deliberations summarising the funding applications and providing staff assessments.
- Council consider and allocate funding to projects.

Council deliberations on the LTP and Annual Plan typically require Councillors to consider extensive amounts of information as they make critical and strategic decisions for Council. As a result, this may reduce time available for Councillors to consider sometimes lengthy funding applications.

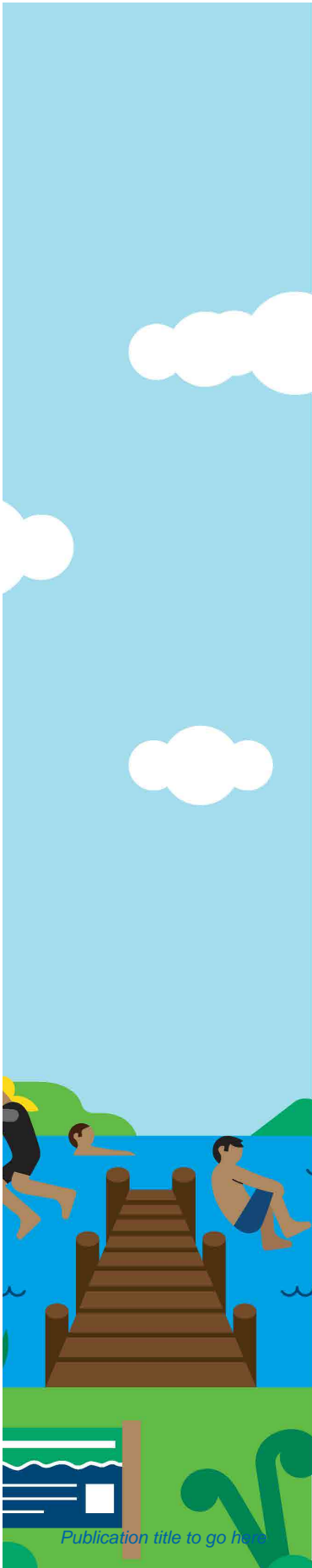
In addition, running a community funding process in parallel with the LTP public submission process can make the process somewhat confusing for funding applicants and reduce the ability of staff to support funding applicants through the funding process.

One option to address this is to move funding allocation decisions out of the LTP/AP deliberations to a separate Council meeting or delegate to a Council sub-committee.

Pros	Cons
<ul style="list-style-type: none"> • Would enable a clearer and more consistent experience for applicants. • Provide Councillors greater opportunity to consider funding applications. • Enable staff to provide a greater level of support to applicants through the funding process. 	<ul style="list-style-type: none"> • There would be less ability for Councillors to increase the available funding for community funding, due to budgets being set through the LTP/AP process.

3.10 Recommendations:

- **Recommendation:** Shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.



4 Volunteer Initiatives Fund

Publication title to go here

4 Volunteer Initiatives Fund Review

4.1 Summary of recommendations

- **Recommendation 6:** Disestablish the VIF, reallocate as below.
 - Move funding (\$105,000 pa) and current projects/programmes that use environmental volunteers to (Envirohub, Sea Cleaners Trust, Outflow Trust) to the CIF.
 - Retain funding to support capacity and capacity of environmental volunteer groups (BCA, (Care Group Coordinator) to be managed through the Catchments Activity, i.e. not manged as a Fund. (\$180,000 per annum)
 - Note: Changes are budget neutral, would be made via AP 2025/26 Process
- **Recommendation 7:** (*aligns with Recommendation 1*) Shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.

4.2 Background and history

Increased funding to support and encourage environmental volunteering within the BOP, with a focus on supporting the capability and capacity of volunteer groups, was provided through the LTP2021. Through the LTP2021 deliberations, Council allocated \$285,000 per annum through three-year funding agreements to Bay Conservation Alliance (BCA), Envirohub and New Zealand Landcare Trust (NZLCT).

BCA and NZLCT were funded primarily to support the capability and capacity of the Environmental Volunteering sector in the Bay of Plenty. Envirohub primarily deliver a programme of environmental and sustainability focused initiatives that use and encourage volunteer participation.

Through the LTP2024, Council allocated funding to four organisations that have a strong focus on supporting environmental volunteering. In addition, funding was allocated to resource a part-time contracted Care Group Support Representative to boost the staff effort providing Care Group support.

Note: Both CIF and VIF are fully allocated until June 2027, key criteria such as Council Outcomes may change via LTP 2027-2037, as such these funds will need to be considered again prior to the LTP 2027.

4.3 Financial Summary

Funding was added via the LTP 2021 to support and encourage environmental volunteering. Via LTP 2021 deliberations Council allocated \$285,000 per annum through three-year funding agreements to Bay Conservation Alliance (BCA), Envirohub and New Zealand Landcare Trust (NZLCT).

Through LTP 2024, Council overallocated the budgeted funding for the VIF, and this is matched by a corresponding under allocation for CIF. This was to meet the funding request for Envirohub.

4.4 Funding allocation via LTP 2024

Name/Organisation	2024/25	2025/26	2026/27
Bay Conservation Alliance	\$85,000	\$120,000	\$120,000
Envirohub	\$100,000	\$100,000	\$100,000
Sea Cleaners Trust	\$50,000	\$50,000	\$50,000

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BAY OF PLENTY REGIONAL COUNCIL TOI MOANA

Outflow Trust	\$30,000	\$30,000	\$30,000
Care Group Coordinator - Contractor	\$60,000	\$60,000	\$60,000

4.5 Financial Summary – 2021/22 to 2026/27

VIF	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Projects/Organisations	3	3	3	5	5	5
Budget	\$285,000	\$285,000	\$285,000	\$285,000	\$285,000	\$285,000
Funding requests	\$440,000	\$500,000	\$500,000	\$496,616	\$531,616	\$531,616
Allocated	\$285,000	\$285,000	\$285,000	\$325,000	\$360,000	\$360,000
Balance	\$0	\$0	\$0	-\$40,000	-\$75,000	-\$75,000

4.6 Analysis, Options and recommendations

4.6.1 Purpose

Purpose of Fund	Recommended
Retain Current Purpose	No – disestablish VIF and integrate.

Discussion

The purpose of the current fund is to support and encourage environmental volunteering within the BOP, with a focus on supporting the capability and capacity of volunteer groups. This has clear alignment with Councils Community Outcomes as set through the Long Term Plan 2024.

There have been two types of projects funded via the VIF to date.

1. Funding to support capacity and capacity of environmental volunteer groups.
2. Funding for community led programmes that use environmental volunteers to help deliver the programme (previously these would have been considered under CIF).

There is currently an overlap between projects that are considered through the VIF and the CIF, and this was demonstrated through the LTP 2024 process where some projects were considered and received funding from both funds.

4.6.2 Recommendations:

- **Recommendation 6:** Disestablish the VIF, reallocate as below.
 - Move funding (\$105,000 pa) and current projects/programmes that use environmental volunteers to (Envirohub, Sea Cleaners Trust, Outflow Trust) to the CIF.
 - Retain funding to support capacity and capacity of environmental volunteer groups (BCA, (Care Group Coordinator) to be managed through the Catchments Activity, i.e. not manged as a Fund. (\$180,000 per annum)
 - Note: Changes are budget neutral, would be made via AP 2025/26 Process

4.6.3 Size of grant per project

Maximum Grant per project	Current	Recommended
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No set limit, Council discretion	X	X
Up to \$100,000 per annum, for up to three years		
Up to \$50,000 per annum, for up to three years		
Other		

Discussion

At present there is no maximum grant size per project. Individual grants are limited by the annual budget available to be allocated for the fund.

As the allocation of funding is decided by Council, the size of each grant is not considered a significant issue as this enables flexibility for Councillors when considering applications and recommendations from staff.

When applicants prepare applications, they often seek advice from staff on the level of funding they should request or that is likely to be allocated. Providing a maximum of funding per project would provide some clarity to potential applicants.

However, providing historical information (available on the Council website) serves a similar purpose and would enable decision makers (Councillors) to consider a higher level of funding if project with particularly beneficial characteristics is identified. As such, the status quo is recommended.

4.7 Funding allocation model

Funding Allocation model options	Current	Recommended
Contestable Funding Round	X	X
On application (open year round)		
Invitation only		
Other		

Discussion

VIF currently operates through a contestable funding round. It is recommended through this review that the VIF is disestablished, and part of the funding is merged with the CIF.

If it is decided to retain the VIF, the current funding model is recommended. Historically, the total value of funding requests received has vastly exceeded the budget available, as a result a contestable funding round is viewed as the most appropriate model for this fund.

4.8 Assessment and decision making

Decision making options	Current	Recommended
Council	X	X* (shift outside LTP process)
Council Staff – staff panel or manager		
Participatory Democracy		
Other		

Discussion

The current assessment and decision-making process is as follows:

- Applications received through submissions on the LTP or Annual Plan process.
- Projects are assessed by a staff panel using Multi Criteria Assessment as set out in the CIF funding policy/ops manual.
- A paper is prepared for Council LTP or Annual Plan deliberations summarising the funding applications and providing staff assessments.
- Council consider and allocate funding to projects.

Council deliberations on the LTP and Annual Plan typically require Councillors to consider extensive amounts of information as they make critical and strategic decisions for Council. As a result, this may reduce time available for Councillors to consider sometimes lengthy funding applications.

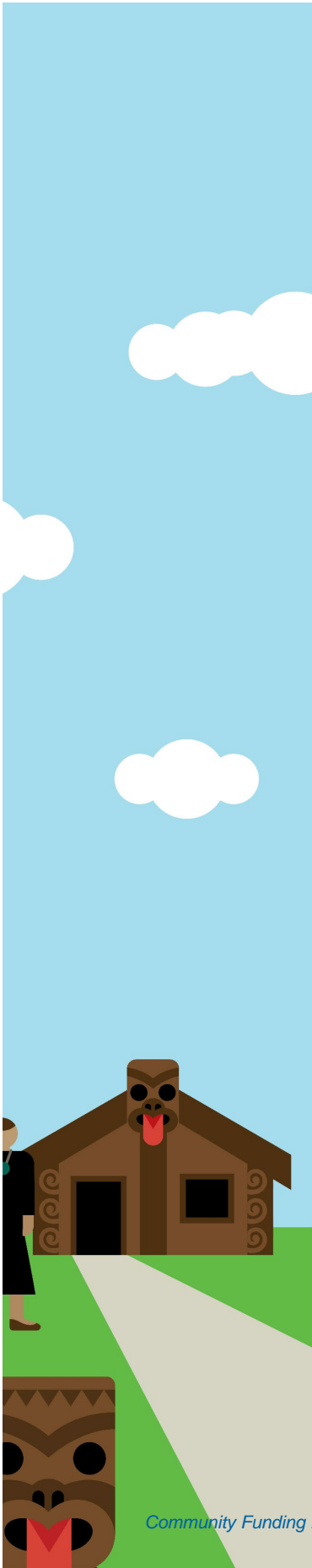
In addition, running a community funding process in parallel with the LTP public submission process can make the process somewhat confusing for funding applicants and reduce the ability of staff to support funding applicants through the funding process.

One option to address this help manage this is to move funding allocation decisions out of the LTP/AP deliberations to a separate Council meeting or delegate to a Council sub-committee.

Pros	Cons
<ul style="list-style-type: none"> • Would enable a clearer and more consistent experience for applicants. • Provide Councillors greater opportunity to consider funding applications. • Enable staff to provide a greater level of support applicants through the funding process. 	<ul style="list-style-type: none"> • There would be less ability for Councillors to increase the available funding for community funding, due to budgets being set through the LTP/AP process.

4.8.1 Recommendations:

- **Recommendation 7:** *(aligns with Recommendation 1)* If VIF is retained, shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.



5

Māori initiatives Fund

Community Funding Review 2024

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5 Māori initiatives Fund Review

5.1 Summary of recommendations

- Recommendation 8:** Transfer decision making for the ‘MIF - He Ara Taituarā’ annual contestable grants to Council for decision making, rather than Council staff. The small MIF - Kaitiaki Grants would remain with Council staff for allocation.
- Recommendation 9:** (*aligns with Recommendation 1*) Subject to MIF - He Ara Taituarā contestable grants decision making shifting to Council, shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.

5.2 Background

Through the LTP 2024, Council allocated funding to a new Māori Initiatives Fund. Council met through Komiti Māori on the 27 August 2024, and again on the 3 October through a joint Strategy and Policy/Komiti Māori workshop to consider draft policies for this Fund.

The MIF policy was still Draft at the time of this report, however it was adopted by Council at its meeting on the 23 October, with a recommendation delegating to staff that the policy could be updated as a result of this Community Funding review.

There are two funding options available under the Māori Initiatives Fund (He Ara Taituarā):

- The He Ara Taituarā Contestable Fund is available for iwi or hapū capacity and capability initiatives that contribute to Council outcomes and goals in the Bay of Plenty region. Funding is limited and applications will be assessed against common criteria.
- The Kaitiaki Grant is a smaller fund to support iwi and hapū kaitiakitanga by contributing to capacity and capability projects that are in the conceptual stages of development.

Councillors asked for the MIF to be reviewed as part of this review. In addition, Council have directed that the MIF is reviewed in 2026/27.

While the MIF has been considered through this review, this is a brand new fund and there is no historical evidence to draw upon. The MIF has been developed in line with the common design and operation principles that Council endorsed at the Strategy and Policy/Komiti Māori workshop on the 3 October 2024.

As a result, this review is limited to identifying any areas of consistency with other recommendations from this review. The two focus areas are discussed below.

5.3 Funding allocation model

Funding Allocation model options	Current	Recommended
Contestable Funding Round	X	X
On application (open year round)		
Invitation only		
Other		

Discussion

Under the MIF Policy, He Ara Taituarā funding will operate through an annual contestable funding round.

Based on information available through the LTP2018 and LTP2021, it is expected that this fund will be significantly oversubscribed. A Contestable Funding Round is viewed as the most appropriate model for this fund as it will be important to directly compare funding applications against one another in order to ensure a more equitable allocation of funding.

5.4 Assessment and decision making

Decision making options	Current	Recommended
Council		X* (shift outside LTP process)
Council Staff – staff panel or manager	X	
Participatory Democracy		
Other		

Discussion

The current assessment and decision-making process is as follows:

- Applications received through submissions on the LTP or Annual Plan process.
- Projects are assessed by a staff panel using Multi Criteria Assessment as set out in the CIF funding policy/ops manual.
- A paper is prepared for Council LTP or Annual Plan deliberations summarising the funding applications and providing staff assessments.
- Council consider and allocate funding to projects.

Council deliberations on the LTP and Annual Plan typically require Councillors to consider extensive amounts of information as they make critical and strategic decisions for Council. As a result, this may reduce time available for Councillors consider sometimes lengthy funding applications.

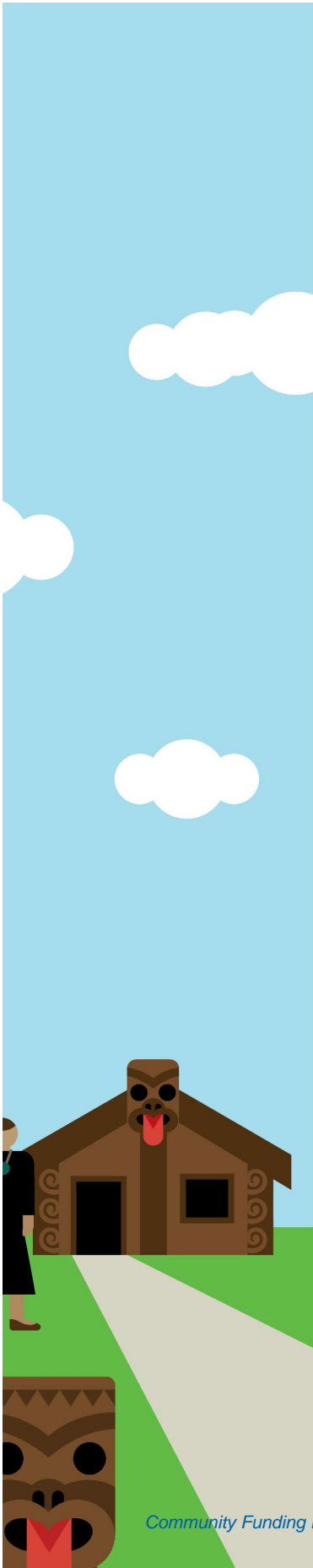
In addition, running a community funding process in parallel with the LTP public submission process can make the process somewhat confusing for funding applicants and reduce the ability of staff to support funding applicants through the funding process.

One option to address this help manage this is to move funding allocation decisions out of the LTP/AP deliberations to a separate Council meeting or delegate to a Council sub-committee.

Pros	Cons
<ul style="list-style-type: none"> • Would enable a clearer and more consistent experience for applicants • Provide Councillors greater opportunity to consider funding applications • Enable staff to provide a greater level of support applicants through the funding process. 	<ul style="list-style-type: none"> • There would be less ability for Councillors to increase the available funding for community funding, due to budgets being set through the LTP/AP process.

5.4.1 Recommendations:

- **Recommendation 8:** Transfer decision making for the 'MIF - He Ara Taituarā' annual contestable grants to Council for decision making, rather than Council staff. The small MIF - Kaitiaki Grants would remain with Council staff for allocation.
- **Recommendation 9:** (*aligns with Recommendation 1*) Subject to MIF - He Ara Taituarā contestable grants decision making shifting to Council, shift funding allocation decisions from LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.



6 Environmental Enhancement Fund

Community Funding Review 2024

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6 Environmental Enhancement Fund Review

6.1 Summary of recommendations

- **Recommendation 10:** Extend the purpose and eligibility criteria for EEF to facilitate funding for projects that support ‘Resilience and adapting to Climate Change’.
- **Recommendation 11:** Extend the purpose and eligibility criteria for EEF to enable education focused projects that also deliver environmental enhancement outcomes at a project site.
- **Recommendation 12:** Introduce two-tiered approach to allocation of EEF grants.
 - Larger EEF application over \$5,000, maintain full EEF application and assessment process, with assessment by Subject Matter Expert.
 - Smaller EEF applications, up to \$5,000, simplified one page application process, staff assessment, reviewed by Manager for approval.

6.2 Background and history

The Environmental Enhancement Fund (EEF) was established in 2000/01 and has been providing funding for local, community led projects that enhance the environment and improve or protect the natural or historical features of the rohe (region) for well over 20 years. The EEF helps to enable the work of volunteer groups within the community that are passionate about making change now and for the future, who want to bring their community or communities together, and who recognise their role in making a difference in their own ‘backyard’.

The He Matapuna Akoranga a Hawea Vercoe - Hawea Vercoe Memorial Fund grants are also funded through the EEF to help Kura Kaupapa Māori, Kohanga Reo and bi-lingual schools in the region with environmental projects.

6.2.1 Examples of EEF Projects 2022/23 & 2023/24

Project	Funding	Description
Trident High School, Whakatane	\$24,500	To create a wheelchair accessible walkway in the wetland that borders the lagoon near the school, to allow everyone to be able to experience the environment and wildlife species that inhabit it
Predator Free Waihi Beach, Waihi Beach	\$25,000	To roll out pest trapping projects at Public Reserve Land Athenree, Didsbury and Island View.
Envirohub, Project based in Rotorua	\$25,000	To establish the Predator Free programme in the Rotorua area. To build, store and supply pest traps to the community.
Coastal Trapping Project, Eco Warriors, Whakatane	\$24,000	To set up new pest trapping lines along the coastal strip from Tarawera River Mouth to Coastlands.
Maketu Taipure, Te Huauri o Te Kawa Wetland, Maketu	\$17,900	To upgrade and widen new and existing tracks at the Kaituna stop bank. Undertaking pest plan control and establishing native vegetation.
Kaharoa School, Rotorua	\$18,870	To enhance the natural environment surrounding the Kaharoa School to create ecological connectivity, learning and wellbeing outcomes for the community

A full list of EEF projects funded is available at: <https://www.boprc.govt.nz/living-in-the-bay/community-funding/environmental-enhancement-fund/>

6.3 Financial Summary

Through the LTP2015, a total budget of \$500,000 of Community Funding per annum was budgeted for the Community Initiatives Fund (CIF) and the Environmental Enhancement Fund (EEF), with approximately \$300,000 allocated EEF. EEF Funding of \$300,000 has remained constant up to and including the LTP2024.

6.3.1 Financial Summary – 2021/22 to 2026/27

EEF	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27
Number of Projects funded	16	15	8	11		
Budget	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Funding requests	\$369,814	\$388,112	\$240,263	\$184,700		
Allocated/being assessed	\$322,838	\$241,011	\$145,598	\$185,000		
Balance	-\$22,838	\$58,989	\$154,402	\$115,000	\$300,000	\$300,000

- EEF was under allocated in 2022/23 and 2023/24.
- Additional Communications delivered Q3/Q4 of 2023/24 to promote.
- Positive start to 2024/25 with \$185k of applications (60% of fund value) received in Q1. Note that some of the 2024/25 projects are currently being assessed.

6.4 Analysis, Options and recommendations

6.4.1 Purpose of the fund

Purpose of Fund	Recommended
Retain Status Quo	No

Discussion

Currently EEF provides funding for practical, on the ground, community led projects that enhance the environment. Projects have a strong focus on environmental outcomes including supporting biodiversity outcomes and supporting community to access and enjoy the natural environment. In the past, EEF has added and removed particular areas of focus for EEF Grants, depending on Council priorities at the time.

The current LTP strategic Framework places a strong focus on the ‘Future Ready Communities’ Community outcome and preparing for natural Hazards and Climate Change.

While the current EEF purpose and criteria does allow projects that consider benefits in relation to adaption/mitigating Climate Change, there is an opportunity to increase this focus to encourage Community Led projects that focus on ‘Resilience and adapting to Climate Change’. This would strengthen the funding pathway for community led projects such as dune restoration, nature based solutions, or similar types of projects.

This would also provide a ‘next step’ in funding for projects that have completed a Climate Change Adaption Plan as part Councils Climate Adaption Fund.

EEF funded projects would not provide funding for research or plans in relation to Climate Change, but for practical, on the ground projects that support communities to adapt to Climate Change.

6.4.2 Options and recommendations:

- **Recommendation 10:** Extend the purpose and eligibility criteria for EEF to facilitate funding for projects that support ‘Resilience and adapting to Climate Change’.
- **Recommendation 11:** Extend the purpose and eligibility criteria for EEF to enable education focused projects that also deliver environmental enhancement outcomes at a project site.

6.5 Eligibility criteria

Who Can Apply?

- Community based groups (not a private individual, commercial entity, Government agency or district / city council).
- Project group and location are in the Bay of Plenty
- Project is not receiving funding from any other Bay of Plenty Regional Council programmes for the same work (however, aspects of the project not covered under other programme funding criteria may be eligible to apply to the EEF).

Examples of what funding can be used for

- Projects that provide broad environmental gains and encourage community access to the project site.
- Plants and other vegetation that’s best suited to the project site.
- Materials and equipment, such as gloves, raking tools, shovels, wheelbarrows etc.
- Infrastructure that can support good environmental outcomes (as part of the overall project). Examples include rainwater and grey tanks, shade houses and fencing, rails and steps, tracks and boardwalks.
- Up to 20% of funding can be used for project management / administration support.
- Training for project team members to support the project’s success, for example Growsafe Certification.
- Support from skilled workers / contractors (subject to approval).

Discussion

While the eligibility criteria are consistent with Councils ‘common fund design and operation principles’ that apply across funds, the way that criteria are worded differs across funding policies and should be aligned for consistency and clarity.

6.6 Funding model (funding round vs on application).

Funding Allocation model options	Current	Recommended
Contestable Funding Round		
On application (open year round)	X	X
Invitation only		
Other		

Discussion

Feedback from EEF funding recipients and staff involved with the Fund (including subject matter experts (SMEs) who provide technical advice), several factors in support of the current ‘on application’ funding model were identified.

On Application grant funding enables a more timely and flexible approach to allocating EEF funding, it is also a much more efficient use of staff resources. A number of EEF projects, particularly those that include a tree planting component are time sensitive. They do benefit from a funding decision, close to the time that the applicant is ready to apply, rather than needing to wait for a funding round.

The EEF survey also highlighted ‘access to knowledgeable staff for guidance’ as a positive feature of the fund. The current ‘on application’ approach allows input from SME (often Land Management Officers) can be managed more evenly across the year and thereby minimising the impact on their core roles. A contestable funding round, may place more limits on the availability of staff to provide advice to projects.

In recent years the EEF budget has been sufficient to sustain the current on application model.

Through consideration of the above factors, it is recommended that the current model is retained. If the number and value of EEF applications increases over a sustained period of time, leading to funding ‘running out’ on a regular bases through the year, then this model should be revisited.

6.7 Maximum grant per project

Maximum Grant per project	Current	Recommended
No set limit, Council discretion		
Maximum of \$50,000 per project		
Maximum of \$40,000 per project		
Maximum of \$25,000 per project	X	X
Other		

Discussion

The maximum funding per EEF project is currently set at \$25,000. This has been the maximum level for approximately ten years. The grant level has been higher in the past, e.g. in 2012, funding per project was capped at \$30,000 per project.

Reviewing other schemes to EEF that are operated by other Councils, (Appendix 3), shows that three out of the seven funds identified set the maximum grant size at a higher level ranging from \$40,000-\$50,000 per project. Other funds had a similar or lower level of funding per project.

Over the past three years, a relatively small proportion (12-25%) of projects have been allocated the maximum grant of \$25,000.

	2021/22	2022/23	2023/24
Projects	16	15	8
Maximum grant allocated	2	2	2

Proportion	13%	13%	25%
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Through consideration of the above factors, staff propose the EEF maximum grant size per project remain at \$25,000 per project at this time.

6.8 **Assessment and decision making**

Decision making options	Current	Recommended
Council		
Council Staff – staff panel or manager	X	X
Participatory Democracy		
Other		

Discussion

The current assessment and decision-making process for all EEF applications is as follows:

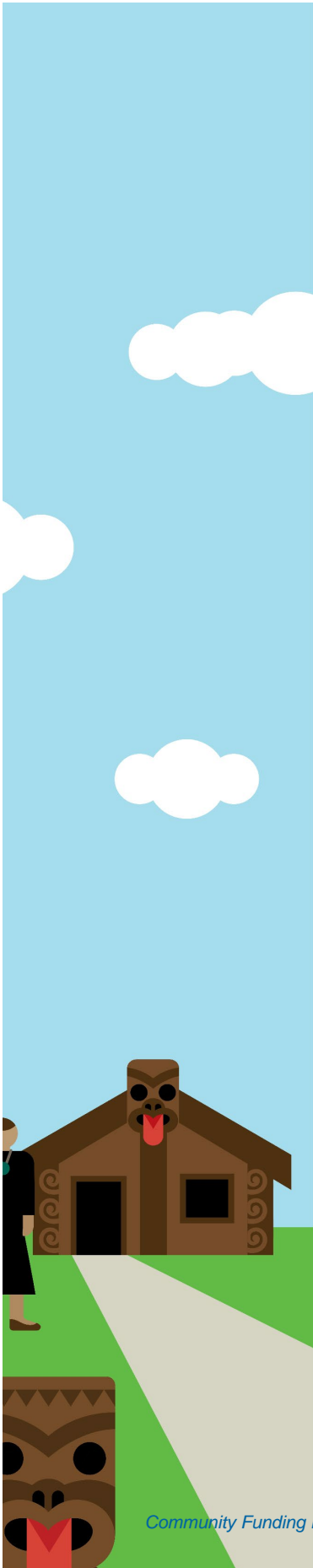
- Applicant completes funding application form
- Staff receive application, and work with applicant to ensure it is complete.
- Projects assessed by Subject Matter Expert
- If recommended for funding, funding agreement is drafted, reviewed by a Manager with delegated financial authority prior to being signed.

Feedback both from staff and some funding recipients has focused on the level of complexity around the funding application and the length of time it can take to process.

Staff propose introducing a two tiered, risked based approach to allocation of EEF grants. This would be consistent with the common fund design principles.

6.8.1 **Options and recommendations:**

- **Recommendation 12:** Introduce two-tiered approach to allocation of EEF grants.
 - Larger EEF application over \$5,000, maintain full EEF application and assessment process, with assessment by Subject Matter Expert.
 - Smaller EEF applications, up to \$5,000, simplified one page application process, staff assessment, reviewed by Manager for approval.



7 Other Funds

Community Funding Review 2024

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7 Other

7.1 Summary of recommendations

- **Recommendation 5:** Integrate the Funding Policies for CIF and the Te Hāpai Ora (Regional Outcomes Fund) into one funding policy.
- **Recommendation 2:** Shift funding allocation decisions for the RSRSF from CDEM-JC and the LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.

7.2 Context

As part of the review of the CIF, VIF, EEF and MIF, staff considered other Community Funds operated by Council with a view to identify opportunities to improve efficiencies and integrations. These are set out below.

7.3 Te Hāpai Ora (Regional Community Outcomes Fund)

Discussion

The Te Hāpai Ora (Regional Outcomes Fund) provides financial assistance through grants of up to \$2000 to community groups or individuals who are organising events that contribute to at least one of the Toi Moana Bay of Plenty Regional Council's Community Outcomes.

While Te Hāpai Ora is not considered in full through this review, and although the fund is very targeted and focused on supporting community events, it does align with the CIF in that it consider funding requests across the full spectrum of Council Community Outcomes.

As such, staff consider that there is an opportunity to integrate the Te Hāpai Ora and CIF funding policy into one Policy.

This would not change the purpose or criteria of either the CIF or Te Hāpai Ora. It would reduce the number of funding policies by one and provide a small efficiency gain.

7.3.1 Recommendations:

- **Recommendation 5:** Integrate the Funding Policies for CIF and the Te Hāpai Ora (Regional Outcomes Fund) into one funding policy.

7.4 Regional Safety and Rescue Services Fund (RSRSF)

Discussion

The RSRSF provides funding for charities that provide rescue and safety service across the BOP. Funding Recipients include Surf Lifesaving NZ and Coastguard NZ. Revenue for this Fund is provided by a targeted rate.

At present allocating RSRSF funding is delegated to the Civil Defence Emergency Management Joint Committee (CDEMG-JC), this is because all Councils are represented on the Joint Committee.

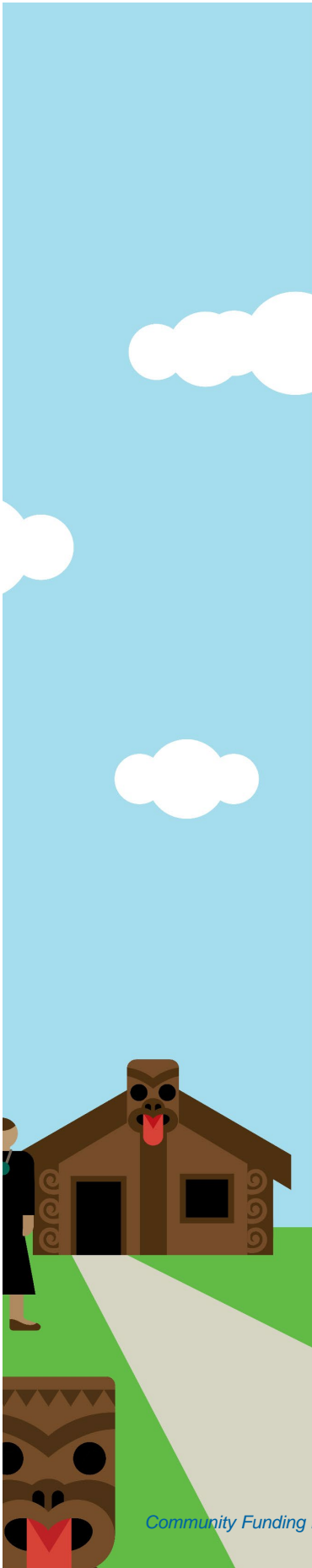
In practice this approach has proven inefficient. This was demonstrated through the recent LTP 2024 where Council allocated a draft budget for RSRSF, that was allocated via

CDEMG-JC. Following submissions through the LTP, Council increased funding for some RSRSF recipients.

To improve efficiency, staff recommended that RSRSF funding allocation should be made directly by Council, in the same way that CIF funding applications are.

7.4.1 Recommendations

- **Recommendation 2:** Shift funding allocation decisions for the RSRSF from CDEM-JC and the LTP/AP Deliberations to a separate Council meeting that considers funding allocations for all funds requiring Council decision making.



8

Integrated management of Community Funding (How we work)

Community Funding Review 2024

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8 Integrated management of Community Funding

8.1 Summary of recommendations

- **Recommendation 13:** Improve customer/user experience through:
 - Development and implementation of an overarching Communications and Engagement Plan for Community Funding programmes.
 - Standardising application forms and guidance to applicants across funds, and explore a customer facing, integrated grants management system where appropriate.
- **Recommendation 14:** Enhance accountability and reporting to Council.
 - Provide an annual report to the Monitoring and Operations Committee that provides a summary of progress for the Funds outlined in this review.
 - Explore the development of integrated Dashboard reporting.
 - Explore arranging more site visits to project sites with Councillors to enhance Councillor visibility of projects and impacts.

8.2 Background

Council staff work collaboratively across Council and externally with other Councils and funding organisations to help ensure Councils community funding is managed to support each fund’s intended purpose and to ensure projects deliver value for money and deliver against Council’s Community Outcomes.

Staff have reviewed the approach taken to manage funding across the organisation in an integrated way. We have summarised current actions, together with proposed new or enhanced actions, into three categories.

1. Common fund design and operation principles across Funds. **Note: these were discussed and endorsed by Councillors at the 3 October S&P/Komiti workshop.**
2. Integrated Customer experience/user experience
3. Accountability and Reporting to Council

8.3 Apply common fund design and operation principles across Funds

Below are the common design principles that are currently applied across Council Community Funds, these were discussed at the Joint Komiti Moari and Strategy and Policy Workshop on the 3 October 2024.

Common fund design principles	Proposed additional actions
<ul style="list-style-type: none"> • All projects that receive Council funding must support and/or enhance the work of Council and align to at least one Council Community Outcome. • Funding applications will be considered through the Community Fund where it has the strongest alignment. 	<ul style="list-style-type: none"> • Successful applications must be able to demonstrate value for money, have the most impact, and be based on deliverables.

E.g. if a CIF Application is received, and aligns more clearly with EEF, the project will be transferred for consideration under the EEF.

- Funding applications may not receive funding from more than one Council fund (or from external sources) for the same work.
- Council may at its sole discretion, consider co-funding options from more than one community funding scheme or Council Activity budget, where this supports wider Council outcomes.

E.g. where a project delivers work across multiple outcome areas, some aspects may be eligible under one fund and other aspects might align with another fund or activity.

- The greater the value of funding allocated and/or complexity of project, the greater the level of monitoring and staff involvement.

8.4 Integrated customer/user experience

Existing actions	Potential additional actions
<ul style="list-style-type: none"> • All information available in one place – the Community Funding Page of our website. • Staff provide advice and assistance for applicants – includes advising on applicable funding, feedback on draft applications. • Information and Promotion for individual Funds, incl, media releases, case studies etc. • ‘A Helping Hand’ guide - publish guide on funding programmes across the region. Includes other Councils and Regional Funders as well. 	<ul style="list-style-type: none"> • Develop overarching Communications and Engagement Plan for Community Funding programmes, including: <ul style="list-style-type: none"> ○ Clear, consistent key messaging across funds to demonstrate intent and value. ○ Integrate and align communications across various channels (including website, flyers, fact sheets etc) ○ Align communications expectations between BOPRC and funding recipient through funding agreements and / or communications protocols. Consistent key messaging across funds. • Improve funding application process: <ul style="list-style-type: none"> ○ Consistent format for Funding Policies and Funding Applications Forms. ○ Funding Navigator - enhanced support to assist funding applicants to complete funding applications – similar concept to the ‘Friend of a submitter service’. ○ Explore dedicated grants system to provide a streamlined application process for applicants.

8.5 Accountability and Reporting to Council

Existing actions	Potential additional actions
<ul style="list-style-type: none"> • Contract Management <ul style="list-style-type: none"> ○ Regular contact with funding recipients ○ Review project progress against funding deliverables prior to releasing funding instalments. ○ Site visits to funded projects. • Cross team co-ordination 	<ul style="list-style-type: none"> • Provide regular integrated reporting to Council on the progress of Community Funding to Monitoring and Operations Committee. Including; <ul style="list-style-type: none"> ○ CIF, VIF, EEF, MIF, RSRSF and other community funding programmes. • Explore the development of integrated Dashboard reporting. • Explore arranging more site visits to project sites with Councillors to enhance Councillor visibility of projects and impacts.

- Cross team input when developing new or reviewing existing funding programmes.
- Share information internally, and where possible externally, on funding applications, to manage risk of multiple applications for same project.
- Reporting to Council on Community Funding, previously as part of Community Participation Action Plan (now ended) plus programme specific reporting.
- Invite funding recipients to present to council on their projects.

8.6 Recommendations from the Review

In addition to the status quo, staff recommend the following actions:

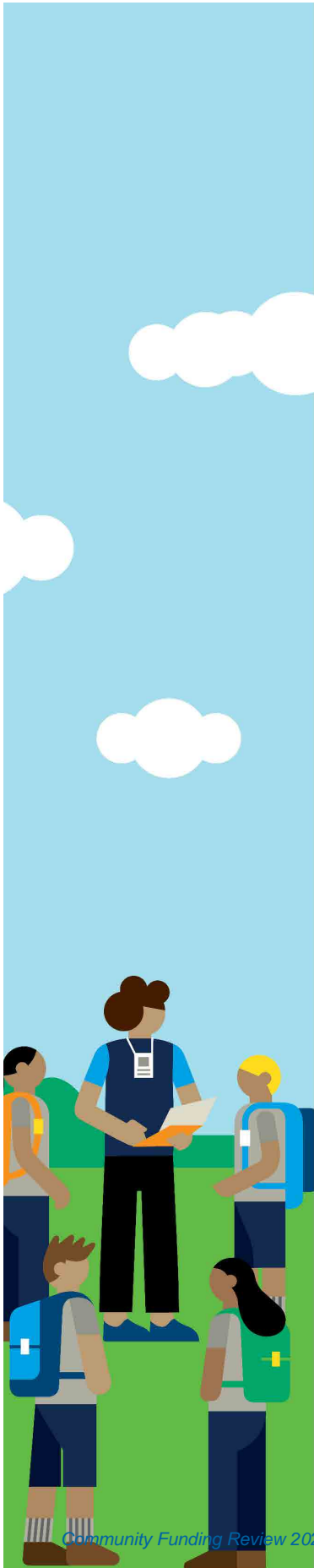
- **Recommendation 13:** Improve customer/user experience through:
 - Development and implementation of an overarching Communications and Engagement Plan for Community Funding programmes.
 - Standardising application forms and guidance to applicants across funds, and explore a customer facing, integrated grants management system where appropriate.
- **Recommendation 14:** Enhance accountability and reporting to Council.
 - Provide an annual report to the Monitoring and Operations Committee that provides a summary of progress for the Funds outlined in this review.
 - Explore the development of integrated Dashboard reporting.
 - Explore arranging more site visits to project sites with Councillors to enhance Councillor visibility of projects and impacts.

Appendices

Appendix 1: Community Funds mapped to Community Outcomes

Appendix 2: Summary of Environmental Enhancement Fund Survey responses

Appendix 3: Examples of funds similar to EEF from other Regional Councils (Online search)



Community Funding Review 2024

Appendix 1: Community Funds mapped to Community Outcomes



Appendix 2: Summary of Environmental Enhancement Fund Survey responses

	Positive	Opportunities/Challenges	Summary
Do you have any feedback on finding information about funding at BOPRC?	<p>Positive Experiences: Many found the process straightforward and simple. Council staff were helpful and provided guidance throughout. The website was easy to navigate and contained relevant information. Advertising for the EEF was robust, with helpful video clips available. Previous applicants were familiar with the process and requirements.</p>	<p>Challenges: Some found it not straightforward to determine where to apply for funds without existing relationships and networks. One respondent mentioned initial difficulty with another fund before being redirected to the EEF.</p>	<p>Overall, the feedback highlights a generally positive experience with some areas for improvement in clarity and accessibility of information.</p>
Do you have any feedback on the application process?	<p>Positive Feedback: Excellent communication and support from staff, especially Ben Parker. The application process was generally straightforward and easy to complete. The application form was clear, and the process from submission to outcome was quick. Support from staff increased applicants' confidence and ensured accurate information was provided. The structure of the application helped in planning and aligning projects.</p>	<p>Areas for Improvement: The application form could be simplified and less daunting for new or less academically inclined applicants. Some respondents experienced delays in receiving the first payment after grant confirmation. It was sometimes unclear who to contact for advice, especially when staff roles changed. A few respondents mentioned the need for more consistent and timely communication.</p>	<p>Overall, while the application process was positively received, there are suggestions for making it even more user-friendly and efficient.</p>
Do you have any feedback on the funding that was received?	<p>Positive Impacts: Funding covered both initial and ongoing maintenance, leading to successful project outcomes. Enabled significant environmental improvements and inspired further projects. Crucial for achieving specific objectives, such as installing a "virtual fence" to prevent pest reincursion. Allowed community engagement and volunteer support, enhancing project impact. Timely payments facilitated smooth project execution.</p>	<p>Challenges: Some found the upfront payment and reimbursement process challenging for charity groups. External factors like flooding caused delays, but projects eventually got back on track. Timing delays due to weather and other uncontrollable factors were noted.</p>	<p>General Feedback: Overall satisfaction with the amount and impact of the funding. Appreciation for reminders and support from EEF throughout the project. Positive experiences with the structured application process and clear communication. The feedback highlights the significant positive impact of the funding, with some suggestions for improving the payment process for charity groups.</p>
Do you have any feedback on the reporting/project closure requirements?	<p>Positive Feedback: Council staff provided excellent support, making the process easier. Reporting requirements were generally straightforward and not too onerous. Many found the process well-balanced and easy to manage. Specific praise for Ben Parker's assistance.</p>	<p>Suggestions for Improvement: Be open to various ways of reporting and keep it simple. Some experienced delays in receiving responses, which was frustrating.</p>	<p>General Observations: Some projects are still in early stages, so feedback is limited. Overall, there is acceptance of the need for accountability and no major issues with the requirements. The feedback indicates a positive experience overall, with a few suggestions for making the process even smoother.</p>

<p>What improvements would you suggest for the Environmental Enhancement Fund?</p>	<p>Positive Feedback: Continue the good work, as the fund has enabled community projects and environmental improvements.</p>	<p>Suggestions for Improvement: Ensure those who need the funding most have the opportunity to apply. Shorten the timeframe between application and receiving funds. Maintain access to knowledgeable staff for guidance. Address issues with groups trapping/baiting on reserve land without proper controls. Consider using systems like Smarty Grant for easier application tracking. Provide direct lump sum payments to charity groups to reduce financial stress. Keep a single contact person for consistency. Have a case manager meet applicants on-site to complete applications together. Make the fund available to landowners as well as volunteer organizations.</p>	<p>Overall, the feedback highlights the importance of support, timely funding, and clear communication to enhance the fund's effectiveness.</p>
<p>Do you have any additional comments or suggestions regarding the Environmental Enhancement Fund?</p>	<p>Positive Feedback: The fund is highly valued for enabling volunteer groups to accelerate their impact, particularly towards goals like Pestfree 2050. It is seen as a positive initiative that enhances community engagement and environmental wellbeing. The process is considered easy, with staff like Ben PH providing excellent support. The fund is appreciated for its role in supporting conservation initiatives and community projects.</p>	<p>Suggestions for Improvement: Consider flexibility or discretion in funding amounts depending on the project. Reevaluate the practice of holding back the last 5% of payment until assessment, as it can be challenging for groups without capital at hand. General Comments: Gratitude for the funding received and the support provided. Acknowledgment of the fund's instrumental role in uplifting native areas and supporting educational projects.</p>	<p>Overall, the feedback is overwhelmingly positive, with a few suggestions for making the funding process even more supportive and flexible.</p>

Appendix 3: Examples of funds similar to EEF from other Regional Councils (Online search)

Council	Northland RC	Wellington	Canterbury	Waikato	Hawkes Bay	Otago	Southland
Title	Environment Fund	Te Awarua-o-Porirua Community Environment Fund	Funding for environmental projects	Environmental Initiatives Fund	Environmental Enhancement Contestable Fund via Biodiversity Hawke’s Bay	ECO Fund	Environmental Enhancement Fund
Total Budget per annum	In the 2022/23 period, the fund allocated around \$1.5 million	\$50k per water zone	\$50,000 of funding per water zone (x9)	The EIF is funded from a portion of the Natural Heritage targeted rate of \$15.00 per property per annum, with about \$250,000 allocated to the EIF each year.		\$918,600 available through the ECO Fund and Incentives Funding	\$300,000
Maximum grant size	Funding caps – based on the size of the property. Funding for lifestyle blocks below 10ha is discretionary only, based on the issue to be managed.	up to \$10,000 each year for up to three years.	Tiered up to \$15k More than \$15k More than \$50k	Up to \$40,000. Projects may be funded for up to two years, however, the total project grant may not exceed \$40,000.	Support will be considered at one of two levels: \$1,000-3,000 to support smaller or early-stage projects \$3,001-15,000 to support larger or more established projects	Funding is capped at \$50,000 for ECO Fund and Incentives Funding - Sustained rabbit management; and \$15,000 for Incentives Funding - Native planting after plant pest removal or water quality, and Biodiversity enhancement of protected private land.	The EEF will contribute up to 50% of the project costs.
Who can apply	Funding can be allocated to individuals and voluntary groups for eligible projects; this may include landowners, community and conservation groups, local Māori groups and schools.	Volunteer community groups and kaitiakitanga	Applicants can be community groups, rūnanga, private landowners or other organisations. Joint applications are allowed, however, one organisation needs to be responsible for receiving the funding and reporting.	Community groups, Iwi/hapu, Kaitiaki groups, Incorporated societies, Community trusts, Resident and ratepayer groups, Territorial authorities, Landowner groups (e.g. Landcare or Streamcare groups), Tertiary education institutions, Businesses and industries, Organisations must be a legal entity with a proven track record of delivering environmental enhancement/education projects that satisfies the Waikato Regional Council.	individuals and organisations	Community groups, iwi/hapū, incorporated societies, community trusts, resident and ratepayer groups, educational institutions for the incentive fund "enhancing biodiversity on protected private land", individuals for the incentive fund "sustained rabbit management", groups of landowners (five or more adjacent landholdings)	Landowners, trusts, individuals and community groups working anywhere in Southland on either private land, conservation land or council reserves can apply

What can be funded (Funding criteria)	Fencing off rivers, streams, drains, wetlands and coast. Fencing for soil conservation / erosion control and land retirement. Dune restoration. Pest control - see the Bio-fund information (seperate funding stream approx \$200k)	Native plants, plant protectors and fertiliser. Materials to grow your own native plants, Tools, Pest plant control, Pest animal control Refreshments for working bees	Alignment with Committee’s action plan The significance of the problem or opportunity Expected impact of the project The extent to which the community are likely to be engaged Value for money Feasible, realistic, ready to start Project management, including leadership and financial oversight	Projects that enhance ecological outcomes. Projects that provide environmental education and/or raise community awareness of the benefits of preserving and restoring our biodiversity.	1. Biodiversity and Ecosystem Restoration: 2. Growing the Biodiversity Communities in Hawke’s Bay:	Large-scale biodiversity outcomes - 1 year 3 years ECO Fund General Native planting after pest plant control Native planting for water quality Biodiversity enhancement on protected private land Sustained rabbit management	Projects that enhance or protect areas with existing native biodiversity values e.g. native forest remnants, wetlands New projects or expansion of existing projects. Projects on private land. Projects on public land where active management by the relevant authority (e.g. council) is absent. Single and multi-year projects. Projects within the Southland Region
Funding period	We're proposing to pause grant funding from the Environment Fund for 2024/25 and 2025/26 while staff focus on implementing new regulations. This will have no impact on rates, with any retained funds being used to support the new regulatory requirements.	Applications open – 9am Monday 12 August 2024 Applications close – 5pm Monday 30 September Successful applications announced – Friday 1 November 2024		Applications open: 24 June 2024, 9am Applications close: 19 July 2024, 3pm The funding period can be up to two years	Successful applicants have a period from when the grant is approved through to the 30th of June the following year to spend up to their allocated amount and claim the approved funding, using the correct Claim form.	Timeline 1 March 2024: ECO Fund round opens 2 April 2024: ECO Fund round closes April – May 2024: Applications are reviewed June 2024: Applicants are notified of our decision	Projects must be completed and costs invoiced between 1 July and 30 June.
Allocation – Funding round or ongoing, decisions by Staff or Council.	The final decision on funding allocations for the Northland Regional Council (NRC) Environment Fund is made by the NRC staff		The final funding decisions are made by the relevant ECAN committee or council, based on the panel’s recommendations.	Council staff will assess the applications with recommendations being forwarded to Council’s Integrated Catchment Management Committee for the final decision. If the Fund is oversubscribed, we will prioritise applications that best meet the criteria above. Projects may also be part-funded. There is no obligation on the Committee to allocate the total amount in the Fund if insufficient qualifying applications are received.	The assessment process for the Biodiversity Hawke’s Bay grants involves evaluating projects based on their potential to achieve the goals of the Hawke’s Bay Biodiversity Strategy 2015-2050 and the Hawke’s Bay Regional Council’s Strategic Plan 2020-20251. Here are the key points:	Likelihood of Success: Projects are assessed on their potential to successfully achieve one or more of the stated goals.	Biodiversity Value: Priority is given to projects with high biodiversity value.



FINAL DRAFT
**Community
Outcomes
Funding Policy**

**Te kaupapa
here o te
Pūtea Putanga
a-hapori'**

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Te kaupapa here o te Pūtea Putanga a-hapori About the Community Outcomes Funding Policy

Purpose

The purpose of the Community Outcomes Funding Policy/Te kaupapa here o te Pūtea Putanga a-hapori (Policy) is to provide funding to community-based groups, individuals, and organisations to enable work that contributes to at least one of one of Toi Moana Bay of Plenty Regional Council's (Toi Moana) Community Outcomes.

There are two funding options available:

- 1 The Community Initiatives Fund/Pūtea Kaupapa Hapori (CIF) provides grant funding for up to three years to community-based groups and organisations to deliver projects and/or services that contribute to Council Community Outcomes and goals but are not eligible for other Council Community funding.
- 2 The Regional Outcomes Fund/Te Hāpai Ora (THO) provides grants of up to \$2500¹ to community groups/organisations or individuals who are organising events that contribute to at least one Council Community Outcome. The funding is to assist the community group or individual in successfully completing their event.

This Policy was endorsed by Toi Moana on (Insert Date), and comes into effect from 1 July 2025. The Policy was updated following a Community Funding review completed in 2024 that included the recommendation to integrate the funding policies for CIF and THO into one policy.

¹ Unless stated, all values in this policy are excluding GST

Part 1: Application

1.1 How to apply

1.1.1 Community Initiatives Fund (CIF)

The CIF opens for applications once every three years following the adoption of Council's Long Term Plan (LTP). The next funding round is expected to open in July or August 2027, and then operate every three years after that. Application forms will be available during the funding round on Council's website.

Each CIF application may seek funding for up to three years. The total funding available is set through the LTP or Annual Plan process. The LTP 2024 allocated \$405,000 per annum to CIF projects².

If funding for the three-year period is not fully allocated, an additional funding round or rounds may be held.

Funding rounds will be promoted by Toi Moana through a variety of channels, including the Toi Moana website.

1.1.2 Regional Outcomes Fund (Te Hāpai Ora)

The Te Hāpai Ora Fund (THO) is open for applications throughout the year. Applications can be made through an online form on the Toi Moana website [link](#).

Funding for eligible events is allocated on a first-come, first-served basis until the Te Hāpai Ora fund is fully allocated for the year. Applications received after this point may be considered at the beginning of the next financial year.

The Te Hāpai Ora budget is set through the Long Term Plan or Annual Plan process and provides an annual amount of approximately \$30,000.

1.2 Applicant eligibility criteria

Both CIF and THO are open to a wide range of community based groups, organisations and entities that are based or operating within the Toi Moana's legal boundaries.

Funding applications are not currently considered if they are received from:

- Organisations or groups that may be more appropriately funded through other Council funding mechanisms.
- Central Government departments and agencies or city and district councils.
- Private individuals.
- Commercial entities in most cases. Note: solely at Council staff discretion, THO applications may be considered if the event is otherwise eligible and the commercial entity does not stand to profit or benefit from the event in a manner disproportionate to the overall community benefit.

² The LTP 2024 CIF budget was increased from \$300,000 to \$405,000 due to projects and associated budget transferring to the CIF following the disestablishment of the Volunteer Initiatives Fund, as part of the Community Funding review in 2024.

1.3 Project and Event eligibility criteria

1.3.1 General Requirements

All projects, services or events that receive funding under this Policy must:

- Contribute to at least one of Council's Community Outcomes.
- Deliver the results within the Bay of Plenty region.

Funding applications will NOT be considered where the project, service or event:

- Is currently, or has previously received funding for the same work or deliverables from other Council Community funding schemes, and/or
- Is inconsistent with a previous decision of Council, and/or
- May be more appropriately funded through other Council funding mechanisms.

1.3.2 Community Initiatives Fund requirements

In addition to general requirements under 1.3.1, CIF, applications must meet the following requirements:

- Set out clear, realistic objectives for the project that is planned to be delivered, with measurable outcomes.
- Provide a high-level project plan for the period that funding is being sought (up to three years).
- Include a more detailed project plan, including a draft budget for the first year.
- Seek funding for no more than three years.

1.3.3 Te Hāpai Ora requirements

In addition to general requirements under 1.3.1, Te Hāpai Ora applications must meet the following requirements:

- The event must be in the Bay of Plenty.
- The event must be open and accessible to the community at large.
- Charging an entry fee for the event should not result in any commercial gain.
- The event should not have a primary purpose of fundraising or promoting religious or political causes.
- The requested amount in the application should not exceed \$2500.

Funding will not be granted for:

- Small, private, or non-community-focused events (e.g. specialist workshops).
- Paying wages or salaries, capital items, recurring costs (e.g. rent), ongoing utility costs.
- Retrospective applications i.e. for events that have already been completed.
- Professional/personal development and/or conference/course attendance
- Education curricular activities (i.e. to offset costs of school curricular activities)
- Sponsorships including: Participation costs for sports tournaments – fees, travel, uniforms. Industry awards or sponsorship of awards at events.

Part 2: Assessment and decision making

2.1 Assessment process

2.1.1 Community Initiatives Fund (CIF)

Applications to the CIF are assessed through a three-step process with final funding allocation decisions made by Toi Moana.

Step one: Screening

All CIF applications will be screened to ensure:

- (a) The application form is complete and has been received by the closing date of the funding round.
- (b) The applicant and initiative meet the eligibility criteria as set out in Part 1 of this Policy. If the criteria are met, applications will proceed to step two.

Council staff will work with applicants to ensure funding applications meet the eligibility criteria and applications are fully completed. Any application that does not meet the requirements of step one, will not proceed to step two.

Application forms will be available during the funding round on Councils website.

Step two: Assessment

Funding applications will be evaluated on the criteria as set out in the Appendices.

The Assessment undertaken by staff will consider the information provided in the application form with a focus on:

- 1 Alignment to Council Community Outcomes and goals.
- 2 Feasibility of project set out in the application (including quality of project plan and budget, applicant's capacity and capability to deliver).
- 3 Strength of evidence to support the application - evidence that the proposed activities are necessary and will deliver the outcomes stated.

Further detail on the assessment process is contained in the Appendices.

Step three: Decision making

Staff will provide a report to a Council meeting for Council decision and funding allocation. This report will include the funding applications and staff assessments.

Funding decisions are at the sole discretion of Council. Funding requests can be fully approved, partially approved or declined.

2.1.2 Te Hāpai Ora

Applications to Te Hāpai Ora are assessed through a two-step internal process.

Step one: Screening

Each application is screened by the Te Hāpai Ora Community Fund Coordinator to check the basic eligibility criteria and ensure the application is complete.

Step two: Assessment and decision-making

This assessment will consider the events overall impact and viability, as well as its ability to encourage community participation. Any risks and opportunities will also be considered. Further detail on the assessment process is contained in the Appendices.

Following the Assessment of the funding applications, staff will provide a recommendation to the relevant Manager for approval.

Once both steps have been completed, the applicant will be notified of the outcome.

Part 3: Contracting and payment

3.1 Community Initiatives Fund

There are three possible outcomes for an application:

- Full Funding Approved
- Partial Funding Approved
- Funding declined.

Full funding approved

Applicants will be notified of the level of funding that has been approved.

Council staff will work with the applicant to finalise the project plan, proposed outcomes, and budget details (which will be aligned with the application). Council staff will work with the applicant to agree deliverables/milestones and the timing for funding instalments to be included in the funding agreement.

The final funding agreement or contract will be signed by both parties.

Partial funding approved

Applicants will be notified of the level of funding that has been approved.

Council staff will work with the applicant to finalise an amended project plan, proposed outcomes, and budget details (which will be aligned with the application). Council staff will work with the applicant to agree deliverables/milestones and the timing for funding instalments to be included in the funding agreement.

The final funding agreement or contract will be signed by both parties.

Funding declined.

Applicants will be notified that their funding application has been declined.

3.2 CIF Contracting

A funding agreement or contract will be drawn up between Toi Moana and the successful applicant. Toi Moana will send the agreement to the group for signing along with any other required documentation.

Payment methods

Payments will be made on receipt of an invoice. The method and timing of payment(s) shall be at the discretion of Toi Moana. Payment of allocated funding from shall be directly to the bank account of the recipient organisation as per the supplier details. Payment shall be made upon receipt of the deliverables as agreed in the signed funding agreement.

Goods and Service Tax (GST)

All applicants are asked to provide their budget GST exclusive. Goods and Services Tax is then added to funding allocations for GST registered and non-registered groups. The GST component will be paid to GST registered groups but is not a cost to the fund, as Toi Moana is able to claim back on this cost.

Recipient groups are required to provide full details on their bank account along with the name and contact details for a financial contact person, whether or not they are GST registered on the application form. If registered, the GST number is also required.

3.3 Te Hāpai Ora

On approval of the funding application, the applicant will be notified.

To receive payment, the applicant must submit an invoice addressed to the Council on behalf of their organisation, specifying the approved funding amount, including GST and banking details. Payments are typically processed on the 20th day of each month.

If the event is cancelled due to unforeseen circumstances, and the group/organisation cannot confirm a new date within the current financial year, the funds must be returned. A new application can be submitted once a new date is confirmed.

Part 4: Monitoring and close

4.1 Progress reports

4.1.1 Community Initiatives Fund

The funding recipient will provide Council with progress reports, as well as a final report, on agreed dates as set out in the funding agreement. The required content for progress reports will be tailored to the project funded.

Council may at any time audit the Project and the activities of the Recipient in relation to the Project. The Recipient agrees to cooperate and provide all information to Council that it requests as part of any such audit.

4.1.2 Te Hāpai Ora

Te Hāpai Ora Recipients must complete and submit an Accountability Form (see appendix 3) within two weeks of the events completion.

4.2 Publicity and Promotion

4.2.1 Toi Moana Bay of Plenty Regional Council promotional activity

The funding set out under this Policy will be promoted by Council through a variety of channels, including (but not limited to) online (such as website and social media), print and broadcast advertising, media releases, council meetings and community events.

Details supplied by successful applicants (including information relating to the group or project, photos and videos and progress and final reports) are often used as part of this promotional activity.

By receiving this funding, and signing the funding agreement, successful applicants agree that Council can use these materials in this way. Council staff may also contact you to gather promotional content of our own related to your group or project.

4.2.2 Project-led promotion

Successful applicants are welcome and encouraged to share updates and success stories related to this funding. When doing so, Council expects that:

- Council is acknowledged as a funder on all online, digital or broadcast (including public events)
- The correct Council logo is used on any printed and / or digital materials (including, but not limited to, website, social media, flyers, posters and banners). Any specific queries around the logo and brand guidelines, please contact media@boprc.govt.nz.
- If you are sharing your story on social media, please 'tag' Council (this can be done on Facebook, Instagram and / or LinkedIn) so we can show our support.

4.3 Reporting to Council

Staff will provide regular reporting (at least Annual) to Council on the performance of Council Community Funding programmes, including the CIF and THO Funds set out in this Policy.

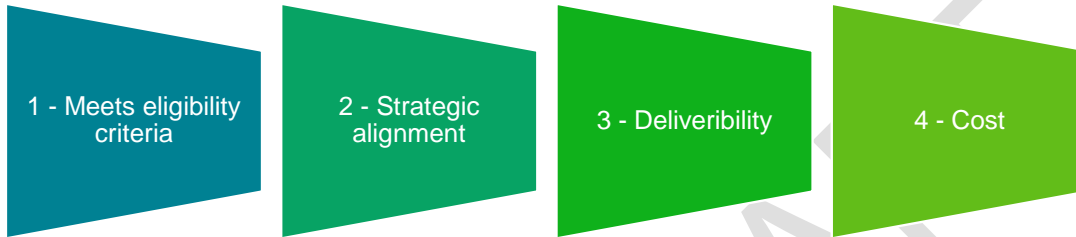
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Appendices

The following appendices provide additional detail on the evaluation process and are intended as guidance material for evaluators.

APPENDIX 1 - Assessment process

Evaluation of proposals is against the following key areas:



Community Initiatives Fund (CIF) assessment criteria

The following information provides additional detail on the assessment process for the Community Initiatives Fund (CIF). Funding applications will be considered against the criteria below.

Strategic Alignment (60 percent weighting)

Contribution to Community Outcome/s

How will the application contribute to Community Outcomes and Goals?

Note: It is likely that projects may contribute to more than one Community Outcome/Goal

Community Outcome/Goal	Contribution	Evidence
e.g. Future Ready communities. e.g. Goal 6 - We will empower communities to make sustainable choices and transition towards a low carbon economy.	e.g. develop/deliver a training to programme to 100+ organisations to encourage xxx across the region.	e.g. we know that these types of programmes are effective at increasing the uptake of xxx, see this report/article.

Deliverability and Cost (40 percent weighting)

Project plan assessment Where on the following scale does the proposal's project plan fit?

Weak	Low	Good	Excellent
No plan or list of deliverables with no dates.	Some milestones and dates indicated	Clear milestones with clear dates aligned to expenditure.	Clear milestones with clear dates identified aligned to expenditure, demonstrated history of deliverability

Budget

Where on the following scale does the proposal's project plan fit?

Weak	Low	Good	Excellent
Budget is a vague request covering general expenses	Budget includes clearly identified costs	Budget includes clearly identified costs that are feasible for the quantum of work required	Budget includes clearly identified costs that are feasible for the quantum of work required supported by relevant experience and history of delivery.

Overall feasibility

Where on the following scale does the proposal's project plan fit?

Weak	Low	Good	Excellent
Applicant has no training or track record of delivering same/similar projects.	Applicant has limited training and experience delivering same/similar projects	Applicant has relevant skills and experience and a track record of delivery.	The applicant has extensive relevant skills and experience and a track record of delivery.

Te Hāpai Ora (THO) assessment criteria

The following information provides additional detail on the evaluation process for the Te Hāpai Ora Grant.

Supporting information

Applicants will need to demonstrate how they aim to contribute to supporting the purpose of the fund in order to be considered against the assessment criteria below:

Strategic alignment

The applicant will need to demonstrate how the grant will support the applicant in contributing to the community outcomes and goals of Council.

Deliverability

- Project Plan assessment: the project plan has clear milestones with dates aligned to expenditure.
- Budget: the budget includes clearly identified costs.
- The costs are feasible for the work required under the project.

Applicants will be evaluated and scored based on the criteria outlined in the Te Hāpai Ora - Regional Community Outcomes Fund Assessment Form found in Appendix 2.

APPENDIX 2 - Te Hāpai Ora Assessment Form



- Name of Organisation:
- Contact Person:
- Date of Event:
- Name of Event:
- Amount Requested:
- Budget:
- Address of Organisation:
- Phone:
- Email:
- Applying for Organisation:
- Live in Bay of Plenty:
- Received No Other Funding:
- Conflicts of Interest:
- Event Description:

Community outcomes links and description

- Te Ara Poutama - The Pursuit of Excellence
- He hāpori mata-hī awatea - Future ready communities
- Ngā hāpori e honoa ana, e whakamanatia ana hoki - Connected and enabled communities
- He whanaketanga mauri tū roa - Sustainable development
- He taiao ora - A healthy environment

Benefits for the Bay of Plenty Region: yes/no

Positive Cultural Impact: yes/no

<p>All criteria met</p> <ul style="list-style-type: none"> • Credible track record of completing activities and sound reputation. • Applicant resides in the Bay of Plenty. • Activity directly relevant in the Bay of Plenty. • Application to receive no more than \$2,500. • Applicant agrees to acknowledge Bay of Plenty Regional Council in all media statements, advertising and promotion surrounding the activity. 	<p>15</p>
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<ul style="list-style-type: none"> • Councillors and staff of Bay of Plenty Regional Council will be invited to participate for no cost in the activity where appropriate. • Applicants have consented to return the Accountability Form to receive full funding. • Bay of Plenty Regional Council will have the right to use the sponsorship activity in its own promotional work. • Not-for-profit organisation. • Provide a local service that contributes to community wellbeing and development. • Activity responsive to an identified need. • Build resilient, sustainable communities. • Encourage greater community participation. • Improve the quality of life of the participants. • Work in partnership with a range of community groups, including iwi. <p>Activity contributes to at least one Bay of Plenty Regional Council outcome.</p> <ul style="list-style-type: none"> • Te Ara Poutama - The Pursuit of Excellence • He hapori mata-hī awatea - Future ready communities • Ngā hapori e honoa ana, e whakamanatia ana hoki - Connected and enabled communities • He whanaketanga mauri tū roa - Sustainable development • He taiao ora - A healthy environment 	5
Total	0/20

Additional Notes:

- Estimated Attendance:
- Alignment with Criteria:

Recommendation:

Application Approval:

Approve Application

Decline Application

Date: Click or tap to enter a date.

Signed

Herewini Simpson
Kaihautu (Te Amorangi Lead) • Maori Policy

APPENDIX 3 - Te Hāpai Ora Accountability Form



Accountability reports are required from all recipients of grants received from Bay of Plenty Regional Council. Please complete and return this form detailing how your organisation and your community benefited from the allocated grant.

Organisations that do not complete and return the accountability form will not be eligible for further funding through any of the funding schemes administered by Bay of Plenty Regional Council.

Organisation: _____

Contact Person: _____

Sponsorship Amount Received: \$ _____

Purpose of Sponsorship: _____

Date Sponsorship Approved: _____

Describe the event and how the sponsorship helped your organisation achieve its purpose/outcomes.

How did the community benefit from this sponsorship and how did Bay of Plenty Regional Council benefit?

Please tick the estimated number of attendees to the event/activity.

- 0-10 20-40 40-80
 80-100 100-150+

How was the event/activity promoted?

On a separate sheet, please provide photographic evidence of the event being held (photographs, newspaper article, organisation newsletter etc) for promotional use by Bay of Plenty Regional Council.

What was the total sponsorship funding used for?

Declaration: We solemnly declare that all details contained in this report are true and correct to the best of our knowledge and that we have the authority to provide this information on behalf of our organisation. (This report needs to be signed by two office holders within the organisation e.g. Chair and Secretary. If an individual, person of authority related to your event/activity required to sign).

Name: _____

Signature: _____

Organisation: _____

Position: _____

Date: _____



FINAL DRAFT
About the
Environmental
Enhancement
Fund (EEF)

Pūtea
Whakahaumako
Taiao

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Pūtea Whakahaumako Taiao

About the Environmental Enhancement fund (EEF)

Purpose

The purpose of the Environmental Enhancement Fund/Pūtea Whakahaumako Taiao (EEF) is to support local, flax-roots projects that encourage the mahi of volunteer groups who are passionate about making change now and for the future. These groups want to bring their community together through projects that:

- Enhance the environment by maintaining and enhancing our physical environment and natural ecosystems for our communities.
- Build resilience to the impacts of climate change through environmental enhancement
- Develop community awareness
- Encourage community participation

The He Matapuna Akoranga a Hawea Vercoe - Hawea Vercoe Memorial Fund grants are also funded through the EEF to help Kura Kaupapa Māori, Kohanga Reo and bi-lingual schools in the region with environmental projects.

There are two tiers of funding available under the Environmental Enhancement Fund (EEF):

Tier 1 for funding applications up to \$5,000

Tier 2 for larger projects with funding applications between \$5,001 and \$25,000

This Policy was endorsed by Toi Moana Bay of Plenty Regional Council (Toi Moana) on (Insert Date) and comes into effect from 1 July 2025. The Policy was updated following a Community Funding review completed in 2024.

Part 1: Application

1.1 How to apply

The Environmental Enhancement Fund (EEF) (including He Matapuna Akoranga a Hawea Vercoe Memorial Fund) is open for applications throughout the year, subject to availability of funds. Applicants may apply for up to \$25,000 per financial year excluding GST¹.

Total funding available is set through the Annual or Long Term Plan (LTP) process. The LTP 2024-2034 allocated a total of \$300,000 per annum.

Funding is allocated on a first-approved basis until the EEF is fully allocated for the year, any applications received after the funding is fully allocated will be processed at the start of the next financial year.

The Environmental Enhancement Fund (EEF) has two tiers for funding:

Tier 1 (for EEF applications up to \$5,000)

- Includes a simplified Tier 1 application form, staff assessment, with approval by the relevant Manager.

Tier 2 (for larger EEF projects with funding requests between \$5,001 and \$25,000)

- Applicants will be required to complete the Tier 2 EEF application and assessment process, with assessment by a Subject Matter Expert and approval by the relevant Manager.

EEF Application forms are available on Councils website.

1.2 Applicant eligibility criteria

The EEF is open to a wide range of community based groups, organisations and entities that are based or operating within Toi Moana's legal boundaries.

Funding applications are NOT currently considered if they are received from:

- Organisations or groups that may be more appropriately funded through other Council funding mechanisms.
- Central Government departments and agencies or city and district councils.
- Private individuals.
- Commercial entities in most cases. Note: solely at Council staff discretion, EEF Tier One (not Tier 2) applications may be considered if the project is otherwise eligible, and the commercial entity does not stand to profit or benefit from the project in a manner disproportionate to the overall environment benefit.

1.3 Project eligibility criteria

1.3.1 General Requirements

¹ Unless stated, all values in this policy are excluding GST.

All EEF projects that receive funding under this Policy must:

- Deliver outcomes consistent with the purpose of the EEF, as set out in this Policy.
- Be located in and deliver benefits within the Bay of Plenty region.
- Have clear, realistic objectives that have measurable outcomes.
- Include a project plan and budget.
- Have applicants that are committed to the long-term success of the project, including maintaining the project after funding has ended.

Funding applications will NOT be considered where the project:

- Currently, or has previously received funding for the same work or deliverables from other Council Community funding schemes. However, aspects of a project not eligible under other Council funding schemes may apply to the EEF. For example, where a project has multiple elements and staged, such as a research/planning phase, implementation etc. Some aspects of the project might be eligible for funding under the EEF, and some aspects might be eligible under a different Council programme.
- Is inconsistent with a previous decision of Council.
- May be more appropriately funded through other Council funding mechanisms.

1.3.2 What can be funded

- Projects that encourage and provide appropriate and free public access to the project site.
- Plants and other vegetation that's best suited to the project site.
- Materials and equipment, such as gloves, raking tools, shovels, wheelbarrows etc.
- Infrastructure that can support good environmental outcomes (as part of the overall project). Examples may include; pest traps, rainwater and grey tanks, shade houses, tracks and boardwalks, signage providing information about the project site.
- Reasonable costs related to community working days or similar, e.g. catering (not to include alcoholic beverages), set up costs etc.
- Transport costs up to 10% of the total approved funding. Funding requests above this level, will be considered on a case-by-case basis and will depend on other aspects of the project.
- Project management/administration support costs (up to a maximum of 20% of the project costs).
- Training for project team members required to support the project's success, for example Growsafe Certification.
- Support from skilled workers/contractors where specialised experience and/or equipment is required to deliver the project.

1.3.3 What will not be funded

- Costs of gaining a resource consent.
- Projects that require resource consent but have yet to receive one.
- Any works/activities that are required as conditions of a resource consent or as mitigation as part of a resource consent.

- Projects that result in or contribute to an organisation/group making commercial gain through the charging of an entry fee.
- Capital items including, but not limited to, any type of vehicles, GPS units, motorised equipment, chainsaws, picnic tables, BBQ, recycling sheds, materials and general consumables.
- Infrastructure items including new buildings or significant renovations where it doesn't link to one of Toi Moana's community outcomes, fencing that should be provided under another agreement, building of roads or bridges. These are general guidelines but will be considered on a case-by-case basis and will depend on other aspects of the project.
- Activities conducted prior to Toi Moana receiving signed contracts (retrospective funding).
- Labour and transport costs (except as previously stated).
- Landscaping and beautification projects that do not have appropriate environmental outcomes.
- Research projects and studies including feasibility studies, project plans, landscaping plans and action plans.
- Projects where the primary purpose is to provide educational outcomes. However, projects where educational outcomes are in addition to the primary project purpose may be considered.
- Ongoing projects.

Part 2: Assessment and decision making

2.1 Environmental Enhancement Fund

All applications and funding allocation decisions for the EEF are managed through an internal staff process as set out below. Any application that does not meet the requirements for a step, will not proceed to the following step.

2.1.1 Step one: Screening.

Each application will be screened by the EEF Coordinator to ensure:

- (a) The application form is complete.
- (b) The applicant and project eligibility criteria have been met.

The EEF Coordinator will work with applicants to provide information about the fund and ensure funding applications are fully completed and meet the eligibility criteria.

2.1.2 Step two: Assessment

Each funding application will be assessed using the Assessment form included in Appendix 2.

Each assessment will consider the projects alignment to the purpose of the fund, deliverability, budget as well as any risks and opportunities that are identified.

Tier 1 – EEF applications up to \$5,000

The funding application will be assessed by the EEF Coordinator, or another staff member.

Tier 2 – EEF applications between \$5,001 and \$25,000

The funding application will be assessed by an in-house subject matter expert (SME). SME's may seek further information from the applicant as part of their assessment. Where appropriate, additional specialist advice may be sought e.g. from Toi Moana's Consents Team or an archaeological consultant.

Tier 2 assessments are more comprehensive than the Tier 1 assessments and request greater detail in the application form, due to the increased level of funding being applied for.

Further detail on the assessment process is contained in the Appendices.

2.1.3 Step three: Decision making

Following the assessment of the funding application, staff will provide a recommendation to the relevant Manager for consideration.

Funding decisions are at the sole discretion of Council. Funding requests can be fully approved, partially approved or declined.

Once the funding decision has been made by the relevant Manager, the applicant will be notified of the outcome.

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Part 3:

Contracting and payment

3.1 Approval process

There are three possible outcomes for an application:

- Full Funding Approved
- Partial Funding Approved
- Funding Declined.

Applicants will be notified once a decision on the application has been made.

3.2 Contracting

When funding is allocated to a project, a funding agreement will be drawn up between Toi Moana and the applicant. Toi Moana will send the agreement to the applicant for signing along with any other required documentation.

Payment methods

The method of payment(s) shall be at the discretion of Toi Moana and will be set out in the funding agreement, together with the deliverables that are required to release funding.

There are three methods for releasing EEF payments:

- (a) Payment in arrears, in full or in part, as reimbursement for monies that have been spent on approved work.
- (b) Payment in advance where the funding is required by the applicant up front to meet project costs.
- (c) Advanced partial payment (up to 80% of the grant). The recipient will be required to verify the expenditure by providing documentation to the satisfaction of Toi Moana on how the allocation will be spent.

Toi Moana, after appropriate enquiry, will release allocated funding directly to the recipient organisation's bank account, on receipt of verified invoices and other appropriate documentation.

Goods and Service Tax (GST)

All applicants are asked to provide their budget GST exclusive. Goods and Services Tax is then added to funding allocations for GST registered and non-registered groups. The GST component will be paid to GST registered groups but is not a cost to the fund, as Toi Moana is able to claim back on this cost.

Recipient groups are required to provide full details on their bank account along with the name and contact details for a financial contact person, whether or not they are GST registered. If registered, their GST number is also required.

Unused funds

Any unspent funds must be returned to Council in line with the funding agreement.

3.3 Project timeframes

The duration of the funding agreement will be stated in the funding agreement.

As a guide, funding for EEF projects is expected to be accessed within 12 months of the funding agreement being executed (signed by both parties). The maximum duration of the funding agreement is three years.

If the project has not been completed by the end of the funding period stated in the funding agreement, the recipient will be contacted and if a written agreement isn't made, the agreement may be terminated.

If there are any changes to the project timeframes or any other aspects of the project, the funding recipient must advise the EEF Coordinator as soon as possible.

Once your project has been completed, a Close of Project Report must be completed as per Appendix 3.

Part 4:

Monitoring and close

4.1 Reporting

Reporting requirements will be set out in the funding agreement. Once the project has been completed, a Close of Project Report (Appendix 3) must be completed by the group on the agreed date.

Toi Moana staff will work with applicants to assist them with meeting the provisions of the funding agreement/contract where it is appropriate to do so.

Council may at any time audit the initiative and the activities of the recipient in relation to the project. The recipient agrees to cooperate and provide all information to the Council that it requests as part of any such audit.

4.2 Publicity and promotion

4.2.1 Bay of Plenty Regional Council promotional activity

The funding set out under this Policy will be promoted by Toi Moana through a variety of channels, including (but not limited to) online (such as website and social media), print and broadcast advertising, media releases, council meetings and community events.

Details supplied by successful applicants (including information relating to the group or project, photos and videos and progress and final reports) are often used as part of this promotional activity.

By receiving this funding, and signing the funding agreement, successful applicants agree that Toi Moana can use these materials in this way. Toi Moana may also contact you to gather promotional content of our own related to your group or project.

4.3 Project-led promotion

Successful applicants are welcome and encouraged to share updates and success stories related to this funding. When doing so, Toi Moana expects that:

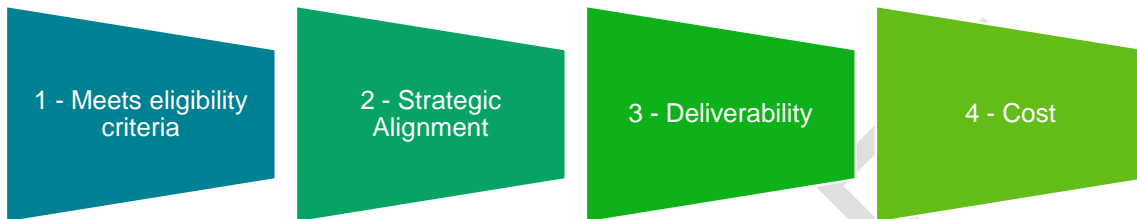
- Toi Moana is acknowledged as a funder on all online, digital or broadcast (including public events)
- The correct Toi Moana logo is used on any printed and / or digital materials (including, but not limited to, website, social media, flyers, posters and banners). If you have any specific queries around the logo and brand guidelines, please contact media@boprc.govt.nz.

If you are sharing your story on social media, please 'tag' Toi Moana (this can be done on Facebook, Instagram and / or LinkedIn) so we can show our support.

Appendices

APPENDIX 1 - Environmental Enhancement Fund Assessment process

Evaluation of proposals is against the following key areas:



The following appendices provide additional detail on the evaluation process and are intended as guidance material for evaluators.

Application Meets Eligibility criteria.

Each application will be screened by the EEF Coordinator to ensure:

- (a) The application form is complete.
- (b) The applicant and project eligibility criteria have been met as set out in Part 1 of this Policy.

The EEF Coordinator will work with applicants to provide information about the EEF and help to ensure funding applications are fully completed and meet the eligibility criteria.

Strategic Alignment, Deliverability and Cost

Each funding application will be assessed using the Assessment form included in Appendix 2.

Each assessment will consider the projects alignment to the purpose of the fund, deliverability, and budget as well as any risks and opportunities that are identified. Tier 2 assessments are more comprehensive than the Tier 1 assessments and request greater detail in the application form, due to the increased level of funding being applied for.

Following the assessment of the funding application, staff will provide a recommendation to the relevant Manager for decision.

Tier 1 – EEF applications up to \$5,000

The funding application will be assessed by the EEF Coordinator, or another staff member.

Tier 2 – EEF applications between \$5,001 and \$25,000

The funding application will be assessed by an in-house subject matter expert (SME). SME's may seek further information from the applicant as part of their assessment. Where appropriate, additional specialist advice may be sought e.g. from Toi Moana's Consents Team or an archaeological consultant.

APPENDIX 2 - Environmental Enhancement Fund (EEF) Assessment Form



(Internal use only)

Applicant:	
EEF application number:	
Project Name:	
Date Assessed:	
Assessed by:	

Tier 1 - up to \$5,000		Tier 2 – up to \$25,000	
-------------------------------	--	--------------------------------	--

Eligibility and screening checklist (to be completed by EEF Coordinator based on information in the application)

Applicant Eligibility	Yes/No/NA
Applicant is NOT a private individual, commercial entity, Government agency or district/city council.	
Applicant and project are located within the Bay of Plenty	
Applicant is committed to completing and maintaining the project	
Applicant does not stand to gain financially from this project.	
Applicant is not receiving funding from other Toi Moana programmes	

Project Application	Yes/No/NA
Application includes project plan and budget	
Budget includes eligible items only	
Identifies educational programmes or funding for research within the project.	
Includes a map of the project site (Tier 2 only).	
Pre-project photos of the specific area(s) of project activity (Tier 2 only).	
Includes evidence of landowner approval/support for the project.	

NOTES:

Project Assessment (Please provide a brief commentary on the project application under each point to justify the score provided).

Strategic Alignment (70 Points)

1. Enhance the Environment by maintaining and enhancing our physical environment and natural ecosystems for our communities.	XX/10
2. Build resilience to the impacts of climate change through environmental enhancement	XX/10
3. Develop Community Awareness?	xx/10
4. Encourage community participation?	xx/10
5. Overall view on the project and the impact towards our Council outcomes?	xx/30

Project Deliverability and Cost (30 points)

1. Budget Are figures and quotes realistic and appropriate?	Xx/10
2. Overall viability of the project? What is the likelihood of success? Does the group have the experience/skillset to complete the project? Is there a requirement of any other special permits or training for use of any particular substances mentioned in the budget? Have they a record of positive funding accountability?	xx/30

Additional Information

Budget (Do any costs require further investigation/clarification e.g. another quote)	
Concerns (Are there any aspects of the project you would recommend be done differently or not at all?)	
Health and Safety (Are there any concerns or advice in relation to health and safety that the group should be aware of?)	
Does any of the work proposed need a resource consent?	
Are there any known archaeological sites in the area? (Check on Geoview)	
Does the project link with any existing projects in Council?	
Total Assessment Score	xxx/100
Recommend Project is approved for funding	(YES/NO)

APPENDIX 3 - Environmental Enhancement Fund (EEF) project close report



Project Number	
Project Name	
Group Name	

Please comment on the success of you achieving the overall goal of the project.

--

Did you achieve what you wanted to do?
Please comment on outcomes achieved, challenges faced and how you may have overcome them.

--

Project targets - Please complete the table below using actual data post-project.

Estimated Volunteers		Actual Volunteers	
Estimated Volunteer Hours		Actual volunteer hours	
Estimated of plants planted		Actual plants planted	
Estimated number of bait stations/Traps		Actual bait stations/Traps	

Good News/Success Stories? (Anything memorable that stands out about the project?)

--

What have you learnt throughout the project?

--

Have you connected with any other community or care groups during the project?

--

What long term maintenance plan has been put in place?

--

Financial Accountability (please provide receipts for funding provided).

--

Any other comments or feedback.

--

Photos - Please provide post project photos from similar locations to show change over time and any other progress photos throughout the project.

Attach pre-project photos (**office use**)



FINAL DRAFT

Rescue

Services Fund

Pūtea Ratonga

Whakaora me te

Marutau ā-Rohe

(RSRF)

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Pūtea Ratonga Whakaora me te Marutau ā-Rohe (RSRF)

About the Regional Safety and Rescue Services fund (RSRF)

Purpose

The purpose of the Regional Safety and Rescue Services Fund (RSRSF) is to provide a centralised approach for local government funding of charitable RSRS service providers in the Bay of Plenty.

The Regional Safety and Rescue Services Fund (RSRSF) supports charities that provide vital safety and rescue services to both local people in our community, and visitors to our region.

The RSRSF is funded through the Regional Safety Rescue Services Targeted Rate.

Background

Through the 2021-2031 Long Term Plan, Toi Moana Bay of Plenty Regional Council (Toi Moana) consulted on introducing a centralised approach for Council funding of Regional Safety and Rescue Services in the Bay of Plenty, with funding to be provided through a targeted rate. The proposal received strong support from the community.

This centralised funding approach enables organisations that provide RSRS services in the Bay of Plenty to apply for funding for operating costs (not capital) through one central process. Previously RSRS organisations would apply to multiple Councils across the region, which was inefficient and resulted in key resources being spent on contacting and applying to these bodies for funding that could be spent on service delivery to the community.

This Policy was endorsed by Toi Moana on **(Insert Date)** and comes into effect from 1 July 2025. The Policy was updated following a Community Funding review completed in 2024 that shifted funding allocation decisions for the RSRSF from Civil Defence Emergency Management Group Joint Committee (CDEMG) to Council.

Part One Application

1.1 How to apply

The RSRS Fund opens for applications once every three years following the adoption of Council's Long Term Plan (LTP). The next funding round is expected to open in July or August 2027, and then every three years after that. Application forms will be available during the funding round on Councils website.

Each RSRS Fund application may seek funding for up to three years. The total funding available is set through the LTP or Annual Plan process.

If funding for the three-year period is not fully allocated, an additional funding round or rounds may be held.

Funding rounds will be promoted by Toi Moana through a variety of channels, including the Toi Moana website.

1.2 Applicant eligibility

The fund is open to registered charities that provide rescue services to residents of and visitors to the Bay of Plenty region.

All applications must:

- Meet all the RSRS Funding criteria (see below).
- Describe the services being provided and how they contribute to RSRS in the Bay of Plenty region.
- Outline when and where (over the next three years) the services will be delivered.
- Clearly identify how the services will be measured and reported on.
- Provide a clear budget for services to be provided.
- Disclose any other funding arrangements with Toi Moana or Territorial Authority in the Bay of Plenty.

1.3 RSRS Funding criteria

In addition to eligibility requirements above, applications must meet the following criteria.

RSRS Funding criteria

The beneficiary organisation must:

- (a) provide rescue services to residents of and visitors to the Bay of Plenty region, and
- (b) be a charitable organisation performing rescue services in the Bay of Plenty region, and
- (c) have had a form of existing funding arrangement with, or been referred by, a territorial authority within the Bay of Plenty region, and
- (d) be a registered charity under the Charities Act 2005.

Funding is only for:

- (a) contracts for services with individual units/clubs/areas,
- (b) operational costs of individual units/clubs/areas,
- (c) operational costs incurred by the umbrella organisation in supporting individual units/clubs/areas, and
- (d) costs associated with coordination of regional rescue services across the region.
- (e) Capital expenditure would not be funded.

Part Two Assessment and decision making

2.1 Assessment process

Applications to the RSRS Fund are assessed through a three-step process with final funding allocation decisions made by Toi Moana.

Step one: Screening

All funding applications will be screened to ensure:

- (a) The RSRS Funding Application form is complete and has been received by the closing date of the funding round.
- (b) The application meets ALL aspects of the funding criteria (outlined in previous section).

Toi Moana staff will work with applicants to ensure funding applications meet the eligibility criteria and applications are fully completed. Any application that does not meet the requirements of step one, will not proceed to step two.

Step two: Assessment

Funding applications will be assessed by staff. Assessments will consider the information provided in the application form with a focus on:

- The contribution to RSRS in the Bay of Plenty including the need of the service to the community, its contribution to Community Outcomes and Specific Goals supported by the funding.
- Feasibility of application (incl. quality of project plan and budget, including applicant's capacity and capability to deliver)
- Strength of evidence to support the application - evidence that the proposed activities are necessary and will deliver the outcomes stated.

Further detail on the assessment process is contained in the Appendices.

2.2 Decision making

Staff will provide a report to a Council meeting for Council decision and funding allocation. This report will include the funding applications and staff assessments.

Funding decisions are at the sole discretion of Council. Funding requests can be fully approved, partially approved or declined.

Part Three

Contracting and payment

3.1 Regional Safety and Rescue Service Funding

There are three possible outcomes for an application:

- Full Funding Approved
- Partial Funding Approved
- Funding declined.

Full funding approved

Applicants will be notified of the level of funding that has been approved.

Council staff will work with the applicant to agree deliverables/milestones (which will be aligned with the funding application) and the timing for funding instalments to be included in the funding agreement.

The final funding agreement or contact will be signed by both parties.

Partial funding approved

Applicants will be notified of the level of funding that has been approved.

Council staff will work with the applicant to agree revised deliverables/milestones based on the level of funding that has been allocated, together with the timing for funding instalments, to be included in the funding agreement.

The final funding agreement or contact will be signed by both parties.

Funding declined

Applicants will be notified that their funding application has been declined.

3.2 Contracting

A funding agreement or contract will be drawn up between Toi Moana and the successful applicant. Toi Moana will send the agreement to the group for signing along with any other required documentation.

Payment methods

Payments will be made on receipt of an invoice. The method and timing of payment(s) shall be at the discretion of Toi Moana. Payment of allocated funding will be directly to the bank account of the recipient organisation as per the supplier details. Payment shall be made upon receipt of the deliverables as agreed in the signed funding agreement.

Goods and Service Tax (GST)

All applicants are asked to provide their budget GST exclusive. Goods and Services Tax is then added to funding allocations for GST registered and non-registered groups. The GST component will be paid to GST registered groups but is not a cost to the fund, as Toi Moana is able to claim back on this cost.

Recipient groups are required to provide full details of their bank account along with the name and contact details for a financial contact person, whether or not they are GST registered. If registered, their GST number is also required.

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Part Four

Monitoring and close

4.1 Progress reports

The funding recipient will provide Toi Moana with progress reports, as well as a final report, on agreed dates as set out in the funding agreement. The required content for progress reports will be tailored to the project funded.

Council may at any time audit the project and the activities of the recipient in relation to the project. The recipient agrees to cooperate and provide all information to the Council that it requests as part of any such audit.

4.2 Publicity and Promotion

Bay of Plenty Regional Council promotional activity

The funding set out under this Policy will be promoted by Toi Moana through a variety of channels, including (but not limited to) online (such as website and social media), print and broadcast advertising, media releases, council meetings and community events.

Details supplied by successful applicants (including information relating to the group or project, photos and videos and progress and final reports) are often used as part of this promotional activity.

By receiving this funding, and signing the funding agreement, successful applicants agree that Toi Moana can use these materials in this way. Toi Moana may also contact you to gather promotional content of our own related to your group or project.

Project-led promotion

Successful applicants are welcome and encouraged to share updates and success stories related to this funding. When doing so, Toi Moana expects that:

- Toi Moana is acknowledged as a funder on all online, digital or broadcasts (including public events)
- The correct Toi Moana logo is used on any printed and / or digital materials (including, but not limited to, website, social media, flyers, posters and banners). If you have any specific queries around the logo and brand guidelines, please contact media@boprc.govt.nz.

If you are sharing your story on social media, please 'tag' Toi Moana (this can be done on Facebook, Instagram and / or LinkedIn) so we can show our support.

4.3 Reporting to Council

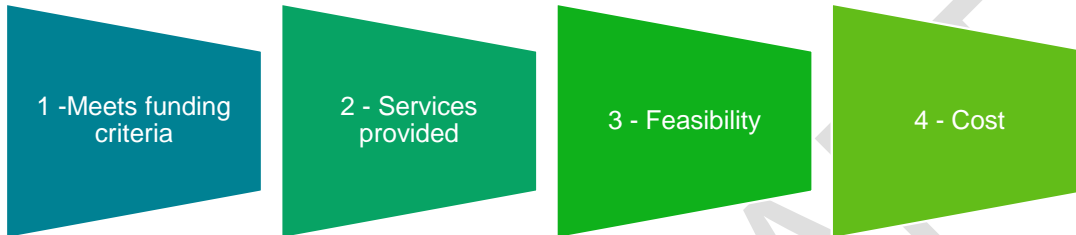
Staff will provide regular reporting (at least Annual) to Council on the performance of Community Funding programmes, including the RSRS Fund.

Appendices

The following appendices provide additional detail on the evaluation process and are used as guidance material for evaluators.

Assessment process

Evaluation of proposals is against the following key areas:



Regional Safety and Rescue Services (RSRS) assessment criteria

Based on the application received, Evaluators will score each of the above areas as set out below.

1 Does the funding application meet all the RSRS Funding criteria?

Note: Where applications meet some of the criteria, if appropriate part of the funding application may be considered. E.g. if applicants seek both operational costs and capital costs, a revised application (excluding the capital costs) may be considered.

2 Services provided:

- (a) Where are services provided?
- (b) Why are services provided?
- (c) When are services provided?
- (d) How are services provided?

3 Feasibility of service

- (e) What are the benefits of the proposal; how strong is the evidence that the proposal will achieve that benefit and does the proposal appear realistic in terms of being able to deliver in the time budget outlined.

4 Cost of service

- (f) Cost effectiveness - does the application claim its services make a significant investment to the RSRS services provided within the BOP region.
- (g) Budget - how robust is the budget?



Report To:	Strategy and Policy Committee
Meeting Date:	18 February 2025
Report Writer:	Mark Hamilton, Senior Policy Analyst; Karen Parcell, Team Leader Kaiwhakatinana and Stephen Lamb, Natural Resources Policy Manager
Report Authoriser:	Namouta Poutasi, General Manager, Strategy and Science
Purpose:	The purpose of this report is to seek approval to develop a regulatory implementation action plan for the Mount Maunganui Airshed.

Mount Maunganui Airshed Regulatory Implementation Action Plan

Executive Summary

This report seeks approval from the Strategy and Policy Committee (the Committee) to develop a Regulatory Implementation Action Plan (RIAP) for the Mount Maunganui Airshed (MMA).

Air quality has been of concern in the MMA for some time and staff have approached this Committee on three previous occasions to discuss the development of an airshed action plan or airshed management plan to manage PM10 (particulates less than 10 microns in diameter), as recommended by the Environment Court (the Court) as part of the appeal to Plan Change 13 to the Regional Natural Resources Plan (PC13).

Across these three hui there has been some confusion about the nature of the 'plan' being discussed - particularly with the volume of activity from a number of parties that is occurring in the MMA.

For clarity the Court was asking for a 'plan' focused on regulatory implementation. This was seen as the missing piece of the puzzle. Staff have focussed in on this - and have renamed the project output as the Mount Maunganui Regulatory Implementation Action Plan (RIAP).

The Chair of the Mount Air Quality Working Party (MAQWP) indicated that he believes that Council is best placed to develop a management plan for the MMA. Having a RIAP will achieve the intent of the Court's recommendation to develop an action plan to further reduce PM10 emissions. A wider, collaborative regulatory and non-regulatory approach - what we might call a 'management plan' option - has also been discussed. This is not seen as necessary in the context of the current and ongoing activity that is occurring in the MMA and is not recommended in this report.

Recommendations

That the Strategy and Policy Committee:

- 1 Receives the report, Mount Maunganui Airshed Regulatory Implementation Action Plan;**
- 2 Considers three options:**
 - Option 1 - Develop a Mount Maunganui Regulatory Implementation Action Plan to manage PM10 within Council's regulatory implementation role.**
 - OR**
 - Option 2 - Develop a Mount Maunganui Regulatory Implementation Action Plan Plus to manage PM10 within Council's regulatory implementation role and by liaison with key partners with a regulatory implementation role in managing PM10.**
 - OR**
 - Option 3 - Develop a Mount Maunganui Airshed Management Plan to manage a broader range of contaminants and have endorsement from the Mount Maunganui Air Quality Working Party;**
- 3 Approves Option 2 as recommended by staff.**

1. Introduction

The MMA has been under intense scrutiny for the past several years with an Environment Court process underway and ongoing community concern with the effect of poor air quality on residents – particularly at the Whareroa Marae.

The Court process focussed on PM10 and directed Council to include additional rules in PC13 to manage handling of bulk solid materials and logs. A further Court decision directing inclusion of rules to manage unsealed yards is expected early this year.

There are several contaminants of concern in the MMA, including methyl bromide and sulphur dioxide, which are already managed by the Air chapter of the Regional Natural Resources Plan and their discharge requires a resource consent.

In its first interim decision to the PC13 appeal, the Court strongly recommended an action plan to “mop up” remaining actions to manage PM10 in the MMA. Because of the other air quality issues in the area staff have also considered whether an action plan would need to target any of the other contaminants. For example, odour is of increasing concern and while some sources have been targeted by changes to the rules (e.g. pet food manufacture) other sources may be the result of cumulative effects.

Staff have presented to this Committee on three previous occasions to discuss the development of an action plan, its contents, and its consultative process:

- Workshop (September 2023) - A draft work programme for the MMA, including Court recommendations, that referred to the drafting of an airshed management plan (AMP) among other actions.

- Workshop (May 2024) - Council staff received direction to compile a draft project outline for an AMP and bring it back to Council for approval at the earliest opportunity.
- Meeting (December 2024) - Staff sought approval to commence an AMP. Council feedback at the December 2024 meeting was to broaden the scope of what has been called the AMP and seek greater inclusivity in relation to the community, and to undertake preliminary discussions with the Chair of the Mount Air Quality Working Party (MAQWP).

While the Committee supports the development of an action plan, its content and consultative process has not yet been settled.

1.1 'Regulatory Implementation Action Plan' versus 'Airshed Management Plan'

Staff opinion is that part of the difficulty in determining an agreed approach has been in the use of the term 'Airshed Management Plan' or AMP.

Use of this term came from the Environment Court during its consideration of PM10 management in the MMA. The evidence before the Court was about PM10, its sources, and its health effects. During the first Court Hearing in October 2020, there was extensive discussion about the need for an airshed 'action plan' to manage PM10.

The Court found that *"The evidence now before the Court not only confirms the need to reduce PM10 emissions from all significant sources but highlights the need to ensure their effects are mitigated in particular in the localities of Whareroa Marae, De Havilland Way and Rata Street."*¹

Then at [429] the Court states *"There are many matters in relation to which emitters within the MMA will require guidance from the Council to ensure efficiency of process. Careful thought needs to be given to equitable methods of reducing PM10 emissions further if the proposed modified BPO [best practicable option] process alone is insufficient or if lower PM10 concentrations are necessary to protect human health."*

This reasoning led to the Court strongly recommending that *"development of an MMA Airshed Management Plan in consultation with emitters and affected parties should be undertaken without undue delay."*² The Court clarifies the use of the new term in footnote 163 where the Court states *"We have used "Airshed Management Plan" as opposed to "Action Plan", "Implementation Plan" or any other name because it best describes the purpose of the plan, which is to manage the MMA so that it becomes unpolluted in terms of the NESAQ and remains unpolluted."*

As the term 'unpolluted' in the NESAQ is only relevant to PM10, the Court's intention is clearly for the AMP to manage PM10 sources efficiently and equitably to protect human health. When read in its context, the term 'management plan' is appropriate and this was intended to be the last piece of the puzzle to manage all PM10 sources in the polluted airshed and would not duplicate current PM10 management activities in the MMA.

¹ Environment Court First Interim Decision January 2023 Swaps v BOPRC para [239]

² The Court also directed Council to introduce rules and policies to manage the main sources of PM10 within the scope of the appeals

However, once removed from its background context, the term ‘management plan’ implies something broader than what the Court intended, and staff opinion is that this is what has caused ongoing confusion.

1.2 Alignment with Strategic Framework

A Healthy Environment	Goal 1 The region’s diverse range of physical environments and natural ecosystems are in a healthy state.
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1.2.1 Community Well-beings Assessment

Community well-beings have been extensively considered by the Court throughout the process and are further discussed in the “Options Analysis” section of the report.

2. Options Analysis

Staff present three options for the Committee’s consideration:

- Option 1 - Develop an Airshed Regulatory Implementation Action Plan
- Option 2 - Develop and Airshed Regulatory Implementation Action Plan *Plus (staff recommendation)*
- Option 3 - Develop an Airshed Management Plan

2.1 Option 1 - develop an Airshed Regulatory Implementation Action Plan

This option is effectively the AMP presented to this Committee in December 2024, but renamed the Regulatory Implementation Action Plan (RIAP) to better describe its intent.

Council would develop a RIAP to manage sources of PM10 within the MMA, using Council’s regulatory role only. It would not include any actions outside the Council’s regulatory jurisdiction (e.g. shipping emissions, zoning of residential areas) or any Council actions part of an ongoing programme (e.g. monitoring). No other contaminants would be included.

Council would seek feedback from the Mount Maunganui Air Quality Working Party on the draft RIAP.

Possible actions would include reviewing existing resource consents and reviewing permitted activities.

2.1.1 Advantages and benefits

The key benefits of this option are that it:

- i) it incorporates actions the Court identified as necessary to address its concerns
- ii) would allow consultation with the parties that it had identified as essential participants
- iii) can be delivered efficiently and effectively - it is the lowest cost to Council option, is within LTP budget and can be delivered in the shortest timeframe

- iv) is within the regulatory scope of the project intended by the Court and supplies the final piece to the existing puzzle of managing PM10 in the MMA.

2.1.2 Costs and risks

Industrial parties may hold concerns that any additional requirements imposed by a RIAP will lead to additional compliance costs or obligations. However, the work items identified for inclusion in a RIAP would be completed by the Regional Council, with no input from external parties.

It is possible that Option 1 could lead to increased costs (i.e. as a consequence of requiring a resource consent in the future) but in such instances, the costs would be “user pays” expenses covered by the parties involved.

As noted earlier, Councillors held concerns that Option 1 was too narrow in its scope, and might lack sufficient relevance for community acceptance/buy in.

2.2 Option 2 – develop an Airshed Regulatory Implementation Action Plan Plus

This option is the same as Option 1 with additional parties with associated regulatory responsibilities included to carry out regulatory implementation outside of Council’s role.

Council would liaise with the Port of Tauranga (the Port) and Tauranga City Council (TCC) to develop an RIAP to manage sources of PM10 within the MMA, using these three parties’ regulatory roles. It could therefore include actions outside the Council’s regulatory jurisdiction (e.g. shipping emissions, zoning of residential areas) which either remove/manage sources of PM10 or remove/prevent people from being exposed to PM10.

Council would seek feedback from the Mount Maunganui Air Quality Working Party on the draft RIAP.

Possible actions could include

- TCC amending zoning
- The Port to enforce MARPOL reductions in shipping emissions

The draft RIAP would be consulted on with the community.

This option is recommended by Staff.

2.2.1 Advantages and benefits

The key benefits of this option are the same as Option 1 however it acknowledges councillor concerns in terms of breadth and bringing in two key stakeholders with regulatory responsibilities in the MMA. This has associated benefits for community acceptance.

Like Option 1, this option is within the scope of what was intended by the Court but allows for the involvement of two other MAQWP stakeholders to help complete the puzzle of managing PM10 in the MMA.

2.2.2 Costs and risks

Additional risks may be that either or both of TCC and the Port are unable to deliver on the actions identified in this report, leaving a gap in the RIAP and potential loss of community trust. Furthermore, there may be frustration if certain members of the MAQWP are asked to contribute to initiatives while other members are not. This can be managed by clear communication to the MAQWP.

It is possible that Option 2 could lead to increased costs (i.e. as a consequence of requiring a resource consent in the future) but in such instances, the costs would be “user pays” expenses covered by the parties involved.

As noted earlier, Councillors held concerns that Option 1 was too narrow in its scope; Option 2, despite its extended scope, still might not be seen as going far enough by the community.

2.3 Option 3 – Develop an Airshed Management Plan

Council would liaise with MAQWP to develop an AMP to manage air quality in the MMA.

This option could include additional contaminants such as sulphur dioxide, hydrogen fluoride, nitrogen oxides, benzene, and methyl bromide.

This option is a more extensive, collaborative exercise which would incorporate a wide membership group and take many years to deliver.

Community consultation would be more involved as many of these issues have not been extensively discussed or investigated in depth.

2.3.1 Advantages and benefits

To embark on a full airshed management plan with its consideration of a range of contaminants, broad community involvement and consultation would ensure that, as much as reasonably practicable, every viewpoint would be encouraged on a variety of contaminants in the MMA.

2.3.2 Costs and risks

Council choosing to undertake a full AMP would likely take five or more years and involve considerable expense to match the scope that such a project requires. It could revisit projects such as cancelling resource consents that TCC, referencing current legislation, has already indicated is unachievable. In addition, a project exploring the managed retreat or relocation of heavy industry out of the MMA has also already been explored with TCC concluding there was no pathway for relocation because many of the industrial activities had existing user rights under the Resource Management Act. The option was not discussed as an option in the LTP and is not budgeted for in the LTP and would require additional funding to be sourced through the Annual Plan process.

Option 3 is bigger than the project that the Court recommended. Embarking on an AMP with an expected timeframe at least several times as long as Options 1 and 2 may well lead to further delays in air quality improvement in the MMA when a more focused plan might have already concluded and be delivering sought after progress.

Given the MAQWP’s wide range of members and their concerns, values, and financial commitments to shareholders, an AMP that offers compromises to address various concerns may not please anyone, let alone everyone. Due to the diversity of the

MAQWP's membership, its Chair indicated that it may be difficult for it to decide agreed outcomes for an AMP, which would be an unfulfilling outcome for the stakeholders involved. The MAQWP chair believes that it is not the right body to deliver this project. As such, the Council is best placed to lead the project, whilst involving the MAQWP.

2.4 Summary of Options

Option	Content	Parties involved	Time frame
1	<p>Regulatory Implementation Action Plan</p> <p>Contaminants: PM₁₀</p> <p>Council's regulatory role only.</p> <p>Actions: implement Court regulations and recommendations for PM₁₀, including:</p> <ul style="list-style-type: none"> • Consents review and renewals • Review of permitted activities. <p>Targeted consultation with community.</p> <p>Note: Court recommended. Does not include anything outside the Council's role e.g. shipping emissions, monitoring locations, other contaminants.</p>	BOPRC	2 years
2	<p>Regulatory Implementation Action Plan Plus</p> <p><u>As above, plus:</u></p> <p>TCC to exercise regulatory role (zoning) and investigate dwellings within industrial area.</p> <p>Port to exercise regulatory role (MARPOL) and investigate and advocate in relation to shipping emissions.</p> <p>Targeted consultation with community.</p> <p>Notes: Staff Recommended.</p>	<p>BOPRC</p> <p>TCC</p> <p>Port of Tauranga</p>	2 years

<p>3</p>	<p>Airshed Management Plan</p> <p><u>As above, plus: ambitious vision of air quality within MMA</u></p> <p>Contaminants could also include SO₂, Methyl Bromide, Hydrogen Fluoride, Nitrogen Oxides, Benzene.</p> <p>Could include actions outside of Council’s regulatory roles: investigate relocation of Port, Industry, tree planting etc.</p> <p>Develop AMP with MAQWP endorsement.</p> <p>Notes: Would duplicate many existing initiatives and not be in keeping with the Court’s recommendation.</p>	<p>BOPRC</p> <p>TCC</p> <p>Port of Tauranga</p> <p>Whareroa Marae</p> <p>Clear the Air</p> <p>Industry</p> <p>Te Whatu Ora</p>	<p>5+ years</p>
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3. Options for the future

3.1 Odour

Odour has not been included in the recommended Option 2 as with previous recommendations to Committee. Staff will continue to investigate this matter and return to this Committee with recommendations for actions to address this issue.

3.2 Future AMP development

Staff consider is that there is a good case for developing a management document to address the broader air quality issues in the Mount Maunganui area at some stage and as a separate project from the RIAP. This can be scoped and presented to Council for consideration at a later date.

4. Options not considered

Staff have not considered the ‘do nothing’ option as the Court, as part of its first interim decision “strongly recommended” the development of a management or action plan to manage PM10 in the MMA. In Staff’s opinion it would be inadvisable to choose to ignore the Court’s recommendation. The Court, having heard extensive evidence from several air quality and planning experts over four years is well-placed to make this recommendation to Council.

However, Council may opt to do nothing.

5. Considerations

5.1 Risks and Mitigations

Please refer to the relevant analysis in the options analysis above.

5.2 Climate Change

The matters addressed in this report are of a procedural nature and there is no need to consider climate change impacts.

5.3 Implications for Māori

Māori have expressed the need for meaningful change within the PC13 plan change process. A RIAP, stemming from the Court's involvement in the PC13 has important implications for Māori, both as kaitiaki and affected residents. As residents and kaitiaki in the Mount Maunganui Airshed, Ngāti Kuku hapu have expressed a desire for improvement in Air Quality. The Environment Court, as part of the PC13 interim decision, noted the importance of Ngāi Te Rangi involvement. Contributing to an RIAP will allow this progress to continue.

5.4 Community Engagement

Discussed in the options analysis above.

5.5 Financial Implications

The financial implications for an MMA action plan will depend on which of the three options are selected. Some form of air quality-based action plan is budgeted for the next three years, however, if the process extends longer than this timeframe, it will cost more.

6. Next Steps

If the staff recommended Option 2 is selected, staff will commence talks with the Port or Tauranga and Tauranga City Council and start initial work on drafting the RIAP. Staff will then bring the pre-draft RIAP to the Committee.