



# **ATTACHMENTS**

**City Delivery Committee meeting  
Separate Attachments 1**

**Wednesday, 4 June 2025**



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9.10 Council-Controlled Organisations - Half-Year Reports 2024/25

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# BAY VENUES REPORT

Prepared for  
Tauranga City Council  
H1 FY25 (July - Dec 2024)



 BayVenues



## 1. Executive Summary

### H1 FY25 TOTAL OPERATING REVENUE\*

TCC/RATEPAYER \$3.8M (25%) | USER FEES & VENUE HIRE \$6.7M (44%) | BAY VENUES GENERATED \$4.8M (32%)



# \$15.29m

(↓ \$263k or 2% behind budget | ↑ \$2.04m or 15% ahead of prior year)

### H1 FY25 TOTAL EBITDA\*



# \$111k

(↓ \$50k or 31% behind budget | ↑ \$1.39m or 109% ahead of prior year)

### H1 FY25 TOTAL VISITS\*\*



# 1,113,712

(↑ 3% ahead of target | ↓ 2% behind prior year)

### H1 FY25 CUSTOMER SATISFACTION



# 87%

(↑ 2% ahead of target | ↑ 1% ahead of prior year)

### Welcome to the Bay Venues half year report for FY25.

Bay Venues' network of community facilities welcomed more than 1.1 million visits in the first six months of the year, which included hosting 40 significant events and 37 sporting and aquatic tournaments.

Visitation across all our venues was slightly behind the same period last year and overall remains steady and ahead of target, despite the ongoing challenges posed by the country's economic downturn. Added to that is an increasingly tough funding environment that is impacting some community groups and programmes that use our facilities.

Economic headwinds continue to affect our revenue, which was 2% behind budget for H1. Like many other businesses and organisations around the country, we have had to make tough decisions to find cost savings, with some impact on people as a handful of roles have been removed from our organisation.

These changes have been part of a comprehensive cost reduction programme that has improved our financial performance. The introduction of some new revenue generating initiatives and a strong focus on sustainability and technology-driven enhancements and efficiencies have also made positive contributions to help keep us on track.

This has been a challenging period for Bay Venues but we are working hard to minimise any impact on our community of users and customers. We remain firmly focused on being financially sustainable and these priorities will continue for the rest of the year to ensure we meet our FY25 budget. We are now also working on how we will retain a break-even in FY26 given the intention of Tauranga City Council to lower our operating grant in FY26 by 7% (\$680k). We remain committed to working hard to deliver these further savings and provide value to TCC and its ratepayers.

Even with these challenges, there were many bright spots to celebrate in H1, including several new sustainability initiatives that will bring environmental and financial benefits, such as a project to install solar panels at three of our venues.

New revenue generating initiatives have included a commercial lease and partnership with Bay Roller Sports that has seen Pavilion 3 at Mercury Baypark converted into an indoor roller-skating rink, which is now open and busy throughout the week. A new digital billboard has also been installed along State Highway 29A at Mercury Baypark, bringing new advertising opportunities. And our partnership with the University of Waikato continues to develop, with the campus cafe and catering contract performing steadily, and the sports and fitness partnership being rolled out across our venues.

The jewel in the crown of that partnership will be the University of Waikato Haumaru Sport & Recreation Centre, which is scheduled to open in Q4. Located on Cameron Road, this new facility will deliver much-needed additional capacity to the city's indoor court network.

There is plenty to look forward to in the second half of this year and beyond and we are buoyed by the performance of our organisation in these challenging times. Community demand for our venues and services has withstood tough economic conditions and our people have stepped up and continued to deliver exceptional experiences, with overall customer satisfaction increasing to 87%.

As the economy gradually stabilises, we look forward to the return of more events and events-related business, customers spending more in our venues, and believe we are in a strong position to capitalise on new opportunities.

Chad Hooker, CEO

Simon Clarke, Board Chair

\*Tauranga City Council (our shareholder) has facilitated the return of Bay Venues to a cash-flow break-even position from FY25 via increased operational funding in the Long-Term Plan. This operating revenue excludes Tauranga City Council renewal and interest funding.

\*\*Numbers are at the time of reporting and are subject to minor changes over time.

## 2. Community Outcomes

VISITS*	H1 FY24 YTD	H1 FY25 YTD	Variance (%)
Aquatics	399,804	420,657	5%
Community Centres & Halls	194,948	167,404	-14%
Sports & Fitness	417,039	401,120	-4%
Mercury Baypark	119,380	124,531	4%
Total	1,131,171	1,113,712	-2%

### FY25 YTD REVENUE

**\$15.29m**

TOTAL OPERATING REVENUE

TCC/RATEPAYER \$3.8M (25%)  
USER FEES & VENUE HIRE \$6.7M (44%)  
BAY VENUES GENERATED \$4.8M (32%)

**\$3.80m**

TCC COMMUNITY  
OPERATING GRANT

**\$0.41m**

COMMUNITY CENTRES  
& HALLS

**\$3.33m**

AQUATICS

**\$5.06m**

EVENTS & ASSOCIATED  
ACTIVITIES

**\$2.60m**

SPORTS & FITNESS

**\$0.10m**

BUSINESS SUPPORT

### NON-OPERATING REVENUE

**\$8.18m**

TCC RENEWALS FUNDING

**\$0.55m**

TCC DEBT SERVICING

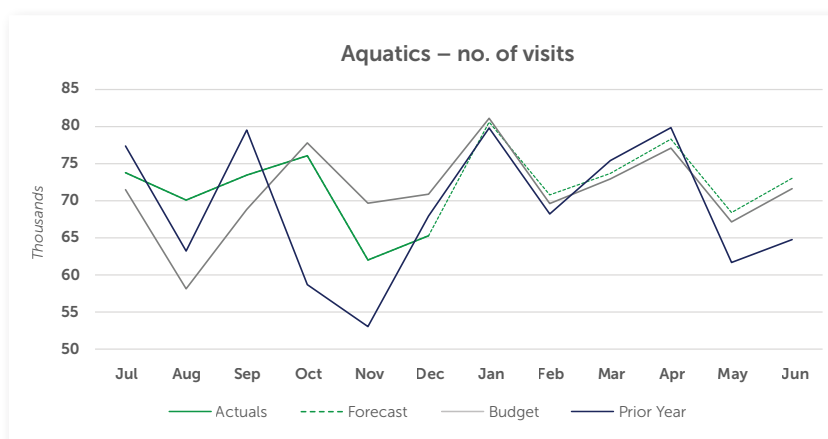
### 2.1 Aquatic Facilities

The first half of the year has been characterised by resilience, innovation, and growth across our Aquatics network.

Participation remains high in our learn to swim and school water safety programmes, we continue to make progress with our accessibility and inclusion efforts, and new initiatives such as our family water safety workshops have driven strong community engagement.

Despite operational challenges, we've exceeded visit targets and adapted to evolving community needs, ensuring our facilities and programmes continue to provide value and make a positive impact.

Our aquatic venues hosted 420,657 visits in H1, slightly ahead of target and 5% ahead of the same period last year. This is despite the scheduled closure of Greerton Aquatic & Leisure Centre for planned renewals and maintenance, which included resurfacing all pool tanks and surrounds, as well as completing essential plant room maintenance.



**1,688**

TAMARIKI ATTENDING WATER  
SAFETY LESSONS YTD

**2,730**

DISABILITY AQUATIC  
MEMBERSHIPS

**5,003**

BAYSWIM TERM  
ENROLMENTS YTD

\*Numbers are at the time of reporting and are subject to minor changes over time.

The average spend per head across Aquatics has also risen by 16% year on year which is a positive sign after feeling the impact of the challenging economic downturn earlier in 2024.

Evolution Aquatics, the anchor tenant at Ōtūmoetai Pool, concluded its learn to swim lessons at the end of Term 4 due to declining enrolments and financial challenges. To support affected families and staff, BaySwim has offered discounted enrolments and employment opportunities.

Funding for the school water safety programme, which historically supported bus transport for lower-decile schools without pools, is facing challenges. Previously funded through Tauranga City Council's applications to NZCT, future applications are under the spotlight due to a highly competitive funding environment and other significant projects in Tauranga Moana. As a result, transport support for approximately 900 tamariki from four major schools may be at risk.

The demand for our free Aquatics Disability Access Membership has grown significantly in recent times, and the diverse needs of applicants has made the well-intended initiative increasingly complex to manage. A review of eligibility criteria will be conducted to ensure the offering remains sustainable.

A working group continues to explore the current state of Ōtūmoetai Pool and options going forward. The working group is made up of representatives from the Ōtūmoetai community, Evolution Swim Club, Ōtūmoetai College, Tauranga City Council, Bay Venues, and an external independent aquatics expert. All geotechnical assessment work at Ōtūmoetai Pool has now been completed, the results are being collated, and a final Geotechnical report will be now prepared for the working group to consider in early 2025, alongside the other completed reviews and reports including the final condition assessment of the facility. A set of options on next steps is being prepared to be viewed alongside the final Geotechnical report.

### Leaders in their field

Our experienced Aquatics team includes industry experts who are well respected at a regional and national level. Mike Page, our Aquatics Operations Manager, has been appointed to the national Poolsafe assessors group for 2025. He will assess nine aquatic facilities in other parts of the country against the national pool safety and operations standards on behalf of Recreation Aotearoa. Erin Fowler, our Aquatics Training and Development Coordinator, is a member of the Recreation Aotearoa Central Region Committee and also does consultation work with Te Mahi Ako for Aquatics Level 4 courses.



## Aquatics (including Baywave cafe)

**“We love our lessons at Baywave! Audrey is 18 months old and has been coming for lessons since she was 3 months old, she loves the water, loves her teachers and has so much confidence! We really appreciate the wonderful teachers and what a great job they do.”**

– BaySwim Customer, December 2024

**84.3%**  
Overall Customer Satisfaction

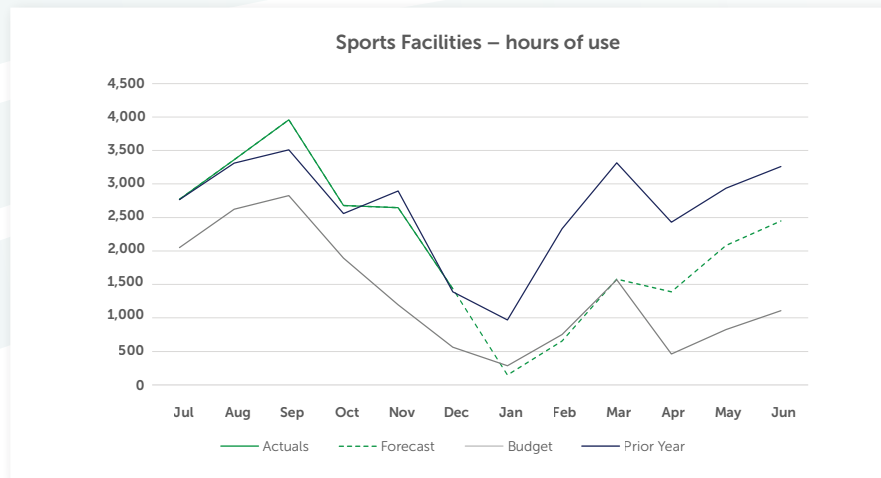
**117,180**  
Website Visitors

**800,181**  
Social Media Reach

## SOLAR PANELS

Solar panels are being installed at three of our facilities – the Mount Hot Pools, the Adams Centre for High Performance, and Pavilion 3 at Mercury Baypark. The estimated completion date for this project is in late April. There are plans to extend the number of solar panels at our venues across the city over the coming years, which will positively contribute to our environmental sustainability as well as our financial sustainability by reducing our electricity costs and reliance on the main grid during the day.

## 2.2 Sports & Fitness Facilities



*Note: Sports Facilities include Mercury Baypark Arena six court, Queen Elizabeth Youth Centre and Memorial Hall, Mount Sports Centre, Aquinas Action Centre, and Merivale Action Centre.*

Our sports facilities across the city continue to be well utilised. Hours of use over the first six months of the year are in line with target and marginally ahead of the previous year's performance, helped by increased court activity during large tournaments such as the annual Zespri AIMS Games in September.

There was a 4% drop in the number of overall visits year on year, however. This could be the result of not as many people attending some tournaments and community sport bookings compared to the year before.

Our social sports leagues and community play programmes continue to track well, meeting targets and the performance of previous years.

Our Clubfit gyms performed well over the majority of H1 despite the economic downturn. However, the gyms have experienced some expected seasonal decline, with increased temporary December holiday period membership suspensions.

Increased competition in the local fitness market is anticipated, with experienced operators set to open venues in Mount Maunganui and Pāpāmoa. The introduction of popular brands and low-cost membership enticements may have some short-term impact on Clubfit membership levels.

The partnership between the Adams Centre for High Performance and High-Performance Sport NZ has been extended for the 2025 calendar year, as has the sponsorship from the Carrus Corporation for its Academy programme.



### Football Family

Morgan and Caleb Wellsbury have been immersed in the world of indoor social football their entire lives. Their introduction came through their dad Richie and his beloved team, The Bone Rangers FC, which has been playing for over 20 years. The brothers grew up on the sidelines and have fond childhood memories of cheering on their dad every Wednesday night. Richie's love for the game – and for The Bone Rangers – passed down to the boys and, soon, supporting from the sidelines wasn't enough. The brothers were "begging dad to get on the court". They joined the team as soon as they were old enough, and then started refereeing as well, at just 13. Like many of the young referees, it was their first part-time job, running matches in the busy league at Mercury Baypark Arena with 60 mixed teams and players aged from 13 to 70. The brothers say the experience has left a lasting impression. They talk about the confidence they've gained, the friends they've made, and the life skills learned, particularly people and social skills. "Customer service skills as well," Morgan adds. "The most important thing, I think, is being around people and talking to people," the 19-year-old says. "It's a really good community and a good space." Richie says he's seen his sons grow in confidence and learn about work ethic, the value of money, and the responsibility and commitment of having a job. It's also just a chance to spend quality time with his sons every week. "It's going to come to an end at some stage, so I'm just enjoying the moment," Richie says. "It's pretty special to me."

4 - Bay Venues Report: H1 FY25 (Jul - Dec 2024)

### Activating community spaces

As part of our community play offering, funded through Tū Manawa Active Aotearoa, our BayActive team has launched two new programmes in the first half of this year. We have started a programme for children and their parents to participate in a range of sports and activities at Pāpāmoa Sports & Recreation Centre, encouraging families to be active together. We have also teamed up with community partner ConneXu, which provides disability support services, to run a programme at Greerton Hall for people with disabilities. This programme has been designed in collaboration with the users to create a balance between play and fundamental skill development. These are just two of five different community outreach play and activation programmes run by BayActive at our venues across the city. The others include weekly drop-in sessions for youth at Welcome Bay Hall and Merivale Action Centre, as well as weekly sessions at Memorial Hall for youngsters who have been excluded from mainstream schools.



### Sports & Fitness

*“I have been to other gyms and felt overwhelmed with a few things, ie. body builders and fashion. This is a real gym for people who need it for their health not just to look good. Very relaxed and friendly.”*

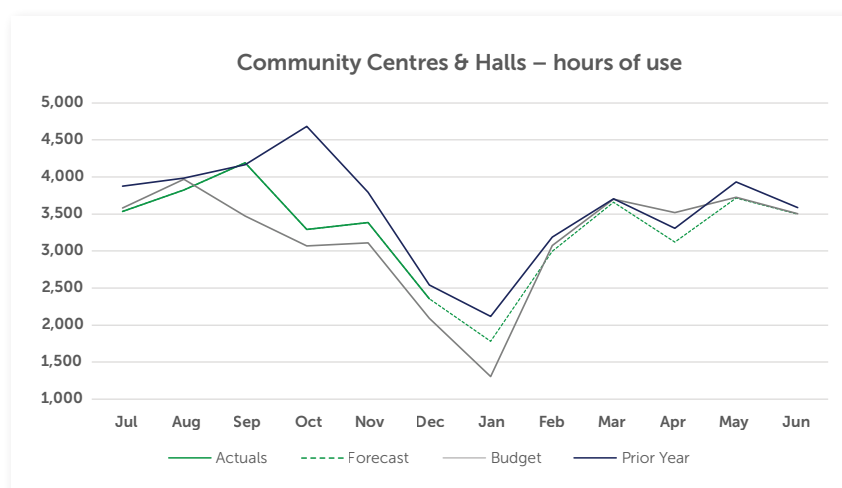
– Clubfit Customer, December 2024

**89.9%**  
Overall Customer  
Satisfaction

**34,566**  
Website Visitors

**740,747**  
Social Media Reach

## 2.3 Community Centres and Halls



Our Community Centres & Halls across Tauranga continue to host a wide range of events and activities spanning many different cultures and celebrating language, dance, music, food, as well as special occasions like national independence days.

Utilisation was on target for H1, with hours of use totalling close to 20,600. However, this was down 11% year on year due to Tauriko Hall closing, as well as some key user groups relocating. This has also had an impact on the number of overall visits in H1, which was down 14% year on year.

Play Time OSCAR programmes moved from Arataki Community Centre and Pāpāmoa Sports & Recreation Centre to school premises, and Diamond Dance relocated most classes to its own premises. While the latter has contributed to the decline in hours of use and visits, it is also a positive outcome as it reflects the growth and success of a local organisation that we have supported, enabling them to establish their own dedicated space.

Another contributing factor to the decrease in hours of use and visits is community funding. Groups booking our Community Centres & Halls are increasingly raising concerns about reduced funding availability compared to previous years. This could affect their activities and operations, leading to fewer future bookings or the cancellation of existing ones.

In the first half of this year, communities from the Cook Islands, Vanuatu, Nepal, India, Fiji, Tuvalu, Bangladesh, and the Philippines held events and activities at our community venues.

Our Community Centres & Halls have also been utilised during several large sporting events, including the city-wide Zespri AIMS Games.

Pāpāmoa Sports & Recreation Centre also celebrated its 30th birthday in September with a day of free community fun celebrating the venue's past and present-day activities, user groups and milestones.

### New AEDs

Working alongside a Welcome Bay community group and Tauranga City Council, we have been able to introduce an additional six defibrillator units (AEDs) to the Tauranga community, including three supplied by Bay Venues. All our Community Centres & Halls will now have AED units available.

### Tauranga Access Map

In collaboration with Tauranga City Council and Access Maps, we've successfully added all our Bay Venues facilities to an innovative digital map that helps enhance accessibility for our disabled community and those with age-related access needs. This initiative, funded by Tauranga City Council, helps people easily find detailed information about the accessibility features

Tauriko Hall was decommissioned in the first half of this year. Built in the late 1930s and in poor condition due to its age, the hall was demolished in September, timed to align with the SH29 Tauriko Enabling Works. Bay Venues worked with Tauranga City Council and all regular users of the hall to help find alternative locations for their bookings in advance of the hall closing and kept key stakeholders up to date.

Four of our Community Halls across the city – Welcome Bay, Greerton, Bethlehem, and Matua – are having some maintenance and renewals work done over the summer holiday period (a quiet time of year for these facilities). All four of these facilities are more than 40 years old and this is a great opportunity to refurbish them.



## Community Centres & Halls

“It was the perfect size, with the correct amenities that was available at a very short notice. We lucked out being able to book a place that had all the characteristics we required for our event.”

– Greerton Hall Customer, December 2024

**100%**  
Overall Customer Satisfaction

**56,693**  
Website Visitors

**229,790**  
Social Media Reach

## 2.4 Events

### 37

**Sporting & Aquatic  
Tournaments YTD**

Event activity stabilised during the second quarter of the year at Mercury Baypark, boosting the number of total visits across the first half of the year, with H1 finishing 4% up on the same period last year.

There was a steady stream of events at Mercury Baypark in H1. Highlights included the Zespri AIMS Games, Tauranga Food Show, Women's Lifestyle Expo, Uenukurangi Symposium hosted by Ngāti Ranginui, 30 Years of NZKGI Gala Dinner, The Classic basketball tournament by HoopNation, the Māori Sports Awards, and the Bay of Plenty Home & Outdoors Show.

We also hosted a run of successful live music shows over the summer season, starting with a Crowded House concert in late November. Californian ska-punk rock band Sublime with Rome performed in late December during their final ever tour, and that was followed by Famous Last Words – the New Year's Eve drum and bass concert. Whilst numbers were lower than expected for the two December events, all summer concerts ran smoothly with a fantastic time had by attendees. We are continuing to see a trend of downsized events, particularly ticketed events, which is consistent with the wider industry and the squeezed economic environment.

A new event in the first half of this year was Te Waka Pererua, the Tauranga Moana Kapa Haka competition, with 16 kura performing and a strong volunteer and supporter presence.

The 2024/25 Baypark Speedway season opened on Labour Weekend, with six race events held in H1 and a particularly strong turnout for the always popular Bay Super Bowl & Fireworks Extravaganza in early November. Former Supercars champion Shane van Gisbergen also drew a good crowd when he took to the famous Baypark Speedway clay track in late December.

### 40

**Significant Events  
(over 500 pax) YTD**

### 26

**Cultural Activities &  
Events YTD**

### 20

**Diversity & Inclusion  
Initiatives YTD**

### EVANZ appointment

Bay Venues Chief Executive Chad Hooker has been elected to the Board of Directors at EVANZ – the Entertainment Venues Association of New Zealand. EVANZ has more than 120 venue members around New Zealand including theatres, stadia, arenas, convention centres, sports grounds and community event centres, as well as 30 associate members – businesses that provide support to the entertainment venues industry. The EVANZ Board of Directors is comprised of senior executives from a range of New Zealand venues around the country.



### New digital billboard

A brand new double-sided digital billboard has been installed along State Highway 29A at the edge of the Mercury Baypark site. This new billboard, which has been in the pipeline since late 2023, provides us with an opportunity to generate additional billboard revenue and modernise our billboard offering. We have partnered with Outdoor Attractions NZ, a local billboard advertising company, which is selling advertising on our behalf (and is now selling ads on all our static billboards too). We will also be using this new digital billboard to promote our own venues and activities.

### Events (including Catering and Audio Visual)

“All the stress was taken off me and our Event Coordinator/Planner was great.”

– Mercury Baypark Event Client, November 2024

### 89.2%

Overall Customer Satisfaction

### 38,343

Website Visitors

### 753,361

Social Media Reach

## 2.5 Associated Activities

### Healthy School Kai

**116,964** LUNCHES **9** schools

The first half of the year saw a decline in student numbers, resulting in a 15% revenue shortfall against budget. This trend is expected to continue for the remainder of the year. To mitigate this, we have placed a strong focus on cost control by introducing new menus and adjusting labour.

As we approach what is expected to be our final year delivering the Government's Ka Ora, Ka Ako | Healthy School Lunches programme, the team remains committed to strengthening relationships with schools, students, and the wider community. The programme's operating model has undergone changes, with new savings targets implemented.

### COMPOSTING INITIATIVE

Our Healthy School Kai team is teaming up with Welcome Bay School to deliver a new composting initiative. Healthy School Kai will be working alongside the school to ensure all food packaging is properly sorted before being processed in two composting machines. Each composter can process 10kg of food waste per cycle and reduce it by up to 90% within 24-48 hours. The resulting compost will be donated back to the school for use in its gardens or fundraising initiatives. This is also a learning opportunity for the students – they will be taking part in the sorting process, learning about the power of composting and get to see the composting in action at our facility.

### Bay Catering

The first half of the year ended with EBITDA \$49k below budget. While we saw some recovery with November's strong performance, the lower-than-expected attendance at the December concerts significantly impacted revenue.

Retail continues to experience a downturn due to ongoing cost of living pressures, however our out-catering events have seen strong growth, with 72 events held so far. These events saw a significant increase in December, with 20 held outside our venues.

A key highlight this year has been the opening of our new 101 Cafe Experiment at the University of Waikato Tauranga campus. The cafe is part of a wider commercial contract with the University that also includes event catering at the central city campus. The cafe opened in October and has been trading steadily since opening, helping us strengthen and build new relationships with the local community in the central city, including nearby businesses. The associated event catering contract at the University continues to grow month by month, exceeding targets. We are looking forward to the return of students in late February.



### Bay Audio Visual

H1 ended with an EBITDA profit of \$143k, \$17k behind budget, with H2 forecast to make positive gains.

In H1 we took delivery of our new rolling stage and doubled the capacity of the Mercury Baypark on-site audio visual workshop; both projects delivering improved efficiencies. A new score boarding solution that serves professional and community sport was developed in H1 and is being implemented.



## 3. Management Update

### 3.1 Health, Safety, and Wellbeing

#### Health & Safety

Lead Indicators	FY24	H1 FY24	H1 FY25
Near misses reported	79	18	39
Health & Safety conversations completed	44	17	22
Lag Indicators			
Total incidents recorded	701	321	311
Actual critical consequence incidents under Bay Venues control	0	0	0
Actual major consequence incidents under Bay Venues control	4	0	0

In H1 FY25, near-misses made up 18% of all reported incidents, compared to 11% in FY24. This improvement in a key lead indicator reflects a proactive safety culture and indicates that risk maturity is beginning to develop within our workforce. Increased near-miss reporting is a critical indicator because it demonstrates that staff are identifying potential risks and driving learning and system improvements before harm occurs.

This achievement has been supported by further investment in our incident reporting software. In H1, we further upgraded our software to align with a revised incident classification framework to further operationalise changes made in July 2024. Key changes included enabling Health and Safety Representatives to be the default investigator for minor incidents and simplifying the reporting process to reduce reporting barriers. These enhancements have strengthened operational learning and proactive risk management and have been replicated in our security incident reporting module.

The Security Manager has transitioned from the Facilities Management Team to join the Health and Safety Team within H1. While the role will continue to oversee the upgrade of physical security controls during this financial year, the integration represents a valuable opportunity to harness the natural alignment between security and health and safety. By bringing these functions together, we can adopt a more holistic approach, enabling us to strengthen risk management practices, enhance operational resilience, and further improve our ability to efficiently manage antisocial behaviour incidents.

#### MONITORING & IMPROVING WATER CONSUMPTION & EFFICIENCY

We have installed water meters in the main car park at Mercury Baypark to measure water consumption and washdown activities. These meters provide critical data, enabling us to monitor usage more accurately and develop strategies to improve water efficiency in the future.

### 3.2 HR

One of our focus areas in the people space for the first half of the year has been on implementing changes within our structure to contribute to the overall organisational cost saving initiatives. The approach has been to achieve a balance of achieving the required savings while trying to minimise disruption and uncertainty for our people. This process has resulted in a handful of roles being removed from our business.

We have also had a focus on technology with a significant investment made in renewing our rostering system and in doing so supporting the organisation to increase efficiencies in processing, achieving legal compliance from a Holidays Act perspective, and allowing managers accurate financial data to make informed rostering decisions on.

Planning is also underway to establish a calendar of activity to support our internal learning and development programme Strive to Thrive which includes leveraging material and content from Tauranga City Council.

### 3.3 Technology

In H1 we established a new IT support partnership with Synergy; delivering cost savings and value add enhancements, including increased cyber security and monitoring capability.

Work embedding our new workforce management system continued, and a new technology integration between this and our payroll system is now undergoing testing, with a March go-live date.

In H1 we also introduced an updated five-year technology roadmap, with a focus on improved customer experiences, self-service, digital communication, business insights, data management, and AI. Work on some of these areas is already underway including demos of AI tools and self-service kiosks.

Several new online forms for ease of customer service have also been delivered. The Technology team continues to support various business projects and initiatives including improved payment solutions, process automation, facilities maintenance job management solution, the opening of 101 Cafe Experiment, facility closures and maintenance projects, and new leased spaces.

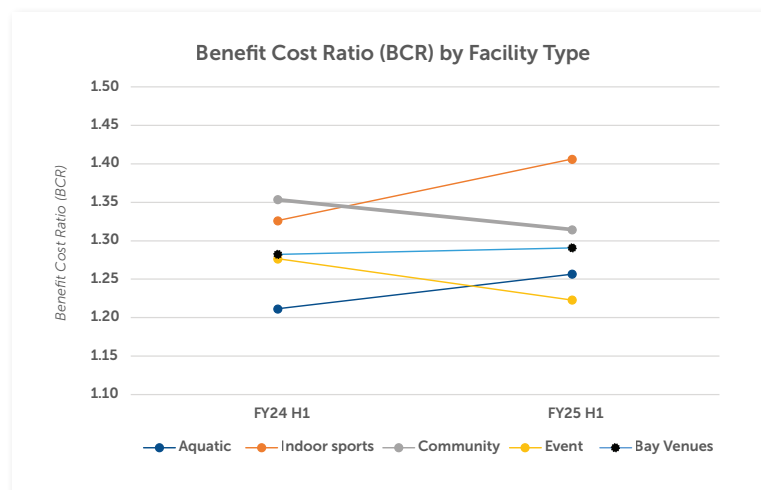
### 3.4 Finance

The first half of the year generated revenue of \$15.3m, 2% lower than budgeted. This was primarily driven by cost-of-living pressures driving reduced spend per head through our Aquatics facilities as well as lower event volumes, particularly in the first quarter.

During H1 we embarked on a significant cost reduction programme in order to meet our FY25 budget. We have started to see the benefit of the cost savings towards the end of H1 with total operational savings of \$213k against budget.

Looking forward, whilst we are not expecting to see a significant improvement in trading conditions this financial year, we do expect to meet our FY25 full year EBITDA budget with a continued focus on cost control.

### Cost Benefit Analysis



Bay Venues H1 Benefit-Cost Ratio (BCR) increased by 1% on prior year, to 1.29. BCR greater than 1 means we are delivering a positive financial benefit on our investment. Significant increases were seen in Aquatics and Indoor Sport, driven by increased visits combined with cost savings in operating the facilities. Community Hubs and Events BCR declined on prior year, driven by declines in visitation. All segments delivered a positive BCR in H1, ranging from 1.22 to 1.41.

### MONITORING AND REDUCING GREENHOUSE GAS EMISSIONS

In partnership with Tauranga City Council, we have successfully completed the annual greenhouse gas (GHG) audit for Bay Venues. Our emissions primarily stem from direct energy usage and transportation, with planned initiatives to reduce these figures through energy efficiency upgrades and fleet optimisation. The report offers a comprehensive framework for monitoring and improving our environmental impact.



# Tauranga Art Gallery Trust 6 Month Report

1 July – 31 December 2024



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Tauranga Art Gallery Trust (TAGT) is incorporated under the Charitable Trusts Act 1957 as a not-for-profit entity, established to deliver and operate a public art gallery to serve residents of Tauranga, the Western Bay of Plenty, and visitors to the region. TAGT has charitable status with the Inland Revenue Department.

This report has been completed in accordance with our Tauranga City Council Statement of Intent and the Local Government Act 2002, which requires that TAGT report to Council on a six-monthly and annual basis.

*Cover: Featured artwork by Rob McLeod*



## CHAIRS REPORT

3

The Tauranga Art Gallery Trust (TAGT) wishes to express our appreciation of the financial assistance and ongoing support that we receive from Tauranga City Council and the people of Tauranga.

### **The last six months**

We commenced Q1 for the 1st time in 17 years without a physical site. Both the main gallery building closed for redevelopment and the temporary pop-up we had operated on Devonport Road, ceased after 12 months of operation (as per our arrangement with Tauranga City Council). This meant deliverables and challenges compared to previous financial years have been quite different. This said we are delighted to be delivering for the people of Tauranga – *as they expressed in our strategic review and letters of support towards the 2025–2035 Long Term Plan* – an upgraded facility.

Across print and online platforms the Gallery has presented a strategic marketing and comms campaign focussed on highlighting for ratepayers the following:

- Keep informed about the exciting redevelopment of your art gallery
- Discover our pop-up events, Strand exhibition and holiday programmes all on in our city centre
- Our city centre is transforming into a vibrant destination city

The Gallery Educator has been delivering an exceptional outreach programme to schools, along with July and October holiday programmes and workshops (see pages 9–13). This has been complimented with a series of art talks that we delivered around the city centre at Tauranga Libraries and The University of Waikato.

The Gallery team have been working hard behind the scenes preparing for re-opening including:

- Securing and fitting out a new collection storage on Waihirere Lane
- Exhibition programme development two years in advance
- Website and online store upgrade
- Audio, digital and print resource development
- Securing patrons and naming partners
- Fitting out retail store and cafe, procuring stock and tenant

The Gallery Director completed an organisational restructure, finalising three departments, Business, Exhibitions and Experience. The latter is to implement the Visitor Experience Strategy which will optimise audience engagement.



The Gallery finished the year on a high announcing a naming partnership with Craigs Investment Partners. Huge thank you to Neil Craig and the team for supporting the Gallery since 2007. 4

### **Building redevelopment**

The Gallery team has been dedicated to advising and actioning requirements as they arise from the project control group. The fit-out in its entirety is a significant undertaking. It has been wonderful to see Masonic Park and the waterfront open, and the vision for Te Manawataki o Te Papa begin to take shape.

### **Financials and Governance**

The shifting work programme of the gallery build has impacted our ability to attract funding that is tagged to output and delivery. In return the Gallery has been financially prudent in expenditure, this is reflected in the mid-point result. The six-monthly results vary to budget mainly due to lower HR costs, with a lower staff base than anticipated at this point in time but increasing to meet the demands of the refurbished Gallery at the beginning of the next financial year. We are forecasted to end the end of year with a modest surplus, demonstrating financial prudence and accountability to ratepayers.

In the last six months the Trust Board welcomed a new Māori representative Allanah Winiata-Kelly who replaces Sylvia Willison. We would like to thank Sylvia for her valuable contribution to the Gallery.

### **Looking ahead**

We acknowledge the current fiscal environment across the country and support Tauranga City Council's 7% reduction in operating expenditure. We will therefore be adjusting ours accordingly in response to the grant we receive, for the forthcoming year.

The upcoming year is going to be energising and exciting. For the public the Gallery is hosting art tours to Hamilton and Whanganui, along with a Winter art history series. The Collection is to be moved to Waihirere Lane in April. With the work programme going to schedule TAGT will be handed back the building end of August, to move back in, test and fit out the spaces in September, and then install artworks in October. Ready for a cracker of an opening come November.

Ngā mihi,

**Rosemary Protheroe**

*Chair – Tauranga Art Gallery*



**Tauranga Art Gallery Trust (TAGT) was established in 1998 to manage and operate Tauranga Art Gallery Toi Tauranga (TAG), ensuring sound governance and financial management.**

**TAG creates lifelong relationships with art through exceptional art experiences that engage, inspire, challenge, and educate.**



# Building Project:

## Redeveloping & Fitting Out The Gallery

The Gallery staff has worked tirelessly alongside and to support Tauranga City Council and Warren and Mahoney Architects to ensure the redeveloped building and fit-out will meet future needs to present artwork, and international museum standards. For example the heating ventilation and air conditioning (HVAC) unit installed in 2007 increasingly required expensive maintenance as it neared the end of its working life. The staff consulted with Te Papa and the Sarjeant Art Gallery and other industry professionals. They then procured a specialist to design a solution, which then informed the final detailed designs for the building.



The Gallery is also a multi-functional community facility. This has been considered from lighting, sound, suspension points, to cabling and digital systems. Every inch of the Gallery has had to be considered to ensure space is optimised in its function.

The detailed fit out of public spaces including the cafe, reception, retail and Creativity Centre has been led by the Gallery staff to ensure it is fit for purpose. They sourced furniture and fittings and advised on finishes for the wider build. The cafe has been designed so that it can operate by day for visitors and by night to cater for venue hire bookings and event. Likewise the reception area can function as a space to welcome and a bar to serve drinks from when needed.

The overall look throughout these spaces has been informed by a colour palette designed by Ngāi Tamarāwaho mana whenua artist Marea Timutimu. The palette is distinctly Tauranga Moana and includes references to the earthy pigments of the land, the chalky grey of the pipi and the bright bloom of the pohutukawa flower.

# Building Project:

## New Collection Storage

The (under construction) new entrance for the Gallery onto Masonic Park is located where Education offices were. Therefore a new site within the building footprint had to be found for this. The Collection storage was the obvious choice as it sat adjacent to the Exhibitions offices, creating an opportunity for an open plan office and greater collaboration for both teams.

Before the Gallery closed to the public the Exhibitions team undertook the major task of preparing paperwork, crating and relocating the entire Art Collection. And we wish to thank Tauranga City Heritage Collection and Waikato Museum for temporarily housing these works.

This left the problem of finding a new storage facility. A number of options were considered. The preferred solution was located within 100m of the Gallery which meant transporting artworks would be simpler than a storage located on the city fringes. The other major benefit was accessibility to the collection by the public. Researchers have always been able to request access to works, but this site would mean the general public could too. Following consultation with industry on design, and fire suppression experts UltraFire, designers BCD Group developed plans, and consent was granted.



Based in this concept and the need to appropriately accommodate and protect the Collection, Lotteries made a grant to the Gallery of \$97,800, with the remaining costs of \$88,600 funded through TAGT cash reserves.

The fit out including repurposing the old art racks, is underway to be completed Q3 with the Collection to be moved onsite by the Exhibitions team at the start of Q4.

The facility will open to the public at the start of 2026. Until then it will house the Collection and crates of artworks for the re-opening programme, (saving on leasing additional storage).



# Building Project:

## Preparing for Reopening

Visitors to the Gallery in particular Tauranga residents are going to experience greater opportunities to engage and enjoy their visit.



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### Resource and programme creation

We are all different and how we view, learn from and interpret an artwork changes from person to person. A visit to a Gallery can be greatly enhanced when audiences find a connection or 'way-in' to an artwork. The team are developing a range of resources and programmes to add value for the visitor. A Curiosity Activity booklet means audiences of all ages will have fun discovering and learning about artworks and the artists who create them. In conjunction with Arts Access Aoteroa an accessibility review is underway which means solutions such as scaled up wall text for sight impaired or for light and sound sensitive visitors, quiet and low light times will be available.

Funding through Lotteries means staff have also been developing artist videos, exhibition audio guides and online art making workshops. In Q1 and Q2 we kick started this initiative and released videos for at home activities in mono-prints, weaving and hirameki, a Japanese form of ink work.

Led by our Marketing Manager the website is undergoing a major content and functionality upgrade. Along with what's on in the gallery, travel tips and where to park, will make our visitors journey easier.

### Friends of the Gallery

Launched 27 years ago, FOTAG has been undertaking a review, and our Business Manager has supported the Chair of FOTAG to develop a steering group, deliver focus groups and surveys. Findings are to be delivered in March Q3.

### Te Kāhu ō Hinewa

A Māori Advisory group has been formed and will advise and mentor staff in the areas of tikanga, Mātauranga a Toi Māori and Manākitanga. Commencing in February Q3 this collective expertise will champion excellence for Māori artists and communities.

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# Building Project:

## Preparing for Reopening

### **Naming and funding partners**

In 2024 the Gallery launched new opportunities and benefits for individual benefactors and corporates to show their support. Led by the Business Manager as of Q3 three of the four downstairs spaces have partners aligned. And we were delighted to announce one of those at the conclusion of Q2 being Craigs Investment Partners. The 3 year partnerships that commence when the Gallery is open, offer a more sustainable model rather than individual exhibition sponsorship. For the partner it is a more focussed and rewarding opportunity. Tiered patronage enables annually a major project. To date patrons (starting at \$500 annually) to the value of \$15,000 have signed up, and this will continue to grow.

### **Cafe Tenancy Procurement**

The Business team have been procuring a tenant for the cafe. We are looking to attract a local business that has an excellent reputation. Q2 saw the RFT process well underway, with Q3 looking to confirm an operator.



### **Retail**

There is a gap in the city centre retail offerings for a store that showcases quality art, jewellery and design from around the region. Complemented with books, and other gallery merchandise, the team have been commissioning local artists, makers and designers to create stock for this destination gift shop.



# Exhibitions & Events

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The Gallery has enjoyed collaborating with City Centre partners to present exhibitions and events. Conversations with writers as part of the October Escape Festival and workshops with artist Sara Hughes for the Tauranga City Council Re-Imagine our City project.

Monthly, the Director has been presenting an update to community groups such as U3A, retirement villages and the Citizens Club building excitement for the reopening.



## **Ans Westra Book Launch @ Tauranga City Libraries**

In July at Tauranga City Library we hosted a lively and engaging conversation between author and historian Paul Moon, gallerist David Alsop, and Ans Westra's daughter, Lisa Van Hulst. They discussed the accomplishments of formidable New Zealand documentary photographer Ans Westra.

## **Claudia Jarman Lecture @ University of Waikato**

Then in October at Waikato University our annual Claudia Jarman Lecture, this time with Mary Kisler, a renowned art historian, writer, and former senior curator at Auckland Art Gallery. Mary shared her research into the work and life of Frances Hodgkins, sharing insights into Frances's European connections, her artistic influences and her fervent personality. (Pictured above)

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# Exhibitions & Events

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## Frances Hodgkins @ Waihirere Lane

With artworks generously loaned by Claudia Jarman's son, following the lecture audiences were able to view works by the famous New Zealand artist.



## Playback @ The Strand

Showcasing exhibitions over the years visitors to Tauranga City Centre were able to enjoy this walk down memory lane over the Summer.

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# Education Programmes

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Over Q1 and Q2 our Educator presented holiday workshops, community workshops, and a schools outreach programme. 569+ children and youth engaged with a programme over this time. The outreach programme focussed on schools such as kura kaupapa, special needs or low decile that have not had strong engagement with the gallery. It has been an opportunity to strengthen relationships with teachers and link our programmes with local pūrākau, stories what is being taught in the classroom. An example follows.

## Workshop @ Merivale Primary

Pūrākau Landscapes – the workshop format was inspired by a recent gallery exhibition *Tauranga Moana Waterscapes*. After viewing a slideshow about the artists, landscape drawing and the local pūrākau of Taurikura the children explored different drawing techniques and material's. Then using a reference photo from the rohe they made a realistic water colour drawing. (Pictured below)



## July holiday workshop @ Te Puna Rugby Clubrooms

Mixed Media Korowai – inspired by fabric artist Ron Te Kawa's 7 sisters of Matariki. The tamariki used a variety of interesting fabric scraps and specialty papers along with tempura paint and posca pens to create their mahi toi.

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*"Thank you again for your mahi with us last week, the tamariki really enjoyed themselves and responded really well to your presence and facilitation style 😊"*

Brody Leatham – Rangatahi Projects Coordinator

*"Thank you for your wonderful mahi with our tamariki. Loads of positive feedback from the akonga and the kaiako."*

Irene Martin – Year 5 & 6 teacher, Merivale School

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# Education Programmes

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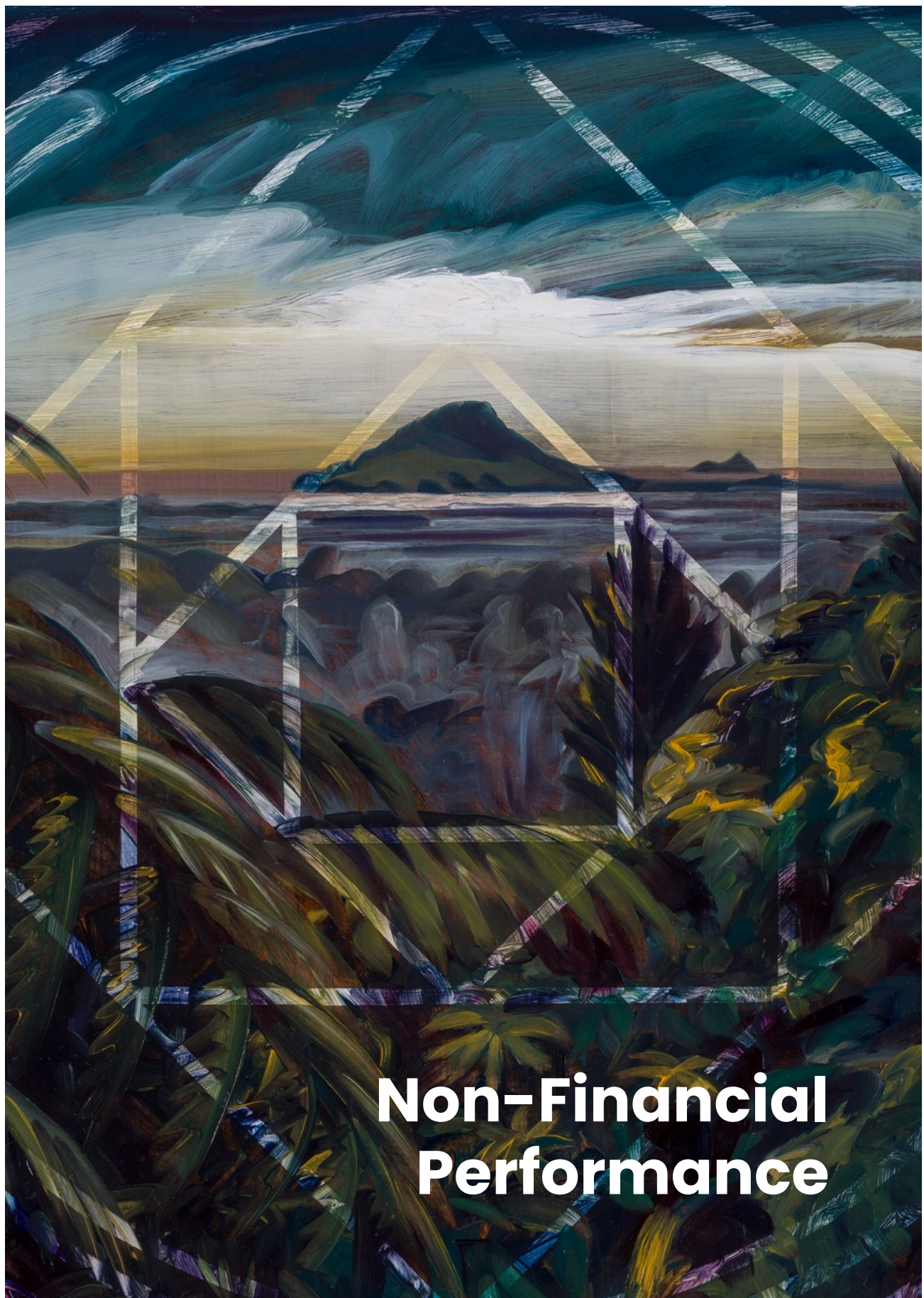
## October Holiday workshop @ Waihirere Lane

Eye Sculptures – inspired by the bold, vibrant artwork of NZ/Scottish artist Rob McCleod. After viewing part of McCleod's wild and colourful mural, children designed, painted, and built their very own eye sculpture, which was then displayed on its own custom wooden stand (pictured above).

## Online workshops





To enhance learning resources whilst closed this the team have created a suite of online art making workshops that can be accessed via the website by schools and the public.

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# Non-Financial Performance

Strategy	Objective	Performance Target	Q1 / Q2 results
17			
<b>He Tauranga Auaha</b> <b>To be an anchor of innovation and creativity</b>  TAG is a destination for both city visitors and residents, providing the opportunity for all to learn about and experience art	1. Deliver a range of exhibition, learning and engagement programmes that achieve a high level of visitor experience satisfaction	Annual programme of at least 12 shows are in development	<div></div>
		Content to enhance visitor experiences is in development to include publications, digital, and self-guided resources re-opening annual programme of exhibitions and experiences is launched and achieves a high level of visitor satisfaction	<div></div>
<b>He Tauranga Matarau</b> <b>To be an anchor for diversity</b>  TAG is inclusive and promotes partnerships with tangata whenua, values culture, and diversity and where people of all ages and backgrounds are included, feel safe, connected, and healthy.	2.Implement Visitor Experience Strategy that grows and diversifies audiences, and engagement	Stakeholders and audiences are informed during the closure and leading up to the reopening of the gallery through a targeted campaign upgraded website launched	<div></div>
		Diverse audiences engage with gallery reopening programme *	<div></div>
	3.Implement Māori Engagement Framework.	Kaitohotohu toi Māori role appointed **	<div></div>
		Māori advisory group established	<div></div>
	4.Our brand value is strengthened through touring exhibitions, media coverage and invitations to participate in high profile events	Media coverage is tracked and is positive	<div></div>
		Touring shows in development with confirmed venues	<div></div>
<b>He Tauranga Whaihua</b> <b>To be an anchor of enduring success</b>  TAGT will pursue opportunities to secure funding and manage all funds with prudence and care with a commitment towards being financially sustainable.	5. Implement and monitor prudent financial management and processes	Annual Budget is approved and met	<div></div>
		Audit Report completed	<div></div>
	6. Establish, grow and diversify revenue streams that will achieve financial sustainability	Approved Annual revenue Plan and targets met. *	<div></div>
		Annual report and audited accounts are loaded onto website.	<div></div>
	7. Demonstrate accountability and transparency of investment of public funds.		
<div>*Target will not be met due to gallery building not open.</div> <div>**Role deferred</div>			
<div>KEY</div> <div><div></div>TARGET NOT MET</div> <div><div></div>TARGET COMPLETED OR ON TRACK TO BE MET</div>			

Strategy	Objective	Performance Target	Q1 / Q2 results
			18
<b>He Tauranga Haukaha</b> <b>To be an anchor of great shelter</b>	8. Deliver an enhanced facility contributing towards a strong Te Manawataki o Te Papa precinct and city centre partnerships	Building reopens offering enhanced visitor and art experiences *	
He Tauranga Taiao To be anchor in environmental sustainability		TAG works closely with TMOtP partners to grow the profile of the precinct and city	
<b>He Tauranga Haumaru</b> <b>To be anchor for development.</b>	9. Health, safety, well-being, and organisational culture is a priority	Monthly H&S Report to Board for review and discussion Safe 365 implemented	
TAGT will take all practical steps to ensure our people are valued, supported feel safe, connected, and healthy.	10. The board is providing best practice governance.	Board professional development undertaken and reported on	
			 *Target will not be met due to gallery building not open.

KEY

 TARGET NOT MET

 TARGET COMPLETED OR ON TRACK TO BE MET



# Financial Performance

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**Compilation report**

Tauranga Art Gallery

For the six months ended 31 December 2024

Compilation Report to Tauranga Art Gallery

**Scope**

On the basis of information provided and in accordance with Service Engagement Standard Number Two: Compilation of Financial Information, we have compiled the special purpose financial statements of Tauranga Art Gallery for the six months ended 31 December 2024.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

**Responsibilities**

Tauranga Art Gallery is solely responsible for the information contained in the special purpose financial statements and have determined that the Special Purpose Reporting Framework used is appropriate to meet your needs and for the purpose that the special purpose financial statements were prepared.

The special purpose financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the special purpose financial statements.



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**Statement of Financial Performance**

Tauranga Art Gallery

For the six months ended 31 December 2024

Account	Notes	Jul-Dec 2024 Actual	Jul-Dec 2024 Budget (unaudited) \$	Jul-Dec 2023 Actual
<b>Revenue</b>				
Funding from Local and Central Government	1	838,254	804,266	860,593
Non-government grants, sponsorship and donations	1	31,541	293,980	39,878
Interest, dividends and other investment revenue	1	47,818	15,600	31,257
Other revenue	1	14,137	6,500	83,501
<b>Total Revenue</b>		<b>931,750</b>	<b>1,120,346</b>	<b>1,015,230</b>
<b>Expenses</b>				
Volunteer and employee related costs	2	455,947	621,628	521,429
Advertising and marketing	2	9,232	31,000	25,330
Lease expense	2	1,546	1,662	4,275
Depreciation and amortisation		74,378	75,870	74,365
Gain/loss on sale/disposal of assets		2,550	0	0
Costs related to providing goods or service	2	219,665	403,791	449,016
Special Projects		0	0	24,088
<b>Total Expenses</b>		<b>763,318</b>	<b>1,133,951</b>	<b>1,098,504</b>
<b>Surplus/(Deficit) for the Year</b>		<b>168,432</b>	<b>(13,605)</b>	<b>(83,275)</b>

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

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**Statement of Financial Position**

Tauranga Art Gallery

As at 31 December 2024

Account	31 Dec 24	31 Dec 23
<b>Assets</b>		
<b>Current Assets</b>		
Bank accounts and cash	877,733	372,937
Debtors and prepayments	54,737	45,742
Inventory	6,848	7,161
Term deposits	1,933,354	889,399
<b>Total Current Assets</b>	<b>2,872,673</b>	<b>1,315,239</b>
<b>Non-Current Assets</b>		
Property, plant and equipment	11,132,736	13,559,905
<b>Total Non-Current Assets</b>	<b>11,132,736</b>	<b>13,559,905</b>
<b>Total Assets</b>	<b>14,005,409</b>	<b>14,875,143</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Creditors and accrued expenses	1,362,532	203,797
Employee costs payable	26,748	54,882
<b>Total Current Liabilities</b>	<b>1,389,281</b>	<b>258,679</b>
<b>Total Liabilities</b>	<b>1,389,281</b>	<b>258,679</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>	<b>12,616,129</b>	<b>14,616,464</b>
<b>Accumulated Funds</b>		
Capital contributed by owners or members	1,000,000	1,000,000
Accumulated surpluses or (deficits)	6,051,259	5,749,157
Reserves	5,564,870	7,867,307
<b>Total Accumulated Funds</b>	<b>12,616,129</b>	<b>14,616,464</b>

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**Statement of Cash Flows**

Tauranga Art Gallery

For the six months ended 31 December 2024

<b>Account</b>	<b>Jul-Dec 24</b>	<b>Jul-Dec 23</b>
<b>Cash Flows from Operating Activities</b>		
Receipts from customers	838,254	908,432
Payments to suppliers and employees	(773,105)	(1,051,258)
Cash flows from other operating activities	-	185,774
<b>Total Cash Flows from Operating Activities</b>	<b>65,149</b>	<b>42,948</b>
<b>Cash Flows from Investing and Financing Activities</b>		
Payments to acquire property, plant and equipment	(12,426)	(27,381)
Payments to purchase investments	(315,114)	(154,610)
Cash flows from other investing and financing activities	96,231	6,516
<b>Total Cash Flows from Investing and Financing Activities</b>	<b>(231,309)</b>	<b>(175,475)</b>
<b>Net Increase/(Decrease) in Cash</b>	<b>(166,160)</b>	<b>(132,527)</b>
<b>Bank Accounts and Cash</b>		
Opening cash	1,043,893	505,465
Closing cash	877,733	372,937
<b>Net change in cash for period</b>	<b>(166,160)</b>	<b>(132,527)</b>

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**Notes to the Performance Report**

Tauranga Art Gallery

For the six months ended 31 December 2024

Account	Jul-Dec 24 Actuals	Jul-Dec 24 Budget \$ (unaudited)	Jul-Dec 23 Actuals
<b>1. Analysis of Revenue</b>			
<b>Funding from Central and Local Government</b>			
Tauranga City Council			
Operating Grant	767,270	767,268	627,551
Other Grants	31,984	-	209,377
<b>Total Tauranga City Council</b>	<b>799,254</b>	<b>767,268</b>	<b>836,928</b>
Western Bay of Plenty District Council	22,000	20,000	6,667
ELC Funding Education Programme	17,000	16,998	16,999
<b>Total Funding from Central and Local Government</b>	<b>838,254</b>	<b>804,266</b>	<b>860,593</b>
<b>Non-government grants, sponsorship and donations</b>			
Exhibition Sponsorship	31,071	117,980	7,500
Artbus Sponsorship	-	-	13,333
Grants Other (Non Ed/Exh related)	-	168,000	0
Donations Other	470	8,000	19,045
<b>Total Other donations</b>	<b>470</b>	<b>176,000</b>	<b>19,045</b>
<b>Total Non-government grants, sponsorship and donations</b>	<b>31,541</b>	<b>293,980</b>	<b>39,878</b>
Interest, dividends and other investment revenue	47,818	15,600	31,257
<b>Other revenue</b>			
Education programme revenue	11,491	6,500	23,968
Events and exhibitions	2,300	-	51,434
Retail Sales	-	-	3,952
Sundry Income	346	-	4,145
<b>Total Other revenue</b>	<b>14,137</b>	<b>6,500</b>	<b>83,501</b>
<b>Account</b>	<b>Jul-Dec 24 Actuals</b>	<b>Jul-Dec 24 Budget \$ (unaudited)</b>	<b>Jul-Dec 23 Actuals</b>

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**2. Analysis of Expenses**

<b>Volunteer and employee related costs</b>			
Salaries and wages	315,511	561,072	468,544
Recruitment and HR costs	19,603	9,700	7,317
Staff travel	11,258	9,320	5,258
Staff training	1,327	3,750	150
Other Employee related costs	5,439	19,784	8,521
Contractor expenses	102,809	18,002	31,639
<b>Total Volunteer and employee related costs</b>	<b>455,947</b>	<b>621,628</b>	<b>521,429</b>
<b>Advertising and marketing</b>			
Advertising Print Media	1,700	-	12,648
Advertising Radio, TV	0	-	3,666
Digital Media	469	-	3,856
Marketing and advertising Other	6,863	31,000	3,880
Graphic Design	200	-	0
Large Format M&M	-	-	1,280
<b>Total Advertising and marketing</b>	<b>9,232</b>	<b>31,000</b>	<b>25,330</b>
<b>Lease expense</b>			
TCC Car Park Lease	-	-	2,214
TCC Transformer Site Rental	1,546	1,662	2,061
<b>Total Lease expense</b>	<b>1,546</b>	<b>1,662</b>	<b>4,275</b>
<b>Costs related to providing goods or services</b>			
Accounting and payroll administration	1,573	5,202	4,691
Administration expenses	60,731	57,837	32,587
Audit fees	29,097	41,600	12,635
Building and maintenance	34,983	70,853	98,266
Consultants and legal	5,513	1,560	6,515
Cost of goods sold	(4,042)	270	7,209
Education expenses - Art bus	2,116	-	18,661
Education program expenses	2,815	-	14,408
Relocation expenses	9,003	3,500	166,481
Insurance	16,368	13,560	(7,414)
Offsite Storage	11,577	12,998	13,507
<b>Event and exhibition expenses</b>			
Exhibition Catalogue	-	-	1,892
Exhibition Contractors	-	-	11,290
Exhibition Misc Expenses	22,930	192,911	8,838
Artist Exhibition Fee	5,750	-	17,107
Fundraising Expenses	-	3,500	1,138
Graphics Production Exhibitions	3,275	-	7,721
Licencing Fees	-	-	954
Materials Exhibition	14,000	-	2,869
Opening Exhibition/TAG Event expenses	1,265	-	2,220
Artist related expenses	952	-	5,000
Paint	-	-	1,045
TAG Events Supplies and Facilities	1,681	-	10,413
Touring Costs Exhibitions	-	-	261
Freight	80	-	10,725
<b>Total Event and exhibition expenses</b>	<b>49,933</b>	<b>196,411</b>	<b>81,471</b>
<b>Total Costs related to providing goods or services</b>	<b>219,665</b>	<b>403,791</b>	<b>449,016</b>

# Staff

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## Tauranga Art Gallery Trust

Chair: Rosemary Protheroe  
Deputy Chair: Wayne Werder  
Trustee: Hannah Scott  
Trustee: Zara Stanhope  
Trustee: Ciska Vogelzang  
Trustee: Sylvia Willison  
Trustee: Alan Withrington

## Tauranga Art Gallery

Director: Sonya Korohina

Business Development and Experience Manager: Ian Griffin  
Management Accountant: S. Benbow  
Marketing & Communications Manager: Ashlee Hastings  
Office and Accounts Manager: Janeen Gleeson

Senior Curator & Exhibitions Manager: Serena Bentley  
Curatorial Assistant & Public Programmes Lead: Monique Barnett  
Educator: Angie Ogilvy-Clark

Design Lead: Campbell Yule (fixed term)







## SIX MONTH REPORT

6-MONTH REPORT - 1 JULY TO 31 DECEMBER 2024

TOURISM BAY OF PLENTY | TĀPOI TE MOANANUI Ā TOI

(WESTERN BAY OF PLENTY TOURISM AND VISITOR TRUST)

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Appendix: KPIs Progress

Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

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## KIA ORA

Welcome to the Six-Month Report for Tourism Bay of Plenty, a CCO of Tauranga City and Western Bay of Plenty District Councils'. Covering the period 1 July to 31 December 2024, this report provides an overview of the key activities that have been delivered in accordance with our Statement of Intent 2024-2025.

To provide a brief overview of our efforts to date, find below a topline summary of our key programmes (with specific projects outlined in more detail within the wider report).

- **VISITOR SERVICES & CRUISE SECTOR FACILITATION**

The delivery of destination visitor services is a core part of what we do across multiple iSITE locations in downtown Tauranga, main street Mount Maunganui and on the Port of Tauranga. During the 2024/25 cruise season, we expect to host upwards of 95 cruise ship visits (with 28 already welcomed during this reporting period). Our team of volunteer ambassadors and iSITE staff oversee passenger arrivals and daily cruise desk ticketing. They work alongside local day tour operators and collectives, liaising between them, the Port of Tauranga, Tauranga City Council, Traffic Management personnel, Mount retailers, local lwi and residents.

- **DOMESTIC & EVENTS MARKETING**

We collaborate with local media, councils', event and conference organisers in order to maximise a programme of PR and online digital and campaign promotions. We also manage various consumer and special interest channels and databases as we aim to ensure our profile not only remains 'top-of-mind' with domestic visitors but also reinforces our growing reputation as a leading New Zealand event destination.

- **INTERNATIONAL TRAVEL TRADE & OPERATOR CAPABILITY**

We deliver travel trade programmes that see us work alongside local tourism operators and key industry agency and distribution partners to grow awareness and understanding of Tauranga and the Bay of Plenty region. We host and coordinate key international media and travel trade, as well as support the capability building of our local operators (both new and existing) to better understand and promote their experiences in markets such as Australia, North America and UK/Europe, working with Tourism NZ and others.

- **CELEBRATING OUR UNIQUE COASTAL BOP PLACE DNA © PILLARS**

Intrinsically, when people think of attributes unique to the coastal BOP, they think of the likes of our horticultural provenance, natural landscapes, Māori culture, and ocean and beaches. Weaved inherently across our core of programs at Tourism BOP are such projects and initiatives as; the Flavours of Plenty platform, the Green Room, Te Rere ō Ōmanawa Falls and Native Nations to name a few - all of which are initiatives aimed at strongly engaging with and supporting our local community, lwi and business entrepreneurs in the delivery of experiences that reinforce the unique Place DNA© pillars of our region.

Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## KIA ORA

In addition, we continue to contribute significant staff time, resource and specialist skills in support of a range of wider council projects and initiatives we know add real value to ratepayers and our host communities across Tauranga and the coastal BOP.

Specifically, our ongoing leadership across the likes of major events promotion, cycleway and trail guide map delivery, digital kiosks and wayfinding, business climate change adaption and numerous projects relating to Te Manawataki o Te Papa are all exemplars.

We were extremely proud to be the only regional tourism organisation to reach dual finalist placings in the 2024 NZ Tourism Awards, going on to win the coveted Industry Alignment & Collaboration Award for Flavours of Plenty (a winner of both Best Lifestyle and Best Local Government Awards at the NZ Event Awards in 2023). The significance of wins such as these are in the collaborative nature that we seek to work alongside our industry in order to collectively stimulate and grow our tourism and hospitality sectors.

We are also leading the way in the innovative provision of regional tourism information via digital channels across social and online platforms and through our expanding digital kiosk network and destination app. This initiative is also allowing us to increase communication with local residents and communities alike, providing our shareholder councils an effective way to provide real-time updates on core council services, events and emergency alerts.

In closing, I remain extremely proud of the commitment of my team and the ongoing encouragement and steer of our board in supporting us to get on with the work we do.

As a CCO we main steadfastly aware of the continual need to be prudent and efficient in the use of funds and how we go about delivering outcomes for our shareholder councils and the communities we serve. We do this work with a genuine passion as we seek to deliver on our purpose which is 'to lead the prosperity of our people and place through tourism'.

Noho ora mai,  
Oscar Nathan

General Manager | Tumuaki

Tourism Bay of Plenty | Tāpoi Te Moananui ā Toi



Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## PROGRESS AGAINST KPIs

✓ Achieved

+ On track

— Work in progress

⚠ At risk

<div><div><div><div><div></div><div><b>ECONOMIC WELLBEING</b></div></div><div><div>Visitor Spend (Western Bay Combined)</div><div><div><div><div><div><div><div></div><div><b>+3.0%</b></div></div><div>Compared to</div><div>Jul-Dec 2023</div></div><div><div><div><div><div><div></div><div><b>+16.2%</b></div></div><div>Compared to</div><div>July-Dec 2019</div></div></div></div></div></div></div></div></div></div></div></div></div>	<div><div><div><div><div></div><div><b>SOCIAL WELLBEING</b></div></div><div><div>Percentage of residents who agree that tourism has a positive impact on the community</div><div><div><div><div><div><div><div></div><div><b>+68%</b></div></div><div>Target: 60%</div></div></div></div></div></div></div></div></div></div>
<div><div><div><div><div></div><div><b>CULTURAL WELLBEING</b></div></div><div><div>Incorporated Tauranga Moana cultural history and stories into digital storytelling and wayfinding platforms managed by TBOP.</div></div></div></div></div>	<div><div><div><div><div></div><div><b>ENVIRONMENTAL WELLBEING</b></div></div><div><div>Number of businesses participating in The Green Room.</div><div><div><div><div><div><div><div></div><div><b>15</b></div></div><div>Underway</div></div><div><div><div><div><div><div></div><div><b>20</b></div></div><div>Planned</div></div></div></div></div></div></div></div></div></div></div></div></div>
<div><div><div><div><div></div><div><b>TBOP ORGANISATIONAL WELLBEING</b></div></div><div><div>Based on October employment engagement survey:</div><div><div><div><div><div><div><div></div><div><b>+89%</b></div></div><div>Target: 80%</div></div></div></div></div></div></div></div></div></div>	<div><div><div><div><div></div><div><b>DESTINATION MANAGEMENT</b></div></div><div><div>Elevate the region's cycling offering.</div><div><div><div><div><div><div><div></div><div><b>7,500</b></div></div><div>copies of the Western Bay of Plenty and Tauranga cycle trails booklet were printed and distributed.</div></div></div></div></div></div></div></div></div></div>
<div><div><div><div><div></div><div><b>DESTINATION MARKETING</b></div></div><div><div>Elevate the region's food story.</div><div><div><div><div><div><div><div></div><div><b>50+</b></div></div><div>Events</div></div></div></div></div></div></div><div><div>Flavours of Plenty Festival 27 March-13 April 2025.</div></div></div></div></div>	<div><div><div><div><div></div><div><b>DESTINATION MANAGEMENT</b></div></div><div><div>Operator capability building.</div><div>Operators supported to engage in capability building programmes, with a minimum of three additional operators being endorsed with Qualmark certification.</div></div></div></div></div>
<div><div><div><div><div></div><div><b>DESTINATION MARKETING</b></div></div><div><div>Promote destination to target markets.</div><div>Deliver an updated domestic marketing campaign which incorporates the destination's DNA elements and is focused on the target markets.</div></div></div></div></div>	<div><div><div><div><div></div><div><b>DESTINATION MANAGEMENT</b></div></div><div><div>Business Events.</div><div><div><div><div><div><div><div></div><div><b>20</b></div></div><div>Conference bids submitted. Yearly target is 25.</div></div><div><div><div><div><div><div><div></div><div><b>3</b></div></div><div>Confirmed conferences. Yearly target is 7.</div></div></div></div></div></div></div></div></div></div></div></div></div></div>

Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## CRUISE SECTOR FACILITATION

### I-PORT OPERATIONS

- An additional 20ft container has been set up on the port to support operator sales which includes 5 operator desks and 13 operators.
- TBOP continues to work closely with Port of Tauranga, Tauranga City Council and Road Safe to ensure the delivery of a safe and successful visitor experience.



### OPERATOR SUPPORT

- TBOP continues to support cruise day operations.
- TBOP developed a sales brochure for distribution on cruise days with a digital version available on the TBOP website.
- In December, TBOP launched an Australian targeted Google Ads campaign to raise awareness, generate operator sales and promote the digital version of the brochure. The campaign will run through to the end of February 2025.
- TBOP facilitated operator pre-season familiarisation tours to ensure the cruise sales team are well informed on what passengers can experience when visiting the region to support operator sales.

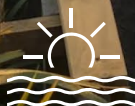


### CRUISE STUDY

- TBOP in partnership with Priority One commissioned KPMG to conduct a research study to better understand stakeholder perceptions and the value proposition of the cruise sector for coastal Bay of Plenty.
- Following release of the study in November 2024, TBOP are currently progressing the recommended next steps.



28 Total ships  
(\*68 remaining)



25 ship days



50,219 passengers



22,109 crew

Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

# FLAVOURS OF PLENTY

Tourism Industry New Zealand Trust  
Industry Collaboration and  
Alignment Award

# WINNER

NEW ZEALAND  
**TOURISM  
AWARDS**  
2024

## FLAVOURS OF PLENTY PLATFORM

Whilst the Flavours of Plenty Festival continues to grow and evolve each year, the more important aspect is the fact that Flavours of Plenty platform is an integrated network that enables us to uncover, connect and celebrate the distinctive eco-system of growers, suppliers and purveyors of the unique Coastal Bay of Plenty food and hospitality across the region.

## FLAVOURS OF PLENTY FESTIVAL

27 March - 13 April 2025

18 Days



Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## DOMESTIC EVENTS & MARKETING

### DOMESTIC CAMPAIGNS

- Delivered two campaigns: a winter campaign which focused on Matariki events and compelling reasons to visit the region during July. Our second campaign highlighted the Bay of Plenty as a spring travel destination. We also launched our new destination video, featuring the song Dreaming by local emerging artist Eve Kelly, and two influencer partnerships.
- These campaigns generated over 3m impressions, 100k website visits, 226,895 video views and over 4000 new subscribers to our e-newsletter databases.



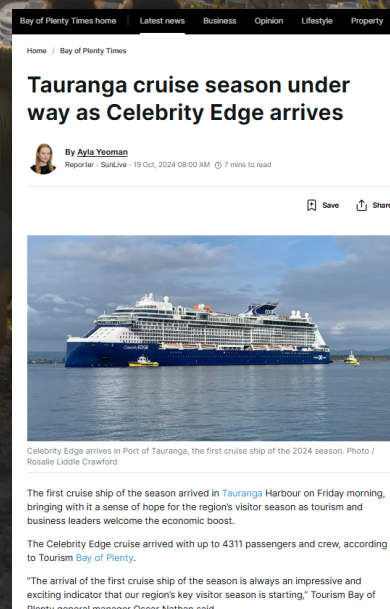
### COLLATERAL

- 20,000 copies of a refreshed regional visitor guide were printed and distributed to accommodation, airports and ferries around New Zealand.
- 7,500 copies of the 2024 cycle trails guide were printed in November. The new version included 17 trails across Coastal BOP and has been distributed to information centres, airports, accommodation providers, bike shops, cycle groups and shopping centres.



### NEWS & MEDIA COVERAGE

- TBOP news media responses, media releases, and media mentions generated a digital advertising value (EAV) of \$422,800\* and reached a combined potential audience of 67.1 million readers. (\*Data excludes print and broadcast coverage.)
- Of the 56 articles, some of the most far-reaching were about the 24/25 cruise season, Flavours of Plenty and its festival, the Tauranga city centre development project, Oscar's appointment to the Regional Tourism NZ Board, and tourism sector expectations for the October school holidays.
- Hosted four travel journalists (three international, one domestic) to experience the region, resulting in two in-depth digital travel stories, 11 unique videos promoting the Bay of Plenty and \$6.71M in digital EAV for destination travel stories.



Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## DOMESTIC & EVENTS MARKETING

### DIGITAL KIOSK PROJECT

- TBOP continued developing our wayfinding project for the city in the form of three new digital kiosks. Kiosks were installed at Masonic Park, Red Square in Tauranga city centre, and at the Tauranga airport.

### AI TRAVEL ASSISTANT ON WEBSITE

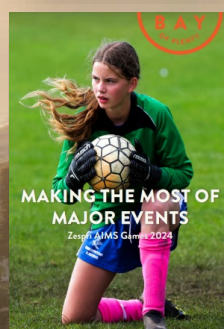
- Deployed an AI powered travel assistant on our website in December. To date, it has successfully had 581 unique conversations in two languages. Queries range from information about accommodation, tourism activities & tours and accessing walking tracks and trails.

### EVENT PROMOTION

- Support provided to over 35 events via social, digital, and print promotions, including Kia Ora magazine submissions and seasonal event guides.
- Supported Tauranga City Council with destination footage for a major event bid and creation of a Zespri AIMS Games document for local businesses.



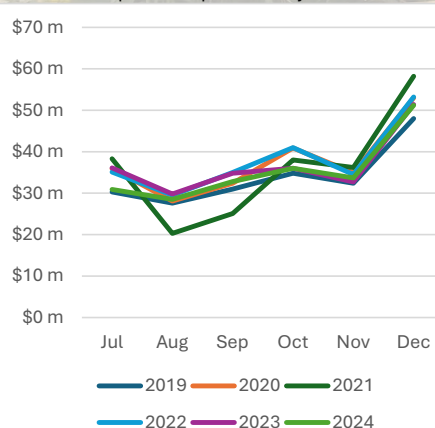
Australian visitor, Alex Stone, using the



### DOMESTIC ELECTRONIC VISITOR SPEND\*

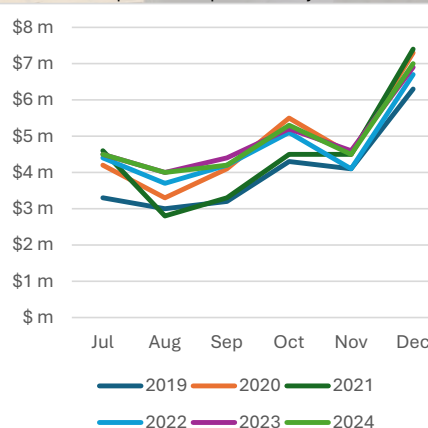
#### TAURANGA

Down 1% compared to July-Dec 2023  
Up 6% compared to July-Dec 2019



#### WESTERN BOP

Up 0.1% compared to July-Dec 2023  
Up 15% compared to July-Dec 2019



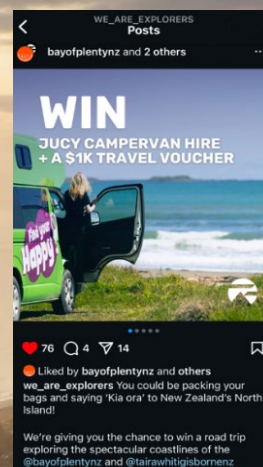
\*Electronic card transactions only. Excludes cash, online & pre-bookings. Source: Marketview

Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## INTERNATIONAL TRADE & MARKETING

### WE ARE EXPLORERS

- We partnered with fellow RTO, Tairāwhiti Gisborne, and Jucy rentals, to host Australian adventure travel media company We Are Explorers for a Pacific Coast Highway famil. Resulting in 1 branded web editorial, a competition, 4 social media posts / stories, 2 inclusions in their weekly eDM and display advertising across the We Are Explorers website, raising awareness of the BOP as an adventure travel destination amongst Australians.
- Hosted Canadian influencers Made To Explore for a famil, which resulted in five reels and 29 stories, and almost 150 photos and videos that we can use with full rights.



### SALES ACTIVITY AND OPERATOR SUPPORT

- TBOP facilitated a Digital Trade Workshop with over 24 operators aimed at helping build capability and providing them with the tools to grow their online and trade ready presence.
- TBOP delivered virtual sales calls to travel sellers that supports international sales in our key markets Australia, UK/Europe and North America.
- TBOP hosted an operator connect with over 30 operators to connect our industry and encourage collaboration in our region.
- TBOP hosted an Air BnB to connect over 15 operators with more than 20 hosts to help drive promotion and sales
- Overall, the above activity has resulted in higher reach and profiling within international markets to



Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## INTERNATIONAL TRADE & MARKETING

### TRADE FAMILIARISATIONS

- TBOP hosted various industry and trade leaders over the period, including the likes of ANZCRO, Pacific Destinations, Get your Guide, Tāpoi Travel, Down Under Answers (DUA) and Grand Circle.



### OPERATOR QUALMARK ACCREDITATION

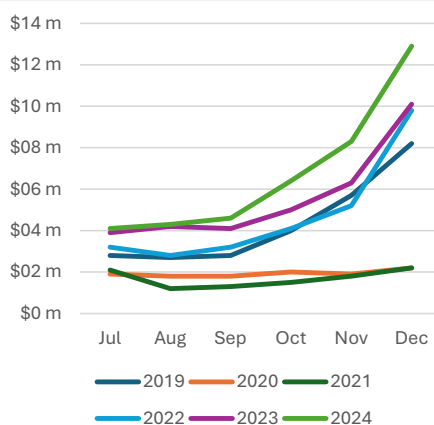
- TBOP continues to support operators to become Qualmark accredited, which in turn also enables them to be included within Tourism New Zealand international marketing and familiarisations.
- Newly accredited operators include:
  - Tauranga Moana Tourism
  - Tauranga Taxi Society
  - Smith Tours Company



### INTERNATIONAL ELECTRONIC VISITOR SPEND\*

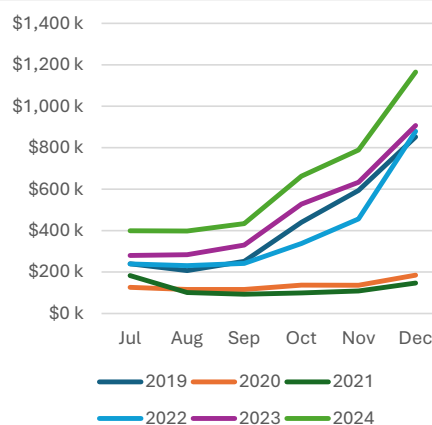
#### TAURANGA

Up 29% compared to July-Dec 2023  
Up 55% compared to July-Dec 2019



#### WESTERN BOP

Up 27% compared to July-Dec 2023  
Up 39% compared to July-Dec 2019



\*Electronic card transactions only. Excludes cash, online & pre-bookings. Source: Marketview

Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## BUSINESS EVENTS

### BUSINESS EVENTS FAMILIARISATIONS

- TBOP hosted a variety of Professional Conference Organiser's and Event Planners from around NZ Including: Chartered Accountants NZ, NZ Dairy, Physiotherapy NZ, Emerge Aotearoa and Meeting News. Connecting our business partners and showcasing new and existing venue experiences.



### OPERATOR SUPPORT

- TBOP facilitated a Business Events sales workshop with over 8 BE Partners. To help build capability and provide partners and suppliers with the tools to grow their presence in the BE sector. With the inclusion of the sales training, this workshop is a popular choice with our industry.



### SALES ACTIVITY

- TBOP alongside Tauranga City Council, Bay Venues and University of Waikato attended the annual Business Events Expo and PA Expo in Auckland. Attendance generated over 20 current leads and 50 potential future connections.
- TBOP showcased in the Meetings News Magazine with a double spread promoting and encouraging 'Business By the Beach'. This is one of the main media outlets for BE promotion in NZ with over 3,000 subscribers.
- As a result of the above activity, our regional presence in business events is strengthening, accompanied by an increase in both demand and supply.



Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## ELEVATION OF CULTURAL TOURISM

### NATIVE NATIONS

- Partnered with Kohutapu Lodge and local industry on the second Native Nations indigenous youth exchange between Australia, Canada and New Zealand, with the final celebration event successfully held in Tauranga.
- Native Nations also launched a new website that includes various Bay of Plenty itineraries and operator listings to generate awareness and drive sales.
- TBOP has hosted various families showcasing new and existing Māori experiences that follow Native Nations Itinerary suggestions.
- Native Nations has partnered with AU to develop resources to support the visitor experience by providing cultural safety information when visiting Māori operators, significant landmarks and sites.



### CULTURAL FAMILIARISATIONS

- Together with Tāpoi Travel, TBOP hosted a very successful North American luxury family agents visit.
- In addition to Tāpoi Travel and Native Nations, TBOP also hosted a number of other cultural families to showcase Māori experiences which has resulted in relationships formed and operators signing up with inbound operators.



### OMANAWA FALLS

- TBOP continues to support the development of Te Rere Ōmanawa Falls with JV partner Kaitiaki Adventures and local Iwi Ngāti Hangarau, which launched in December 2023.
- TBOP supported a detailed cruise family that resulted in the Omanawa Falls experience being contracted with key inbound operators and is now selling on board cruise ships.
- Omanawa Falls also has a desk in the i-port the during cruise season to build awareness and generate sales.



Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## VALUING OUR ENVIRONMENT

### THE GREEN ROOM | TE RŪMA KĀKĀRIKI

- A further 15 organisations have now completed our industry-leading sustainability programme, with another 20 scheduled to complete it this financial year.
- The programme assists visitor sector organisations to become more environmentally, socially, culturally and financially sustainable via tailored action plans.
- Key actions of this programme include carbon and waste measurement and reduction, reviewing business plans to build resilience, along with donating to and participating in community and environmental initiatives.

## FINALIST

NEW ZEALAND  
**TOURISM  
AWARDS**  
2024



Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

13

## NEXT STEPS

### DESTINATION MARKETING & LOW SEASON CAMPAIGNS

The remainder of the year will see Tourism BOP continue to explore ways to maximise the new 'Off-Peak' 3-Year Strategy focus (specifically the months of May through October) set by Tourism New Zealand mid-last year. This essentially sees a change in direction by the government to encourage a stronger travel seller focus in the off-season, in order to boost visitation into regions of New Zealand. This will see us working closely with local operators, businesses, and agencies as we work to promote travel programmes and build itineraries focussed on these quieter months, better supporting our tourism, hospitality, and event offerings during this time of year.

### SMART CITY DIGITAL INTEGRATION

Tourism BOP will continue to explore and innovate the use of smart technologies across Tauranga and the wider Bay of Plenty to enhance visitor access to information, services and experiences. Through our expanding network of interactive digital kiosks (and the destination App), visitors and locals alike are able to access a growing menu of established and real-time information on particular areas of interest, local retail products and experiences, upcoming events, weather forecasts and other such functions as emergency warnings. The current network which is growing across Tauranga City Council boundary, has now raised interest from the likes of Western Bay of Plenty Council who are keen to explore options over the coming months. Interest has also been shown from the likes of surrounding regions such as Rotorua and Taupō, both of which are keen to adopt a similar digitally integrated approach to visitor information provision.

### CRUISE SECTOR ADVOCACY & KEY ACTIONS

We are committed to facilitating the delivery of a number of milestone actions from the recently completed Coastal BOP Cruise Sector Study (Sep 2024) - refer [here](#) for the summary. A KPMG led report sponsored by Tourism BOP and Priority One, the study enabled a better understanding of key stakeholder perceptions and the value proposition of the cruise sector to Tauranga and the Bay of Plenty. Specifically, we are now working through actions that see us mobilise a dedicated taskforce of key stakeholders, focussed on a series of actions aimed at improving advocacy, understanding and outcomes within the sector. Specifically short-lead in nature, these actions involve the coordination of key updates and Port visits by Mayors, chairs and key operational staff in relation to improved promotional opportunities, cost-sharing and revised traffic and by-law signage.

### TOURISM FUNDING & GROWTH MODELS

We remain committed to exploring alternate funding models and options that will support the ongoing investment presently made by our shareholder councils. To this end, we have established a funding committee of the board, whereby we are reviewing a range of destination case studies and models, both from within New Zealand and abroad. We are also actively engaged in submissions and discussion forums where existing levies such as the international Visitor Levy (IVL) and other mechanisms are under review. Together with Rotorua Lakes Council, our neighbouring tourism region, we are working to coordinate a Local Government Tourism Summit alongside TRENZ in May 2025, focussed specifically on issues facing regional tourism such as funding (and various user-pay / Air BNB options), as well as how to best attract inwards investment into growth of the sector.

Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## ACCOUNTS

### STATEMENT OF COMPREHENSIVE REVENUE & EXPENDITURE FOR THE SIX MONTHS ENDED 31 DECEMBER

	2024	2024	2023
	Actual	Budget	Actual
<b>REVENUE</b>			
Funding - Tauranga City Council	1,233,914	1,233,909	1,295,661
Funding - Western Bay of Plenty District Council	134,000	133,998	129,480
Funding - Whakatāne District Council	43,260	43,260	42,000
Retail sales	6,940	3,500	3,318
Finance revenue	14,767	20,762	23,008
Other revenue	153,933	187,118	353,755
<b>Total revenue</b>	<b>1,586,813</b>	<b>1,622,547</b>	<b>1,847,222</b>
<b>EXPENDITURE</b>			
Cost of sales	6,540	1,600	1,849
Operating & Marketing	291,403	390,358	579,301
Administration & overhead	208,644	208,814	152,899
Finance costs	0	0	
Employee benefit expenses	805,559	820,941	769,688
Trustee fees	48,938	48,936	42,188
Depreciation and loss on sale of assets	25,738	24,660	55,458
<b>Total expenditure</b>	<b>1,386,822</b>	<b>1,495,309</b>	<b>1,601,383</b>
<b>Total Comprehensive Revenue &amp; Expense</b>	<b>199,991</b>	<b>127,238</b>	<b>245,839</b>

### STATEMENT OF CHANGES IN NET ASSETS/EQUITY FOR THE SIX MONTHS ENDED 31 DECEMBER

	2024	2023
	Actual	Actual
Net Assets/Equity at start of the year	857,483	1,031,077
Total comprehensive revenue and expenses	199,991	245,839
<b>BALANCE AT 31 DECEMBER</b>	<b>1,057,474</b>	<b>1,276,916</b>

*The accompanying notes form part of these financial statements.*

Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## ACCOUNTS

### STATEMENT OF FINANCIAL POSITION AS AT 31 DECEMBER

	2024	2023
<b>ASSETS</b>		
<b>Current assets</b>		
Cash and cash equivalents	711,654	1,201,155
Investments	800,000	600,000
Debtors and prepayments	126,283	84,926
Inventories	6,104	7,723
<b>Total current assets</b>	<b>1,644,041</b>	<b>1,893,804</b>
<b>Non-current assets</b>		
Property, plant and equipment	153,679	140,335
Intangible assets	4,291	13,223
<b>Total non-current assets</b>	<b>157,970</b>	<b>153,558</b>
<b>TOTAL ASSETS</b>	<b>1,802,011</b>	<b>2,047,362</b>
<b>LIABILITIES</b>		
<b>Current liabilities</b>		
Creditors and accrued expenses	157,379	154,727
Revenue Received in Advance	442,691	427,346
Employee benefit liabilities	144,467	188,372
<b>Total current liabilities</b>	<b>744,537</b>	<b>770,445</b>
<b>TOTAL LIABILITIES</b>	<b>744,537</b>	<b>770,445</b>
<b>TOTAL ASSETS LESS TOTAL LIABILITIES</b>	<b>1,057,474</b>	<b>1,276,917</b>
<b>EQUITY</b>		
Net Assets / Equity at start of the year	857,483	1,031,077
Current year retained earnings	199,991	245,840
<b>TOTAL EQUITY</b>	<b>1,057,474</b>	<b>1,276,917</b>

Tourism Bay of Plenty, Six Month Report Jul-Dec 2024

## ACCOUNT NOTES

### SUMMARY

These financial statements include the operations of TBOP and the Tauranga i-SITE. The financial summary shows an overall surplus of \$199k compared to the budget surplus of \$127k for the six months, a favourable variance of \$72k. This is primarily due to a mix of timing differences (where expenses will come in later than expected) and savings against budget.

### INCOME

Income totals \$1.586M compared to the budget of \$1.622M which reflects a decrease in total revenue of \$36k. This is mainly due to the later timing of Flavours of Plenty funding receipts. Income is down on last year by \$261k which represents less funding from MBIE \$200k and TCC \$61k.

### EXPENSES

Expenses at \$1.386M are \$109k below the budget of \$1.495M. This is partly due to projects and Business Events costs that have been deferred to the second half of the year.

### BALANCE SHEET

The total of cash held at ASB bank is less than to December 2023 by \$289k, due to our prior year and current year deficit budget position using our cash reserves.

There has been an increase in debtors compared with December 2023, due to new invoicing for kiosk project work \$20k and iPort desk licences \$21k.

Fixed assets value is similar to December 2023 although we have since write off the CRM software as we are not continuing with this project, and we upgraded our IT equipment in June 2024. Equity is currently at \$1.057M a decrease over December 2023 of \$219k. The Statement of Intent 2023–2026, states an equity ratio target of 0.5 to 1.00; As of 31 December 2024, this is within the range at 0.59.

### FORECAST TO JUNE 2025

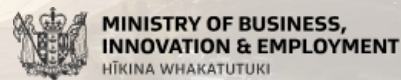
As noted above, we expect the results to June 2025 will be better than budget, with a net deficit of circa \$300k. We have sufficient cash reserves to cover this shortfall.

## ACKNOWLEDGEMENTS

### MAIN FUNDERS



### OTHER FUNDING PARTNERS



THANK YOU FOR YOUR CONTINUED SUPPORT

### CONTACT

Tourism Bay of Plenty  
8 Wharf Street  
Ph 07 577 6234  
Info@bayofplentynz.com  
bayofplentynz.com



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APPENDIX: KPIs PROGRESS

FOCUS AREA	PROJECT DELIVERABLE	MEASURE	TBOP	SOURCE	TARGET BY JUNE 2025	UPDATE	STATUS
ECONOMIC Wellbeing	Grow the value of tourism to the western bay economy.	Trends in visitor spending via electronic card transactions.	Direct Partnered Indirect	MBIE MRTE's – Monthly Regional Tourism Estimates	Increased visitor spend in the Western Bay compared to YE June 2024.	The MBIE MRTE dataset is currently paused until further notice. However, the Marketview dataset shows a 3% visitor spend increase YoY compared to July-Dec 2023.	On track.
SOCIAL Wellbeing	Enhance the value of tourism to our community (according to the community).	Residents' sentiment towards tourism. Measured by the percentage of residents who agree that tourism has a positive impact on their community. Residents provide a rating of 1 to 10, where 1 is strongly disagree and 10 is strongly agree.	Direct Partnered Indirect	Resident surveys conducted by the respective councils.	Tauranga City Council resident positive impact sentiment: 60%  Western Bay District Council survey currently paused.	Wave 2 TCC resident positive impact sentiment: 67%. YTD = 68%.	On track.
CULTURAL Wellbeing	Improving the cultural wellbeing of the community through tourism.	Facilitation of programmes that elevate the Māori cultural tourism proposition in the western bay region.	Direct Partnered	TBOP Six-Month and Annual Reports.	Incorporated Western Bay of Plenty District cultural history and stories into digital storytelling and wayfinding platforms managed by TBOP.	Both cultural history and stories continue to be updated on various platforms, including the TBOP website, digital kiosks and Te Ara Whānui app.	Work in progress.
ENVIRONMENTAL Wellbeing	Improving the environmental wellbeing of the region via environmental sustainability and regeneration projects.	Industry-focused environmental sustainability and regeneration initiatives facilitated or enabled by TBOP.	Direct Partnered	Programme reports.	Key opportunities identified to support climate change mitigation and adaptation projects relating to tourism (connecting with the Tauranga Climate Change Action and Investment Plan, where relevant).	15 organisations have completed our Green Room sustainability programme in this financial year, with a further 20 to complete by July 2025.	On track.
TBOP ORGANISATION Wellbeing	Enhance TBOP's ability to achieve its goals through high staff engagement.	TBOP staff engagement.	Direct	Employee engagement survey.	Employee Engagement score of ≥80%.	October Employment Engagement score of 80%.	On track.

APPENDIX: KPIs PROGRESS

FOCUS AREA	PROJECT DELIVERABLE	MEASURE	TBOP	SOURCE	TARGET BY JUNE 2025	UPDATE	STATUS
DESTINATION MANAGEMENT & MARKETING	Elevate the region’s cycling proposition.	Develop, update, and promote informative material on cycle trail options in the western bay.	Direct Partnered	Council’s feedback.	Cycle trails booklet updated with new trails, supported by an initial print run and digital deployment. Support the development of tourism ventures that make use of this experience.	7,500 copies of the Western Bay of Plenty and Tauranga cycle trails booklet were printed, distributed and deployed online.	Achieved.
	Build operator capability to enhance the quality of the region’s tourism offering.	Provide opportunities for western bay operators to train or upskill in sales, marketing and trade capability areas while also gaining, retaining or achieving higher Qualmark rated certification.	Direct Partnered Indirect	Capability programme report.	Operators supported to engage in capability building programmes, with a minimum of five additional operators being endorsed with Qualmark certification.	Operators continue to be supported by TBOP to build capability, with three new operators being accredited with Qualmark certification, and more to be confirmed.	On track.
	Coordinate activity that attracts key business events to the western bay region.	Facilitate leads and bids for business events in the region.	Direct Partnered	TBOP Six-Month and Annual Reports.	Facilitated 25 leads or bids for business events in the region and won 7.	20 conference bids have been submitted, of which 3 have been confirmed.	On track.
	Elevate the region’s food story and proposition.	Promote and support the delivery of the Flavours of Plenty Festival to draw visitors to the Coastal Bay of Plenty region.	Direct Partnered	Festival delivery.	Continued TBOP support of Flavours of Plenty, via key visitor marketing channels, reaffirms the festival as a signature DNA™ event for the region.	The Flavours of Plenty festival is scheduled for the 27 <sup>th</sup> of March to 13th of April, with 52 events confirmed at time of writing.	On track.
	Promotion of the western bay region to key target markets (cultural explorers, surf & beach lovers, outdoor adventurers, and eco-travellers).	Annual development and delivery of marketing campaigns that incorporate our key DNA™ pillars that reach and convert the travel intentions of our target markets to visit, stay and spend in the region.	Direct Partnered	Campaign collateral.	Review previous campaign results and deliver an updated/renewed domestic marketing campaign which incorporates the destination’s DNA™, converting the travel intentions of our target markets to visit, stay and spend in the region.	Updated spring campaign with new video promoted to outdoor adventurer market.	Achieved.



Te Manawataki o Te Papa Limited

Half Year Report to  
31 December 2024



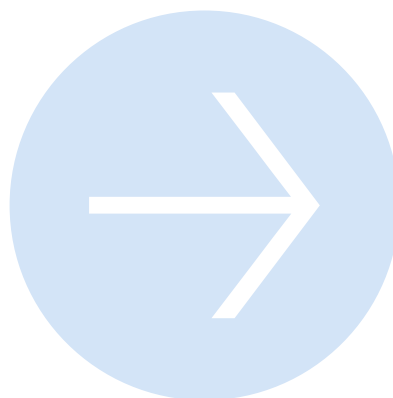
## Te Manawataki o Te Papa Limited

### Welcome

**Te Manawataki o Te Papa Limited (TMOTPL) was established in December 2022 and is the Council Controlled Organisation (CCO) responsible for governing the effective delivery of a suite of projects across the Tauranga City Centre, benefitting the whole community.**

The Te Manawataki o Te Papa Limited board has four independent directors, appointed by Tauranga City Council (TCC), Kim Wallace (Chair), Barry Bragg, Peter Neven and Nathan Speir. The skillset of the individual board members collectively provides a diverse range of relevant sector, industry, and commercial expertise along with strong governance of significantly complex projects.

This report has been completed in accordance with the Tauranga City Council Statement of Intent and the Local Government Act 2002.



*Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024*

## Te Manawataki o Te Papa Limited

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Artist's impression: Te Manawataki o Te Papa

Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024

## Chair's Report

**The first half of the 2024/25 Financial Year has seen the Te Manawataki o Te Papa Programme continue to gather speed and deliver outstanding outcomes for the community.**

**T**he year has seen a shift for the Te Manawataki o Te Papa Limited Board (the Board) to not only oversee the ongoing delivery of the City Centre Programme but the successful completion and opening of several key public spaces.

We have been privileged this year to attend a number of blessings and opening events, sharing in the pride and joy of the many people that have been involved in the projects and the public that now get to enjoy them.

The opening of Masonic Park, the Underpass and Boardwalk, Park North and the Waterfront Playground have truly transformed the city's waterfront.

The close relationship the Board and Civic Development team has with the Otamataha Trust has been highlighted in the site blessings held for the newly opened public spaces where the kaumatua highlighted the historical significance of the sites. This was reinforced by the speeches from Elected Members who shed light on the collaborative approach to the design of

these spaces and the precious cultural, artistic and practical elements that have been woven into the design and function of these outstanding spaces.

The year to date has seen a remarkable positive shift in public and commercial feedback and in media reporting of the city centre. The Civic Development Communication team have undertaken a marked increase in engagement with businesses in the city centre, making a huge effort to personally engage with these businesses on a regular basis. This has formed a key part of the sentiment shift we have seen and resulted in a greater understanding of the ongoing work programme and plenty of positive feedback and media coverage.

**We have been privileged this year to attend a number of blessings and opening events, sharing in the pride and joy of the many people that have been involved in the projects...**

*Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024*

## Chair's Report

We have enjoyed working alongside the newly elected Council members and have begun to forge a trusted and collaborative relationship working toward a shared vision for the city. The Board continue to challenge the wider project team to manage project risks and achieve value for money through effective procurement and project management. Following approval from the Mayor and Councillors, we have now signed the two major construction contracts for the Library Community Hub and Civic Whare, Exhibition and Museum (CWEM) with project partners Willis Bond and LT McGuinness. This was a major milestone and one celebrated by many in the community, those involved in the project and especially those who have been waiting a long time for a museum in Tauranga.

The Board and Civic Development Team have further developed strong relationships with the many stakeholders involved in the projects including contractors, wider Council teams, the Otamataha Trust, Bay of Plenty Tourism and Bay Venues Limited. The team have worked hard to ensure that TCC's Spaces & Places team have been at the forefront of all of the civic space projects from design to delivery and ultimately handover to the team to maintain.

### **We were immensely proud to see the Civic Development Team celebrated with two awards at the annual Te Waka Taumata o Tauranga awards ceremony...**

Bay Venues have become a key stakeholder in the Indoor Court and Aquatic Centre projects with representatives within the project teams and a collaborative approach to all aspects of the projects. The benefits of these close relationships and collaboration has become clear as more projects move successfully toward handover and with the remainder on-track to become integral public assets.

We were immensely proud to see the Civic Development Team celebrated with two awards at the annual Te Waka Taumata o Tauranga awards ceremony. The team took home the Environmental Sustainability Award for The Strand Living Seawall Project and a Making Tauranga Better Award for their efforts in delivering a suite of amazing public places this year.

*Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024*

## Chair's Report

### **The Civic Precinct site will be in full swing with the completion of the Library Community Hub structural elements and the installation of the curtain walls and façade elements.**

Work over the next six months will see the rapid progress and completion of several projects. The Civic Precinct site will be in full swing with the completion of the Library Community Hub structural elements and the installation of the curtain walls and façade elements. The CWEM site will undergo further foundation works in preparation for the buildings to begin construction.

We are immensely excited to see the 90 Devonport Road project through to completion and fully occupied by Council staff over the coming months. This will be a monumental moment for the Council, a decade in the making and one which will be celebrated by all in this impressive building.

The Indoor Court project is also scheduled for completion in April providing an outstanding new recreational facility to the community.

The Board would like to thank all those that have so far contributed to what will be a very big year. We look forward to the remainder of the year and working together toward a shared vision for our city.



Kim Wallace



## Te Manawataki o Te Papa Limited

### Completed Projects

#### Masonic Park

The opening of Masonic Park marked the first completed section of the Civic Precinct and the impressive landscaping has been gladly welcomed by the community and local businesses. The recessed water fountains provide a particularly attractive feature and tie the site to its history as an area rich with life and natural springs.



*Above: Masonic Park by night*

*Right: Southern Waterfront Boardwalk and connecting Railway Underpass*

#### Underpass & Boardwalk

The underpass and boardwalk (Te Hononga ki Te Awanui) opened in October, once again connecting Tunks Reserve to the waterfront.

The impressive structure was barged into place following a complex design and build process in challenging conditions. The wooden boardwalk includes Fibreglass Reinforced Plastic (FRP) panels providing views to the harbour below and the wooden benches and platforms provide ample seating along the length of the structure.



*Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024*

## Completed projects

### Park North & Playground

The completion of the Park North and Waterfront Playground was a major milestone in realising the vision for a waterfront without cars and delivering a complex and environmentally sustainable project.

The playground opening received a huge amount of positive media and public attention with hundreds attending the opening 'Whanau Day'. Of particular note were the local school children who contributed to the final design and Tauranga Special School, who were the first to play on the playground prior to opening. The sea pods have also been extremely well received from being the subject of environmental studies to the inquisitive eye of many children visiting the waterfront.



Above: Northern Waterfront Reserve  
Left: Waterfront Playground

## Te Manawataki o Te Papa Limited

### Ongoing Projects

#### Library & Community Hub

The project build has accelerated this year with the installation of the rammed aggregate piers (RAPs), construction of inground services and floor foundation, erection of the K-Frame bracing and commencement of structural Cross Laminated Timber panels (CLT) and Laminated Veneer Lumber (LVL) columns in place prior to end of December.

#### Civic Whare, Exhibition & Museum

Inground works have been in full swing with sheet piling and the installation of 1,500 RAP's to provide a solid footing for the building construction to begin in May 2025.



Left: Library and Community Hub (under construction)

Above: Artist's impression - Civic Whare, Museum and Exhibition

Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024

## Ongoing projects

### Cameron Road Indoor Courts

The Contractor commenced on-site works following the resolution of complex building consent issues related to the seismic strengthening of the building and basement.

An additional \$1.5M was approved at the Council meeting in October 2024 to fund the required additional seismic strengthening. This project is scheduled for completion in April 2025.



Artist's impression: Indoor Courts facility, Cameron Road

*Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024*

## Te Manawataki o Te Papa Limited

### Art Gallery Refurbishment

Following project confirmation and pricing, LT McGuinness started work on the Art Gallery upgrades in September 2024. The discovery of defects in the roof structure has required the development of an amended programme with a revised project completion date in August 2025.

### 90 Devonport Road Administration Building

The contractor completed the construction of the building in late 2024. The Sectional Hard Fitout (SHF) works are well underway with practical completion of the project scheduled for late March 2025.

Staff will be relocated from various buildings around the city into the new building in April/May 2025.



Right: 90 Devonport Road

Above: Artist's impression - Tauranga Art Gallery



Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024

## Te Manawataki o Te Papa Limited

### Projects in Design

#### Memorial Park Aquatic Centre

The Memorial Park Aquatic Centre has been subject to a formal review with Council considering several reports, business case and design updates alongside public consultation in late 2024. As a result, the Elected Members requested further consideration of the design and project delivery options are to be presented in early 2025.

#### Central Plaza and Wharewaka Projects

Procurement and consenting for the Central Waterfront Plaza and Wharewaka are underway with the Central Waterfront Plaza works scheduled to commence in April 2025 and the construction of the Wharewaka scheduled to commence in July 2025. Four upgraded rail crossings along The Strand are also in the design and consultation phase alongside KiwiRail.



Above: Artist's impression - Wharewaka

Right: Artist's impression - Central Waterfront Plaza



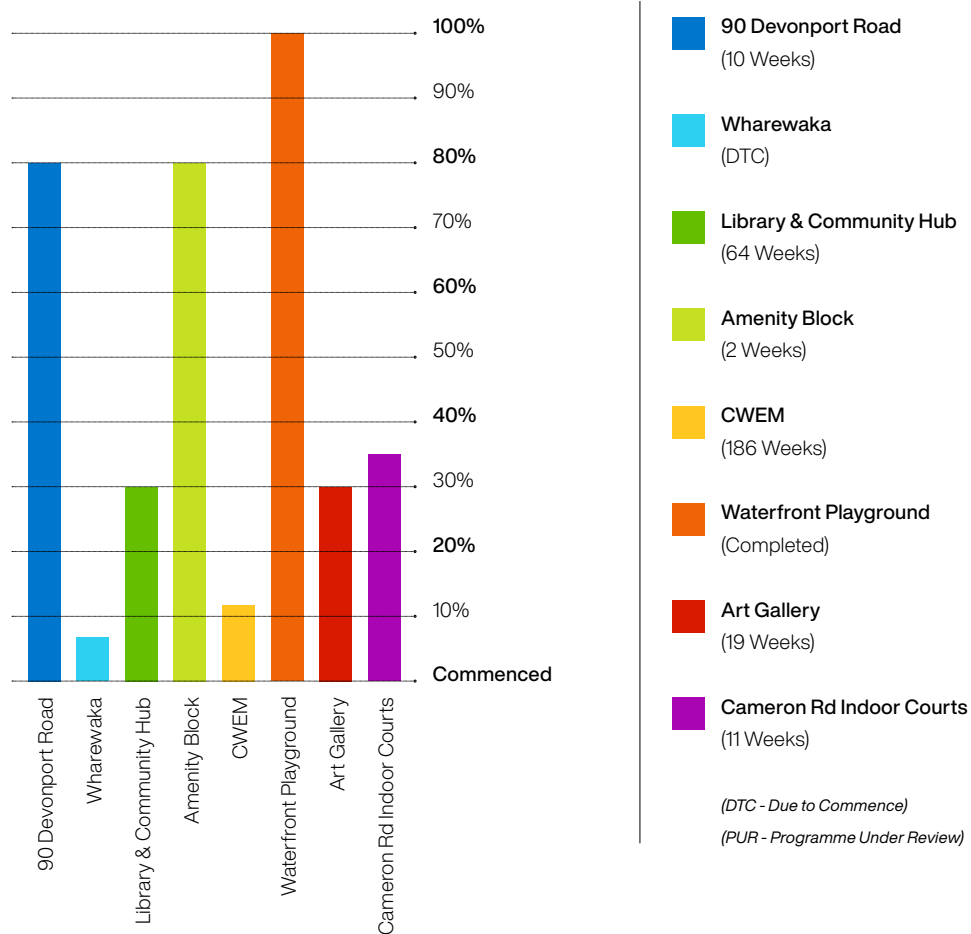
Continued →

Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024

## Te Manawataki o Te Papa Limited

### Project Countdown

#### December 2024 Project Countdown to Completion



Continued →

Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024

## Te Manawataki o Te Papa Limited

### Performance Targets and Measures

Performance targets	Performance measures	Status: Achieved, Not Achieved, Not Measured	Comments
Establish a health, safety, and wellbeing system to ensure all involved with the projects are kept safe and well.	Comply with health, safety, and wellbeing system.	Achieved	The Board considers monthly reports and dashboards enabling governance scrutiny of health and safety risk and issues. Bi-monthly due diligence inspections on work sites are conducted by Directors. Training is provided to all relevant stakeholders on TCC's contractor management procedures.
Manage critical hazards effectively, with baseline lead and lag indicators monitored.	Critical risk inspections are carried out on schedule and reported on, with no harm incidents reported in any phase.	Achieved	TCC's contractor management procedures provide visibility on how critical hazards are effectively managed. All accidents/incidents are reported to the Board monthly. Serious injuries are reported immediately after event with follow up close out reports.
Develop and maintain with TCC, contractors and consultants a comprehensive risk register.	Total Recordable Incident Frequency Rate (TRIFR) less than 10.0 per 1,000,000 hours worked on the projects.	Not measured	TCC proactively manage risk indicators including site observations, risk assessments, regular H&S monitoring and due diligence. Recordable incidents are investigated with corrective actions and shared learnings
Delegations.	Comply with delegations hierarchy.	Achieved	All delegation hierarchies complied with.

## Performance Targets and Measures

Performance targets	Performance measures	Status: Achieved, Not Achieved, Not Measured	Comments
Recommend project delivery to Council.	Recommend developed and detailed design for each project, along with relevant contracts.	Achieved	All detailed designs signed off through TMOTP Business Owners Control Group and the Board, and progress on each project reported to TCC.
Contract management and legal compliance.	Provide oversight of all contracts, expenditure, and progress during all phases in 100% compliance with all standards.	Achieved	The Board endorses all terms and conditions of major project contracts. Monthly project reports are presented to the Board to provide oversight of project status.
Risk management and lessons learnt.	Proactively manage risk through timely risk workshops and the Civic Development Assurance Group.	Achieved	Risk and assurance specialist participates in monthly risk workshops and quarterly reports to the Board. Project completion reports are reported to the Board. A database of lessons learned is maintained and forms part of ongoing improvement of project management plans.
Delivery on time and at expected quality.	Ensure the programme is delivered within specification and agreed timelines. Any future deviations to be communicated to TCC in a timely manner.	Achieved	Delivery of programmes are ongoing and are reviewed monthly to ensure timelines are met and budgets not exceeded. Components of the programme are evaluated as part of the project completion reporting for each project.

## Te Manawataki o Te Papa Limited

Performance targets	Performance measures	Status: Achieved, Not Achieved, Not Measured	Comments
Deliver the Programme on or below budget.	Capital and whole of life costs optimised. Operational implications considered.	Achieved	Ongoing evaluation of project estimated costs to completion versus budget (including contingency) with an emphasis on value engineering to ensure projects and programmes remain within budget prior to tendering and during the life of the project.
Reporting and consultation.	Report and discuss with TCC any risk of budget being exceeded prior to any approval for increased budget.	Achieved	Where, following value engineering, evaluation of projects identify additional funding requirements to meet design standards and/or regulatory compliance, TCC is reported to and appropriate authorisation obtained.
Advocate efforts by TCC or other opportunities for third party funding.	Third party funding opportunities advocated.	Achieved	A number of sources of external funding have been secured to date. The Board continue to support TCC initiated fundraising activities.
Prepare and agree regular reporting programme which ensures TCC is fully informed in a timely manner of all major issues, project progress against PMP and opportunities for further enhancement.	100% compliance with reporting requirements outlined in SOI and major issues are raised on a no surprise basis.	Achieved	The Board issues a Summary Report monthly and reports major project updates to TCC on a quarterly basis and as required.

Te Manawataki o Te Papa Limited  
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## Performance Targets and Measures

Performance targets	Performance measures	Status: Achieved, Not Achieved, Not Measured	Comments
Nurture respectful, collaborative, and open relationships in the best interests of the city.	Ensure all stakeholders receive regular updates on progress of the programme	Achieved	The Board engages regularly with mana whenua, other TCC CCOs, key stakeholders and the community.
Cultural connection	Engage with mana whenua to ensure cultural narrative incorporated into design.	Achieved	Cultural design and interpretation form a key part of the design process.
Clear sustainability standards developed for the programme during the PCS and D&C phases.	Monitor programme sustainability outcomes on project delivery.	Achieved.	Current designs include sustainable design solutions to achieve Green Star accreditation.

## Te Manawataki o Te Papa Limited

### Health & Safety

TCC has completed 58 Health and Safety monitoring checks across the projects. Checks are carried out with main contractor site managers, contractor H&S officers, TCC Project Managers and TCC H&S business partners. Records of checks, findings and corrective actions

are kept in DAMSTRA (TCC H&S System). Sixteen (16) Officer H&S due diligence site visits have been completed across the projects. This covers critical risks, worker engagement, general observations and potential improvements.

*Below: Library and Community Hub under construction*



*Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024*

## Te Manawataki o Te Papa Limited



Artist's impression: Te Manawataki o Te Papa - Library and Community Hub

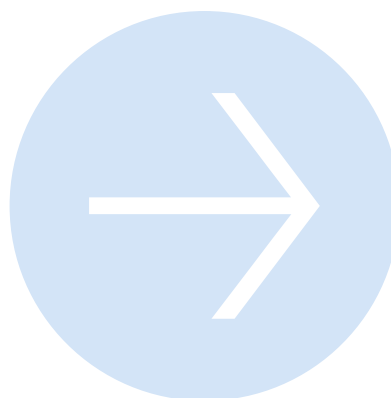
Te Manawataki o Te Papa Limited  
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## Financial Statements For The 6 Months Ended 31 Dec 2024

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## Te Manawataki o Te Papa Limited

### Financial Statements For The 6 Months Ended 31 December 2024

#### Statement of Financial Performance

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

	Note.	Actual. 6 Months Ended 31 December 2024. \$	Budget. 6 Months Ended 31 December 2024. \$	Actual. 6 Months Ended 31 December 2023. \$
<b>Revenue</b>				
Grant revenue	1	368,504	300,000	436,201
Interest, dividends and other investment revenue	1	78	–	295
<b>Total Revenue</b>		<b>368,582</b>	<b>300,000</b>	<b>436,496</b>
<b>Expenses</b>				
Costs related to providing goods or services	2	368,582	300,000	436,496
<b>Total Expenses</b>		<b>368,582</b>	<b>300,000</b>	<b>436,496</b>
<b>Surplus/(Deficit) for the Year</b>		<b>–</b>	<b>–</b>	<b>–</b>

Note: expenditure reflects higher than anticipated board support expenditure during the first 6 months of the year.

Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024

## Te Manawataki o Te Papa Limited

### Financial Statements For The 6 Months Ended 31 December 2024 Statement of Financial Position: As at 31 December 2024 "What the entity owns?" and "What the entity owes?"

	Note.	Actual. 31 December 2024. \$	Actual. 31 December 2023. \$
<b>Assets</b>			
<b>Current Assets</b>			
Bank accounts and cash	3	34,953	64,508
Other current assets	3	–	42,673
<b>Total Current Assets</b>		<b>34,953</b>	<b>107,181</b>
<b>Total Assets</b>		<b>34,953</b>	<b>107,181</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Creditors and accrued expenses	3	23,065	35,898
Other current liabilities	3	11,888	71,283
<b>Total Current Liabilities</b>		<b>34,953</b>	<b>107,181</b>
<b>Total Liabilities</b>		<b>34,953</b>	<b>107,181</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>–</b>	<b>–</b>
<b>Accumulated Funds</b>			
<b>Total Accumulated Funds</b>		<b>–</b>	<b>–</b>

Continued →

Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024

## Te Manawataki o Te Papa Limited

### Financial Statements For The 6 Months Ended 31 December 2024 Statement of Cash Flows "How the entity has received and used cash"

	Actual. 6 Months Ended 31 December 2024. \$	Actual. 6 Months Ended 31 December 2023. \$
<b>Cash Flows from Operating Activities</b>		
<b>Cash was received from:</b>		
Donations, fundraising and other similar receipts	342,749	218,958
Interest, dividends and other investment receipts	78	295
Net GST	-	1,131
<b>Cash was applied to:</b>		
Payments to suppliers and employees	397,966	155,876
<b>Net Cash Flows from Operating Activities</b>	<b>(55,139)</b>	<b>64,508</b>
<b>Net Increase / (Decrease) in Cash</b>	<b>(55,139)</b>	<b>64,508</b>
<b>Opening Cash</b>	<b>90,092</b>	<b>-</b>
<b>Closing Cash</b>	<b>34,953</b>	<b>64,508</b>
<b>This is represented by:</b>		
<b>Bank Accounts and Cash</b>	<b>34,953</b>	<b>64,508</b>

The financial statements were approved by the Board of Directors on 27 February 2025.

Continued →

Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024

## Te Manawataki o Te Papa Limited

### Financial Statements For The 6 Months Ended 31 December 2024 Statement of Accounting Policies "How did we do our accounting?"

#### Basis of Preparation

Te Manawataki O Te Papa Limited has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

#### Goods and Services Tax (GST)

Te Manawataki O Te Papa Limited is registered for GST.

#### Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

#### Changes in Accounting Policies

There have been no changes in accounting policies during the financial year (last year - nil)

#### Subsequent Events

There were no significant events subsequent to 31 December 2024.

Continued →

## Te Manawataki o Te Papa Limited

### Notes to the Financial Statements For The 6 Months Ended 31 December 2024

#### Note 1: Analysis of Revenue

		Actual. 6 Months Ended 31 December 2024.	Actual. 6 Months Ended 31 December 2023.
Revenue Item	Analysis	\$	\$
Grant revenue	Grant - Tauranga City Council	368,504	436,201
	<b>Total</b>	<b>368,504</b>	<b>436,201</b>

Revenue Item	Analysis	\$	\$
Interest, dividends and other investment revenue	Interest	78	295
	<b>Total</b>	<b>78</b>	<b>295</b>

Continued →

Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024

## Te Manawataki o Te Papa Limited

### Notes to the Financial Statements For The 6 Months Ended 31 December 2024

#### Note 2 : Analysis of Expenses

		Actual. 6 Months Ended 31 December 2024.	Actual. 6 Months Ended 31 December 2023.
Expense Item	Analysis	\$	\$
Costs related to providing goods or services	Board Remuneration	112,500	143,019
	Governance and Board Support	293,895	270,896
	Subscriptions	438	282
	Travel	13,345	14,866
	Consultancy	–	3,800
	Protective Clothing & Equipment	–	1,953
	Meeting Expenses	2,404	1,680
	<b>Total</b>	<b>368,582</b>	<b>436,496</b>

Continued →

Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024

## Te Manawataki o Te Papa Limited

### Notes to the Financial Statements For The Year Ended 30 June 2024

#### Note 3 : Analysis of Assets and Liabilities

		Actual. 6 Months Ended 31 December 2024.	Actual. 6 Months Ended 31 December 2023.
Asset Item	Analysis	\$	\$
Bank accounts and cash	Current account	34,953	64,508
	<b>Total</b>	<b>34,953</b>	<b>64,508</b>

Liability Item	Analysis	\$	\$
Creditors and accrued expenses	Accounts payable	23,065	35,898
	<b>Total</b>	<b>23,065</b>	<b>35,898</b>

Liability Item	Analysis		
Other current liabilities	Grant received in advance	9,325	62,500
	GST and WHT payable	2,563	8,783
	<b>Total</b>	<b>11,888</b>	<b>71,283</b>

Continued →

Te Manawataki o Te Papa Limited  
Half Year Report to 31 December 2024



*Tauranga City*

**Te Manawataki O Te Papa Charitable Trust**  
**Performance Report**  
**For the year ended**  
**Half Yearly Report ended 31 December 2024**

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Te Manawataki O Te Papa Charitable Trust	
Entity Information	
"Who are we?", "Why do we exist?"	
For the year ended	
Half Yearly Report ended 31 December 2024	
Legal Name of Entity:	Te Manawataki o Te Papa Charitable Trust
Other Name of Entity (if any):	TMOTP Charitable trust
Type of Entity and Legal Basis (if any):	Registered Charity
Registration Number:	CC60888
Entity's Purpose or Mission:	
The purpose of the CCO Charitable Trust is to:	
<ul style="list-style-type: none"> <li>• Own the land referred to as Site A of the civic precinct – the land bounded by Willow Street, Wharf Street, Durham Street, and Hamilton Street.</li> <li>• Support and encourage the development of Site A of the civic precinct, including (but not limited to) a library, civic whare, museum and exhibition centre and the beautification of surrounding areas.</li> </ul>	
Entity Structure:	
Te Manawataki o Te Papa Charitable Trust (CCO Charitable Trust). The Tauranga City Council and OtamatahaTrust each appointed 50 percent of the trustees to the CCO CharitableTrust.	
Main Sources of the Entity's Cash and Resources:	
Local Government and Iwi	
Main Methods Used by the Entity to Raise Funds:	
Title amalgamation, transfer to the CCO and subsequently leased back to Tauranga City Council	
Entity's Reliance on Volunteers and Donated Goods or Services:	
Te Manawataki o Te Papa Charitable Trust (CCO Charitable Trust) is reliant on the return of Crown land	
Contact details	
Postal Address:	Te Manawataki o Te Papa Charitable Trust Private Bag 12022, Tauranga Mail Centre, Tauranga 3143
Email/Website:	<a href="https://www.tauranga.govt.nz/council/working-with-organisations/council-controlled-organisations/te-manawataki-o-te-">https://www.tauranga.govt.nz/council/working-with-organisations/council-controlled-organisations/te-manawataki-o-te-</a>

**Te Manawataki O Te Papa Charitable Trust**

**Statement of Financial Performance**

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

For the year ended

Half Yearly Report ended 31 December 2024

	Note	Actual 2025 \$	Budget 2025 \$	Actual 2024 \$
<b>Revenue</b>				
Donations, fundraising and other similar revenue		-	-	
Fees, subscriptions and other revenue from members		-	-	
Revenue from providing goods or services		-	-	
Interest, dividends and other investment revenue		-	-	
Other revenue		-	-	
<b>Total Revenue</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Expenses</b>				
Expenses related to public fundraising		-	-	
Volunteer and employee related costs		-	-	
Costs related to providing goods or services		-	-	
Grants and donations made		-	-	
Other expenses		-	-	
<b>Total Expenses</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Surplus/(Deficit) for the Year</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Te Manawataki O Te Papa Charitable Trust

## Statement of Financial Position

"What the entity owns?" and "What the entity owes?"

As at  
31 Dec 2024

	Note	Actual 2025 \$	Budget 2025 \$	Actual 2024 \$
<b>Assets</b>				
<b>Current Assets</b>				
Bank accounts and cash		-	-	
Debtors and prepayments		-	-	
Inventory		-	-	
Other current assets		-	-	
<b>Total Current Assets</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Non-Current Assets</b>				
Property, plant and equipment		1	-	1
Investments		-	-	
Other non-current assets		-	-	
<b>Total Non-Current Assets</b>		<b>1.00</b>	<b>0.00</b>	<b>1.00</b>
<b>Total Assets</b>		<b>1.00</b>	<b>0.00</b>	<b>1.00</b>
<b>Liabilities</b>				
<b>Current Liabilities</b>				
Bank overdraft		-	-	
Creditors and accrued expenses		1	-	1
Employee costs payable		-	-	
Unused donations and grants with conditions		-	-	
Other current liabilities		-	-	
<b>Total Current Liabilities</b>		<b>1.00</b>	<b>0.00</b>	<b>1.00</b>
<b>Non-Current Liabilities</b>				
Loans		-	-	
Other non-current liabilities		-	-	
<b>Total Non-Current Liabilities</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Liabilities</b>		<b>1.00</b>	<b>0.00</b>	<b>1.00</b>
<b>Total Assets less Total Liabilities (Net Assets)</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Accumulated Funds</b>				
Capital contributed by owners or members		-		-
Accumulated surpluses or (deficits)		-		-
Reserves		-		-
<b>Total Accumulated Funds</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

This performance report has been approved by the Trustees for and on behalf of Te Manawataki O Te Papa Charitable Trust

Date \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_ Signature \_\_\_\_\_

Name \_\_\_\_\_ Name \_\_\_\_\_

Position \_\_\_\_\_ Position \_\_\_\_\_

## Te Manawataki O Te Papa Charitable Trust

## Statement of Cash Flows

"How the entity has received and used cash"

For the year ended

31 December 2024

	Actual 2025 \$	Budget 2025 \$	Actual 2024 \$
<b>Cash Flows from Operating Activities</b>			
<b>Cash was received from:</b>			
Donations, fundraising and other similar receipts	-	-	
Fees, subscriptions and other receipts from members	-	-	
Receipts from providing goods or services	-	-	
Interest, dividends and other investment receipts	-	-	
Net GST	-	-	
<b>Cash was applied to:</b>			
Payments to suppliers and employees	-	-	
Donations or grants paid	-	-	
<b>Net Cash Flows from Operating Activities</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Cash flows from Investing and Financing Activities</b>			
<b>Cash was received from:</b>			
Receipts from the sale of property, plant and equipment	-	-	
Receipts from the sale of investments	-	-	
Proceeds from loans borrowed from other parties	-	-	
Capital contributed from owners or members	-	-	
<b>Cash was applied to:</b>			
Payments to acquire property, plant and equipment	-	-	
Payments to purchase investments	-	-	
Repayments of loans borrowed from other parties	-	-	
Capital repaid to owners or members	-	-	
<b>Net Cash Flows from Investing and Financing Activities</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Net Increase / (Decrease) in Cash</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Opening Cash</b>	<b>0.00</b>		
<b>Closing Cash</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>This is represented by:</b>			
Bank Accounts and Cash	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>

## Te Manawataki O Te Papa Charitable Trust

### Statement of Accounting Policies

**"How did we do our accounting?"**

**For the year ended  
31 December 2024**

#### **Basis of Preparation**

Te Manawataki O Te Papa Charitable Trust has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

#### **Goods and Services Tax (GST)**

Te Manawataki O Te Papa Charitable Trust is registered for GST. Therefore amounts recorded in the Performance Report are exclusive of GST (if any).

#### **Income Tax**

Te Manawataki O Te Papa Charitable Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

#### **Bank Accounts and Cash**

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

#### **Changes in Accounting Policies**

There have been no changes in accounting policies during the financial year (last year - nil)

#### **Related Party Transactions**

Te Manawataki o Te Papa has purchased land from the Tauranga City Council for \$1.

#### **Subsequent Events**



# HALF YEARLY REPORT TO SHAREHOLDERS



Period ended 31 December 2024

***“COUNCILS PARTNERING FOR VALUE AND SERVICE”***



## BOPLASS Chair's Report

It is with pleasure that the Directors present their 2024/2025 Half Yearly Report to Shareholders demonstrating the continuing contribution the company makes to collaboration between councils.

With the renewal of councils' insurance through BOPLASS in November 2025, it is pleasing to report a reduction in insurance rates for key categories across the BOPLASS councils when compared with premiums for the year prior. While this partly reflects additional capital coming into the insurance markets, it also highlights the benefit of the collective insurance programme and the strong interest being generated in the BOPLASS programme through direct presentations into the insurance markets. This continued build in interest has allowed BOPLASS to further leverage established relationships to obtain very competitive pricing for member councils. The indication from our brokers and the underwriters is that the BOPLASS history and approach helps achieve a significant reduction in rate relative to similar organisations.

Although particularly good outcomes have been achieved with insurance this year, BOPLASS continues to investigate alternative risk transfer mechanisms to ensure our councils are well-positioned should the cost or availability of traditional insurance change. A project is currently underway to complete loss modelling across all the BOPLASS councils to ensure the information on councils' assets and risks is accurate and up to date to support decisions on loss limits for the group and for individual councils.

The collective aerial photography programme continues to provide financial savings for councils, with tenders awarded this year for urban and rural orthophotography covering Taupō, Rotorua, Western BOP, Gisborne, and Tauranga regions. In addition to the procurement savings, the aerial imagery programme is providing significant resource savings through councils working together to establish collaborative services. The sharing of Bay Maps is an excellent example of this, effectively forming a single hub for councils' communities to access mapping and associated data.

It is good to see increasing collaboration with MW LASS and/or Co-lab, with a number of procurement and shared services opportunities being developed which benefit a large group of councils and reduce the effort involved.

BOPLASS has a number of active procurement opportunities either in the formative stage or about to go to tender. Additionally, the board have identified shared service opportunities for BOPLASS to further investigate. Additional information about current projects is available in the attached report.

Yours faithfully

Craig O'Connell  
**Chair**



**BOPLASS Ltd**  
“COUNCILS PARTNERING FOR VALUE AND SERVICE”

# HALF YEARLY REPORT TO SHAREHOLDERS

14 FEBRUARY 2025

## 1 INTRODUCTION

The Local Government Act 2002 requires that the Directors deliver to the Shareholders a report within two months of the end of the first six months of the financial year. The report is required to provide information against the objectives set out in the Statement of Intent. The following report records the objectives of the company and reports on performance against a table of specific performance requirements set out in the Statement of Intent.

## 2 OBJECTIVES OF BOPLASS LTD

The company exists to provide councils in the Bay of Plenty and Gisborne regions with an umbrella vehicle to investigate, procure, develop, and deliver shared services.

Working together with the full support and involvement of staff, we will provide benefit to councils and their stakeholders through improved levels of service, reduced costs, improved efficiency and/or increased value through innovation.

These will be achieved primarily through:

### JOINT PROCUREMENT

Being the procurement of services or products by two or more councils from an external provider regardless of whether the service is paid for through BOPLASS or individually by participating councils.

### SHARED SERVICES

Being the participation of two or more councils in the provision of a common service which may be jointly or severally hosted.

## 3 GOVERNANCE

The end of 2024 included a change of Chief Executive at Whakatāne District Council. BOPLASS welcomes new director Steven Perdia (Whakatāne District Council) to the BOPLASS Board.

## 4 NATURE AND SCOPE OF ACTIVITIES

The principal nature and scope of the activities of BOPLASS Ltd is to:

- Use joint procurement to add value to goods and services sourced for its constituent councils.
- Facilitate shared services that benefit councils and their stakeholders through improved levels of service, reduced costs, improved efficiency, innovation and/or increased value.
- Pursue best practice in the management of all activities to obtain best value and minimise risk.
- Demonstrate fiduciary responsibility by ensuring that its activities are adequately funded from savings achieved, levies, council contributions, or Government funding where available.
- Allow other councils or organisations to participate in its activities where this will benefit its constituent councils directly or indirectly.
- Represent the collective views of its shareholders in matters with which it is associated.

## 5 FUTURE DEVELOPMENTS

BOPLASS Ltd will continue to work on business cases for joint procurement and shared services that may be provided in the region or cross-regionally.

The Board has adjusted its strategy to ensure a greater focus on shared services opportunities, while continuing to deliver savings and value to councils through new and existing joint procurement initiatives.

Current reviews for joint procurement and shared services cover but are not limited to:

- |  |  |
|--|--|
| • Agenda management software                   | • Health insurance                         |
| • Archive services                             | • High volume print                        |
| • Asset Management                             | • ICT security policies                    |
| • Building consents                            | • Insurance valuations                     |
| • Business continuity planning                 | • Inter-council secondments                |
| • CCTV monitoring                              | • Joint software support                   |
| • Centralised insurance resource               | • LGOIMA requests                          |
| • Chemicals                                    | • Lone worker field solutions              |
| • Consents processing                          | • PPE & uniform                            |
| • Contractor online inductions                 | • Property valuation services              |
| • Debt management                              | • Rates collection                         |
| • Diversion of putrescible waste from landfill | • Regional contractor database             |
| • Driver training                              | • Risk and total assurance                 |
| • Drug & Alcohol testing                       | • Solid waste regional facilities strategy |
| • Electoral Officer services                   | • Staff engagement survey systems          |
| • Engineering Codes of Practice                | • Vehicle monitoring                       |
| • Fleet purchasing and management              | • Web services                             |
| • Geospatial services                          |  |
| • Health & Safety management system            |  |

Other collaborative opportunities may be progressed after the Board has considered individual business cases and formally agreed to take on and deliver (or host/procure etc.) the project.

Joint procurement opportunities will continue to be identified and developed with individual councils engaging under the opt-in principle established by the Board. Joint procurement initiatives will be considered by the Board and/or its advisory groups where there is demonstrated support from two or more member councils.

The Board supports BOPLASS continuing to develop collaboration opportunities outside of the regional boundaries. BOPLASS will continue to proactively explore opportunities to partner with other Local Authorities and shared services organisations within New Zealand where they are developing, or considering developing, cost effective shared services and products that are of value to the Bay of Plenty and Gisborne councils.

BOPLASS development of the Collaboration Portal for the sharing of information on joint procurement or shared services opportunities within the constituent councils has identified a number of duplicate projects across councils which present an opportunity for further collaboration. The BOPLASS Collaboration Portal has become more widely used by other LASS, councils, and local government organisations and provides an opportunity to assist with the identification and management of inter-regional collaboration opportunities. BOPLASS will continue to develop the Collaboration Portal and make it available to the wider local government community.

## 6 PERFORMANCE TARGETS

To ensure the company continues to operate effectively in both governance and management terms over the next three years the current SOI targets are to:

- Ensure supplier agreements are proactively managed to maximise benefits for BOPLASS councils.
- Investigate new joint procurement initiatives for goods and services for BOPLASS councils.
- Identify opportunities to collaborate with other LASS in Procurement or Shared Service projects where alliance provides benefits to all parties.
- Further develop and extend the Collaboration Portal for access to, and sharing of, project information and opportunities from other councils and the greater Local Government community to increase breadth of BOPLASS collaboration.
- Communicate with each shareholding council at appropriate levels.
- Ensure current funding model is appropriate.

The Board believes that all targets are being achieved or are on-track to be achieved, as is demonstrated by the following list of current initiatives.

## 7 CURRENT INITIATIVES

The following initiatives have been under consideration or operating during the first part of the year:

### HIGHLIGHTS

- Electoral Officer services – BOPLASS has engaged with electoral services companies to investigate potential benefits of shared electoral officer services and/or joint procurement of services. Any service would be established subsequent to 2025 local body elections.
- Cyber risk management – All councils have again been able to achieve full cyber insurance cover through the BOPLASS programme. Insurers requirements remain stringent and continued cover is dependent on high standards of cyber security being maintained by all BOPLASS councils. To assist with this, BOPLASS recently facilitated an information session for the BOPLASS councils' IT managers, where a cyber insurance expert provided information on insurers' new requirements, new threats, and how to manage an incident to ensure compliance with insurers expectations.
- Risk management services – Every year the BOPLASS insurance underwriters become more demanding in the levels of data they require and the accuracy of the data. This has created challenges for some of the smaller councils. BOPLASS has worked with Aon to develop a risk management service to assist our councils with this specific skillset. The service has been established to, particularly, provide risk management support and expertise to our smaller councils that may not have a risk management skillset inhouse as a dedicated resource.
- Occupational health services – BOPLASS is managing a tender in conjunction with Co-Lab for occupational health services across the greater region.
- Bay Maps open data – Bay Maps has been established as a shared portal for Bay of Plenty mapping services and is utilised by the BOPLASS GIS group. Having a single portal negates the requirement for councils to develop and maintain individual mapping services.
- LGOIMA requests – BOPLASS is facilitating a collaborative project between councils to share information on LGOIMA processes and help ensure consistent responses to requests. Working in conjunction with the other two LASS, a shared platform is being developed to share information between councils to assist with establishing consistency and best practice.
- Artificial Intelligence (AI) – AI technology is moving fast with the integration now embedded in a multitude of platforms and software solutions. BOPLASS facilitated a seminar delivered by Houston Technology specifically to member councils to provide awareness in preparing for AI using Microsoft Office 365. BOPLASS continues to identify opportunities for councils to share learnings as they adopt AI.

- Inter-LASS collaboration – Multiple projects continue to be identified by LASS leads that would benefit from inter-regional collaboration and could leverage shared services across LASS groups. This collective approach aims to streamline procurement processes and achieve superior outcomes through aggregated volumes. The recent joint tender by BOPLASS and Co-Lab for Occupational Health Services, covering Waikato, Gisborne, and Bay of Plenty councils, highlights the tangible benefits of such collaborative efforts.
- Crime Prevention/CCTV Monitoring – Working in conjunction with NZ Police, BOPLASS is investigating establishing three regional hubs for CCTV monitoring across BOPLASS councils. The establishment of these three centres of excellence will assist in providing coordinated police monitoring within each region.
- Insurance renewals – In the first half of the financial year, BOPLASS led insurance renewals of behalf of the collective group of councils and achieved improved outcomes for all councils across a range of policies. Of particular note was the below-ground infrastructure insurance, with a decrease in rates achieved this year. In addition to the reduced premium rates, benefits also included improved insurance terms, increased coverage limits, and renewed underwriter interest in our programme. Our continued proactive approach and direct presentations into the markets has helped build strong relationships with underwriters and favourable outcomes for all councils involved.
- Waste Operator and Licensing Data System (WOLDS) – The rollout of WOLDS is being phased across the BOPLASS and Waikato councils, with six councils in the initial tranche. The balance of councils will move at a later date, with some still to complete changes to their bylaw to allow external management of these services. WOLDS will allow centralised management of waste contractor licensing, significantly reducing the workload for councils, while also providing improvements in waste data.
- Aerial Imagery – Tenders have been awarded for urban and rural orthophotography covering Taupō, Rotorua, Western BOP, Gisborne and Tauranga regions, with aerial capture to be undertaken during the summers of 2024-25.
- Contours from LiDAR – A project is underway to produce contours for the entire Bay of Plenty region using the LiDAR data BOPLASS councils procured collectively for the region. The contours will provide an important complete topography layer for councils' mapping. The collective agreement offers councils a cost-effective solution and improved efficiency for the region under a single process.
- Oblique Imagery – BOPLASS is investigating a collective agreement across the BOP region for oblique imagery – aerial imagery collected at an angle to the horizon. Oblique imagery helps provide a much higher level of understanding of landscapes, which is particularly helpful for wetlands or biodiversity work. BOPLASS has successfully negotiated a free trial of oblique software and imagery, allowing councils an opportunity to experiment with the technology and develop use cases.

- Contractor and Employee H&S Inductions – A project continues to be investigated to develop a common platform and standard for the development and management of H&S inductions – for both staff and contractor purposes.
- GIS Software and Services – A number of key contracts for councils' geospatial software have been reviewed and renewed through collective BOPLASS agreements.
- MahiTahi Collaboration Portal – Further growth has been achieved with the MahiTahi Collaboration Portal with additional councils joining and using it as a collaboration tool for sharing information across councils.
- Health insurance – A project is underway to explore benefits of establishing a group scheme across the BOPLASS group.
- Media Copyright Agency (MCA) – A collective contract providing savings for all BOPLASS councils has been renegotiated with MCA.
- Institute of Public Works Engineering Australasia (IPWEA) – BOPLASS has renewed the single BOPLASS membership covering all councils and providing membership savings.
- Media Monitoring Service – A collective contract continues to provide BOPLASS councils with a more cost-effective broader service including print, online, broadcast media, social media and 'social listening' services that analyse social media feedback or sentiment.
- Debt Management Services – BOPLASS is working with MW LASS to provide debt management as a shared service to BOPLASS councils.
- Driver Training – BOPLASS continues to investigate options for appointing a preferred provider for driver training services.
- Lone worker field solutions – BOPLASS is investigating technologies and solutions to support council staff in lone worker situations.
- Communication – BOPLASS continues to regularly engage with our constituent councils, senior management and shareholders to ensure opportunities continue to be developed to the benefit of all stakeholders. Additionally, advisory groups, comprising subject matter experts from each council, meet regularly to identify and lead specific projects to provide benefits to all councils through collaboration.
- Viability of Current Funding Model – The sources of BOPLASS funding and the viability of the funding model are regularly reviewed with financial reporting provided to the BOPLASS Board.

## 8 FINANCIAL REPORTS

### 8.1 Financial Support and Accounting Services

Accountancy services and support continue to be provided by Tauranga City Council.

### **8.3 Accounting Policies**

The company is compliant with the accounting policies stated in the Statement of Intent.

### **8.4 Tier 2 PBE Accounting Standards Applied**

The financial accounts are prepared with application of Tier 2 accounting standards.

### **8.5 Financial Reports**

Financial Reports for the period to 31 December 2024 are attached.

### **8.6 Variations**

Aerial photography revenue and expenditure are slightly behind target but this is simply a timing issue with progress payments, with imagery capture often being at the mercy of the weather.

Project revenue is reported as \$25,310 ahead of budget. This is due to contributions being received at the commencement of projects and will balance in the second half of the year.

## **9 STAFFING, ACCOMMODATION AND SUPPORT**

### **Staff**

Staffing levels are unchanged with a part-time administrator continuing to provide additional project support and management of existing activities.

### **Accommodation and Support**

We continue to appreciate the office space provided to us by BOP Regional Council and the support that is offered for IT and Accounting services by Tauranga City Council.

BOP LASS LTD STATEMENT OF COMPREHENSIVE INCOME FOR THE MONTH ENDED 31 DECEMBER 2024				
	Actual YTD	Budget YTD	Total Budget	YTD Variance
<b>REVENUE</b>				
<b>Revenue - Core</b>	<b>189,700</b>	<b>183,808</b>	<b>367,615</b>	<b>5,893</b>
Bank Interest Received	9,845	3,500	7,000	6,345
Council Contribution	179,855	180,308	360,615	(453)
<b>Revenue - Projects</b>	<b>754,520</b>	<b>765,750</b>	<b>1,311,500</b>	<b>(11,230)</b>
Bank Interest Received	2,029	750	1,500	1,279
Aerial Photography Revenue	114,813	150,000	400,000	(35,187)
Collaboration Portal Revenue	30,000	20,000	40,000	10,000
Lease Revenue - ICN	72,505	67,500	135,000	5,005
Lease Revenue - Video Conference	13,104	7,500	15,000	5,604
Projects - Recoveries Revenue	522,069	520,000	720,000	2,069
<b>TOTAL OPERATING REVENUE</b>	<b>944,220</b>	<b>949,558</b>	<b>1,679,115</b>	<b>(5,337)</b>
<b>EXPENSES</b>				
<b>Expenditure - Core</b>	<b>223,576</b>	<b>223,104</b>	<b>423,436</b>	<b>472</b>
ACC	595	500	950	95
Accommodation & Travel	7,932	5,500	5,500	2,432
Accounting & Audit	10,185	12,000	24,000	(1,815)
Administration	8,655	10,000	20,000	(1,345)
Amortisation	631	2,500	5,000	(1,869)
Bank Fees	1	100	200	(99)
Conferences	4,296	2,500	2,500	1,796
Depreciation	1,889	2,150	4,300	(261)
Directors Costs	11,754	10,111	23,000	1,643
Fringe Benefit Tax	1,732	2,250	4,500	(518)
General & Catering	0	750	1,500	(750)
Health & Safety	0	500	1,000	(500)
Insurance	13,066	13,000	14,000	66
Interest Paid - TCC Loan	0	0	0	0
Legal	0	1,250	2,500	(1,250)
Salaries	149,795	150,362	300,723	(567)
Salaries - Projects OpEx	(3,527)	(9,000)	(18,000)	5,473
Staff Support Costs	10,554	9,750	19,500	804
Staff Training Costs	535	1,250	2,500	(715)
Subscriptions	533	2,132	4,263	(1,598)
Tax Advice	4,950	5,500	5,500	(550)
<b>Expenditure - Projects</b>	<b>720,203</b>	<b>726,454</b>	<b>1,255,679</b>	<b>(6,251)</b>
Aerial Photography Expense	114,813	150,000	400,000	(35,187)
Collaboration Portal OpEx	6,562	13,990	27,979	(7,428)
Lease Expense - ICN	73,123	64,800	129,600	8,323
Lease Expense - Video Conference	16,830	14,100	14,100	2,730
Projects - Recoveries Expenditure	508,874	483,564	684,000	25,310
<b>TOTAL OPERATING EXPENDITURE</b>	<b>943,778</b>	<b>949,558</b>	<b>1,679,115</b>	<b>(5,779)</b>
<b>OPERATIONAL SURPLUS / (DEFICIT) BEFORE TAX</b>	<b>442</b>	<b>0</b>	<b>0</b>	<b>442</b>

BOP LASS LTD STATEMENT OF FINANCIAL POSITION AS OF 31 DECEMBER 2024	
	Actual YTD
<b>Bank</b>	
Cheque Account	1,038,841
Trust A/c Aerial Photography	83,242
Crime Prevention	1,139
<b>Total Bank</b>	<b>1,123,222</b>
<b>Current Assets</b>	
Trade Debtors	89,763
Accrued Revenue	57,318
Tax Payable (Tax Receivable)	28,837
Prepayments	3,907
<b>Total Current Assets</b>	<b>179,824</b>
<b>Non-current assets</b>	
Intangible - Computer Software	79,175
Intangible - Amortisation	(74,440)
Computer Equipment at cost	4,516
Less Accumulated Depreciation on Computer Equipment	(4,653)
Inter Council Network	25,097
Accumulated Depreciation Inter Council Network	(14,289)
<b>Total Non-current assets</b>	<b>15,407</b>
<b>TOTAL ASSETS</b>	<b>1,318,453</b>
<b>Current Liabilities</b>	
Business Credit Card	935
Trade Creditors	13,129
Accrued Expenses	4,537
TCC Loan	0
GST Collected, Paid, Payments (Refunds)	(11,627)
Retentions	11,893
Income in Advance	1,257,469
PAYE Accruals Payable	14,477
<b>Total Liabilities</b>	<b>1,290,813</b>
<b>NET ASSETS</b>	<b>27,639</b>
<b>Equity</b>	
Current Year Earnings	99,002
Retained Earnings	(71,805)
Share capital	442
<b>TOTAL EQUITY</b>	<b>27,639</b>