



Renovation of Marae Expression of Interest

About this form

The purpose of this form is for potential proposals for the Renovation of Marae to be submitted to the Provincial Growth Fund (PGF) for review.

The Provincial Development Unit (PDU) is working closely with Te Puni Kōkiri (TPK) on this programme. Your regional TPK lead will be able to assist you in the development of your proposal.

All potential projects will be assessed against the following PGF COVID-19 response criteria:

- Immediate job creation;
- Timeframe for construction activity;
- Degree of visibility to the community.

Proposals are expected to create employment for vulnerable groups that are most likely to suffer job losses due to COVID-19. This may include Māori and Pasifika workers, but this group will be determined in each region.

In order to qualify for funding, marae must meet the following criteria:

- Be in a PGF eligible region *and*
- Be on land gazetted for the purpose of a marae *and*
- Be submitted by trustees of the Māori reservation or another legal entity (that has been approved by the trustees of the Māori Reservation to apply for PGF funding on their behalf)

Exclusions

- Kura or Wānanga Marae, or any other institutionally supported marae such as universities, polytechnics etc.
- New builds.

Exceptions

- Exceptions to the eligibility criteria may be collectively considered on a case by case basis.

Please email your completed form to PGF@mbie.govt.nz.

By submitting your form, you are agreeing to the terms and conditions of applying for PGF investment which can be found in Appendix 1.

Section 1: Key Applicant Information

1. Proposal Title:

2. Please provide a very brief description of the project/activity:

Kauwhata Marae currently requires an upgrade of buildings and site infrastructure in order to be able to grow future usage for sustainability.

3. Please provide the details of the applicant organisation/entity for which funding is being requested:

Applicant Legal Name:	Kauwhata Marae
Entity Type:	Registered Charitable Trust
Registered Offices / Place of Business:	Te Arakura Road, Feilding 4775
Identifying Number:	CC54331

4. Please provide the contact details for a person as a key point of contact):

Contact Name and Role:	Ricky Pene		
Email Address:	Privacy of natural persons	Telephone:	Privacy of natural persons

5. Please describe the principal role or activity of the applicant organisation.

To promote the use and development of the reservation; education in the history, tikanga and kawa of the reservation. Promote the use and development of te reo Māori and generally do all acts, matters and things that the Trustees consider necessary or conducive to further or attain the above objectives.(Kauwhata Marae Charter, 2014).

6. This project will be based in the region of:

7. Have you previously discussed this project with a part of the Government? Yes: No:

If yes, please list which part of the Government, and the nature of those discussions.

8. Have you previously received Government funding for this Project? Yes: No:

If yes, please list which part of the Government, and the nature of those discussions.

9. Please set out the proposed sources of funding for the Project:

Source of Funding: <i>[please indicate where all other funding is sourced from, noting who the funder is]</i>	\$ (excl GST)	Status / Commentary <i>[i.e. received / confirmed / in principle]</i>
PGF investment (via an application)	\$ <small>Privacy of natural persons</small>	This application
<i>[please specify all other sources of funding, including prior Govt. funding]</i>	\$	
Total:	\$ <small>Privacy of natural persons</small>	

10. Please provide financial material e.g. where possible, two years of the entity's accounts. If you are applying on behalf of a cluster of assets not owned by the applicant entity, the PDU will require confirmation and evidence that the responsible entity for the asset(s) are solvent, i.e. a financial summary.

Section 2: Project Overview

If the project is for a cluster of marae, the below table must be filled out for **each** marae. Please copy and paste each table into this document.

Name of Marae	Kauwhata Marae
Consent form attached	Yes
Location of Marae	Te Arakura Road Feilding
Section A – Community Visibility	
Please outline the iwi/hapū/or whānau who primarily affiliate to the marae	The beneficiaries are the three hapū of Ngāti Kauwhata: Hinepare, Tahuriwakanui and Turoa. Each Trustee of the Marae align to the 10 original Trustees appointed by the Native Land Court in 1934.
Description marae – its current physical state, frequency of use (in broad terms), users, importance to community.	<ul style="list-style-type: none"> The marae is utilized for iwi events i.e. tangihanga, celebrations (birthdays, christenings), Church services, kapa haka, noho, education purposes (Schools, PTE, Tertiary, Wānanga), private organisations, sports teams (nationally), international visits, treaty claim gatherings (judicial and research). All bookings are accepted on their merits. Whare Tupuna, Mokopuna (sleeping and hui), Whare kai, Whare Karakia, Storage Shed, Shelter Shed. Local Council members participate in marae activities. New Council members are always invited to the marae for orientation.
Section B – Construction Activity	
Describe renovation work proposed	<ul style="list-style-type: none"> Infinity hot water system Solar System for Whare Kai Concrete pathways around buildings and driveway to carpark Fencing of the site Heat pumps for all three buildings Freestanding Chiller Oven The works identified are the priority in a larger needs workplan.
What date can work commence on site?	Work is ready to commence within <small>Commercial Information</small> of funding being available and in consultation with the Te Reureu Cluster Project Manager.
Proposed completion date?	The proposed work is part of the Te Reureu cluster overall work programme which is estimated to take <small>Commercial Information</small> to fully complete subject to weather. For work at Kauwhata Marae it is estimated that the work there will take approx. <small>Commercial Information</small> to complete.
Are the proposed works subject to any resource, building, or other consents, that have not already been obtained?	No.

Section C – Immediate Job Creation			
<i>[Note that all costs need to be evidenced by quotes.]</i>			
Project Activity	Anticipated FTE	Total Cost	Timeframe
		<i>[Cost (excl. GST)]</i>	<i>[When will the activity commence, how long will it take]</i>
Project Management	Commercial FTE	\$ Commercial Info	<p><i>Mahi as described is anticipated to take approximately Commercial Information to complete [weather dependent]. Start date of the work will be set in consultation with the Project manager who will coordinate the work streams across the 6 marae in the Te Reureu Cluster.</i></p>
Site Manager	Commercial FTE	\$ Commercial Info	
Installation of solar panels for hot water heating upgrade in wharekai	Commercial FTE [plus professional supplier/installer]	\$ Commercial Info	
Ablution block water heating upgrade	Commercial FTE [plus professional supplier/installer]	\$ Commercial Info	
Installation of heat pumps in wharekai, whare tupuna & whare karakia	Commercial FTE [plus professional supplier/installer]	\$ Commercial Info	
Marae Atea Maintenance including fencing [\$ Commercial Info] and concrete pathways/pad [\$ Commercial Info]	Commercial FTE [plus professional suppliers]	\$ Commercial Info	
Wharekai – walk-in chiller upgrade	Commercial FTE	\$ Commercial Info	

11. How will you prioritise the employment of local people, and those affected by COVID-19 job losses?

Kauwhata Marae is working in partnership with Te Puni Kōkiri, the Ministry of Social Development, Ministry for Business Innovation and Employment to prioritise the employment of locals, and those affected by COVID-19. A workforce development team has been established and planning commenced to support the workforce development and training for this cluster of Marae. This will enable movement at pace by relevant agencies to secure sustain employment and provide access to appropriate support services.

12. How is the project going to be managed?

This project is part of a wider marae cluster [the Te Reureu Cluster] approach. Overall oversight of the projected mahi across the six [6] participating marae will be undertaken by Te Reureu Kotahitanga Ltd [TRK]. TRK will provide project management to ensure work streams across all marae is coordinated and progressing in a smooth, efficient and timely manner. Each marae will be represented by a site manager who will liaise with the project manager to coordinate activities on their specific marae and to raise any issues, potential and real, as/if they arise. The marae site manager will also coordinate and deploy the marae workforce members under the guidance and direction of the project manager. In addition, the marae site manager will provide regular reporting to the marae trustees.

The key contact within TRK will be Graeme Everton as Project Manager while site manager for Kauwhata will be Ricky Pene.

Wherever possible/practicable, local contractors will be utilised particularly in relation to specialised mahi to ensure all compliance regulations and requirements are adhered to and in alignment with written quotes provided.

13. Is there any other information which would be useful background or context at this stage?

[Provide additional information which may be of use to us at this stage, noting there will be more detail required during the assessment phase.]

Section 3: Declarations

Commercial Information

14. The contracting entity is compliant and will continue to comply with all applicable laws, regulations, rules and professional codes of conduct or practice including but not limited to health and safety and employment practices

15. Has this activity ever been declined Crown Funding in the past?

16. Has the applicant or the contracting entity ever been insolvent or subject to an insolvency action, administration or other legal proceedings?

17. Has any individual in the Project Team (including the Applicant's Leadership Team, directors, partners, or trustees, or any key members of the project) ever been insolvent or subject to an insolvency action, administration or other legal proceedings, or actively involved in any organisation which has?

18. Has any individual in the Project Team (including the Applicant's Leadership Team, directors, partners, or trustees, or any key members of the project) ever been adjudged bankrupt or is an undischarged bankrupt?

19. Has any individual in the Project Team (including the Applicant's Leadership Team, directors, partners, or trustees, or any key members of the project) ever been under investigation for, or been convicted of, any criminal offence?

20. Are there any actual, potential or perceived conflicts of interest that the applicant or any of the key personnel have in relation to this project (including, for instance, any contractors that are family members or business partners that will be delivering the project).
 "In a small country like ours, conflicts of interest in our working lives are natural and unavoidable. The existence of a conflict of interest does not necessarily mean that someone has done something wrong, and it need not cause problems. It just needs to be identified and managed carefully..." <https://www.oag.govt.nz/2007/conflicts-public-entities>

If you answered "Yes" to any question from 15 to 20, please provide a description below:

By completing the details below, the applicant makes the following declarations about its EOI for PGF funding for the project ("EOI"):

I have read, understand and agree to the Terms and Conditions of applying for PGF investment which are attached as Appendix 1;

The statements in the EOI are true and the information provided is complete and correct, and there have been no misleading statements or omissions of any relevant facts nor any misrepresentations made;

I have secured all appropriate authorisations to submit the EOI, to make the statements and to provide the information in the EOI;

I have obtained the permission of each member of the Project Team to provide the information contained in this EOI and those individuals are aware of, and agree to, the Terms and Conditions of applying for PGF investment which are attached as Appendix 1;

I consent to this EOI being publically released if funding is approved. I have identified the commercially sensitive and personal information.

The applicant warrants that it has no actual, potential or perceived conflict of interest (except any already declared in the EOI) in submitting the EOI, or entering into a contract to carry out the project. Where a conflict of interest arises during the EOI or assessment process, the applicant will report it immediately to the PDU by emailing PGF@mbie.govt.nz; and

I understand that the falsification of information, supplying misleading information, or the suppression of material information in this EOI, may result in the EOI being eliminated from the assessment process and may be grounds for termination of any contract awarded as a result of this EOI process.

The applicant consents to the PGF undertaking due diligence including any third party checks as may be required to fully assess the EOI.

Kelly Lawton

Full name:

Chairperson Kauwhata Marae Trustees

Title / position:

Signature / eSignature:

Privacy of natural persons

Date:

10/07/2020

Appendix 1 – Terms and Conditions of this EOI

General

The terms and conditions are non-negotiable and do not require a response. Each applicant that submits an Expression of Interest request for Provincial Growth Fund (“PGF”) funding (each an “EOI”) has confirmed by submitting this EOI that these terms and conditions are accepted without reservation or variation.

The PGF is a government initiative which is administered by the PDU, a unit within the Ministry of Business, Innovation and Employment. Any reference to the PDU in these terms and conditions, is a reference to MBIE on behalf of the Crown.

Reliance by PDU

The PDU may rely upon all statements made by any applicant in an EOI and in correspondence or negotiations with the PDU or its representatives.

Each applicant must ensure all information provided to the PDU is accurate. The PDU is under no obligation to check any EOI for errors, omissions, or inaccuracies. Each applicant will notify the PDU promptly upon becoming aware of any errors, omissions, or inaccuracies in its EOI or in any additional information provided by the applicant.

Ownership and intellectual property

Ownership of the intellectual property rights in an EOI does not pass to the PDU. However, in submitting an EOI, each applicant grants the PDU a non-exclusive, transferable, perpetual licence to use and disclose its EOI for the purpose of assessing and decision making related to the PGF EOI and application process. Any hard copy EOI or documentation supplied by you to the PDU may not be returned to you.

By submitting an EOI, each applicant warrants that the provision of that information to the PDU, and the use of it by the PDU for the evaluation of the EOI and for any resulting discussions, will not breach any third-party intellectual property rights.

Confidentiality

The PDU is bound by the Official Information Act 1982 (“OIA”), the Privacy Act 1993, parliamentary and constitutional convention and any other obligations imposed by law. While the PDU intends to treat information in EOIs as confidential to ensure fairness for applicants during the assessment and decision making process, the information can be requested by third parties and the PDU must provide that information if required by law. If the PDU receives an OIA request that relates to information in this EOI, where possible, the PDU will consult with you and may ask you to confirm whether the information is considered by you to be confidential or still commercially sensitive, and if so, to explain why.

The PDU may disclose any EOI and any related documents or information provided by the applicant, to any person who is directly involved in the PGF assessment process on its behalf including the Independent Advisory Panel (“IAP”), officers, employees, consultants, contractors and professional advisors of the PDU or of any government agency. The disclosed information will only be used for the purpose of participating in the PGF EOI and assessment process, which may include carrying out due diligence.

In the interests of public transparency, if an EOI (or subsequent application) is approved for funding, the EOI (and any related documents) may be published by the PDU. Commercially sensitive and personal information will be redacted by reference to the provisions of the Official Information Act 1982.

Limitation of Advice

Any advice given by the PDU, any other government agency, their officers, employees, advisers, other representatives, or the IAP about the content of your EOI does not commit the decision maker (it may be Senior Regional Officials, Ministers or Cabinet depending on the level of funding requested and the nature of the project) to make a decision about your EOI.

This limitation includes individual members of the IAP. The IAP’s recommendations and advice are made by the IAP in its formal sessions and any views expressed by individual members of the IAP outside of these do not commit the IAP to make any recommendation.

No contractual obligations created

No contract or other legal obligations arise between the PDU and any applicant out of, or in relation to, the EOI and assessment process.

No process contract

The PGF EOI and assessment process does not legally oblige or otherwise commit the PDU to proceed with that process or to assess



Renovation of Marae programme consent form

Proposal Title	Te Reureu Marae Cluster
Name of Entity applying to the PGF	Te Reureu Kotahitanga Ltd
Name of Marae	Kauwhata Marae
Maori Reservation Status	Aorangi No 1, Section
Marae Trustees (and their roles)	Chair: Kelly Lawton Deputy Chair: Rāwiri Durie (Dr) Treasurer: Privacy of natural persons Secretary: Privacy of natural persons Other trustees: Privacy of natural persons Privacy of natural persons Privacy of natural persons Privacy of natural persons Privacy of natural persons
Marae Committee (if different to Trustees)	No Marae Committee
Marae nominated contact person:	
This person has been nominated by the Marae Trust as the primary contact for the Provincial Growth Fund (PGF) Marae Renovation project, and will engage and interact with Government officials and the entity applying on the marae's behalf.	
Contact Person	Ricky Pene
Contact mobile number	Privacy of natural persons
Contact email address	Privacy of natural persons

We **Kelly Lawton** (Name of the 1st Trustee) and **Rā Durie** (Name of the 2nd Trustee)

Responsible **Trustees of Kauwhata Marae**, Te Arakura Road, Feilding, have the authority to act on behalf of our Marae Trust for Kauwhata Marae, to apply for funding through the PGF for Marae renovation works.

We consent to **Te Reureu Kotahitanga Ltd** to apply on our behalf for funding through the PGF for Marae renovation works, and acknowledge **Te Reureu Kotahitanga Ltd** will be responsible for the project management and delivery of the project.

PRIVACY ACT 1993

The personal information you provide as part of this Consent Form will be used only for the purposes of the PGF Marae Renovation project, including internal reporting and monitoring.

Your information may be stored in cloud storage and accessed by the Ministry of Business, Innovation and Employment (“MBIE”), The Provincial Development Unit (“PDU”), and Te Puni Kōkiri (“TPK”) in order to process your application.

You have the right to request access to your personal information, and to have your personal information corrected.

We understand that by signing this Consent Form we agree;

1. to the renovation works outlined on the “Marae renovation works programme” attached;
2. for the nominated contact person named above to act on our behalf and to liaise directly with the named Project Manager to complete the renovation works;
3. for the entity named above to apply for PGF funding on our behalf, for the Marae renovation works programme attached;
4. for the named programme manager to work closely with our contact person to access our land/buildings for the renovation works to take place.

Privacy of natural persons




Signature:

Trustee one: Kelly Lawton (Chair)

Date: 10/7/2020

Privacy of natural persons



Signature:

Trustee two: Rā Durie (Chair)

Date: 10/7/2020

Te Reureu Cluster [Kauwhata] - Project Costs

Project Manager	\$ Commercial Information
Site Manager	\$ Commercial Information
Solar Heating	\$ Commercial Information
Water Heating Upgrade	\$ Commercial Information
Heat Pumps	\$ Commercial Information
Fencing	\$ Commercial Information
Concrete	\$ Commercial Information
Wharekai Upgrade	\$ Commercial Information
	<hr/>
Contingency @ <small>Comm</small> %	\$ Commercial Information
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	\$ Commercial Information
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