

The Te Puke Centre Charitable Trust (TTPCCT)

Chairperson's Report 2019

Presented to the Annual General Meeting on 21 August 2019 held at the Te Puke Squash Club

It has been my pleasure to have been the acting Chairperson of the TTPCCT from its establishment in January 2019, until now.

It has been an extraordinary journey.

I firstly want to acknowledge the absolute mammoth voluntary effort put in by all of the Trustees: Monique Lints, Dale Snell, Jenny Wotten, Nicola Cooke, Viv Brownrigg and myself as well! It has been a real pleasure to work on this project with you all. I am, at times, amazed how well we complement each other and appreciate the supportive environment we provide for each other. Thank you for your commitment. The accomplishments of the group and the subsequent Trust, are testament to that commitment and all of this was achieved by busy people with full time jobs and some extreme and ongoing family situations. I would also like to acknowledge the gender imbalance on the Trust (with us all being women) and to say that we hope to rectify that in the future.

The Trust was formed after approximately 18 months of preparation from the Te Puke Centre Working Group made up of interested local people. This group undertook an extraordinary amount of work to understand the operating environment and the viability of a potential centre that had been proposed.

As this the inaugural Chairperson's report it seems fitting that the work of this group is recorded. The following milestones were achieved by that group and I thank them for laying a very strong foundation that the Trust has been built on:

- Forming a working group from interested people in the community being: Monique Lints, Dale Snell, Jenny Wotten, Nicola Cooke, Viv Brownrigg and Karen Summerhays. First formal meeting of the 16 January 2018 although we had been meeting informally for about 6 months prior to that.
- We obtained a WBOPDC Matching fund grant of \$5k to enable the project to move forward and the Te Puke Community Board provided a \$2k grant to allow a scoping report to be completed. We thank Socialink BOP for their support.
- Scoping report was prepared by Emma Rosling-Heppell. The Trust would like to thank Emma for her substantial piece of work.
- The group undertook wide community engagement about the proposal, made submissions, funding applications and Iwi and stakeholder engagement began. Established an online presence through a webpage and social media
- We are thankful to Mark Boyle and Te Puke EDG for alerting us to the NZ Post operator opportunity and the support they provided throughout the negotiations. Our pitch to NZ Post to become the operator for the Postal and Payment Services,

was accepted as the preferred way forward. This led to an extraordinary effort by the group facing a daunting work load in a short amount of time, to get to a position to feel confident to move forward. I would like to thank Carolyn Jones for her help through this period.

- Under Viv' guidance we prepared a business plan and adopted a social enterprise model as our operating structure and we are appreciative of the support we received from the Akina Foundation talked to stakeholders.
- Late 2018 - The successful raising of \$65,000 through a 5 week pledge intensive campaign to purchase the NZ Postal services and advance the establishment of the Te Puke Centre in situ at 81 Jellicoe St, Te Puke. We would like to thank the Sustainable Endeavours Charitable Trust for assisting us with the management of this project, the local shops that acted as 'pledge receivers' but most of all the 365 pledgers who wanted to keep the Post Office in its present place and that believed in this project. We would not be where we are now without your support.
- A Trust deed was developed along with the operational structure. The Trust is thankful for the professional support we received through this period from Ben Sandford, the Akina Foundation and Russell McVeagh Lawyers.
- The Trust Deed was signed by the Trustees in December 2018
- THE TE PUKE CENTRE CHARITABLE TRUST BOARD was incorporated under the Charitable Trusts Act 1957 on the 7th of January 2019.
- The constitution of Te Puke Centre Limited was developed and the Company incorporated on 31 January 2019
- TTPCCT obtained New Zealand Charitable Status on 27 of February 2019. Number CC56527

With the Trust now formed all members of the Working group took on the role of Trustees and continued the work.

- Negotiations with NZ Post regarding the NZ Postal and Payment Services agreement took five months and at times the Trust had to make some hard decisions as to whether to proceed or not. I believe we made those decisions with much care even though our due diligence slowed the process down. I would like to thank Phil Barnett from NZ Post. We found ourselves having to moderate our expectations for what we would be able to achieve given the speed that things were happening and the resources available. This trimmed down version has provided us the opportunity to be able to reassess the project in March 2020. If we find that we have not received the expected support from funders we have the opportunity to sell the postal services and to exit our lease. If on the other hand we do reach those targets we will proceed with a long term lease, upgrade the building to be able to accommodate other services and the co working space
- We entered into lease discussions with ULI Holdings (being the owners of 81 Jellicoe Street, Te Puke) which has resulted in a non-binding MOU outlining the future scenarios and possibilities with regard to the future lease arrangements.

- Te Puke Centre Ltd have negotiated a sublease with NZ Post for a 1yr term for just the existing footprint of the present NZ Post lease. This option has made the first year set up phase affordable and provides time to the landlord to undertake some needed building upgrades.
- We produced a promotions document that provides a comprehensive overview of the project and our future plans. We thank Metro Marketing for their in-kind contribution to the development of that document.
- The NZ Postal and Payment Services Agreement between Te Puke Centre Ltd (TPCL) and NZ Post Ltd was signed by the Directors on 29th of July 2019. We received the completed contract back from NZ Post on 19th August 2019. The commencement date of TPCL taking over the service is 7 Oct 2019. With a week prior being used by NZ Post to refurbish the office to our mutually agreed floor plan.
- The Trust submitted to the WBOPDC Annual Plan requesting a Grant of \$45k (\$15k from the Te Puke Community Board if at least matched by Council through the Annual Plan). The Council saw fit to grant us \$45k in total for which we are very grateful as without these funds we would not have been able to go forward. We are also progressing a services agreement with the Council to provide information services and a number of other community development functions.
- Closer engagement with Iwi has commenced with conversations about:
 - The gifting of a name and whakatauki for the Centre
 - The opportunity to develop the entrance of the Centre to represent the two iwi (pou whenua and Māori designs on the glass roof)
 - The opportunity to tell their stories within the visitors centre (visually and audio)
 - The opportunity to participate in the governance of the Centre
- We have engaged a volunteer designer Astrid Paez to help provide concepts of our vision. Thank Astrid for your time and creativity.
- We have sought quotes for both the set up costs and implementing the bigger vision and using local businesses whenever possible. We have built relationships for in-kind support.
- We have successfully undertaken conversations and received expressions of interest with other organisations and agencies that may be interested in working from or supporting the Centre.
- We have developed a funding plan and have prepared large funding applications and continued relationship building with potential sponsor.

Even through all this the Trust has also undertaken a number of community activities when the opportunity arose such as: In partnership with All Heart NZ initiated and organised the distribution of a truck load of office furniture (originally from Zespri refit) to local not for profit organisations. We have provided input into community forums and socialised and canvassed our plans.

We can take pride in our innovative approach to the provision of a much needed community asset in Te Puke. I believe we are creating a model for other communities to embrace to provide for themselves their own social infrastructure needs. There is national interest in what we are doing as shown by the media interest in our story (RNZ interviews, Herald, BOP Times, Weekend Sun and the Te Puke Times who we value our relationship with and thank them for their support throughout this project.

In all this has been a very busy and successful year and while I do not under estimate the workload for Trustees over the next year, as we enter the establishment phase, I look forward to seeing where we are this time next year and have every confidence that we will receive the support needed to continue creating this fabulous community asset.

It is with this workload in mind I would recommend to the Trust that additional Trustees be appointed or seconded for short term assistance to share the load and advance the specialist areas.



Dated: 21 August 2019

Karen Summerhays

Acting Chairperson

The Te Puke Centre Charitable Trust