

Community Funding Committee Agenda

Date: Wednesday, 14 August, 2019

Time: 9:00 am

Location: Council Chamber
Forum North, Rust Avenue
Whangarei

Elected Members: Cr Crichton Christie (Chairperson)
Her Worship the Mayor Sheryl Mai
Cr Gavin Benney
Cr Tricia Cutforth
Cr Sue Glen
Cr Greg Innes
Cr Greg Martin

For any queries regarding this meeting please contact
the Whangarei District Council on (09) 430-4200.

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Community Funding Committee – Terms of Reference

Membership

Chairperson:	Councillor Crichton Christie
Members:	Her Worship the Mayor Sheryl Mai Councillors Gavin Benney, Tricia Cutforth, Sue Glen, Greg Innes and Greg Martin
Meetings:	As required.
Quorum:	4

Purpose

To disburse funds as determined by the Whangarei District Council Grants, Concessions and Loans Policy.

Key responsibilities include:

- To carry out the funding process in accordance with the Whangarei District Council Grants, Concessions and Loans Policy in an objective, fair and transparent way.
- To make recommendations on grants, concessions and loans over \$15,000 to Council.

Delegations

- Financial delegation to approve the payment of grants, concessions and loans to the value of \$15,000 or less.

Community Funding Committee Meeting Minutes

Date: Wednesday, 12 June, 2019
Time: 9:00 a.m.
Location: Council Chamber
 Forum North, Rust Avenue
 Whangarei

In Attendance	Cr Crichton Christie (Chairperson) Her Worship the Mayor Sheryl Mai Cr Gavin Benney Cr Tricia Cutforth Cr Sue Glen Cr Greg Innes
Not in Attendance Also present	Cr Greg Martin Cr Vince Cocurullo Cr Cherry Hermon Cr Sharon Morgan Cr Anna Murphy
Scribe	C Brindle (Senior Democracy Adviser)

1. Declarations of Interest

2. Apologies

Moved By Cr Greg Innes

Seconded By Cr Sue Glen

Cr Greg Martin (absent) and Cr Tricia Cutforth (late arrival)

That the apologies be sustained.

Carried

3. Confirmation of Minutes of Previous Community Funding Committee Meeting

3.1 Minutes Community Funding Committee meeting held 10 April 2019

Moved By Cr Greg Innes

Seconded By Cr Gavin Benney

That the minutes of the Community Funding Committee meeting held on Wednesday 10 April 2019, having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting, subject to the confirmation date being amended to 12 June 2019.

Carried

4. Decision Reports

4.1 Creative Northland rent concession application

Moved By Her Worship the Mayor

Seconded By Cr Sue Glen

That the Community Funding Committee

1. Approve a rent concession of \$11,470.02 + GST to Creative Northland for the period 1 July – 31 December 2019 after the rental arrears have been paid.

Carried

4.2 Annual Operating Fund 2019-20 - Tranche 1 allocations

Moved By Cr Sue Glen

Seconded By Cr Tricia Cutforth

That the Community Funding Committee

1. Approve Annual Operating Fund grants for 2019-20 as follows:
 - a. Multicultural Whangarei (\$6,000)
 - b. Tai Tokerau Emergency Housing Trust (\$15,000)
 - c. Whangarei District Brass (\$820).
2. Recommend to Council Annual Operating Fund grants for 2019-20 as follows:
 - a. Citizens Advice Bureau Whangarei (\$70,000)
 - b. Creative Northland (\$208,000)
 - c. Mangakahia Sports Ground Society (\$28,600)
 - d. Northland Craft Trust (\$51,195)
 - e. Sistema Whangarei (\$20,575)
 - f. Volunteering Northland (\$17,900)
 - g. Whangarei Art Museum (\$398,970)

- h. Whangarei Museum and Heritage Trust (\$434,210)
 - i. Whangarei Quarry Gardens Trust (\$39,085)
 - j. Whangarei Youth Space Trust (\$15,345).
2. Approve one-off grants from the Annual Operating Fund as follows:
- a. Creative Northland (\$10,000)
 - b. Whangarei Museum and Heritage Trust (\$11,000)
 - c. Whangarei Quarry Gardens Trust (\$10,636).

Carried

Cr Cutforth joined the meeting at 9.08am during discussions on Item 4.2.

Cr Cocurullo joined the meeting at 9.27am during discussions on Item 4.2.

5. Public Excluded Business

There was no business conducted in public excluded.

6. Closure of Meeting

The meeting concluded at 9.28am.

Confirmed this 14th day of August 2019

Cr Crichton Christie (Chairperson)

4.1 Annual Operating Fund 2019-20 - Tranche 2 allocations

Meeting: Community Funding Committee
Date of meeting: 14 August 2019
Reporting officer: Cindy Velthuisen, Community Funding Officer

1 Purpose

To allocate grants from the Annual Operating Fund 2019-20 to the Tranche 2 group of applicants.

2 Recommendation/s

That the Committee

1. Approves Annual Operating Fund grants for 2019-20 within its delegation, as follows:

a. Anawhata Museum Trust (Packard Museum)	\$9,000
b. Hikurangi Historical Museum Society	\$6,140
c. Jack Morgan Museum	\$4,100
d. Northland Youth Theatre	\$13,800
e. SeniorNet Bream Bay	\$1,245
f. Te Kowhai Print Trust	\$15,000

2. Recommends to Council to approve grants from the Annual Operating Fund above its delegation, as follows:

a. Northland Society of Arts (Reyburn House)	\$28,000
b. Ruakaka Recreation Centre	\$35,660
c. Waipu Centennial Trust Board (Waipu Museum)	\$76,725

3 Background

The Annual Operating Fund commenced in the 2010-2011 financial year, replacing the previous Three Year Grant Fund.

The purpose of the Annual Operating Fund is to give a rolling year over year funding cycle designed to provide ongoing operational support to selected organisations which provide valued services to the district.

The Fund is non-contestable; however, it has not often catered for increases to funding levels or inflation adjustments on the annual grants it provides.

4 Discussion – general

This year, the Fund application process has been split into two tranches. This allows for better alignment with applicants' financial years and more manageable workload for staff. Tranche 1 was presented for consideration in June. Tranche 2 is presented for consideration in this report.

Tranche 1 applicants (completed)	Tranche 2 (this report)
Citizens Advice Bureau Whangarei Creative Northland Mangakahia Sports Ground Society Multicultural Whangarei (new applicant) Northland Craft Trust (Quarry Arts Centre) Sistema Whangarei Tai Tokerau Emergency Housing Trust Volunteering Northland Whangarei Art Museum Trust Whangarei District Brass Inc. Whangarei Museum and Heritage Trust (Kiwi North) Whangarei Quarry Gardens Trust Whangarei Youth Space Trust	Anawhata Museum Trust (Packard Museum) Hikurangi Historical Museum Society Inc. Jack Morgan Museum Inc. Northland Society of Arts (Reyburn House) Northland Youth Theatre Trust Ruakaka Recreation Centre Inc. SeniorNet Bream Bay Inc. Shiloah Christian Ministries (Tornado Youth) Te Kowhai Print Trust Waipu Centennial Trust Board (Waipu Museum)

4.1 Requests

Two types of allocations are up for consideration in this funding round:

- General annual operating grant increase
- Inflation adjustment.

Shiloah Christian Ministries (for Tornado Youth) have chosen not to apply this year.

General increase

Of the nine applicants in Tranche 2, three have requested a general line increase in Annual Operating grant funding, totalling \$46,000. The available budget allows for partial increases only for these requests and these are presented for approval.

The total baseline increase recommended is \$18,000.

Inflation adjustment

The Local Government Cost Index (LGCI) is used for inflation adjustments for annual operating grants. This is currently 2.3%. This has been applied to those applicants not already recommended to receive a line increase.

The total inflation adjustment recommended is \$3,095.

4.2 Financial/budget considerations

The available budget for Tranche 2 this year is \$190,000. The current level of funding of these groups totals \$178,575 (this includes Shiloah Christian Ministries who have not reapplied).

The recommended total allocation for Tranche 2 this year is within budget at \$189,670, leaving a small surplus of \$330.

2018-19 level of funding	\$178,575
Tranche 2 budget for 2019-20	\$190,000
Recommended allocation for 2019-20	\$189,670
Surplus	\$330

4.3 Indicative figures for 2020-21

The proposed indicative annual operating grant figures for 2020-21 include the line increases and inflation adjustments. As such, the proposed total indicative figure for 2020-21 is \$189,670.

4.4 Risks and implications

Should any requests for baseline increases for this Tranche arise in 2020-21, these will not be able to be met with the current budget.

Any future funding applications from Shiloah Christian Ministries will not be able to be met with the current budget.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

6 Attachments

1. Assessment (Annual Operating Fund Tranche 2) – A3 sheets

Under separate cover

2. Applications book (Annual Operating Fund Tranche 2) – Part 1 and 2

Line Ref	Organisation	Anawhata Museum Trust (Packard Museum)	Hikurangi Historical Museum Society	Jack Morgan Museum	Northland Society of Arts (Reyburn House)	Northland Youth Theatre	Ruakaka Recreation Centre	SeniorNet Bream Bay
1	Current level of funding	\$ 7,000	\$ 6,000	\$ 4,000	\$ 20,000	\$ 13,500	\$ 34,860	\$ 1,215
2	Requested AOG increase	\$ 3,000	\$ -	\$ -	\$ 30,000	\$ -	\$ -	\$ -
3	Total requested for 2019-20	\$ 10,000	\$ 6,000	\$ 4,000	\$ 50,000	\$ 13,500	\$ 34,860	\$ 1,215
4	Recommended AOG increase	\$ 2,000	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ -
5	Inflation adjustment (LGCI 2.3% rounded) (gets added to indicative figure for next year)		\$ 140	\$ 100		\$ 300	\$ 800	\$ 30
6	TOTAL AOG RECOMMENDED	\$ 9,000	\$ 6,140	\$ 4,100	\$ 28,000	\$ 13,800	\$ 35,660	\$ 1,245
7	Comment on request and recommendation	\$3k increase requested for resourcing (as per their Annual Plan submission). Need and impact of this increase is not clear. Given budget limitations and other requests in this round competing for priority, a partial increase of \$2k is recommended.	No change requested	No change requested	\$30k increase requested for resourcing - an office manager and accounts clerk, both 15 hours per week (0.7 FTE together). As a key asset on the Loop, and with strong community benefit and usage, Council would be justified in increasing its support, however this request is beyond the available budget, and other requests in this round compete for priority. Recommending a partial increase (\$8k). Income from fees and other sources are low - the Society could look at ways of increasing these to fund these positions further.	No change requested.	No change requested.	No change requested.
8	Patronage/usage	2,625	318	1,013	10,866	6,809	51,950	464
9	Paid/Volunteer FTE	2 paid; 2 volunteer	0 paid; 0.2 volunteer	0 paid; 2.5 volunteer	0.2 paid; 1.6 volunteer	1.0 paid; 0.25 volunteer (more during performances)	1.0 paid; 2.0 volunteer	0 paid; 2.5 volunteer
10	Notes on achievement against Performance Objectives	Meets most . Financial management: no cash reserves.	Meets some . Financial management: a loss is made most years. Organisational effectiveness: no evidence of planning activity or attempts to develop the museum. Sustainability: completely reliant on Council funding. Community reach: not evidenced. Positive impact: not evidenced.	Meets most . Financial management: some inconsistencies in how income and expenditure are accounted for across multiple periods, making it difficult to assess accurately. Organisational effectiveness: planning is minimal.	Meets all (subject to latest financials being uploaded to societies' register).	Meets all.	Meets all.	Meets all.
11	Comment on application and report	Visitor numbers are noted as increased by 570 since last year. Increased from 4 to 5 days operation over the summer period. Evidence of some new initiatives and attempts to develop the museum.		Evidence of some new initiatives and attempts to develop the museum. Collaboration with Woodturners Club for temporary exhibition, and other museums for support. This is the first year that visitor numbers have been provided.	Good evidence of community need, usage and benefit through the gallery, heritage house and gardens, workshops, and studio hire. Evidence of new initiatives and attempts to develop the gallery and studio, including the development of new 5-year business plan, use of gallery shop flags on the walkway, and plans to increase use of social media and digital tech.	Provides opportunities for youth in performing arts, with a focus on youth-led initiatives and leadership development. Good collaboration on projects with local performing arts groups, Whangarei Quarry Gardens and local businesses for site-specific works. Identifies spaces to activate for free and innovative performances, such as Quarry Gardens and Quality Street. Strong in planning and reflecting.	Provides an affordable venue for a wide range of physical and social activities. The Centre has been successful in securing funding for facility improvements.	Provided 106 courses/workshops to 127 students (464 enrolments) for seniors in the use of digital devices and applications. Good planning. Modest, niche operation.

Line Ref	Organisation	Shiloah Christian Ministries (Tornado Youth)	Te Kowhai Print Trust	Waipu Centennial Trust Board (Waipu Museum)	Totals
1	Current level of funding	\$ 10,000	\$ 7,000	\$ 75,000	\$ 178,575
2	Requested AOG increase	\$ -	\$ 13,000	\$ -	\$ 46,000
3	Total requested for 2019-20	\$ -	\$ 20,000	\$ 75,000	\$ 214,575
4	Recommended AOG increase	\$ -	\$ 8,000	\$ -	\$ 18,000
5	Inflation adjustment (LGCI 2.3% rounded) (gets added to indicative figure for next year)	\$ -		\$ 1,725	\$ 3,095
6	TOTAL AOG RECOMMENDED	\$ -	\$ 15,000	\$ 76,725	\$ 189,670
7	Comment on request and recommendation	Chose not to apply this year. No grant allocated. Will need to apply via contestable funding in future.	\$13k increase requested in response to significant challenges identified. TKP have identified a need to make their premises fit for purpose, appropriately store and exhibit their historical print archive and print-making equipment (nationally significant), and implement new initiatives to generate income. TKP has potential for our district and their funding levels are low. An increase of \$8k is recommended based on available budget.	No change requested.	
8	Patronage/usage		846	7,301	
9	Paid/Volunteer FTE		0.3 paid; 0.3 volunteer	2.2 paid; 12.6 volunteer	
10	Notes on achievement against Performance Objectives		Meets most . Organisational effectiveness: strategic plan appears light in detail (only overview provided) and no evidence of review against previous plan.	Meets all.	
11	Comment on application and report		Provided for 408 studio users, 238 workshop students, 200 tourists/visitors, through classes, events, exhibitions and studio hire. Citing growth of 20% for studio members, and continued oversubscribed classes. TKP have reviewed and improved their accounting and governance practices, and continue to improve service delivery and processes. Good levels of collaboration. Noted several personnel changes, however this has acted as a positive catalyst.	Provided for 7,301 museum admissions, and over 55,000 total visitors (shop, information centre). Good community and iwi engagement and consultation. Noted setbacks with PGF funding and with server damage resulting in significant data loss. Also noted personnel changes. Good planning and vision for the museum and wider heritage precinct.	

4.2 Allocation of 2019-20 Partnership Fund

Meeting: Community Funding Committee
Date of meeting: 14 August 2019
Reporting officer: Cindy Velthuisen, Community Funding Officer

1 Purpose

To determine grant allocations from the Partnership Fund (2019-20).

2 Recommendations

That the Committee recommends to Council;

1. To approve grants from the Partnership Fund (2019-20) to:

a. About Time Group (under Northland Inc) – Rolling Ball Clock	\$150,000
b. Northland Vintage Machinery Club – Stage 2 Museum	\$60,000
c. Taiharuru Marae Inc – Marae Whare Wananga	\$150,000
d. Waipu Croquet Club – New Clubrooms	\$40,000
2. To decline grants from the Partnership Fund (2019-20) to:
 - a. Mangakahia Squash Club (under Mangakahia Sports Ground Society) – Design Plans
 - b. The Whangarei Harbour Management Trust – Project Management
 - c. Whangarei Boys High School – Auditorium.

3 Background

The Partnership Fund was established late 2018 following Long Term Plan deliberations.

The purpose of the Fund is to support the development of facilities in the district on a shared contributions basis.

In the 2018-19 financial year, \$300,000 in total was allocated to three projects.

4 Discussion

Seven applications were received in this funding round, which closed 1 July 2019.

4.1 Financial/budget considerations

The Fund's budget for 2019-20 is \$400,000.

The total amount requested is \$855,675.

This is the first of three advertised funding rounds. The recommended allocations will fully exhaust this year's budget and therefore the remaining two funding rounds will be cancelled.

The number of quality applications received, and the level of funding available, did not justify leaving a small sum for a further funding round this year.

4.2 Applications received

The seven applications received are all worthy of consideration, and are discussed in Attachment 2. The applications in full are in Attachment 3. The Partnership Fund Guide is attached for the committee's reference (Attachment 1).

The projects seeking funding vary widely in terms of urban/rural, district-wide/local, wide or narrow focus. This makes it complex to compare and determine the best use of a limited Fund budget.

Recommendations to fund are based on multiple factors, including:

- Alignment with Council Vision, priorities, policies and plans
- Level of need and impact
- Level of readiness
- Patronage
- Location and breadth of impact.

Of this year's applications, four of the seven are recommended for a grant.

The recommendations represent the below focus areas, based on allocation amount*.

These are compared with the allocations made in 2018-19: Kiwi North (heritage buildings, \$163,000), Te Ora Hou (community centre, \$57,000), and Whangaruru North Residents and Ratepayers (community centre, \$80,000).

Funding Focus Area	Recommendations this round	2018-19 allocations
Arts and Culture	75%	-
Recreation and Sport	10%	-
Heritage and Environment	15%	54%
Community Connectedness and Wellbeing	-	46%

Other factors	Recommendations this round	2018-19 allocations
Urban	37.5%	19%
Rural	47.5%	26%
Urban/rural fringe	15%	54%
Wide appeal/focus	90%	100%
Narrow or local appeal/focus	10%	-
Seed funding	-	19%
Leverage funding	62.5%	81%
Completion funding	37.5%	-

* As a new fund the factors presented above are emergent and can be refined as the fund develops.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

6 Attachments

1. Partnership Fund guide
2. Assessment of applications

Under separate cover

3. Applications book

Appendix 1 – Partnership Fund Guide

The purpose of the Partnership Fund is to support the development of community facilities by community groups. Council wants to support projects on a shared contributions basis, supplementing funds raised by communities for their facilities.

Who can apply

Community groups wishing to apply will need to be a legal, not-for-profit entity such as an incorporated society or charitable trust, or apply under the umbrella of such an organisation.

Applicant groups must be able to demonstrate:

- Strong community support for the project and a mandate to act on the community's behalf. A community could be a geographical community or a community of interest.
- The positive impact on the community the project will bring, and that the benefits are tangible, well supported and welcomed.
- A strong need for the facility by the community.
- At least 30% of funding in place for the project, or demonstrable the ability to secure it to Council's satisfaction in the case of a seed funding application.
- Strong project planning and documentation in place, good governance and the ability to deliver.
- Appropriate approvals for the project (e.g. from the lessor if on leased land).

What can be funded

The Fund is intended for:

- Leverage funding (seed capital) to enable community groups to source other funds;
- Capital works funding to complete or support actual construction or project completion.

The priority for the Fund is for community buildings. However, there is scope for some other capital works that have tangible, wide community benefit.

The type of facilities envisaged for the Fund include but are not limited to:

- Social enterprise hubs
- Artisan workshops
- Rural craft centres
- Community centres/hubs
- Multi-sport recreation complexes
- Tourism facilities
- Other initiatives such as broadband connectivity that support community development.

What can't be funded

Feasibility studies – It is expected that feasibility studies will already have been completed (where necessary) before applying to this Fund.

Generally, funds will not be considered for remedial works to existing community facilities.

How much is available

Council's budget for the Partnership Fund is \$400,000 per annum.

Generally, a maximum of \$150,000 will be allocated to any one project or group, but Council may grant more at their discretion for significant projects.

It is important to note that being given seed capital funding is not a guarantee of further funding from Council to see the project to completion.

When to apply

Applications to the Partnership Fund can be made at any time. You should be well advanced in your project planning to be able to submit a sound application with all the required documentation. Talk to your ward councillor(s) and/or council staff as you develop your project.

There is a time limit of four years for completion of the project from the point that funding is confirmed.

To apply

Before preparing your application, it is recommended that you make an appointment with the Community Funding Officer to talk through your project.

Your completed application should include:

1. Community Funding application form (available at www.wdc.govt.nz/funding)
2. Business Case with evidenced community support
3. The following elements as appropriate:
 - i. Fundraising plan – how do you plan to fund this project? Evidence of your 30% contribution.
 - ii. Timelines/milestones – what timeframes are you working to? Is it a staged build?
 - iii. Asset lock consideration to protect the community asset – does your trust deed protect trust assets in case of dissolution?
 - iv. Appropriate approvals for the project (e.g. from the lessor if on leased land).

Submit your application

Send your application and supporting material to funding@wdc.govt.nz. You can also drop it in to us at Forum North or Walton Plaza, or post it to us at:

Attention: Community Funding
Whangarei District Council
Private Bag 9023
Whangarei 0148

We will acknowledge receipt of your application by email. If you don't hear from us within 7 days, please call 430-4200 to check we have received it.

The application will be reviewed by staff who will liaise with you as needed. It will then be referred to a committee of Council for decision. You should allow three months for a decision.

Applicant	About Time Group (under Northland Inc)	Mangakahia Squash Club (under Mangakahia Sports Ground Society)	Northland Vintage Machinery Club	Taiharuru Marae
Purpose	Completion funding - For the About Time Ball Clock installation	Seed funding - For architectural plans for squash club renovations (upgrade of bathroom/change facilities, new entranceway, addition of third squash court).	Leverage funding for Stage 2 of museum display of vintage machinery at the Heritage Park	To build the Marae Whare Wananga, and as leverage funding for the complete marae facility build at Whangarei Heads.
\$ Requested	\$150,000	\$34,200	\$75,000	\$237,475
\$ Recommended	\$150,000	Decline	\$60,000	\$150,000
Total project cost	\$900,000	This stage: \$34,200 Total build cost to be determined.	\$190,000	This stage: \$237,475 Total build: \$2,189,000
Contributions	Self: \$85,000 Provincial Growth Fund: \$750,000 (confirmed subject to receiving co-funding of \$150,000)	Self: \$13,000 Mangakahia Sports Ground Society: \$10,000 Would like to keep for leverage funding for next phase.	Self: \$17,000 (Stage 1 fully realised without Council support).	Self: \$80,000 Foundation North for ground works: \$500,000 (confirmed subject to securing funding for above-ground works);
Comment on request and recommendation	This request closes the funding gap for this project, and enables the project to proceed to build stage. Strong alignment and support. Note that the umbrella group, Northland Inc Limited, is a Company registered under the Companies Act 1993 and is a council-controlled organisation of the Northland Regional Council. Recommending supporting this project based on alignment, district-wide amenity, and readiness (completion funding) - it will deliver a tangible for the district within 12-18 months.	Application was carried over from last funding round. Strong application with clear need and impact identified. Renovations will mitigate health and safety concerns, meet capacity needs, and support a rural community facility (including Civil Defence). Supporting this seed funding request will enable the applicant to commence their funding journey. However, this application is funding for plans rather than build, therefore recommending to decline this application this time.	Application supported by staff visit with the Club to understand need and impact of Stage 2. Supporting this leverage funding request will enable the applicant to seek completion funding. A contribution of \$60,000 (on top of own contribution) will give the club 39% towards the project cost, therefore meeting the Lotteries threshold. Recommending supporting this application based on patronage, alignment, readiness, and proven results.	Strong application with need, impact, and readiness evident. Supporting this leverage funding request will enable the applicant to apply for further funding, and tangibly contribute to the build of the Whare Wananga component of the Marae complex, which is \$206,500 + GST. As the applicant is not GST registered, the amount requested is correct at \$237,475. The request is over the Fund maximum of \$150,000, however Council has the discretion to exceed this. Recommending supporting this application based on readiness, potential for wide appeal, and lack of existing amenities for the hapu and for the area.
Patronage/usage	Not quantified - Town Basin visitor attraction.	Membership of 75; plus other facility users (e.g. touch rugby - 300 players)	3,000 visitors including event days	500 hapu members to 1000s wider whanau and community members
Focus	Urban District amenity Wide focus <u>Completion funding</u>	Rural Community amenity Narrow focus <u>Seed funding</u>	Rural-urban fringe Part of district amenity Wide focus <u>Leverage funding</u>	Rural Community amenity Wide focus <u>Leverage funding</u>
Readiness	Ready to build.	Ready to engage planners/designers. Preliminary plans drafted and approved by club members. Architectural plans are needed to be able to apply for build funding. Facility upgrade is long overdue.	Ready to apply for funding. Building consent completed. Approval obtained from Whangarei Museum and Heritage Trust (landlord). The Club needs at least 30% leverage funding to be able to apply to Lotteries. This application would enable them to start applying.	Plans and consents obtained. Good project team, committee and contractors in place. Funding for ground works in place. The applicant needs leverage funding to be able to apply to Oranga Marae (Lotteries). This application would enable them to start applying.
Alignment	Funding focus area - Arts and Culture Vibrant, attractive and thriving district Positive about the future Arts, Culture and Heritage Policy (2009, in particular Goal 2 - The Heritage and Cultural Experiences Precinct, Town Basin) Arts, Culture and Heritage Strategy - He Rautaki Toi (draft, 2019) Whangarei 20/20 Momentum Inner City Revitalisation	Funding focus area - Recreation and Sport Efficient and resilient core services Proud to be local Active Recreation and Sport Strategy	Funding focus area - Heritage and Environment Positive about the future Proud to be local Arts, Culture and Heritage Policy (2009) Arts, Culture and Heritage Strategy - He Rautaki Toi (draft, 2019)	Funding focus area - Arts and Culture Efficient and resilient core services Caring for the environment Positive about the future Proud to the local
Timeline for payment (if granted)	Immediate, as ready to go	N/A	Upon confirmation of co-funding of remainder, expiring 30 June 2020.	Upon confirmation of co-funding of remainder towards the Whare Wananga, expiring 30 June 2020.

Applicant	About Time Group (under Northland Inc)	Mangakahia Squash Club (under Mangakahia Sports Ground Society)	Northland Vintage Machinery Club	Taiharuru Marae
Comment on application	<p>This project aims to deliver a unique attraction of artistic, cultural and educational merit. As a kinetic sculpture and working clock, it aligns with existing Town Basin amenities such as Clapham's Clock Museum and the Sculpture Trail. It will enhance the Town Basin and Hatea Loop experience for locals and visitors.</p> <p>Good collaboration with local designers, local master carver and local businesses for the build.</p> <p>Council has accepted inheritance of the ongoing operation and maintenance costs of the amenity.</p>	<p>The Squash Club is located within the Mangakahia Sports Complex. The Club's facilities are over 40 years old, rundown and no longer fit for purpose.</p> <p>The toilets and changing rooms are unpleasant, unhygienic, and impractical. A full upgrade of the ablution block is proposed.</p> <p>The current entrance way is difficult to find, a safety concern after dark, and not easily accessible from the carpark. The club would like to shift the entrance way from the sports field side of the Complex to the carpark side, creating safe and direct access to the club.</p> <p>A third squash court is sought to support the current level of membership and future anticipated growth of the club, as well as inter-club tournaments. Currently, club nights need to be held over multiple nights to accommodate all the players, and the limitation of the viewing galleries creates a hazard for the number of people watching the play. The proposed third court will enable the club to play and socialise together on a single night.</p> <p>All three proposed renovations will enable more inter-club tournaments, and the facilities would be available for other activities hosted at the Sports Complex, such as the weekly touch nights (300 players) and community events.</p>	<p>The Northland Vintage Machinery Club has completed Stage 1 of its development plans, and is now seeking seed funding for Stage 2. The Club collects and restores vintage machinery with the intent to display these in a museum context at their Whangarei Museum and Heritage Park premises.</p> <p>Most of their restored equipment is housed in a cramped workshop situation, which is unsuitable for public access (particularly for safety and accessibility). The Club hosts school and special-interest groups, holds open days, and participates in Heritage Park events. Crank Up Day, when the machines are turned on and some rides given, is a very popular day with young families.</p> <p>The Stage 1 build of a fit-for-purpose museum display building is strong proof of the Club's ability to deliver a quality outcome for Heritage Park visitors.</p>	<p>The hapu of Taiharuru Marae are without a marae of their own, as theirs was the last in a series of marae in our district to be built. A marae is essential for cultural reasons, and needs to be by their urupa and land. The need for the facility by the hapu is strongly evidenced in their application.</p> <p>In addition, the facility will be an asset to the Whangarei Heads rural-coastal community. It will be able to cater for a wide range of community, educational and whanau activities, be a venue for Civil Defence emergencies, and provide for tourism opportunities in the area.</p> <p>The hapu has been working on this for decades, and the marae committee now has in place all building and resource consents, and all geo-technical, architectural and building plans.</p>

Applicant	The Whangarei Harbour Management Trust	Waipu Croquet Club	Whangarei Boys High School
Purpose	Seed/stage funding - civil works project management and mangrove removal	Leverage funding - new clubrooms	To expand the new proposed school auditorium to capacity of 1,300.
\$ Requested	\$129,000	\$80,000	\$150,000
\$ Recommended	Decline	\$40,000 Decline	
Total project cost	This stage: \$195,000 Total project: \$13,000,000	\$230,000	\$5,000,000
Contributions	Self: \$39,000	Self: \$58,000	Self: \$500,000 Ministry of Education: \$4,350,000
Comment on request and recommendation	Application was revised and resubmitted from last funding round. Overall project proposal has need and impact evident. Supporting this seed/stage funding request will enable the applicant to take an important step in the project's journey. However, this application is funding for personnel and plans rather than build, therefore recommending to decline this application this time.	Application was carried over from last funding round. Good application with need, impact, community support and readiness evident. Supporting this leverage funding request will enable the applicant to seek completion funding. A contribution of \$40,000 (on top of own contribution) will give the club 43% towards the project cost, therefore meeting the Lotteries threshold. Recommending supporting this application based on readiness and available budget in the Fund.	As this is above and beyond what the Grants Policy deems the Ministry of Education is responsible for, this application meets the criteria of this Fund. Insufficient information provided on sector and community support, along with theatre technical aspects. Recommending to decline this application this time due to insufficient information and other priorities in this funding round.
Patronage/usage	500 recreational boat users (200 boats); plus Hatea Loop users.	Membership of 50, plus wider community	1,300 school students, plus wider community
Focus	Urban District amenity Wide focus <u>Seed funding</u>	Rural Community amenity Narrow focus <u>Leverage funding</u>	Urban Amenity value unclear Focus unclear <u>Completion funding</u>
Readiness	Ready to engage project manager.	Ready to apply for funding. Concept drawings, architectural design and a geotechnical report have all been completed. The Club needs at least 30% leverage funding to be able to apply to Lotteries. This application would enable them to start applying.	Ready to start design phase and then tendering.
Alignment	Funding focus area - Recreation and Sport Efficient and resilient core services Positive about the future Whangarei 20/20 Momentum	Funding focus area - Recreation and Sport Efficient and resilient core services Proud to be local Active Recreation and Sport Strategy Positive Ageing Policy	Funding focus area - Arts and Culture Resilient core services Proud to be local
Timeline for payment (if granted)	N/A	Upon confirmation of co-funding of remainder, expiring 30 June 2020.	N/A

Applicant	The Whangarei Harbour Management Trust	Waipu Croquet Club	Whangarei Boys High School
Comment on application	<p>The Whangarei Harbour Marina Management Trust is developing a new marina at Okara, just south of Te Matau a Pohe bridge.</p> <p>The new marina is expected to bring economic benefit to the district, enhance the Hatea Loop and Town Basin waterfront precinct, and support other developments such as the Hundertwasser/Wairau Maori Arts Gallery and Hihiaua Cultural Centre.</p> <p>The total marina development project is estimated at \$12.8 million.</p> <p>The next stage in the project is the civil works project management, which includes design, drawings, geotechnical testing, procurement and site access works.</p>	<p>The Waipu Croquet Club want to build a new clubroom facility for their members, visiting members and the wider community.</p> <p>Their current facility is inadequate: a simple shed with no electricity, water, or bathrooms. Members and visitors currently rely on the generosity of the nearby bowling club and backpacker hotel which is inconvenient and unsustainable.</p> <p>The Club is located on the Caledonian Society grounds, and have support from the Society to build.</p> <p>The proposed clubrooms would provide a fit-for-purpose facility to accommodate the current and future needs of the club, as well as providing a resource for small group activities in Waipu. It includes a kitchenette, two bathrooms, disability access, and a small deck.</p> <p>The club membership is 50, of whom the majority are senior citizens. The club operates all year, offering a sport, social interaction and a sense of belonging for the older person.</p> <p>The club notes an increase in membership over recent years that they anticipate will continue to grow in line with the general population growth in the area.</p>	<p>Whangarei Boys High School is undergoing a whole school rebuild, totalling \$50m. Part of this includes the rebuild of the auditorium. The Ministry of Education's formula for funding allows for an auditorium seating 670 students only. With additional funding (their own plus this grant) would enable an auditorium capacity of 1,300.</p> <p>Meeting this request would benefit the school in being able to house all students at once. The applicant's intent is also for the facility to be able to used by all schools and the wider public - providing a 1,300-seat capacity venue for Whangarei, in line with Council's new theatre plans.</p> <p>This could provide value for money for ratepayers in the provision of a larger theatre space. However, sense of ownership and access may be hindered (even if just perception) by this belonging to a school.</p> <p>Plans, technical aspects of the theatre space, and evidence of community/sector support were not provided with this application.</p>

4.3 Allocation of the 2019-20 Annual Events Fund

Meeting: Community Funding Committee
Date of meeting: 14 August 2019
Reporting officer: Cindy Velthuisen, Community Funding Officer

1 Purpose

To determine the allocation of grants from the Annual Events Fund for 2019-20.

2 Recommendations

That the Community Funding Committee

1. Approves the allocation of grants from the 2019-20 Annual Events Fund as follows:

a. Opera North – Opera in the Gardens	\$4,000
b. Northland Pacific Islands Charitable Trust – Pasifika Fusion Festival	\$6,000
c. Onerahi Resource Centre Trust – Waitangi Day	\$3,550
d. Hikurangi Lions Charitable Trust – Christmas parade Hikurangi	\$3,550
e. Kamo Community Inc – Christmas parade Kamo	\$5,000
f. Onerahi Community Association – Christmas parade Onerahi	\$3,550
g. Lions Club of Marsden – Christmas parade Ruakaka	\$2,000
h. Waipu Business and Community Inc – Christmas parade Waipu	\$3,000

And Either:

2. (i) **Declines** the allocation of grants from the 2019-20 Annual Events Fund on the basis of ineligibility as follows

- a. Waipu Centennial Trust – Art n Tartan
- b. Waipu Caledonian Society – Highland Games

Or

(ii) **Approves** the allocation of grants from the 2019-20 Annual Event Fund as follows:

a. Waipu Centennial Trust – Art n Tartan	\$15,000
b. Waipu Caledonian Society – Highland Games	\$5,000

Then Either:

3. **Approves** a second funding round for the Annual Events Fund 2019-20 to utilise budget underspend, inviting new applicants as staff have identified;

Or

4. **Approves** the transfer of any underspend to the Community Fund 2019-20 budget for allocation.

3 Background

The Annual Events Fund was a subset of the Annual Operating Fund and, prior, the Transition Fund. It became its own Fund in 2018-19, with 12 applicants at the time. This year, there are 10 applicants.

4 Discussion

The assessment of applications is provided in Attachment 1.

4.1 Financial/budget considerations

The budget for this year's Annual Events Fund is \$70,000.

The total requested is \$62,590. The total recommended allocation is \$30,650, to \$50,650.

The Fund underspend would be between \$39,350 and \$19,350. This is based on two applicants potentially not meeting the criteria of the fund, one applicant choosing not to apply, and, one applicant being transferred to the Annual Operating Fund.

Options for using this underspend include:

- redistribution amongst the current applicants,
- transfer to the Community Fund 2019-20 for allocation,
- invite potential new applicants to apply to the Annual Events Fund in a second funding round for the year (refer to 4.4).

4.2 Policy and planning implications

The Grants, Concessions and Loans Policy has been applied to the assessment of these applications.

Two applications may be declined for ineligibility – they are held for fundraising purposes and for entities that are already supported by Council. While these events are commendable activities and provide positive benefits to the community, the Policy would suggest the applications be declined to safeguard against the potential for multiple requests of this nature from community groups across the district.

However, the Funding Committee has discretion to allocate grants outside of the policy guidelines as has been the case historically.

4.3 Changes in applicants

This year, we have two less applicants than last year:

- Multicultural Whangarei, previously funded for International Day of Families, was transferred to the Annual Operating Fund for a general operating grant.
- Te Ora Hou have decided not to apply this year for Children's Day, due to their commitment to the new centre being built and uncertainty over holding a Children's Day event this year. They may apply again next year.

4.4 Extending the Annual Events Fund to further applicants

Some annual events are funded regularly through the Community Fund. These could be invited to apply to the Annual Events Fund (with no promise or guarantee of success).

Given the proposed underspend in this Fund for 2019-20, the Committee could authorise another funding round before December 2019, inviting applications from some selected event organisers that Council already support. The nature of this Fund would then commit ring-fenced funding to the successful applicants on an ongoing basis, subject to the applicant meeting the Fund requirements and subject to budget fluctuations.

Options include (but are not limited to):

- International Day of People with Disabilities (Tiaho Trust)
- Getting Out There expo (Tiaho Trust, biannual – application could be combined with above event)
- Teddy Bears Picnic (Whangarei Parents Centre)
- Rev Up Whangarei (Whangarei Rod and Custom)
- Father's Day Event (Barnardos NZ)
- Winter in Waipu (Waipu Business and Community Inc)
- Whangarei Vegan Expo (Whangarei Vegan Society)
- Chinese New Year/Spring Festival (Northland Chinese Association)
- Diwali Festival of Lights (Northland Indian Association).

Alternatively, the underspend in this Fund for 2019-20 could be redistributed to the Community Fund for 2019-20 only.

The Committee may consider extending the Fund to these and other groups at any time, subject to budget.

The current funding model, including all Funds and how these are managed, are scheduled to be reviewed in 2020.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

6 Attachments

Attachment 1 – Assessment of applications

Under separate cover

Attachment 2 – Applications book part 1

Attachment 3 – Applications book part 2

Organisation	Art'n'Tartan (Waipu Centennial Trust)	Highland Games (Waipu Caledonian Society)	Opera in the Garden (Opera North)	Pasifika Fusion Festival (Northland Pacific Islands Charitable Trust)	Waitangi Day (Onerahi Resource Centre Trust)	Children's Day (Te Ora Hou)
Date of event	01-Jul-20	01-Jan-20	04-Apr-20	29-Feb-20	06-Feb-20	
2018-19 level of funding	\$ 15,000	\$ 5,000	\$ 4,000	\$ 4,500	\$ 3,540	\$ 2,035
Request for 2019-20	\$ 15,000	\$ 10,000	\$ 5,000	\$ 10,000	\$ 2,550	\$ -
Recommended for 2019-20	Decline	Decline	\$ 4,000	\$ 6,000	\$ 3,550	\$ -
Focus area	Arts and Culture	Arts and Culture	Arts and Culture	Arts and Culture	Community Connectedness and Wellbeing	
Patronage/usage	1,500 audience; 270 participants (competitors, performers and production)	Not stated for this event. Income from gate takings suggests 3,000.	600-1,000	8,000-10,000 (5,000 for 2018 due to poor weather)	500	
Comments	<p>The signature event of the Winter in Waipu festival. Aims to provide economic benefit to Waipu in the off-season, and a creative outlet for locals and beyond.</p> <p>Appointed new, professional director. Good succession planning through mentoring of young artistic director.</p> <p>The applicant notes they have outgrown the Celtic Barn, however it shows no plans to move or increase capacity.</p> <p>Makes a profit each year of \$10-20k which goes to the Waipu Museum. Under the Grants, Concessions and Loans Policy, fundraising activities are not eligible, and Council already funds Waipu Centennial Trust an operating grant of \$75k for the Museum.</p> <p>Recommending that this application is declined based on the event being a fundraiser, particularly for an entity we already fund, and therefore outside of Council policy.</p>	<p>Heading into its 149th year. The application is mainly focused on the operation of the Caledonian Park, and states that the event is a fundraiser for the Park. Expected profit for 2020 is noted as \$30k (\$25k in 2019).</p> <p>Under the Grants, Concessions and Loans Policy, fundraising activities are not eligible.</p> <p>No rationale provided for grant increase requested.</p> <p>Through the 2019-20 Annual Plan, Council has allocated \$30k for park maintenance to this entity. This applicant may be eligible to apply to the Community Fund for Caledonian Park operating costs, instead of specifically applying for the Highland Games.</p> <p>Recommending that this application is declined based on the event being a fundraiser, particularly for an entity we already fund, and therefore outside of Council policy.</p>	<p>Continues to provide a unique event in the district that attracts a loyal/repeat audience.</p> <p>No specific rationale given for requested grant increase.</p> <p>Budget suggests current levels are sufficient.</p> <p>Note: Is not up to date with required filing on Charities register - applicant has advised this is in progress. This is a requirement under our policy for funding eligibility.</p> <p>Recommend continuing with existing level of funding, subject to Charities Register being updated before decision date.</p>	<p>Showcases Pacific cultures and provides a unique event in the district.</p> <p>The applicant has introduced new controls and checks for the management of funding, which is important given the festival accounts for over half the Trust's operating budget.</p> <p>Event budget for this year is lower than previous year. No specific rationale given for requested grant increase.</p> <p>Recommend increase of \$1,500 to reflect the size of the event.</p>	<p>Possibly the only Waitangi Day event in Whangarei. A community celebration day of food, market stalls and entertainment, with some Tiriti o Waitangi education information.</p> <p>The applicant has asked for less than previous years. Event budget shows a shortfall of \$550 after their own contribution, however this doesn't compare to previous event financials. No response to request for clarification on this.</p> <p>Recommend continuing with existing levels of funding, rounded to nearest \$50.</p>	Did not apply this year.

Organisation	Christmas in Hikurangi (Hikurangi Mountain Lions Charitable Trust)	Christmas in Kamo (Kamo Community Inc)	Christmas in Onerahi (Onerahi Community Association)	Christmas in Ruakaka (Lions Club of Marsden)	Christmas in Waipu (Waipu Business and Community Inc)	Totals
Date of event	07-Dec-19	30-Nov-19	14-Dec-19	14-Dec-19	24-Dec-19	
2018-19 level of funding	\$ 3,540	\$ 3,540	\$ 3,540	\$ 2,000	\$ 3,000	\$ 49,695
Request for 2019-20	\$ 3,500	\$ 7,000	\$ 3,540	\$ 2,000	\$ 4,000	\$ 62,590
Recommended for 2019-20	\$ 3,550	\$ 5,000	\$ 3,550	\$ 2,000	\$ 3,000	\$ 30,650
Focus area	Community Connectedness and Wellbeing	Community Connectedness and Wellbeing	Community Connectedness and Wellbeing	Community Connectedness and Wellbeing	Community Connectedness and Wellbeing	
Patronage/usage	Not stated	2,000-3,000	2,000	400	100s	
Comments	In its 14th year. A community celebration of market stalls, christmas floats, and entertainment. Underspend of \$800 last year will be carried over to this year's event. Traffic management costs of approx. \$800 + GST. Recommend continuing with existing levels of funding, and rounded to nearest \$50.	A community celebration of market stalls, christmas floats, and entertainment. Good collaboration with local businesses for prizes, and with Hikurangi Lions on sharing Santa's Float to reduce costs. Good project management with a focus on safety. Traffic management costs of approx. \$3,700 + GST (was \$1,150 last year), due to entity's decision to change the route and close the main intersection. Note that the applicant provided a revised budget and a change to the amount requested. They are also discussing with Council staff on the possibility of a central, combined parade. Recommending an increase of \$1,500 given increased costs but noting the entity has options to reduce costs.	A community celebration of market stalls, christmas floats, and entertainment. Traffic management costs are sponsored by provider. Recommend continuing with existing levels of funding, and rounded to nearest \$50.	A community celebration of market stalls, christmas floats, and entertainment. Good level of sponsorship by local businesses. Sharing of Santa float with Kamo. Traffic management costs are sponsored by provider. A continuation of existing funding levels is requested. A small boost could help this group to deliver more for the community, and bring it closer to the level of other Christmas parades funded. Recommend continuing with existing levels of funding.	Traditional Christmas parade, running for 60 years. Traffic management costs are sponsored by provider. Increase of \$1,000 requested, though no rationale given. Most of the funds go towards float prizes. No evidence of local business sponsorship. Recommend continuing with existing funding levels.	

RESOLUTION TO EXCLUDE THE PUBLIC

That the public be excluded from the following parts of proceedings of this meeting.

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

1.	The making available of information would be likely to unreasonably prejudice the commercial position of persons who are the subject of the information. {Section 7(2)(c)}
2.	To enable the council (the committee) to carry on without prejudice or disadvantage commercial negotiations. {(Section 7(2)(i))}.
3.	To protect the privacy of natural persons. {Section 7(2)(a)}.
4.	Publicity prior to successful prosecution of the individuals named would be contrary to the laws of natural justice and may constitute contempt of court. {Section 48(1)(b)}.
5.	To protect information which is the subject to an obligation of confidence, the publication of such information would be likely to prejudice the supply of information from the same source and it is in the public interest that such information should continue to be supplied. {Section 7(2)(c)(i)}.
6.	In order to maintain legal professional privilege. {Section 2(g)}.
7.	To enable the council to carry on without prejudice or disadvantage, negotiations {Section 7(2)(i)}.

Resolution to allow members of the public to remain

If the council/committee wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

Move/Second

"That _____ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item _____.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because _____.

Note:

Every resolution to exclude the public shall be put at a time when the meeting is open to the public.