

Community Funding Committee Agenda

Date: Wednesday, 11 October, 2017

Time: 8:30 am

Location: Committee Room 1
Forum North, Rust Avenue
Whangarei

Elected Members: Cr Crichton Christie (Chairperson)
Her Worship the Mayor Sheryl Mai
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.

1. Declarations of Interest	
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Community Funding Committee – Terms of Reference

Membership

Chairperson:	Councillor Crichton Christie
Members:	Her Worship the Mayor Sheryl Mai Councillors 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 \$20,000 or less.

3. Minutes: Community Funding Committee Wednesday 10 May 2017 at 9.00am

Minutes of a meeting of the Community Funding Committee held in the Council Chamber Forum North on Wednesday 10 May 2017 at 9.00am

Present:

Cr Sue Glen (Acting Chairperson)

Her Worship the Mayor Sheryl Mai, Crs Jayne Golightly, Greg Innes and Greg Martin

Apology:

Cr Crichton Christie

Moved: Cr Martin

Seconded: Cr Innes

“That the apology be sustained.”

CARRIED

Absent:

Cr Tricia Cutforth

Also present:

Crs Stu Bell and Sharon Morgan

In Attendance:

General Manager Community (Sandra Boardman), Community Services Manager (O Thomas), Community Funding Officer (Cindy Velthuizen) and Senior Meeting Coordinator (C Brindle)

Open meeting

General Manager Sandra Boardman opened the meeting and advised the Committee's Chairperson Crichton Christie was unavailable to chair today's meeting.

Council's Standing Orders provide that if a Chairperson is absent the committee members must elect a member to act as Chairperson at the meeting.

Election of Acting Chairperson

Nominations for Acting Chairperson were called for. One nomination to elect Cr Glen, was received.

Moved: Her Worship the Mayor

Seconded: Cr Innes

“That Cr Glen is elected to act as Chairperson at today's meeting.”

CARRIED

Apologies were taken after the election of the Acting Chairperson.

1. Confirmation of minutes of a Meeting of the Community Funding Committee held on held on 12 April 2017

Moved: Her Worship the Mayor

Seconded: Cr Innes

"That the minutes of the Community Funding Committee meeting held on Wednesday 12 April 2017, 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 Her Worship the Mayor and Cr Christie's votes against being recorded for Item 7."

CARRIED

2. Allocation of the 2016-2017 Community Fund (Round 2)

Moved Cr Glen

Seconded Her Worship the Mayor

"That the Community Funding Committee;

a) Approves grant allocations from Round 2 of the 2016-17 Community Fund as follows:

- i. Tikipunga Community Trust for swimming pool - \$10,000
- ii. Tiaho Trust for Getting Out There Expo - \$9,000
- iii. Vitalise Whangarei (under Northland Chamber of Commerce) for CBD events - \$4,500
- iv. Whangarei BMX Club for BMX New Zealand North Island Titles - \$4,500
- v. Lions Club of Mangakahia Charitable Trust – True Tales of Maunu-Maungatapere-Whatitiri - \$2,200
- vi. Whangarei Vegans (under New Zealand Vegan Society) for Vegan Expo - \$1,500
- vii. Bream Head Conservation Trust for community revegetation project - \$1,000
- viii. Parent to Parent Northland for Support Parent Training Course - \$1,000
- ix. Tutukaka Coast Ratepayers and Residents Association for Puke Kopipi project - \$1,000
- x. Whangarei Anglican Care for Senior Chef - \$1,000
- xi. Whangarei Malayalee Association for Onam cultural meet - \$1,000.

b) Declines grant allocations from Round 2 of the 2016-17 Community Fund as follows:

- i. Skills for Life Charitable Trust for No Barriers youth courses
- ii. Northland Pacific Island Charitable Trust for Pasifika community programme
- iii. Rotary Club of Whangarei South for Bernina Fashion Show
- iv. Huntington's Disease Association (Auckland) Inc for Carer's Day
- v. Northland District Rose Society for National Rose Show
- vi. Geoscience Society of New Zealand for sponsorship of geology book – ineligible
- vii. Whangarei Rowing Club for dredging works – ineligible
- viii. Living Theatre Charitable Trust for The Purple Room project – ineligible."

CARRIED

Cr Innes declared a conflict of interest in relation to the Bream Head Conservation Trust and withdrew from the table taking no part in discussions or voting on Item 2.

The meeting closed at 9.07am

Confirmed this 11th day of October 2017

Sue Glen (Acting Chairperson)

Item 3.1**Community Funding Committee Meeting Minutes**

Date: Tuesday, 29 August, 2017
Time: 10:30 a.m.
Location: Council Chamber
Forum North, Rust Avenue
Whangarei

In Attendance **Cr Crichton Christie (Chairperson)**
Her Worship the Mayor Sheryl Mai
Cr Tricia Cutforth
Cr Jayne Golightly
Cr Sue Glen
Cr Greg Innes
Cr Greg Martin

Also in Attendance **Cr Stu Bell**

Also present:

Acting General Manager Strategy & Democracy (Jill McPherson), Community Development Manager (Jonny Grit), Community Funding Officer (Cindy Velthuisen), Democracy Adviser (Jennie Thomas), Team Leader Democracy (Nicolene Pestana) and Executive Assistant (Judi Crocombe).

1. Declarations of Interest**2. Apologies****3. Decision Reports****3.1 Kamo Community Inc Annual Operating Fund application reassessment**

Moved by Cr Tricia Cutforth
Seconded by Cr Greg Innes

That the Community Funding Committee revokes the following resolution of the Community Funding Committee of 8 March 2017:

“That the Community Funding Committee recommends to Council the allocation of the Annual Operating Fund for 2017-2018, as follows:

Xxvii. Kamo Community Incorporated (Kamo Christmas Parade) \$0"

And resolves:

To approve the allocation of the Annual Operating Fund for 2017-2018,
as follows:

Xxvii. Kamo Community Incorporated (Kamo Christmas Parade)
\$3,500.

Carried

4. Public Excluded Business

There was no business held in public excluded.

5. Closure of Meeting

The meeting concluded at 10.35am.

Confirmed this 11th day of October 2017

Councillor Crichton Christie (Chairperson)

4.1 Allocation of the Community Fund 2017-2018 Round 1

Meeting: Community Funding Committee
Date of meeting: 11 October 2017
Reporting officer: Cindy Velthuisen

1 Purpose

To allocate grants from Round 1 of the 2017-18 Community Fund.

2 Recommendations

That the Community Funding Committee:

- a) Approves grant allocations from Round 1 of the 2017-18 Community Fund as follows:

i.	Northland Indian Association for Diwali Festival	\$3,500
ii.	Northland Chinese Association for Chinese New Year Festival	\$3,500
iii.	Fale Pasifika for Pasifika Fusion Festival	\$3,500
iv.	Whangarei Parents Centre for Teddy Bears Picnic	\$2,755
v.	Northland Masters Athletics for NZ Masters Track and Field National Championships	\$3,500
vi.	Northland District Rose Society for 2017 National Rose Show	\$3,500
vii.	Pacifica Whangarei for PACIFICA National Conference 2018	\$3,500
viii.	The Friendship Force of Whangarei for National Conference	\$975
ix.	NZ Council of Victim Support Groups Inc for volunteers training	\$3,205
x.	Mountains to Sea Conservation Trust for snorkelling days	\$3,000
xi.	Tutukaka Coast Youth Sailing Club for Learn to Sail and club rebuild	\$1,106
xii.	Friends of the Berm @ Takahiwai Group for community planting	\$1,525
xiii.	Parihaka Community Landcare for pest mammal control	\$2,622
- b) Declines grant allocations from Round 1 of the 2017-18 Community Fund as follows:
 - i. Royal NZ Foundation of the Blind for purchase of Talking Books
 - ii. NorthAble Disability Services for purchase of All Terrain Buggy
 - iii. Whangarei A&P Society for educational entertainer at 2017 show
 - iv. Maunu Garden Project Charitable Trust for classroom and kitchen renovations.
- c) Approves staff inviting Fale Pasifika (Northland Pacific Islands Charitable Trust) to apply to the Annual Operating and Events Fund for 2018-19.

3 Background

The Community Fund is a contestable fund Council offers community groups.

The purpose of the Community Fund is to provide small grants for local projects or events that benefit the wider community or a sector of the community. Examples of ideal projects include festivals, community celebrations, workshops, or working bees that involve volunteer labour.

The maximum allowable grant is \$10,000.

4 Discussion

Eighteen applications were received to Round 1. Fourteen are recommended for a grant. One application was withdrawn and transferred to the Performing Arts Fund by agreement.

Applications include four festivals, four national conferences being hosted in Whangarei, recreational activities and community projects.

4.1 Financial/budget considerations

The available budget for both funding rounds in 2017-18 is \$75,000. This is an increase on previous years' budgets of \$60,000. The total requested in Round 1 is \$59,997.

Budget for 2017-18	\$75,000
Recommended for allocation in Round 1	\$36,188
Remaining for Round 2	\$38,812

While there are several new applicants this Round, the number of applications and the total sum requested is lower than previous funding rounds. The Fund was advertised for the eight weeks that it was open for applications, in Council News in The Leader, on social media, and via email databases.

4.2 Assessment process

The Grants, Concessions and Loans Policy and the criteria for this Fund were used in the assessment of applications. Applications were also assessed based on several factors including priority for the district, likelihood of success, and community need.

4.3 Funding level applied

To manage the limited pool of funds available and to provide some level of fairness to applicants, staff have applied a funding level of up to \$3,500 for festivals and conferences. This is a guideline only, and only applies to this Round. This funding level is consistent with the Christmas parade grants in the 2017-2018 Annual Operating Fund allocations.

Staff are considering funding levels and other minor changes to how community funding is administered, to be discussed with Council at a future date.

5 Applications

5.1 Festivals

A funding level of up to \$3,500 was applied to the following:

- i. Northland Indian Association – Diwali Festival of Lights, October 2017, Forum North, Whangarei. Requested \$8,000. Good cultural event; ticketed entry. Expected ticket sales of 450. Recommending \$3,500.
- ii. Northland Chinese Association – Chinese New Year Festival, February 2018, Forum North, Whangarei. Requested \$6,739. Good cultural event; ticketed entry. Expected ticket sales of 350. Recommending \$3,500.
- iii. Fale Pasifika – Pasifika Fusion Festival, February 2018, Hihiaua Peninsula, Whangarei. Project costs seem overstated. Good cultural event that is free and open to all, in its third year. Recommending \$3,500.
- iv. Whangarei Parents Centre – Teddy Bears Picnic, November 2017, Kiwi North, Whangarei. Requested \$2,755. Modest application and good, annual community event. Recommending \$2,755.

5.2 Conferences

A funding level of up to \$3,500 was applied to the following:

- i. Northland Masters Athletics – NZ Masters Track and Field National Championships, March 2018, Kensington Park, Whangarei. Requested \$3,629. Good application and event, attracting 160 people to the district for the three-day event. Recommend \$3,500.
- ii. Northland District Rose Society – 2017 National Rose Show, November 2017, Forum North, Whangarei. Requested \$4,047. Good application, brings visitors to the district. Recommending \$3,500.
- iii. Pacifica Whangarei (under WINGS) – Pacifica National Conference 2018, February 2018, Whangarei. Requested \$3,466. Good cultural event that will bring 150 delegates to Whangarei. Recommending \$3,500.
- v. The Friendship Force of Whangarei (under Positive Living Promotions) – National Conference bus tour, February 2018, Whangarei. Requested \$975. Modest support for this conference which will bring 120 delegates to the district, and provides them a short sightseeing bus tour of Whangarei. Recommending \$975.

5.3 Other projects

- NZ Council of Victim Support Groups Inc – Volunteers' recruitment, training and expenses. Requested \$3,205. This is to support the Whangarei district's Victim Support team to recruit and train new volunteers. While 70% is funded centrally, local branches need to source 30% themselves. Complements our City Safe partnership. Recommending \$3,205.
- Mountains to Sea Conservation Trust – Snorkeling Days at Reotahi, January-April 2018, Whangarei. Requested \$3,550. Regular applicant, seeking to provide 5 guided snorkel days over the 2018 summer as a free community event. This provides for several skilled volunteers, equipment, a coordinator, and marketing. Average of 125 people per day last season. Recommending \$3,000 as comparing the project to the festivals above.
- Tutukaka Coast Youth Sailing Club – Learn to Sail Programme and club rebuild, September – December 2017, Tutukaka. Requested \$1,106. This club is reestablishing itself after a long hiatus. The new committee is focused and driven, working towards self-sustainability, and is working with the Men's Shed to restore their boats. Funding is for repair materials and marketing of programme. Good club/programme for all ages, locals and visitors. Very modest and well-presented application. Recommending \$1,106.
- Friends of the Berm @ Takahiwai Group (under Creative Northland) – O Matou Taonga Katoa: All Our Treasures. Requested \$2,390. This is a community project to clean up a road berm and bus stop area, including replanting with natives and a mural project involving the local school. The project has been approved by Council's Roading team. Staff have worked with this group to develop their application and will continue to do so

as the need arises. They were granted \$865 from the Creative Communities Scheme following this application, and deducting this from their request leaves \$1,525. Recommending \$1,525.

- Parihaka Community Landcare (under Kiwi Coast) – Community led pest mammal control on Mt Parihaka, all year. Requested \$2,622. Currently receives 3 months' worth of pest control supplies from Council's Parks team. This request is to enable pest control for the full year on this inner-city icon. Good environmental project, community led, and involving students from NorthTec. Recommending \$2,622.

5.4 Recommended for decline

The following applications are recommended for decline based on ineligibility:

- The Royal NZ Foundation for the Blind applied for the purchase of Talking Books to add to their national collection. There is some indirect benefit to the Whangarei community as these are available nationwide, and it does not conflict with Council's own library services. However, it is up for debate whether the purchase of library content is a capital expense and therefore ineligible. Staff acknowledge the worthy nature of the application, but in keeping consistent with our policy, we are recommending this to be declined.
- NorthAble Disability Services applied for the purchase of an all-terrain buggy. While a worthy request, capital items are not eligible. In addition, the accounts show the applicant has the means to fund this themselves, also ineligible under the Policy.
- Whangarei A&P Society applied to have an educational entertainer at the A&P show. Their accounts show the applicant has the means to fund this themselves, ineligible under the Policy. The A&P show demonstrates good benefits for the district, however this particular portion of it did not rate highly in comparison to the other applications.
- Maunu Garden Project Charitable Trust applied for classroom and kitchen renovations. The land and buildings were leased from Council's Parks team, and therefore the applicant should be referred to the 'landlord' for consideration. The current lease is expired and staff will negotiate a new lease with the applicant. These works may form part of that new lease agreement. Staff will also meet with the Trust to determine other needs and opportunities.

6 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. Grant recipients are also publicised on the Funding and Grants section of Council's website.

7 Attachments

Community Fund (2017-18 Round 1) applications summary spreadsheet

COMMUNITY FUND 2017-2018 Round 1							
Ref	Organisation	\$ Amount Requested	Project Details	Date of Event	Application comment	% of request	Recommended
Festivals and Events							
1	Northland Indian Association	8,000	Diwali Festival of Lights	Oct-17	Good cultural event. Expected ticket sales of 450.	100% of guideline	3,500
2	Northland Chinese Association	6,739	Chinese New Year Festival	10-Feb-18	Expected ticket sales of 350. Good cultural event. Performance materials expense is for costume purchase which is not eligible (\$630).	100% of guideline	3,500
3	Fale Pasifika (Northland Pacific Islands Charitable Trust)	10,000	Pasifika Fusion Festival 2018	24-Feb-18	Excellent event that is free to all. Expenses inflated - \$35k is realistic, with some ineligible expenses. NB not up to date on Charities filing and this will be followed up. Recommending for Annual Operating grant from 2018-19 as a worthwhile ongoing investment.	100% of guideline	3,500
4	Whangarei Parents Centre	2,755	Teddy Bears Picnic 2017	Nov-17	Modest application and good community event. Good report from last time - they had a small surplus due to some entertainment falling through which they will add to this year's grant. Previous attendance numbers of 1,000.	100%	2,755
Conferences, Conventions and Meets							
5	Northland Masters Athletics	3,629	NZ Masters Track and Field National Championships	2-4 Mar 2018	Good application and event, attracing approx.160 people for the 3 day event. For venue hire, first aid, and print costs.	100% of guideline	3,500
6	Northland District Rose Society	4,047	2017 National Rose Show	18-19 Nov 2017	Budget is reasonable and they have sourced other funding to support. Brings visitors to our district.	100% of guideline	3,500
7	Pacifica Whangarei (under WINGS - Women's International Newcomers Group Social Inc)	3,466	PACIFICA National Conference 2018	9-11 Feb 2018	Good development conference for the community. Will bring 150 delegates to Whangarei.	100% of guideline	3,500
8	The Friendship Force of Whangarei (under Positive Living Promotions Inc)	975	National Conference (bus tour)	14-16 Feb 2018	Modest support for this conference which will bring 120 delegates to Whangarei.	100%	975
Other Projects							
9	NZ Council of Victim Support Groups Inc	3,205	Volunteers' recruitment, training and expenses	N/A	Needs to contribute 30% locally; 70% funded by national office. Limited breakdown available. Complements our CitySafe partnership.	100%	3,205
10	Mountains to Sea Conservation Trust	3,550	Snorkeling Days Reotahi	Jan-Apr 2018	For 5 days of snorkeling over the summer period. Covers a number of skilled volunteers, a coordinator and some marketing. Average of 125 people per day (625 for the 5 days).	85%	3,000
11	Tutukaka Coast Youth Sailing Club	1,106	Learn to Sail Programme/club rebuild	Sept-Dec 2017	Funding is to assist club rebuild after a long hiatus, for boat maintenance and marketing of programme. Good club/programme for all ages, locals and visitors. Men's Shed is assisting. Working towards becoming self-sustaining. Very modest and well presented application.	100%	1,106
12	Friends of the Berm @ Takahiwai Group (under Creative Northland)	2,390	O Matou Taonga Katoa: All Our Treasures (community planting and murals)	All year	Okayed by the Roding team. Community planting and murals on Takahiwai Road near the school. Involving school kids and community members. This applicant was granted \$865 from the Creative Communities Scheme after this application was submitted, so this is deducted from the original amount request, leaving \$1,525.	100%	1,525
13	Parihaka Community Landcare (under Kiwi Coast)	2,622	Community led pest mammal control on Mt Parihaka	All year	Good environmental project, community led, at this inner city 'jewel'. Involves Northtec students and community members. The group already receives 3 months supply from Council's Parks team, and this application is to support the programme to run for a full year.	100%	2,622
Recommended for decline							
14	Royal NZ Foundation of the Blind	1,500	Talking Books	N/A	Contributing to its national library collection, noted benefits for local users. Complements our library services. However, this is a capital expense which is not eligible under the criteria of the Fund, so this application is recommended to be declined.		-
15	NorthAble Disability Services	1,465	All Terrain Buggy	N/A	Purchase of the buggy which would be available for hire on a gold coin donation basis. Worthy request, however, this is a capital expense which is not eligible under the criteria of the Fund, so this application is recommended to be declined.		-
16	Whangarei A&P Society	1,500	Educational entertainer at A&P Show 2017	Dec-17	Request is to provide a children's entertainer as part of the A&P show. The Society has strong cash reserves and total accumulated funds of \$8m. Grant Policy states that applicants with sufficient means are not eligible to apply, so this application is recommended to be declined.		-
17	Maunu Garden Project Charitable Trust	3,048	Classroom and Kitchen Reno	N/A	Little evidence of activities and reach. The Trust is seeking to upgrade the facilities that they lease from Council. It is more appropriate that the maintenance needs are addressed through the lease rather than through a grant. In addition, the lease has expired. Staff will be following up with the Trust to renew the lease and determine building maintenance needs. Therefore, this application is recommended to be declined.		-
		59,997					36,188
						Budget	75,000
						Remaining for Round 2	38,812

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
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.
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.
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

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

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.