

Community Funding Subcommittee

Notice of Meeting

A meeting of the Community Funding Subcommittee will be held in the Council Chamber, Forum North, Whangarei on:

**Wednesday
8 April 2015
8.30am**

Subcommittee of:
Planning Committee

Committee
Cr S J Deeming (Chairperson)
Her Worship the Mayor
Cr S M Glen
Cr G M Martin
Cr B L McLachlan

Community Funding Sub-Committee Terms of Reference

A sub-committee of the Planning Committee.

Chairperson

Councillor S J Deeming

Members

Mayor

Section 41A(5) of the Local Government Act 2002 provides that the Mayor is a member of each committee of the territorial authority.

Councillors S M Glen, G M Martin and B L McLachlan

Attendance at Meetings

The Chief Executive Officer, Group Managers, Department Managers and such other Council Officers as deemed necessary may attend committee meetings.

Definitions

Contestable funding includes one off payments, funding contracts and community loans. Funding relates particularly to those funds available to community groups and organisations.

Context

Relevant legislation includes:

- The Local Government Act 2002
- Reserves Act 1977
- Resource Management Act 1991

Relevant Council documents include:

- Funding and Grants Policy
- Funding and Grants Administration Policy
- Standing Orders
- Delegations Manual

Terms of Reference

1. To carry out the contestable funding process in accordance with the Whangarei District Council Funding Policy in an objective, fair and transparent way.
2. To assess applications for contestable funding in a consistent way with a view to:
 - Balanced application of the funding policies and guidelines
 - Maximising benefits from the funds available
 - Obtaining the most benefit for the District and sectors within the District
 - Balancing short term and long term outcomes
3. To ensure that information regarding funding decisions and recommendations are conveyed to all stakeholders.
4. To advocate for best practice community funding in the context of Whangarei District Council priorities.

Delegated Responsibilities, Duties and Powers

Delegated Authority to approve payment of grants and funding to the value of \$15,000 or less and make recommendations on grants or loans over \$15,001.

Meeting Date and Time

This Subcommittee shall meet at 8.30am on the 2nd Wednesday of the months of February, March, April, May, September and November (and at such other times as may be necessary).

1. 2014-2015 Community Halls Fund

Reporting officer Bree Kurtovich (Community Funding Officer)

Date of meeting 8 April 2015

Vision, mission and values

This item is in accord with Council's vision, mission and values statement as operating in effective partnerships with voluntary hall committees ensures the sustainable provision of community facilities throughout the district.

Introduction

The Community Halls Fund is designed to assist community hall committees in the District with facility maintenance. The fund is available for community operated halls that have not for profit legal status and are available for public use and/or hire and have been identified in Council's 2007 Community Halls Strategy.

Applications are considered annually.

Significance and Engagement

Having considered the Significance and Engagement Policy this proposal or decision is not considered significant and the public will be informed via Agenda publication on the website.

Community Halls Maintenance

A building review of the District's halls is carried out every three years, with the latest building review being carried out in 2013. The building review identifies a list of maintenance issues for each hall. Hall committees work to address the identified issues with the assistance of grants from the Community Halls Fund. The budget allocated for community halls maintenance for the 2014-2015 financial year is \$60,000, with a maximum grant size of \$5,000 per community hall.

Community Halls Insurance

In 2013-2014 an additional \$30,000 was made available for community halls' insurance costs, to a maximum of \$1,000 per hall. This was a one off, sourced from the 2013-2014 Operational Support Fund budget, and has not been made available again in 2014-2015.

2014-2015 Applications

In January 2015, 30 community hall committees in the District were invited to apply to the 2014-2015 Community Halls Fund. Applications closed on Friday 13 March 2014. Applications were received from twenty community hall committees.

Discussion and options

The Community Halls funding for 2014-2015 was somewhat oversubscribed, with a total of \$82,329 requested for maintenance. This is an improvement from 2013-2014 which was significantly oversubscribed, with a total of \$137,643 requested for maintenance.

Applications have been prioritised based on:

- the level of outstanding maintenance required,
- the amount of use the hall gets,
- what maintenance types of items the applicant is requesting funds for, and
- how many times applicant has previously received these grants.

Some of the applicants have not submitted project reporting for the 2013-2014 grants, as the projects are still in progress.

Many applicants struggled to provide financial accounts, appearing not to understand what is required. This requirement will be explained to applicants again in future communications.

A summary of all applications is attached (see Attachment 1).

Following conversations with Kara/Kokopu Hall in 2013-2014, a nil grant is recommended for this hall for 2014-2015.

Considerations

The total amount recommended for disbursement is \$59,930. This is within the budgets allocated to this fund for the 2014-2015 financial year.

Recommendation

1. That the information be received.
2. That grants from the 2014-2015 Community Halls Fund be made to the community hall committees for the following community halls, for the specific maintenance purposes listed in Attachment 1 of the agenda:

| | | |
|----|--|---------|
| a. | Glenbervie Hall | \$2,000 |
| b. | Hukerenui District Memorial Hall | \$880 |
| c. | Kara/Kokopu Hall | \$0 |
| d. | Mangapai Hall | \$3,000 |
| e. | Marua Hall | \$1,000 |
| f. | Matapouri Hall | \$3,000 |
| g. | Maungakaramea Community Centre Hall | \$750 |
| h. | Maungatapere Community Centre Hall | \$5,000 |
| i. | McLeod Bay Hall | \$3,000 |
| j. | Oakura Domain Hall | \$5,000 |
| k. | Opuawhanga Hall | \$5,000 |
| l. | Otaika Hall | \$5,000 |
| m. | Pakotai Hall | \$3,500 |
| n. | Parua Bay and Districts Community Centre | \$4,000 |
| o. | Purua Hall | \$5,000 |
| p. | Ruatangata Public Hall | \$3,000 |
| q. | Springfield Domain Hall | \$3,800 |
| r. | Taurikura Hall | \$3,000 |
| s. | Whananaki Public Hall | \$3,000 |
| t. | Whareora Hall | \$1,000 |

Attachment

[2014-2015 Community Halls Fund Applications Summary 15/23616](#)

| Hall | Legal entity | Maintenance score | Use ratio /365 | Times funded since 2008-2009 | Project reports received | \$ requested | \$ Recommended | % requested | Hall maintenance items to be addressed by this grant | Comment |
|--|---|-------------------|----------------|------------------------------|---|------------------|------------------|-------------|--|--|
| Glenbervie Hall | The Glenbervie Hall and Recreation Society Incorporated | 0 | 0.89 | 2 | Yes | 2,450.00 | 2,000.00 | 82% | Clean and repaint ceiling toilets & service area, repaint entrance doors & external windowsills. | All building review items are complete, new items identified in 2013-2014 and 2014-2015 |
| Hukerenui District Memorial Hall | Hukerenui and Districts Memorial Hall Incorporated | 35 | 0.03 | 3 | Yes | 880.00 | 880.00 | 100% | Replace doors into basement and handbasins in toilets. | Funding requested for two small new items added 2014-2015. |
| Kara/Kokopu Hall | The Kara Kokopu Public Hall Society Incorporated | 42 | 0.07 | 5 | 2013-2014: final report to follow once project is completed | 2,000.00 | 0.00 | 0% | Repile hall and kitchen. | Had originally agreed not to apply this year. Required repiling project funds held in reserve until full amount obtained. |
| Mangapai Hall | Mangapai Hall Society Incorporated | 0 | 0.32 | 2 | Yes | 3,117.00 | 3,000.00 | 96% | Clean outside of building (which needs scaffolding). | All building review items are complete, new items identified in 2014-2015 |
| Marua Hall | Marua Public Hall Association Incorporated | 18 | 0.02 | 6 | Yes | 1,290.00 | 1,000.00 | 78% | Spouting repairs and replacement. | Application for weatherproofing identified in 2013 building review. |
| Matapouri Hall | Matapouri Hall Society Incorporated | 13 | 0.10 | 5 | Yes | 5,000.00 | 3,000.00 | 60% | Clean and paint hall exterior. | Application for weatherproofing identified in 2013 building review. No grant in 2013-2014. |
| Maungakaramea Community Centre Hall | Maungakaramea Recreation Society Incorporated | 8 | 0.15 | 5 | Yes, but last grant was not spent as intended | 5,000.00 | 750.00 | 15% | Replace cooker. | Application for stove identified in 2010 building review. |
| Maungatapere Community Centre Hall | Maungatapere Community Centre Incorporated | 24 | 0.85 | 5 | Yes | 5,000.00 | 5,000.00 | 100% | Repair and upgrade kitchen, replace vinyl on kitchen floor. | Application for internal cosmetic work identified in 2013 building review. |
| McLeod Bay Hall | Whangarei Heads Citizens' Association (Incorporated) | 9 | 0.71 | 6 | 2013-2014: final report to follow once project is completed | 3,572.00 | 3,000.00 | 84% | Repair hole in stage floor, replace fire escape door, repair & repaint rear stage wall, level hall floor. | Funding requested for four new items added 2014-2015. |
| Oakura Domain Hall | Oakura Beach Reserve Board | 71 | 0.32 | 4 | Yes | 5,000.00 | 5,000.00 | 100% | Re-roof the hall - contribution to be carried over for two years | Application for weatherproofing identified in 2013 building review, and new item identified in 2013-2014 (replace roof) |
| Opuawhanga Hall | Opuawhanga Community Hall Trust | 34 | 0.04 | 6 | No. 2013-2014: outstanding project report - advised is on the way | 5,000.00 | 5,000.00 | 100% | Engineers report. | Application for weatherproofing identified in 2013 building review. Quote not available for engineers report but expected to be at least \$5,000 |
| Otaika Hall | Otaika Public Hall Society Incorporated | 62 | 0.56 | 5 | Yes | 5,000.00 | 5,000.00 | 100% | Replace water damage particle board in women's toilet, repair rot to weatherboard on west wall, re-route downpipes, install head flashing on doors on east wall, make meter box weather tight. | Application for multiple weatherproofing & hygiene items identified in 2013 building review |
| Pakotai Hall | Pakotai Teoruoru Community Sports & Recreation Society Incorporated | 9 | 0.03 | 2 | Yes | 4,165.00 | 3,500.00 | 84% | Paint hall and roof, replace untreated plywood decking with griptread. | Application for last remaining weatherproofing item identified in 2013 building review, plus two items from the 2007 building review. |
| Parua Bay and Districts Community Centre | Parua Bay and Districts Community Centre Society Incorporated | 35 | 1.00 | 6 | 2013-2014: final report to follow once project is completed in March/April 2015 | 4,000.00 | 4,000.00 | 100% | Treat and repaint surface rust on exposed steel structure supporting main hall. | Application for weatherproofing identified in 2013 building review. |
| Purua Hall | Purua Hall Association Incorporated | 81 | 0.39 | 1 | Yes | 5,000.00 | 5,000.00 | 100% | Replace vinyl flooring in kitchen & women's toilet, replace the wall above the supper room/kitchen. | Application for hygiene items identified in 2013 building review and one new issue identified 2014-2015. |
| Ruatangata Public Hall | The Ruatangata Public Hall Society Incorporated | 26 | 0.04 | 6 | Yes | 7,055.00 | 3,000.00 | 43% | New hot water cylinder, recoat hall floor, effluent drainage system. | Application for external hygiene items identified in 2013 building review and several internal items identified in 2013-2014 and 2014-2015. |
| Springfield Domain Hall | Springfield Domain Board | 32 | 0.51 | 4 | Yes | 3,800.00 | 3,800.00 | 100% | Replace water tank. | Application for external item identified in 2013 building review. |
| Taurikura Hall | Taurikura Hall Board | 9 | 0.38 | 4 | Yes | 5,000.00 | 3,000.00 | 60% | Clean and paint north face of the hall, landscaping of the east face of the hall (by carpark) | Application for weatherproofing item identified in 2013 building review, plus new item identified in 2013-2014. |
| Whananaki Public Hall | Whananaki Beach Residents and Ratepayers Association Incorporated | 4 | 0.70 | 1 | Yes | 5,000.00 | 3,000.00 | 60% | Paint hall interior, exterior and watertank, repair hall ceiling lining sheet. | Application for cosmetic item identified in 2013 building review, and a range of other items added in 2013-2014. |
| Whareora Hall | Whareora Hall Society Incorporated | 0 | 0.58 | 5 | Yes | 5,000.00 | 1,000.00 | 20% | Install heaters. | All building review items are complete, funding request for new item added 2014-2015. |
| MEDIAN | | 21.00 | 0.35 | 5 | | 82,329.00 | 59,930.00 | 73% | | |

KEY (low= on or below median; high= above median)

| | |
|----------------------------|--|
| High maintenance, high use | |
| High maintenance, low use | |
| Low maintenance, high use | |
| Low maintenance, low use | |

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. {Section7(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.