

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
13 April 2016
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 Community Halls Fund 2015-2016

Reporting officer: Cindy Velthuizen (Community Funding Officer)

Date of meeting: 13 April 2016

1 Purpose

To seek approval for grants to be made from the Community Halls Fund for 2015-2016.

2 Recommendation

1. That the information be received.
2. That grants from the 2015-2016 Community Halls Fund be made to the committees for the following community halls, for the specific maintenance purposes listed in Attachment 1:

a) Mangapai Hall	\$5,000
b) Marua Hall	\$5,000
c) Matapouri Hall	\$3,000
d) Maungakaramea Community Centre Hall	\$3,846
e) Maungatapere Community Centre Hall	\$5,000
f) McLeod Bay Hall	\$0
g) Oakura Domain Hall	\$5,000
h) Pakotai Hall	\$1,200
i) Parua Bay and Districts Community Centre	\$5,000
j) Purua Hall	\$4,750
k) Ruatangata Public Hall	\$3,000
l) Springfield Domain Hall	\$5,000
m) Taurikura Hall	\$4,648
n) Waipu Public Coronation Hall	\$5,000
o) Whatitiri Domain Hall	\$1,535
p) Whananaki Public Hall	\$3,000

3 Background

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.

4 Discussion

In January 2016, 30 community hall committees in the District were invited to apply to the 2015-2016 Community Halls Fund. Applications closed on Friday 11 March 2016. Applications were received from 16 community hall committees.

The Community Halls funding for 2015-2016 is within budget, with \$59,979 recommended for disbursement out of the \$71,738.50 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 2014-2015 grants, as the projects are still in progress or funds have been carried over by arrangement.

Some applicants struggled to understand the requirements of the fund and have sought funding for projects outside of the scope of the fund or to meet a lower priority objective such as cosmetic projects. Following conversations with those applicants, in some cases the proposed project lists have been amended or clarification gained. This is reflected in the summary attached. Staff will visit all community halls in late 2016. The triennial maintenance reviews will also be scheduled for late 2016.

One applicant, McLeod Bay Hall, is recommended to be declined as their proposed project was not on the list of maintenance priorities.

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

5 Considerations

5.1 Community hall 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 and due again late 2016. 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.

Most of the halls are on track with their maintenance as identified in the 2013 review.

The budget allocated for community halls maintenance for the 2015-2016 financial year is \$60,000, with a maximum grant size of \$5,000 per community hall.

5.2 Authority

The Community Halls Strategy 2007 identifies the community halls applicable for funding and the parameters of the Community Hall Fund.

6 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.

7 Summary

The total amount recommended for disbursement is \$59,979 which is within budget for 2015-2016.

Attachment

[2015-2016 Community Halls Fund Applications Summary](#)

Hall	Legal entity	Maintenance score	Use ratio /365	Times funded since 2008-2009	Form complete	Project reports received	\$ requested	\$ Recommended	% requested	Hall maintenance items to be addressed by this grant	Comment
Mangapai Hall	Mangapai Hall Society Incorporated	0	12.60	3	Yes	Yes	5,000.00	5,000.00	100%	1. Remove 3 large macrocarpa trees 2. Replace post and rail fence 3. Replace tables	Suggested that the trees pose a danger. Requested amount only covers project 1 (including contribution of \$2,300). Cash reserves of \$7,000.
Marua Hall	Marua Public Hall Association Incorporated	9	3.15	7	Yes	Yes	5,000.00	5,000.00	100%	1. Remove existing entrance and build disability access ramp	Responsible and proactive group and positive project. Modest cash reserves of \$9,000 which they would like to use for other purposes (carpark regrading and painting hall interior). Contributing earthworks costs of \$6,700.
Matapouri Hall	Matapouri Hall Society Incorporated	4	15.07	6	Yes	Yes	5,000.00	3,000.00	60%	1. Repair water damage to ceiling in storage area 2. Rewire fuse board 3. Repair front door bottom lock 4. Repair and bird proof fire station roof 5. Replace fire station roller door	Fire station building repairs responsibility of Fire Service? Cash reserves of \$45,500. Fuse board noted as dangerous. Quotes don't match up with projects listed - includes replacing all lights with LEDs (\$4,300); projects 1,3 and 4 not quoted for. Project 5 is \$2,500.
Maungakarama Community Centre Hall	Maungakarama Recreation Society Incorporated	0	8.49	7	Yes	Yes	3,845.90	3,846.00	100%	1. Treat borer infestation 2. Replace shelving in storage area 3. Sand and varnish floor	No issues. Cash reserves of \$30,700. Seeking funding for additional projects. Quote for flooring work is from Dargaville based contractor and therefore includes \$426 mileage.
Maungatapere Community Centre Hall	Maungatapere Community Centre Incorporated	20	45.48	6	Yes	Yes	5,000.00	5,000.00	100%	1. Install vinyl floor in dining room 2. Replace exterior door off dining room 3. Repair sliding door 4. Replace walls, window joinery, doors and ceiling 5. Replace lights and switches in dining room	Lots of projects not done. Seeking funds for additional and cosmetic projects. Could offer \$1532.95 to cover new entrance door and lock (project 2).
McLeod Bay Hall	Whangarei Heads Citizens' Association (Incorporated)	0	73.15	6	Yes	No. 1415 funds diverted to another priority project with WDC approval.	1,200.00	0.00	0%	1. Replace incandescent lighting with LED lighting	No issues. Cash reserves of \$26,300. Seeking funding for additional project.
Oakura Domain Hall	Oakura Beach Reserve Board	71	16.71	5	Yes	1415 funds carried over	5,000.00	5,000.00	100%	1. Replace roof of main hall 2. Upgrade toilets 3. Upgrade kitchen	Lots of projects not done, with significant funding needed. The board is stockpiling funds and will seek grants from other sources. Project shortfall is \$15,000 (after own contributions from existing reserves and before this grant).
Pakotai Hall	Pakotai Teoruoru Community Sports & Recreation Society Incorporated	0	4.66	3	Yes	Yes, but no copies of invoices	1,200.00	1,200.00	100%	1. Rust-proof and paint storage container 2. Install roof on storage container for water run off	No issues. Several projects from 2007 review not completed. Contributing \$1,700.
Parua Bay & Districts Community Centre	Parua Bay & Districts Community Centre Inc	4	80.50	7	Yes	1415 report not received. Committee changed.	5,000.00	5,000.00	100%	1. Install gas califronts for bathrooms and kitchen 2. Replace microwave — NOT ELIGIBLE 3. Replace fridge — NOT ELIGIBLE 4. Replace oven — NOT ELIGIBLE 5. Replace kitchen cupboards	Capital purchases not eligible. Seeking funding for additional and cosmetic projects. Contributing \$8,000 to \$18,000 total project (\$5,000 short). Cost for eligible projects is \$3,296.50 for 1, and an estimate only of \$6,000 for 5. Cash reserves of \$33,000.

Hall	Legal entity	Maintenance score	Use ratio /365	Times funded since 2008-2009	Form complete	Project reports received	\$ requested	\$ Recommended	% requested	Hall maintenance items to be addressed by this grant	Comment
Purua Hall	Purua Hall Association Incorporated	56	6.44	2	Yes	Yes	5,000.00	4,750.00	95%	1. Repair wall beside main entrance 2. Foundations under men's toilet ** staff added from existing list.	Lots of projects not done. Seeking funds for additional and cosmetic projects. **Have not been able to discuss application with applicant to clarify details. Recommend specified funding for project from existing list.
Ruatangata Public Hall	The Ruatangata Public Hall Society Incorporated	26	29.32	7	Yes	Yes. 1415 funds carried over (\$3,000)	8,958.04	3,000.00	33%	1. Sand and varnish floors (additional \$1,600 required) 2. Replace plastic spouting with continuous spouting 3. Sand and paint barge boards 4. Clean and vacuum water tank 5. Paint shed *staff added from existing list, \$1,400 contribution	Lots of (high priority) projects not done. Seeking funds for additional, lower priority projects. Has requested in excess of maximum. Have discussed application with applicant, and recommend specified funding to get floors varnished and shed painted.
Springfield Domain Hall	Springfield Domain Board	25	44.93	5	Yes	Yes	5,000.00	5,000.00	100%	1. Paint kitchen (including small library)	Some higher priority projects not done, although this was clarified in speaking with the applicant.
Taurikura Hall	Taurikura Hall Board	0	13.15	5	Yes	Yes	5,000.00	4,648.00	93%	1. Clean and repaint south and west of hall 2. Replace crockery – NOT ELIGIBLE	Capital purchases not eligible. Quote for 1 is \$7,647.50 less \$3,000 own contribution. Seeking funding for additional, cosmetic project.
Waipu Public Coronation Hall	Waipu Public Coronation Hall and Library Association Incorporated	9	57.53	3	Yes	Yes. 13/14 funds carried over	5,000.00	5,000.00	100%	1. Replace/repair guttering 2. Repair/replace entrance roof 3. Toilet sewer connection	The re-roofing of the hall is still outstanding but the association notes this is "not worth it at this time". Seeking funds for additional projects. 13/14 grant carried over to address guttering (1; \$3,140). Did not wish to apply in 1415.
Whatitiri Domain Hall	Whatitiri Community Centre Committee	4	4.38	3	Yes	Yes	1,534.56	1,535.00	100%	1. Repaint ceiling in toilet 2. Repair and repaint window joinery south side of hall	Some 2007 and 2010 projects not completed, otherwise good. Had a deficit of \$2,800 last year. Contributing \$1,000 towards other projects not included in this request.
Whananaki Public Hall	Whananaki Beach Residents and Ratepayers Association Incorporated	4	19.45	2	Yes	Yes	5,000.00	3,000.00	60%	1. Paint roof and interior 2. Repair ceiling lining sheet 3. Replace drapes 4. Install heat pump	Cash reserves of \$18,500 with good levels of subs and donations (\$9,500 in 2015), but only contributing \$154, the amount quoted above our maximum of \$5,000.
MEDIAN		4.00	15.89	5			71,738.50	59,979.00	84%		

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	

Budget 60,000.00

Difference 21.00

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.