

Chairperson and Community Board Members
WAIKANAĒ COMMUNITY BOARD

3 DECEMBER 2013

Meeting Status: **Public**

Purpose of Report: For Decision

CONSIDERATION OF APPLICATIONS FOR FUNDING

PURPOSE OF REPORT

- 1 Five applications for funding have been received:

Discretionary Grants Fund

- Waikanae Art Windows
- Parkinson's Society Kapiti/Horowhenua Inc
- Kapiti Coast NZ20 Jamboree Contingent

Waikanae Promotion Fund

- Our Lady of Kapiti Parish Events

Waikanae Capital Improvement Fund

- Kapiti Coast Rotary Pathways Trust

SIGNIFICANCE OF DECISION

- 2 The Council's significance policy is not triggered by this report.

BACKGROUND

- 3 As at 3 December 2013, the budget allocations for the 2013/14 financial year for the Discretionary Grants Fund, Waikanae Promotion Fund and Waikanae Capital Improvement Grant are as follows:

| Fund | 2013/14 Budget Allocation | Total Allocated to Date | Total Unallocated to Date |
|------------------------------------|--|--|--|
| Discretionary Grants Fund | \$6,030 | \$1,184.20 | \$4,845.80 |
| Waikanae Promotion Fund | \$33,768 | \$5,889.18 | \$27,878.82 |
| Waikanae Capital Improvement Grant | \$33,768 | \$17,511.74 | \$16,256.26 |

- 4 An amount of approximately \$1.15 million is held in the Waikanae Capital Improvement Fund. The following table shows how that fund has been allocated:

| Amount | Purpose of Grant |
|-------------------|---|
| \$800,000 | Held in reserve |
| \$250,000 | Pledged to the Mahara Gallery Trust |
| \$34,000 (approx) | Allocated to the 2012/13 Waikanae Capital Improvement Grant |
| \$66,000 (approx) | Increase in fund from previous year |
| TOTAL | \$1,150,000 |

CONSIDERATIONS

Issues

- 5 Grants are allocated in accordance with the specified criteria (attached).
- 6 All applicants have been advised of the criteria and meeting date by letter, phone or email.

Applications to the Discretionary Grants Fund

The following applications can be considered under the eligible criteria 1 - *Community, cultural or sports purposes, including travel both within New Zealand and overseas.*

Waikanae Art Windows

- 7 Maude Heath on behalf of the Waikanae Art Windows has applied for a grant of \$499.80 to assist with running an advertisement and editorial in the Dominion Post to attract visitors from Greater Wellington as part of a two week Festival of Art leading up to the Kapiti Arts Trail 2013.
- 8 Due to this application being retrospective as per the following criteria:
Ineligible purposes
3. *Grants will not be considered retrospectively and must be received by the Kapiti Coast District Council prior to the event taking place and at least eight working days before the community Board meeting date.*

Board Members agreed to consider this application under the following criteria:

Notwithstanding all of the above, the Waikanae Community Board has the right if justification can be proven, to make a grant outside the criteria.

Parkinson's Society Kapiti/Horowhenua Inc

- 9 Mandy Evans on behalf of the Parkinson's Society has applied for a grant of \$500 to assist with funding to provide a Registered Nurse for the community.

Kapiti Coast NZ20 Jamboree Contingent

- 10 Joshua Tabor, Tina Christie, Lance Friend and Steve Wilman on behalf of the Kapiti Coast NZ20 Jamboree Contingent have applied for a grant of \$3,710 to cover registration costs for four leaders to attend the NZ20 Jamboree in Feilding and also uniform costs for 23 scouts.

Applications to the Promotion Grants Fund

The following application can be considered under the criteria 2 - Contributing to making Waikanae an Active Community.

Our Lady of Kapiti Parish Events

- 11 Our Lady of Kapiti Parish Events has applied for a grant of \$575 to assist with room hire cost to hold their 2nd Annual Christmas Fundraising Luncheon.

Applications to the Waikanae Capital Improvement Grant

- 12 The following application returns to the table for reconsideration due to the following motion:

MOVED (Scott/Thomas)

That the funding application from the Kapiti Coast Rotary Pathways Trust be left to lie on the table for consideration at the next Waikanae Community Board meeting and that representatives of the Kapiti Coast Rotary Pathways Trust and Mr Stu Kilmister be invited to attend that meeting and speak to the application.

CARRIED

Kapiti Coast Rotary Pathways Trust

- 13 Antony Knutsford on behalf of the Kapiti Coast Rotary Pathways Trust has applied for a grant of \$15,000 to assist with the cost of constructing the Paetawa Road shared pathway.

Financial Considerations

Discretionary Grants Fund

- 14 At its meeting of 30 October 2012 the Waikanae Community Board resolved that requests for grants from the Discretionary Grants Fund would be considered quarterly, with a maximum of 25% of the annual budget to be allocated at each meeting, with the exception of the last meeting of the financial year which may allocate all remaining funds available.
- 15 The budget for 2013/14 is \$6,030. Therefore the amount available for granting at this meeting is \$1,507.50.
- 16 The total of applications under consideration in this report is \$4,709.80.
- 17 Budget allocation for the Discretionary Grant Fund 2013/14 year.

| 2013/14 Budget Allocation | Date of meeting | Grants total per meeting | Total | Balance Available for Distribution |
|--|------------------------|-------------------------------------|--------------|---|
| \$6,030 | 10 September 2013 | 1,184.20 | 1,184.20 | \$4,845.80 |

- 18 The following list shows all the discretionary grants made to date from the Waikanae Community Board Grants Fund in the 2013/2014 financial year, for the Board's information.

| Date | Recipient | Amount | Purpose of Grant | Report Back |
|--------------|--------------------------------------|-------------------|---|-------------|
| 10/9/13 | Kapiti Gardening | \$304.00 | Hall Hire | |
| 10/9/13 | Emerald Guards Leisure Marching Team | \$500.00 | Hall Hire | |
| 10/9/13 | Rose Biddescombe | \$380.20 | To compete at the Taekwondo World Championships | |
| Total | | \$1,184.20 | | |

Waikanae Promotion Fund

- 19 The total of applications under consideration in this report is \$575.
 20 Already allocated in the 2013/14 financial year is \$5,889.18.
 21 Budget allocation for the Discretionary Grant Fund 2013/14 year.

| 2013/14 Budget Allocation | Date of meeting | Grants total per meeting | Total | Balance Available for Distribution |
|---------------------------|-------------------|--------------------------|------------|------------------------------------|
| \$33,768 | 18 June 2013 | \$750.00 | \$750.00 | 33,018.00 |
| | 30 June 2013 | \$4,793.79 | \$5,543.79 | \$28,224.21 |
| | 10 September 2013 | \$345.39 | \$5,889.18 | \$27,878.82 |

- 22 The following list shows all the Discretionary Fund made to date from the Waikanae Community Board Grants Fund in the 2013/2014 financial year, for the Board's information.

| Date | Recipient | Amount | Purpose of Grant | Report Back |
|----------|------------------------|------------|--|--------------------|
| 18-06-13 | Waikanae Music Society | \$750.00 | To pay for the composition of a new piece of work for the Society's 35 th Anniversary concert | Due September 2013 |
| 30-07-13 | Lions Club of Waikanae | \$2,500.00 | Printing and advertising costs for the Waikanae Lions Super Garden Trail in January 2014. | Due January 2014 |
| 30-07-13 | Menzshed Kapiti Inc. | \$1,000.00 | To host the National Menzshed Conference in March 2014. | Due January 2014 |
| 30-07-13 | Waikanae Kindergarten | \$1,293.79 | Advertising costs for the Kapiti Amazing Race in October 2013. | Due January 2014 |

| Date | Recipient | Amount | Purpose of Grant | Report Back |
|--------------|--|-------------------|--|----------------|
| 10-09-13 | Takiri O Te Ata Kapa Haka Festival 2013 Organising Group | \$345.39 | Hiring a Scissor Lift at the Kapiti Region's Takiri O Te Ata Kapa Haka Festival, in November 2013. | Due March 2014 |
| Total | | \$5,889.18 | | |

Waikanae Capital Improvement Grant

- 23 This is the second time that applications to the Waikanae Capital Improvement Grant have been considered during the 2013/14 financial year.
- 24 The budget for the 2013/14 year is \$33,768, less advertising costs of \$300. Therefore the net amount available for allocating is \$33,468.
- 25 The total of applications under consideration in this report is \$15,000.
- 26 Budget allocation for the Waikanae Capital Improvement Grant 2013/14 year.

| 2013/14 Budget Allocation | Date of meeting | Grants total per meeting | Total | Balance Available for Distribution |
|---------------------------|-------------------|--------------------------|-------------|------------------------------------|
| \$33,768 | 19 August 2013 | \$300.00 | \$300.00 | \$33,468.00 |
| | 10 September 2013 | \$17,211.74 | \$17,511.74 | \$16,256.26 |

- 27 The following list shows all the Waikanae Capital Improvement Grants made to date from the Waikanae Community Board Grants Fund in the 2013/2014 financial year, for the Board's information.

| Date | Recipient | Amount | Purpose of Grant | Report Back |
|--------------|--------------------------------|--------------------|---|-------------|
| 19/8/13 | Advertising costs | \$300.00 | - | - |
| 10/9/13 | Waikanae River | \$1,890.00 | Shade House built in the Friends of the Waikanae River's nursery | |
| 10/9/13 | Waikanae Gymnastic Club | \$4,000.00 | Purchasing new equipment | |
| 10/9/13 | Nga Manu Nature Reserve | \$2000.00 | Purchasing furniture for the Conservation Education Centre at the Reserve | |
| 10/9/13 | Menzshed Kapiti | \$4,800.00 | Relocating the tractor shed | |
| 10/9/13 | Waikanae Montessori Pre-School | \$4,521.74 | Replacing one adult toilet with a child-sized toilet, painting the school roof and replacing the top of the school's storage shed | |
| Total | | \$17,511.74 | | |

Historical Grants

- 28 Attached to this report, as appendices, are tables showing all grants made in the 2012/13 and 2011/12 years.

Delegation

- 29 The Waikanae Community Board has the delegated authority as at section D.10.13 of the Governance Structure approved by Council on 27 June 2013:

Authority to consider and approve the allocation of community-based grant funds as deemed appropriate under agreed criteria of both existing schemes and any granting schemes that may be approved through the Annual Plan process or the LTP process.

- 30 Also section D.10.14 of the Governance Structure approved by Council on 27 June 2013, which is specific to the Waikanae Community Board:

Authority to consider and make recommendations to Council on the proposed use of the Waikanae Capital Improvement Fund for the purpose of funding capital projects within the Waikanae Community Board boundary. This is for expenditure over and above the approved annual grant allocations from this fund.

RECOMMENDATIONS

- 31 That the Waikanae Community Board grants the Waikanae Art Windows a discretionary grant of \$..... to assist with running an advertisement and editorial in the Dominion Post to attract visitors from Greater Wellington as part of a two week Festival of Art leading up to the Kapiti Arts Trail 2013.
- 32 That the Waikanae Community Board grants the Parkinson's Society Kapiti/Horowhenua Inc a discretionary grant of \$..... to assist with funding to provide a Registered Nurse for the community.
- 33 That the Waikanae Community Board grants the Kapiti Coast NZ20 Jamboree Contingent a discretionary grant of \$..... to assist with registration costs for four leaders to attend the NZ20 Jamboree in Feilding and also uniform costs for 23 scouts
- 34 That the Waikanae Community Board grants Our Lady of Kapiti Parish Events a grant from the Promotion Fund of \$..... to assist with room hire cost to hold their 2nd Annual Christmas Fundraising Luncheon.
- 35 That the Waikanae Community Board grants Kapiti Coast Rotary Pathways Trust a grant of \$..... from the Waikanae Capital Improvement Fund to assist with the cost of constructing the Paetawa Road shared pathway.

Report prepared by:

Approved for submission by:

Jayne Nock
Executive Secretary Corporate Services

Pat Dougherty
Chief Executive

ATTACHMENTS:

Criteria

- Discretionary Grants Fund
- Waikanae Promotion Fund
- Waikanae Capital Improvement Grant

Applications

- Waikanae Art Windows
- Parkinson's Society Kapiti/Horowhenua Inc
- Kapiti Coast NZ20 Jamboree Contingent
- Our Lady of Kapiti Parish Events
- Kapiti Coast Rotary Pathways Trust

Accountability Reports

- Waikanae Gymnastic Club
- Friends of the Waikanae River Inc
- Wellington Free Ambulance Service
- Our Lady of Fatima Parish (now Kapiti Parish)
- Jade Minarapa
- Beach FM
- Waikanae Community Patrol
- Kapanui School Discoverers
- Roseanna Lewis
- Jamie Lewis

Historical Grants

- List of grants made in the 2012/13 year
- List of grants made in the 2011/12 year