

**Chairperson and Community Board Members**  
PARAPARAUMU/RAUMATI COMMUNITY BOARD

11 OCTOBER 2011

Meeting Status: **Public**

Purpose of Report: For Decision

**CHANGE TO THE COMMUNITY GRANTS CRITERIA**

**PURPOSE OF REPORT**

- 1 This report proposes changes to the criteria for the Community Grant fund.

**SIGNIFICANCE OF DECISION**

- 2 The Council's Significance Policy is not triggered by this report.

**BACKGROUND**

- 3 The Paraparaumu/Raumati Community Board requested that the Community Grant criteria be reviewed as it has not been reviewed for over three years.

**CONSIDERATIONS**

Issues

- 4 The Paraparaumu/Raumati Community Board met informally on Friday 30 September 2011 to consider and discuss the proposed changes to the Community Grant fund criteria.
- 5 As part of those discussions the Board considered the following analysis of community grants criteria (attached as Appendix 1) of the four Community Boards across the District.
- 6 Following discussions of that analysis the Community Board proposed the following changes to the criteria:
  - a) Criteria - Frequency of grants

Current Criteria	Proposed Criteria
Only one application allowed within a three year period except for Council permits and licences and hall fees	Only one application within a twelve month period.

b) Eligible Purposes

Current Criteria	Proposed Criteria
To partially or fully offset the cost of any council permit, licence or resource consent fees – within three months of the project or activity	To partially or fully offset the cost of any Council permit, licence or resource consent fees – within the current financial year.

c) Ineligible Purposes

Current Purpose	Proposed Purpose
Capital Expenditure	Delete
Normal Operating Expenses	Retrospective expenses

d) Accountability

Current Accountability	Proposed Accountability
Failure to do so may exclude the applicant from any further application.	In normal circumstances applicants failing to meet accountability criteria will be excluded from any further applications for two years.

e) Procedure for Applications

Current Criteria	Proposed Criteria
If no representation made at the Community Board meeting the application may not be considered	If no representation is made at the Community Board meeting the application may not be considered on that night but could be considered at a subsequent meeting, attended by the applicant.

7. Community Grant Application Form

Current Question	Proposed Question
What are the expected benefits for the Paraparaumu/Raumati area?	What benefits can you provide to the Paraparaumu/ Raumati area as a result of providing you with this grant?

8 Accountability Report

Current Requirement	Proposed Requirement
What are the benefits to the Paraparaumu/Raumati area as a result of this grant?	Please provide details stating when and how you provided benefits to the Paraparaumu/Raumati area as proposed in your application.

## Financial Considerations

- 9 There are no financial considerations.

## Legal Considerations

- 10 There are no legal considerations.

## Delegation

- 11 The Paraparaumu/Raumati Community Board has delegated authority to consider this issue. Reference Part D.7 of the Governance Structure which reads:

### *Community Grants*

*7.4 The Paraparaumu/Raumati Community Board has authority to approve criteria for the allocation of community-based grant funds as approved through the Annual Plan process or the Long Term Council (LTCCP) process.*

## Consultation

- 12 There is no consultation required at this stage.

## Policy Implications

- 13 If the changes are adopted then an amended Policy for the Paraparaumu/Raumati Community Board Community Grants would be established.

## Publicity Considerations

- 14 The new criteria for the Paraparaumu/Raumati Community Board Community Grants would be included in a press release.

## **RECOMMENDATIONS**

- 15 That the Paraparaumu/Raumati Community Board approves the changes to the Community Grants criteria as per Appendix 2 of Report Fin-11-380 including the application form and accountability report template.

### **Report prepared by:**

Warwick Read

**Group Manager Finance**

Appendix 1: Comparison of Community Board Grants.

Appendix 2: Updated Paraparaumu/Raumati Community Board Community Grants Criteria including application form and accountability report.