

Chairperson and Community Board Members
WAIKANAE COMMUNITY BOARD

10 SEPTEMBER 2013

Meeting Status: **Public**

Purpose of Report: For Decision

CONSIDERATION OF APPLICATIONS FOR FUNDING

PURPOSE OF REPORT

1 Thirteen applications for funding have been received:

Discretionary Grants Fund

- Kapiti Gardening (a branch of NZ Camellia Society Inc)
- Emerald Guards Leisure Marching Team
- Rose Biddiscombe

Waikanae Promotion Fund

- Takiri O Te Ata Kapa Haka Festival 2013 Organising Group, Kapanui Primary School
- Mary Potter Hospice
- Waikanae Beach Action Group

Waikanae Capital Improvement Fund

- Friends of the Waikanae River
- Waikanae Gymnastic Club
- Nga Manu Nature Reserve
- Youth Quest
- MenzShed Kapiti
- Kapiti Coast Rotary Pathways
- Waikanae Montessori Pre-school

SIGNIFICANCE OF DECISION

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

BACKGROUND

3 As at 3 September 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	\$0	\$6,030
Waikanae Promotion Fund	\$33,768	\$4,987.15	\$28,780.85
Waikanae Capital Improvement Grant	\$33,768	\$0	\$33,768

- 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

Kapiti Gardening (a branch of NZ Camellia Society Inc)

- 7 Funding of \$304 is sought to assist with the costs of hiring the Waikanae Memorial Hall for the 2013 Camellia Show on 23 and 24 August 2013.
- 8 This application can be considered under the following criteria:
4. The remission of hall rental for “worthy causes” in line with Council policy that all remissions of hall rentals be accounted for by being funded from approved grants budgets.

Emerald Guards Leisure Marching Team

- 9 Funding of \$500 is sought to assist with the costs of hiring the Paraparaumu College Community Sports Hall for the team’s weekly practice.
- 10 This application can be considered under the following criteria:

4. The remission of hall rental for “worthy causes” in line with Council policy that all remissions of hall rentals be accounted for by being funded from approved grants budgets.

Rose Biddiscombe

- 11 Funding of \$380.20 is sought to assist with the cost of competing at the Taekwon-Do World Championships, in Spain, in October 2013.
- 12 This application can be considered under the following criteria:
 1. Community, cultural or sports purposes, including travel both within New Zealand and overseas.
- 13 Under the criteria for sports/competitions determined by the Waikanae Community Board at its meeting of 30 October 2012, this application would qualify for a maximum grant of \$500.

Applications to the Waikanae Promotion Fund

Takiri O Te Ata Kapa Haka Festival 2013 Organising Committee, Kapanui Primary School

- 14 Funding of \$397.50 is sought to cover the cost of hiring a Scissor Lift at the Kapiti Region’s Takiri O Te Ata Kapa Haka Festival in November 2013.
- 15 This application can be considered under the following criteria:
 2. Contributing to making Waikanae an Active Community; or
 3. Attracting visitors to the area.

Mary Potter Hospice

- 16 Funding of \$500 is sought to assist with the cost of running the Kapiti Strawberry Festival in November 2013.
- 17 This application can be considered under the following criteria:
 3. Attracting visitors to the area.

Waikanae Beach Action Group

- 18 Funding of \$5,000 is sought to assist with the cost of facilitating a workshop to explore options around improving the Waikanae Beach area.
- 19 This application can be considered under the following criteria:
 1. Contributing to making Waikanae a Good Place to Live; or
 2. Contributing to making Waikanae an Active Community; or
 3. Attracting visitors to the area; or
 4. Promoting Waikanae as a visitor destination.

Applications to the Waikanae Capital Improvement Grant

Friends of the Waikanae River

- 20 Funding of \$1,890 is sought to assist with the cost of having a shade house built in the Friends of the Waikanae River's nursery.

Waikanae Gymnastic Club

- 21 Funding of \$5,000 is sought to assist with the cost of purchasing new equipment.

Nga Manu Nature Reserve

- 22 Funding of \$5,000 is sought to assist with the cost of purchasing furniture for the Conservation Education Centre at the Nga Manu Nature Reserve.

Youth Quest

- 23 Funding of \$18,000 is sought to assist with the cost of purchasing a new van for the Youth Quest programme in the Kapiti Coast.

MenzShed Kapiti

- 24 Funding of \$4,800 is sought to assist with the cost of relocating the tractor shed currently at 24 Rangihiroa Street to the Menzshed site.

Kapiti Coast Rotary Pathways Trust

- 25 Funding of \$15,000 is sought to assist with the cost of constructing the Paetawa Road shared pathway.

Waikanae Montessori Pre-school

- 26 Funding of \$5,200 is sought to assist with the cost of replacing one adult toilet with a child-sized toilet, painting the school roof and replacing the top of the school's storage shed.

Financial Considerations

Discretionary Grants Fund

- 27 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.
- 28 The budget for 2013/14 is \$6,030. Therefore the amount available for granting at this meeting is \$1,507.50.
- 29 The total of applications under consideration in this report is \$1,184.20.
- 30 Should all grants for consideration in this report be approved in full, the budget for the remainder of the 2013/14 financial year will be as follows:

Fund	2013/14 Budget Allocation	Total Allocated to Date	Potentially Allocated	Potentially Unallocated
Discretionary Grants Fund	\$6,030	\$0	\$1,184.20	\$4,845.80

Waikanae Promotion Fund

- 31 The total of applications under consideration in this report is \$5,897.50.
- 32 Already allocated in the 2013/14 financial year is \$4,987.15.
- 33 Should all grants for consideration in this report be approved in full, the budget for the remainder of the 2013/14 financial year will be as follows:

Fund	2013/14 Budget Allocation	Total Allocated to Date	Potentially Allocated	Potentially Unallocated
Waikanae Promotion Fund	\$33,768	\$4,987.15	\$5,897.50	\$22,883.35

Waikanae Capital Improvement Grant

- 34 This is the first time that applications to the Waikanae Capital Improvement Grant have been considered during the 2013/14 financial year.
- 35 The budget for the 2013/14 year is \$33,768, less advertising costs of \$411.
- 36 Therefore the net amount available for allocating is \$33,357.
- 37 The total of applications under consideration in this report is \$54,890.

Historical Grants

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

Delegation

- 39 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.

- 40 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

- 41 That the Waikanae Community Board grants Kapiti Gardening (a branch of NZ Camellia Society) a Discretionary Grants Fund of \$..... to assist with the costs of hiring the Waikanae Memorial Hall for the 2013 Camellia Show on 23 and 24 August 2013.
- 42 That the Waikanae Community Board grants Emerald Guards Leisure Marching Team a Discretionary Grants Fund of \$..... to assist with the costs of hiring the Paraparaumu College Community Sports Hall for the team's weekly practice.
- 43 That the Waikanae Community Board grants Rose Biddiscombe a Discretionary Grants Fund of \$..... to assist with the cost of competing at the Taekwon-Do World Championships, in Spain, in October 2013.
- 44 That the Waikanae Community Board grants Takiri O Te Ata Kapa Haka Festival 2013 Organising Committee, Kapanui Primary School, a Waikanae Promotion Fund of \$..... to cover the cost of hiring a Scissor Lift at the Kapiti Region's Takiri O Te Ata Kapa Haka Festival in November 2013.
- 45 That the Waikanae Community Board grants the Mary Potter Hospice a Waikanae Promotion Fund of \$..... to assist with the cost of running the Kapiti Strawberry Festival in November 2013.
- 46 That the Waikanae Community Board grants the Waikanae Beach Action Group a Waikanae Promotion Fund of \$..... to assist with the cost of facilitating a workshop to explore options around improving the Waikanae Beach area.
- 47 That the Waikanae Community Board grants Friends of the Waikanae River a Waikanae Capital Improvement Grant of \$..... to assist with the cost of having a shade house built in the Friends of the Waikanae River's nursery.
- 48 That the Waikanae Community Board grants the Waikanae Gymnastic Club a Waikanae Capital Improvement Grant of \$..... to assist with the cost of purchasing new equipment.
- 49 That the Waikanae Community Board grants the Nga Manu Nature Reserve a Waikanae Capital Improvement Grant of \$..... to assist with the cost of purchasing furniture for the Conservation Education Centre at the Nga Manu Nature Reserve.
- 50 That the Waikanae Community Board grants Youth Quest a Waikanae Capital Improvement Grant of \$..... to assist with the cost of purchasing a new van for the Youth Quest programme in the Kapiti Coast.
- 51 That the Waikanae Community Board grants MenzShed Kapiti a Waikanae Capital Improvement Grant of \$..... to assist with the cost of relocating the tractor shed currently at 24 Rangihiroa Street to the MenzShed site.
- 52 That the Waikanae Community Board grants Kapiti Coast Rotary Pathways Trust a Waikanae Capital Improvement Grant of \$..... to assist with the cost of constructing the Paetawa Road shared pathway.

- 53 That the Waikanae Community Board grants Waikanae Montessori Pre-school a Waikanae Capital Improvement Grant of \$..... to assist with the cost of replacing one adult toilet with a child-sized toilet, painting the school roof and replacing the top of the school's storage shed.

Report prepared by:

Approved for submission by:

Tracey Ferry

Bernie Goedhart

**Executive Secretary
Corporate Services**

**Group Manager
Corporate Services**

ATTACHMENTS:

Criteria

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

Applications

- Kapiti Gardening (a branch of NZ Camellia Society)
- Emerald Guards Leisure Marching Team
- Rose Biddiscombe
- Takiri O Te Ata Kapa Haka Festival 2013 Organising Group, Kapanui Primary School
- Mary Potter Hospice
- Waikanae Beach Action Group
- Friends of the Waikanae River
- Waikanae Gymnastic Club
- Nga Manu Nature Reserve
- Youth Quest
- MenzShed Kapiti
- Kapiti Coast Rotary Pathways
- Waikanae Montessori Pre-school

Accountability Reports

- Jess Hartley
- Mia Dray
- Youth 2U Live
- Anje Glindemann

Historical Grants

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