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**ORDINARY MEETING**

**OF**

**TAWA COMMUNITY BOARD GRANTS SUBCOMITTEE**

**AGENDA**

**Time:** 7.00pm  
**Date:** Thursday, 26 March 2015  
**Venue:** Tawa Community Centre  
5 Cambridge Street  
Tawa  
Wellington

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**MEMBERSHIP**

Graeme Hansen  
Margaret Lucas (Chair)  
Jack Marshall  
Alistair Sutton  
Robert Tredger

**Have your say!**

*You can make a short presentation to the Board at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 803-8334, emailing [public.participation@wcc.govt.nz](mailto:public.participation@wcc.govt.nz) or writing to Democratic Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number and the issue you would like to talk about.*

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## **1 Meeting Conduct**

### **1.1 Apologies**

The Chairperson invites notice from members of apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

### **1.2 Conflict of Interest Declarations**

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

### **1.3 Confirmation of Minutes**

There will be no confirmation of minutes.

### **1.4 Public Participation**

A period of at least 10 minutes shall be set aside near the beginning of Tawa Community Board meetings to enable members of the public to make statements about any matter that may be of importance to the residents of Tawa. The total time set aside for public participation may be extended with the majority agreement of the Board. A member of the public wishing to raise a substantive matter should be invited to present it under deputations.

### **1.5 Deputations**

Unless the meeting determines otherwise, a limit of 10 minutes in total shall be placed on the members of the deputation addressing the meeting. No deputation shall be received by the Board unless an application stating the purpose of the deputation has been received by the Chief Executive and the Chairperson's approval has been obtained.

### **1.6 Items not on the Agenda**

Any item not on the agenda may only be discussed if a motion to discuss the item is passed by a unanimous resolution of the meeting; and:

1. The item is a minor item relating to the general business of the local authority; and
2. The Chairperson explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting but no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting for further discussion; and
3. The Chairperson explains to the meeting why the item is not on the agenda and the reason why discussion of the item cannot be delayed.



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## **2. Reports**

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### **TAWA COMMUNITY GRANTS 2015**

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#### **Purpose**

1. This report provides information on applications to Tawa Community Grants 2014.

#### **Summary**

2. The Council provides grants to assist community groups to undertake projects that meet community needs. Grants are also a mechanism for achieving the Council's objectives and strategic priorities, especially those priorities that rely on community organisations carrying out specific activities.
3. The Tawa Community Grants Fund is designed to provide assistance for local Tawa community projects.

#### **Recommendation**

That the Tawa Community Board Grants Subcommittee:

1. Receive the information and agree to fund applicant organisations as listed in Attachment 2.

#### **Background**

4. The fund provides \$15,000 per annum for projects that meet the criteria for funding (Attachment 1).

#### **Discussion**

5. These funds provide grants to community organisations for projects that meet the criteria for the fund. This 2015 funding round closed at the end of February 2015 and 16 organisations have requested a total of \$25,087. In 2014 there were 24 requests for funding and in 2013, 12 requests.
6. Recommendations (Attachment 2) are based on evidence of need, alignment with the Council's strategic goals, the fund criteria (Attachment 1) and the likely effectiveness of funding the project. Officers also take into account the management of previous funding (through accountability reports).
7. Attachment 2 lists the applicant's organisation name, a brief project description, the total project cost, amount requested and general comments from Council Officers. Also included is the percentage of beneficiaries for the project the applicant has estimated are from Tawa.
8. The original information provided through online application has been made available to members of the committee in a separate book, this includes previous accountability reporting where available.

9. The assessment process may include consultation with; the applicant, persons or organisations referred to in the application and Council officers. Applicants are given two working days where possible to respond to a request for more information.
10. To ensure funds are used appropriately, conditions may be suggested should funding be approved or specific outcomes detailed within funding agreements. Conditions are usually put on grants in cases where applicants need to use funds for a specific aspect of their budget, report back on previous grants or if they are awaiting confirmation of sufficient funds from other sources

**Next Actions**

11. The Subcommittee is asked to consider the applications and decide whether or not it is appropriate to fund the applicants and for what amount.

**Attachments**

- Attachment 1. Tawa Community Grants- Criteria Page 10  
Attachment 2. Tawa Community Grants 2015 Recommendations Page 12

Author	Mark Farrar, Team Leader Funding and Relationships
Authoriser	Greg Orchard, Chief Operating Officer



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## **SUPPORTING INFORMATION**

### **Consultation and Engagement**

The Funding Team sends the full list of applicants and projects for comment to appropriate Council Officers prior to presentation to the Subcommittee. Applicants and persons or organisations referred to in the applications and others may be spoken to for comments where appropriate.

### **Treaty of Waitangi considerations**

Any grants application that could have implications for Maori are referred to WCC Treaty Relations Team for recommendations.

### **Financial implications**

Tawa Community Grants come under project C678 and \$15,000 per annum is available for allocation.

### **Policy and legislative implications**

Tawa Community Grants are allocated to support outcomes from the Social and Recreation strategic area.

### **Risks / legal**

NA

### **Climate Change impact and considerations**

NA

### **Communications Plan**

NA

## Tawa Community Grant criteria

1. The applicant is based in Tawa and the project directly benefits residents in the Tawa Ward.
2. The applicant group must not have excess reserve funds.
3. The preference is for projects to be completed within 12 months.
4. There is a preference for new or expanded activities.
5. Grants will not be made for purposes that the Tawa Community Board considers to be subsidising subscriptions, rent or debt - except in exceptional circumstances.
6. Grants may be made for charitable, educational, welfare, community development, cultural, recreational, sporting, activity development, equipment or training programmes.
7. Preference will be given to grants that help develop economically or socially disadvantaged groups.
8. Applications for individuals representing New Zealand in a recognised sporting, cultural or other approved event may be considered.

Your project will also need to meet the [Social and Recreation Fund](#) Criteria.

### **Social & Recreation Fund Criteria:**

Your project makes a positive contribution to achieving the Council's Strategic Outcomes Towards 2040: Smart Capital strategy

- People Centred City: Contributes to healthy, vibrant, affordable and resilient communities, with a strong sense of identity and 'place' expressed through urban form, openness and accessibility.
- Connected City: Supports a city with easy physical and virtual access to regional, national and global networks.
- Eco-City: Allows the city to proactively respond to environmental challenges and seize opportunities to grow the green economy.
- Dynamic Central City: Supports a central city of creativity, exploration and innovation, helping Wellington to offer the lifestyle, entertainment and amenity of a much bigger city.

Long Term Plan 2012-22 priorities

- An inclusive place where talent wants to live
- A resilient city
- A well managed city
- Annual Plan priorities for the relevant year.

The project is Wellington-based and mainly benefits the people of Wellington (exceptions may be made for projects based elsewhere in the region, but which significantly benefit Wellington City residents).

The applicant is a legally constituted community group or organisation. \*

*\* Note criteria 8 of Tawa Community Grants include provision to support individuals.*

The applicant provides evidence of sound financial management, good employment practice, clear and detailed planning, clear performance measures, and reporting processes.

The applicant outlines how physical accessibility has been built into project development.

The applicant outlines how pricing has been set to ensure access by a wide range of people or by the intended users.

The project should show evidence of community support, collaboration, and building partnerships with other organisations (e.g. social media interest, letters of support from other organisations/leaders).

The applicant must show that the project discernibly improves community wellbeing and adds value to the range of similar types of services in the community.

Māori are often over-represented in many determinants of social deprivation. Outline how the specific needs of Māori have been incorporated into the planning of your project.

Emergent and innovative community projects can be supported through this fund. Applicants that apply under this category will need to demonstrate the transformative nature of the project.

### **Focus Areas**

Build capability and capacity within the community

Priority will be given to projects that:

- Strengthen the local community, address local issues, strengthen and contribute to social wellbeing
- Support volunteers and foster skill development and training for the community.

Promote personal and community safety

Priority will be given to projects that:

- Support community activity that enhances Wellington as an International Safe Community
- Support projects that enhance community safety and/or personal safety.

Physically active communities encouraging health and wellbeing

Priority will be given to projects that:

- Target communities of interest, including youth and seniors.
- Support the strategic planning of sports codes

Youth

Priority will be given to projects that:

- Involve young people in the development and delivery of the project
- Help young people gain a better understanding of community, an increased sense of belonging as active citizens and positive contributors to society
- Promote volunteer opportunities for young people.

Community Preparedness

Priority will be given to projects that:

- Strengthen local neighbourhood connectedness in an ongoing manner
- Increase community resilience and emergency preparedness locally

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**Item 2.1 Attachment 2**

Appl n No	Organisation Name	Project/Event Title	% from Tawa rate paying area	Total Project Cost	Amount requested	Comments	Recommended Amount	Conditions
1	Blind Foundation	Blind Foundation Library Service	100%	\$200,000	\$2,000	Contribution to service used by local members of Blind Foundation	\$1,000	-
2	Hampton Hill School	Hampton Hill Sand Pit	100%	\$1,144	\$1,144	Support for sandpit, on the basis that wider community have access	\$808	-
3	Kiwi Community Assistance Charitable Trust	KCA_Online	60%	\$468	\$468	Tawa based and working with local volunteers who will be accessing internet on site, supports volunteering	\$468	-
4	Rotary Club of Tawa Charitable Trust	Tawa Business Centre Hanging Flower baskets 2014 funding	80%	\$1,500	\$1,500	Contribution to costs of maintaining hanging baskets	\$1,500	-
5	Royal New Zealand Plunket Tawa Linden Branch Inc - Tawa Linden Plunket Toy Library	Tawa Linden Plunket Toy Library Puzzles and T-Shirts	-	\$657	\$657	Support for toys and puzzles, 50% contribution in line previous allocations Council has made to Toy Libraries	\$260	-

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6	Sri Lanka Association of New Zealand (SLANZ) Inc.	Workshop Training in Folk Drama, Music for children and young adults of the Sri Lankan Community in Wellington Region	50%	\$9,856	\$1,000	Support for local arts and performance group	\$1,000	-
7	Tawa Central Kindergarten	Gardening Supplies	65%	\$401	\$351	Support for set up, promote awareness via children of growing veggies.	\$351	-
8	Tawa College	24/7 Worker Tawa College	85%	\$17,538	\$2,000	Contribution to costs of project supporting young people and their connections with community.	\$2,000	Release of funds subject to receipt of accountability for 2014 funding.
9	Tawa Community Light Party	Tawa Community Light Party	85%	\$2,600	\$850	Support for entertainment	\$500	-
10	Tawa Community Patrol Charitable Trust	Patrol Car Operating Expenses	100%	\$2,500	\$1,500	Support for community patrol, improves safety	\$1,500	-
11	Tawa Historical Society Incorporated	Tawa Memorial	100%	\$2,450	\$2,450	Sceme cannot proceed without funding being in place for all costs, can seek support at a later date.	\$0	-

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**Item 2.1 Attachment 2**

12	Tawa-Linden Plunket	Tawa Linden Plunket & Toy Library Rebuild	-	\$134,724	\$5,000	Council would not generally support major capital expenses through community grants	\$0	-
13	Tawa Lynhurst Tennis Club Inc	Tawa-Lyndhurst Community Play Sessions	100%	\$1,080	\$1,080	Lower priority, could be supported through club funds.	\$0	-
14	Tawa Squash Rackets Club Incorporated	Purchase of new stove	60%	\$1,825	\$1,086	Improves widely used community facility	\$1,086	-
15	The Scout Association of New Zealand	Supporting Tawa Scouts	100%	\$84,548	\$2,000	Not directly related to delivery of local support for volunteers through training.	\$0	-
16	Wellington Red Hackle Pipe Band	Wellington Red Hackle Pipe Band	30%	\$2,000	\$2,000	Support for local group	\$1,000	-
		Total:		\$463,294	\$25,087		\$11,473	