
**REPORT OF THE GRANTS SUBCOMMITTEE
MEETING OF MONDAY 27 MAY 2013 - REVIEW OF
THREE YEAR CONTRACTS**

1. Purpose of report

To seek Strategy and Policy Committee's approval for the allocation of three year contract funding contracts assessed by the Grants Subcommittee at its meeting on 27 May 2012. The Grants Subcommittee considered the levels of funding to applicant organisations for three year contracts and the recommendations are attached as Appendix 3.

2. Recommendations

It is recommended that the Strategy and Policy Committee:

1. *Receive the information.*
2. *Approve the allocation of the three year grant funding contracts as attached in Appendix 3.*

3. Background

Grants are included in the Annual Plan to provide an appropriate mechanism for the Council to respond to community groups that are undertaking projects that:

- Meet a need identified by the community.
- Align with council's strategic goals and community outcomes.
- Rely to some extent on participation and engagement by community organisations.

Organisations and projects are funded through contracts and contestable grants pools. The contestable pools provide grants that are discretionary, short term and project based in nature. The Council also enters into three year contracts when it has an interest in ensuring particular activities occur that contribute to Council's strategies or policies. For example, community centres are seen as an important part of community infrastructure and their activities are important in building strong communities. In addition, the Council has an ownership interest in many of the community centres.

The Strategy and Policy Committee agreed to a re-configured grants framework (April 2005) in which organisations whose activities directly contribute to Council's strategic or policy goals would be funded through a *detailed* contractual arrangement with three-yearly reviews of the funding.

Three year funding support is of particular benefit for community organisations working towards building strong communities through strengthening capacity in Wellington's Social, Environmental and Cultural sectors. There are some organisations that are critical to Wellington, contribute to Wellington's sense of place and are part of the city's infrastructure. These are organisations that are sustainable in the long term but need some financial support and some certainty. Examples might include Kaibosh, The Sustainability Trust or Wellington Free Ambulance.

Organisations funded by the Council through three year contracts need to meet the general grants criteria and also show that:

- The organisation is well-established and with some Council funding is sustainable in the long-term.
- The organisation is generally regarded as a feature of Wellington's infrastructure or unique sense of place.
- The Council does not wish to influence its day to day activities but has a strong interest in the outcomes of the organisation.
- A partner relationship is beneficial.

As part of the implementation of the grants framework contracts are fully reviewed every three years.

Community Centres

As part of the 2010 Annual Plan deliberations Council agreed to amend the way funding is allocated to community centres when the 3 yearly contracts are reviewed. The methodology adopted provides a mechanism to consider funding on a more equitable basis compared to historical adhoc allocations.

The agreed formulaic approach is based on a number of factors which include the population in the local suburb, catchment area, number of available spaces for activities and the social deprivation index of the local suburb they serve.

We currently allocate \$602,387 to 16 community managed centres through contract funding and are proposing and increase the funding by \$85,118. This proposed allocation includes a budgeted CPI increase to current centre contracts as well as new operational funding for Nga Hau e Wha O Paparangi Trust and for Vogelhorn Hall which is now managed by Brooklyn Community Association.

General Contracts

Overall there are 50 organisations that are funded through contracts for service with 7 organisations being reviewed as their contracts expire 30 June 2013. Two new organisations are seeking funding through the general contracts (The

Wellington Marine Conservation Trust and the Community Accounts Mentoring Service).

As part of the annual review and accountability process Wellington Free Ambulance indicated it would like to be considered for an increase level of funding for year two and three of their current contract.

This paper makes recommendations as to which organisations should be funded through negotiated agreements for 2013-2016 financial years (Appendix 3)

All contracts are CPI indexed.

4. Discussion

4.1 Allocation of funding

The Grants Subcommittee's recommendations are listed in Appendix 3 which describes the name of the organisation, the previous contracted funding (if any), the level of funding requested and the amount recommended by the Grants Subcommittee.

The recommendations include funding two new organisations (Wellington Marine Conservation Trust and Nga Hau e Wha o Paparangi) through Social contract funding.

4.2 Rationale for decision making

The following principles and criteria have been derived from the framework and its rationale. They have been developed as a guide for the recommendations contained in this paper, officers applied the following rationale in their decision making.

Health Check

The organisations completed a self-assessed health check as part of the application process. Officers ratified this self-assessment by reviewing the supporting documentation provided by the applicants and through asking questions at a meeting with each organisation. Before recommending an organisation for contract funding, officers satisfied themselves that each organisation scored a rating of at least '3' in each assessment area. Officers also looked to see that organisations were addressing any areas that they had identified as weaknesses.

Contract funding criteria

In November 2005, Council reviewed and made changes to the Grants Framework. One of those changes was to establish the provision to fund organisations on the basis of a three-year contract. A number of organisations that the Council had an existing funding relationship with were invited to enter into such a contract. These came into effect from July 2007 and would be reviewed in 2010. Under the Grants Framework, the rationale for funding an organisation on a three-year contract centres on the following two criteria:

- Activities that represent core business of the Council or directly contribute to Council's strategic or policy goals.
- This includes activities that the Council has an interest in influencing

4.3 Application Assessment

Officers assessed whether the each organisation qualified for contract funding using the above criteria along with our general grants criteria (Appendix 1 and 2).

Meeting strategic priorities

In the application form, organisations were asked to specify the activities that they would deliver with Council funding over the period of the three year contract. These activities were assessed against the Council's three-year priorities in its' 2009-19 Long Term Council Community Plan.

Other criteria

In the application form, organisations were asked to demonstrate how they do or will work in partnership with other organisations and the Council, how they evaluate their activities and their commitment to the Treaty of Waitangi.

4.4 Consultation and Engagement

Council grants are promoted widely through a range of promotional mechanisms; all information is available via the Wellington City Council website. Officers maintain good networks, engaging with key providers in the social and cultural sectors.

4.5. Financial considerations

The Cultural Grants come under project C661, Environmental grants under project C652 and Social and Recreational Grants under C678.

5. Conclusion

The Strategy and Policy Committee are asked to approve the decisions of the Grants Subcommittee in the allocation of three year grant funding contracts by Wellington City Council.

Contact; *Councillor Stephanie Cook, Chair of the Grants Subcommittee*

Contact Officer: *Jenny Rains, Community Services Manager*

SUPPORTING INFORMATION

1) Strategic fit / Strategic outcome

Wellington City Council grants and contracts are allocated to support outcomes from the Cultural, Social, Environmental and Economic strategic areas.

2) LTP/Annual Plan reference and long term financial impact

The Cultural Grants come under project C661, Environmental grants under project C652 and Social and Recreational Grants under C678.

3) Treaty of Waitangi considerations

Grant and contract applications that could have implications for Maori are referred to the Treaty Relations Business Unit for recommendations.

4) Decision-making

This is not a significant decision.

5) Consultation

a) General consultation

City Communities have discussed with the appropriate Council officers prior to the presentation at the Subcommittee. Applicants and persons or organisations referred to in the applications and others have been spoken to for comments where appropriate.

b) Consultation with Maori

No external consultation has occurred

6) Legal implications

N/A

7) Consistency with existing policy

Grants are included in the Annual Plan to provide an appropriate mechanism for the Council to respond to community groups that are undertaking projects that; meet a need identified by the community and align with council's strategic goals and community outcomes.

Appendix 1; Grants Criteria

Generic Grants Criteria:

1. Project makes a positive contribution to achieving the Council's Strategic Outcomes and Points of Difference as listed in the Council's current Annual Plan.
2. Project is Wellington based and primarily benefits the people of Wellington (exceptions may be made for projects based elsewhere in the region but which significantly benefit residents of Wellington City).
3. Applicant is a legally constituted community group or organisation, not an individual or individuals.
4. Applicant group provides evidence of (or, if a new group, systems for): sound financial management, good employment practice (where applicable), clear and detailed planning, clear performance measures, demonstrated ability to report back on past funding as appropriate.
5. Projects will not be funded for the same purpose more than once in any financial year.
6. Failure to report adequately on past Council funding can result in a group being considered ineligible for future funding.
7. Project is physically and financially accessible either by a wide range of persons or by the intended users.
8. Project shows evidence of community support, collaboration and building partnerships with other organisations (e.g. letters of support from other organisations/leaders).
9. Applicant must demonstrate that the project expands the capacity, range or level of similar types of services in the community and that there was user input into identifying the need for the project.
10. The principal intent of the project is not for private or commercial pecuniary gain, though it may be that such gains occur as a side effect of the project.
11. Application demonstrates an awareness of the Treaty of Waitangi, in particular when involving Mana whenua and Taura Here.

Appendix 2: Focus Areas

Cultural Grants

The focus areas and associated criteria recognise the importance of sense of place, diversity, partnerships with arts organisations, festival groups and youth participation in arts and cultural activities.

Focus areas	Specific criteria
Grassroots organisations (particularly those with a focus on youth)	<ul style="list-style-type: none"> ▪ Encourage or increases youth participation in the arts ▪ Acknowledge community diversity and civic pride
For specific projects, exhibitions or other groups	<ul style="list-style-type: none"> ▪ Preserve and enhance Wellington's role as arts and cultural capital of New Zealand ▪ Attract visitors to Wellington and has a positive economic benefit for the city ▪ Be a specific project for an exhibition or event
Maori art	Demonstrate an emphasis on traditional or contemporary Maori cultural influences
Significant community festivals and events	<ul style="list-style-type: none"> ▪ Group is based in a geographic community (such as a suburb) or a community of interest (such as an ethnicity) and proposes a festival or event that reflects a community need

Environmental Grants

Focus areas reflect the current priorities which include delivering on the Climate Change Action Plan and promoting opportunities for initiatives that promote the city's natural environment.

Focus areas	Specific criteria
Waste	<ul style="list-style-type: none"> ▪ Encourage composting of organic waste ▪ Facilitate and support recycling, composting and waste reduction
Energy and climate change	<ul style="list-style-type: none"> ▪ Support reduced energy consumption and/or promotion of renewable energy ▪ Encourage change in travel behaviour ▪ Improve energy efficiency and conservation
Biodiversity and stream protection	<ul style="list-style-type: none"> ▪ Restore and protect natural biodiversity ▪ Increase awareness of biodiversity stream protection ▪ Support clean ups that have a direct impact on biodiversity value
Water	Encourage reduced water consumption, Increased water efficiency / resilience

Economic Grants

Focus areas support the development projects of economic benefit to Wellington. The projects must benefit the wider community (local or city wide) not individuals or businesses. Applicants should not be government agencies

Focus areas	Specific criteria
Retain core economic activity	<ul style="list-style-type: none"> ▪ Support local economic development activity and capacity building ▪ Feature strong partnerships with tertiary education institutions ▪ Attract and retain skilled migrants ▪ Strengthen the city's status as a centre of creativity, ideas and innovation
Growth of local emerging business and local economic activity	<ul style="list-style-type: none"> ▪ Promote new ideas, businesses, products or partnerships –including creative/digital, clean technologies, innovative design and tourism

Social Grants

The focus areas recognise the importance of strong, sustainable communities and the need for building capacity in the community

Focus area	Specific criteria
Capability and capacity	<ul style="list-style-type: none"> ▪ Encourage growth of communities and participation in community life ▪ Strengthen the local community, address local issues, strengthen and contribute to social wellbeing ▪ Encourage and support volunteers and foster skill development and training for the community
Safety	<ul style="list-style-type: none"> ▪ Build a safe community and/or environment ▪ Promote personal safety
Physically active	<ul style="list-style-type: none"> ▪ Encourage and support health and wellbeing ▪ Target communities of interest, including youth and seniors
Youth	<ul style="list-style-type: none"> ▪ Involve young people in the development and delivery of the project ▪ Encourage constructive use of leisure time ▪ 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

Appendix 3

Contract Funding Requests 2013-16				
Number	Organisation	Previous Contract Funding 2012/13	Amount Requested 2013/14	Amount Recommended by Grants Subcommittee
Community Centres				
1	Aro Valley Community Council Inc	\$41,801	\$48,000	\$42,553.12
2	Brooklyn Community Association			
	Brooklyn Community Association	\$39,387	\$65,000	\$40,096.10
	Vogelmorn Hall	NEW		\$30,113.00
3	Brooklyn Community Resource Centre	\$25,989	\$26,613	\$26,456.92
4	Hataitai Childcare Collective and Community House Inc	\$37,888	\$38,797	\$38,569.98
5	Johnsonville Community Centre	\$46,080	\$47,186	\$46,909.44
6	Karori Community Centre Inc	\$46,080	\$66,546	\$46,909.44
7	Khandallah Cornerstone Resource Centre Trust Board	\$36,433	\$37,307	\$37,088.69
8	Kilbirnie/Lyall Bay Community Centre Incorporated	\$46,080	\$47,186	\$46,909.44
9	New Crossways Community Trust	\$37,179	\$38,072	\$37,848.62
10	Newtown Community & Cultural Centre			
	Newtown Community & Cultural Centre	\$46,080	\$47,186	\$46,909.44
	Newtown Playground Hall	\$31,000	\$31,744	\$31,558.00
11	Northland Memorial Community Centre Inc	\$32,636	\$41,350	\$37,089.00
12	Strathmore Park Community Base Inc	\$46,080	\$47,186	\$46,909.44
13	Thistle Hall Community Trust	\$46,080	\$47,186	\$46,909.44
General Contracts				
14	Age Concern Wellington Inc	\$10,240	\$30,000	\$25,000.00
15	Creative Capital Arts Trust	\$87,040	\$150,000	\$100,000.00
16	English Language Partners Wellington	\$12,288	\$16,000	\$16,000.00
17	Katherine Mansfield Birthplace Society	\$69,632	\$90,000	\$70,885.38
18	Mokai Kainga Maori Centre	\$43,520	\$78,000	\$44,303.36
19	Newtown Residents Association Inc	\$40,960	\$61,000	\$61,000.00
20	Wellington Free Ambulance Service Trust	\$65,000	\$89,700	\$89,700.00
New requests				
21	Community Accounts Mentoring Service Trust		\$30,000	\$0.00
22	Nga Hau e Wha o Papararangi	NEW	\$40,539	\$40,316.00
23	Wellington Marine Conservation Trust	NEW	\$50,000	\$45,000.00