
ORDINARY MEETING

OF

TAWA COMMUNITY BOARD GRANTS SUBCOMMITTEE

AGENDA

Time: 7:00pm
Date: Thursday, 4 April 2019
Venue: Tawa Community Centre
38 Duncan Street
Tawa College
Tawa
Wellington

MEMBERSHIP

Jill Day
Liz Langham
Richard Herbert
Margaret Lucas (Chair)
Jack Marshall
Robyn Parkinson

Have your say!

You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 04-803-8334, emailing public.participation@wcc.govt.nz or writing to Democracy Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number, and the issue you would like to talk about.

TABLE OF CONTENTS
4 APRIL 2019

Business	Page No.
1. Meeting Conduct	5
1.1 Karakia	5
1.2 Apologies	5
1.3 Conflict of Interest Declarations	5
1.4 Confirmation of Minutes	5
1.5 Public Participation	5
1.6 Items not on the Agenda	5
2. Reports	7
2.1 Tawa Community Grants February 2019	7

1. Meeting Conduct

1.1 Karakia

A karakia will be read to open the meeting.

1.2 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.

1.3 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.

1.4 Confirmation of Minutes

The minutes of the meeting held on 6 April 2017 will be put to the Tawa Community Board Grants Subcommittee for confirmation.

The minutes of the meeting held on 5 April 2018 will be put to the Tawa Community Board Grants Subcommittee for confirmation.

1.5 Public Participation

A maximum of 60 minutes is set aside for public participation at the commencement of any meeting of the Council or committee that is open to the public. Under Standing Order 3.23.3 a written, oral or electronic application to address the meeting setting forth the subject, is required to be lodged with the Chief Executive by 12.00 noon of the working day prior to the meeting concerned, and subsequently approved by the Chairperson.

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.

2. Reports

TAWA COMMUNITY GRANTS FEBRUARY 2019

Purpose

1. This report asks the Tawa Community Board Grants Subcommittee to allocate funding via the Tawa Community Grants Fund.

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 provides assistance for local Tawa community projects.

Recommendation/s

That the Tawa Community Board Grants Subcommittee:

1. Receives the information.
2. Agrees to fund applicant organisations as listed below.

#	Organisation	Project	% from Tawa area	Total Project Cost	Amount requested	Comments	Recc
1	English Language Partners New Zealand Trust	Tawa English Language Classes	95	\$5,482	\$2,628	Support for continuation of regular classes for adult refugees and migrants in Tawa area.	\$500
2	Hampton Hill School	Mahinga kai garden - water tank	100	\$878	\$878	Support the purchase of a water tank for garden-collecting rainwater for educational purposes.	\$400

TAWA COMMUNITY BOARD GRANTS SUBCOMMITTEE

4 APRIL 2019

3	Linden Primary School	Improved Pedestrian Access into Linden School	90	\$5,560	\$2,700	Contribution to stage one of project to improve pedestrian access for students and users of the Fit Trial.	\$1,250
4	Sri Lanka Dance Academy Incorporated	Sri Lankan Dance Academy - Purchase microphones	7	\$823	\$798	Contribution to costs of equipment for community group.	\$250
5	St Francis Xavier School Parents & Friends Committee	St Francis Xavier School Netball Hoops	100	\$840	\$800	Contribution to the cost of replacement netball hoops	\$400
6	Tawa College	Northern Regional Polyfest	65	\$27,355	\$1,600	Contribution to hosting costs for Tawa young people participating in Polyfest	\$800
7	Tawa Community Light Party	Tawa Community Light Party	85	\$2,650	\$850	Contribution to venue hire and hosting costs for community event.	\$850
8	Tawa Community Patrol Charitable Trust	Patrol Car Operating Expenses	100	\$4,000	\$4,000	Operational support for active local volunteer run community patrol	\$3,500
9	Tawa Historical Society Incorporated	Cost of Design and Layout of two books	90	\$6,400	\$3,000	Contribution to the publication of two books relating to Tawa's history	\$1,000
10	Tawa Progressive & Ratepayers Association Inc.	Spring into Tawa Festival	70	\$26,499	\$2,000	Contribution to Spring Into Tawa festival	\$2,000

**TAWA COMMUNITY BOARD GRANTS
SUBCOMMITTEE
4 APRIL 2019**

11	Tawa Services Bowling Club (inc)	Digitisation of records		\$385	\$385	Contribution to costs of digitising of historic photographs	\$200
12	Tawa Swimming Club	Swim Equipment	91	\$1,356	\$1,356	Support for equipment for swimming club	\$250
13	Tawa Toastmasters	Employment workshop	80	\$130	\$130	Contribution to employment workshop	\$100
14	Tawa Volunteer Fire Brigade	Tawa Volunteer Fire Brigade 75th Jubilee Commemorative Book	100	\$2,038	\$2,038	Contribution to costs of commemorative project celebrating local volunteers	\$1,000
15	Tawa Youth and Families Trust Board	24-7 Youth Workers at Tawa College	90	\$29,500	\$3,000	Contribution to youth work programme addressing issues that impact on the community	\$2,500

Total \$15,000

Background

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

Discussion

5. These funds provide grants to community organisations for projects that meet the criteria for the fund. This 2017/18 funding round closed on 28 February 2019 and 15 organisations have requested a total of \$26,163. The fund is promoted through Council channels, via local organisations, community newspapers and via the Tawa Community Board.
6. Recommendations (above) list the applicant's organisation name, a brief project title, the total project cost, amount requested and general comments from Council Officers.

TAWA COMMUNITY BOARD GRANTS SUBCOMMITTEE

4 APRIL 2019

Also included is the percentage of beneficiaries for the project the applicant has estimated it will be from the Tawa area.

7. To be eligible, applicants must; show their project benefits residents of Tawa and not have excess unallocated reserve funds. Preference will be given to projects that will be completed within 12 months.
8. Criteria
 - The project benefits the residents of Tawa.
 - Grants may be made for charitable, educational, welfare, community development, cultural, recreational, sporting, activity development, equipment or training programmes.
 - Preference may be given to grants that help develop and support those who are economically or socially disadvantaged.
 - Grants will not be made for purposes that the Tawa Community Board considers to be subsidising subscriptions, rent or debt - except in exceptional circumstances.
 - The applicant is a legally constituted community group or organisation.
 - The applicant group must not have excess unallocated reserve funds.
9. The recommendations are based on evidence of need, alignment with the Council's strategic goals, the criteria, community wide benefit and the likely effectiveness of funding the project. Officers also take into account the management of previous funding (through accountability reports).
10. The original information provided through online applications has been made available to members of the Tawa Community Board Grants sub-committee.
11. To ensure funds are used appropriately, conditions may be suggested should funding be approved. This is usually in cases where applicants need to use funds for a specific aspect of their budget, to confirm with Council where activity might take place or if the group have not provided reporting on previous grants.

Options

12. The Sub-committee is asked to consider the applications and decide whether or not it is appropriate to fund the applicants and for what amount.

Attachments

Nil

Author	Mark Farrar, Team Leader Funding and Relationships
Authoriser	Jenny Rains, Community Services Manager Stephen McArthur, Manager Community Networks Barbara McKerrow, Chief Operating Officer

SUPPORTING INFORMATION

Engagement and Consultation

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 Tira Poutama Team for comments

Financial implications

Tawa Community Grants come under project 157/1124

Policy and legislative implications

NA

Risks / legal

NA

Climate Change impact and considerations

NA

Communications Plan

NA

Health and Safety Impact considered

Organisations funded through grants are responsible for managing Health and Safety relating to

the specific projects and initiatives.