
REPORT 1
(1215/52/03/IM)

WELLINGTON CITY COUNCIL GENERAL GRANTS

1. Purpose of Report

This report;

1. Provides recommendations for the distribution of the Council's General Grants pools
2. Provides recommendations for the distribution of the the School Pools Partnership Fund
3. Provides recommendations for changes in funding Residents and Progressive Associations

2. Recommendations

Officers recommend that the Subcommittee:

1. *Receive the information.*
2. *Agree to fund the applicants as listed in Appendix Two.*
3. *Agree to changes in funding for Residents and Progressive Associations.*

3. Background

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. The general grants scheme provides funding for projects from community organisations that meet general and specific criteria (Appendix one).

4. Discussion

This is the third and final grant round for the 2010-2011 financial year. The annual amount in each pool is:

- o \$318,014 for the Cultural Pool

- o \$50,000 for the Economic pool
- o \$80,000 for the Environmental Pool
- o \$371,518 for the Social Pool
- o \$500,000 for the School Pool Partnership Fund.

Table One

Allocations- October 2010 round

Table one shows the total funds available in 2010/11 for the four pools as well as the amount available for allocation in this round.

Pool	Available for allocation 2010-11	Available for allocation March 2011
Cultural	\$318,014	\$90,014
Economic	\$50,000	\$38,134
Environmental	\$80,000	\$41,129
Social	\$371,518	\$122,276
School Pools Partnership Fund	\$500,000	\$500,000

There continues to be a high number of applications in the four pools. There were 109 applications in this round (across all four pools) which closed on 31 March 2011, compared to 135 applications in the October 2010 round. We also continue to see pressure on the social pool, with 51 applications received within the social pool, requesting a total of \$555,039.

The School Pools Partnership Fund aims to improve access to and uptake of learn-to-swim, aquatic education, sport and enjoyment by increasing the total available pool capacity and aquatic programme opportunities throughout the city. Seven applications have been received for this 2010/11 round which closed on 31 March 2011. Applicants are requesting a total of \$1,390,815.

The current recommended allocations within the general pools (defined by focus areas) are expressed as a percentage of the total application. (Table Two).

The grant pools continue to show some variance from the target percentages. These focus area percentages are intended as a guide and do allow for flexibility to respond to emerging issues however the discrepancies reflect the profile of applications and are driven by demand. Officers recommend that these focus areas are reviewed during the new triennium.

Table Two shows some ongoing patterns of differences between the recommended target (%) for each focus area (c) and previous (d) and current recommendations (e).

Table Two

(a) Pool	(b) Focus Area	(c) Target	(d) October 2010	(e) March 2011
Cultural	Maori art	12%	15%	15%
	Grassroots organisations (particularly those with a focus on youth)	30%	13%	13%
	For specific projects, exhibitions or other groups	13%	32%	54%
	Significant community festivals and events	45%	41%	41%
Economic	Initiatives that may benefit Wellington economically including feasibility studies and/or preliminary research around a concept. Contribute to sense of place.	100%	100%	100%
Environmental	Promotion of water and energy efficiency and conservation, energy security and the use of renewable energy resources	25%	58%	0%
	Improved stream protection	25%	1%	48%
	Strengthened partnerships with stakeholders and to increase community projects that support participation and environmental education	50%	15%	52%
	Biodiversity and Waste minimisation	0%	13%	0%
Social	Capacity and capability building by community organisations	60%	53%	71%
	Programmes that support youth	13%	15%	22%
	Promoting participation in sports and recreation	13%	13%	2%
	Safety programmes	13%	18%	5%

4.1 Application Assessment

Officer's recommendations (Appendix two) are based on evidence of need, alignment with the Council's strategic goals, the grants criteria (Appendix one) and effectiveness of funding these projects.

Officers also take into account, management of previous funding (through reports) and information from City Communities, City Arts, Treaty Relations, Recreation Wellington, Strategy and Policy, City Events, Rugby World Cup and other business units.

The assessment process can include consultation with all or some of the following; the applicant, persons or organisations referred to in the application, Council Officers, and persons operating or knowledgeable about similar services to that of the applicant. Applicants are given ten working days where possible to respond to a request for more information, so some recommendations may be subject to change depending on responses received after this report has been written.

The original information provided by applicants has been forwarded to Subcommittee members in a separate book. In general, applicants have been grouped into the pool they have chosen on their application form. Some applications show a strategic fit to more than one pool. Flexibility will be required in deciding which pool to fund from as a number of applications clearly fit the strategic aims of more than one pool.

The recommendation sheet (Appendix two) gives each applicant's organisation name, which funding pool they have applied to, a brief project description, the total project cost, amount requested and general comments from the Grants Team

Tags to ensure funds are used appropriately may be suggested in certain circumstances should funding be approved. This is usually in cases where applicants need to use funds for a specific aspect of their budget or they are awaiting confirmation of sufficient funds from other sources to proceed.

The level of funding recommended takes into account:

- the amount needed for the activity to proceed
- an amount in line with past precedents
- an amount in line with suggested funding alternatives
- an amount that reflects the level of fit with general and strategic criteria

If members of the Subcommittee require more information on applications prior to the grants meeting, they can contact the Grants Team, who will do their best to get this ready in time for the meeting.

The Grants Team collects statistical information to provide an overview of spending after the allocations have been made, to help give an indication of the type of projects most funded and the age groups that receive most benefit.

4.2 Funding for Residents and Progressive Associations

In the past Council has committed grants of \$250 for Residents and Progressive Associations to support participation in civic decision making by residents and to assist in addressing barriers to participation. Most associations find the \$250 grant does little in assisting with organisational support and many find the grant application process too complicated.

Council officers have worked with the groups to simplify the grant application process and recommend increasing the level of funding for Residents and Progressive Associations to a maximum of \$1,500 per year. To further simplify the process it is recommended that decisions on these annual grants to Residents and Progressive Associations be devolved to Officers.

5. Conclusion

The Subcommittee is asked to consider the applications received for the General Grants Pool and School Pools Partnership Fund and decide whether or not it is appropriate to fund the applicants, and at what level.

Contact Officer: *Mark Farrar, Senior Advisor and Grants Team Leader*

Supporting Information

1) Strategic Fit / Strategic Outcome

WCC General grants are allocated to support outcomes from the Cultural, Social, Economic and Environmental strategic areas.

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

The Cultural grants come under project C661, the Environmental grants under project C652, the Social & Recreational grants under C678 and the Economic grants under project C647.

3) Treaty of Waitangi considerations

Any grants application that could have implications for Maori are referred to WCC Treaty Relations Office for recommendations. The Treaty Relations Office is sent the full list of applicants and projects for comments.

4) Decision-Making

This is not a significant decision.

5) Consultation

a) General Consultation

The Grants 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.

b) Consultation with Maori

The WCC Treaty Relations Office is sent the full list of applicants and projects for comment prior to presentation to committee.

6) Legal Implications

N/A

7) Consistency with existing policy

The grant pools have been created to assist community initiatives in line with Council strategy.

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.

Specific criteria relating to Cultural Grants:

All projects must be community based and aimed at attracting or involving a minimum of 1,000 people and meet at least one of the following:

- Project encourages or increases youth participation in the arts
- Project preserves and enhances Wellington's role as Arts and Cultural Capital of New Zealand
- Project acknowledges community diversity and civic pride
- Project attracts visitors to Wellington and has a positive economic benefit for the city
- Project is a specific project for an exhibition or event
- Project demonstrates an emphasis on traditional or contemporary Maori cultural influences
- Applicant 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

Specific criteria relating to Economic Grants:

- Projects should benefit the wider community rather than individuals or particular sectors
- Applicants should not be government agencies or limited liability companies

Specific criteria relating to Environmental Grants:

- Project has positive impacts upon Council's Strategic Outcomes in relation to the environment (e.g. bio-diversity, eco-systems, landscape and natural heritage, waste minimisation, water conservation, fuel use/alternative transportation, eco-design etc.)
- Project enhances, restores or protects the environment within Wellington City.
- Project promotes environmental sustainability or understanding of environmental values.

Specific criteria relating to Social grants:*Building Capability & Capacity:*

- Project encourages growth of communities and participation in community life.
- Preference for projects that assist the development of economically or socially disadvantaged groups in the community.

Sport and Recreation:

- Priority will be given to:
 - Programmes targeting youth – 13 to 20 year age group
 - Spending that supports active participation by youth by providing essential items for the activity
 - Projects that encourage volunteer involvement to support active participation by youth
 - Projects that historically would have been eligible for Hillary Commission funding and have unsuccessfully sought funding from other sources

Safety:

- Projects that lead to a safer community environment.
- Projects that promote personal safety.
- Projects that help reduce crime in Wellington.

Youth:

- Programme targets youth in the 10-25 year age group.
- Programme emphasises youth involvement in planning, and learning to make constructive use of leisure time.
- Programme is unable to get sufficient funding from other sources.
- Project is aimed at keeping youth/rangatahi safe.
- Project encourages youth/rangatahi to develop their full potential as individuals and members of the community.
- Project encourages youth/rangatahi to participate in community networks and/or in the decision making and development of their city.

Specific criteria relating to Residents Associations:

- The applicant organisation is registered with the Wellington City Council as a Residents Association.
- The applicant organisation has a committee.
- The applicant organisation has an active membership of 10 or more, excluding the committee and the membership list is available for public inspection.
- The applicant organisation meets at least twice a year and keeps minutes of such meetings.
- The applicant organisation keeps accurate and detailed accounts.
- The applicant organisation agrees to make their accounts and minutes available to the Wellington City Council on request.

Specific criteria relating to the School Pools Partnership Fund

- (a) The Pools Partnership Fund aims to improve access to and uptake of learn-to-swim, aquatic education, aquatic sport and casual aquatic enjoyment by the local communities of Wellington City by increasing the total available pool capacity and aquatic programme opportunities throughout the city.
- (b) The project must demonstrate how it helps resolve current and forecast demand for learn-to-swim and aquatic education within Wellington City boundaries.
- (c) The project must be strategically located to both facilitate easy access for participant schools, (a 15-20 minute walk time from neighbouring schools is appropriate) and ensure that appropriate catchments are created across the city.
- (d) The applicant must facilitate use of the pool facility by other schools during the school day.
- (e) The applicant must make the pool facility available for wider community use outside of the school day/term. *
- (f) The project must have written support from the School Board of Trustees and school management.
- (g) Any trust or management arrangement for the project must be legally constituted and have adequate skills in planning, governance and management.
- (h) The project must have a Formal Use and Licence to Occupy Agreement in place with the Ministry of Education.
- (i) The project must have an appropriate business and asset management plan in place which ensures that no additional operational or capital funding will be sought from Wellington City Council.
- (j) Projects will only be able to be funded once through the Pools Partnership Fund.
- (k) The applicant must agree to provide an annual report to Wellington City Council about the pool's operation, maintenance, and achievements. This report will need to be provided throughout the indicated life of the asset, as defined prior to construction, and will include statements on schools programmes, community access, and operation of the asset.

* Consider that wider community use referred to in (e) above includes:

Use by groups, clubs and associations separate from the school, trust, or management arrangement of the facility which are based within Wellington City (Tawa but not the Hutt Valley or Porirua) and whose membership is made up of predominantly Wellington City residents.

Appendix 2: Recommendations

