



# *Hastings District Council*

Civic Administration Building  
Lyndon Road East, Hastings

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## OPEN A G E N D A

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### CIVIC AND ADMINISTRATION SUBCOMMITTEE MEETING

Meeting Date: **Tuesday, 16 June 2020**

Time: **1.00pm**

Venue: **Council Chamber  
Ground Floor  
Civic Administration Building  
Lyndon Road East  
Hastings**

<b>Committee Members</b>	Councillor Dixon (Chair); Councillors Harvey, Lawson, Nixon (Deputy Chair), O'Keefe, Schollum, Travers and Watkins Ms T Eden (Heretaunga Takoto Noa Māori Standing Committee appointee) Transportation Manager, Mr J Pannu AND Environmental Consents Manager, Mr M Arnold – for Item 4 Chief Executive – for Item 5  Mayor Hazlehurst (ex-officio)  <i>Quorum=3</i>
<b>Officer Responsible</b>	General Counsel – Mr S Smith
<b>Democracy &amp; Governance Advisor</b>	Mrs C Hilton (Extn 5633)

# Civic and Administration Subcommittee – Terms of Reference

A Subcommittee of the Operations and Monitoring Committee.

## Fields of Activity

The Civic and Administration Subcommittee is responsible for making delegated decisions and advising the Operations and Monitoring Committee by;

- Assisting Council in the allocation of Community Grants by;
  - Reviewing applications for Community Grants.
  - Setting appropriate performance measures to assist in the measurement of delivery of activities funded from Grants.
  - Allocation of grant funding within the budget allocation.
- Assisting Council in its general overview of procurement and tender activity by accepting tenders which exceed the Chief Executive's delegated authority to approve, for projects previously approved by Council or a Standing Committee within the delegated authority.
- Assisting Council by reviewing and considering submissions and deciding applications for temporary closure of roads.
- Recommending to Council the appointment of trustees to Te Mata Park Trust Board.
- Recommending to Council the appointment of directors to Hastings District Holdings Limited.
- Recommending to Council the appointment of List Members to the District Licencing Committee.
- Assisting Council by reviewing, considering nominations and recommending recipients of Civic Awards.

## Membership

- 8 Councillors.
- 1 Heretaunga Takoto Noa: Māori Standing Committee Member appointed by Council.
- Group Manager Planning and Regulatory Services to be a member only when the Subcommittee is recommending the appointment of List Members to The Hastings District Licencing Committee.
- The Chief Executive to be a member only when the Committee is making a decision on tendering and procurement matters.
- The Group Manager: Asset Management to be a member only when the Subcommittee is making a decision on tendering and procurement matters.
- The Transportation Manager to be a member only when the Committee is making a decision on applications for temporary closure of roads.
- The Environmental Consents Manager to be a member only when the Committee is making a decision on applications for temporary closure of roads.
- The Chair of the Te Mata Park Trust Board to be a member only when the Committee is making a decision on appointments to the Te Mata Park Trust Board.
- The Chief Financial Officer to be a member only when the Committee is making a decision on appointments to the boards of any Council Controlled Organisations.
- Chair appointed by Council.
- Deputy Chair appointed by Council.

## **Quorum – a minimum of 3 members**

### **Delegated Powers**

- 1) Authority to exercise all Council's powers, functions and authorities (except where prohibited by law or otherwise delegated) in relation to the allocation of grant funding within the budget allocation.
- 2) Authority to accept tenders for individual projects previously approved by the Council or a Standing Committee of the Council up to a value of \$10,000,000.
- 3) Responsibility to provide oversight and direction on tendering processes in general and/or specific issues relating to a particular project.
- 4) All the Council's powers and functions in respect to temporary prohibition of traffic under Section 342(1)(b) and clause 11(e) of Schedule 10 of the Local Government Act 1974.
- 5) Recommend to Council the appointment of Trustees to Te Mata Park Trust Board in accordance with the policy on Appointment of Trustees for Te Mata Park Trust Board, and the provisions of section 57 of the Local Government Act 2002.
- 6) Recommend to Council the appointment of director positions for Hastings District Holdings Limited in accordance with the Council's Policy on Appointment and Remuneration of Directors for Council Organisations.
- 7) Recommend to Council the recipients of Civic Awards.
- 8) Recommend to Council the appointment of List Members to the Hastings District Licensing Committee in accordance with the policy on the appointment of members for the District Licensing Committee, and the provisions of Sections 192 – 194 of the Sale and Supply of Alcohol Act 2012.



**HASTINGS DISTRICT COUNCIL**  
**CIVIC AND ADMINISTRATION SUBCOMMITTEE MEETING**  
**TUESDAY, 16 JUNE 2020**

**VENUE:** Council Chamber  
Ground Floor  
Civic Administration Building  
Lyndon Road East  
Hastings

**TIME:** 1.00pm

**A G E N D A**

**1. Apologies**

At the close of the agenda no apologies had been received.

At the close of the agenda no requests for leave of absence had been received.

**2. Conflict of Interest**

Members need to be vigilant to stand aside from decision-making when a conflict arises between their role as a Member of the Council and any private or other external interest they might have. This note is provided as a reminder to Members to scan the agenda and assess their own private interests and identify where they may have a pecuniary or other conflict of interest, or where there may be perceptions of conflict of interest.

If a Member feels they do have a conflict of interest, they should publicly declare that at the start of the relevant item of business and withdraw from participating in the meeting. If a Member thinks they may have a conflict of interest, they can seek advice from the General Counsel or the Democratic Support Manager (preferably before the meeting).

It is noted that while Members can seek advice and discuss these matters, the final decision as to whether a conflict exists rests with the member.

**3. Confirmation of Minutes**

Minutes of the Civic and Administration Subcommittee Meeting held Wednesday 27 May 2020.  
(Previously circulated)

**4. Temporary Road Closures - Targa Rally on 3 - 5 July 2020**

<b>5.</b>	<b>Covid Response - Contract extensions</b>	<b>37</b>
<b>6.</b>	<b>Rapid Response Fund, Change of Scope</b>	<b>41</b>
<b>7.</b>	<b>Additional Business Items</b>	
<b>8.</b>	<b>Extraordinary Business Items</b>	
<b>9.</b>	<b>Recommendation to Exclude the Public from Item 10</b>	<b>67</b>
<b>10.</b>	<b>Grant Applications</b>	

**REPORT TO:** CIVIC AND ADMINISTRATION SUBCOMMITTEE

**MEETING DATE:** TUESDAY 16 JUNE 2020

**FROM:** TRANSPORTATION OFFICER  
LYNN BURDEN

**SUBJECT:** TEMPORARY ROAD CLOSURES - TARGA RALLY ON 3 - 5 JULY 2020

## **1.0 EXECUTIVE SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA**

- 1.1 The purpose of this report is to obtain a decision from the Civic and Administration Subcommittee in regard to the following temporary road closures as requested below. These requests arise from the need to inform and gain Hastings District Council ("the Council") approval in order to comply with the legal process to temporarily close the roads listed below:

- **Ultimate Rally Group (URG) Targa Rally: 3 – 5 July 2020**

The temporary road closures (listed below) are to hold the annual Targa Rally. This event was held successfully in 2019.

**Friday, 3 July 12:00noon – Sunday, 5 July 7:00pm**

Te Aute Road from Porter Drive to the central roundabout

**Saturday, 4 July - 7:00am - 11:30am**

Ohiti Road 300m from the intersection with Taihape Road to the intersection with Matapiro Road

Matapiro Road from the intersection with Ohiti Road to the intersection with Crownthorpe Settlement Road

Crownthorpe Settlement Road from the intersection with Matapiro Road to the intersection with Crownthorpe Road

Crownthorpe Road from the intersection with Crownthorpe Settlement Road to the intersection with Matapiro Road

**Saturday, 4 July – 7:40am – 12:10pm**

Matapiro Road from the intersection with Crownthorpe Road to the intersection with Otamauri Road

Otamauri Road from the intersection with Matapiro Road to 200m from the intersection with Taihape Road

**Saturday, 4 July – 9:10am – 1:40pm**

Hedgeley Road 200m from the intersection with SH5 to the intersection with Seafield Road

Seafield Road from the intersection with Hedgeley Road to the intersection with Puketitiri Road

Puketitiri Road from the intersection with Seafield Road to the intersection with Glengarry Road  
 Glengarry Road from the intersection with Puketitiri Road to 300m from the intersection with SH5

**Saturday, 4 July – 11:55am – 4:25pm**

Whakapirau Road 200m from the intersection with SH50 to the intersection with Raukawa Road  
 Raukawa Road from the intersection with Whakapirau Road to the intersection with Te Onepu Road  
 Argyll Road from the intersection with Te Onepu Road to the Central Hawke's Bay District boundary

**Sunday, 5 July – 7:30am – 12:05pm**

Okaihau Road 3.5km from the intersection with Waimarama Road (at the end of the gravel) to the intersection with Maraetotara Road  
 Maraetotara Road from the intersection with Okaihau Road to 300m from the intersection with Waimarama Road

**Sunday, 5 July – 8:10am – 12:40pm**

Kahuranaki Road 4km south of the intersection with Rochfort Road to the Central Hawke's Bay District boundary

**Sunday, 5 July – 2:00pm – 6:30pm**

Middle Road from Te Aute Trust Road to 300m from the intersection with Endsleigh Road (southern end)

- 1.2 This report contributes to the purpose of local government by primarily promoting the cultural and social wellbeing and specifically to the Council's strategic objectives by promoting the appealing visitor destination and wellbeing of communities in the present and for the future.
- 1.3 Given that there are no submissions in opposition to the closures and that subject to the recommended conditions the activity can proceed and be undertaken in a safe and controlled environment, the risks associated with these closures can then be minimised and safely managed to Council's satisfaction.



## 2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Civic and Administration Subcommittee receives the report titled Temporary Road Closures - Targa Rally on 3 - 5 July 2020.
- B) The Ultimate Rally Group – Targa Rally

**Friday, 3 July 12:00noon – Sunday, 5 July 7:00pm**  
**Te Aute Road from Porter Drive to the central roundabout**

**Saturday, 4 July - 7:00am - 11:30am**  
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- C) The Civic and Administration Subcommittee approve the above temporary road closures subject to the following conditions to be complied with to the satisfaction of the Group Manager: Asset Management:**
- i. These events are conducted in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).**
  - ii. The Traffic Management Plans including provision for appropriate signage are approved by the Traffic Management Coordinator acting under delegated authority.**
  - iii. The Traffic Management Plans must be complied with including any specific conditions.**
  - iv. Copies of the relevant liability insurance policies are received.**
  - v. That the cost of all advertising is met by the event organisers.**
  - vi. Emergency Services are contacted regarding the holding of these events with details of the dates, locations and time frames.**
  - vii. As per the Traffic Management Plan provisions - all emergency services will be accommodated and access provided through the sites as required.**
  - viii. The applicant is responsible under the Health and Safety at Work Act 2015 for all health and safety risks associated with this activity and must take reasonably practicable steps to ensure the safety of all persons during these temporary road closures.**

- ix. The applicant has in place at all times, appropriate Health and Safety measures (to prevent harm to any persons), including (but not limited to) any measures provided for in the submitted Health and Safety Plans including any conditions attached.**
- x. The Ultimate Rally Group event shall be conducted in accordance with the requirements of the Motorsport New Zealand Motor Sport Manual, National Sporting Code and Appendices.**

### 3.0 BACKGROUND – *TE HOROPAKI*

- 3.1 This report covers the application by the Ultimate Rally Group who have applied to temporarily close roads so that a sporting event can be held. The preferred option is to allow the closure of the above roads so that the above listed event can be undertaken.
- 3.2 The temporary road closures will be managed in accordance with the New Zealand Transport Agency Code of Practice Temporary Traffic Management (CoPTTM).
- 3.3 A detailed Traffic Management Plan is to be submitted to the Hastings District Council and the plan will be approved for implementation, subject to the temporary road closure application being approved.
- 3.4 The temporary road closure checklist (**Attachment 1**) details the necessary items that the organisers need to submit as part of their application for the above proposed road closures.
- 3.5 GIS maps showing the area of the temporary road closures are also attached as part of **Attachment 1: (URG)** Te Aute Road, Ohiti Road, Matapiro Road, Crownthorpe Settlement Road, Crownthorpe Road, Otamauri Road, Hedgeley Road, Seafeld Road, Puketitiri Road, Glengarry Road, Whakapirau Road, Raukawa Road, Argyll Road, Okaihau Road, Maraetotara Road, Kahuranaki Road and Middle Road.
- 3.6 At the time of writing this report there were no planned road works that will affect or impact the above temporary road closures.

### 4.0 DISCUSSION - *TE MATAPAKITANGA*

- 4.1 The above event is being undertaken by the following organisation:
- 4.2 **URG - Te Aute Road, Ohiti Road, Matapiro Road, Crownthorpe Settlement Road, Crownthorpe Road, Otamauri Road, Hedgeley Road, Seafeld Road, Puketitiri Road, Glengarry Road, Whakapirau Road, Raukawa Road, Argyll Road, Okaihau Road, Maraetotara Road, Kahuranaki Road and Middle Road.** This will be the first temporary road closure of the above roads this calendar year.
- 4.3 The average daily traffic counts for the above roads are shown below:

Te Aute Road – 7935
Ohiti Road - 107
Matapiro Road - 361
Crownthorpe Settlement Road - 68
Crownthorpe Road - 38
Otamauri Road - 37
Hedgeley Road - 68
Seafeld Road - 258
Puketitiri Road - 390
Glengarry Road - 115

Whakapirau Road - 282
Raukawa Road - 109
Argyll Road - 65
Okaihau Road - 49
Maraetotara Road - 151
Kahuranaki Road - 130
Middle Road - 442

## 5.0 OPTIONS - NGĀ KŌWHIRINGA

Option One - Recommended Option - *Te Kōwhiringa Tuatahi – Te Kōwhiringa Tūtohunga*

- **Option A** is the preferred option. It recommends the Subcommittee approve the temporary road closures detailed above, subject to conditions that will ensure public safety is maintained.

### 5.1 Temporary road closure options listed below:

- **Option A: Approve** the temporary road closures detailed above.  
Advantages: This event can proceed and contribute to the safe use of roads within the district for the proposed event.  
Disadvantages: Traffic will be impeded for a short period of time.
- **Option B: Do not approve** the temporary road closures detailed above.  
Advantages: Traffic will not be impeded.  
Disadvantages: The proposed event will need to be cancelled.
- **Option C: Approve only** one, two, three, four, five, six, seven, eight, nine, ten, eleven, twelve, thirteen, fourteen, fifteen, sixteen or seventeen of the temporary road closures detailed above.  
Advantages: Only traffic on specific roads will be impeded.  
Disadvantages: Depending on which roads are temporarily closed this may result in the cancellation of part of, or the entire proposed event.

## 6.0 NEXT STEPS - TE ANGA WHAKAMUA

### 6.1 See above for options related to these proposed temporary road closures.

#### Attachments:

- 1 [↓](#) Temporary Road Closures - Checklist and Maps - CG-16-14-00055  
Targa Rally - 3 - 5 July 2020

## **SUMMARY OF CONSIDERATIONS - HE WHAKARĀPOPOTO WHAIWHAKAARO**

### **Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-rohe***

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

The above temporary road closures will be undertaken in accordance with The Local Government Act 1974 Schedule 10, section 11 and section 11(e) which states:

*“11. The council may, subject to such conditions as it thinks fit (including the imposition of a reasonable bond), and after consultation with the Police and the Ministry of Transport, close any road or part of a road to all traffic or any specified type of traffic (including pedestrian traffic).”*

*“(e) For a period or periods not exceeding in the aggregate 31 days in any year for any exhibition, fair, show, market, concert, film-making, race or other sporting event, or public function:*

*Provided that no road may be closed for any purpose specified in paragraph (e) of this clause if that closure would, in the opinion of the council, be likely to impede traffic unreasonably.”*

This report contributes to the purpose of local government by primarily promoting the cultural and social wellbeing of the community.

### **Link to the Council's Community Outcomes - *E noho hāngai pū ai ki te rautaki matua***

This proposal promotes the appealing visitor destination wellbeing of communities in the present and for the future.

### **Māori Impact Statement - *Te Tauākī Kaupapa Māori***

There are no known impacts for Tangtata Whenua.

### **Sustainability - *Te Toitūtanga***

There are no known implications for sustainability.

### **Financial considerations - *Ngā Whaiwhakaaro Ahumoni***

The advertising cost for this event is being met by the event organiser: being the URG.

**Significance and Engagement - *Te Hiranga me te Tūhonotanga***

This decision/report has been assessed under the Council's Significance and Engagement Policy as being of low significance.

**Consultation – internal and/or external - *Whakawhiti Whakaaro-ā-roto, ā-waho***

The organisers of the above events have been in contact with affected parties/residents. They advise that no issues have been raised regarding the above proposed temporary road closures.

The temporary road closures which are part of the **Targa Rally** have been posted on the Council website and formal public notification was published in the Hawke's Bay Today newspaper on: Friday, 1 May 2020.

The closing date for submissions was 4:00pm, Friday, 22 May 2020. No submissions were received.

If the road closures are approved, final formal public notification will be published in the Hawke's Bay Today newspaper on: Wednesday, 1 July 2020.

**Risks: Legal/ Health and Safety - *Ngā Tūraru: Ngā Ture / Hauora me te Haumarū***

As per the requirements of the Health and Safety at Work Act 2015, the applicant is required to include a Health and Safety Plan with their temporary road closure application. Additionally, conditions drawing the applicants' attention to their respective obligations have been provided in the recommendations.

**Rural Community Board - *Ngā Poari-ā-hapori***

There are no implications for the Rural Community Board. They have been advised of the proposed temporary road closures via an email containing the Notice for Submissions information.

**Checklist and Maps - Temporary Road Closures:****1. Ultimate Rally Group (URG) Targa Rally: 3 – 5 July 2020**

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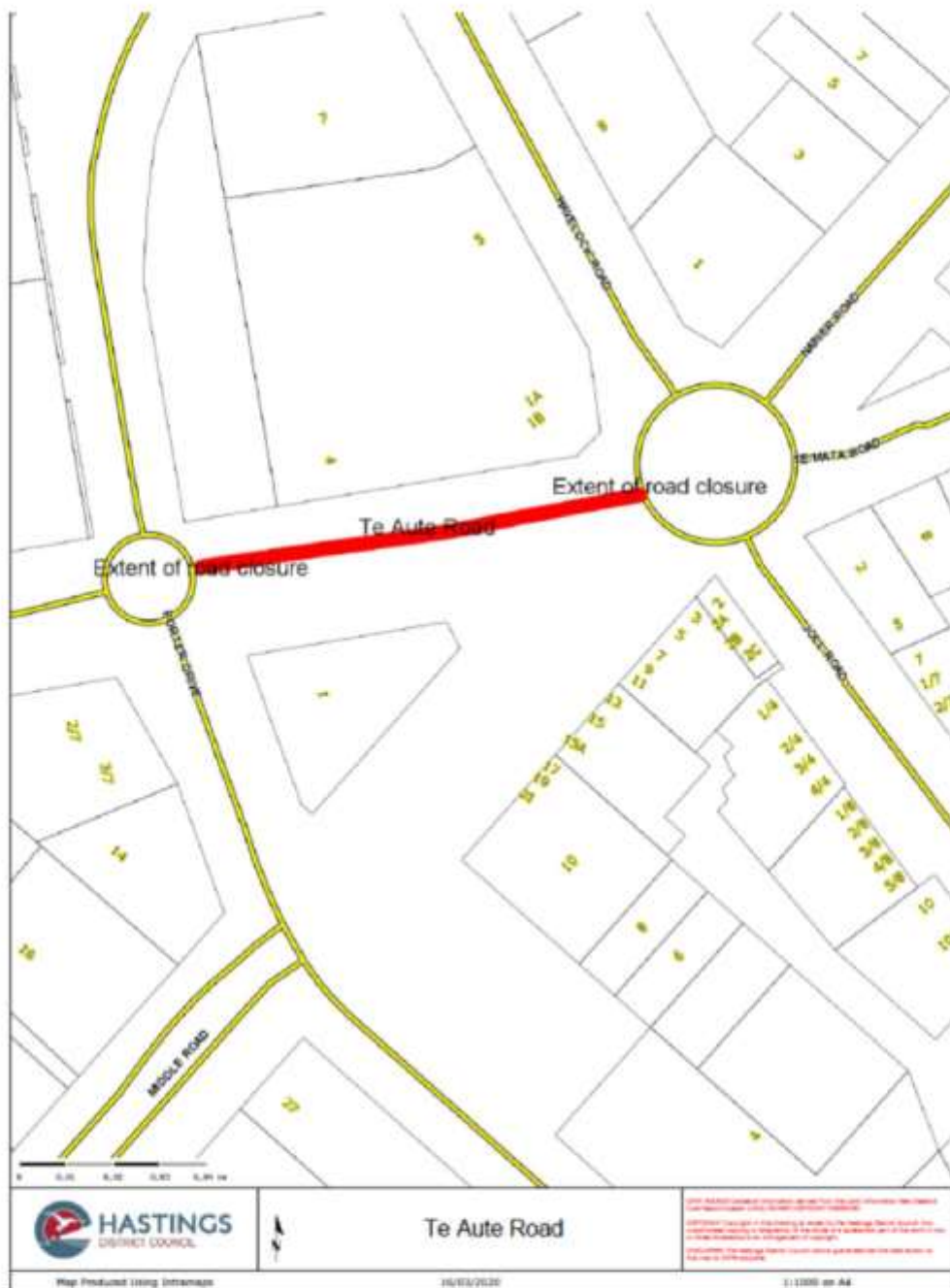
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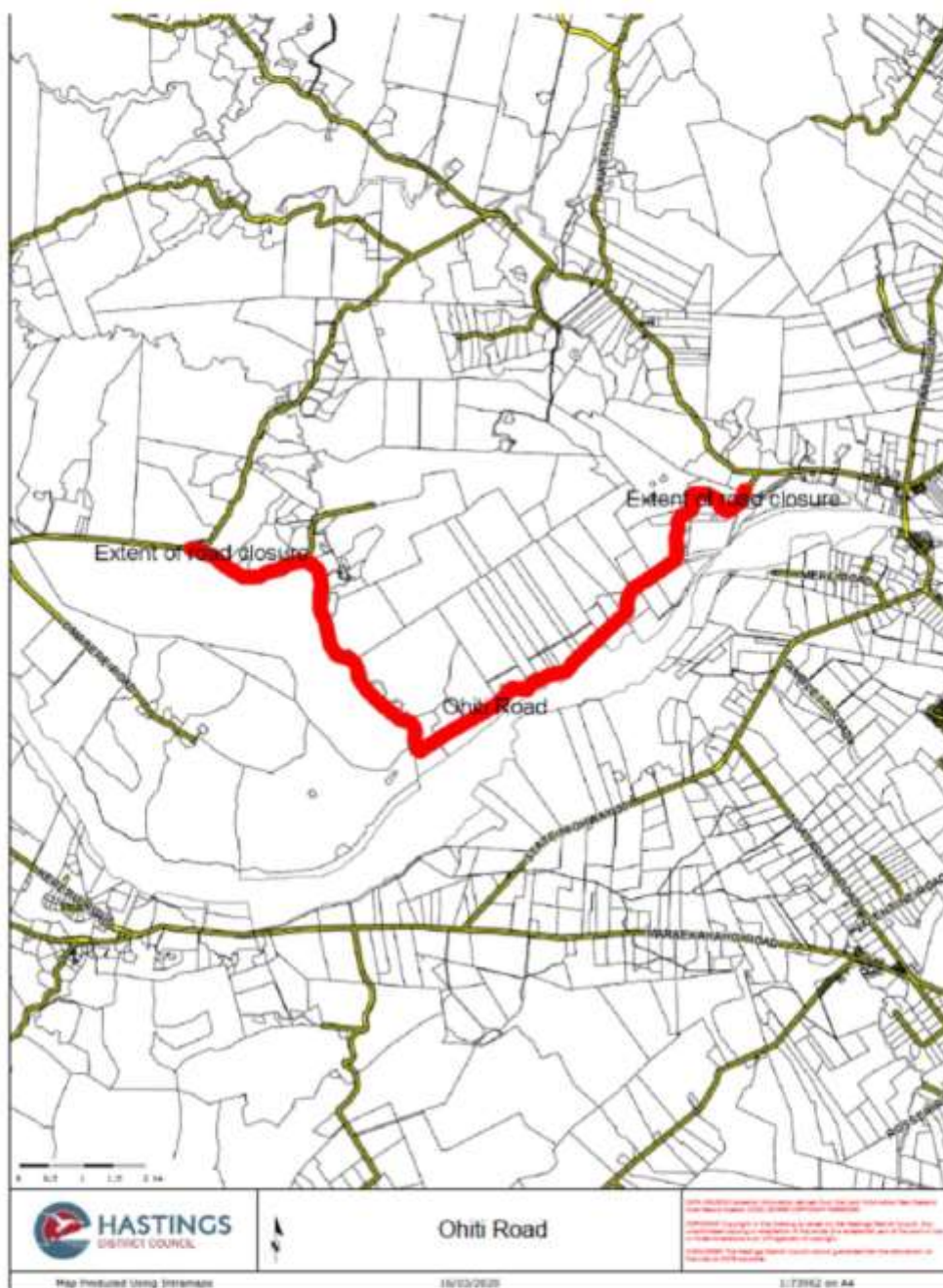
**Middle Road from Te Aute Trust Road to 300m from the intersection  
with Endsleigh Road (southern end)**

Items Received:	
Temporary Road Closure Application form	✓
Traffic Management Plan	✓
Road Bond	✓
Event Safety Plan	✓
Resident Visiting Form / Letter	✓

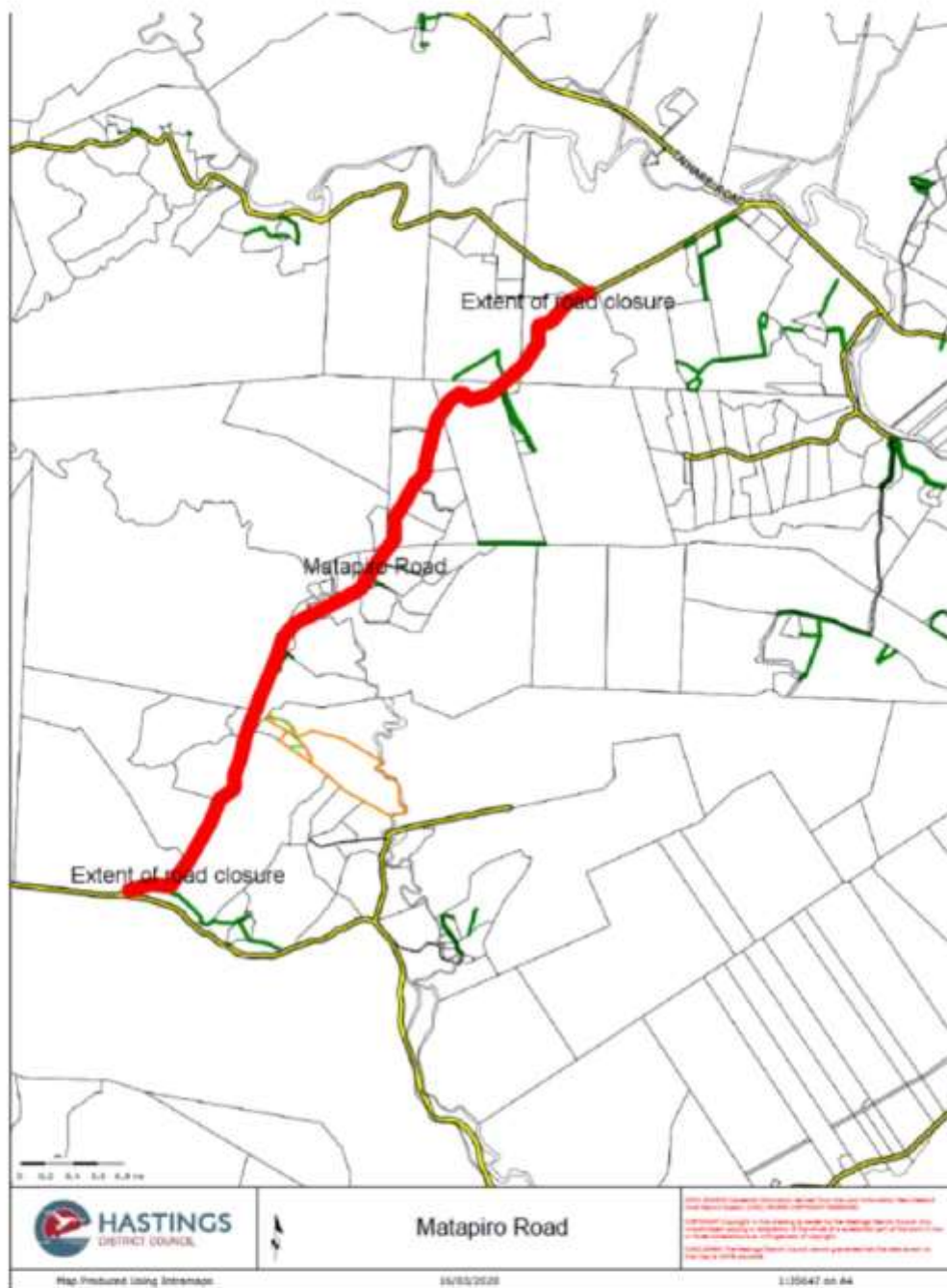
Te Aute Road



### Ohiti Road

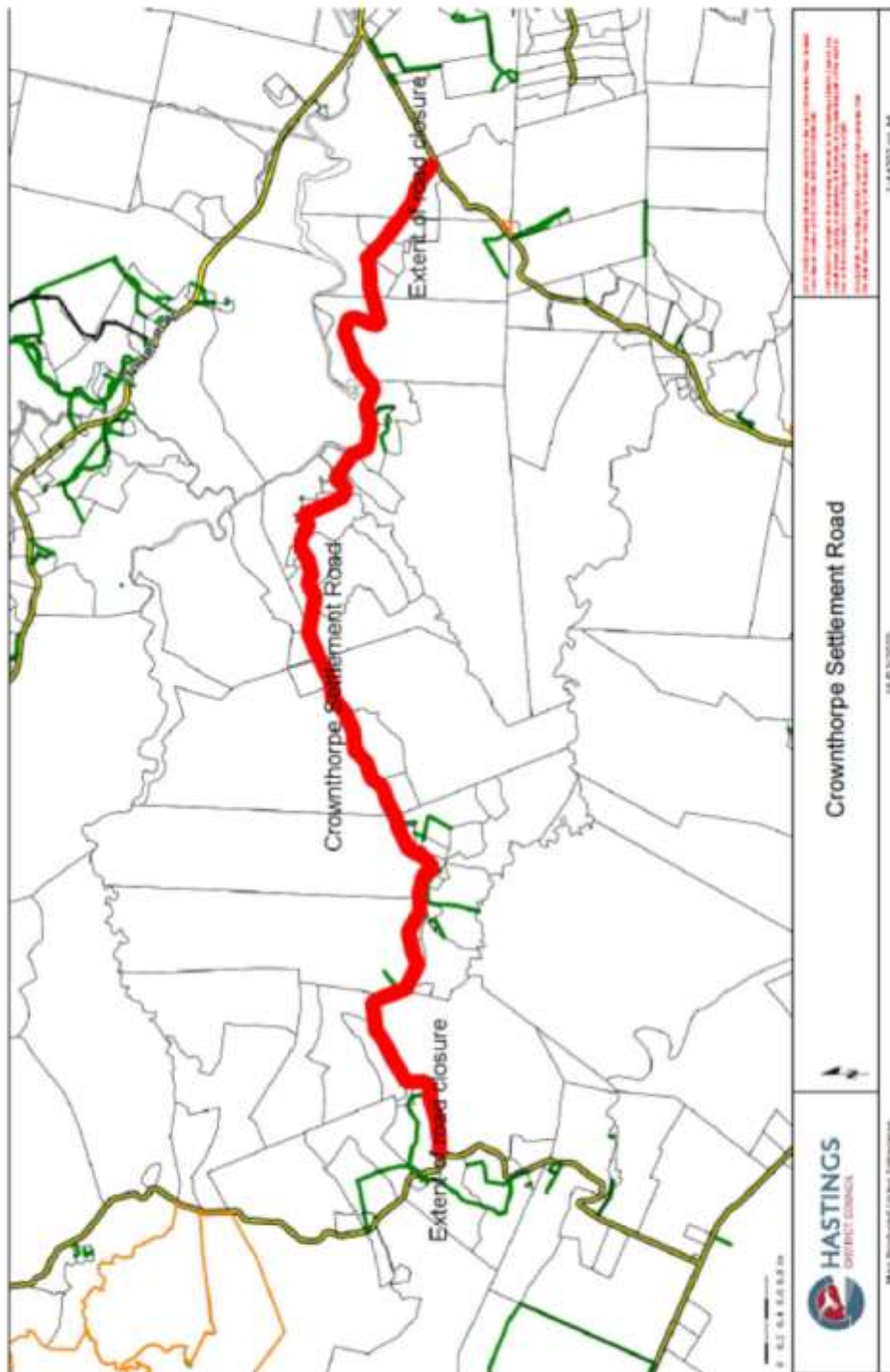


## Matapiro Road





Crownthorpe Settlement Road



Attachment 1

Item 4

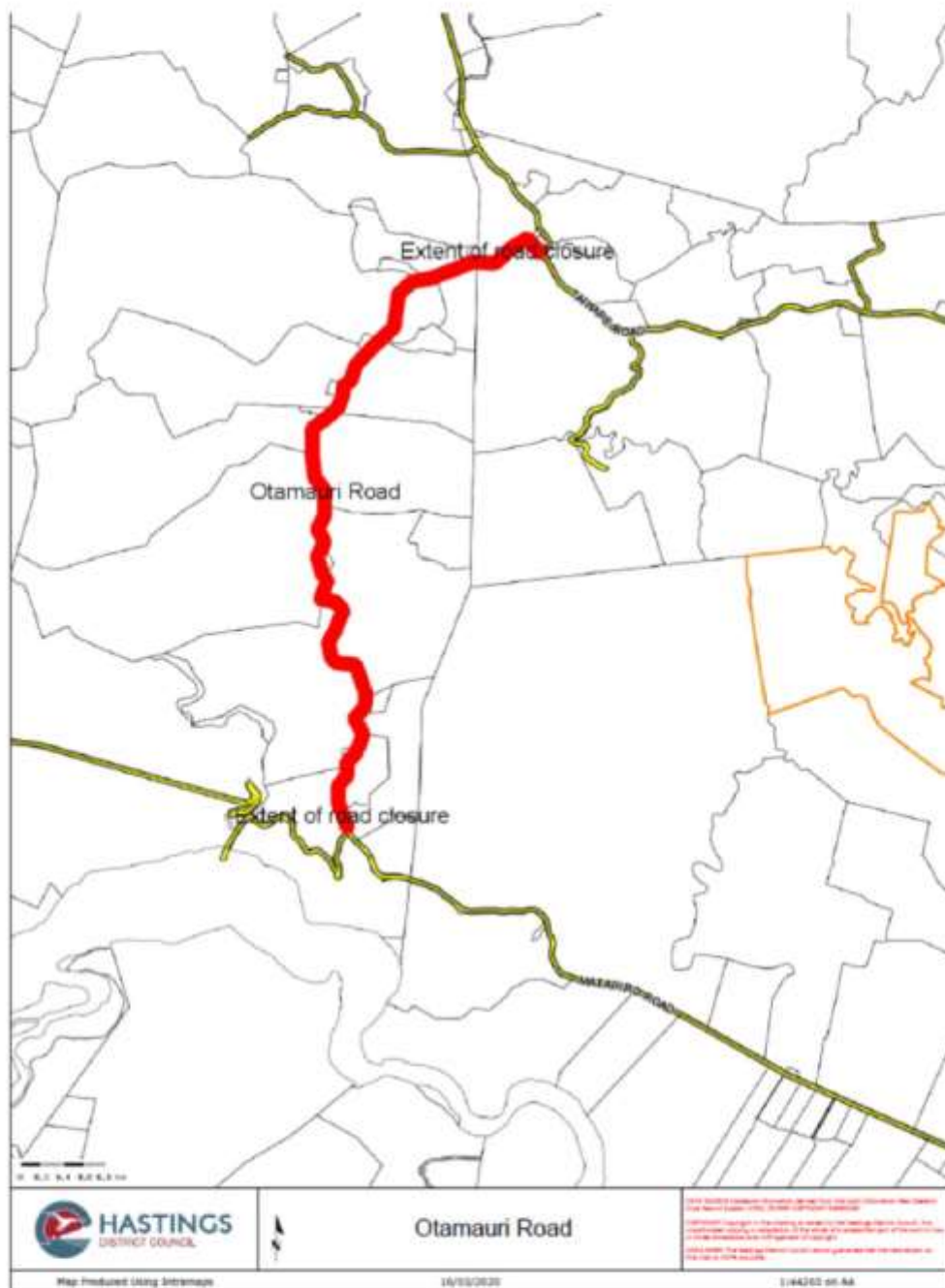
# Crownthorpe Road



## Matapiro Road



## Otamauri Road

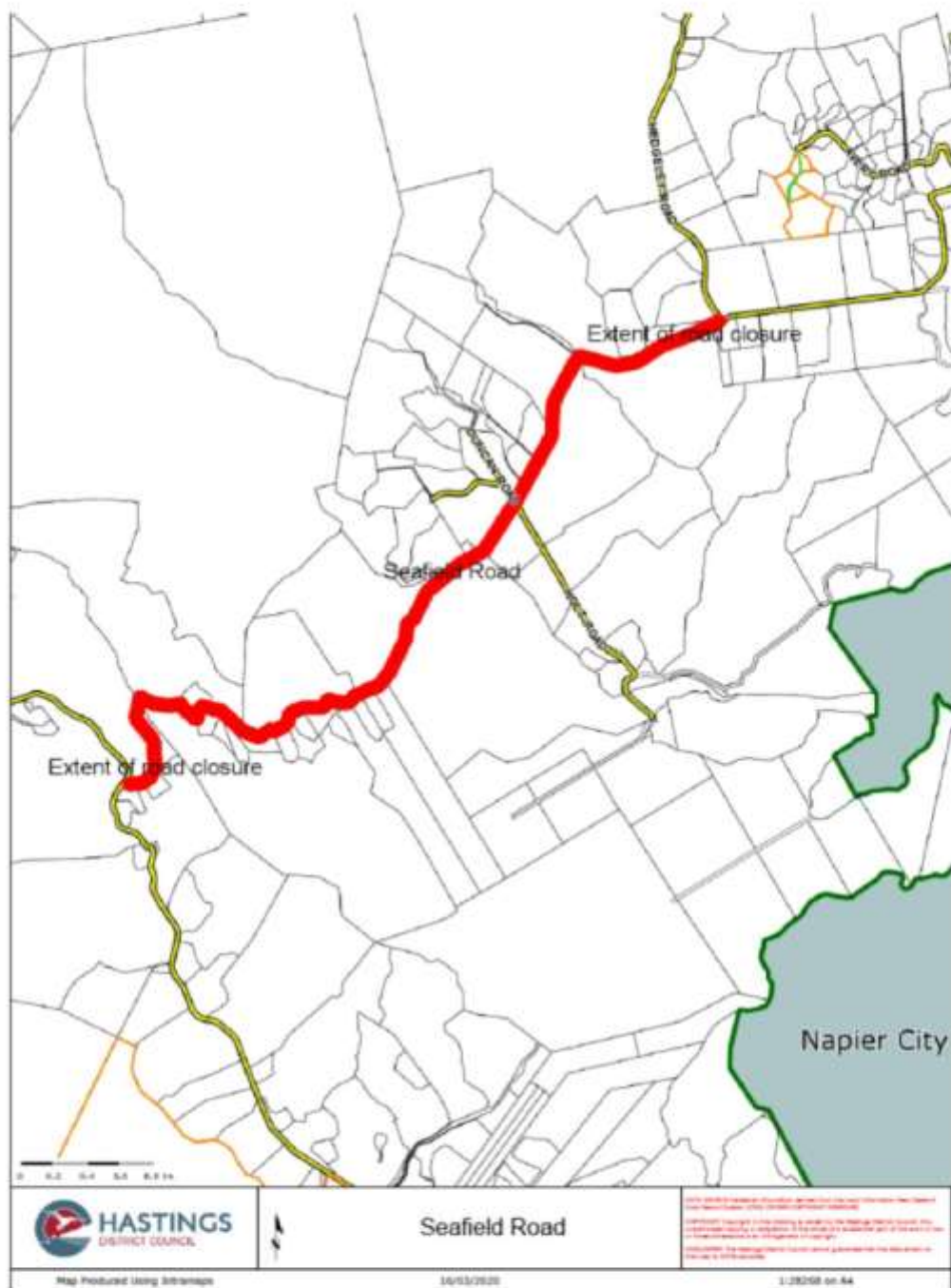




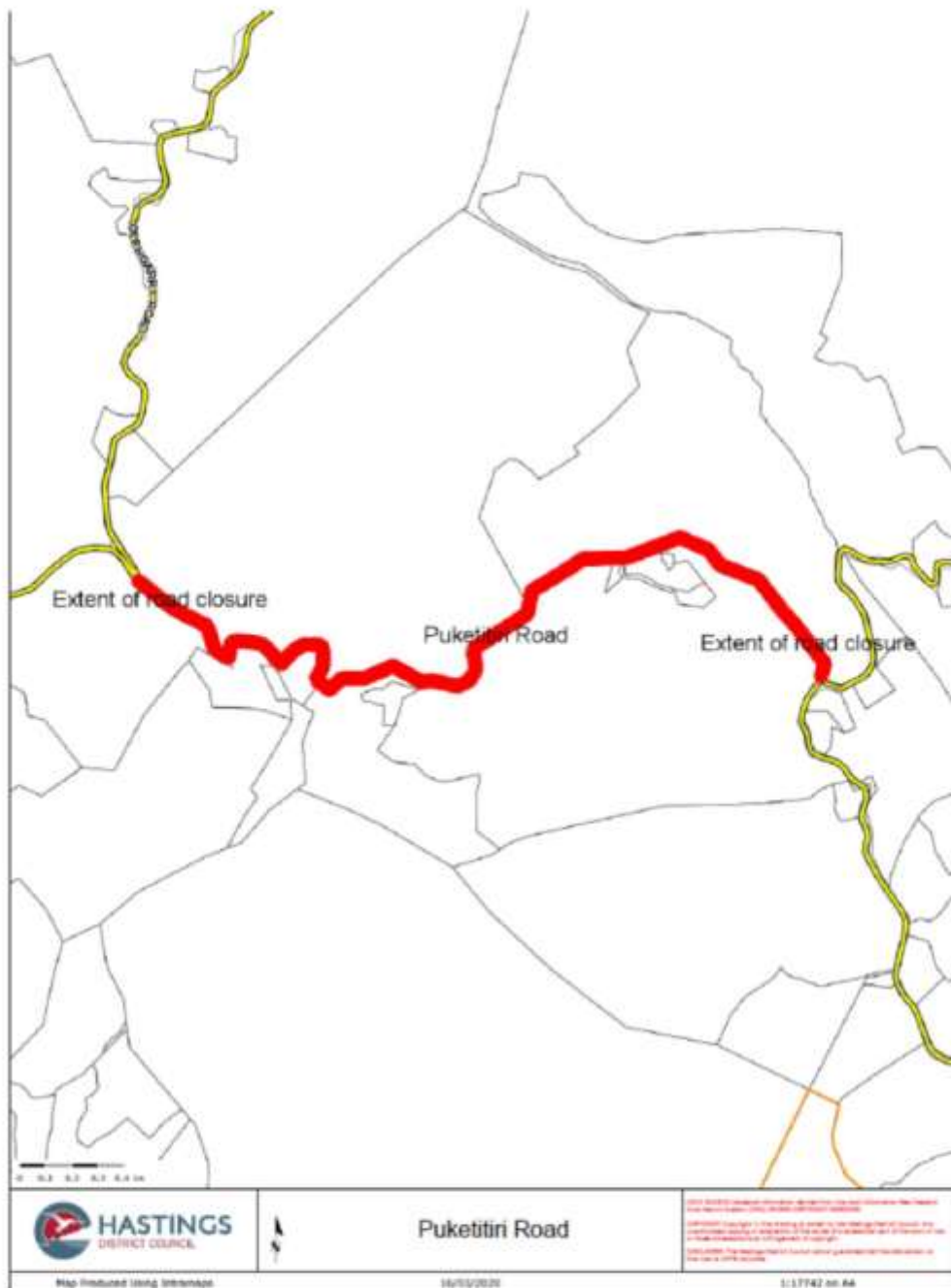
## Hedgeley Road



## Seafield Road



## Puketitiri Road

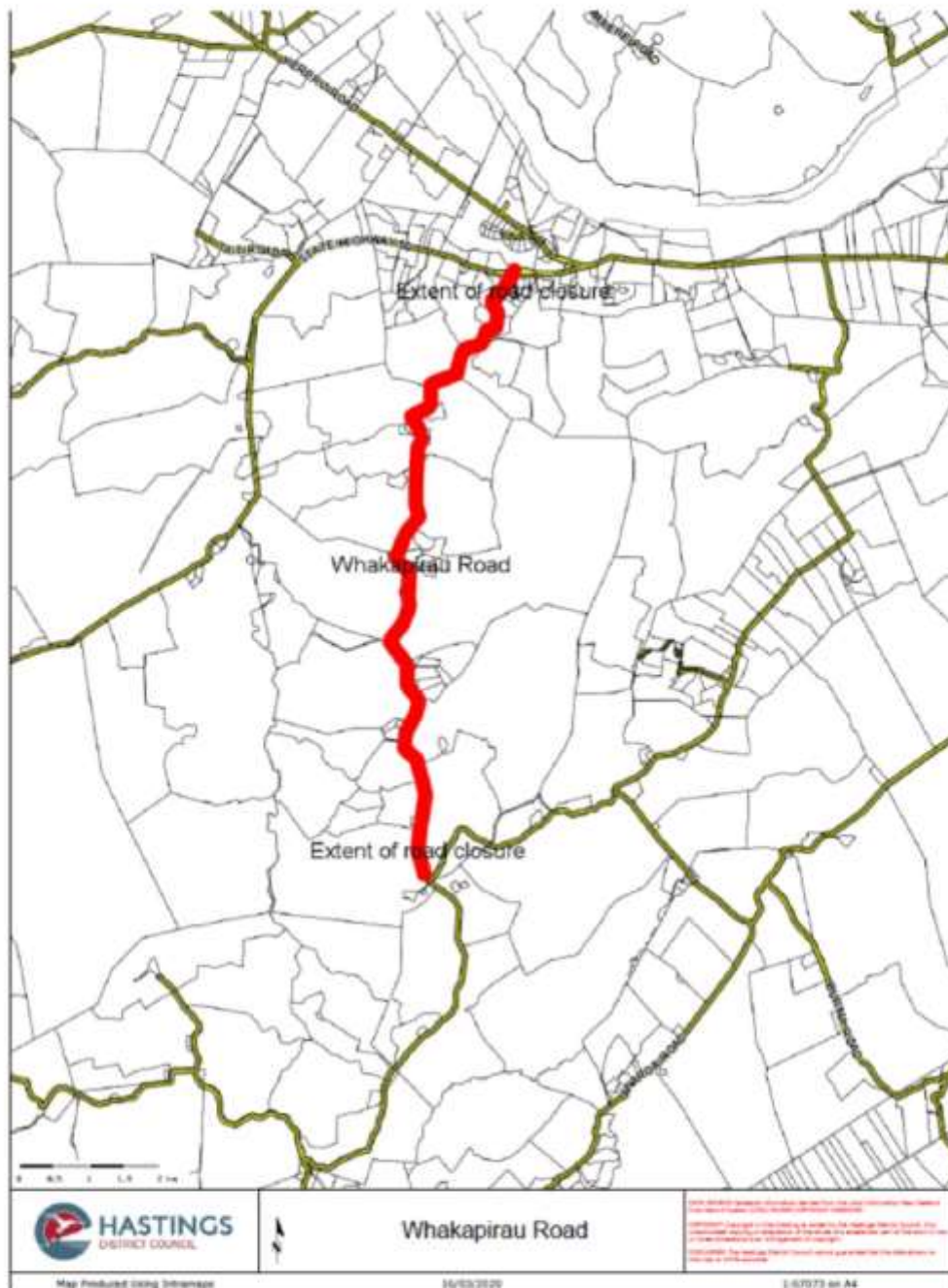


## Glengarry Road

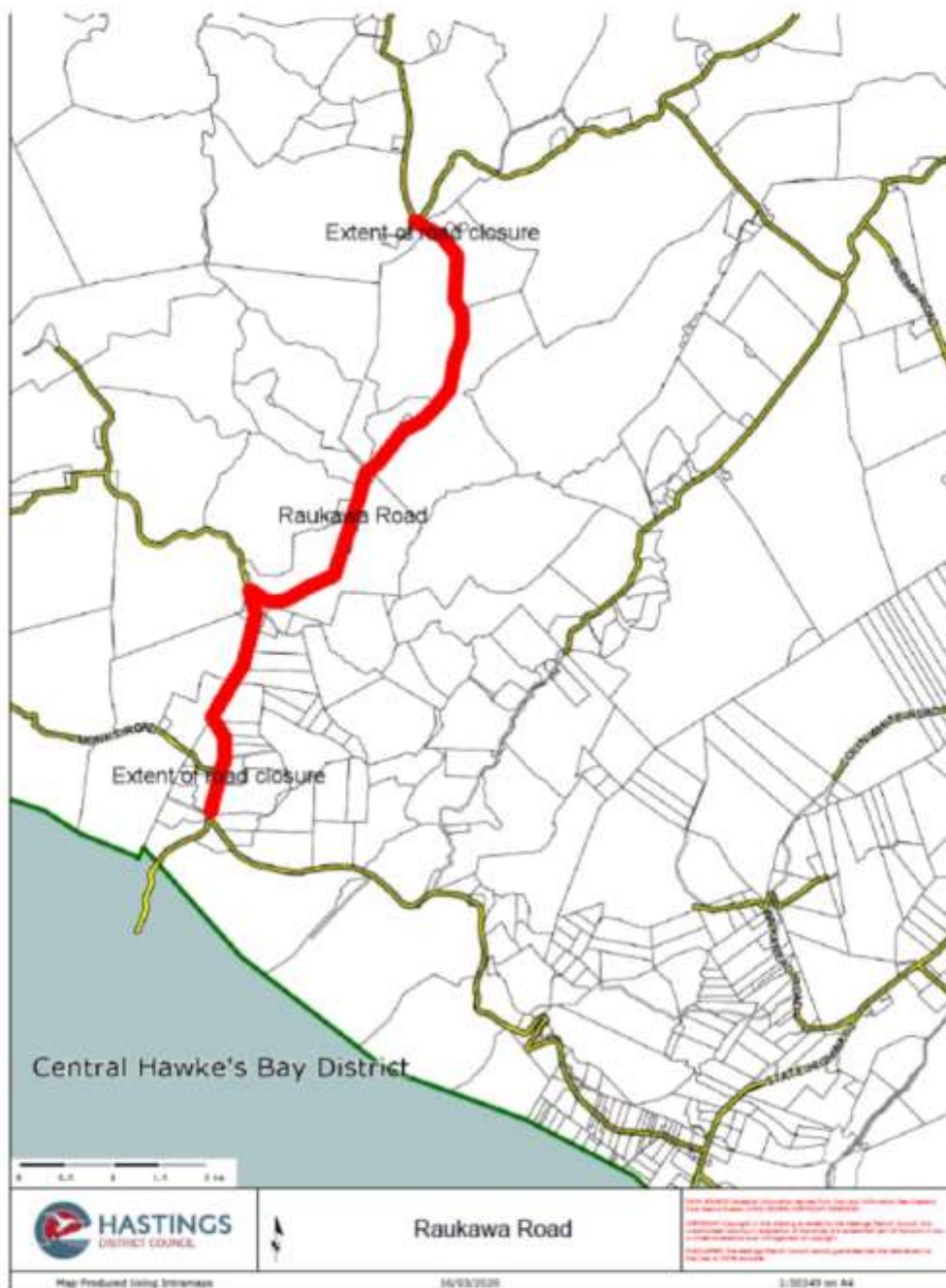




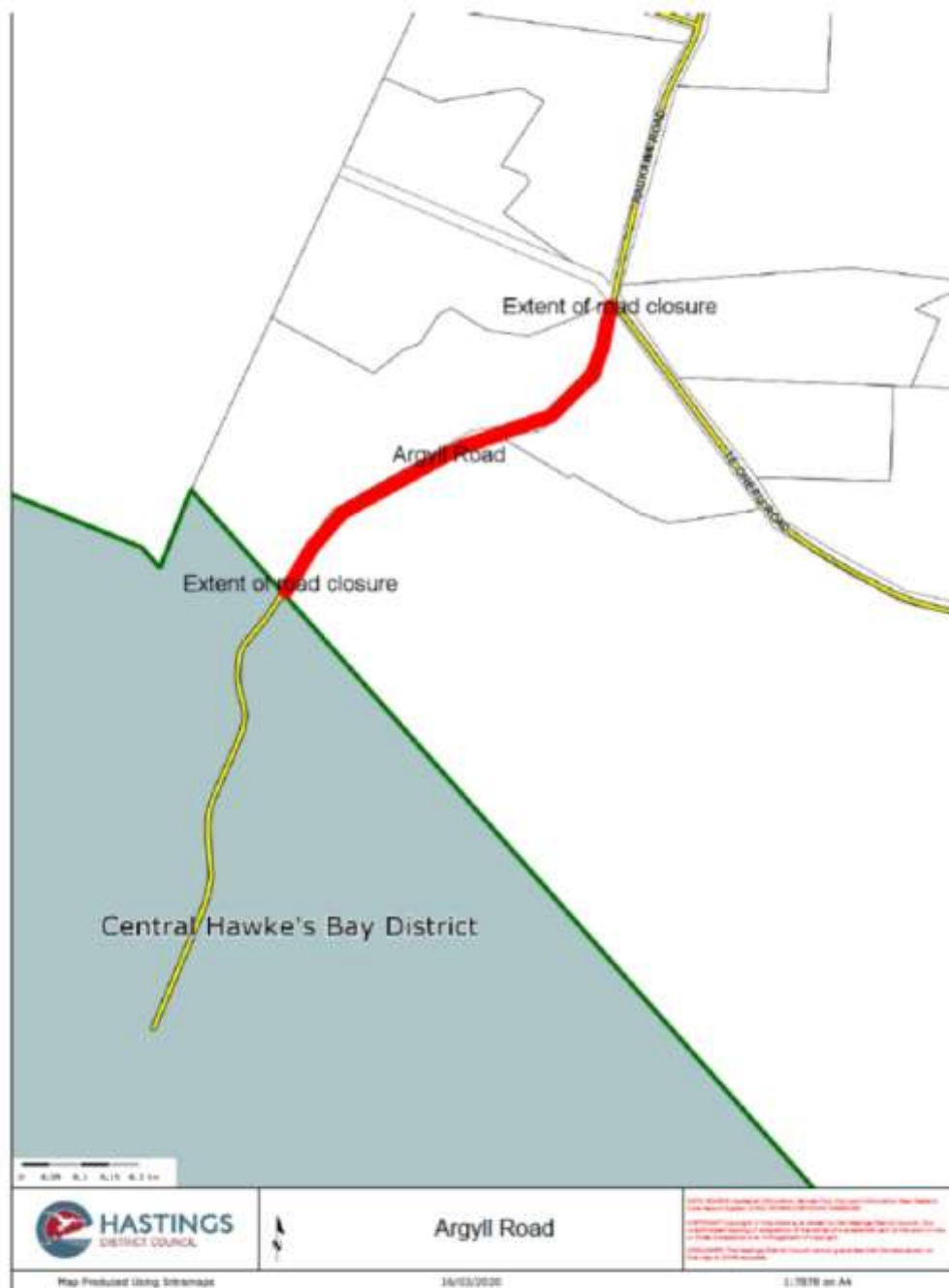
# Whakapirau Road



## Raukawa Road



## Argyll Road



## Okaihau Road

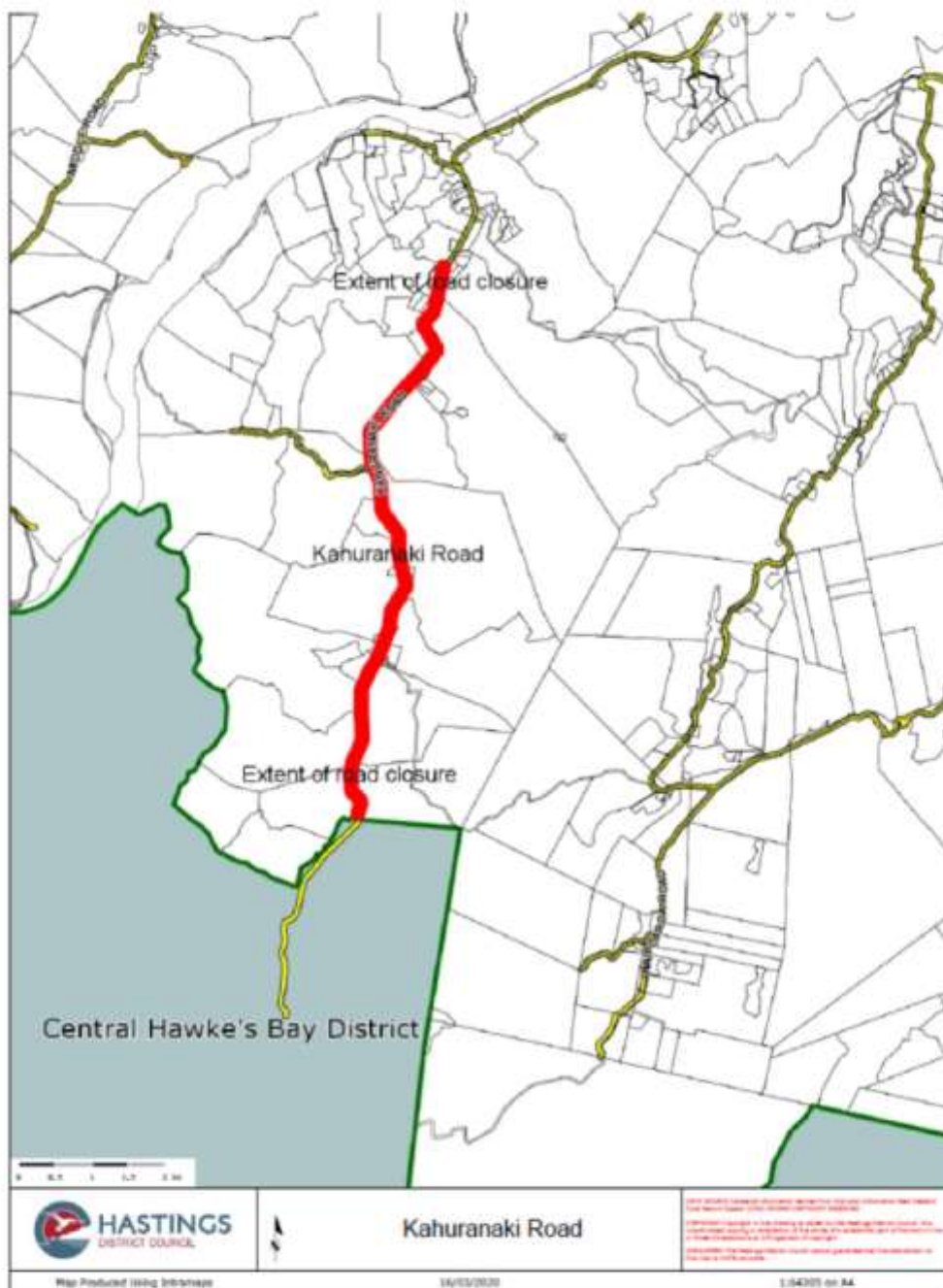




## Maraetotara Road



### Kahuranaki Road



### Middle Road





**REPORT TO:** CIVIC AND ADMINISTRATION SUBCOMMITTEE

**MEETING DATE:** TUESDAY 16 JUNE 2020

**FROM:** GROUP MANAGER: ASSET MANAGEMENT  
CRAIG THEW

**SUBJECT:** COVID RESPONSE - CONTRACT EXTENSIONS

## **1.0 EXECUTIVE SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA**

- 1.1 Is to inform the committee and seek approval for changes to procurement processes and contracts that have been necessitated due to the Covid-19 event and response. The contracts covered are the;
- Three waters maintenance contract; Extend current contract from September to 1 March 2021. Complete proposed tendering process before December 2020 to enable mobilisation of new contract by 1 March 2021.
  - Professional Services Contract; Delay full tendering process to 2021 and provide the Chief Executive the authority to negotiate a 12 month extension with incumbent, AND negotiate agreements with at least 2 further professional service engineering suppliers for the same period. This will enable design work to continue to support construction programmes whilst also adding additional capacity opportunity and supplier tension as intended by the approved procurement approach.
- 1.2 This decision contributes to the purpose of local government by primarily promoting efficient delivery of services and more specifically through the Council's strategic objective of delivering public value and effective services.
- 1.3 The committee had previously approved the procurement approaches for the:
- Three waters maintenance contract (12 March 2020)
  - Professional Engineering Services (13 February 2020)
- 1.4 Due to the Covid-19 response and lockdown the previously adopted procurement approach timelines were put on hold. These approaches have also been reconsidered by Officers in light of time delays and wider response needs; needs such as capacity to deliver additional works if successful with funding bids, need to focus resources on project readiness to help stimulate economy rather than tender preparation and response, and a need to maintain a stable delivery base at a time of increased risks from stemming from a highly variable delivery space.
- 1.5 A delay to the formal tendering process does provide a benefit in that it enables time to incorporate within the request for tenders the principles, as appropriate, from Councils recently adopted procurement policy, and the work currently under development to support public value/progressive procurement considerations in the evaluations.

## 2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA

- A) That the Subcommittee receives the report titled Covid Response - Contract extensions.
- B) That the Subcommittee approve the extension of CON2011001 3 waters maintenance contract from 30 September 2020 to 1 March 2021.
- C) That the Subcommittee note the deferment of the full tender process as adopted in the procurement approach endorsed on 13 February 2020, and provide delegation to the Chief Executive to negotiate contract arrangements to provide engineering professional services for the period up to 1 July 2021.

### Attachments:

There are no attachments for this report.

### SUMMARY OF CONSIDERATIONS - HE WHAKARĀPOPOTO WHAIWHAKAARO

#### Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-rohe*

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

#### Link to the Council's Community Outcomes - *E noho hāngai pū ai ki te rautaki matua*

This proposal maintains current business capability and has potential to add capacity if necessary. The proposal will not materially affect community outcomes, but will provide additional time to incorporate changes to from Councils updated procurement policy and proposed progressive procurement approach.

#### Māori Impact Statement - *Te Tauākī Kaupapa Māori*

No known impacts from this decision

#### Sustainability - *Te Toitūtanga*

No material implications for sustainability



<p><b>Financial considerations - <i>Ngā Whaiwhakaaro Ahumoni</i></b></p> <p>No material implications from this decision</p>
<p><b>Significance and Engagement - <i>Te Hiranga me te Tūhonotanga</i></b></p> <p>This decision/report has been assessed under the Council's Significance and Engagement Policy as being of low significance.</p>
<p><b>Consultation – internal and/or external - <i>Whakawhiti Whakaaro-ā-roto, ā-waho</i></b></p> <p>Communication of deferment has been provided to likely tenderers</p>
<p><b>Risks: Legal/ Health and Safety - <i>Ngā Tūrarū: Ngā Ture / Hauora me te Haumarū</i></b></p> <p>No new material risks to services are foreseen. Approach maintains current awareness, adds ability to supplement capacity where required. Our funding partner NZTA has also confirmed acceptance therefore their funding share is not at risk.</p>
<p><b>Rural Community Board - <i>Ngā Poari-ā-hapori</i></b></p> <p>No material implications</p>





**REPORT TO:** CIVIC AND ADMINISTRATION SUBCOMMITTEE

**MEETING DATE:** TUESDAY 16 JUNE 2020

**FROM:** COMMUNITY GRANTS ADVISOR  
KEVIN CARTER

**SUBJECT:** RAPID RESPONSE FUND, CHANGE OF SCOPE

---

**1.0 EXECUTIVE SUMMARY - TE KAUPAPA ME TE WHAKARĀPOPOTOTANGA**

- 1.1 The purpose of this report is get approval from the Civic and Administration Subcommittee to change the use of the remaining funds from the Rapid Response Fund to enable future events and projects to activate the district in response to recovering from COVID-19.
- 1.2 This report contributes to the purpose of local government by primarily promoting social and cultural wellbeing and more specifically through the Council's strategic objective of fostering the arts and cultural experience as well as building a resilient and job rich local economy.
- 1.3 The preferred option is for the Civic and Administration Subcommittee to approve that the remaining budget be used to fund events and activations within which is an action in the HDC Recovery Plan.

**2.0 RECOMMENDATIONS - NGĀ TŪTOHUNGA**

- A) That the Subcommittee receives the report titled Rapid Response Fund, Change of Scope.**
- B) That the Subcommittee reviews the four event applications and allocated funds to those applications whom it considers will best assist Council to achieve its desired Community Outcomes.**
- C) That the Committee allocates the following;**
  - i. \$XXXX - Hastings Art and Culture Trust, Edible Fashion Awards
  - ii. \$XXXX - Happenings and Activation Society of Hastings Incorporated, Fringe in the Stings
  - iii. \$XXXX - Havelock North Business Association, Annual Village Street Carnival
  - iv. \$XXXX - National Youth Drama School, NYDS Operations 2020
  - v. The remaining funds be allocated the 'Council Facilities Fee Assistance fund' which lowers the cost/fees for community groups wishing to use Council facilities such as Toitoti.
- D) That the Subcommittee acknowledge and disband the Rapid Response Grants Subcommittee.**

### 3.0 BACKGROUND – *TE HOROPAKI*

- 3.1 At the council meeting on Thursday 23<sup>rd</sup> April 2020 the Council approves the setting up of a COVID-19 Rapid Response Grants Subcommittee with delegated powers to approve and prioritise grants from the \$100,000 budget.
- 3.2 At the first allocation meeting on Tuesday 5 May 2020 meeting the subcommittee allocated \$53,560 of the \$100,000, leaving \$46,440 still to be allocated.
- 3.3 At the second allocation meeting on Tuesday 19 May 2020 meeting the subcommittee allocated a further \$16,424 leaving \$30,106 still to be allocated.
- 3.4 We are expecting approximately \$15,000 of the allocated Rapid Response Grants be recovered back to HDC from CDEM, however the timeline on this is unknown.
- 3.5 During the Single Year Community Grant process four applications for events where received, the subcommittee declined to fund these events as they were a lower priority against the priorities set out for the Single Year Community Grant criteria (**Attachment 1**).
- 3.6 The committee members have been supplied with the four applications, a summary of the applications is below.

APP ID	Organisation Name	Project Title	Amount Requested
CG20-00066	Happenings and Activation Society of Hastings Incorporated	Fringe in The Stings 2020	\$8,000
CG20-00054	Hastings Art and Culture Trust	2020 Edible Fashion Awards	\$14,000
CG20-00006	Havelock North Business Association	Annual Village Street Carnival	\$10,000
CG20-00008	National Youth Drama School	NYDS Operations 2020	\$15,000

### 4.0 DISCUSSION - *TE MATAPAKITANGA*

- 4.1 The original objective of the Rapid Response Grant was to support organisations to continue to operate while on the ground responding to COVID-19, we are now in the recovery phase of the pandemic and therefore the original objective of the fund is no longer required.

### 5.0 OPTIONS - *NGĀ KŌWHIRINGA*

#### **Option One - Recommended Option - *Te Kōwhiringa Tuatahi – Te Kōwhiringa Tūtohunga***

- 5.1 That the Subcommittee approve the remaining budget from the Rapid Response Fund be allocated to events and activations and allocates funds to those applications whom it considers will best assist Council to achieve its desired Community Outcomes.

The remaining funds be allocated the “Council Facilities Fee Assistance fund” which lowers the cost/fees for community groups wishing to use Council facilities such as Toitoti.

**Option Two – Status Quo - *Te Kōwhiringa Tuarua – Te Āhuatanga o nāianeī***

- 5.2 That the Committee decided to keep the remaining budget from the Rapid Response Fund be allocated at a future date.

**6.0 NEXT STEPS - *TE ANGA WHAKAMUA***

- 6.1 If the Subcommittee agrees with the recommendations, funding agreement will be drawn up with groups and funding paid once an invoice has been received.
- 6.2 The funding agreements will be managed by the Events team as with other events.

**Attachments:**

- 1 [↓](#) Contestable Grants and Funding Framework CG-16-14-00049

**SUMMARY OF CONSIDERATIONS - *HE WHAKARĀPOPOTO WHAIWHAKAARO***

**Fit with purpose of Local Government - *E noho hāngai pū ai ki te Rangatōpū-ā-rohe***

The Council is required to give effect to the purpose of local government as set out in section 10 of the Local Government Act 2002. That purpose is to enable democratic local decision-making and action by (and on behalf of) communities, and to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.

**Link to the Council’s Community Outcomes - *E noho hāngai pū ai ki te rautaki matua***

This decision contributes to the purpose of local government by primarily promoting social wellbeing and more specifically through the Council’s strategic objective of Council working with others to reduce levels of social disadvantage and income gaps in our community.

<p><b>Māori Impact Statement - <i>Te Tauākī Kaupapa Māori</i></b></p> <p>It has been agreed that the membership of the subcommittee comprise of the following additional membership: Ms T Eden (Heretaunga Takoto Noa Maori Standing Committee representative)</p>
<p><b>Sustainability - <i>Te Toitūtanga</i></b></p> <p>Not applicable.</p>
<p><b>Financial considerations - <i>Ngā Whaiwhakaaro Ahumoni</i></b></p> <p>Under the powers granted to the CEO on the 24th of March 2020 the Chief Executive gave approval to \$100,000 being set aside for the Rapid Response Grant.</p>
<p><b>Significance and Engagement - <i>Te Hiranga me te Tūhonotanga</i></b></p> <p>This report has been assessed under the Council's Significance and Engagement Policy as being of low significance.</p>
<p><b>Consultation – internal and/or external - <i>Whakawhiti Whakaaro-ā-roto, ā-waho</i></b></p> <p>There has been no external consultation.</p>
<p><b>Risks: Legal/ Health and Safety - <i>Ngā Tūrarū: Ngā Ture / Hauora me te Haumarū</i></b></p>
<p><b>Rural Community Board - <i>Ngā Poari-ā-haporialiso</i></b></p> <p>No Implications.</p>



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Attachment 1





# CONTESTABLE GRANTS AND FUNDING

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## CONTESTABLE GRANTS AND FUNDING

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### INTRODUCTION

Hastings District depends on having a strong community and voluntary sector to support vulnerable communities and activate the district. The Hastings District Council (Council) has supported organisations in many ways in the past. There is a constant desire to make sure the Council is contributing appropriately to the sector, that the funding helps achieve positive outcomes and the systems in place are relevant and easy-to-use.

This Contestable Grants and Funding Framework aims to provide a clear framework for how the Council will fund community and voluntary organisations to contribute to the vision of the District as outlined in the Long Term Plan. The word 'community' is used here in its broadest sense: it signals that our community funding

Framework will support the broader outcomes such as the social, cultural, economic and environmental wellbeing of all our people and places.

Hastings District Council has many different sources of funding to empower organisations to meet their shared goals including, but not limited to:

- Community Grants
- Creative Communities funding
- Waste minimisation fund
- Youth Fund
- Mayor Fund
- Operational contracts for service
- Events Funding

### FUNDING CURRENTLY COVERED BY THIS FRAMEWORK

Acknowledging that there are many different avenues for groups to gain council support including funding, this framework is currently only covering the following, but can be used as a framework for new grants in the future.

#### COMMUNITY

- Single-Year Community Grant (*formally Seed Funding / Community Grants*)
- Multi-year Strategic Community Partnership Fund (*formally Discretionary & Establishment Fund*)

#### EVENTS AND ACTIVATIONS

- Single-Year Community Event Fund (*newly contestable*)
- City Vibrancy Fund (*new /date tbc*)
- Council Facility Fee Assistance (*formally Service Wavier*)

#### ARTS

- Creative Communities

#### ENVIRONMENTAL

- Waste Minimisation Contestable Fund (*newly contestable*)

#### FACILITY DEVELOPMENT

- Marae Development Fund
- Rural Halls Maintenance Fund

## STRATEGIC CONTEXT

The following Hastings District Council Strategies, plans and policies are critical to this Contestable Grants and Funding Framework

- Long Term Plan 2018-2028
- HDC Event Strategy
- Toi-Tu- Regional Arts and Culture Strategy
- Local Community Plans
- Social Wellbeing Framework
- Joint Waste Management and Minimisation Plan

Council's vision of Great Living, Today and Tomorrow will be fulfilled through the following 6 Broad Areas of focus:

- **Our Environment**
- **Moving Around**
- **Our Economy**
- **Where We Live**
- **Things To Do**
- **Our People**

This Contestable Grants and Funding Framework was developed to contribute to achieving focus areas 5 and 6

- **Focus area 1** – our Environment
  - Environmental Enhancement
- **Focus area 5** – Things To Do
  - Relaxing into our reserves
  - City Centre Cultural Precinct
- **Focus area 6** – Our People
  - Uplifting Communities
  - Youth Development

This Contestable Grants and Funding Framework also contributes to Council's community outcomes and specific Council objectives as set out in the Long Term Plan 2018-2028 by:

### Local Infrastructure:

- Places and Spaces for Recreation
- Appealing Visitor Destination
- Places and spaces for arts, culture, learning
- A community that wastes less
- Sustainable use of land and water resources

## CONTESTABLE GRANTS AND FUNDING

### Local Public Services:

- People safe from crime
- Fostering recreational participation
- Assisting youth in education, skill development and jobs
- Building a resilient and job rich local economy
- Appealing visitor destination
- Assistance for people in need
- Fostering the arts and cultural experience
- District heritage is conserved for future generations
- A community which wastes less
- Putting people at the centre of planning and service

### FRAMEWORK OBJECTIVES AND GOALS

The objective of the Contestable Grants and Funding Framework is to provide a clear direction for financial support for the development of the areas voluntary and community sector, while also ensuring that the Council's resources are targeted at meeting its strategic outcomes.

This Framework describes the grant types that are created by Council to support the voluntary and community sector. This will make it easier for Council staff to be equitable and transparent in their treatment of organisations, and for organisations to understand how Council provides support to the sector.

### GRANTS BUDGET

The funding available for each of the grants programmes is generally determined through the Long Term Plan process and adjusted for inflation annually through the budget process.

Council can elect to earmark amounts to grant for particular purposes during the annual budget process. The overall amount available per grants programme, and any amounts earmarked for particular purposes, will be published in advance of funding rounds opening for each new financial year.

The budget for the Creative Communities Grants comes directly from Creative New Zealand

The budget for the Waste Minimisation Fund comes from Council's Waste Disposal Levy Funds



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## COMMUNITY GRANTS PRINCIPALS

To ensure equity across the different types of funding support covered by this framework a number of principles will be applied.

### TRANSPARENCY

Grants programmes will operate transparently in all respects and all stages of the process, while protecting confidentiality.

Clear information about the opportunities to apply for funding, and Council's expectations of applicants and recipients, will be provided in a timely manner. Information about all the grants Council provides, who has received them and for what purpose, will be published annually. Council will also provide feedback to unsuccessful grant applicants about why they have been declined, so they will know what they can do to increase their chances of success next time.

### EQUITY

All communities will have an equal opportunity to be considered for grants, and Council will ensure applicants are treated fairly, regardless of their size, location (within the Hastings District Council boundary) or circumstances, and provide any support they may reasonably require in applying for grants. The organisational status of an agency (registered charity, unincorporated society, social enterprise and so on) will not be a barrier to funding, so long as the organisation can demonstrate that it is established and operating as a not-for-profit agency.

### ACCOUNTABILITY

Staff and decision-makers will work together to deliver good value for residents, by supporting initiatives that are cost effective and which can produce clear benefits for our communities. Assessment will be based on individual proposals, their merits and how well they align with Council's funding priorities.

Council may take into account an applicant's previous track record, their current capability and their future potential when awarding grants.

Council expects all grant applicants to give advance thought to how they will know their project, activity or service has been a success. For larger grants and partnerships, applicants will be asked to propose appropriate outcome measures, and a plan for how these will be monitored and reported back.

All grant recipients will be required to account for how they have spent funds and share what they have achieved and learnt.

### RESPECT

Council shares many interests, values and goals with the not-for-profit sector, but also recognises that the sector is made up of self-determining and independent organisations.

Like the Council, each has its own mission, and is accountable to its own community.

Council's relationships with these organisations will be characterised by mutual respect and an acknowledgement that delivering positive outcomes is a shared responsibility.

## CONTESTABLE GRANTS AND FUNDING

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### COMMUNITY LEAD

Grants are a means of financially supporting community-led initiatives, and in this respect they are fundamentally different from other procurement arrangements. When Council procures from a third party, it is purchasing a service to meet a specific need or requirement, and that service is delivered to Council's specifications.

In contrast, the initiatives Council supports through grants are conceived and delivered by the community, for the community. This distinction will be reflected in the grants programme, in the language that is used, the process that is designed and the relationships that Council enters into with grant recipients.

### PROPORTIONALITY

Council will strive to balance its statutory responsibility to ensure the lawful and prudent expenditure of public funds, with a commitment to work in a way that acknowledges integrity of community organisations, and recognises the impact of its requirements on their limited time and resources. The information Council collects, and its expectations of grant applicants/recipients, should always be proportionate to the scale of what is being proposed or funded. The processes and documentation that organisations are asked to complete should be appropriate to the size of the grant, the situation of the applicant and the level of risk presented to the council.

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## CONTESTABLE GRANTS AND FUNDING

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### RULES FOR CONTESTABLE GRANTS

#### FUNDING AGREEMENT & CONTRACTS FOR SERVICE

Any form of funding will be described in a Funding Agreement or a Contract for Service and may include key performance indicators and agreed upon deliverables.

The agreement will contain the responsibilities that both the Council and the organisation receiving support agree upon, and the project, activity or service that the organisation will provide to the community. The contract will vary depending on the amount of support provided and the type of support.

#### ELIGIBLE APPLICANTS

The primary beneficiaries of community grants will be not-for-profit, charitable and voluntary organisations operating in the Hastings District for Hastings District residents. These groups are often referred to collectively as 'community organisations' because they are established with the primary purpose of providing a benefit to the wider community. There are three main groups that can apply for Community Grants:

- Community organisations; Most community organisations have a formal legal structure and founding documents (e.g. a constitution) which set out governance and management arrangements consistent with their charitable mission. Having a recognised structure enables Council to enter into a formal legal agreement with the organisation, and ensures appropriate accountability for how grant funds will be managed.
- Groups with no formal legal structure; Groups with no formal legal structure may apply for funding, provided they are able to nominate an 'umbrella' organisation which has agreed to receive and administer the grant on their behalf – the umbrella organisation will be legally accountable to Council for the expenditure of the funding.
- Social innovation and social enterprise; Council welcomes funding applications from social enterprises delivering outcomes for our communities. Social enterprises exist in a hybrid space, where social, environmental or cultural goals and commercial objectives come together. To be classed as a social enterprise for the purposes of grant applications an organisation needs to demonstrate the majority of its profits/surplus is reinvested in the fulfilment of its mission.

#### INELIGIBLE APPLICANTS

Community grants as covered by this framework are not available to:

- Political parties
- Schools\*
- Commercial entities\*\*
- Internal applicants (for example to fund projects, programmes or facilities run by Council or its employees)
- Hastings District Council CCOs (Council Controlled Organisations)
- Other local authorities, government agencies or public sector entities

\* Schools may apply to for a grant for non-curriculum projects

\*\*Commercial Entities may apply for a waste minimisation fund

Attachment 1



### ELIGIBLE EXPENSES FOR GRANT FUNDING

Applicants will be asked to provide an overall budget for the project, activity or service that will deliver those outcomes. In most cases Council will be one of several sources of funding for the project, activity or service rather than the sole funder, and this should be reflected in the budget.

The budget for the project, activity or service is likely to include a range of costs. Examples include:

- Project wages\*, professional fees (e.g. artists' fees) and volunteer expenses
- Administration and office expenses
- Accommodation expenses including rent, leases, maintenance, insurances and utilities
- Costs integral to service delivery (e.g. vehicle expenses for a mobile social service)
- Marketing, advertising, website and printing costs
- Programme expenses such as materials, equipment hire, venue hire and tutor's fees.

Applicants will need to indicate how they plan to spend their council grant including details of the project, activity or services and how it will be used to fund specific components of the budget, or to help offset the overall cost. Appropriate outcomes for the level of funding Council provides will be negotiated with recipients, and any special conditions for how the grant can be spent will be reflected in the funding agreement.

*\*Wages need to be connected to an outcome and be project based.*

### INELIGIBLE EXPENSES FOR GRANT FUNDING

The Contestable Grants and Funding Framework provides decision-makers with considerable flexibility to determine how best to support their communities to deliver positive outcomes, as outlined above. However, there are some purposes that will not be funded.

**The following activities will not be funded:**

- Debt servicing or repayment
- Legal expenses
- Activities that promote religious ministry or political purposes and causes
- Medical expenses
- Public services that are the responsibility of central government (e.g. core education, primary health care)
- Large physical works – e.g. improvement to community buildings – that require consents or permits, prior to the necessary consents or permits being obtained (grants may be awarded in principle but funds will not be released until all conditions are satisfied)
- Purchase of alcohol
- Retrospective costs (where the activity has already taken place), unless this is necessary as a condition of the grant or Council is satisfied there are other mitigating circumstances
- Groups who's services are delivered outside the district

## CONTESTABLE GRANTS AND FUNDING

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### LOWER PRIORITIES

In a competitive funding environment, the following may be a lower priority for funding:

- Ongoing Salaries and administration costs
- Travel and accommodation outside the area, unless Council is convinced there will be a tangible benefit for local communities
- Fundraising events or activities, especially where the beneficiary is a third party (e.g. charity events, sponsored walks), unless we determine the event has a wider community benefit beyond its primary purpose as a fundraiser
- National organisations
- Health based organisations that could be funded by the DHB
- Education based organisations that could be funded by the MOE
- Groups whose services are not located in the district
- Council may specify additional exclusions for funding to those set out above. Refer to the relevant grants programme for more information about specific exclusions

### CONFLICTS OF INTEREST

Organisations affiliated in some way to elected members or employees of Council can still be considered for grant funding. However, organisations in this category should note any possible conflict of interest (or perception of a conflict of interest) in their application to ensure any necessary steps can be taken to mitigate this.

Elected members or council employees involved in funding decisions are also required to note any possible conflict of interest (or perception of a conflict of interest), and will not be involved in any assessment or decision-making related to these applications.





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## CONTESTABLE GRANTS AND FUNDING

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### ASSESSMENT AND PRIORITISATION

This section explains the factors Council will consider when assessing proposals, to determine their relative merit, and assist decision-makers to prioritise between proposals of similar merit.

#### PROPOSAL ASSESSMENT

Each funding proposal should be assessed by at least three different people, discussed and then allocated according to the groups' recommendation. When assessing the strength of an individual proposal, and which proposals should be considered a priority for funding, decision makers will consider whether the applicant has:

- Made a compelling case for how their proposal aligns to the funding priorities established
  - Clearly defined the purpose and expected community outcomes of their project, activity, or service, for example the need they are meeting and why this is important
  - Clearly described their project, activity or service, what will be delivered and have satisfied Council that it is viable
  - The capability, capacity and experience to deliver their project, activity or service to an appropriate standard, evidenced by a relevant track record of successful delivery
  - Presented a realistic, evidenced-based budget for their project, activity or service, and identified exactly how the grant would be spent
  - Given thought to how they will show the grant has positively impacted the community (or for larger grants and partnerships, identifying how they will evaluate the success of their project, activity or service)
  - Understands who their project, activity or service will benefit and where in the Hastings District Council area these people are likely to come from
  - The necessary experience, networks or profile to give them credible access to the people who will benefit
  - Provided evidence of community support for, and/or involvement in the project, activity or service and/or evidence of support from their recognised regional or national body (where relevant)
  - Shown that their project, activity or service will support multiple funding priorities (this is not required, but may lend additional weight to the application)
  - Outlined all Council funding (financial or otherwise) it has currently received at the time of applying
- Council will apply the 'proportionality principle' in evaluating the applications. Applicants seeking larger grants will be expected to answer in more detail and provide additional evidence compared with applicants seeking smaller grants.

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## FINANCIAL CONSIDERATIONS

Council grant programmes are consistently oversubscribed, and it is not possible for Council to meet all requests for funding. In making decisions Council will take applicants' overall financial situation into consideration.

Council will ask all grant applicants what they (or others) will contribute to the cost of their proposed project, activity, or service. An applicant's own contribution may include volunteer labour, donated materials, donated professional services and/or their own cash reserves.

When assessing and prioritising applications, Council may take into account any or all of the following:

- The applicant's overall financial position, including their ability to support the project, activity or service from their own resources and/or to access grants from other sources.
- Whether the applicant has accessed, or made reasonable attempts to access, other sources of financial support for their project, activity or service, including grants from other funders, or fundraising within their community.
- Whether the applicant has received, or is receiving, any other grants, contracts, subsidised accommodation or other financial assistance from Council.

## FUNDING PRIORITIES

The aim of funding priorities is to provide a clear guidance to potential applicants on what the Council would particularly like to fund to achieve community outcomes that contribute to its strategic direction. As part of setting the funding priorities, Council may specify additional exclusions for funding to those set out in this Framework – such as setting a minimum or maximum grant size, or excluding certain types of expenditure (for example international travel). It may also highlight factors they consider would significantly impact on their decision making. These additional exclusions will be communicated to applicants prior to applying.

## FUNDING ALLOCATION PANELS

Funding allocation panels will be appointed for various funding programmes to ensure the right mix of relevant expertise and knowledge are involved in assessing grant applications. Allocation panels will be appointed before the commencement of each funding round for a duration of three years to align with councillor appointments. This is to ensure that there is a broad mix of expertise on the panels on an on-going basis and to ensure other people have the opportunity to experience being a panel member.

Some smaller funds will be assessed by council staff, for these funds an internal funding assessment group will be established based on the skill set needed. Funding Assessment groups should be made up of at least three people to ensure fairness and transparency across all applications and funding rounds





## CONTESTABLE GRANTS AND FUNDING

### TYPES OF COMMUNITY GRANT PROGRAMMES AND PRIORITIES

#### SINGLE YEAR COMMUNITY GRANT

This fund provides funding up to 20k for new ideas that meet a key priority area

**Priority areas for the Single Year Community Grant are:**

1. Uplifting our communities' wellbeing by providing access to help and advice.
2. Fostering a sense of pride within our district and across our diverse communities
3. Promoting happy, healthy and active communities.

#### MULTI-YEAR STRATEGIC COMMUNITY PARTNERSHIP FUND

These funds are for community initiatives that are already up and running, meet our vision and are clearly making a big difference in our communities, these are three year partnership agreements

**Priority areas for the Strategic Community Partnership Fund are:**

1. Assisting youth in education, skill development and jobs
2. Assistance for people in need
3. Fostering the arts and cultural experience
4. People are safe from crime
5. A community which wastes less
6. District heritage is conserved for future generations

#### COUNCIL FACILITY FEE ASSISTANCE

This fund helps charitable or not-for-profit organisation in Hastings with the cost of Council Parks, Reserves and Venues for Community Events

**Priority areas for the Council Facility Fee Assistance Fund are:**

1. Diversity, The event for which the grant is sought must benefit significant numbers of Hastings residents
2. Accessibility, The event must be accessible to the wider community

#### SINGLE-YEAR COMMUNITY EVENT GRANT

Hastings District Council Single-year Event Grant supports not-for-profit community organisations that support small community led events that are aligned with Council plans and strategies and contribute to the social or economic wellbeing of the district.

The Community Events Fund is available to not-for-profit community organisations planning community events in the Hastings District that are in line with Council's Event Strategy

#### CITY VIBRANCY FUND

Hastings District Council City Vibrancy Fund supports community organisations to run activations, events and projects that add to the vibrancy of the Hastings CBD. These small community led events that are aligned with Council plans and strategies and contribute to the City Vibrancy and Hastings Alive Plans.



## CONTESTABLE GRANTS AND FUNDING

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### CREATIVE COMMUNITIES SCHEME

These grants are available for arts projects. The funds are supplied by Creative New Zealand, applicants to this fund must show how their project fits with criteria set by the Creative Communities Scheme and Hastings District Council.

**Creative New Zealand has three funding criteria for this scheme. They are:**

1. Broad community involvement, The project will create opportunities for local communities to engage with and participate in arts activities
2. Diversity, The project will support the diverse arts and cultural traditions of local communities, enriching and promoting their uniqueness and cultural diversity
3. Young people, The project will enable and encourage young people (under 18 years) to engage with and actively participate in the arts

### WASTE MINIMISATION CONTESTABLE FUND

The Waste Minimisation Contestable Fund aims to support waste minimisation projects that result in a new waste minimisation activity, either by implementing new initiatives or expanding on existing activities. To contribute to building a community that values our resources, re-uses, re-purposes and recycles what it can.

Achieved through education, engagement and the development of new technology and ways of working.

Priority areas for the grant for Waste Minimisation Fund are

1. Minimisation / avoidance / reduction of waste creation
2. Reuse of waste materials
3. Recycling of waste materials
4. Recovery of waste resource (the selective extraction of disposed materials for a specific next use, such as recycling, composting or generating energy).

### MARAE DEVELOPMENT FUND

The Marae Development Fund assists with marae preservation and development, with projects assessed against eligibility criteria set out in Hastings District Council's Marae Development Fund Policy.

### RURAL HALLS MAINTENANCE FUND

Councils rural halls maintenance funding scheme is designed to assist with the building maintenance of halls in the rural and plains areas of Hastings. It does not cover ongoing operational costs or capital development.

Attachment 1





### FURTHER INFORMATION

Further Information around Hastings District Council's grants schemes can be found at

[www.hastingsdc.govt.nz/grants](http://www.hastingsdc.govt.nz/grants)

Or by contacting

**Community Grants Advisor**

[communitygrants@hdc.govt.nz](mailto:communitygrants@hdc.govt.nz)





**HASTINGS DISTRICT COUNCIL**  
**CIVIC AND ADMINISTRATION SUBCOMMITTEE MEETING**  
**TUESDAY, 16 JUNE 2020**

**RECOMMENDATION TO EXCLUDE THE PUBLIC**

**SECTION 48, LOCAL GOVERNMENT OFFICIAL INFORMATION AND MEETINGS ACT 1987**

THAT the public now be excluded from the following part of the meeting, namely:

**10 Grant Applications**

The general subject of the matter to be considered while the public is excluded, the reason for passing this Resolution in relation to the matter and the specific grounds under Section 48 (1) of the Local Government Official Information and Meetings Act 1987 for the passing of this Resolution is as follows:

<b>GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED</b>	<b>REASON FOR PASSING THIS RESOLUTION IN RELATION TO EACH MATTER, AND PARTICULAR INTERESTS PROTECTED</b>	<b>GROUND(S) UNDER SECTION 48(1) FOR THE PASSING OF EACH RESOLUTION</b>
<b>10 Grant Applications</b>	<p><b>Section 7 (2) (b) (ii)</b>  The withholding of the information is necessary to protect information where the making available of the information would be likely to unreasonably prejudice the commercial position of the person who supplied or who is the subject of the information.</p> <p>To protect the interests of the applicants.</p>	<p><b>Section 48(1)(a)(i)</b>  Where the Local Authority is named or specified in the First Schedule to this Act under Section 6 or 7 (except Section 7(2)(f)(i)) of this Act.</p>