
Monday, 29 May 2023

Te Hui o Te Kaunihera ā-Rohe o Heretaunga
Hastings District Council
Rural Halls Subcommittee Meeting

Kaupapataka

Agenda

Te Rā Hui:
Meeting date: **Monday, 29 May 2023**

Te Wā:
Time: **11.00am**

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

Te Hoapā:
Contact: **Democracy and Governance Services
P: 06 871 5000 | E: democracy@hdc.govt.nz**

Te Āpiha Matua:
Responsible
Officer: **Community Grants and Partnerships Advisor: Kev Carter**

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Rural Halls Subcommittee – Terms of Reference

A subcommittee of Council to administer the Rural Halls Maintenance Fund.

Fields of Activity

The Rural Halls Subcommittee is responsible for assisting the Rural Community Board by;

- Reviewing applications for grants from the Rural Halls Community Fund.
- Recommending to Council the allocation of grants within the funding available.
- Recommending Council changes in criteria for grants.

Membership (9 Members)

- The Chair is also the Chair of the Rural Community Board.
- Members of the Rural Community Board
- 2 Heretaunga Ward Councillors.
- 1 Youth Council appointee (non-voting).

Quorum – 5 members

DELEGATED POWERS

- 1) Review Applications for Grants from Rural Halls Maintenance Fund.
- 2) Recommending to Council the allocation of grants within the allocated funding.
- 3) Recommending to Council changes in criteria for grants from the Rural Halls Maintenance Fund.

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*Nga mema o te Komiti
Komiti*

Subcommittee

Members:

Heamana

Chair: Jonathan Stockley

Deputy Chair: Isabelle Crawshaw

Vicki Scoular and Abby Morley

Councillors Ana Apatu, Marcus Buddo and Tania Kerr

Plus Heretaunga Ward Councillors: Ann Redstone and Alwyn Corban

Youth Council appointee: - Leo Guo

Tokamatua:

Quorum:

5 members

Apiha Matua

Officer Responsible:

Group Manager: Community Wellbeing & Services – Rebekah Dinwoodie

*Te Rōpū Manapori me te
Kāwanatanga*

Democracy &

Governance Services:

Louise Stettner (Ext 5543)

Te Rārangi Take

Order of Business

Apologies – Ngā Whakapāhatanga

- 1.0** An apology from Leo Guo has been received.
Leave of Absence had previously been granted to Councillor Redstone
-

2.0 *Conflict of Interest – He Ngākau Kōnatunatu*

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 Manager: Democracy and Governance (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.

Confirmation of Minutes – Te Whakamana i Ngā Miniti

- 3.0** As this is the first meeting of the Rural Halls Subcommittee for the 2022-2025 Triennium there are no previous minutes to confirm.
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4.0 *Rural Halls Maintenance Fund 2023-2024*

5

5.0 *Minor Items – Ngā Take Iti*

6.0 *Urgent Items – Ngā Take Whakahihiri*

Monday, 29 May 2023

Te Hui o Te Kaunihera ā-Rohe o Heretaunga

Hastings District Council: Rural Halls Subcommittee Meeting

Item 4

Te Rārangi Take

Report to Rural Halls Subcommittee

Nā:
From: **Kevin Carter, Community Grants and Partnerships Advisor**

Te Take:
Subject: **Rural Halls Maintenance Fund 2023-2024**

1.0 Executive Summary – *Te Kaupapa Me Te Whakarāpopototanga*

- 1.1 The purpose of this report is to obtain a decision from the Rural Halls Subcommittee on the allocation of funds to applicants to the Rural Halls Fund 2023.
- 1.2 This report contributes to the purpose of local government by primarily promoting social wellbeing and more specifically through the Council's strategic objective by ensuring that the District heritage is conserved for future generations.
- 1.3 This report concludes by recommending that specific grant allocations are made to eligible applicants to the Rural Halls Maintenance Fund 2023.

2.0 Recommendations - *Ngā Tūtohunga*

- A) That the Rural Halls Subcommittee Meeting receive the report titled Rural Halls Maintenance Fund 2023-2024 dated 29 May 2023.
- B) That the following grants be allocated from the 2023/2024 Rural Halls Fund:

3.0 Background – Te Horopaki

- 3.1 Rural halls are important to the communities around them because they provide a venue for social and cultural events, and are a focal point or meeting place for the rural community. Council is responsible for 21 halls in the plains and rural district of Hastings, which must be for the benefit of the rural community.
- 3.2 The Rural Halls Fund has an annual allocation of \$50,000 (excluding GST) to be distributed as grants to rural halls of Hastings District. This is an annual funding round which normally opens in April each year, for allocation in the subsequent financial year.
- 3.3 The annual Rural Halls Fund budget is split in two sections:
 - \$20,000 for Council contribution to maintenance projects per year
 - \$30,000 for Council contribution to earthquake assessments and subsequent strengthening work per year
- 3.4 The Rural Halls Fund Policy 2017 outlines the administration of the fund.
- 3.5 The Rural Hall Subcommittee made an amendment to the Rural Halls Fund Policy in 2020, removing the need for the hall to have 50% funding, some halls have still outlined how they are contributing to the overall costs, and this can be seen in their applications (**Attachment 1**).
- 3.6 The Rural Halls Subcommittee will still favour applications that show the halls have made or attempted to make a financial contribution to the Hall.
- 3.7 The Rural Halls Committee will be interested to know that the council had made a funding application to The New Zealand Red Cross for \$1,086,000 from the New Zealand Disaster Relief Fund through their Community Enable Grant. This would support the Maintenance requests that have been logged and noted in the latest Rural Halls Condition Report (**Attachment 2**).
Unfortunately this application was declined, staff will apply again if the criteria changes.
- 3.8 Support for Rural Halls has also been added to the Heretaunga Locality Plan, see the insert below (page 28 Heretaunga Locality Plan):

Rural Community Hubs	\$4,000,000	Hastings District Council	2023-2026	A financial assistance package that supports the upgrading of 20 identified existing community halls. The package includes the provision of site upgrades, onsite Epro Civil Defence Containers, Water Supplies, Hall Catering, Toilet and Shower upgrades. The expansion of these facilities will greatly increase resilience to future events.
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4.0 Discussion – *Te Matapakitanga*

- 4.1 The 2023 Rural Halls Maintenance Fund opened on the 1st April and closed on the 30th April.
- 4.2 15 applications have been received.
- 4.3 All the applications have been assessed by the HDC Building Team and deemed acceptable and achievable apart from application 5 & 7 both from Te Pōhue. The HDC Building Team are concerned that this work would not be the best use of funding or space at the Hall.
- 4.4 The full applications are appended to the report (**Attachment 1**).
- 4.5 The Rural Community Board has adopted the following priorities of work for building maintenance, to use as a guideline in assessing applications to the Rural Halls Maintenance Fund:

Priority 1:

Work required for the maintenance or restoration of Health and Safety elements of the building. This includes work to the structure to maintain or improve strength to required standards, work to remove hazards such as unprotected falls, and work to soil drainage and effluent disposal systems. Other examples include:

- Improvement or treatment of contaminated water supply
- Replacement of dangerous wiring
- Work on unsanitary plumbing
- Work to provide compliance with safety from falling
- Maintenance of food preparation surfaces in kitchens.

Priority 2:

Completion of detailed earthquake assessments, and subsequent strengthening work.

Priority 3:

Work required to maintain weather tightness and protect external fabric from deterioration, for example:

- Replacement of roofing and external cladding or other work to render the building weatherproof
- Exterior repainting or repairs to exterior cladding especially timber cladding and joinery
- Repiling
- Replacement of rainwater disposal systems.

Priority 4:

Work required to ablution areas and kitchens to maintain imperviousness of floor and walls to service areas. (Please note: Work to food preparation surfaces would be included in Priority 1)

- Replacement of vinyl flooring to service areas
- Painting of internal walls, ceilings to service areas
- Replacement of fittings and flooring.

Priority 5:

Work to maintain appearance in other spaces

- General flooring replacement
- General repainting and redecoration.

4.6 The current Rural Halls Fund available budget is \$55,635 and is made up as follows:

Rural Halls Fund Maintenance 23/24	\$20,000
Rural Halls Fund Reserve Maintenance*	-\$9,741.41
TOTAL Available for Maintenance	\$10,259
Rural Halls Fund Earthquake assessment and strengthening 23/24	\$30,000
Rural Halls Fund Reserve Earthquake assessment and strengthening	\$15,376
TOTAL Available for Earthquake	\$45,376
Total Available	\$55,635

- 4.7 The two reserve funds build from carry-forwards of unused funds each funding round and can be used to fund projects which may have been delayed from previous funding rounds, or priority projects where the funding requested exceeds the annual available budget in any year.
- 4.8 *there was an overspend of \$9,741.41 in the 2022/23 year from the maintenance reserve due to a late invoice from the previous year.
- 4.9 There are a total of 15 applications to review, totalling **\$457,414.27**.
- 4.10 We received 15 applications totalling **\$457,414.27** to the 2023 Rural Halls Fund with a maintenance focus and 0 for Earthquake assessment and strengthening therefor the committee can use the full budget of \$55,635 for maintenance requests.

4.11 The 15 2023 Applications are attached and a summary below:

		Hall	Project	Priority	Request
1	RHMFO0013	Waimarama/Maraetotara Memorial Hall	Ablutions upgrade	1 Unsanitary Plumbing	\$7,800.00
2	RHMFO0017	Patoka War Memorial & Post Office Trust	Outdoor paining (\$15,000)	3 Cladding Weatherproof	\$14,500.00
			Internal Maintenance (\$8,000)	1 Unsanitary Plumbing	
3	RHMFO0018	Matapiro District Recreation Society Inc	Repair Ceiling Panels	5 Other Maintenance	\$7,407.00
4	RHMFO0019	Sherenden Hall Society Inc	Electrical - replace and upgrade	1 Dangerous wiring	\$6,332.64
5	RHMFO0020	Te Pohue & Districts Community Trust	Kitchen Facilities	1* Kitchen Maintenance	\$50,000.00
6	RHMFO0022	Poukawa Hall Committee	Poukawa Hall Ablutions Block \$ Lighting Upgrade, (\$20,000)	1/4 Toilet replacement	\$112,530.00
			Weather Proofing Gable (\$80,900)	3 Cladding Weatherproof	
			Weather Proofing Doors & windows (\$11,630)	3 Joinery Weatherproof	
7	RHMFO0023	Te Pohue & Districts Community Trust	Disability facilities & Abolition Block	? New Work	\$120,000.00
8	RHMFO0024	Kereru Hall Society	Entrance joinery	3 Cladding weatherproof	\$30,000.00
			Kitchen repairs	1 Kitchen Maintenance	
9	RHMFO0025	Twyford Raupare Memorial Recreation Centre	Ongoing Maintenance – Roof Maintenance Roof Paining	3 Weatherproof	\$7,570.00
10	RHMFO0026	Raukawa Hall Incorporated	Window Maintenance	3 Paining and Weatherproof	\$6,549.00
11	RHMFO0027	Trustees of Patoka Memorial Hall	Guttering replacement	3 Weatherproof	\$1,375.63
12	RHMFO0028	Waikare & Districts Sports Club Incorporated	Entrance foyer a stairs upgrade	5 General Maintenance	\$5,000.00
13	RHMFO0029	Tutira community Hall	Re clad for the hall	3 Cladding Weatherproof	\$61,500.00
14	RHMFO0030	Te Pohue & Districts Community Trust	Hall Heating and Power Upgrade	5 Other Maintenance	\$25,000.00
15	RHMFO0032	Waikoau Hall	Hall maintenance	3 Cladding Weatherproof	\$1,850.00
TOTAL					\$457,414.27
Total Available (both Maintenance and Earthquake)					\$55,635

4.12 In consultation with the HDC Building and Assets team the following applications/projects would be considered a Higher Priority:

		Hall	Suggestion	Notes
2	RHMFO0017	Patoka War Memorial & Post Office Trust	\$10,000	Towards Weatherproofing
4	RHMFO0019	Sherenden Hall Society Inc	\$6,332.64	Towards replacing and upgrading wiring and electrics to comply with H&S
6	RHMFO0022	Poukawa Hall Committee	\$11,630	Towards Weatherproofing
8	RHMFO0024	Kereru Hall Society	\$10,000.00	Towards Weatherproofing
9	RHMFO0025	Twyford Raupare Memorial Recreation Centre	\$7,570.00	Towards Weatherproofing
10	RHMFO0026	Raukawa Hall Incorporated	\$6,549.00	Towards Weatherproofing
11	RHMFO0027	Trustees of Patoka Memorial Hall	\$1,375.63	Towards Gutter Replacement
15	RHMFO0032	Waikoau Hall	\$1,850.00	Towards Weatherproofing
			\$55,307	

4.13 We received 0 application totalling \$0 to the 2022 Rural Halls Fund with an earthquake assessment and strengthening focus:

2022 Rural Halls Fund Applications (earthquake)		
Hall	Project	Request
		\$0.00
TOTAL		\$0.00
Currently available for earthquake strengthening :		

4.14 Since 2020 the following halls have been successful in funding:

Maraekāhaho Hall	Electric and upgrade External repairs & maintenance	\$140,160
Waikare & Districts sports club Incorporated	Roof Repairs and Water Filtration	\$90,963
Tūtira community Hall	Re piling Septic System	\$81,985
Twyford Raupare Recreation Hall	Hall upgrades	\$39,626
Poukawa Hall Committee	Hall upgrade	\$34,400
Kererū Hall Society	Flooring, Roof Repairs and Upgrading the electricity	\$24,140
Matapiro District Recreation Society	Roof	\$18,963
The Pakowhai War Memorial Board INC	Roof Repairs	\$11,500
Sherenden Hall Society Inc	Rainwater and gutters project	\$7,000
Waimārama Maraetotara Memorial Hall	Amenities upgrade	\$6,427
Kaiwaka Public Hall Board	Painting	\$4,246
Patoka Memorial Hall	Bathroom refurbishment	\$3,750
Cape Coast Community Group (Te Awanga)	Flooring	\$2,908
St Therese Hall Whakatū Trust	General Hall Maintenance	\$1,300

Item 4

5.0 Options – Ngā Kōwhiringa

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

Option One is for the committee to decide on the applications they wish to fund from the 15 applications, this is the preferred option because these projects will progress the maintenance that is required to enable continued use of these halls. The projects have been recommended for approval by the Council’s Property Assets Team and by the associated rural communities.

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

Option Two is to not fund any applications to the 2023/24 Rural Halls Fund.

5.3 Option Three – Te Kōwhiringa Tuaturu

Option Three is to fund some of the applications to the 2023/24 Rural Halls Fund. Each application is an individual application, any combination of applications can be accepted.

6.0 Next steps – Te Anga Whakamua

- 6.1 If approved a funding agreement will be drawn up between each of the groups and Council outlining the roles and responsibilities of each party.
- 6.2 Upon receiving the signed funding agreement and invoice from the group, payment will be made in line with the Council’s finance policy.
- 6.3 At the end of the project the group is required to submit an accountability report to ensure the funds were spent correctly as per their funding agreement.

Attachments:

1	Rural Halls 2023 Applications	CG-17-29-00001	Under Separate Cover
2	Rural-Hall-Condition-Report-2022	CG-16-29-00028	Under Separate Cover

Summary of Considerations - He Whakarāpopoto Whakaarohanga

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 wellbeing of communities in the present and for the future.

This proposal promotes the Social wellbeing of communities in the present and for the future.

Māori Impact Statement - Te Tauākī Kaupapa Māori

There are no known impacts for Tangata Whenua

Sustainability - Te Toitūtanga

N/A

Financial considerations - Ngā Whakaarohanga Ahumoni

This has been budgeted for and allocations are within budget.

Significance and Engagement - Te Hiranga me te Tūhonotanga

The matters within this report do not trigger the thresholds within Council’s significance policy.

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

Internal engagement with the Building and Property Services Team.
There has been no external engagement, although this funding is open to all Halls and has been advertised publicly.

Risks

There are no risks linked to this report

Rural Community Board – Te Poari Tuawhenua-ā-Hapori

This report is for the Rural Halls Subcommittee, which includes members of the Rural Community Board
