

TAUPŌ DISTRICT COUNCIL
MINUTES OF THE TAUPŌ / TAUPŌ EAST RURAL COMMUNITY GRANT DISTRIBUTION COMMITTEE
MEETING
HELD AT THE COUNCIL CHAMBER, 107 TE HEUHEU STREET, TAUPŌ
ON TUESDAY, 2 MAY 2023 AT 10.06AM

PRESENT: Cr Rachel Shepherd (in the Chair), Cr Kylie Leonard, Mayor David Trewavas

IN ATTENDANCE: General Manager People and Customer, General Manager Finance and Environment, Community Engagement and Development Manager, Senior Funding and Partnerships Advisor, Community Development Advisor, Senior Committee Advisor, Committee Advisor

MEDIA AND PUBLIC: Nil

Notes: (i) Community Engagement and Development Manager Hadley Tattle chaired the meeting until Chair Cr Rachel Shepherd was elected.

(ii) Cr Rachel Shepherd opened and closed the meeting with a Karakia.

1 KARAKIA

2 WHAKAPĀHA | APOLOGIES

TTER202305/01 RESOLUTION

Moved: Cr Rachel Shepherd

Seconded: Cr Kylie Leonard

That the apologies received from Cr John Williamson and Cr Christine Rankin be accepted.

CARRIED

3 NGĀ WHAKAPĀNGA TUKITUKI | CONFLICTS OF INTEREST

Nil

4 WHAKAMANATANGA O NGĀ MENETI | CONFIRMATION OF MINUTES

Nil

5 NGĀ RIPOATA | REPORTS

5.1 ELECTION OF CHAIRPERSON

TTER202305/02 RESOLUTION

Moved: Cr Kylie Leonard

Seconded: Mayor David Trewavas

That the Taupo / Taupo East Rural Community Grant Distribution Committee confirms that System B will be used to determine the election process for the Chairperson.

CARRIED

TTER202305/03 RESOLUTION

Moved: Cr Kylie Leonard

Seconded: Mayor David Trewavas

That the Taupo / Taupo East Rural Community Grant Distribution Committee elects Cr Rachel Shepherd as the Chairperson of the Taupō / Taupō East Rural Community Grant Distribution

Committee.

CARRIED

5.2 TAUPŌ / TAUPŌ EAST RURAL COMMUNITY GRANT 2022/23

The Senior Funding and Partnerships Advisor introduced herself to the members of the Committee and outlined her role.

She clarified that the accountability process of each application asked the applicant to provide receipts and evidence of how funding had been spent. This information had to be received before their application could be considered. Groups were given a one year timeframe from when they were paid to account for the spending. Alternatively, once all of the funding was spent, there was a one month timeframe for accounting to be completed and an accountability report produced.

Council was focussing on communications of community grants which included media releases highlighting groups which had received funding. By sharing these stories with the wider community, it was hoped that other groups would think sooner about applying for grants. Communications would be increased and more information provided to Elected Members to promote funding options to the wider community. This included refreshing the information provided on the website and using a dedicated funding email address so that requests could go to the appropriate person.

A tool kit was also being developed for community groups to support them and included a funding narrative template so they could show why they needed funding and what they hoped to achieve. In addition, a fund plan template would assist with forward planning for funding for the next one to two years and encourage groups to think longer term.

In answer to a question, the Senior Funding and Partnerships Advisor confirmed that she worked alongside the two Community Development Advisors, and the Southern and Northern Lake Taupō Engagement Advisors to promote Generosity New Zealand. This was a database which held funding information across all of New Zealand and allowed groups to filter information to find available grants. The two Community Development Advisors worked closely with those starting up, ensuring they were supported in the right way. The Community Engagement and Development Manager added that by offering this support, it was planned that groups would become more sustainable in their approach to funding.

The Senior Funding and Partnerships Advisor advised that the other part of her role was to work with Long-term Plan (LTP) processes and look at what funding Council could receive through external funding. The Community Engagement and Development Manager added that by taking a proactive approach to funding for LTP projects, funding could be accessed in advance.

The members agreed that it was great that this role was empowering for the community, gave a long term approach and worked to make these groups sustainable.

The Senior Funding and Partnerships Advisor confirmed that this grant was just for the Taupō and Taupō East Rural wards. In contrast to all other grants it had been undersubscribed. She confirmed that remaining funding not allocated could be rolled over to the next meeting in 2024 but not after that because Council would be sitting in a new Long-term Plan period.

The Senior Funding and Partnerships Advisor advised that one of the applications received was not eligible to receive funding because it was for a retrospective request. This was for the Fire Alarm repair at the Rangitaiki Community Hall & School Association. In this case, the team had made contact with Pāmu Farms of New Zealand and were going to connect the applicant with this organisation who had requested more information.

The remaining three applications were summarised.

| | Applicant | Funds requested for... | Deliberation |
|---|-------------------------|--|---|
| 1 | Wairakei Primary School | To purchase additional book shelving units for the school student library. | The library costs were not covered by the Ministry of Education. It was noted that only a portion of the funding required had been applied for showing that Wairakei Primary School were approaching other funders as well. The Committee supported this application in full. |

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|---|--|--|--|
| 2 | Taupō Model Railway Club Inc. | Operational Costs to assist in running the Taupō Model Railway Club. | The Senior Funding and Partnerships Advisor had provided some statements to the Committee members to demonstrate the applicant's operational costs. She and the Community Development Advisor had met with the applicant to connect them to other hobby groups. It was noted that the application for funding included covering the cost for insurance which did not fit the criteria. The Committee supported the application less the insurance costs of \$2,400.00. |
| 3 | Rangitaiki Community Hall & School Association | Fire Alarm repair | The Committee asked that a letter be sent to the applicant showing support and appreciation for what Rangitaiki Community Hall & School Association is doing in the rural community and explaining why the funding was declined. |
| 4 | Taupō Community Playgroup | To provide outdoor seating and eating areas | It was noted that the applicant did not qualify for Ministry of Education funding because it was led by parents and did not have qualified teachers on its staff. Many parents involved in this organisation went on to be part of school board of trustees or similar in the future so it was important to support this group. |

TTER202305/04 RESOLUTION

Moved: Cr Kylie Leonard

Seconded: Mayor David Trewavas

- The Taupō/ Taupō East Rural Community Grant Distribution Committee approves in full, in part or declines the following applications for the 2022/23 financial year as follows:
Wairakei Primary School - \$2295.76
Taupō Model Railway Club - \$2,600
Taupō Community playgroup - \$3,350.00
Rangitaiki Community Hall & School Association - declined
- The Taupō/ Taupō East Rural Community Grant Distribution Committee provides rationale for in part or declined decisions.

CARRIED**6 NGĀ KŌRERO TŪMATAITI | CONFIDENTIAL BUSINESS**

Nil

The meeting closed at 10.44am.

The minutes of this meeting were confirmed at the Taupo / Taupo East Rural Community Grant Distribution Committee meeting held on .

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CHAIRPERSON