

# Council Policy

Policy Title:	Community Grants Policy 2021
Responsibility:	Executive Manager Finance and Strategy
First Adopted:	November 2006
Review Frequency:	Three yearly or as required
Last Reviewed:	September 2021
Next Review Due:	July 2024



## 1 Policy Objectives

- 1.1 To support and provide grants assistance to the community organisation's stated in schedule 1 of this policy and to community hall upgrades through a transparent and publicly advertised system that helps drive and support the development of safe, prosperous rural communities.

## 2 Definitions

- 2.1 **Grant** – means an agreed sum of money paid to a community organisation.
- 2.2 **Ring-Fenced** – means a guarantee of a fixed amount of funding that has been allocated to a specific group or purpose.
- 2.3 **Grants Administrator** – means a staff member of Ruapehu District Council that does the administrative work for grants.

## 3 Principles

- 3.1 To enable Council to allocate and distribute funding to community organisations and community halls in a way that is fair and transparent.
- 3.2 To provide opportunity for community hall committees to apply for funding for upgrades, repairs and maintenance of community halls.
- 3.3 To provide opportunity for community organisations to apply for funding for community projects that in turn will benefit the community as a whole.
- 3.4 COMMUNITY WELL-BEING OUTCOMES**
- 3.4.1 The policy targets the following Council focus and community well-being outcomes: Improve the well-being and quality of life for our communities by
- (a) **Social – Safe, Healthy Communities**
    - Excellent standards of safety and welfare are promoted and respected.
  - (b) **Cultural – Vibrant and Diverse Living**
    - Activities, facilities and opportunities for youth are provided and supported
    - Events and festivals are encouraged and supported
  - (c) **Economic – Thriving Economy**
    - Economic diversity and core economic strengths are encouraged in

partnership with others.

## 4 Background

4.1 There is no legislative requirement to provide grants to the community. However, Ruapehu District Councils grant structure is one that enables the purpose and principles of local government (Section 10 and 14, Local Government Act 2002). As applied to grants, these may be expressed as:

*10(1) The purpose of local government is –*

- (a) to enable democratic local decision-making and action by, and on behalf of, communities; and*
- (b) to promote the social, economic, environmental, and cultural well-being of communities in the present and for the future.*

*14(1)(c) When making a decision, a local authority should take account of -*

- (i) The diversity of the community, and the community's interests, within its district or region; and*
- (ii) the interests of future as well as current communities; and*
- (iii) the likely impact of any decision on each aspect of well-being referred to in section 10.*

*14(1)(g) A local authority should ensure prudent stewardship and the efficient and effective use of its resources in the interests of its district or region, including by planning effectively for the future management or its assets; and*

*14(1)(h) in taking a sustainable development approach, a local authority should take into account -*

- (i) the social, economic, and cultural well-being of people and communities; and*
- (ii) the need to maintain and enhance the quality of the environment; and*
- (iii) the reasonably foreseeable needs of future generations.*

## 5 Policy Statement

5.1 The Ruapehu Community Grants Fund brings a common structure, administration and strategic direction to Council's grant allocation process.

5.2 Below is how the Ruapehu Community Grants Funding is divided:

Ring-fenced funding	Ring-fencing of funding may be made to direct funding to a community provider for a specified period of time. This is usually allocated through the Annual Plan or Long Term Plan process. In these circumstances a partnership agreement may be required.
Hall Contestable funding	There is a ring fenced amount of funding that is contestable only to community halls.

### 5.3 RING FENCED FUNDING

Community Groups who are recipients of ring fenced funding are decided by Council during the Annual Plan and Long Term Plan process.

5.3.1 Funding is distributed annually. Recipients must ensure Council receives the relevant paperwork to account for the funds.

5.3.2 Current recipients of ring-fenced funding are located in Schedule 1 of this policy

## **5.4 COMMUNITY HALLS CONTESTABLE FUNDING**

- 5.4.1 Community Hall funding is a ring-fenced amount of \$10,000 and is available for distribution on an annual basis.
- 5.4.2 Community Halls eligible for grant funding are those that are Council-owned or independently owned and managed by the community that do not receive upkeep from ratepayers in the form of repairs and maintenance, as stated in the Council's Asset Management Plan.
- 5.4.3 The funds are available for Community Hall upgrades, repairs and maintenance only.
- 5.4.4 Funds will not be able to be uplifted without presentation of a quote for goods and services and the completion of an accountability form signed by two officials of the Hall Committee.
- 5.4.5 Applications for maintenance requiring non-voluntary labour must be accompanied by a quote from a tradesperson.
- 5.4.6 Community Hall applications must include:
- (a) The most recent bank statement.
  - (b) An estimated budget for the next year's operation.
  - (c) Audited or verified accounts for the previous financial year.
  - (d) A statement as to any investments held and the planned use of accumulated funds on hand (if applicable).
- 5.4.7 Successful applicants are only eligible to apply for funding every second year. Unsuccessful applicants are able to apply consecutively.
- 5.4.8 Any funds not uplifted by successful applicants before 30 June in the funding financial year will be rolled over and added to the Community Hall contestable grants fund in the following financial year, unless otherwise agreed by the Grants administrator and the Community Hall committee involved.
- 5.4.9 Any unspent grant funds or funds that are not allocated in any one financial year will automatically be added to the community hall contestable grants fund in the following financial year.

## **5.5 NON-ELIGIBILITY**

- 5.5.1 The following criteria will render an application ineligible:
- (a) Retrospective funding (a project that has been completed before the grant application is lodged with Council).
  - (b) Debt repayment or refinancing of existing loans.
  - (c) Funds are not available for the purchase of equipment or chattels that are readily removable from the hall.

## **5.6 ACKNOWLEDGEMENT OF GRANTS**

- 5.6.1 Recipients must acknowledge the grant received from Council in any public notice or other communication.

<b>6 Delegations</b>
----------------------

- 6.1 Council holds the delegated authority to decide which halls receive funding each year by way of resolution through a Council meeting.
- 6.2 Financial Delegations for all grants under this policy is covered by Councils Delegations Manual with the Executive Manager Finance and Strategy having the delegated power to approve financial payments.

## 7 Annotations

Date	Description
November 2006	Policy adopted by Council
11 August 2009	Policy reviewed and adopted
14 September 2010	Policy reviewed – koha and donations added (Clause 1.5)
28 June 2011	Raetihi Information Centre - \$10,000 ring fenced
10 March 2015	Policy reviewed and adopted - \$27,000 total grant funding
11 August 2015	Ruapehu Neighbourhood Support - \$5,000 ring fenced
23 February 2017	Reviewed and adopted by Council - \$32,000 total grant funding (doc 634515)
12 September 2018	Raetihi Information Centre increased to \$11,000 and Te Kuiti Citizens Advice Bureau - \$500 ring fenced
September 2021	Policy reviewed and adopted. Ohura library removed, Waiouru Library removed. Trust Waikato Community Pool added \$38,500. \$67,000 total grant funding

**SCHEDULE 1****SCHEDULE 1****S1 RING-FENCED FUNDING**

The following component of grant funding will be ring-fenced for the purposes of ensuring that pre-committed funding cannot be utilised for other purposes.

Community Halls	\$10,000
Christmas Parades (\$1,000 each North and South)	\$2,000
Raetihi Information Centre	\$11,000
Ruapehu Neighbourhood Support	\$5,000
Te Kuiti Citizens Advice Bureau	\$500
Trust Waikato Community Pool	\$38,500
<b>Total</b>	<b>\$67,000</b>