



MEETING

of the

Awards & Grants Committee

AGENDA

Time: 10:00 am
Date: Wednesday, 10 July 2024
Venue: Waiata House
Lincoln Road
Masterton

MEMBERSHIP

Chair Tim Nelson

Councillor Craig Bowyer
Mayor Gary Caffell
Councillor Bex Johnson
Iwi Representative Jo Hayes

Councillor Stella Lennox
Councillor Marama Tuuta
Iwi Representative Ra Smith

Values

1. **Public interest:** members will serve the best interests of the people within the Masterton district and discharge their duties conscientiously, to the best of their ability.
2. **Public trust:** members, in order to foster community confidence and trust in their Council, will work together constructively and uphold the values of honesty, integrity, accountability and transparency.
3. **Ethical behaviour:** members will not place themselves in situations where their honesty and integrity may be questioned, will not behave improperly and will avoid the appearance of any such behaviour.
4. **Objectivity:** members will make decisions on merit; including appointments, awarding contracts, and recommending individuals for rewards or benefits.
5. **Respect for others:** will treat people, including other members, with respect and courtesy, regardless of their ethnicity, age, religion, gender, sexual orientation, or disability. Members will respect the impartiality and integrity of Council staff.
6. **Duty to uphold the law:** members will comply with all legislative requirements applying to their role, abide by this Code, and act in accordance with the trust placed in them by the public.
7. **Equitable contribution:** members will take all reasonable steps to ensure they fulfil the duties and responsibilities of office, including attending meetings and workshops, preparing for meetings, attending civic events, and participating in relevant training seminars.
8. **Leadership:** members will actively promote and support these principles and ensure they are reflected in the way in which MDC operates, including a regular review and assessment of MDC's collective performance.

These values complement, and work in conjunction with, the principles of section 14 of the LGA 2002; the governance principles of section 39 of the LGA 2002; and our MDC governance principles:

Whakamana Tangata	Respecting the mandate of each member, and ensuring the integrity of the committee as a whole by acknowledging the principle of collective responsibility and decision-making.
Manaakitanga	Recognising and embracing the mana of others.
Rangatiratanga	Demonstrating effective leadership with integrity, humility, honesty and transparency.
Whanaungatanga	Building and sustaining effective and efficient relationships.
Kotahitanga	Working collectively.

Order Of Business

1	Conflicts of Interest	5
2	Apologies	5
3	Public Forum.....	5
4	Items not on the Agenda	5
5	Reports for Decision.....	6
5.1	2024-34 Long Term Plan Funding Applications	6

1 CONFLICTS OF INTEREST

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

2 APOLOGIES

The Chair invites notice from members of apologies, including apologies for lateness and early departure from the meeting.

3 PUBLIC FORUM

4 ITEMS NOT ON THE AGENDA

The Chairperson will give notice of items not on the agenda as follows:

Matters requiring urgent attention as determined by resolution of the Council

- The reason why the item is not on the agenda; and
- The reason why discussion of the item cannot be delayed until a subsequent meeting.

Minor matters relating to the general business of Council

No resolution, decision or recommendation may be made in respect of the item except to refer it to a subsequent meeting of Masterton District Council for further discussion.

5 REPORTS FOR DECISION

5.1 2024-34 LONG TERM PLAN FUNDING APPLICATIONS

File Number:

Author: Corin Haines, General Manager Community

Authoriser: Kym Fell, Chief Executive

PURPOSE

The purpose of this report is to provide the Awards and Grants Committee with the applications that have been received, applying for funding from the 2024-34 Long-Term Plan. These applications are summarised in Attachment 1.

The list of the presenters speaking in support of their organisation's application are appended to this Report as Schedule 1.

RECOMMENDATIONS

That the Awards and Grants Committee:

1. **Receives** the 14 applications for 2024-34 Long-Term Plan funding,
2. **Decides** funding allocations for these applications, as summarised in Attachment 1 to this report, and
3. **Notes** that all applications submitted by these organisations are being presented at this meeting and are listed in Schedule 1.

CONTEXT

At the end of February 2024, the community groups and organisations on a three-year funding agreement (for the years 2021/22, 2022/23 and 2023/24 through the 2021-31 Long-Term Plan) were advised of proposed changes to the current funding process. They were provided the opportunity to make a submission on those changes, through the 2024-34 Long-Term Plan consultation process.

After the deliberations meeting held on 4 June 2024, Council decided to invite these organisations to re-apply for funding.

On 11 June 2024, these organisations were contacted and offered the opportunity to apply for funding, by providing the following information:

- the purpose of the funding i.e. what they were requesting funding for
- the term of the funding request (the maximum being three years)
- the amount requested and if the request was for a multi-year agreement; the amount specified for each of the Years 1, 2 and 3
- a summary of how the requested funding would benefit the organisation and the broader community.

ANALYSIS AND ADVICE

The community groups and organisations that the Awards and Grants Committee are to decide funding on, for the next three years are as follows:

1. Business Wairarapa	8. Pasifika o Wairarapa Trust
2. Cobblestones	9. Pukaha National Wildlife Centre
3. Digital Seniors	10. Riversdale Beach Surf Lifesaving Club
4. Fab Lab	11. Te Awhina Community Hub
5. Life Flight Trust	12. Waiwaste Food Rescue
6. Masterton Foodbank	13. Wairarapa Community Centre Trust
7. Nuku Ora	14. Wellington Free Ambulance

Attachment 1 provides the details of the applicant's funding request summarising the purpose of seeking this funding, the benefit of the funding and the amount they are seeking for each of the three years.

The summary contains highlights (in yellow) of the four applicants that are requesting the same level of funding they had from the 2021-31 Long-Term Plan. Six applicants are requesting an increased amount from the last Long-Term Plan funding and the remaining four applicants are requesting an increase and differing amount for each year.

The committee have received the funding applications with this Agenda.

Schedule 1 is the presentation schedule of the community groups and organisations presenting their application to this committee.

SUMMARY OF CONSIDERATIONS

Strategic, Policy and Legislative Implications

The funding provision to these community groups and organisations, supports the Local Government Act 2002 purpose of promoting the social, economic, environmental and cultural wellbeing of our communities in the present and for the future.

Significance, Engagement and Consultation

This funding is not significant under the Significance and Engagement Policy because the decisions do not relate to a strategic asset; do not involve a change in level of service provided by Council; and it does not involve Council exiting an existing activity or adding a new activity.

Financial Considerations

The funding provision for this round in the 2024-34 Long-Term Plan for the three years, commencing 1 July 2024 is:

- \$292,852 Year 1
- \$300,084 Year 2
- \$305,670 Year 3

This funding is available for allocation, to the above applicants and any funding unallocated will be added to the contestable Community Wellbeing Grant round to be considered by the Committee in September 2024.

A decision can be made to allocate additional funding to the contestable pool.

Implications for Māori

No significant implications for Māori have been identified.

Communications/Engagement Plan

The community groups and organisations on a three-year funding agreement (for the years 2021/22, 2022/23 and 2023/24 through the 2021-31 Long-Term Plan) were invited to re-apply for funding on 11 June 2024.

Environmental/Climate Change Impact and Considerations

No impact has been identified.

NEXT STEPS

The Awards and Grants Committee to allocate funding and specify what the funding is for.

ATTACHMENTS

1. **2024-34 Long-Term Plan Organisation Funding Applications** [↓](#)
2. **Schedule 1** [↓](#)

2024-34 Long-Term Plan - Organisation's Funding Requests - Summary of Applications										Attachment 1	
No.	Organisation	Purpose of the Funding	Brief Summary of Funding Benefit to Organisation and the Community	2021-31 Long-Term Plan Funding Allocated Per Annum	2024-34 Long-Term Plan Amount Requested	2024-34 Long-Term Plan Amount Requested	2024-34 Long-Term Plan Amount Requested	2024-34 Amount Requested Over 3 Years	Allocation Meeting 10 July 2024 3 Year Funding Allocation	What Funding is Allocated to	
					YEAR 1	YEAR 2	YEAR 3				
1	Business Wairarapa	<ul style="list-style-type: none"> Providing business training and connections Wairarapa-wide Continuing the Wairarapa Skills Training programme Offering free HR and employment legal advice to Wairarapa businesses Coordination of the annual Business Summit attracting over 200 participants Coordination of the annual Business Awards Engaging with the business community to ensure their perspectives are considered on initiatives to business capability, investment and attraction Reporting to ensure transparency, accountability and alignment with mutual goals 	<p>Business Wairarapa is a proactive force driving economic development by providing and delivering training, connections and advocacy on behalf of all Wairarapa businesses. We connect businesses, sector groups, councils and government agencies across the region into a single, powerful database, accessible to all councils for consultation on major initiatives. We lead the delivery mechanism for business capability initiatives. Our goal is to represent 20% of Wairarapa's enterprises by 2027, fostering growth, development and creating opportunities through collaboration, influence and leadership.</p> <p>It is important to note that we are experiencing expansion and heightened demand for our services, yet our cost structure and capacity remain unchanged.</p>	\$30,000	\$30,000	\$60,000	\$60,000	\$150,000			
2	Cobblestones	<p>To continue the provision of a significant regional asset conserving heritage collections for the benefit of the Wairarapa, providing a platform for educating children, plus recreation and entertainment for the community throughout the year.</p> <p>This funding meets our essential costs of rates, insurance, electricity etc.</p>	<p>We are a regional museum which started 52 years ago as a result of a community initiative. Visitors steadily increase and currently they stand at 7,000 a year.</p> <p>Wairarapa visitors to the Museum are made up of 30% from the Masterton district. Capital works are paid for by grants or donations.</p>	\$3,500	\$12,000	\$12,000	\$12,000	\$36,000			
3	Digital Seniors	<p>To enable the continuation and where possible, expansion of services to continue to help vulnerable seniors.</p> <p>Funding will help support two part-time staff and 22 volunteers with travel costs across Masterton and maintain key infrastructure such as a website and 0800 helpline.</p>	<p>In 2023 we assisted 1,024 individuals of which over 700 were from Masterton.</p> <p>Following the closure of SeniorNet, there is no other specific digital support in the region. The vast majority of libraries and care homes do not provide assistance so the only option, other than ourselves, is going to IT service providers which can be extremely expensive and does not allocate sufficient time to help train seniors.</p>	\$15,000	\$15,000	\$15,000	\$15,000	\$45,000			
4	Fab Lab	<p>To continue the delivery of the Fab Lab for the Masterton community providing a hub space, unlimited use of equipment to create a library makerspace and deliver industry-level digital fabrication access.</p> <p>Provision of the Open Lab Fridays, 1-5pm for drop-in enquiries and making at zero cost.</p>	<p>Fab Lab Masterton is unusual across NZ compared to any other Fab Labs, our expertise is globally renowned (Google Vik Olliver). Our mission is to equip Wairarapa Schools, businesses and our community with digital fabrication skills to shape their own world. The provision of our workshops helps our community engage in real life possibilities enabled by digital technology.</p> <p>In the next 12 months we will allocate our own funds to a second weekly Open Lab to offer more community access, delivering double of what is required under our MOU with Council. All assets are community-owned.</p>	\$20,000	\$20,000	\$20,000	\$20,000	\$60,000			
5	Life Flight Trust	<p>To provide exceptional and cost-effective 24/7 air rescue, air ambulance and related services to those in need. This service provides peace of mind for all residents and visitors in the Masterton area.</p> <p>This funding will cover essential operational expenses and primarily purchasing and maintaining medical and rescue equipment, staff salaries, aircraft fuel and maintenance.</p>	<p>Services are available to anyone within the Masterton community who needs our service. Approximately one third of those flown in this area will be babies and children. Last year we flew 102 patients and 54 whanau and support people from the Masterton area. This includes being flown from incidents/accidents that took place in Masterton as well as Masterton residents who needed to be flown throughout NZ to access specialist medical care not available to them locally.</p>	\$17,500	\$20,000	\$20,000	\$20,000	\$60,000			

No.	Organisation	Description of Funding Request	Brief Summary of Funding Benefit to Organisation and the Community	2021-31 Long-Term Plan Funding Allocated Per Annum	2024-34 Long-Term Plan Amount Requested YEAR 1	2024-34 Long-Term Plan Amount Requested YEAR 2	2024-34 Long-Term Plan Amount Requested YEAR 3	2024-34 Amount Requested Over 3 Years	Allocation Meeting 10 July 2024 3 Year Funding Allocation	What Funding is Allocated to
6	Masterton Foodbank	To continue the funding of the finance position of Foodbank Manager for 30 hours per week for one year. The Manager's function is integral to the smooth-running of the Foodbank to ensure that it continues to meet its primary purpose.	There is an ever-present, high level demand on the Foodbank's services which in turn puts pressure on our finances and the ability of the Foodbank to run efficiently and effectively. Funding of the Manager will allow the Foodbank to assist as many vulnerable members of the community, whilst looking at ways to strengthen and improve the service provided in the future. It also allows funds donated or granted to be used for food purchase rather than operating expenses.	\$20,000	\$40,000	\$42,000	\$44,100	\$126,100		
7	Nuku Ora	To create positive change within communities to focus on supporting people to live active lives and improving hauora and wellbeing for individuals, whanau and communities. To support a partner approach for information and intelligence sharing; community-led development; collective impact and sharing networks.	There is evidence that play, active recreation and sport can support the four types of wellbeing that local government is expected to deliver (social, economic, environmental and cultural). We are focusing on working with our networks of sport and recreation providers to support them in ways to become more sustainable to collaboratively achieve climate change outcomes. We work with several schools in Masterton as part of the healthy active learning initiative promoting the importance of physical education and good nutrition. Through the Community Strength and Balance programmes we support our older members of the community.	\$29,000	\$47,000	\$38,750	\$40,000	\$125,750		
8	Pasifika o Wairarapa Trust	To continue the work being undertaken in the Wairarapa. This includes providing health and general welfare support, assisting with a children's holiday programme and the Victoria University roadshow. Seeking funding also towards the Community Connector position no longer being funded by the Ministry of Social Development.	We have inaugurated services built around trust and a collaborative mindset. We advocate for a change in mindset of how services ought to be delivered to diverse communities, more investment on preventative strategies and service with an integrated approach. Our initial focus was around health and general welfare sectors. We have built a community garden and the vegetables are provided free to families, maintained by volunteers and providing a form of therapeutic benefit to the community's elderly.	\$13,500	\$20,000	\$20,000	\$20,000	\$60,000		
9	Pukaha Mount Bruce	To continue to provide lower cost community access to Pukaha through providing a 50% discount to local Masterton residents and holding an annual open day for residents of local communities. Despite significant wage and overhead inflation over the last three years, we are not asking for an increase in financial support, we are asking to maintain the current level for a further three years.	The Council investment is publicly 'walking the talk' in terms of investment in projects that deliver on goals for environmental, social, economic and cultural outcomes. As a large employer with 38 staff and being a major tourism destination, we make a significant contribution to the local economy. Connection with the whenua and with the history of this place contributes to our identity and whakapapa for both Māori and non-Māori across the region. Contribution to the annual community day is important and guarantees access to the forest reserve for all locals regardless of their financial circumstances. Letter of support received from Rangitāne o Wairarapa Incorporated.	\$20,000	\$20,000	\$20,000	\$20,000	\$60,000		
10	Riversdale Beach Surf Lifesaving Club	To pay for wages of the Regional Guard Lifeguard service at Riversdale Beach for the summer of 2024/25. The actual cost for this service at Riversdale Beach is more than we are asking for, for each of the three years and it should be noted that we will be forced to reduce the level of services at the beach.	We are the first responders for accidents and incidents, we get their first to a patient and give vital life support and intel to Wellington Free Ambulance and Westpac Rescue. We are support for Rural Fire and the operational base for Fire and Emergency, Police and Wairarapa Search and Rescue. We are the beach that is for the 210 children's Nipper Programme and 19 schools and colleges for beach education. There has been a rise in swimmer numbers at the south end, with the new subdivision and for these holidaymakers the south end is closer and has good car parking. We will man the south end patrol tower only in the afternoons on week days.	\$40,000	\$40,000	\$40,000	\$40,000	\$120,000		

No.	Organisation	Description of Funding Request	Brief Summary of Funding Benefit to Organisation and the Community	2021-31	2024-34	2024-34	2024-34	2024-34	Allocation	What Funding is Allocated to
				Long-Term Plan Funding Allocated Per Annum	Long-Term Plan Amount Requested	Long-Term Plan Amount Requested	Long-Term Plan Amount Requested			
					YEAR 1	YEAR 2	YEAR 3			
11	Te Awhina Community Hub	To maintain the integrity of the Community Hub that serves most of our disadvantaged members of the community. Funding towards the Coordinator's salary and operational costs of the Community Hub located in the Masterton East community.	The East side of Masterton is a low socio-economic area with a high minority ethnicity population and a high representation of solo parents and low-income families. The Community Hub provides a space for locals to feel a sense of pride in their community, build on their sense of belonging, improve wellbeing and encourage ownership. Having a skilled Coordinator and the ongoing development of volunteers, delivers various needs-based programmes. The Hub supports those that need a 'hand up' not a 'hand out' and promotes community participation, inclusion and identity.	\$20,000	\$35,000	\$35,000	\$35,000	\$105,000		
12	Waiwaste Food Rescue	To continue the work undertaken to reduce food waste to landfill and reduce food poverty by rescuing surplus edible food from local food retailers and producers, distributing it to community groups that support people in need.	Over the last three years, the number of community organisations who receive food from Waiwaste has more than doubled from 14 community groups supported in 2021, to 30 in the year ended 30 June 2023. Our focus is in Masterton as the centre with the largest population. This funding will help meet the ongoing operational costs of our service. We operate food rescue at no cost to food donors or community group recipients and this allows community groups to focus their limited resources on providing valuable services.	\$20,000	\$25,000	\$25,000	\$25,000	\$75,000		
13	Wairarapa Community Centre Trust	To help subsidise the operational costs of the Wairarapa Community Centre Trust for the Centre and the Food Resilience Programmes that use centre-resources and staff time. These operational costs will increase over the three years however we will not be requesting further funding over and above the requested \$50,000 per annum.	Funding to enable the sustainability of two roles enabling the Centre to provide longer-term contracts and prevent loss of knowledge and connections which costs our community. The funding will provide emergency meals, cooking classes, the GROW community garden and project REUSE and other associated workshops and courses. An average of 17,000 people walk into our Centre every year and over 70 community groups hire our shared facilities on average each year.	\$25,000	\$50,000	\$50,000	\$50,000	\$150,000		
14	Wellington Free Ambulance (WFA)	To deliver an emergency ambulance service in the Masterton district. This service is 'free', at no cost to the communities of the district. Request is \$1 per head of population. As populations and age of citizens increase, demand on our service increases, as does the need for extra funding. This funding will be used towards the running costs of our service, which includes fuel, vehicle maintenance, operation of our station and purchase of consumable medical equipment, used on a daily basis.	Data demonstrates that WFA is literally there for all your residents when they need it most. The service responds to a wide range of incidents and patients of all ages, from infants to those 86 years and older, have been cared for, with individuals aged 65 and above accounting for 60% of all Masterton district patients. The funding will ensure the long-term sustainability and accessibility of the essential emergency services in the Masterton district community, aligning with the council's vision and priorities for a caring community that is safe, healthy, happy and connected.	\$25,557	\$30,276	\$30,882	\$31,500	\$92,658		
					\$404,276	\$428,632	\$432,600	\$1,265,508	\$0	
				Budget 2024-34 Long-Term Plan Years 1, 2 & 3	\$292,852	\$300,084	\$305,670	\$898,606.00	Allocated by the Awards and Grants Committee for 2024-34 Long-Term Plan Funding for 3 Years	

Schedule 1: Applicants presenting to the Awards and Grants Committee

Time	Application No.	Organisation	Presenter	Position in Organisation
10.05am	8.	Pasifika o Wairarapa	Luther Toloa	Manager
10.15am	14.	Wellington Free Ambulance	Cheryl Watson	Wairarapa Community Liaison
10.25am	1.	Business Wairarapa	Nicola Belsham	General Manager
10.35am	6.	Masterton Foodbank	Steve Sale	Chairperson & Grants Coordinator
10.45am	2.	Cobblestones	Joseph Gillard	Co-Chair
10.55am	12.	Waiwaste Incorporated	Louise Lee Christine Kernohan	Co-Chair Co-Chair
11.05am	3.	Digital Seniors	Rick Bryant	Community Collaboration Lead
11.15am	MORNING TEA BREAK			
11.35am	10.	Riversdale Beach Surf Lifesaving Club	Dave Rose	Chairperson
11.45am	5.	Life Flight Trust	Sebastian Grodd	Head of Fundraising, Marketing and Communications
11.55am	11.	Te Awhina Community Hub	Donna Gray Tracy Graham	Housing Community Coordinator Chairperson
12.05pm	9.	Pukaha National Wildlife Centre	Emily Court	General Manager
12.15pm	7.	Nuku Ora	Andrea Jackson	Partnership Manager Wairarapa
12.25pm	13.	Wairarapa Community Centre Trust	Bev Jack	Manager
12.35pm	4.	Fab Lab	John Hart Kirsten Browne	Trustee – Fab Lab Masterton Trust Trustee – Fab Lab Masterton Trust