



COMMUNITY SERVICES GRANTS SUBCOMMITTEE

Open Agenda

Meeting Date: Tuesday 9 July 2024

Time: 9.30am

Venue: Breakout Room 1
War Memorial Centre
Marine Parade
Napier

Committee Members **Chair:** Councillor Boag
Members: Councillor Taylor, Judith Guy, Ryan Hambleton, Jay Lamburn and Russell Jaggard

Officer Responsible Manager Community Strategies

Administration Community Funding Advisor and Governance Team

Next Community Services Grants Subcommittee Meeting to be confirmed

2022-2025 TERMS OF REFERENCE - COMMUNITY SERVICES GRANTS SUBCOMMITTEE

<i>Reports to</i>	<i>Napier People and Places Committee</i>
<i>Chairperson</i>	<i>Appointed by Mayor</i>
<i>Deputy Chairperson</i>	<i>N/A</i>
<i>Membership</i>	<i>2 Councillors</i> <i>4 Community Representatives (external)</i>
<i>Quorum</i>	<i>3 Half the members (including vacancies)</i>
<i>Meeting frequency</i>	<i>Meeting frequency set annually</i>
<i>Officer Responsible</i>	<i>Executive Director Community Services</i>

Role

This subcommittee reports to the Napier People and Places Committee.

Delegations

1. To allocate grants in accordance with Council procedures.
2. To make recommendations to the Napier People and Places Committee to approve Grants.
3. To make recommendations to the Napier People and Places Committee on adding performance criteria and conditions on grants.

Remuneration:

Community representatives are paid \$400 per meeting.

ORDER OF BUSINESS

Karakia

Apologies

Nil

Conflicts of interest

Public forum

Nil

Announcements by the Chairperson including notification of minor matters not on the agenda

Note: re minor matters only - refer LGOIMA s46A(7A) and Standing Orders s9.13

A meeting may discuss an item that is not on the agenda only if it is a minor matter relating to the general business of the meeting and the Chairperson explains at the beginning of the public part of the meeting that the item will be discussed. However, the meeting may not make a resolution, decision or recommendation about the item, except to refer it to a subsequent meeting for further discussion.

Confirmation of Minutes

That the Minutes of the Community Services Grants Committee meeting held on 26 June 2023 were taken as a true and accurate record of the meeting. 7

Minor matters not on the agenda – discussion (if any)

Recommendation to Exclude the Public.....4

RECOMMENDATION TO EXCLUDE THE PUBLIC

That the public be excluded from the following parts of the proceedings of this meeting, namely:

AGENDA ITEMS

1. 2024-2025 Community Services Grant Applications - Distribution of Funds

The general subject of each matter to be considered while the public was excluded, the reasons for passing this resolution in relation to each 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 were as follows:

General subject of each matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground(s) under section 48(1) to the passing of this resolution.
1. 2024-2025 Community Services Grant Applications - Distribution of Funds	7(2)(c)(i) Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied	48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist: (i) Where the local authority is named or specified in Schedule 1 of this Act, under section 6 or 7 (except 7(2)(f)(i)) of the Local Government Official Information and Meetings Act 1987.

COMMUNITY SERVICES GRANTS SUBCOMMITTEE

Open Minutes

Meeting Date: Monday 26 June 2023

Time: 12.30pm – 12.34pm (*Open*)
12.35pm – 3.00pm (*Public Excluded*)

Venue Breakout Room 2
War Memorial Centre
Marine Parade
Napier

Present **Chair:** Councillor Boag
Members: Councillor Taylor; Judith Guy, Ryan Hambleton, Jay Lamburn and Russell Jaggard

In Attendance Team Leader Community Strategies Tania Diack
Management Accountant (Sammie-Lee Bedford)
Rates Officer (Jan McKernan)
Community Funding Advisor (Belinda McLeod)

Administration Governance Advisor (Carolyn Hunt)

Karakia

Apologies

Nil

Conflicts of interest

Public forum

Announcements by the Chairperson

Announcements by the management

Smarty Grants – The Smarty Grants was a new online application system that was introduced for the 2023/2024 funding round. Feedback from the members of the Subcommittee on the assessment process would be appreciated, so the administration staff can determine if any changes can be made to improve the process. Feedback could be emailed to the Community Funding Advisor (Belinda McLeod) at belindam@napier.govt.nz.

Minor Matters

Funding Review - As part of the Community Services Grants review an investigation be undertaken to increase the funding available for Community Services Grants from \$1.80 per capita to \$2.00. The last funding increase from \$1.60 to \$1.80 was in 2018 which amounted to annual increase to Council of \$16,380.

PUBLIC EXCLUDED ITEMS

Councillor Taylor / Jay Lamburn

That the public be excluded from the following parts of the proceedings of this meeting, namely:

1. 2023-2024 Community Services Grant Applications - Distribution of Funds

Carried

The general subject of each matter to be considered while the public was excluded, the reasons for passing this resolution in relation to each 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 were as follows:

General subject of each matter to be considered.	Reason for passing this resolution in relation to each matter.	Ground(s) under section 48(1) to the passing of this resolution.
1. 2023-2024 Community Services Grant Applications - Distribution of Funds	7(2)(c)(i) Protect information which is subject to an obligation of confidence or which any person has been or could be compelled to provide under the authority of any enactment, where the making available of the information would be likely to prejudice the supply of similar information or information from the same source and it is in the public interest that such information should continue to be supplied	48(1)(a) That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist: (i) Where the local authority is named or specified in Schedule 1 of this Act, under section 6 or 7 (except 7(2)(f)(i) of the Local Government Official Information and Meetings Act 1987.

The meeting moved into Public Excluded at 12.34pm.

The meeting closed with a karakia at 3.00pm

Approved and adopted as a true and accurate record of the meeting.

Chairperson

Date of approval