

I hereby give notice that an extraordinary meeting of the Waitākere Ranges Local Board will be held on:

Date: Tuesday, 17 June 2014
Time: 2:00pm
Meeting Room: Waitākere Ranges Local Board Office
Venue: 39 Glenmall Place
Glen Eden

Waitākere Ranges Local Board OPEN AGENDA

MEMBERSHIP

Chairperson	Sandra Coney, QSO
Deputy Chairperson	Denise Yates, JP
Members	Neil Henderson Greg Presland Steve Tollestrup Saffron Toms

(Quorum 3 members)

Glenn Boyd
(Relationship Manager)
Local Board Services (West)

Tua Viliamu
Democracy Advisor

12 June 2014

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1 Welcome

2 Apologies

At the close of the agenda no apologies had been received.

3 Declaration of Interest

MEMBERS WERE 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.

SPECIFICALLY MEMBERS ARE ASKED TO IDENTIFY ANY NEW INTERESTS THEY HAVE NOT PREVIOUSLY DISCLOSED, AN INTEREST THAT MIGHT BE CONSIDERED AS A CONFLICT OF INTEREST WITH A MATTER ON THE AGENDA.

AT ITS MEETING ON 28 NOVEMBER 2013, THE WAITAKERE RANGES LOCAL BOARD RESOLVED (RESOLUTION NUMBER WTK/2010/5) TO RECORD ANY POSSIBLE CONFLICTS OF INTEREST IN A REGISTER.

REGISTER

BOARD MEMBER	ORGANISATION / POSITION
SANDRA CONEY	<ul style="list-style-type: none"> • WAITEMATA DISTRICT HEALTH BOARD – <i>ELECTED MEMBER</i> • WOMEN'S HEALTH ACTION TRUST – <i>PATRON</i>
NEIL HENDERSON	<ul style="list-style-type: none"> • PORTAGE TRUST – <i>ELECTED MEMBER</i> • WEST AUCKLAND TRUST SERVICES (WATS) BOARD – <i>TRUSTEE/DIRECTOR</i> • WEEDFREE TRUST – <i>EMPLOYEE</i>
GREG PRESLAND	<ul style="list-style-type: none"> • PORTAGE TRUST – <i>ELECTED MEMBER</i> • LOPDELL HOUSE DEVELOPMENT TRUST – <i>TRUSTEE</i> • TITIRANGI RESIDENTS & RATEPAYERS GROUP – <i>COMMITTEE MEMBER</i>
STEVE TOLLESTRUP	<ul style="list-style-type: none"> • WAITAKERE LICENSING TRUST – <i>ELECTED MEMBER</i> • COMMUNITY WAITAKERE – <i>TRUSTEE</i> • WEST AUCKLAND TRUST SERVICES (WATS) BOARD – <i>TRUSTEE/DIRECTOR</i> • HENDERSON VALLEY RESIDENTS ASSOCIATION – <i>COMMITTEE MEMBER</i>
SAFFRON TOMS	NO CURRENT CONFLICT OF INTEREST.
DENISE YATES	<ul style="list-style-type: none"> • ECOMATTERS ENVIRONMENT TRUST – <i>DEPUTY CHAIR</i> • KEEP WAITAKERE BEAUTIFUL TRUST – <i>BOARD MEMBER</i> • HUIA-CORNWALLIS RATEPAYERS & RESIDENTS ASSOCIATION – <i>CO-CHAIRPERSON</i> • CHARLOTTE MUSEUM TRUST – <i>TRUSTEE</i>

MEMBER APPOINTMENTS

BOARD MEMBERS ARE APPOINTED TO THE FOLLOWING BODIES. IN THESE APPOINTMENTS THE BOARD MEMBERS REPRESENT AUCKLAND COUNCIL.

BOARD MEMBER	ORGANISATION / POSITION
SANDRA CONEY	<ul style="list-style-type: none">FRIENDS OF ARATAKI INCORPORATED – <i>TRUSTEE</i>
NEIL HENDERSON	<ul style="list-style-type: none">FRIENDS OF ARATAKI INCORPORATED – <i>TRUSTEE</i>LIVING CELL TECHNOLOGIES ANIMAL ETHICS COMMITTEE – <i>MEMBER</i>
SAFFRON TOMS	<ul style="list-style-type: none">ARK IN THE PARK – <i>GOVERNANCE GROUP MEMBER</i>

4 LEAVE OF ABSENCE

At the close of the agenda no requests for leave of absence had been received.

5 Extraordinary Business

Section 46A(7) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“An item that is not on the agenda for a meeting may be dealt with at that meeting if-

- (a) The local authority by resolution so decides; and
- (b) The presiding member explains at the meeting, at a time when it is open to the public,-
 - (i) The reason why the item is not on the agenda; and
 - (ii) The reason why the discussion of the item cannot be delayed until a subsequent meeting.”

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

- (a) That item may be discussed at that meeting if-
 - (i) That item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

6 Notices of Motion

At the close of the agenda no requests for notices of motion had been received.

Community halls assistance fund

File No.: CP2014/11899

Purpose

1. To consider applications for funding assistance from community halls in the Waitakere Ranges Local Board that are owned or operated by community groups.

Executive Summary

2. In January 2014, it was identified that an Auckland Council grant fund which community hall providers in the local board area had previously been able to apply to, was no longer available.
3. To address this situation, it has been proposed that a Community Halls Assistance Fund be established from an underspend in the West Facilitation Fund for the current financial year, 2013/2014. The available funding is approximately \$21,000 (the total sum available will be confirmed at the meeting).
4. The 2013/2014 Community Halls Assistance fund is intended to support community operated, not for profit community halls, which are available for public use. This fund is to help community hall providers (both council and community owned) with the maintenance and running costs of community halls (either council owned or community owned).
5. Auckland Council's Community Facilities team has identified nine community halls, as defined by council, in the Waitakere Ranges Local Board area that are either community owned and operated; or council owned and community operated. These are:
 - i. Barnett Hall (Piha)
 - ii. Huia Hall
 - iii. Laingholm Village Hall
 - iv. Oratia Settlers Hall
 - v. Oratia Small Hall
 - vi. Paturoa Bay Hall
 - vii. Waiatarua Hall
 - viii. Waitakere Domain Hall
 - ix. Waitakere Township Hall
6. Applications to the fund have been invited and will be tabled at the meeting for consideration.
7. Once a decision on applications has been by the local board, council staff will confirm in writing to the applicants all grants approved, and will administer payment and receipt of accountability for all grants made. The team will also notify all unsuccessful applicants in writing.

Recommendations

That the Waitākere Ranges Local Board:

- a) Approves the establishment of the 2013/2014 Community Halls Assistance Fund from the available underspend in the budget, "West Facilitation Fund".
- b) Approves the criteria and guidelines in Attachment A.

c) Considers the applications received.

Attachments

No.	Title	Page
A	Community Halls Assistance Fund (2013/2014) - criteria and guidelines	11

Signatories

Authors	Brett Lane - Local Board Senior Advisor
Authorisers	Glenn Boyd - Relationship Manager Henderson-Massey, Waitakere Ranges, Whau

Community Halls Assistance 2013/2014 Waitakere Ranges Local Board

The 2013/2014 Community Halls Assistance fund is to support community operated, not for profit community halls, which are available for public use. This fund is to help community hall providers (both council and community owned) with the maintenance and running costs of community halls (either council owned or community owned).

Small grants from \$500 - \$3000 are available to help hall management committees to provide meeting spaces for local communities in ways that best meet the needs of the community. Funds will be allocated on the basis of need and priority, with a capping of \$3,000 per hall.

Applicant criteria

There are nine community halls as defined by council in the Waitakere Ranges Local Board area that are community owned / operated or council owned / community operated. These are:

1. Barnett Hall (Piha)
2. Huia Hall
3. Laingholm Village Hall
4. Oratia Settlers Hall
5. Oratia Small Hall
6. Paturua Bay Hall
7. Waatarua Hall
8. Waitakere Domain Hall
9. Waitakere Township Hall

To be eligible, applicants must be a locally run and managed community hall provider, which is:

- run on a not for profit basis
- open to the general public to use and/or hire operating within Waitakere Ranges Local Board area boundaries
- not managed by a single focussed group e.g. scouts/sports clubs/interest groups

Limitation

Community facility providers, such as school-based facilities, sports clubs, scouts, school halls, church halls etc are not eligible to apply to this fund, given its size and the availability of other funding sources for these physical buildings. These facility providers may contact council for advice on the range of funding sources available.

What can you apply for?

You can apply for funding for the following activities:

- Facility maintenance costs, such as plumbing, electrical maintenance, painting, fittings and fixtures, roofing.

- Costs relating to health and safety, for example, removing dangerous structures
- Improvements to the facility, for example, carpet and lino replacement
- Hall equipment, such as chairs and tables, urns, cups and saucers.
- Facility promotion, for example placing advertisements, posters etc.
- General and volunteer costs, for example: volunteer expenses, fees, training, administrative costs, social audits, strategic planning, etc.

Limitations

- The fund is not intended to cover the costs of facility activities.
- This fund does not cover major capital improvements (such as new roof, extensions, etc.).

The following factors are taken into account when assessing the eligible applications:

The following factors will be taken into account for the 2013-2014 Community Halls Assistance Fund (for council and community owned halls).

- The current condition of the facility and its need of repair & renovation (quality of facility)
- Health and safety issues of the facility
- The groups financial situation (current and projected)
- The amount the facility is being used (activities, number of users, range of uses)
- Whether there other facilities in the area (location in relation to other community halls)
- Whether the group has access to other funds (capacity for income)
- Demonstrated community support for the project and benefit of the programme.

Application opening and closing date

Open: Friday 6 June 2014

Close: Monday 16 June 2014, 12pm.