

I hereby give notice that an extraordinary meeting of the Hibiscus and Bays Local Board will be held on:

Date: Thursday, 9 July 2020
Time: 12.30pm
Meeting Room: This meeting will take place at the local board office,
Venue: 2 Glen Road, Browns Bay and also via Skype for Business

Hibiscus and Bays Local Board OPEN AGENDA

MEMBERSHIP

Chairperson	Gary Brown
Deputy Chairperson	Victoria Short
Members	Andy Dunn
	Janet Fitzgerald, JP
	Gary Holmes
	Julia Parfitt, JP
	Alexis Poppelbaum
	Leanne Willis

(Quorum 4 members)

Gemma Kaldesic
**Democracy Advisor for Hibiscus and Bays
Local Board**

3 July 2020

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1 Welcome

2 Apologies

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

3 Declaration 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.

4 Leave of Absence

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

5 Acknowledgements

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

6 Petitions

At the close of the agenda no requests to present petitions had been received.

7 Deputations

Standing Order 7.7 provides for deputations. Those applying for deputations are required to give seven working days notice of subject matter and applications are approved by the Chairperson of the Hibiscus and Bays Local Board. This means that details relating to deputations can be included in the published agenda. Total speaking time per deputation is ten minutes or as resolved by the meeting.

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

8 Public Forum

A period of time (approximately 30 minutes) is set aside for members of the public to address the meeting on matters within its delegated authority. A maximum of 3 minutes per item is allowed, following which there may be questions from members.

At the close of the agenda no requests for public forum had been received.

9 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.”

Revised Hibiscus and Bays Grant Programme 2020/2021

File No.: CP2020/08430

Item 10

Te take mō te pūrongo Purpose of the report

1. To adopt the revised Hibiscus and Bays Grant Programme 2020/2021, including revised grant priorities, criteria and rounds.

Whakarāpopototanga matua

Executive summary

- 2 The Hibiscus and Bays Local Board adopted their grant programme on 19 March 2020 (*resolution number HB/2020/1*). At this time, the extent of the impact of the COVID-19 pandemic had not been realised.
- 3 The local board would now like to reprioritize the grants criteria for 2020/2021, to assist community groups in the local board area to foster community wellbeing and resilience. Local board budgets have also been impacted due to the ongoing effects of COVID-19. Due to the need to support the community and balancing the budget impacts, the grant programme review includes changes to the grant criteria, exclusions, lower priorities and grant rounds.
4. The following changes are recommended:
 - adding additional objectives to support the community and businesses in their post COVID-19 recovery as follows:

“The Hibiscus and Bays Local Board are seeking applications in the 2020/2021 financial year that show a clear commitment to one or more of the following objectives in support of the recovery from COVID-19:

 - Strengthens business resilience and economic benefits
 - Produces local benefits, caters for local participation and increased visitors to the area
 - Show collaboration, the pooling of resources and benefits to multiple community groups and audiences
 - Encourages and fosters increased resilience, connectedness and wellbeing in our communities and environment”
 - Amending the local board priorities to reflect the direction of the draft local board plan 2020 as follows:
 - Place-making which includes enriching and enhancing our town centres
 - Leisure or sporting opportunities that encourage the community to be more active
 - Enhance local youth development, youth participation and engagement in the local board area
 - Family support, older adult connection and activities that support participation
 - Artistic and creative opportunities for people and our community
 - Sustainable initiatives that protect and enhance our natural environment

- Deferring the Facilities Grant round for 2020/2021
- Moving the current lower priorities to become exclusions, including:
- Limiting applicants to one successful grant per financial year
- Rewording the lower priorities of “wages and salaries and operational costs” to “ongoing administrative costs” and moving these requests to exclusions.
- Removing the quick response rounds

5. Recommended changes have been made to the adopted grant programme and the revised programme is attached (see Attachment one)

Ngā tūtohunga

Recommendation/s

That the Hibiscus and Bays Local Board:

- a) adopt the Hibiscus and Bays Grant Programme 2020/2021 with the revised grant priorities, criteria and grant rounds.

Ngā tāpirihanga Attachments

No.	Title	Page
A ¹	Revised Hibiscus and Bays Grant Programme 2020/2021	9

Ngā kaihaina Signatories

Author	Mary Kienholz - Senior Grants Advisor
Authorisers	Marion Davies - Grants and Incentives Manager Lesley Jenkins - Relationship Manager, Hibiscus and Bays Local Board



Hibiscus and Bays Local Board Community Grants Programme 2020/2021

Purpose

Grants help groups and organisations to provide activities, projects, programmes, initiatives and events that make a positive contribution to the community within the local board area.

The local board would like to see applicants demonstrate that they are working collaboratively with other community groups, working towards your financial sustainability and resilience, and have identified alternative funding partnerships. It is important for groups and organisations to deliver good community outcomes in the local board area.

Important Advice for Applicants

Applicants are encouraged to read the [Hibiscus and Bays Local Board Plan](#) before submitting an application.

You will be asked to identify how your project aligns with one or more of the local board plan initiatives and show how the project will benefit the community in the local board area.

Ensure that you clearly outline the contribution you are making to the event, project or activity within the local board area.

The Hibiscus and Bays Local Board are seeking applications in the 2020/2021 financial year show a clear commitment to one or more of the following objectives in support of the recovery from COVID-19:

- Strengthens business resilience and economic benefits
- Produces local benefits, caters for local participation and increased visitors to the area
- Show collaboration, the pooling of resources and benefits to multiple community groups and audiences
- Encourages and fosters increased resilience, connectedness and wellbeing in our communities and environment

The Hibiscus and Bays Local Board Plan can be found on the [Hibiscus and Bays Community page](#).

Priorities

The Hibiscus and Bays Local Board has confirmed the following priorities for its contestable community grants. In your application identify how your event/project/activity will contribute to one or more of the following:

- Place-making which includes enriching and enhancing our town centres
- Leisure or sporting opportunities that encourage the community to be more active
- Enhance local youth development, youth participation and engagement in the local board area
- Family support, older adult connection and activities that support participation
- Artistic and creative opportunities for people and our community
- Sustainable initiatives that protect and enhance our natural environment

Other important factors

The Hibiscus and Bays Local Board will also take into account whether the applicant:

- has considered other sources of funding for their event/project/activity
- is making a contribution to the event/project/activity (financial, volunteer time etc.)
- has identified collaboration and working with other groups to deliver an event/project/activity and is

seeking funding collaboratively

- is utilising and supporting volunteer groups through the delivery of an event/project/activity
- will get the community involved early on, by working collaboratively and creating opportunities to meet new people and share experiences

Facilities Grant (deferred for 2020/2021)

The Facilities Grant round has been deferred for the upcoming financial year. A decision will be made in the future about re-instating this grant round. The Facilities Grant provides funding to assist with the costs of planning or developing a facility with the Hibiscus and Bays Local Board area. This can include:

- needs assessments
- feasibility studies
- investigation and design
- small building works

Exclusions

The Hibiscus and Bays Local Board will not consider grants for financial assistance for:

- applicants who have had one successful grant application within the current financial year from the Hibiscus and Bays Local Board
- ongoing administrative costs
- Churches and Educational Institutions, except where these groups can demonstrate the wider community benefit
- Activities that do not relate to one or more of the local board plan initiatives
- Activities or projects where the funding responsibility lies with another organisation or central government
- Prizes for sports and other events (except trophies)
- Commercial business enterprises and educational institutions in accordance with the Council's Community Grants Policy (Scope and Eligibility, Page 20)
- Applications to fund projects, programmes or facilities run by Auckland Council or its employees
- Auckland Council CCO's or organisations who receive funding from the Auckland Regional Amenities Fund.
- Applications that include support for or promotion of extreme political views, activism, or religious ministry
- Applications for activities, events or projects outside of the local board area
- Commitment to ongoing funding or financial support
- Applications to subsidise rentals, reduce debt or payment of rates
- Applications for the purchase or subsidy of alcohol or costs associated with staging after - match functions
- Grants for the sole purpose of an individual
- Family reunions
- Debt servicing
- Legal expenses
- Activities whose purpose serves to promote religious, political or contentious messages
- Medical expenses.

Investment approach

Name of grant	Local board's proposed figures	
	Minimum	Maximum
Local Grants	\$2,000.00	Generally, the local board will not grant more than \$10,000. There may be special circumstances that warrants consideration of allocations above \$10,000.

Grant Round Dates Local Grants 2020/2021

Grant round:	Open date	Close date	Decision date	Projects to occur after
Round One	13 July 2020	21 August 2020	15 October 2020	1 November 2020
Round Two	15 February 2021	26 March 2021	20 May 2021	1 June 2021

Multi-board funding

Hibiscus and Bays Local Board will also consider funding multi-board grant applications in collaboration with other local boards. Applicants will need to clearly demonstrate how their intended project, event or activities will specifically benefit people and communities in the Hibiscus and Bays Local Board area.

Multi-board grant round:	Open date	Close date	Decision date	Projects to occur after:
Round one	15 June 2020	7 August 2020	15 October 2020	1 November 2020
Round two	18 January 2021	19 March 2021	20 May 2021	1 June 2021

Obligations if you receive funding

In order to ensure that the Hibiscus and Bays Local Board grant achieves positive results, recipients will be obligated to provide evidence that the assistance has been used for the agreed purpose and the stated outcomes have been achieved. Obligations will be outlined in a funding agreement that the applicant will be required to enter into.

The following accountability measures are required:

- The completion and submission of accountability forms (including receipts), proving that grants have been used for the right purpose
- Any grant money that is unspent and not used for the project must be returned to the Hibiscus and Bays Local Board
- Recognition of the Hibiscus and Bays Local Board's support of your initiative (e.g. using the Hibiscus and Bays Local Board logo on promotional material).

Hibiscus and Bays Local Board input into the Emergency Budget 2020/2021 (Covering report)

File No.: CP2020/08984

Te take mō te pūrongo Purpose of the report

1. To seek the Hibiscus and Bays Local Board input into the Emergency Budget 2020/2021.

Whakarāpopototanga matua Executive summary

2. This is a late covering report for the above item. The comprehensive agenda report was not available when the agenda went to print and will be provided prior to the 09 July 2020 Extraordinary Meeting of the Hibiscus and Bays Local Board meeting.

Ngā tūtohunga Recommendation/s

The recommendations will be provided in the comprehensive agenda report.