

Strategy, Policy and Finance Committee Meeting Minutes 15 April 2021

01-15-228
RDC-1122074

Minutes

**Strategy, Policy and Finance Committee meeting
held Thursday, 15 April 2021 at 9:30am
Council Chamber, Rotorua Lakes Council**

- MEMBERS PRESENT:** Cr Raukawa-Tait (Chair)
Cr Kai Fong (Deputy Chair), Mayor Chadwick, Cr Bentley, Cr Donaldson,
Cr Kumar, Cr Macpherson, Cr Maxwell, Cr Tapsell, Cr Wang, Cr Yates,
Mr Berryman-Kamp and Mr Potaua Biasiny-Tule (Te Tatau o Te Arawa),
Mr Thomass (Lakes Community Board) and Mrs Trumper (Rural Community Board).
- APOLOGIES:** Cr Kumar for early departure.
- IN ATTENDANCE:** Cr Kathy White, Tracey May, Director, Science and Strategy and Nicole Hubbard, Corporate Planning Manager, Waikato Regional Council.
- STAFF PRESENT:** G Williams, Chief Executive; C Tiriana, Manager, CE Office; O Hopkins, Manager, Corporate Planning & Governance; J.P Gaston, Group Manager Strategy; S Michael, General Manager Infrastructure; J Mikaere, Group Manager Operations; G Rangī, Manahautū Māori; I Tiriana, Manager, Council Communications; Rob Pitkethley, Manager, Sport, Recreation & Environment; Prashant Praveen, Manager, Waste Services & Sustainability; R Viskovic, Strategy Development Manager, Sustainability & Social Development; J Campbell, Strategy Advisor; S Kelly, Senior Strategy Advisor; R Dunn, Governance Lead; G Konara, Governance Support Advisor.

The meeting opened at 9.30am

The Chair welcomed elected members, staff and members of the public.

The Chair also welcomed Mr Potaua Biasiny-Tule, who was appointed to this committee as a representative of Te Tatau o Te Arawa, replacing Ms Danielle Marks.

**1 KARAKIA WHAKAPUAKI
OPENING KARAKIA**

Mr Berryman-Kamp opened meeting with a Karakia.

**2. NGĀ WHAKAPĀHA
APOLOGIES**

Resolved:

That the apologies from Cr Kumar for early departure be accepted.

Moved: Cr Maxwell

Seconded: Mayor Chadwick

CARRIED

**3. WHAKAPUAKITANGA WHAIPĀNGA
DECLARATIONS OF INTEREST**

None.

**4. NGĀ TAKE WHAWHATI TATA KĀORE I TE RĀRANGI TAKE
URGENT ITEMS NOT ON THE AGENDA**

None.

**5. NGĀ TĀPAETANGA
PRESENTATIONS**

5.1 WAIKATO REGIONAL COUNCIL – LONG TERM PLAN 2021-2031

Cr Kathy White, Tracey May, Director, Science and Strategy and Nicole Hubbard, Corporate Planning Manager, spoke to a presentation titled “Make your Waikato even better - 2021-2031 Long Term Plan” ([Attachment 1](#)).

**6. TE WHAKAŪ I NGĀ MENETI
CONFIRMATION OF MINUTES**

6.1 MINUTES OF THE STRATEGY, POLICY & FINANCE COMMITTEE MEETING 11 MARCH 2021

RDC- 1110188

Resolved:

That the minutes of the Strategy, Policy & Finance Committee meeting held on 11 March 2021 be confirmed as a true and correct record.

Moved: Cr Tapsell

Seconded: Cr Donaldson

CARRIED

6.2 MINUTES OF THE STRATEGY, POLICY & FINANCE COMMITTEE HEARING 11 MARCH 2021 - DRAFT
OPEN SPACE LEVEL OF SERVICE POLICY

RDC-1110191

Resolved:

**That the minutes of the Strategy, Policy & Finance Committee Hearing held on 11 March 2021 -
Draft Open Space Level of Service Policy, be confirmed as a true and correct record.**

Moved: Mr Thomass

Seconded: Mr Berryman-Kamp

CARRIED

**7. PŪRONGO KAIMAHI
STAFF REPORTS**

7.1 DELIBERATIONS AND ADOPTION OF THE OPEN SPACE LEVEL OF SERVICE POLICY

RDC-1116510

Resolved:

- 1. That the report titled 'Deliberations and Adoption of the Open Space Level of Service Policy' be received.**

Moved: Mr Thomass

Seconded: Cr Yates

CARRIED

Jocelyn Mikaere, Rob Pitkethley and Stephanie Kelly overviewed the report.

Further resolved:

- 2. That the Committee recommends to Council that the Draft Open Space Level of Service Policy ([Attachment 2](#)) is adopted with the amendments recommended by staff.**

Moved: Cr Raukawa-Tait

Seconded: Mr Thomass

CARRIED

7.2 COMMUNITY FUNDING INVESTMENT POLICY REVIEW - CONSIDERATION FOR LONG TERM PLAN
BUDGET

RDC-1117498

Resolved:

- 1. That the report titled "Community Funding Investment Policy Review – Consideration for Long Term Plan Budget" be received.**

Moved: Cr Donaldson

Seconded: Mayor Chadwick

CARRIED

Rosemary Viskovic and Jill Campbell spoke to a presentation ([Attachment 3](#)) and overviewed the report.

Further resolved:

2. That the Committee recommends to Council that the Draft Community Funding Investment Policy ([Attachment 4](#)) is adopted with the amendments recommended by staff, excluding the change to community grant funding range from \$3000 -\$5000, which will remain the same; \$ 1000-\$5000.
3. That the Committee recommend to Council that the Te Rākau Tū Pakari Fund close in September 2021, one year after commencement.

Moved: Cr Tapsell

Seconded: Mrs Trumper

CARRIED

The meeting adjourned at 11.05 am and resumed at 11.20am.

7.3 ROTORUA LAKES COUNCIL'S WASTE ASSESSMENT 2021

RDC-1115269

Resolved:

1. That the report titled "Rotorua Lakes Council's Waste Assessment 2021" be received.

Moved: Cr Kai Fong

Seconded: Mr Thomass

CARRIED

Stavros Michael and Prashant Praveen overviewed the report.

Further resolved:

2. That the Committee recommends to Council to approve "[Rotorua's Waste Assessment 2021](#)". (RDC – 1115509)

Moved: Cr Donaldson

Seconded: Cr Tapsell

CARRIED

7.4 STATEMENTS OF INTENT FOR COUNCIL CONTROLLED ORGANISATIONS FOR THE YEAR COMMENCING
1 JULY 2021

RDC-1118959

Resolved:

1. **That the report 'Statements of Intent for Council Controlled Organisations for the year commencing 1 July 2021' be received.**

Moved: Cr Kai Fong

Seconded: Mayor Chadwick

CARRIED

J-P Gaston overviewed the report.

Further resolved:

2. **That the Committee recommends to Council to submit the agreed comments on the Draft Statements of Intent for InfraCore Limited, Rotorua Regional Airport Limited and Rotorua Economic Development Limited.**

Moved: Cr Kai Fong

Seconded: Mayor Chadwick

CARRIED8. **KA MATATAPU TE WHAKATAUNGA I TE TŪMATANUI
RESOLUTION TO EXCLUDE THE PUBLIC****Resolved:****That the committee move into public excluded session.**

Moved: Cr Donaldson

Seconded: Mr Thomass

CARRIED

The general subject of each matter to be considered while the public is excluded, the reason 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 are 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) for passing of this resolution
Confidential Minutes of Previous Meeting Held on 11 march 2021	Please refer to the relevant clause/s in the open meeting minutes.	Good reason for withholding exists under Section 48(1)(a).

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for passing of this resolution
Appointment of Board Members for Council Controlled Organisations	Protect the privacy of natural persons, including that of deceased natural persons. Maintain effective conduct of public affairs through free and frank expression of opinions by or between or to members or officers or employees of any local authority in the course of their duty.	Section 48(1)(a) Section 7(2)(a) Section 48(1)(a) Section 7(2)(f)(i)
Procurement Strategy	Protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information.	Section 48(1)(a) Section 7(2)(b)(ii)
	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) Section 7(2)(i)
All of Government Work Update	Enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	Section 48(1)(a) Section 7(2)(i)

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Sections 6 or 7 of the Act or Sections 6, 7 or 9 of the Official Information Act 1982, as the case may require, which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public are as shown above (in brackets) with respect to each item.”

OPEN SESSION

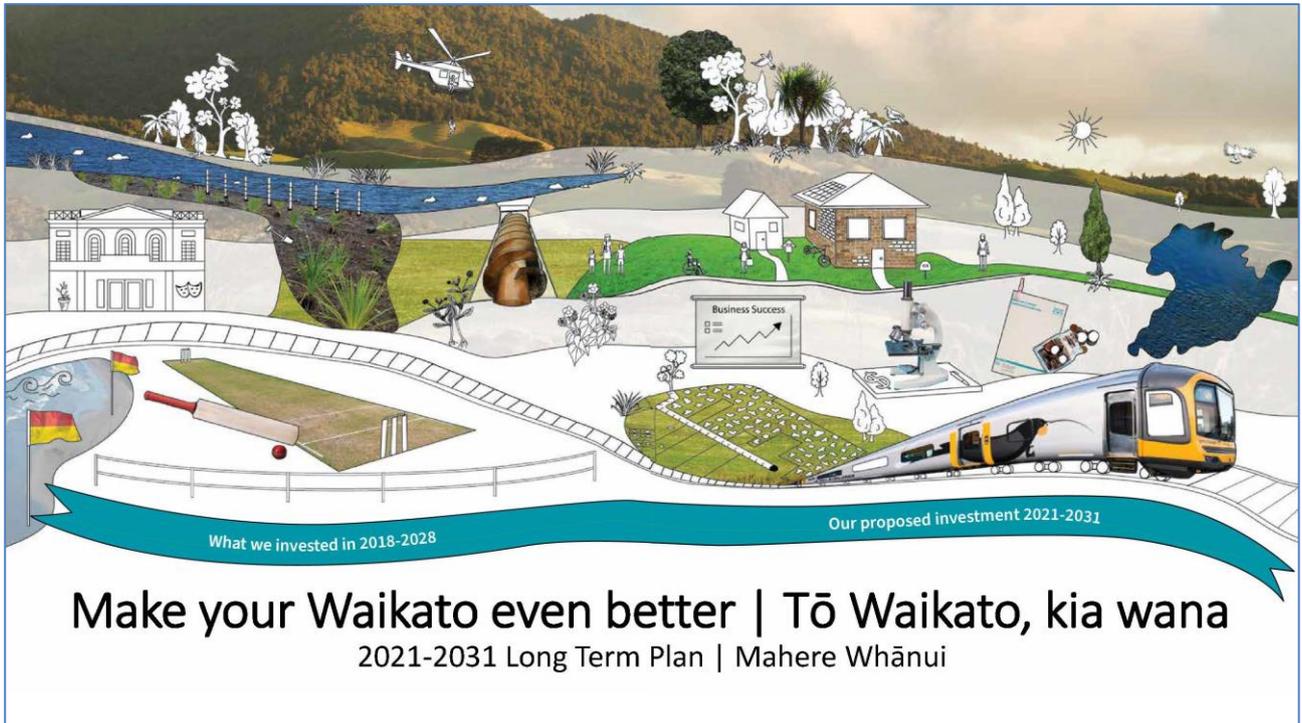
Meeting closed at 12.35 pm.

Confirmed at the Strategy, Policy & Finance Committee meeting on 13 May 2021.

Maepeko R-T

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Chairperson

ATTACHMENT 1: PRESENTATION - WAIKATO REGIONAL COUNCIL – LONG TERM PLAN 2021-2031

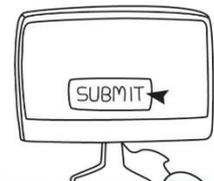


Let's make a plan



This plan needs to:

- tackle the big issues
- be realistic about cost
- balance legislative requirements and what is important to communities
- support a sustainable future
- build on the work we've been doing with our partners and communities.



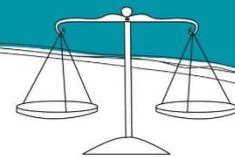
Our 10-year strategy

- This strategy identifies six strategic priorities that collectively help build a resilient Waikato.
- It will help us support a region that is prepared and well positioned to respond to new challenges and tough times.



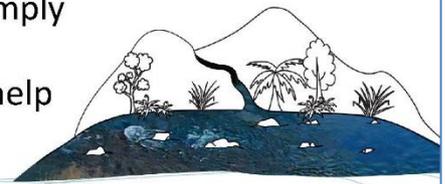
Striking the right balance

- This long term plan is one of strategic adjustments rather than big-ticket changes so we can keep costs down for our ratepayers.
- Last year saw unexpected challenges for Waikato communities as we pulled together to tackle COVID-19.
- We responded decisively with a net zero rates revenue increase in our 2020/21 Annual Plan.
- We also need to respond to legislation from central government, community needs and expectations, and technological change.

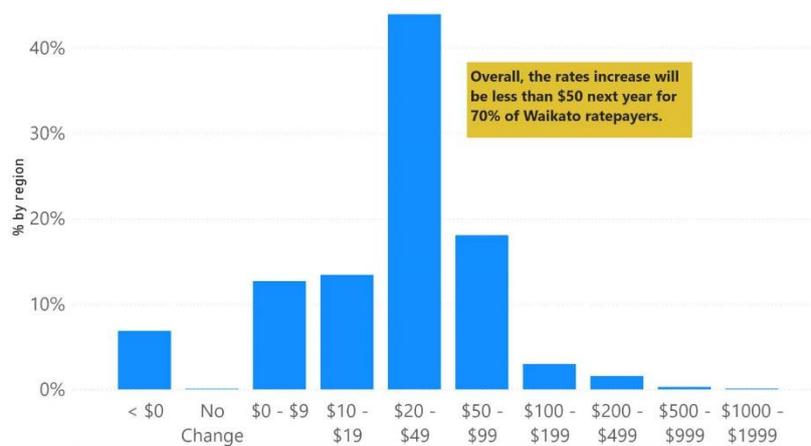


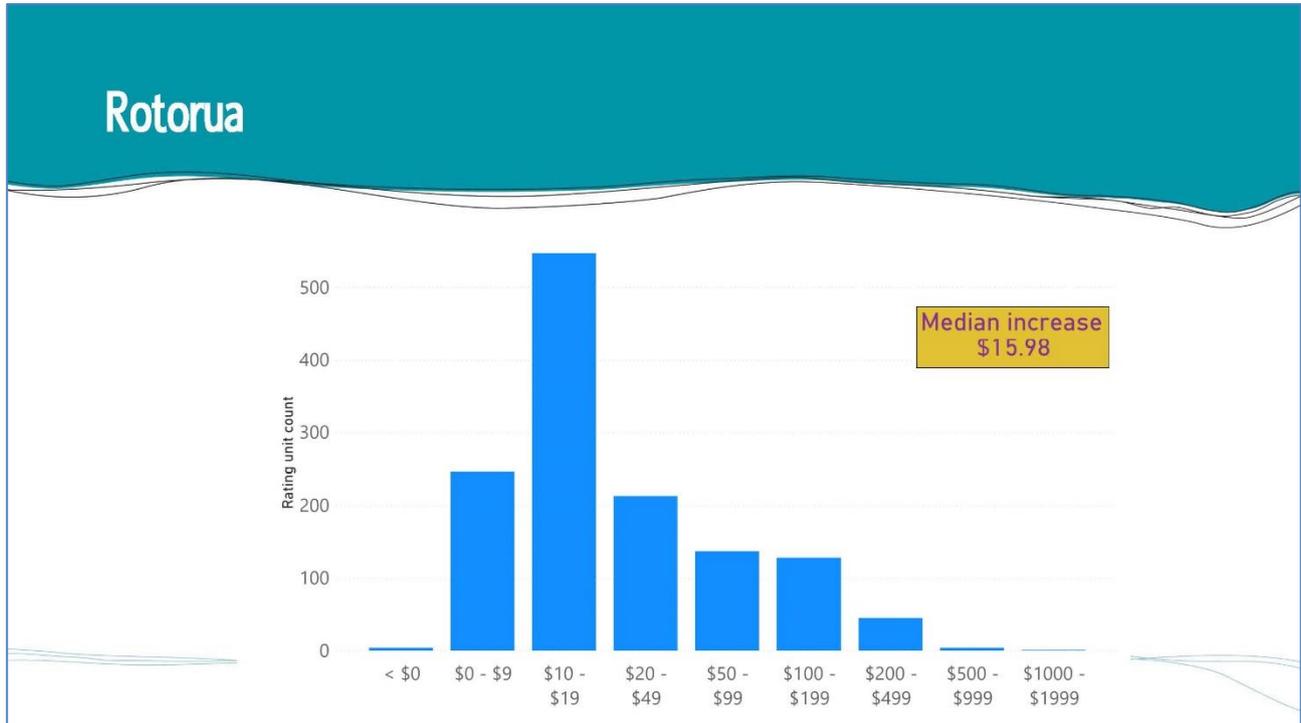
Healthy waterways

- We support the Government’s vision on fresh water.
- New regulations require increases in our work programmes.
- No direct funding from central government.
- We are not consulting as the work needs to be done.
- We are structuring our work programmes to comply by 2024.
- We will support and inform our landowners to help them comply with the new rules.



Proposed rates increases

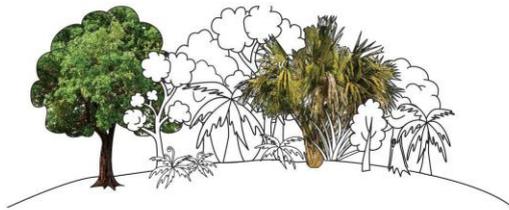




What we're asking for feedback on

OUR PROPOSALS		AFFECTED RATEPAYERS
1	Protecting our biodiversity Kia parea te rerenga rauropi New services to help halt the decline of our region's unique plants, animals and marine life.	All
2	Sustainable homes scheme He kaupapa oranga whare Only borrow money to lend to ratepayers to help them make sustainable improvements to their homes.	Those who opt into the scheme
3	Lake Taupō Protection Project Te whakaruruhau a Taupō-nui-a-Tia Decide future governance and management arrangements for the Lake Taupō Protection Project.	All
4	Passenger rail service He tereina pāhihi Increase services to offer more commuter flexibility and improve connectivity.	Hamilton city
5	Regional economic development funding Whakapakari pūtea ā-rohe Increase funding to Te Waka.	All
6	Te Aroha suburban outlet drain Te waikeri puaha o te tapa tāone o Te Aroha Transfer responsibility for a suburban drain to Matamata-Piako District Council.	86 properties in Te Aroha
7	Rates remission and postponement Te whakahekenga, whakatārewatanga anō o ngā tāke kaunihera Update our remission policy to better reflect current issues.	All
8	Cost recovery changes for consent holders Te piki, heke utu rānei mō ngā kaupupuru raihana Change the amount consent holders pay for the cost of monitoring and science investigations.	Consent holders

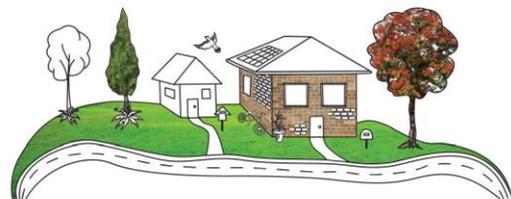
Proposal 1: Protecting our biodiversity Kia parea te rerenga rauropi



Option 1 (preferred option)	Option 2
Commence new services in year two (2022/23).	Commence new services in year one (2021/22).
Impact on level of service Increase in level of service in year 2.	Impact on level of service Increase in level of service in year 1.
Total cost 2021/22 – Nil 2022/23 – \$551,000 2023/24 – \$1.033 million	Total cost 2021/22 – \$528,000 2022/23 – \$1.001 million 2023/24 – \$1.314 million
Impact on rates 2021/22 – Nil 2022/23 – 36 cents per \$100,000 of capital value 2023/24 – 67 cents per \$100,000 of capital value	Impact on rates 2021/22 – 35 cents per \$100,000 of capital value 2022/23 – 66 cents per \$100,000 of capital value 2023/24 – 85 cents per \$100,000 of capital value
Impact on debt Nil	Impact on debt Nil

Proposal 2: Sustainable homes scheme He kaupapa oranga whare

Option 1 (preferred option)	Option 2 (status quo)
Council borrows money to help households install sustainable improvements (e.g. water tanks, insulation, double-glazing, heating, ventilation, solar power and septic tank upgrades).	Council does not provide a sustainable homes programme.
Impact on level of service Increase in level of service from the implementation of the scheme (expected to be in 2021/22).	Impact on level of service Nil
Total cost The total cost of the scheme is not yet known. The scheme is designed to be cost neutral to the general ratepayer over the longer term.	Total cost Nil
Impact on rates Rating impacts will be specific to those properties participating in the scheme. For other ratepayers, there will not be any rating impact.	Impact on rates Nil
Impact on debt The council expects to take on additional borrowing to facilitate the scheme. It is estimated that debt may be up to \$35 million.	Impact on debt Nil



Proposal 3: Lake Taupō Protection Trust Te whakaruruhau a Taupō-nui-a-Tia

Option 1 (preferred option)

Governance undertaken by the Lake Taupō Protection Project Joint Committee with the management of the contracts undertaken by the Lake Taupō Protection Trust, with their workspace provided in either Taupō District Council or Waikato Regional Council offices.

If this option is agreed to, a review of the arrangement will take place in 12 months' time to consider whether the new governance and management structures are the most efficient and cost effective ways to manage the agreements.

Impact on level of service
Nil – the level of service is the same with both options.

Total cost of this option
2021/22 – \$339,598
2022/23 – \$359,598
2023/24 – \$332,998

Total contribution from Waikato Regional Council (50% of the lowest cost option)
2021/22 – \$144,000
2022/23 – \$131,000
2023/24 – \$120,000

Impact on rates
2021/22 – 79 cents per rateable property
2022/23 – 71 cents per rateable property
2023/24 – 64 cents per rateable property

Impact on debt
Nil

Option 2

Governance undertaken by the Lake Taupō Protection Project Joint Committee with the management of the contracts undertaken by staff at either Waikato Regional Council or Taupō District Council.

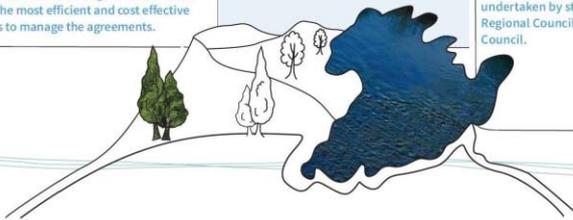
Impact on level of service
Nil – the level of service is the same with both options.

Total cost of this option
2021/22 – \$288,361
2022/23 – \$254,002
2023/24 – \$227,402

Total contribution from Waikato Regional Council (50% of the lowest cost option)
2021/22 – \$144,000
2022/23 – \$131,000
2023/24 – \$120,000

Impact on rates
2021/22 – 79 cents per rateable property
2022/23 – 71 cents per rateable property
2023/24 – 64 cents per rateable property

Impact on debt
Nil



Proposal 4: Passenger rail service He tereina pāhihi

Option 1 (preferred option)

Add an additional interpeak service, extend the service further into Auckland and purchase and refurbish more carriages as well as a locomotive.

Impact on level of service
Increase from year 3

Total cost
2021/22 – \$400,000
2022/23 – \$100,000
2023/24 – \$3.005 million

Impact on rates
2021/22 – 53 cents per \$100,000 capital value for Hamilton city ratepayers
2022/23 – 13 cents per \$100,000 capital value for Hamilton city ratepayers
2023/24 – \$1.61 per \$100,000 capital value for Hamilton city ratepayers

Impact on debt
Nil, based on the assumption that 100 per cent of the purchase of additional rolling stock will be funded by Waka Kotahi NZ Transport Agency.

Option 2 (status quo)

Maintain the current arrangements.

Impact on level of service
Nil

Total cost
2021/22 – Nil
2022/23 – Nil
2023/24 – Nil

Impact on rates
2021/22 – Nil
2022/23 – Nil
2023/24 – Nil

Impact on debt
Nil



Proposal 5: Regional economic development funding Whakapakari pūtea ā-rohe

Option 1 (preferred option)	Option 2 (status quo)
Te Waka receives funding of up to \$750,000 per annum for three years, funded from investment fund returns.	Maintain the current level of support for Te Waka, but fund via investment fund returns.
Impact on level of service Nil	Impact on level of service Nil
Total cost 2021/22 – \$750,000 2022/23 – \$750,000 2023/24 – \$750,000	Total cost 2021/22 – \$300,000 2022/23 – \$300,000 2023/24 – \$300,000
Impact on rates Nil	Impact on rates Nil
Impact on debt Nil	Impact on debt Nil



Proposal 7: Rates remission and postponement Te whakahekenga, whakatārewatanga anō o ngā tāke kaunihera



Option 1 (preferred option)	Option 2 (status quo)
Update the rates remission policy to reflect the changes identified.	Leave the rates remission policy as it currently is.
Impact on level of service Nil	Impact on level of service Nil
Total cost 2021/22 – \$100,000 2022/23 – \$103,000 2023/24 – \$105,000	Total cost 2021/22 – Nil 2022/23 – Nil 2023/24 – Nil
Impact on rates 2021/22 – 7 cents per \$100,000 capital value 2022/23 – 7 cents per \$100,000 capital value 2023/24 – 7 cents per \$100,000 capital value	Impact on rates 2021/22 – Nil 2022/23 – Nil 2023/24 – Nil
Impact on debt Nil	Impact on debt Nil

Proposal 8: Cost recovery changes for consent holders

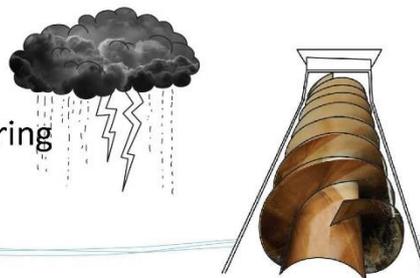
Te piki, heke utu rānei mō ngā kaipupuru raihana

Option 1 (preferred option)	Option 2 (status quo)
Update the charges to reflect the proposed changes.	Leave the charges as they currently are.
Impact on level of service Nil	Impact on level of service Nil
Impact on rates Nil We will write to consent holders, outlining the proposed changes in charges for their consent(s).	Impact on rates Nil
Impact on debt Nil	Impact on debt Nil



Other work we're prioritising

- Maintaining, replacing and renewing our infrastructure
 - Funding to fast-track flood asset and environmental restoration works
- Improving public transport
- Zero emission public transport and fleet strategy
- Regional resilience
- Peat soils and carbon accounting
- Consent processing and compliance monitoring
- Enabling technology



Have your say

- Online

waikatoregion.govt.nz/yourvoicematters

- Post

LTP project team

Waikato Regional Council

Private Bag 3038

Waikato Mail Centre

Hamilton 3240

- Email

haveyoursay@waikatoregion.govt.nz

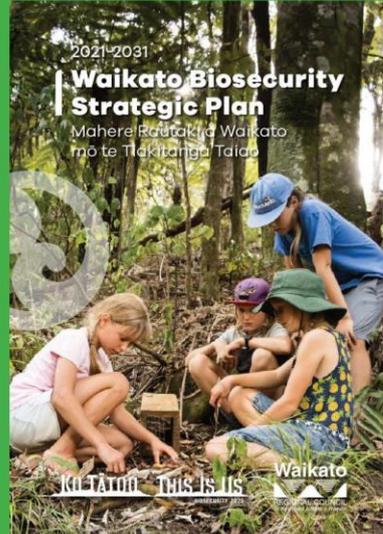
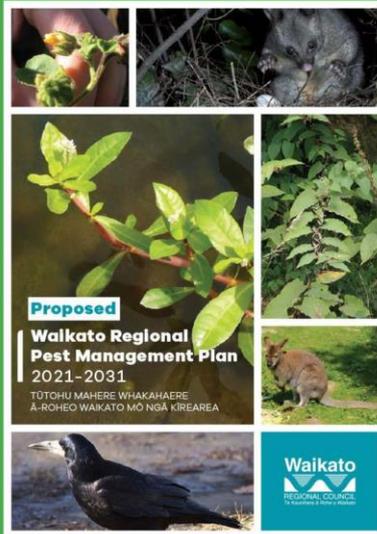


Submissions close at 4pm on Friday, 30 April.

Next time we meet



BIOSECURITY



Proposed Regional Pest Management Plan 2021-2031

What has been done?

- An early review of the Regional Pest Management Plan 2014-2024 was undertaken to ensure alignment with amendments made to the Biosecurity Act 1993 which came into effect in 2012, as well as the new National Policy Direction for Pest Management 2015.
- This review found that the current Waikato RPMP is not consistent with national direction.
- Over the last 12 months, feedback has been sought from a wide range of stakeholders, including the councils, iwi, agencies and industries, on the proposed RPMP.

Key changes

- Fewer specified pests and rules – largely because many harmful species do not need regional rules to manage them.
- The development of the Waikato Biosecurity Strategic Plan to support implementation of the RPMP and allow us to address complex pest management issues that don't require a regulatory approach.



ATTACHMENT 2: DRAFT OPEN SPACE LEVEL OF SERVICE POLICY - TRACK CHANGED VERSION**OPEN SPACE LEVEL OF SERVICE POLICY (DRAFT)**

Date Adopted	Next Review	Officer Responsible
TBD	TBD	Manager Sport, Recreation and Environment

Purpose

To outline Council's approach to the provision and development of the open space network.

This will determine Council's open space requirements for new development areas and guide assessment of the suitability of the existing open space network against standards outlined in the Policy.

Scope

The Policy applies to all Council controlled open space, including lands gifted that are subject to the Ngāti Whakaue Gifted Reserves Protocol Agreement.

It is acknowledged that Council is one of a number of providers of open space in the district, and that there is a need to understand Council's role within the broader context of the network.

The Policy applies across the district however as 80% of the population are located within urban areas, the level of service standards are more applicable to these areas.

The Policy identifies opportunities to acknowledge mana whenua and represent the importance of Te Arawa to this place through the planning and development of the open space network. Te Arawa iwi are tangata whenua of the Rotorua district and Māori culture and heritage is a special characteristic and strength of this place.

Definitions

Open Space - Open space under the control of Council, set apart for public recreation purpose inclusive of recreation reserves, [land gifted for reserve purposes](#), freehold land, drainage reserves, esplanade strips and reserves, court, alley, lakeside reserves, cycle track and road reserves used for public recreation, excluding exclusive leased land.

Objectives

Council's strategic direction including Vision 2030, Spatial Plan, Sport and Recreation Strategy, Open Space Strategy and Sustainable Living Strategy provide the context for determining the following objectives that apply to the open space network:

- **The open space network is accessible to all.** The open space network is accessible for all regardless of age, ability, socio-economic status. Our community do not have to walk far to experience open spaces.
- **The open space network is connected.** Recreation, transport and ecological corridors are created. Communities are linked together.
- **The open space network is protected and enhanced.** The open space network plays a significant role in contributing to the environmental values of our district. We look after what we have and add value wherever possible. We educate our community and visitors to the area on the importance of our open spaces, culture and natural environment.
- **The open space network is something that we are proud of.** The open space network is highly valued by the community and is the outcome of good design and community involvement.
- **The open space network delivers great outcomes in partnership with Te Arawa and our community.** Te Arawa principles and partnership is a fundamental part of how we plan and deliver our open space network. Open spaces are reflective of our culture and history.

General Policies

1.1 Level of Service Standards

The level of service for the open space network is determined by the following:

- Quality standards - what our open spaces should look and feel like,
- Quantity standards - how much open space we should have,
- Accessibility standards - how far people should travel to get to open space, and
- Function standards - the range of experiences the open space network provides.

The standards are designed to ensure that the community have good access to the open space network and the variety of open space experiences that it provides while ensuring that the open space network is the outcome of good design and highly valued by the community.

1.2 Integrated Planning

Council takes an integrated approach to open space planning. This recognises that the open space network achieves multiple objectives of Council including recreation, conservation, amenity, transport, culture, sustainability, infrastructure, community development.

Bringing together considerations such as walking and cycling network plans, stormwater management, environmental objectives, cultural values and aspirations, growth planning and neighbourhood reinvigoration projects will achieve better outcomes for our community.

Level of Service Policies

2.1 Quality Standards

2.1.1 Purpose:

Quality standards define what we want our open spaces to look and feel like. They refer to the features and characteristics of open space that impact on its ability to meet community social and recreational needs. They influence the way that open spaces are valued and used.

While there is relatively good access to open space in many parts of the city and wider district, the quality is variable. In particular, low socio-economic areas tend to be associated with a lower quality of provision, which is often characterised by poor landscaping, utilitarian design, visible damage to plantings and park structures, and the presence of graffiti. The intention of the quality standards is to apply to all areas of the city and district..

2.1.2 Policy:

The planning, provision, development and management of the open space network will be guided by the following quality standards.

Consideration	Standards
Location of open space	<ul style="list-style-type: none"> - Central and prominent to surrounding residential area. - Have good connections to the surrounding area and other destinations. - Maximise street frontage to create good visual surveillance and safety. - Topography and proportion compatible with the intended purpose. - Located at the intersection of movement corridors, near transport routes and where a high level of use is anticipated. - Located to protect and enhance cultural, environmental and heritage values. - Located to maximise the value of adjacent existing open spaces, also a wider consideration for a proposed development or structure planning process (for example, streets could be located to provide good street frontage to an existing reserve or further open space could be provided to increase the size and function of an existing reserve).
Development of open space	<ul style="list-style-type: none"> - All open spaces have a clear purpose and function (primary and secondary). - Activities reflect needs of user groups and local communities. - Encourage sense of ownership over the space. - Apply universal design and flexibility to cater to changing demands. - Create visible activity nodes to encourage social interaction and safe environments. - Permeable fencing and avoidance of solid planting to encourage passive surveillance and improve safety of reserve users. - Understand cultural, heritage and natural values to create engaging and distinctive open spaces. - Contribution to environmental values including ecological corridors.
Maintenance of open space	<ul style="list-style-type: none"> - Aim to ensure maintenance standards reflect the purpose and function of the open space to maintain quality open spaces in the future.

The open space categories and provision metrics table provides further guidance on function, provision targets and indicative amenities for each type of open space.

2.1.3 Application:

The quality standards guide requirements for new areas of open space and are applied to the existing network to determine where improvements are required. For existing areas this could include the purchase of land to improve visibility and access into reserves. Divestment of land may be considered where there are limited options to improve quality or it is not practical from a cost/benefit point of view and an alternative area of land is available to better meet the quality standards.

It is recognised that some types of open space such as stormwater gully systems, while potentially providing open space values through amenity, ecological corridors and walking/cycling connections, the nature of the land may limit the extent to which the quality standards can be achieved.

Reserve Management Planning and Neighbourhood Reinvigoration processes will be used to help apply the quality standards, and engage with the community on their expectations with regard to their local reserves. Application of quality standards can be achieved through community design processes to encourage ownership and pride in the open space network and through partnerships with Tangata Whenua to reflect cultural values and activities.

A Best Practice Guide for Open Space will be developed to provide further guidance on expectations of these standards including illustrated examples to highlight good practice (and what not to do).

2.1.4 Application:

Implementation is subject to Council's Long Term Plan and Annual Plan processes.

2.2 Quantity Standards

2.2.1 Purpose:

Quantity standards determine how much open space is required. Through application of these standards, there is likely to be an increase in the quantity of open space available as an outcome of growth and other opportunities.

2.2.2 Policy:

The level of service is primarily driven by standards for the accessibility, quality and function of the open space network. In order to meet these standards, new open space may be required in both existing residential areas and new development areas. This will increase the amount of open space available to the community.

Council may also acquire (or receive) land for open space purposes through the following:

- Responding to strategic opportunities that achieve wider Council/community objectives.
- District Plan esplanade reserve provisions.

Acquisition can be through vesting of land, purchase of land or a works in lieu agreement with a developer or other organisation.

The requirement to provide on-site open space as part of a development may be considered in planning for areas of higher density. This will be considered through the District Plan review process.

Areas of medium to high density increase reliance on the open space network as this often fulfills the role of their own backyard, and provides amenity in a built-up environment. An evaluation will be

undertaken to determine the open space available, the quality of these spaces, and the function that they provide. Consideration will be given to community perceptions about their open space environment. Strengths and weaknesses will be identified and consideration will be given to a range of options available to address identified issues.

These options could include:

- improving the quality of open spaces (this is a critical component of attractive and liveable high density urban areas)
- improving the function of open spaces
- improving connections between open spaces (using streets, accessways, cycle ways etc)
- improving the amenity values of the open space network
- provision of additional areas of open space such as pocket parks
- enhancement of streetscape to provide amenity and recreational opportunities
- recognition of open spaces provided by schools, churches, marae and other organisations
- consideration of provision of on-site open space
- contribution of town centres and civic spaces

Council will measure the amount of open space using a population-based ratio, in other words the actual number of hectares of open space provided for every thousand people. This will only be used to identify how much open space is available based on actual provision, and how this changes over time. The ha/1000 ratio is a common way of comparing provision against other Councils. It will not be used to determine the quantity of open space required in the district as this is primarily driven by standards for the accessibility, quality and function of the open space network.

The open space categories and provision metrics table provides further guidance on function, provision targets and indicative amenities for each type of open space.

2.2.3 Application:

Implementation is subject to Council's Long Term Plan and Annual Plan processes.

2.3 Accessibility Standards

2.3.1 Purpose:

Accessibility standards primarily determine how far people should have to travel to get to the open space network, in other words, physical accessibility.

The policy also seeks to ensure that as far as practicable, the open space network is developed in a way that everyone is able to access it regardless of their age, ability or location.

2.3.2 Policy:

The aim is to ensure everyone has reasonable access to the open space network and the variety of experiences it provides. A no exclusions aspiration is in place so that accessibility is achieved regardless of age, ability or location. Accessibility to places that support cultural values and activities of importance to Tangata Whenua is a key consideration.

The base level of service for accessibility is that the majority (90%) of residents located in urban areas are able to walk 10-15 minutes (or 500 metres) to a neighbourhood park or the equivalent function of a neighbourhood park provided on a different type of reserve, for example a sports park. Urban areas are defined by the District Plan zones of Residential (1-5), Future Residential, City Centre (1-3) and Rural Village.

The role of other providers such as Schools and Marae can be considered as a way to achieve this standard although it needs to be recognised that this does not necessarily provide security of long-term access. In some situations it may be appropriate to enter into a community share partnership with the provider to provide and promote community access.

Walking distance will be measured as an actual distance, not as the crow flies to take into account the street network and physical barriers such as railways and main highways. Connectivity of the network is an important consideration as this provides easier access to areas of open space.

As the size and function of open spaces increases, the greater the distance that people will have to travel (walk, cycle, public transport or drive) to them.

If it is considered impractical to achieve accessibility standards because of the nature of the built environment or the cost/benefit involved in doing this (eg purchasing a number of residential properties), then the priority will be on increasing accessibility, visibility and quality of the nearest reserve(s).

The open space categories and provision metrics table provides further guidance on function, provision targets and indicative amenities for each type of open space.

2.3.3 Application:

Open Space Network Plans will be developed to map the 500 metre radius (ideally based on actual travel distance as opposed to as the crow flies) and identify gaps in provision. This will take into account future development areas.

Implementation is subject to Council's Long Term Plan and Annual Plan processes.

2.4 Function Standards

2.4.1 Purpose:

Function standards determine the diversity of experiences our community and visitors should expect from our open space network.

2.4.2 Policy:

The aim of the function standards is to ensure a variety of open space and recreational experiences are provided from the open space network, and provide a balance between small neighbourhood parks and larger premier parks.

The open space network will be categorised in accordance with Council's open space categories. Each space will have a clear primary (and secondary) purpose and function. This will guide the ongoing development and management approach to each reserve. It is recognised that some reserves have a higher level of service approach as they experience high levels of use at certain times of the year due to the purpose and function of the reserve (eg Lakeside Reserves).

The open space categories and provision metrics table provides further guidance on function, provision targets and indicative amenities for each type of open space.

2.4.3 Application:

Reserve Management Planning and Neighbourhood Reinvigoration processes will be used to help apply the function standards, and engage with the community on their expectations with regard to their local reserves. Implementation is subject to Council's Long Term Plan and Annual Plan processes.

Landuse and Development

It is recognised that geographic areas of the district have different characteristics, communities, landuse, development patterns and levels of existing open space provision. Therefore, it is not practical to have one consistent standard across the district.

The table below provides guidance on considerations when applying the level of service standards to different areas across the district.

Landuse Type	Considerations and areas of focus
Rural	<p>It is often assumed that because the rural environment is characterised by open landscapes and views and the feeling of openness, that public open space is not needed, however open space is essential in contributing to the rural sense of place and community. This is especially so for sport and recreation parks and community parks that are often the centre or hub of rural settlements. It is important that these parks meet quality, accessibility and function standards.</p> <p>The rural environment is also popular for recreation uses, such as walking, horse-riding, farm-stays, photography, sightseeing and off-road vehicle use (4-wheel drive vehicles and mountain bikes). The Department of Conservation manages a significant amount of the remaining natural areas found in rural environments.</p>
Rural Residential	<p>Council is starting to see a growing number of rural residential subdivisions. As these areas are predominately located close to a small town or urban area, it is important that connections are provided to any commercial, community or recreational destinations nearby.</p> <p>The larger lots provided by rural residential subdivisions do not necessitate the need for a neighbourhood or community park as they have larger sections that provide for play and amenity. However, the protection of significant cultural, heritage or environment features and connections to walking and cycling networks are important considerations in rural residential developments. Where the subdivision is of a significant scale (eg over 100 lots), consideration may be given to provision of local neighbourhood or community parks.</p> <p>It is also important that the wider cumulative impact of rural residential developments on high use areas such as premier parks, lakeside reserves and outdoor adventure areas across the district is recognised.</p>
Urban – existing	<p>Focus is on optimising the open space network through:</p> <ul style="list-style-type: none"> - Improving linkages and connections (including with new developments). - Improving quality. - Identify clear purpose and function for all areas. - Achieve 500m accessibility for neighbourhood parks. - Partnership and integrated approach. <p>Focus on high deprivation areas recognising role that open space planning and development can play in strengthening communities. Use neighbourhood reinvigoration projects to start to achieve standards.</p> <p>It is also important that the wider cumulative impact of infill development on high use areas such as premier parks, lakeside reserves and outdoor adventure areas across the district is recognised.</p>

Landuse Type	Considerations and areas of focus
Urban – new	<p>Focus on local neighbourhood reserve provision and walking and cycling, protection of natural areas, dual role of stormwater reserves.</p> <p>Focus on integrating with stormwater, transport, schools and community facilities, and connecting into existing neighbourhoods.</p> <p>It is also important that the wider cumulative impact of new growth areas on high use areas such as premier parks, lakeside reserves and outdoor adventure areas across the district is recognised.</p>
Urban – medium to high density	<p>Focus is on a range of methods of provide open space network outcomes:</p> <ul style="list-style-type: none"> - Improving quality of open spaces. - Improving function of open spaces. - Improving connections using streets and accessways. - Provision of additional open space. - Enhancement of streetscape. - Role of open space provided by other organisations. - Role of civic spaces. - Potential for provision of onsite communal open spaces. <p>It is also important that the wider cumulative impact of higher density living on high use areas such as premier parks, lakeside reserves and outdoor adventure areas across the district is recognised.</p>

Acquisition, Divestment, Funding and Implementation

This policy assists with identifying open space requirements and the investment needed to both respond to growth and ensure the existing network is achieving good outcomes.

The Ngāti Whakaue Gifted Reserves Protocol Agreement applies to decisions made under this policy. Under this agreement it is understood that if such reserves should not be used for their original purpose then they should be returned to Pukeroa Oruawhata Trust on behalf of Ngati Whakaue, unless there is agreement otherwise. Council will only consider disposal of open space land when it is clearly established that the land is surplus, and disposal would result in a clear benefit to the wider open space network and the open space needs of Rotorua residents. Any proposed disposal of land will follow relevant Council and legislative process including the Ngāti Whakaue Gifted Reserves Protocol Agreement, Reserves Act 1977 and Local Government Act 2002.

Council seeks to recover the costs of open space provision and development associated with growth. This primarily occurs through financial contribution charges in accordance with the Rotorua District Plan. Financial contributions are used to achieve positive effects on the environment as the result of growth. As more land is developed, the density of housing may increase and more pressure is placed on existing reserves. New reserves may also be required to provide for the higher demand for recreational space in the district and increased amenity.

[Additional funding will be sought from the general rate, subject to Councils' Long Term Plan and Annual Planning processes, where financial contributions are insufficient to acquire new reserve land as required. A targeted rate could be considered for specific developments where the proposed open space would result in an increased level of service.](#)

Council will consider the potential for vesting of land for reserves (and potential development of the land) subject to agreement on the land meeting the requirements of this policy. The type of land that could be vested in Council in lieu of financial contributions could include:

- A relatively flat area of land for a neighbourhood park, accessible to the user population and adequate to accommodate children's play equipment, tree plantings and open space.
- A linkage, or potential linkage, along or to significant natural features, or between other areas of public open space and community facilities (excludes linkages between roads).
- Land for the protection or enhancement of significant mature trees, significant areas of indigenous vegetation, indigenous wildlife habitat, margins of waterways, biodiversity, natural and cultural landscapes heritage places and buildings, or other significant natural features.
- Land for the protection or enhancement of historic or cultural features of significance to the population of the district.

In all respects, the Council will retain the right to decide on the appropriate level of money and/or land contribution in accordance with this Policy and the Rotorua District Plan financial contribution requirements.

In order to give effect to the Policy it is likely to be implemented in a variety of ways:

- Used by staff and developers to guide open space requirements for new developments.
- Used as a basis for the collection and use of financial contributions.
- Applied to the existing open space network to determine alignment.
- Development of an open space network plan (that also considers acquisition, rationalisation, divestment opportunities).
- Input into development of spatial plans and structure plans (eg Pukehangi).
- The above information to help inform Long Term Plan capital programmes.
- Development of appropriate performance measures.
- Open space assessment for large development proposals (eg Brent Block 179 lots).
- Set levels of service for incorporation into Asset Management Plans.

Implementation is subject to Council's Long Term Plan and Annual Plan processes.

Relevant Legislation, Bylaws and Policies

Policies

1.4 Property Disposal Policy

This policy provides a consistent approach when considering the disposal of Council-owned properties, provides a complete and robust process to clearly identify properties that may be considered for disposal and seeks to manage Council's risk and legal requirements in this regard.

5.2 Administration of Reserves Policy

This policy covers reserve management plans, easements and private access to reserves, and esplanade reserves.

5.7 Reserves Structures Policy

This policy covers the provision of playgrounds. The policy requires playgrounds that cater for pre-schoolers and children are to be located so that access and potential use within a catchment radius of approximately 500m is maximised. Exceptions to this will be when playgrounds are located within lakeside, rural and inner-city reserves that have high visitor numbers, but insignificant local residential users within 500m. Playground structures that cater for young people are to be located within suburban or rural communities so that access and potential use within that suburb or community is maximised. Playground structures are to be sited on reserves (or other land) according to the following principles:

- High visibility for safety and awareness and to deter vandalism.
- Safe and convenient access to roads, pathways, rights of way.
- Account to be taken of the presence of natural hazards and barriers to use.
- If possible, sufficient open space should be left around the playground for other activities, and to provide a buffer to residential housing.
- The area is to be well drained.
- To take advantage of the best features of the location.
- Following accepted methods of consultation with neighbouring residents and businesses.

If located on land that does not belong to Council, then a legal agreement protecting public rights to use the area must be executed

5.8 Sports Grounds and Facilities Policy

The overall aim of this policy is to ensure a consistent approach is undertaken with regard to the management, development and maintenance of sports grounds and associated facilities.

Rotorua District Plan

The District Plan identifies esplanade reserves required for access and ecological values with priority areas identified.

All designated reserves are scheduled in the District Plan.

The District Plan outlines requirements for reserve zoned land and financial contribution requirements for reserves.

Reserves Act 1977

Providing, for the preservation and management for the benefit and enjoyment of the public, areas of New Zealand possessing values including recreational use or potential, whether active or passive; or natural, scenic, historic, cultural, archaeological, biological, geological, scientific, educational, community, or other special features or value.

Open Space categories and provision metrics guideline

Type	Function	Examples	Indicative amenities	Provision metrics
Neighbourhood Parks	Provides basic informal recreation and social opportunities with a short walk of surrounding residential properties.	Scott Ave Reserve	<ul style="list-style-type: none"> - Playgrounds - Landscaping - Seats - Small grassed play space - Pathway connections 	Ideal size of 3000m ² . Urban - Located within 500m or 10-15-minute walk of 90% of residences in urban areas. Rural and rural residential – No requirement.
Pocket Parks	Small scale parks usually provided in high density living areas and/or within commercial areas to provide amenity relief from the built environment.		<ul style="list-style-type: none"> - Landscaping - Seats 	Usually less than 1000m ² in size. Provided in high density living areas and commercial areas.
Community Parks	Provides a variety of informal recreation and social experiences from residents across a suburb. Activities include family gatherings, small community events and informal games of sport. Also provides a neighbourhood park function to surrounding residents.	Linton Park	<ul style="list-style-type: none"> - Playgrounds - Landscaping - Seats - Large grassed play space - Pathway connections - BBQ and picnic areas - Cycle stands - Carparking - Possible sportsfields 	Minimum size of 1ha. Urban – TBD after application of standards. Rural – Village green for small rural towns and villages. Rural residential – No requirement.
Sport and Recreation Parks	Network of reserves with primary purpose to provide for organised sport and recreation activities. Also used for events	Westbrook Park	<ul style="list-style-type: none"> - Sportsfields - Clubrooms - Public toilets and changing rooms. - Cycle stands 	Provision and development determined by supply and demand for winter sports fields. Options for responding to under supply include: <ul style="list-style-type: none"> - Code reallocation - Artificial surfaces

Type	Function	Examples	Indicative amenities	Provision metrics
	and tournaments (sport and non-sport). Also provides a neighbourhood and community park function to surrounding residents.		<ul style="list-style-type: none"> - Carparking - Playgrounds - Pathway connections - Hard courts - Other play opportunities such as skateparks. 	<ul style="list-style-type: none"> - New sportsfields - Irrigation and drainage improvements - Floodlights
Premier Parks (also called Destination Reserves)	Showcase the best that the city and district has to offer, providing a unique experience for the community and visitors to the area. Offer a range of experiences and typically provide for a large number of visitors. Also provides a neighbourhood and community park function to surrounding residents.	Government Gardens	<ul style="list-style-type: none"> - Specialised facilities - High standards of landscaping and amenity. - Large events space. - Public artworks - Highly structured and developed spaces. - Walking and cycling connections. - Destination playgrounds. - Water access - Viewpoints - Distinctive natural, heritage or cultural features. - Public gardens - Signage/interpretation 	No quantity guidance. Tend to be outcome of historical provision or natural/cultural features. Existing areas identified as premier parks and focus on quality, function and accessibility improvements. Ensure maintenance level of service reflects primary purpose and function, and extent of use.
Lakeside Reserves	Many of Rotorua's lakes are destinations for locals and tourists particularly during summer months. For visitors to experience the lake	Hannahs Bay Reserve	<ul style="list-style-type: none"> - Boat ramps and lake access points. - Picnic/BBQ areas - Carparking 	No quantity guidance. Tend to be outcome of historical provision. Existing areas identified as Lakeside Reserves and focus on quality, function and accessibility improvements. Ensure maintenance level of

Type	Function	Examples	Indicative amenities	Provision metrics
	<p>environment, these reserves focus on providing maximum enjoyment and access/interaction with the water.</p> <p>Also provides a neighbourhood and community park function to surrounding residents.</p>		<ul style="list-style-type: none"> - Landscaping and amenity. - Public toilets - Events space - Playgrounds/nature play - Walking/shared paths - Signage/interpretation 	service reflects primary purpose and function, and extent of use.
Cultural/Historic Reserves	<p>Many cultural/historic reserves are in Maori ownership. Accessibility and connectivity of these reserves is important.</p>		Reserve development should reflect tangata whenua aspirations for the reserve.	No quantity guidance. Tend to be outcome of historical provision or protection of significant sites as part of a development process or where creating a reserve enables a site to be protected.
Recreation and Ecological Linkages	<p>Provides contiguous networks of open space that establish recreational, walking and cycling and ecological connections, integrated with on-street connections and stormwater networks. Often provide access to the water (lakes, rivers, streams etc).</p>	Waitete Stream Esplanade Reserve	<ul style="list-style-type: none"> - Walkways - Trails - Cycleways - Landscaping - Seating areas - Boardwalks - Native bush - Signage 	<p>No quantity guidance. Focus on connecting existing areas of open space. Establish district wide plan with network aspirations within and around urban areas (lakes, caldera, Green Corridor, Te Ara Ahi) and rural connections. Identify District Plan priority esplanade reserves and connections to/from these.</p> <p>Influence of topography – connections usually guided by gullies, streams, stormwater, escarpments requirements.</p> <p>Use of the road network (formed and unformed), waterways and rural areas to provide greater opportunities for community recreation activities and environmental benefit.</p> <p>Recognise limitations with applying some of the quality standards.</p>

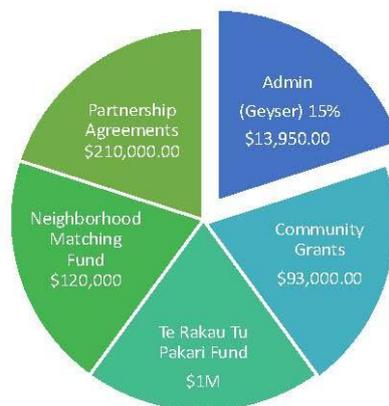
Type	Function	Examples	Indicative amenities	Provision metrics
Outdoor Adventure	Large outdoor activity areas, mainly covered in forest. Used for range of activities including mountain biking, nature walking and associated commercial tourism activities.	Tokorangi and Whakarewarewa forests (The Redwoods).	<ul style="list-style-type: none"> - Cycle trails - Walking trails - Visitor centres - Specialised facilities - Outdoor adventure activities - High profile events - Signage/interpretation 	No quantity guidance. Significantly adds to the diversity of experiences available within the district. Popular with the local community and with visitors and tourism.

Note over time, these categories will be applied to other relevant planning processes for consistency such as reserve management plans, asset management plans and the Rotorua District Plan.

ATTACHMENT 3: PRESENTATION - COMMUNITY FUNDING INVESTMENT POLICY REVIEW

Community Funding Investment Policy Review

Annual Grant Allocation

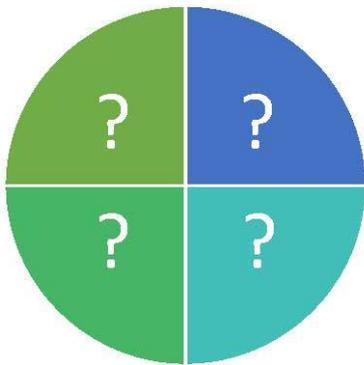


Key Policy Amendments

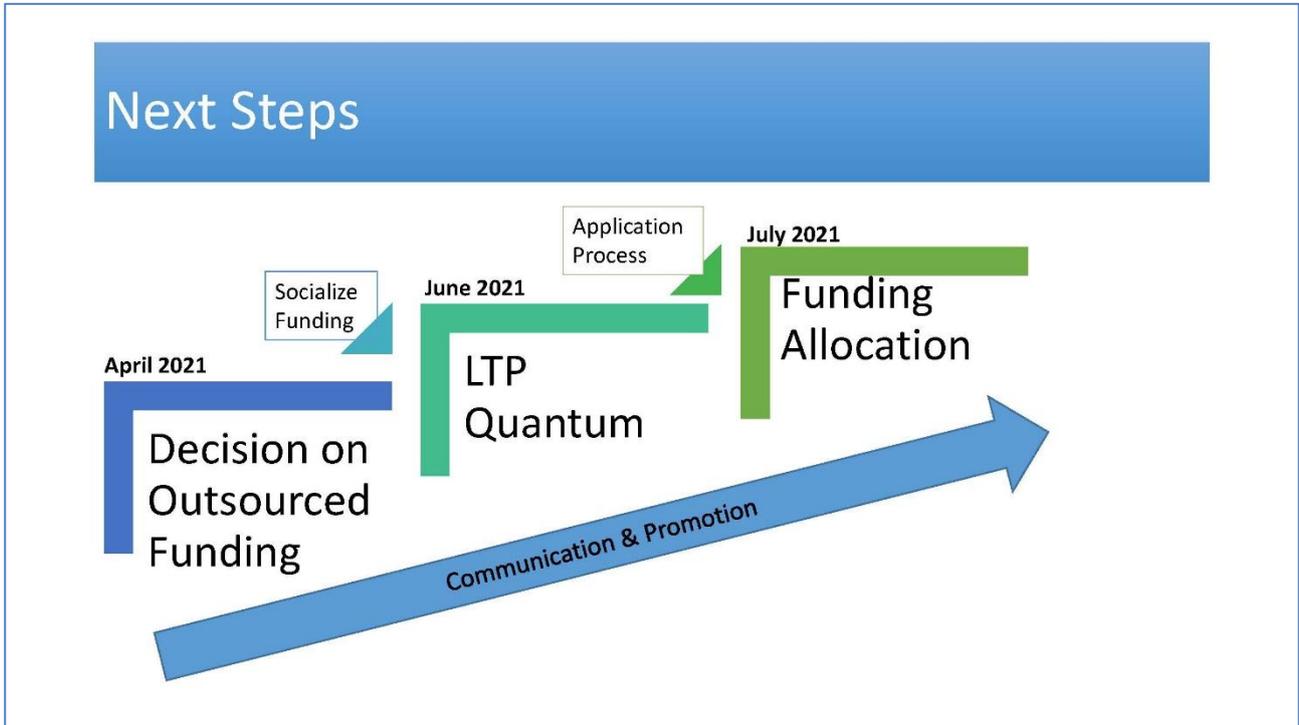
- Integrated approach to all of Council funding
- Council regain administration of Community Grants
- Reallocate the \$13,950.00, used to outsource administration, to the community funding pool
- Relationship management is key moving forward
- Lift minimum level of Community Grants to range from \$3000-\$5000
- Addition of Community Safety in policy objectives
- Remove funding application alignment to the LTP process

Long Term Plan Decision

2021-2024 Community Funding Allocation



Funding Scheme	Funding Allocation
Partnership Agreements	\$
Community Grants	\$
Neighborhood Matching Fund	\$



ATTACHMENT 4: DRAFT COMMUNITY FUNDING INVESTMENT POLICY - TRACK CHANGED VERSION**9.3 COMMUNITY FUNDING INVESTMENT POLICY**

Date Adopted	Next Review	Officer Responsible
27 August 2020	1 September 2023	Strategic Development Manager, Sustainability & Social Development

Policy Purpose:

Rotorua Lakes Council (RLC) recognises the important contribution made by the community sector to the overall wellbeing of our district and residents. Council makes funds available for the purpose of supporting the community sectors' contribution towards achieving the Rotorua 2030 goals.

The policy's purpose is to guide RLC in the allocation and management of community funding to communities, groups and organisations within the Rotorua district.

Policy:**PRINCIPLES**

The following principles will guide our behaviour and decision-making, and inform the design and implementation of the RLC Community Funding Investment Policy programme:

- A focus on outcomes
- Community involvement and leadership
- Fairness and equity of opportunity
- Transparency and accountability
- Working together- mutual respect
- Innovation and collaboration.

DEFINITIONS

Social Capital – the value of social networks. The concept of social capital is used to group together the benefits of community connections, the threads that weave society together. Social connections are fostered through a range of organisations and activities, such as participation within iwi, social services, service groups, organised sport and recreational groups, arts and cultural organisations. These connections or social relations have productive benefits.

Community sector - 'not for profit', charitable and voluntary organisations established with the primary purpose of providing a benefit to the wider community; do not seek to generate profit or

financial surpluses for commercial interests. This includes sport and recreation, social, kaupapa Māori, arts and culture groups and organisations.

Grant - a financial contribution to a group, organisation or sector of the community.

Rotorua district - within the territorial authority area boundaries.

Statutory functions - a function conferred or imposed by a statutory instrument and delivered in part through government funding which is provided to the organisation for the purpose of delivering the service.

Neighbourhood - The immediate environment or surroundings; the people of a particular area.

Communities - May have a geographic base, or be based on a common interest e.g. racial or ethnic group, people with disabilities.

Fiscal Sponsor - Groups that are not legal entities may appoint a fiscal sponsor/umbrella organisation. This sponsor/umbrella must be an established-not-for-profit entity which agrees in writing to receive and manage the grant on behalf of the group.

OBJECTIVES

- Supporting community organisations' activities and services which contribute towards the achievement of Rotorua 2030 goals-
- Focussing on investment which improves equitable outcomes for our community-
- Strengthening the ability of local community groups to respond effectively to local needs-
- Building social capital-
- Increasing community safety-
- Building and strengthening the capacity of the community sector to move to financial sustainability-
- Building participation and a sense of belonging-
- Increasing community access to opportunities and resources-
- Complementing funding from other sources.

ELIGIBILITY- WHO CAN APPLY FOR GRANTS

The focus of the **Community Funding Investment Policy** is in providing assistance for the Rotorua community sector to contribute to the social, economic, environmental ~~and~~ cultural wellbeing of the district, building and strengthening the capacity of local groups to meet local needs.

The following general requirements must be met in order to be eligible for funding; more specific requirements for a particular fund may also apply.

- Only groups and organisations which make up the community sector will be eligible-
- Only groups and organisations active in the Rotorua district, and activities specific to the benefit of Rotorua district communities will be eligible-
- Applications must outline the groups and organisation's contribution towards the Rotorua 2030 goals-
- Any groups or organisations benefiting from a Council lease subsidy, Rates Relief or any other form of support must identify this when applying for Council community funding-

- In regards to the Neighbourhood Matching Fund and Te Rākau Tū Pakari Fund Community Resilience Fund recipients, groups that are not legal entities may appoint a fiscal sponsor.

EXCLUSIONS

- Applications from organisations applying for funds for which there is another specific funding pathway (e.g. Bay of Plenty Regional Council has an Environmental Enhancement Fund targeted at environmental wellbeing).
- Community organisations that provide a service to Rotorua District Ratepayers Associations and political groups.
- Activities for which the main purpose is to promote the religious, ethical, commercial or political views of the organisation.
- Retrospective funding.
- Previous grant applicants who failed to fulfil the obligations and terms of a previous grant agreement will be considered on a case-by-case basis.
- Statutory functions, activities and services (e.g. education, policing, health care).
- Commercial or private organisations whose purpose is profit generation.

GENERAL REQUIREMENTS

- All funds must be spent on the purpose for which the application was made and within the timeframe stated in the funding agreement unless changes are agreed with RLC before incurring costs.
- Those receiving funding will be required to meet agreed accountability requirements which detail their use of the money received and outcomes achieved.
- All organisations in receipt of funding must acknowledge Council support in their promotional materials and other communications.

TYPES OF COMMUNITY INVESTMENT

Council provides community investment as outlined in the table below:

Type	Description	Distribution
Partnership Agreements	Agreements are developed with established community organisations which are recognised as significantly contributing to Rotorua 2030 goals, with a focus on improving equitable outcomes in our community. Provides for flexibility of use, 3 years' certainty and practical accountability. Agreements may include financial grants as well as other forms of support.	Allocated once every three years Paid annually following accountability achievement
Community Grants	Small grants of \$\$30001,000 \$5,000 value. Supports community organisations to identify and meet community needs with a focus on improving equitable outcomes <u>or safety</u> in our community. Provides for flexibility of use, 3 years' certainty and simple accountability.	Allocated once every three years. Administered by Geyser Community Foundation on behalf of Council. Paid annually following accountability achievement

Neighbourhood Matching Fund	Support for not-for-profit groups. Provides assistance to build and strengthen community driven activities Project or event focused Grants match the value of voluntary contributions. <u>Informal or grass-roots groups can access using a fiscal sponsor.</u>	Small grants (under \$5,000) – open year round to applications Large grants – (\$5,001-\$20,000) open twice a year to applications
Te Rākau Tū Pakari Fund ^[JC1]	Support for Community Sector to address the medium to long-term impacts of Covid-19 with the aim of building a strong, innovative, resilient and flourishing community sector that enables wide equitable participation.	One-off funding available from 2020 to 2021. <u>Open application process until fund is allocated or closed.</u>

LEVEL OF COMMUNITY FUNDING

The amount of the funding pool for Partnership Agreements, ~~and~~ Community Grants ~~and the Neighbourhood Matching Fund~~ is determined as part of the Long-term Plan once every three years. Organisations need to meet their agreed requirements annually, for funding to continue into the next year. Should the allocation of funds be less than the budget in any financial year, the funds will be carried forward to the following year. The dollar value of each grant or agreement will be determined on a case by case basis during each funding round, subject to the content of the applications, the total funds available and the alignment or contribution to Rotorua 2030 goals.

~~In the case of the Neighbourhood Matching Fund, funding is allocated annually through the Annual Plan.~~

The ~~Te Rākau Tū Pakari Fund~~ ~~Community Resilience Fund~~ is a one-off fund determined as part of Council's 2020/2021 Annual Plan. The dollar value of each grant or agreement will be determined on a case-by-case basis, subject to the content of the applications, the total funds available and the alignment or contribution to the Fund's outcomes.

SCHEDULE ONE: NEIGHBOURHOOD MATCHING FUND**Purpose:**

The purpose of the Neighbourhood Matching Fund (NMF) is to bring people together to build stronger communities and neighbourhoods by providing resources for self-help projects, which link to Rotorua 2030. This funding is project specific (a clear beginning and end), where the community identify a need for funding to achieve the following priorities (in no particular order):

- Bringing people together to collaborate on neighbourhood projects-
- Empowering people to enhance and strengthen their own neighbourhood-
- Contributing to families/whanau working, playing and talking together-
- Renewing and revitalizing of places and spaces within neighbourhoods-
- Improving equity / quality of life / community safety in a specific community or neighbourhood.

Management:

- There are two parts to the NMF funding pool - small and large grants-
- Guidelines for applicants will be made available to the public-
- The NMF will be promoted and advertised through a range of methods-
- Applications for sSmall NMF grants are available-open between February and November, with grants between \$50 and \$5,000-
- Small NMF grant applications will be considered by three RLC staff including a senior manager-
- The Large NMF pool has two funding rounds a year, with grants between \$5,001 and \$20,000-
- Applicants for funding from the Large NMF will be required to attend an interview with a NMF Grants Assessment Committee comprising a Councillor, Te Arawa representative and three community association-organisation representatives-
- If the large pool is not allocated at each round, it shall be re-allocated to the small pool for distribution within the financial year-
- Before submitting an application for either small or large projects, applicants must contact the RLC Administrator to discuss the project and the development of their application-
- Should the allocation of funds be less than the budget in any financial year, the remaining funds will be absorbed into the full Council result.

Accountability:

Applicants must submit a report including:

- Outcomes/ results of the project, ideally including photos-
- Accountability for how the grant was used including all receipts.

SCHEDULE TWO: PARTNERSHIP AGREEMENTS

Purpose:

The focus of the partnership agreements is to ~~provide support~~ operational costs for community organisations whose services closely align to the RLC strategic direction of Rotorua 2030. Partnership agreement recipients will be organisations which ~~have a longstanding relationship with the RLC and/or~~ are well established in the community and demonstrating sound governance. Organisations will be ~~making a contribution~~ to improving equitable outcomes in the community. The value and makeup of support will be determined on a case by case basis and developed as a written partnership agreement.

Management:

- Applications for partnership agreements and associated support will be notified to the public and ~~submissions applications~~ sought ~~through the Long-term Plan~~ once every three years. All applications will be ~~reviewed by staff, with a recommendation report to Council Committee for approval, considered by Councillors during the submission deliberations.~~
- Partnership agreements may receive Council support including measures such as funding grants, subsidised lease. Assessment of support measures will take into account a range of factors including but not limited to degree of alignment with Rotorua 2030 goals; contribution to improving equity; ~~contribution to community safety~~, other funding sources; and overall financial position.
- As partnership agreements are allocated based on close alignment with Rotorua 2030 goals, the agreements will support core ~~community~~ organisation functions and key outcomes. This will be reflected in accountability requirements being met by standard organisation documents of strategic plan, annual plan, annual report and the organisation's annual financial statement as per their Constitution e.g. audited annual accounts.
- Successful applicants will jointly develop a written partnership agreement with RLC that seeks to achieve the specific outcomes of the partnership, with the Rotorua 2030 outcomes being the first priority.
- Successful applicants will work together with RLC in a transparent, honest and open partnership to achieve the outcomes agreed in the partnership agreement.

Accountability:

At the end of each year submit:

- An annual report which includes achievement of the outcomes agreed to in the partnership agreement along with the organisation's annual financial statement as per their Constitution e.g. audited annual accounts.
- An annual plan, and meet the RLC Relationship Manager by May of the current year to discuss and confirm the organisation's main objectives and functions for the next year will continue to be closely aligned with the achievement of Rotorua 2030 goals.

SCHEDULE THREE: COMMUNITY GRANTS**Purpose:**

The purpose of Community Grants is to strengthen the ability of local community groups to respond effectively to local needs in the Rotorua district and contribute towards achieving the Rotorua 2030 goals. The focus of this fund is in providing assistance for small to medium sized community organisations.

The purpose of grants may include (but is not limited to):

- Administration and operational costs
- Training costs for personnel
- Initial project costs
- Public education events
- Non capital items

Management:

- Applications for community grants will be notified to the public and applications sought once every three years. All applications will be reviewed by staff, with a recommendation report to Council Committee for approval.
- ~~Agreement will be reached with the Geyser Community Foundation to administer the fund on behalf of Council for an agreed price.~~
- ~~RLC will advertise for fund applicants once every three years, or at other times if funding becomes available for redistribution.~~
- ~~Written hard copy or electronic applications will be received by the Geyser Community Foundation. The Foundation will convene a meeting of their Distribution Advisory Committee, which will include two Councillors, to consider all applications.~~
- Active consideration will be given by the Committee to the applicant's contribution to the Rotorua 2030 goals, and to improving equity in the community, and improving community safety.
- Annual grant payments will be released at the beginning of each year ~~by the Geyser Community Foundation~~ upon receipt of previous year's annual accountability requirements.

Accountability:

At the end of each year, submit to the Geyser Community Foundation provide to the RLC Administrator:

- A copy of the organisation's annual financial statement as per their Constitution e.g. audited annual accounts-
- A simple evaluation report based on the original approved application form, indicating the outcomes achieved in the year~~s~~ and the contribution the grant is making to achieving these.

SCHEDULE FOUR: TE RĀKAU TŪ PAKARI FUND^[1C7]**Purpose:**

The purpose of the Te Rākau Tū Pakari Fund is to address the medium to long-term impacts of Covid-19 with the aim of building social capital through a strong, innovative, resilient and flourishing community sector that enables wide equitable participation.

The focus of this investment is to support the sector to adapt and respond to needs and new opportunities, support new operating models, grow capability to collaborate and innovate and adopt a “Build Back Better” approach. This fund is not for standard operation purposes.

Support may take different forms including:

- Funding application process for grants to support new opportunities or operating models, grow capability to collaborate and innovate, build resilience.
- Direct financial investment into support that will benefit many organisations such as capacity and capability development, support for innovation/adaptation, volunteer development.
- Support for volunteering, internships or redeployment from sectors undermined by the economic shock felt from Covid-19.
- Provision of skills sharing mechanisms e.g. capacity building, targeted training or the development of resource kits.
- Mechanisms to share resources e.g. IT, capital items, and backroom functions.

Implementation of this support package will run over a one-year period or until the funds are allocated [or closed](#).

Management:

- RLC will promote the fund for applications. Written hard copy or electronic applications will be received on an ongoing basis until the fund is allocated.
- A funding panel comprising representatives of elected [and Community Board](#) members and staff will convene monthly to assess applications and decide grants.
- Active consideration will be given by the Committee to the applicant’s contribution to the Rotorua 2030 goals, and to improving equity in the community.
- Grant payments will be made within four weeks of decision-making. Successful applicants will work together with RLC in a transparent, honest and open relationship to achieve the outcomes agreed.

Accountability:**Application Process:**

- Applications must outline how the funding will be used to support their sustainability, innovation or resilience (note this fund is not for operational funding, it is a one-off fund for development)
- Organisations must provide evidence that they comply with the requirements of the Charities Commission.

Accountability Reporting

- Provide an evaluation report based on the approved grant application indicating what outcomes were achieved (how did they grow, adapt, collaborate, innovate to benefit the community they serve)
- Confirm funds were used for the purpose intended within the approved application.