

Meeting	Mangawhai Endowment Lands Account Committee
Date	Monday 05 August 2019
Time	1.00 pm
Venue	Meeting room, Kaipara District Council offices in Mangawhai – The Hub, 6 Molesworth Drive, Mangawhai

Open Agenda

Membership

Chair: Deputy Mayor Peter Wethey
Members: Councillor Libby Jones
Councillor Jonathan Larsen

Lisa Hong, Governance Advisor
lhong@kaipara.govt.nz

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*Attachment D is provided under a separate cover.

**Ordinary meeting of the
Mangawhai Endowment Lands Account Committee
Monday 05 August 2019 in Mangawhai**

1 Opening

1.1 Karakia

1.2 Present

1.3 Apologies

1.4 Confirmation of agenda

The Committee to confirm the Agenda.

1.5 Conflict of interest declaration

Elected members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as Councillors and any private or other external interest they might have. It is also considered best practice for those members to the Executive Team attending the meeting to also signal any conflicts that they may have with an item before Council.

2 Public input

3 Minutes

3.1 Confirmation of the minutes of Extraordinary meeting of Mangawhai Endowment Lands Account Committee held 18 April 2019

Governance Advisor 2308.05

Recommended

That the unconfirmed minutes of the Extraordinary meeting of Mangawhai Endowment Lands Account Committee held 18 April 2019 be confirmed as a true and correct record.

Meeting	Mangawhai Endowment Lands Account Committee
Date	Wednesday 18 April 2018
Time	Meeting commenced at 6.02pm Meeting concluded at 6.15pm
Venue	Kaipara District Council Offices, Mangawhai
Status	Unconfirmed

Minutes

Membership

Chair: Deputy Mayor Peter Wethey

Members: Councillor Libby Jones, Councillor Jonathan Larsen

Staff and Associates:

Community Relationships Manager, Funding Co-ordinator, Committee Secretary (Minute-taker)

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Minutes of the Mangawhai Endowment Lands Account Committee meeting
Wednesday 18 April 2018 in Mangawhai

1 Opening

Pursuant to Clause 22(1), Schedule 7 of the Local Government Act 2002, the Mayor called an Extraordinary meeting of the Mangawhai Endowment Lands Account Committee.

1.1 Present

Deputy Mayor Peter Wethey (Chair), Councillors Libby Jones and Jonathan Larsen

In Attendance

Name	Designation	Item(s)
Peter Tynan	Acting Chief Executive	All
Jenny Rooney	Funding Co-ordinator	All
Lisa Hong	Administration Assistant	All (Minute-taker)

1.2 Apologies

Nil.

1.3 Confirmation of Agenda

The Committee confirmed the agenda.

1.4 Conflict of Interest Declaration

Nil.

2 Deputations and Presentations

Nil.

3 Confirmation of Minutes

3.1 Mangawhai Endowment Lands Account Committee Minutes 28 March 2018

Moved Jones/Larsen

That the unconfirmed minutes of the Mangawhai Endowment Lands Account Committee meeting held on 28 March 2018 be confirmed as true and correct record.

Carried

4 Applications

4.1 2017/2018 MELA fund: Re-allocation of conditional grants

Committee Secretary

2308.05/2018

[Secretarial Note: The report to this item stated that the recommendation 'was made to comply with the remaining amount left for conditional grants, by removing the lowest cost item from each application'. The Committee noted that this was a factual error. The line items that were removed were done so in consideration of factors such as possible volunteer labour.]

Moved Jones/Larsen

That the Mangawhai Endowment Lands Account Committee:

- 1 *Receives the Committee Secretary's report '2017/2018 MELA fund: Re-allocation of conditional grants' dated 17 April 2018 and the associated attachments circulated with the report; and*
- 2 *Believes it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with the provision of s79 of the Act determines that it does not require further information prior to making a decision on this matter; and*
- 3 *Rescinds resolution 4 of item 4.1 'MELA Grant Applications for 2017/2018' as carried at the Mangawhai Endowment Lands Account Committee meeting held 28 March 2018:*

"That the Mangawhai Endowment Lands Account Committee... approves the following conditional grants for the 2017/2018 funds weighing community benefits to available funds:

Group	*\$
<i>Mangawhai Activity Zone for shade sail, log wall and quad bike and trailer, conditional on the quad bike and trailer being made available for use by the Mangawhai Tracks Trust, the Pioneer Village and St John.</i>	\$21,478.00
<i>Mangawhai Recreational Charitable Trust for completing loop track including drainage and vegetation clearance and installing a jetty, conditional on proof that the Trust has the right to use the land.</i>	**\$22,885.00
Total Conditional Grants	\$44,363.00

** Note: The amounts in the tables are excluding GST** for the organisations that are GST registered and including GST (no asterisk) for those that are not."*

and approves the following conditional grants for the 2017/2018 funds weighing community benefits to available funds:

Group	*\$
<i>Mangawhai Activity Zone for shade sail and quad bike and trailer, conditional on the quad bike and trailer being made available for use by the Mangawhai Tracks Trust, the Pioneer Village and St John.</i>	\$23,336.00

<i>Mangawhai Recreational Charitable Trust for completing loop track including drainage and installing a jetty, conditional on proof that the Trust has the right to use the land.</i>	**\$20,010.00
Total Conditional Grants	\$ 43,346.00

** Note: The amounts in the tables are excluding GST** for the organisations that are GST registered and including GST (no asterisk) for those that are not.*

Carried

Closure

The meeting closed at 6.15pm.

Confirmed

Chair

**Kaipara District Council
Mangawhai**

4 Decision

Mangawhai Endowment Lands Account 2019/20: Summary of Applications

Meeting: Mangawhai Endowment Lands Account Committee
Date of meeting: 5 August 2019
Reporting officer: Jenny Rooney, Community Funding Coordinator

Purpose/Ngā whāinga

To provide the Mangawhai Endowment Lands Account Committee the relevant information to award grants to community groups in the Mangawhai area.

Executive summary/Whakarāpopototanga

Ten applications have been received from community groups seeking funding from the Mangawhai Endowment Lands Account (MELA). All applications meet the criteria for funding.

The balance the Committee has to distribute in the 2019/20 funding round is \$126,529.71.

Recommendation/Ngā tūtohunga

That the Mangawhai Endowment Lands Account Committee:

a) Awards grants to the following applicants:

Context/Horopaki

Seven MELA grant applications were received and three were transferred from the Community Assistance Funding round. The total value of the MELA grant applications is \$130,824.67, the amount for allocation is \$126,529.71. A summary of applications and previous applicants are located in **Attachments 1 and 2**. The MELA Policy with the criteria for determining the funding is located in **Attachment 3**. All applications are provided as **Attachment 4**.

The 10 applications are set out in the table below:

Organisation	Amount \$
Mangawhai Activity Zone	36,065.00
Mangawhai Artists Inc (<i>redirected from Community Assistance Fund</i>)	1,782.34
Mangawhai Domain	29,186.42
Mangawhai Heads Volunteer Lifeguard Service Inc	6,500.00
Mangawhai Heads Volunteer Lifeguard Service Inc (<i>redirected from Community Assistance Fund</i>)	13,682.63
Mangawhai Historic Village Trust (<i>redirected from Community Assistance Fund</i>)	1,470.43
Mangawhai Museum & Historical Society Inc	12,836.00
Mangawhai Public Library	6,461.85
Mangawhai Tennis Club	2,840.00
Mangawhai Tracks Charitable Trust	20,000.00
TOTAL	\$130,824.67

Discussion/Ngā kōrerorero

Options

1. Fully award grant funding as agreed by the Committee in the meeting.
2. Award grants as agreed by the Committee in the meeting but have funds remaining unallocated.

Policy and planning implications

MELA grants are determined by the criteria and process defined in the MELA Policy.

Financial implications

The closing balance of the MELA as at the 30 June 2019 was \$5,581,267.62. The amount available for distribution is \$126,529.71.

In the 2017 MELA review, it was determined to protect the capital of MELA, therefore the amount available for the 2019 funding round is calculated in the table below:

Mangawhai Endowment Lands Account (unaudited)	Opening Balance	\$	\$	30/06/2019
	\$			\$
Opening balance of the Account at 1 July 2018	5,373,370			
Transfers into the Account (Note 1)		207,898		
Transfers out of the Account (Note 2)			0	
Closing reported balance of the Account at 30 June 2019				5,581,268
Less the land component included within the above				
Land Value 30 June 2019				387,000
Less Investments				200,000
Undistributed Funds				4,994,268
Calculation of the amount available for Distribution				
Interest Earned at 2.45% (2018: 2.45%)				194,115
Rental Income from Property Leases				\$13,783
Total Income (A)				207,898
Less Capital Protection (B)				-\$81,368
Available for Grants (A – B)				\$126,530

Legal/delegation implications

There are no legal or delegation implications for Council when determining MELA grant applications.

Decisions on the MELA grant applications are made by the MELA Committee, which has delegated authority from Council to make decisions on applications.

Significance and engagement/Hirahira me ngā whakapāpā

The decisions or matters of this report do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda on the website.

Next steps/E whaiake nei

The applicants will be notified whether their application has been successful or unsuccessful.

Attachments/Ngā tapiritanga


Number	Title
1	Summary of Applications
2	Applications from previous funding rounds
3	MELA Policy
4	All Applications (provided under separate cover)

Jenny Rooney, 22 July 2019

MELA Grants 2018/2019									
Organisation	Application Complete	Previous Grant Accountability Received	Purpose	Amount Applied For	GST Registered	Meet Criteria Y/N	Comments	Committee Conflict of Interest?	Amount Approved
Mangawhai Activity Zone	Y	Y	7 Shade Sails including instalation (similar to Play area & a local provider) - \$25,990.00+gst Curved retaining walls - \$9,675.00+gst Earthworks - \$400.00+gst	\$36,065.00	Y	Yes			
Mangawhai Artists Inc	Y	N/A	Trailer hire from/to Mangawhai and Dargaville (exl bond) - \$285.00, Mileage at IRD rates mangawhai/Dargaville return 178km * 3@.76 + \$465.84	\$1,782.34	N	Yes	Redirected from Community Grants Applications		
Mangawhai Domain	Y	Y	Petition for Showers - \$6,743.00+gst Plumbing & gas fitting - \$22,443.00+gst	\$29,186.42	Y	Yes			
Mangawhai Heads Volunteer Lifeguard Service Inc (original MELA application)	Y	Y	Council Building Consent - \$1,745.00 (redirected) Architect - \$4,000.00 Engineer - \$2,500.00 Resource Consent (if required) - \$1,200.00 (redirected)	\$6,500.00	Y	No- Building & Resource Consent Yes - balance of application	Building Consent application to be submitted to Community Grants Fund Two applications		
Mangawhai Heads Volunteer Lifeguard Service Inc (original Community Grants application)	Y	Y	Secretarial fees - \$18,625.00 (not eligible); Light, Power, Heating - \$3,058.58; Insurance -\$2,259.28; Security - \$2,045.52; First Aid Supplies - \$2,420.45; Rescue Boat Fuel \$2,341.33; R&M Rescue Boats \$1,560.47	\$13,682.63	Y	No- secretarial Fees Yes - balance of application	Redirected from Community Grants Applications Two applications		
Mangawhai Historic Village Trust	Y	N/A	For Computer Supplies	\$1,470.43	Y	Yes	Redirected from Community Grants Applications		
Mangawhai Museum and Historical Society Inc	Y	Y	Line Graphics - All Story Boards and graphic work and extra acrylic display cases - \$7,886.00 Bert Sainbury - Supply material and build Diorama display for Fairy Tern exhibit - \$4,950.00 Redesign Box displays of birds on sand dunes for extra bird display. New Kiwi display	\$12,836.00	Y	Yes			
Mangawhai Public Library	Y	Y	20 Deluxe Folding Tables	\$6,461.85	N	Yes			
Mangawhai Tennis Club	Y	Y	Refurbishment (Grooming) of all four older courts Tiger Turf (preferreed quote)	\$2,840.00	N	Yes			
Mangawhai Tracks Charitable Trust	Y	Y	Contribution towards timber and posts for Boardwalk	\$20,000.00	N	Yes			
TOTAL				\$ 130,824.67					

SUMMARY OF PREVIOUS SUCCESSFUL MELA GRANT APPLICATIONS

Organisation	2018 \$	2017 \$	2016 \$	2015 \$	2014 \$	2013 \$	2011 \$	2010 \$	2009 \$	Total
Mangawhai Museum Historical Society	7,134		10,000	13,279	40,000	13,200	50,000	9,500	51,000	\$194,113.00
Mangawhai Library Hall Committee	9,085	15,502.75	16,213		7,500		5,412			\$53,712.75
Mangawhai Activity Zone Charitable Trust	23,336	35,000	41,985	18,003	18,000		15,510	9,500	27,000	\$188,334.00
Mangawhai Beach School									12,000	\$12,000.00
Mangawhai Boating and Fishing Club							12,027	10,000	33,000	\$55,027.00
Mangawhai Community Garden							500	451	1,375	\$2,326.00
Hakaru Pony Club							586			\$586.00
Mangawhai Harbour Restoration Society		20,000		43,089	30,000	30,000	30,066	29,450		\$182,605.00
Mangawhai Riparian Planting Group		13,220.98	1,302			860				\$15,382.98
NZ Fairy Tern Charitable Trust		20,000	6,830	5,615	5,500	4,604				\$42,549.00
Mangawhai Plunket						6,500				\$6,500.00
Mangawhai Tracks Charitable Trust	10,000			2,000	4,500					\$16,500.00
Mangawhai Park Steering Committee					18,000					\$18,000.00
Friends of Mangawhai Community Park	20,000	15,000		30,000						\$65,000.00
Mangawhai Domain Society	9,775		49,275	15,918	6,000					\$80,968.00
Mangawhai Harbour Water Quality Community Advisory Panel		9,528.71	11,750							\$21,278.71
Mangawhai Heads Volunteer Lifeguard Services	11,600	7,525	25,000							\$44,125.00
Mangawhai Recreational Charitable Trust	20,010	13,800	15,000							\$48,810.00
Mangawhai Tennis Club	19,000	9,000								\$28,000.00
Mangawhai Football Club		20,000								\$20,000.00
Total	\$129,940	\$178,577.44	\$177,355	\$127,904	\$129,500	\$55,164	\$114,101	\$58,901	\$124,375	\$1,095,817.44

	Title of Policy	Mangawhai Endowment Lands Account Policy		
	Sponsor	General Manager Community	Adopted by	Council
	Author	Annie van der Plas	Date adopted	14 November 2017
	Type of Policy	Mangawhai Endowment Lands Account	Last review date	October 2017
	File Reference	2308.01	Next review date	

Document Control			
Version	Date	Author(s)	Comments
1 st Commenced	11 October 2017	Annie van der Plas	
1.0			

1 Purpose

The purpose of this Policy is to create clear guidelines and an effective process to enable Council to assist community organisations to achieve their goals through the distribution of grant funds available from the Mangawhai Endowment Lands Account (MELA).

2 Objectives

The Policy has been aligned with the Community Outcomes as adopted by Council for the Long Term Plan 2018/2028. The Policy is intended to contribute to:

- A district with welcoming and strong communities;
- A district with plenty of active outdoor opportunities; and
- A trusted Council making good decisions for the future.

3 Background

Kaipara District Council is committed to the Vision of 'Thriving Communities Working Together'. Council seeks to achieve this by assisting the community in developing and providing their own facilities and services, and building strong and welcoming communities.

Council is committed to recognising and supporting achievement; developing community leadership and self-reliance; assisting and supporting community involvement.

This Policy ensures that Council's contributions to communities are fair, consistent and strategically aligned to Council's Vision, Community Outcomes and the intent of the *Mangawai Lands Empowering Act 1966 [sic]*.

3.1 Mangawai Lands Empowering Act 1966 [sic]

MELA is managed under the *Mangawai Lands Empowering Act 1966 [sic]*. MELA was created on dissolution of the Mangawhai Harbour Board, which had significant assets in the Mangawhai area. On dissolution, the cash and income from land assets not transferred to the Northland Harbour Board for port purposes, were invested to provide funding for county purposes that benefit or tend to benefit the district.

The Act defines 'district' as:

"...the area of and adjacent to the endowment lands ... and any area adjoining the Mangawai [sic] Harbour"

Over the years the land has been sold and the balance of MELA has increased. The land still held is typically on perpetual leases with low rental income.

The majority of the MELA fund is currently loaned to Council and the interest revenue generated by the loan is calculated as outlined in 3.2.

3.2 Calculation of revenue available for distribution as grants

Where:

- C = the value of capital loaned to Council from the MELA Account at 30 June in the year under consideration and expressed in \$;
- Rate 1 = The interest rate being the average of the 12 month term deposit rates offered by ANZ, BNZ and Westpac taken at 30 June and 31 December in the year under consideration, for investment sums of the value in the MELA in the year under consideration;
- Rate 2 = The actual interest rate paid by the Kaipara District Council on external borrowings for the year ending 30 June in the year under consideration;
- Rate 3 = The average of Rate 1 and Rate 2;
- Rate 4 = The Consumer Price Index as published by Statistics New Zealand for the annual rate to 30 June in the year under consideration. *This is for the protection of the capital base of the fund;* and
- Rate 5 = Real interest rate = $(1 + \text{Rate 3}) / (1 + \text{Rate 4}) - 1$.

Therefore, grant funds available for the year under consideration:

Grant Funds = C x Rate 5

Capital Protection = C x Rate 4.

3.3 Unused grant funds

When grants from the previous year are either not drawn down or are only partially used, the unused portion of the grants can either be:

- Carried over (in total or in part) into the next year and added to the grant money available for dispersion in that year; or
- Retained in the capital base of the fund.

In the event that this situation arises, the Grants Committee has discretion over which of these options, or combination of these options, will be applied.

4 Assessment criteria

- 1 The project or service that the funding is requested for must meet the criteria under the *Mangawai Lands Empowering Act 1966 [sic]*:
 - a) Funds must benefit or tend to benefit the district, that being a defined area (see attached map);
 - b) In keeping with the Act, applications that enhance and/or protect the Mangawhai Harbour and surrounds will be given more favourable consideration.
- 2 Applicants' principal functions and/or activities must be of a not-for-profit nature.
- 3 The service or project proposed is not already provided by another group or agency.

- 4 Organisations are to be registered as an Incorporated Society or under the umbrella of one.
- 5 Only one grant per organisation will be available in any financial year.

5 General assessment criteria

Council will also consider the following when assessing applications received for MELA. These are general criteria which community organisations applying for support need to demonstrate in their applications.

5.1 Financial reporting

All applications must be accompanied by an audited or reviewed Statement of Financial Position for the previous financial year, and a budget projection for the next financial year.

5.2 Central government funding

Community organisations that receive the bulk of their funding from central government will not be eligible for grants.

5.3 Health and safety

Applicants must comply with all legislative requirements.

5.4 Acknowledgement

All successful applicants must acknowledge the support of the MELA fund administered by Kaipara District Council on any correspondence, advertising or other publicity material.

5.5 Accountability requirements

All recipients under this Policy are required to enter into a formal Agreement or Contract with Council that outlines the terms and conditions of the approved grant. Funds will not be provided until both parties have signed the Agreement or Contract, which will outline, among other obligations:

- The purpose for which the funding was provided;
- The conditions attached to the funding;
- The grant expenditure period of one year;
- Accountability requirements, including the methods to report back on the use of the funds; and
- The steps Council will take if progress is not as planned.

6 Exceptions

This Policy is not intended to fund applications for:

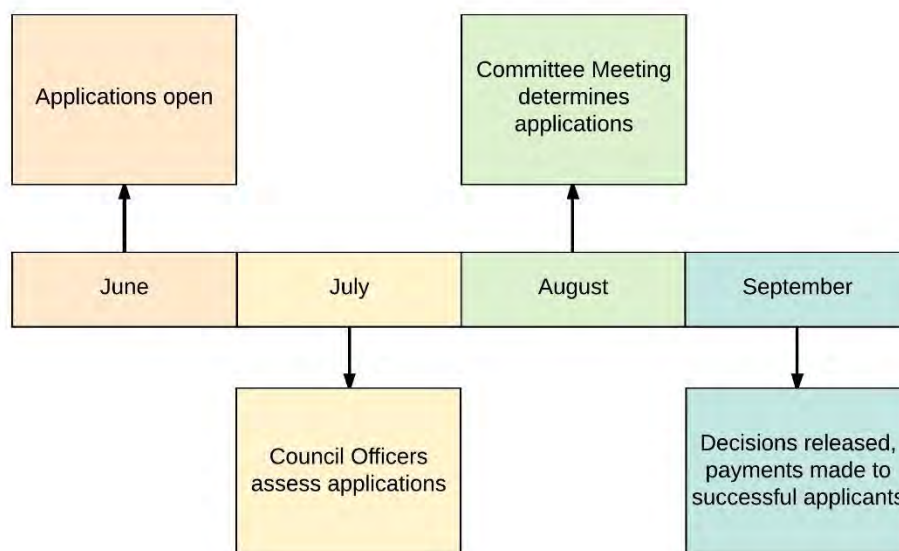
- Wages;
- Benefits to individuals;
- Central government funded services;
- Welfare services;
- Religion. This does not preclude religious organisations from applying, if they would otherwise meet the criteria in this Policy;

- Repaying or servicing debts; and
- Projects which seek to redistribute funding to others.

7 Administration of MELA

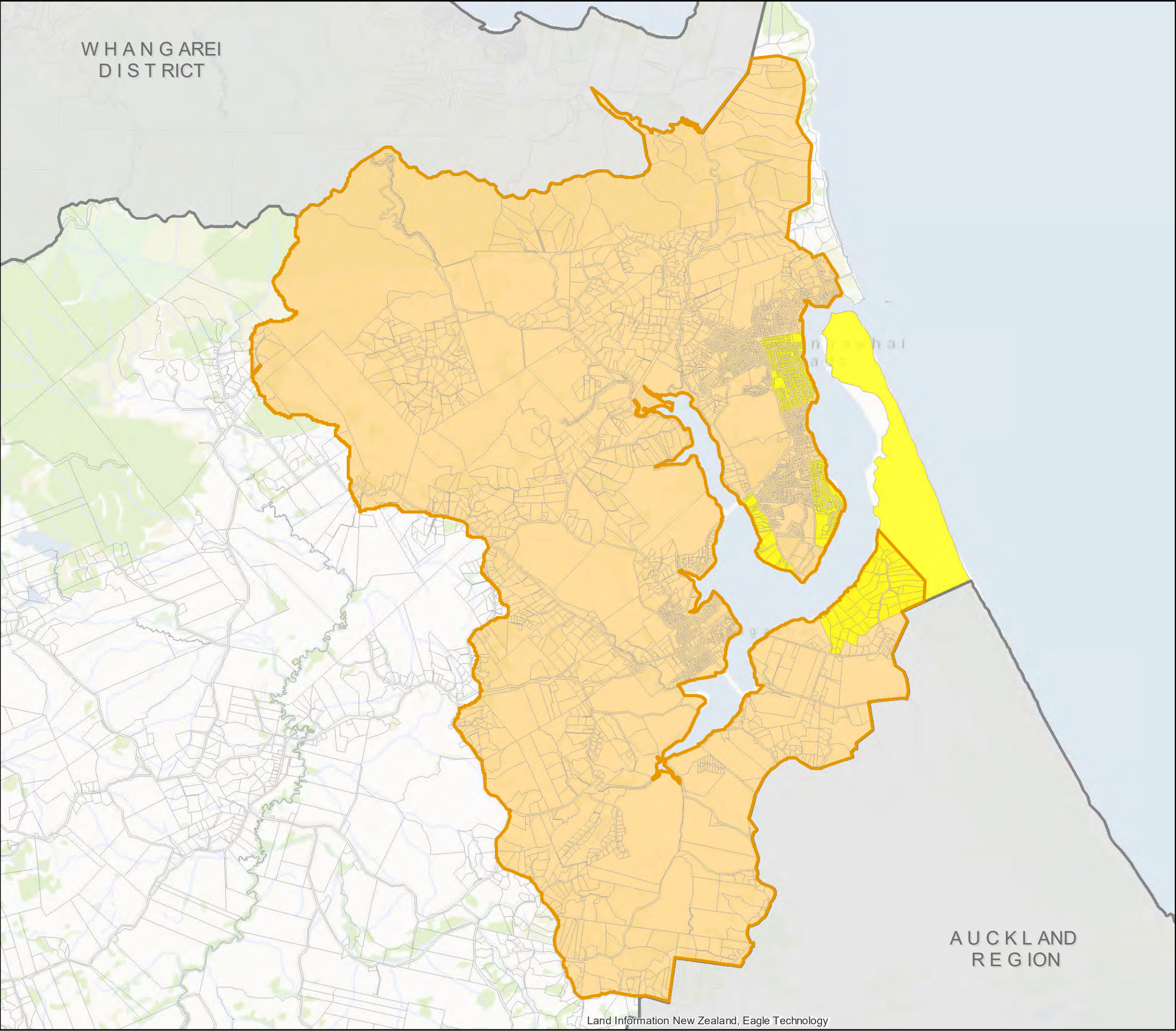
7.1 Timing of applications

The timing of MELA grants will be matched with other available community grants and the planning and budgeting cycles of Council. Council will call for applications in June and release decisions by September.





Decisions on MELA grant applications will be made by the MELA Committee, which has delegated authority from Council to make decisions on applications.

Application forms will be made available on Council's website and at Council offices when the funding round opens.



Legend

-  Mangawhai Harbour Catchment
-  Endowment Lands

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The information in this map was derived from digital databases. Care was taken in the creation of this map, however, Kaipara District Council and its contactors cannot accept any responsibility for errors, omissions or positional accuracy. Not to be used for navigation. Cadastral information sourced from Land Information New Zealand 5 October 2017.

Land Information New Zealand, Eagle Technology



Date Saved: 8/11/2017 DZ

MANGAWHAI ENDOWMENT LANDS ACCOUNT DISTRICT

A3 Scale: 1:55,000
0 1 2 Kilometers



Closure

**Kaipara District Council
Dargaville**