

Notice is given that an ordinary meeting of the Community Grants Subcommittee will be held on:

Date: Tuesday 18 November 2025
Time: 9.30am
Meeting Room: Tasman Council Chamber
Venue: 189 Queen Street, Richmond

Community Grants Subcommittee

Komiti iti Karaati Hapori

AGENDA

MEMBERSHIP

Chairperson	Cr J Gully	
Members	Cr C Butler	Cr T Walker
	Cr K Maling	Cr Kininmonth

(Quorum 3 members)

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AGENDA

1 OPENING, WELCOME, KARAKIA

2 APOLOGIES AND LEAVE OF ABSENCE

Recommendation

That apologies be accepted.

3 DECLARATIONS OF INTEREST

4 CONFIRMATION OF [MINUTES](#)

That the minutes of the Community Grants Subcommittee meeting held on Wednesday, 10 September 2025, be confirmed as a true and correct record of the meeting.

5 REPORTS

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6 CLOSING KARAKIA

5 REPORTS

5.1 SPORT NZ RURAL TRAVEL FUND APPLICATION 31 OCTOBER 2025

Decision Required

Report To:	Community Grants Subcommittee
Meeting Date:	18 November 2025
Report Author:	Yulia Panfylova, Community Partnerships Coordinator
Report Authorisers:	John Ridd, Group Manager - Service and Strategy
Report Number:	RCSGS25-11-1

1. Purpose of the Report / Te Take mō te Pūrongo

- 1.1 This report provides the Subcommittee with the opportunity to consider and decide on the four applications received during the October 2025 funding round for the Sport NZ Rural Travel Fund.

2. Summary / Te Tuhinga Whakarāpoto

- 2.1 Sport NZ Rural Travel Fund applications are open to rural sports clubs and rural school teams with young people aged between 5-18 years. Funding is to reduce the barriers to participation of rural communities by providing help with the travel costs of participating in local sports competitions.
- 2.2 There are two funding rounds per year closing 30 April and 31 October. The funding is entirely from Sport New Zealand. This year's allocation is \$23,600.
- 2.3 We received four applications for the October 2025 round, requesting a total of \$11,000.00.
- 2.4 The Community Grants Subcommittee's role is to consider and decide on funding of the four applications received.

3. Recommendation/s / Ngā Tūtohunga

That the Community Grants Subcommittee

- receives the Sport NZ Rural Travel Fund Application 31 October 2025 RCSGS25-11-1; and**
- approves the funding allocations in the table below for the October 2025 Sport NZ Rural Travel fund:**

Golden Bay Tennis Club	\$
Motueka Golden Bay Volleyball	\$
Motueka Touch	\$
Takaka Athletics Club	\$
Total	\$

4. Background / Horopaki

- 4.1 Sport NZ Rural Travel Fund applications are open to rural sports clubs and rural school teams with young people aged between 5-18 years. Funding is to assist with travel costs of rural young people participating in **regular** local sports competitions.
- 4.2 The funding is entirely from Sport NZ with an annual allocation of \$23,600. There was \$24 carried over from 2024-2025 financial year. The total allocation for this year is \$23,624.00.
- 4.3 There are two funding rounds per year. One closes 30 April and the other closes 31 October. There is a tendency that we receive a larger number of applications in the April round. Thus, a smaller portion of funding is usually allocated in October.
- 4.4 We received four applications (**Attachment 1**) for the October 2025 round, requesting a total of \$11,000.00 from the available funding.
- 4.5 One accountability report remains outstanding. The Takaka Athletics Club has not yet submitted a report for the grant received last year. If the report is not received before the Subcommittee meeting, their new application will not be eligible for funding.
- 4.6 All applications meet the fund's eligibility criteria. Initially, Motueka Touch submitted an application that included training and tournament travel costs, which are not eligible under the fund. Following discussion, the group amended their application (see Attachment 1), and all proposed costs now meet the eligibility requirements. Takaka Athletics' Hot Shots games are also not eligible expense as they are not regular competitions.
- 4.7 The Community Grant Subcommittee is requested to review the applications. The grants **do not** provide for travel cost related to:
 - practice or training;
 - coaches;
 - regional, national events;
 - one-off and/or annual interschool competitions; and
 - interschool events during school time.
- 4.8 Sport New Zealand ask that the assessors of the Rural Travel Fund consider how they place an emphasis on providing sport experiences for:
 - girls and young women aged 5-18; and/or
 - disabled tamariki (5-11) and rangatahi (12-18).
- 4.9 In this funding round Volleyball Motueka Golden Bay reported two or three disabled individuals that would benefit from this grant and the Takaka Athletics Club reported two disabled individuals in their team.
- 4.10 The Subcommittee's role is to allocate the funding for the Sport NZ Rural Travel Fund, as we understand the needs of our local community and can assist with allocating the funding cost-effectively and where it can generate real benefits to the community. The allocation of funding provides a local public service and supports community wellbeing by encouraging young people from rural areas to participate in sports and recreational activities to enhance their health and wellbeing.

- 4.11 The Community Grants Subcommittee members are requested to review all applications and recommendations in advance to enable an efficient and timely allocation of funding during the meeting.
- 4.12 Staff have provided the Subcommittee with recommendations for each application, based on how well they meet the funding criteria and the overall budget limitations (**Attachment 2**). These recommendations are contained in the following table.

Organisation	Amount requested	Staff recommendation
Golden Bay Tennis Club	\$2,000	\$1,000
Motueka Golden Bay Volleyball	\$6,000	\$4,500
Motueka Touch	\$500	\$500
Takaka Athletics Club	\$2,500	\$2,000
Total	\$11,000	8,000

5. Financial or Budgetary Implications / Ngā Ritenga ā-Pūtea

- 5.1 This funding comes from Sport New Zealand and only passes through the Council for local distribution.

6. Options / Kōwhiringa

- 6.1 The Subcommittee has the ability to allocate all or part of the funding requested. If the Subcommittee agrees with the staff recommendations, they will be allocating a total of \$8,000 from the available funding of \$23,624. The Subcommittee can either accept those recommendations or alter them at the meeting following discussion, provided the allocation remains within the budget.
- 6.2 The options are outlined in the following table:

Option		Advantage	Disadvantage
1.	Agree with staff recommendations in Attachment 1.	Ensures a fair and consistent approach based on the fund criteria. Distributes limited funding equitably across a greater number of applicants. Reduces the risk of over-allocation and preserves transparency in the process.	Some applicants may receive less funding than requested, which could limit their ability to deliver their full project.

Option		Advantage	Disadvantage
2.	Amend staff recommendations	Allows Councillors to exercise discretion and adjust allocations based on local knowledge or perceived community impact. Provides flexibility to support projects with particularly strong merit.	May introduce inconsistency in decision-making. Increases the risk of overfunding some projects and leaving insufficient funds for others.
	Allocate the full amount requested to each applicant	Fully supports applicants to deliver their projects as proposed. Reduces administrative work for applicants needing to seek additional funds elsewhere.	Likely to exceed the total budget available. Creates inequity between applicants and may reduce the number of projects funded overall. Sets a precedent that could be difficult to maintain in future funding rounds.

6.3 Option 1 is recommended.

7. Legal / Ngā ture

7.1 There are no legal issues with making the decision to allocate funds from the Sport NZ Rural Travel Fund budget, provided the Subcommittee allocates the funds according to the criteria.

8. Iwi Engagement / Whakawhitiwhiti ā-Hapori Māori

8.1 Staff did not involve iwi in the process for several reasons. Firstly, Sport NZ Rural Travel Fund is only available to rural sport club teams and rural school club teams, and we have provided equal opportunity for both groups to apply. Secondly, the grant process is transparent and consistent to the Sport New Zealand Guidelines, see **Attachment 3**, ensuring that all eligible applicants are treated fairly. Thirdly, we have informed the schools and clubs directly about the availability of the grant, and we believe that this approach is the most effective way to ensure that those who are eligible for the grant are aware of it and can apply.

9. Significance and Engagement / Hiranga me te Whakawhitiwhiti ā-Hapori Whānui

9.1 The decision sought in this report has a low level of significance. The decision does not have financial implications; it does not deal with strategic activities or assets; and does not result in changes to the Council's levels of service. The decision will be of some public interest, although we consider that this interest is likely to be relatively low.

9.2 Staff consider that consultation is not necessary on the decision to allocate the Sport NZ Rural Travel Fund funding due to the low level of significance of the decisions and it is the role of this Subcommittee to allocate this funding.

9.3 We publicly notified the opportunity to apply for the funding.

	Issue	Level of Significance	Explanation of Assessment
1.	Is there a high level of public interest, or is decision likely to be controversial?	Low	Community groups who benefit from the funding are likely to have a high level of interest in this fund. However, the wider public are likely to have a low level of interest in the matter.
2.	Are there impacts on the social, economic, environmental or cultural aspects of well-being of the community in the present or future?	Moderate	This fund can financially support community groups which contribute to the well-being of our community.
3.	Is there a significant impact arising from duration of the effects from the decision?	No	
4.	Does the decision relate to a strategic asset? (refer Significance and Engagement Policy for list of strategic assets)	No	
5.	Does the decision create a substantial change in the level of service provided by Council?	Low	There will be a level of service improvement for the organisations that benefit from the funding. However, this will not impact on Council's levels of service in the Long Term Plan 2024-2034.
6.	Does the proposal, activity or decision substantially affect debt, rates or Council finances in any one year or more of the LTP?	No	The funding for this grant comes from directly from Sport NZ.
7.	Does the decision involve the sale of a substantial proportion or controlling interest in a CCO or CCTO?	No	
8.	Does the proposal or decision involve entry into a private sector partnership or contract to carry out the deliver on any Council group of activities?	No	

	Issue	Level of Significance	Explanation of Assessment
9.	Does the proposal or decision involve Council exiting from or entering into a group of activities?	No	
10.	Does the proposal require particular consideration of the obligations of Te Mana O Te Wai (TMOTW) relating to freshwater and Affordable Waters services?	No	

10. Communication / Whakawhitiwhiti Kōrero

- 10.1 As part of our ongoing efforts to improve the efficiency and accessibility of our community grants system, we have created an online application form for the Sport NZ Rural Travel Fund. The accountability form is also online.

11. Risks / Ngā Tūraru

- 11.1 The main potential risks to the Council from allocating the funding through the Sport NZ Rural Travel Fund are that some groups will not be happy with the allocation they receive, if any, and that the Subcommittee may not allocate the funding within the fund criteria. The Subcommittee can mitigate the risks through clearly explaining the reasons for the decisions to the applicants and through careful consideration of the applications to ensure they meet the fund criteria.

12. Climate Change Considerations / Whakaaro Whakaaweawe Āhuarangi

- 12.1 The allocation of the Sport NZ Rural Travel Fund by the Council may reduce the greenhouse gas emissions (GHG) through minimising travel in private cars. Some schools and clubs that receive the grants will be organising bus transportation or carpooling to get to competitions.

13. Alignment with Policy and Strategic Plans / Te Hangai ki ngā aupapa Here me ngā Mahere Rautaki Tūraru

- 13.1 There are no policy issues with making the decision to allocate funds from the Sport NZ Rural Travel Fund budget, provided the Subcommittee allocates the funds according to the criteria.

14. Conclusion / Kupu Whakatepe

- 14.1 There is funding in the Sport NZ Rural Travel Fund budget for the Subcommittee to allocate. This funding is entirely from Sport New Zealand. We have publicly notified the availability of the funding to provide any groups interested in receiving funding the opportunity to apply. The Subcommittee needs to apply the Fund criteria to the consideration of the funding requests.

15. Next Steps and Timeline / Ngā Mahi Whai Ake
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- 15.1 The Subcommittee's funding allocation decisions will be advised to applicants following the meeting.

16. Attachments / Tuhinga tāpiri

1. Sport NZ Rural Travel Fund Applications
2. Database for Agenda - Sport NZ Rural Travel Fund
3. 2024-2028 Rural Travel Fund Guidelines

6 CONFIDENTIAL SESSION

6.1 Procedural motion to exclude the public

The following motion is submitted for consideration:

That the public be excluded from the following part(s) of the proceedings of this meeting. 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 follows.

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by section 6 or section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

6.2 Waste Minimisation Projects Grant

Reason for passing this resolution in relation to each matter	Particular interest(s) protected (where applicable)	Ground(s) under section 48(1) for the passing of this resolution
The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.	s7(2)(b)(ii) - The withholding of the information is necessary to 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.	s48(1)(a) The public conduct of the part of the meeting would be likely to result in the disclosure of information for which good reason for withholding exists under section 7.