

**Community Funding Extension Request****Author:** Naomi Scott, Community Partnership Support Officer**Authoriser:** Stephen Doran, General Manager Corporate**Recommendation**

That Council:

1. Approves an extension to the accountability date for the Te Aitarakihi Society Incorporated Community Services General Donation funded project to 30 November 2026; and
2. Delegates authority to the Chairperson of the Community Funding Subcommittee to approve or decline requests for extensions to accountability timeframes, where such requests cannot reasonably be considered at a scheduled meeting of the Subcommittee; and
3. Notes that any decisions made under this delegation will be reported back to the Community Funding Subcommittee.

**Purpose of Report**

- 1 To seek Council approval for an extension to the accountability date for funding provided to Te Aitarakihi Society Incorporated, and to seek delegation to the Chairperson of the Community Funding Subcommittee to approve or decline future extension requests where the timeframe of accountability falls out of scope of the two scheduled subcommittee meetings a year.

**Assessment of Significance**

- 2 This matter is assessed as low significance under Council's Significance and Engagement Policy as it relates to the administration of an existing funding allocation already approved by the Community Funding Subcommittee Meeting in 2024.

**Background**

- 3 The Te Aitarakihi Society Incorporated received \$5,000 through Council's Community Development Fund to undertake works comprising of a weather cover and path levelling in front of their wharenui.
- 4 An extension to the original accountability timeframe has previously been granted, and was approved at the Community Funding Subcommittee Meeting in April. The current accountability date is 30 June 2026.

**Discussion**

- 5 On Friday 26 June 2026 the Te Aitarakihi Society Incorporated has requested a further extension of the accountability date to 30 November 2026.
- 6 The applicant has advised that delays have occurred due to factors largely outside of their control, including delays in obtaining engineering plans and securing consent approvals, difficulty engaging a suitable contractor, and capacity constraints within the organisation.

- 7 The consent process has now been completed, and quotes are being obtained from trades. The applicant anticipates that the project will be completed by 30 September 2026 and has requested additional timeframe contingency to ensure completion and reporting within a revised accountability timeframe.
- 8 The applicant has confirmed their continued commitment to delivering the project and achieving the intended outcomes of the funding.
- 9 The request is considered reasonable given that the delays experienced relate to consenting and contractor availability, and the project is now progressing.
- 10 The Community Funding Subcommittee meets twice annually, with the next meeting scheduled for October 2026. As such, there are limited opportunities to consider time-sensitive requests for extensions or reallocations within existing meeting cycles.
- 11 Requests of this nature are not uncommon and often arise outside scheduled meetings. Requiring all such requests to be deferred to the next available meeting may result in unnecessary delays and administrative inefficiencies for both applicants and Council.
- 12 Providing delegated authority to the Chairperson to consider these matters will allow for timely decision-making while maintaining appropriate oversight through reporting back to the Subcommittee.

### **Options and Preferred Option**

- 13 Option 1: Approve the extension and grant delegation to the Chairperson (Preferred Option)
  - 13.1 Council approves the requested extension to 30 November 2026 and delegates authority to the Chairperson of the Community Funding Subcommittee to approve or decline future extension requests and minor reallocations outside scheduled meetings.
  - 13.2 This option supports the completion of the Te Aitarakihi project and enables timely decision-making for similar requests that arise outside the Subcommittee's twice-yearly meeting cycle.
- 14 Option 2: Approve the extension but do not grant delegation
  - 14.1 Council approves the requested extension to 30 November 2026 but retains decision-making authority for all future extension or reallocation requests.
  - 14.2 Under this option, requests would need to be reported to Council or deferred to the next available Community Funding Subcommittee meeting.
- 15 Option 3: Decline the extension request
  - 15.1 Council declines the requested extension.
  - 15.2 This would require the applicant to meet the current accountability deadline or otherwise be in breach of the funding agreement, which may impact the delivery of the project outcomes.

### **Consultation**

- 16 Consultation was undertaken with members of the Community Funding Subcommittee. Feedback indicated broad support for granting a further extension, on the basis that the project remains viable and subject to the expectation that this be treated as a final extension.

**Relevant Legislation, Council Policy and Plans**

17 Community Funding Policy 2025

Financial and Funding Implications

18 There are no additional financial implications arising from this report. The funding has already been approved through existing budgets.

**Other Considerations**

19 There are no further considerations.

**Attachments**

Nil