

Community-Led Development of Council owned Facilities



making this place home



SEPTEMBER 2021



So, you have an idea on how you would like to develop an area in your town!

There is lots to consider and we have written this guide and project application to help you, and guide us, as we explore your idea together.



Council understands the importance and positive well-being impact of having community spaces and facilities where people feel they belong and can connect to one another. Community facilities contribute to building strong, healthy and vibrant communities and foster resilience, belonging and pride. They bring a wide range of social, cultural, environmental and economic benefits for Rangitikei and residents and are an important part of realising Councils 2020 Strategic Vision

Council values working with community in developing community facilities and spaces to be what the community want and need, after all these are community assets. Bringing resources, knowledge and passion together in partnerships can result in multiple sources of investment, effort and expertise to deliver community outcomes. This is even more important in a context of financial constraints, growing demand and increasing diversity in our district. Giving our communities a lead role in these projects can empower and enable communities, building community capacity and resilience. Such projects also provide platforms to honour our commitment to work with Mana Whenua.

We embrace our responsibilities under Te Tiriti o Waitangi and understand that Mana Whenua hold special cultural and spiritual connections with the land and environment. This includes wahi tapu (sacred sites), taonga (treasures), water and ancestral lands. When we look to undertake new developments, it is good practice to connect with Mana Whenua. There are many benefits in looking for opportunities to learn from and engage with mana whenua including learning about local history, understanding traditional views and practices, and bringing the culture to life. If you would like help to identify and contact Mana Whenua in your project area, our Strategic Advisor for Mana Whenua can assist you.

Mana Whenua means people of Māori descent who have historical and territorial rights over an area.

Community Committees and Community Boards are elected groups of residents that help Council understand the community's view and it is important to consider their feedback on your project. Council staff can help arrange your presentation to your respective committee or board at the right time in the project planning phase.

Council seeks to optimise our existing facility network, and invest in places where people already are, and by working alongside the community Council can be faster and more flexible in meeting needs.

However, Council must be fiscally responsible and before agreeing to any new development must consider; staff capacity to support the project, the rating impact of ongoing maintenance, replacement cost, and depreciation value. There are a number of community groups activating to develop spaces in their part of the district, Council may need to consider prioritisation of developments to address the greatest needs and gaps first, leaning on reserve management plans and strategic asset planning documents that look at the district as a whole.

We are excited to hear about your idea and help you navigate the first steps.

The following pages contain:

- Initial Project Check List
- A flow chart of different stages that make up the full Community-led Development journey
- Blank pages with key questions that will guide our discussions.
- The contact details of your Council Support Team
- Next Steps
- Potential funders for your project

Initial Project Checklist

Here's the first check list: Your Council Project Advisor can help you answer some of these questions. At the bottom of this page is an area to jot down any questions or notes.



Is this area you want to develop public land that is owned or controlled by Council?

That means it's not privately owned or owned by a government agency.



Are there any other Community Groups already working on developing this area?

If yes, have you discussed your plans with them? You might be able to join forces and work together if there is.



Do you have support of the wider community?



Council has limited finance to support developments, are you prepared to do the work to fundraise, write grant applications and/or secure in-kind support such as materials and labour?

If you answered yes to these questions you are off to a great start, lets dive deeper!

Notes:

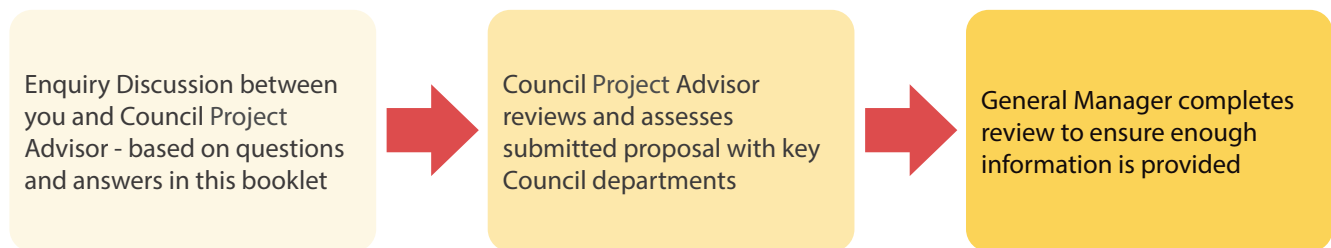
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Your **Rangitikei District Council Project Advisor** is your first contact with Council and can help you navigate this **Project Guide and Application**:

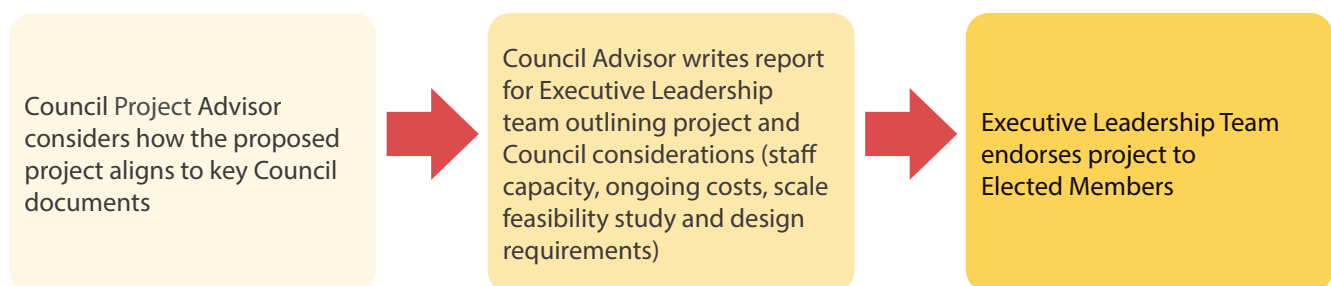
Name:	
Position:	
Phone:	
Email:	

Flow Chart of Stages for your Community-Led Development Project

Stage One - Introduction & initial exploration



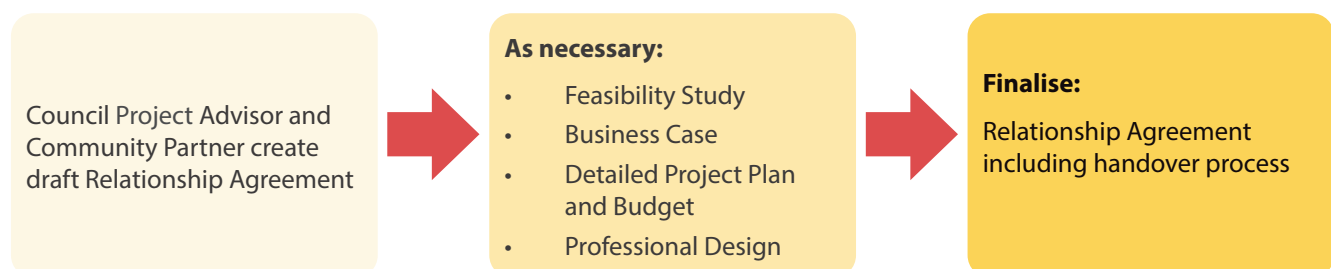
Stage Two - Strategic Assessment



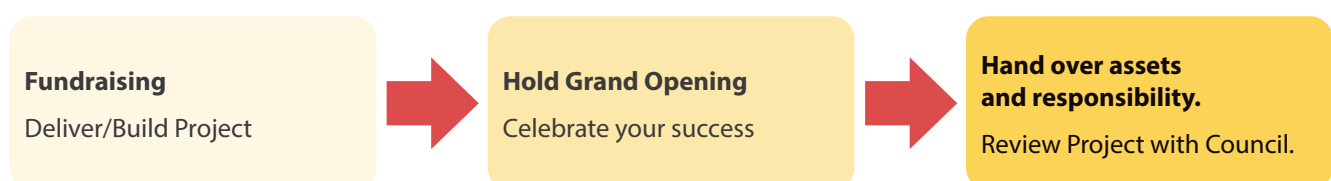
You may be asked to present your idea to Councillors in a public meeting.

Your Council Project Advisor can guide you on what you might want to include. Councillors will be provided with a corresponding report that informs Council of staff recommendations for the project, including ongoing maintenance cost and depreciation considerations. These both have a rate impact.

Stage Three - Scope and Plan If Elected Members approve project



Stage Four - Execution, Review, Handover



Project Contact Details

Project Name:		
Project Location:		
Name (Individual or Group)		
Lead Person		
Email		
Phone		
Legal Status	<i>(if any ie: Incorporated Society, Trust)</i>	
Committee Members <i>List any specific skills or affiliations</i>	Name	Skills or affiliations
Key Stakeholders	<i>Mana whenua, Users and user groups, cultural groups, different age demographics, local residents, Ward councillor/s, Local Community Committee/Board</i>	

Project Vision

What do you want to do, how did you identify the need and come up with the solution, what community support do you have, who has been engaged with to date, how will the development benefit the community, have you consulted with mana whenua, does it fit with Council's strategies, plans and policies including: Council's 2020 Strategic Vision and the four well-being aspirations, Parks, Opens Spaces and Sports Facilities Strategy, District Plan, Reserve Management Plan, Play and Active Recreation Plan, Regional Sport Facility Plan



Project Vision

Project Scale - size, cost, time

What is the overall budget, what are your funding options, can you source in-kind material and/or labour, are you better to do the project in one go or stage the development, what is your time frame, does it need require a feasibility study, does it trigger Councils requirement to have a professional designer?



Project Size

Project cost

Project time

Project Site - impact on site, infrastructure, consents



*What is underground, is the drainage adequate, does it flood, is it an historical dump site, is it wahi tapu.
Do you need building or resource consents?*

Council staff will help you with this section.

Project Site

Project Team - Council Staff

Who from Council will help you complete and assess your application?

We will help you complete this section



Role	
Project Manager	
Project Advisor	
Parks & Reserves	

What support do you want from Council?

Project management, funding, planning.

Support required	

Council may insist on level or type of support to ensure quality assurance

Project - Next Steps

You've completed the questions and have a clear path forward, what's the next steps?

Council staff will help you with this section.



Next Steps

Potential Funders

Fund		Applied for ✓
Council - Parks Partnership Upgrade Fund	www.rangitikei.govt.nz	
Duddings Trust	www.publictrust.co.nz/grants/j-b-s-dudding-trust	
New Zealand Community Trust	www.nzct.org.nz	
Lion Foundation	www.lionfoundation.org.nz	
Eastern and Central Community Trust	www.ecct.org.nz	
Central Energy Trust	www.centralenergytrust.org.nz	
DIA	www.dia.govt.nz	
Pub Charity	www.pubcharitylimited.org.nz	
The Southern Trust	www.tst.org.nz/funding	
Grassroots Trust	www.grassrootstrustcentral.co.nz	
Waireka Trust	www.wairekacommunitytrust.org.nz	
Mainland Foundation	www.mainlandfoundation.co.nz	
Pelorus Trust	www.pelorustrust.net.nz	
Trillian	www.trillian.nz	
Trust House	www.trusthouse.co.nz/	
Lotteries	www.communitymatters.govt.nz/lottery-grants-board	
Trust Waikato	www.trustwaikato.co.nz	
Whanganui Community Foundation	www.whanganuicommunityfoundation.org.nz	
Sport NZ	www.sportnz.org.nz	
Sport Whanganui	www.sportwhanganui.co.nz	
Sport Manawātū	www.sportmanawatu.org.nz	
The North & South Trust	www.nstl.co.nz	



www.rangitikei.govt.nz

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Making this place home.