

# Request for Occupancy/lease of Council Land/Building 22/23

## Application form

Application No. 0007 From Jo Gibbs

Form Submitted 21 Jun 2023, 6:17PM NZST

## About Your Group

\* indicates a required field

### Organisation registration details

#### Organisation Name

Hokowhitu Bowling Club Inc.

#### NZ Charity Registration Number (CRN)

#### New Zealand Charities Register Information

Reg Number

Legal Name

Other Names

Reg Status

Charity's Street Address

Charity's Postal Address

Telephone

Fax

Email

Website

Reg Date

Must be formatted correctly.

#### Current Address

279 Albert St

Hokowhitu Palmerston North 4410 New Zealand

#### Primary Phone Number

06 357 9712

Must be a New Zealand phone number.

#### Primary Website

Must be a URL.

### Contact Details

#### Primary Contact

Ms Jo Gibbs

#### Primary Contact Email

7(2)(a) Privacy

dress.

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### Primary Contact Phone Number

7(2)(a) Privacy

Zealand phone number.

### Secondary Contact Name

Paul Skilton

### Secondary Contact Phone Number

7(2)(a) Privacy

Zealand phone number.

### Secondary Contact Email

7(2)(a) Privacy

Must be an email address.

### Secondary Contact Phone Number

Must be a New Zealand phone number.

### Applying for: Please tick which relates to your application

- ☐ Occupying/leasing a (previously unoccupied) council-owned property
- ☐ Constructing a new community building on council-owned land
- ☒ Renewing an occupancy/lease

### What is the Vision of the organisation, what are you wanting to achieve?

To ensure the club and its facilities become a centre of bowling excellence for the Manawatu by providing the community with access to quality bowling and coaching services, superb facilities within a competitive but welcoming and supportive club culture.

### How are the major decisions in your organisation taken? (e.g. Trust Board, Management Committee) \*

Management Committee

### Who are the current members of the major decision-making group? \*

Annually elected Committee Members

### Are staff employed or is all work carried out voluntarily? \*

All work is carried out by volunteers except for a cleaner - 2 hours per week and some work on the greens is contracted out.

### If staff are employed, what is the source(s) of funding used to pay them? \*

Classed as normal day-to-day running expenses of the club.

### What are the key positions in the organisation (paid and/or voluntary) ?

President, Vice President, Treasurer, Secretary, Club Captain, Greens Supervisor.

### What in general terms are the roles of these positions?

To ensure the Club runs smoothly, the club remains financial, the members feel supported, liaise with Bowls Manawatu & Bowls NZ and deal with any problems as they arise.

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### Who currently holds these positions? Please give names and brief resumes.

Paul Skilton - President - Responsible for the overall running of the Club, chair Committee Meetings monthly, etc.

Jane Rivers - Vice President - support Paul in his role

Bruce Dilks - Treasurer - Responsible for the financial stating of the club - paying accounts, receiving fees, reporting to Committee monthly etc.

Jo Gibbs - Secretary - keeping members informed via newsletter, liaise with Secretaries of other Bowling Clubs in the Manawatu area as well as Bowls Manawatu & Bowls NZ when necessary. Organise events hosted by us by publicising and accepting entries, Minutes of Committee Meetings, etc.

Peter Harris - Club Captain - The running of all Tournaments, both internal and open and the jobs associated with this e.g. completing the draws, etc.

Dave Robertson - Greens Supervisor - responsible for the upkeep of the greens.

### Please summarise your organisation's achievements since its establishment?

Running a Lawn Bowling Club since 1937 which supports its members and gives them the opportunity to reach their potential in their chosen sport by providing support and opportunities to help them excel in a happy, friendly, inclusive and smoke-free environment where they can play sport at the level they wish (social or competitive) and socialise accordingly.

### Additional information

*No files have been uploaded*

Please upload any additional information to support your application

## Intended Use

### What is the intended use of the property?

- ☒ Sport and Recreation
- ☐ Community or social service
- ☐ Education
- ☐ Other:

### What service is to be provided from the property? Please give a full description

We have three Bowling Greens but only two are in operation. We provide Club and Open Tournaments for bowlers in the Manawatu area. Occasionally, we host bowlers from outside the area, on behalf of Bowls Manawatu. We provide our bowlers with plenty of opportunity to play bowls and offer Coaching and Mentors to help our players reach their potential.

We hire out our premises for Tai Chi and Garden Club on a weekly basis.

We also hire out our clubrooms for Music Evenings, business and private parties. However, these are carefully run and do not include 21st Birthdays or any booking that suggests a high drinking culture - these events must use our bar staff and they not allowed to bring their own alcohol.

### What are the objectives of the service or activity ?

The objectives of our Bowling Club are to grow and sustain a vibrant, viable and skilled

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bowling club by increasing our player membership, providing coaching to improve player skills and provide an atmosphere where our players, social members and visitors can socialise in a warm and inviting clubroom.

### **Who is expected to benefit from the service/project? (i.e. who will be the end users or client group) ?**

The members of Hokowhitu Bowling Club and their guests.

The garden club and Tai Chi club who rent the clubrooms once a week for a couple of hours.

Our bowling club is the only clubrooms of a decent size in the Hokowhitu area. We are always happy to help local people who want a venue in this area at a reasonable cost for a Record Sale, Music Night, Market Days etc.

### **What geographic catchment will the project serve?**

Members of Bowling Clubs from Dannevirke in the East, Foxton Beach in the South, Bulls to the West and Kimbolton to the North play in our Open Tournaments as well as an entry from Levin on a regular basis.

### **What is the demographic profile of those who are expected to benefit from the service / project?**

Although a lot of our players are over 65, we have got a keen set of Junior players who are in their late 20s and early 30s and we are keen to grow our younger members further. We are also expanding the cultural diversity of our club and have members from several different ethnic backgrounds enjoying being part of our club.

### **How many people are expected to use the service/project on an annual basis?**

We are a relatively small club with approximately 40 current playing members and 20 social members.

We hold 7 Open Tournaments per year - 5 Monthly 2x4x2 Tournaments, a Ladies Gala and a 2-day Mixed Classics Tournament using 2 greens. These events are very popular with the members of the other clubs in the Manawatu and are always well supported. - approx 200

We also regularly host Elizabeth Walkers Tournaments for the ladies in the Manawatu Clubs and Skogs for the men. A member of our club runs the Elizabeth Walker Tournaments on behalf of Bowls Manawatu. - 430 approx.

### **How was this need identified ?**

No other bowling clubs in our area. No similar facilities for Community Events in Hokowhitu.

### **Which organisations in the City are providing services for a similar target group? (i.e. similar geographic location, demographic profile)**

As previously mentioned, we are the only large sports clubrooms in the Hokowhitu area. The closest bowling club to us would be Ashhurst in one direction or Palmerston North or North End in the other direction.

### **In what way does your service/activity differ from that supplied by these other organisations?**

We are one of four bowling clubs in Palmerston North. Two large clubs and two smaller clubs. The other smaller club is part of a Sports Club. Therefore, we are unique in that we are a more intimate, friendly club where our club members socialise in pleasant surroundings. We do not have a large drinking culture but our members know that our bar

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is open 4pm - 6 pm on a Friday throughout the year for them to come and socialise, enjoy a drink and some nibbles and have a chat with people with similar interests.

### **What evidence do you have that the service/activity will meet the need identified?**

We have a Committee to ensure that the needs of our members are both identified and met.

### **Has the service/project been pilot tested for effectiveness? If so, please give details of pilot test and results.**

N/A

### **Has the service/project previously been operated in Palmerston North or anywhere else in New Zealand? If yes, please give details.**

N/A

### **How will you measure the level of success of this service/project?**

We will know that we are successful if our members are happy and our club is growing.

## Readiness

### **What are the costs involved in establishing this activity/service? Please give the main categories of cost and as close an estimate as you can manage for each category.**

Affiliation fees to Bowls Manawatu & Bowls NZ. Fees for entry into Bowls Manawatu Champion of Champions events. Costs of Club Booklet, Honours Boards, hosting Tournaments as well as maintaining our greens and clubrooms.

### **How do you anticipate funding these costs? (e.g. funds in hand, grants, fund raising) Please specify which funds have already been secured and which are subject to further work/decisions.**

Members fees, Sponsors for Tournaments and club booklet, hiring clubrooms on a weekly basis to a garden club and Tai Chi club, hiring clubrooms for Music Nights and Private Functions, Organizations' Christmas Functions, etc.

### **What are the estimated costs of operating the service/project on each year?**

\$35,000

### **How do you anticipate funding these costs?**

Members fees, Sponsors for Tournaments and club booklet, hiring clubrooms on a weekly basis to a garden club and Tai Chi club, hiring clubrooms for Music Nights and Private Functions, Organizations' Christmas Functions, etc.

### **Have you prepared a business plan for the service/project? If yes, please supply a copy.**

No

### **Upload Business Plan**

*No files have been uploaded*

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**Please supply a copy of your most recent audited accounts.**

*No files have been uploaded*

**If you are lease a property, what is the timeline for making the service/project operational?**

N/A

**Please specify plans for resourcing (equipment, services, people, tools etc.)**

N/A

**Have you prepared any conceptual and technical plans? Please Upload**

*No files have been uploaded*

## Fit with Council Direction

### Policy on Use of Public Spaces 2019

**Support and Funding Policy - Occupancy of council-owned Property by for Purpose groups**

**Purpose:** The purpose of this support is to provide to allow for-purpose groups to occupy and operate out of, Council owned property for sporting, recreational, community/social services and educational purposes, at community rental rates.

**Support Priorities:** For-purpose groups that contribute to outcomes to achieve goals 2, 3, and/or 4 of Council's strategic direction. For- purpose organisations who are jointly seeking a shared space within a Council-owned building; and their presence fits with the identified space and will maintain or enhance the uniqueness of the space.

#### Policy on Use of Public Spaces 2019<sup>[1]</sup>

In considering an application to use public space, and particularly where there are competing applications for the use of public space or high demand for a public space, the Council will consider whether the activity:

- supports the achievement of the Council's goals
- adds to the variety of events or activities available in Palmerston North
- enhances any precinct identities (e.g. Broadway as a hospitality precinct)
- provides an experience (rather than a simple commercial exchange)
- does not significantly limit the availability of space for general community use.

Council may also consider:

- whether the event or activity is inclusive of and accessible to the wider community
- iwi feedback on the proposed event or activity
- the opportunity to enhance or celebrate the heritage values of the public space
- the opportunity to enhance or celebrate the natural environment of the public space
- the opportunity to contribute to preparedness for emergency response, disaster response, or national security concerns
- potential impact on existing city businesses. Council may require applications to be subject to public consultation where an application is likely to be controversial, or where it is unclear if the proposal is consistent with the overall intent of the policy.

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Note that none of the criteria or considerations provided for in this policy outweigh the freedoms guaranteed under the Bill of Rights Act.

[1] <https://www.pncc.govt.nz/council-city/official-documents/policies/policy-for-the-use-of-public-space/>

## Palmerston North Strategic Direction

Goal 1: An Innovative and growing city

Goal 2: A creative and exciting city

Goal 3: A connected and safe community

Goal 4: An eco-city

[Strategic direction | Palmerston North City Council \(pncc.govt.nz\)](https://www.pncc.govt.nz/council-city/official-documents/policies/policy-for-the-use-of-public-space/)

### **Please explain how your proposed lease will contribute to one or more goals of Council (it is not necessary to contribute to more than one goal):**

Goal 2 - Hokowhitu Bowling Club was established in 1937. The historic parts of the grounds are maintained and valued, eg. archway, fishpond (formerly fountain & well used for watering the greens). The grounds are maintained to a very high standard with gardens framing the greens where possible. Visitors to our grounds are always impressed with our beautiful and well-maintained surroundings.

Goal 3 - The club offers a safe environment for both the elderly and the younger members of our club. Our membership is becoming more culturally diverse and our greens are smoke-free, vape-free and alcohol free. We do not promote a drinking culture and the bar in our clubrooms is open between 4-6 every Friday night for our members to socialise and when we host Tournaments. If our clubrooms are rented out for events that require bar facilities, they are not allowed to bring their own alcohol and must use our bar staff. The carpark provides safe parking. We are also connecting to our local environment by hosting local clubs like Tai Chi and garden club on our premises.

### **Is the need which this project/service aims to address identified in any other City Council plans or research? If so please indicate the report and relevant sections.**

N/A

## Type of Property (new requests only)

**35. Does your group require a building or land only?**

**36. Please describe the type of property you require? Size, type, what attributes must it have etc.**

**37. Does the property need to be located in a particular area of the City? If so, where?**

**38. Is this location essential or desirable? Please bear in mind that if you mark essential and the Council does not have suitable property in that location then no property at all may be offered.**

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☐ Desirable

☐ Essential

**39. Do you have a location or Council property in mind? If so where?**

**40. Approximately how long do you anticipate requiring Council property for?**

**41. Please attach any other information you wish to supply as part of your application**

*No files have been uploaded*

## Declaration

**You must agree to the below statements before submitting your application:**

### New Question

☒ I confirm that all information given or written is true, complete and accurate.

☒ I give authority for Council to use the information provided publicly, such as in a report to the Council, to assess our proposal.