
Policy Review Committee

UNCONFIRMED

OPEN MINUTES

Minutes of a meeting of Policy Review Committee held in the Council Chambers, 15 Forth Street, Invercargill on Wednesday, 15 July 2015 at 10.30am.

PRESENT

Chairperson	Rodney Dobson Mayor Gary Tong
Councillors	Lyll Bailey Stuart Baird Brian Dillon John Douglas Paul Duffy Bruce Ford George Harpur Julie Keast Ebel Kremer Gavin Macpherson Neil Paterson

IN ATTENDANCE

Chief Executive Steve Ruru, Group Manager Environment and Community Bruce Halligan, Group Manager Services and Assets Ian Marshall, General Manager Policy and Community Rex Capil, Strategy and Policy Manager Susan Cuthbert, Communications and Governance Manager Louise Pagan, Chief Information Officer Damon Campbell, Committee Advisor Debbie Webster.

1 Apologies

An apology for absence was received from Cr Dillon.

Moved Cr Douglas, seconded Cr Baird **and resolved:**

That the Policy Review Committee accept the apology.

2 Leave of absence

At the close of the agenda no requests for leave of absence had been received.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There was public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Moved Cr Harpur, seconded Cr Keast **and resolved:**

That the meeting minutes of the Policy Review Committee, 24 June 2015 be confirmed.

Reports for Resolution

7.1 Venture Southland - Community Development Update

Record No: R/15/6/11127

Venture Southland General Manager Events and Tourism Bobbi Brown and Venture Southland Community Development Planner Julie Russell were in attendance for this item. Mrs Brown noted an error in the report, should read Mararoa Waimea Ward and not Waiau Aparima Ward .

Mrs Brown highlighted the current research and strategies, regional initiatives, local initiative and other projects Venture Southland are currently working on. She noted there was a stake holder meeting for the Cruise Strategy planned for August.

Ms Russell commented she has met with business owners in Athol in particular Stu's Fly Fishing on the Official Partner Programme for the Around The Mountain Cycle Trail and discussed potential ideas for a museum or café. She has also spoken with a business at Five Rivers who are developing a robotic milking shed which will also host a café. The milking shed will be located right on the cycle trail and the farm was a unique tourism product which the trail will help to promote.

Mrs Brown noted the Tourism New Zealand workshop had been held and they are now looking at how best to progress this work. She also noted the Joseph Parker fight scheduled for 1 August 2015 and the promotion around that event. Visits to schools and local boxing clubs are planned. A series of short vignette films are being created to promote Southland events which will be shown during advertising slots on ESPN and the FOX television networks with international coverage.

Mayor Tong queried the LINZ land at Garston being gifted to the School, Mrs Brown to follow up on this.

Resolution

Moved Cr Duffy, seconded Cr Paterson **and resolved that the Policy Review Committee:**

- a) **Receives the report titled “Venture Southland - Community Development Update” dated 29 June 2015.**

Reports for Recommendation

8.1 Community Assistance Policy - Grants and Donations

Record No: R/15/5/8944

Communications and Governance Manager Louise Pagan spoke to the report noting the purpose of the report was to recommend the Community Assistance Policy - Grants and Donations be adopted by Council.

Southland District Council managed its Community Assistance Grants in various ways, with the majority going through the allocations process via the Allocations Committee.

Council had also historically allocated grants and donations to a wide range of community organisations. Some have gone through the Long Term Plan/Annual Plan process while others had become annual allocations through the passage of time. The draft policy sets out the process of allocating grants and donations, describes the types of grants and the criteria for allocating them.

Mrs Pagan noted that two changes to the policy. The first under 4.3 Sport NZ Rural Travel Fund, the last sentence “Total fund available for distribution each year is” to be removed as unnecessary. And 4.5.3 Other Grants the last sentence in the first paragraph should read “ These grants remain within Council responsibilities and are administered by the Governance **and Communications** Manager and other staff.” To include the words in bold.

Cr Baird raised the issue of what happened to applications to the Allocations Committee and Ohai Railway Fund that were received outside the funding rounds. Mr Capil responded this could be looked at, as to how best to manage applications out of funding rounds. Mr Ruru suggested Standing Orders could be amended to include teleconference meetings to deal with the issue. Mrs Pagan mentioned a list would go in First Addition giving the list of scholarships/grants available with opening and closing dates giving the community greater notice of these.

Cr Duffy commented scholarships that go to schools should be presented by the Ward Councillor or a Council representative in order to have recognition the grant has come from the Southland District Council.

Resolution

Moved Cr Duffy, seconded Cr Paterson **and resolved:**

That the Policy Review Committee:

- a) **Receives the report titled “Community Assistance Policy - Grants and Donations” dated 3 July 2015.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that 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 Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Recommend the Community Assistance Policy - Grants and Donations be adopted by Council with the wording changes under 4.3 Sport NZ Rural Travel Fund, the last sentence “Total fund available for distribution each year is” to be removed. And 4.5.3 Other Grants “These grants remain within Council responsibilities and are administered by the Governance and Communications Manager and other staff.” Underlined to be included.**

The meeting closed at 11.01 am

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE POLICY
REVIEW COMMITTEE HELD ON 15 JULY 2015

DATE:.....

CHAIRPERSON:.....