
Ohai Railway Fund Committee

OPEN MINUTES

Minutes of a meeting of Ohai Railway Fund Committee held in the SDC Office, Otautau on Monday, 9 May 2016 at 11.00am.

PRESENT

Chairperson	Sue Adams
Members	Bruce Allan Caroline Reed Ivan Smith
Councillor	Stuart Baird
Councillor	Rodney Dobson
Councillor	George Harpur

IN ATTENDANCE

Team Leader, Governance	Chris Dolan
Committee Advisor	Alyson Hamilton

1 Apologies

There were no apologies.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

There were no conflicts of interest declared.

4 Public Forum

There were no members of the public seeking speaking rights.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Cr Dobson, seconded Member Reed **and resolved:**

That the minutes of Ohai Railway Fund Committee meeting, held on 19 October 2015 be confirmed as a true and correct record subject to item 7.7 the seconder of the motion being amended to Cr Dobson.

Reports

7.1 Financial Report to 31 March 2016

Record No: R/16/4/6000

Financial Report prepared by Ben Du Mez, Graduate Planner, for the period ending 31 March 2016, was tabled.

The meeting was informed that \$64,520 in interest is projected to be earned to 31 March 2016. \$50,017 in grants from the October 2015 has been allocated leaving \$14,700 available for distribution.

The projected equity as at 31 March 2016 is \$1,844,687.

Members noted \$1,000 has been paid in 2015/2016 financial year for a prior year commitment which was not correctly accrued in the 2014/2015 financial year.

Member Reed queried an amount of \$126.00 in the "Doubtful Debts" budget stating that she felt reimbursement should be closer to \$300.00. Staff to follow-up.

Further to this Member Reed queried the reimbursement of \$28,000 discussed at a previous meeting stating she noted \$20,000 is accounted for however requested staff investigate the remaining \$8,000.

Resolution

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

That the Ohai Railway Fund Committee:

- a) **Receives the report titled “Financial Report to 31 March 2016” dated 28 April 2016.**

7.2 Post-secondary school/adult education applications

Record No: R/16/4/5312

Applications from five individuals seeking grants to assist with tertiary study had been lodged and were considered at this point.

Resolution

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

That the Ohai Railway Fund Committee:

- a) **Receives the report titled “Post-secondary school/adult education applications” dated 29 April 2016.**
- 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) **Agrees to allocate the following grants subject to receipts for course fees being produced by all applicants prior to the funds being released;**

▪ Bailey Karen Burr	\$ 700
▪ Amber Vivian Clark	\$1000
▪ Eveline Margaret Grace Levett	\$1000
▪ Raelene Joy Lloyd	\$ 700
▪ Mitchell James Smith	\$ 700

7.3 Hospice Southland Charitable Trust

Record No: R/16/4/6118

The Hospice Southland Charitable Trust wishes to apply for funding in the amount of \$10,000 to assist toward the costs relating to providing specialist palliative care services to the Ohai and Nightcaps communities.

The meeting was informed Hospice Southland receives approximately 50% of its funding from Government. This leaves a shortfall of \$2.1 million that needs to be raised this year to keep services free of charge.

The Committee noted the Ohai and Nightcaps communities will continue to receive full access to specialist palliative care services provided by the Hospice free of charge.

The Committee noted the estimated cost of the project is \$10,000 based on the inpatient unit stays x36 (\$9,000) and clinical assessments x63 (\$3,150).

The Committee was advised that the voluntary effort from the community included 200 volunteers providing more than 30,000 hours in 2015.

Resolution

Moved Cr Dobson, seconded Member Reed **and resolved:**

That the Ohai Railway Fund Committee:

- a) **Receives the report titled “Hospice Southland Charitable Trust” dated 29 April 2016.**
- 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) **Approves a grant of \$5,000 to the Hospice Charitable Trust to assist with the costs towards the costs relating to providing specialist palliative care services to Ohai and Nightcaps communities.**

7.4 Nightcaps Community Medical Trust

Record No: R/16/4/6121

The Nightcaps Community Medical Trust wishes to apply for funding in the amount of \$3,550.00 to assist with the purchase of a new pharmaceutical fridge for storage of vaccines.

The Committee noted that the Nightcaps Medical Trust wishes to replace the current vaccine fridge due to it malfunctioning and can no longer be used.

The Committee was advised the purchase of this fridge will allow the Trust to provide ongoing health care within the community. A pharmaceutical fridge is a vital piece of equipment for a medical centre.

It is envisaged that the purchase of the fridge will occur immediately once funding has been secured.

The Committee noted the Nightcaps Medical Trust currently store vaccines at the Otautau Medical Centre and staff/trustees are required to transport them as required. This is only a short term solution as this method is not acceptable for flu vaccines.

The meeting was informed the building is owned by the Nightcaps Community Medical Trust and is open 20 to 25 hours per week.

It was noted the estimated cost of the fridge is \$3310.35 with transport costings being \$240.00.

Tabled before the Committee was a copy of the quote for the proposed fridge and financial information relating to the Nightcaps Community Medical Trust.

Resolution

Moved Member Adams, seconded Member Smith **and resolved:**

That the Ohai Railway Fund Committee:

- a) **Receives the report titled “Nightcaps Community Medical Trust” dated 29 April 2016.**
- 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) **Approves a grant of \$1,500 to the Nightcaps Community Medical Trust to assist with the purchase of a new pharmaceutical fridge for storage of vaccines.**

7.5 Ohai - Nightcaps Returned Services Association

Record No: R/16/4/6124

The Ohai–Nightcaps RSA applied for funding in the amount of \$1,000.00 to assist with the costs associated with the morning tea for the ANZAC Service held at the Ohai RSA rooms.

The Committee noted that the applicant advised funding is necessary to ensure the ANZAC Day services are not lost from the area and due to falling roles members find it difficult to fundraise.

Members were informed the estimated cost (excl GST) of the preparation of food for morning tea is \$1,000.00 based on the quote from the Nightcaps Squash Club at \$10.00 per person allowing for 100 persons.

The Committee noted that the Ohai–Nightcaps RSA advised it will contribute \$370.00 toward this project by way of fundraising \$250.00 and fees/subs \$120.00.

Members acknowledged as the event was held prior to applications being considered a grant of \$500 was granted via discussions by phone with local Committee representatives.

In discussing the application the Committee requested a copy of the following;

- The Association’s complete financial accounts including the latest Income and Expenditure Statement, Balance Sheet and details of any monies held in term deposits. On receipt this information to be forwarded to the Ohai Railway Fund members.

The Committee agreed that payment of Anzac Day costs such as morning teas is not to be treated as an annual occurrence and any future applications lodged will be considered on its merits and funding being available.

Resolution

Moved Member Reed, seconded Member Adams **and resolved:**

That the Ohai Railway Fund Committee:

- a) **Receives the report titled “Ohai - Nightcaps Returned Services Association” dated 29 April 2016.**
- 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) **Confirms its grant of \$500.00 to the Ohai - Nightcaps Returned Services Association to assist toward the costs associated with the morning tea for the ANZAC Service held at the Ohai RSA rooms.**
- e) **Requests the Association provide to the Committee a complete set of financial accounts including the latest Income and Expenditure Statement, Balance Sheet and details of any monies held in term deposits.**

7.6 Takitimu Community Development Committee Incorporated

Record No: R/16/4/6128

The Takitimu Community Development Committee Incorporated applied for funding in the amount of \$13,000 to provide for a community worker and the reduction in funding for residents of the Ohai Railway Fund area.

The Committee noted the Community Worker provides information, referral to other services/agencies, linkage to local and other clubs, arranges programmes and activities requested by the residents.

The meeting was informed in addition the Community Worker visits people who are alone and recovering from ill health and follows up when requested by medical, social workers and faith workers.

The Committee was advised the Ministry of Social Development (MSD) has changed their funding criteria and will from 1 July 2016 only fund services to vulnerable children and families. Vulnerable is defined at those who are victims of or are seriously at risk of domestic/family violence. This means that around 45-50% of current clients cannot receive a service from 1 July 2016.

The Committee noted that it is envisaged that the project will start once funding has been secured; the anticipated commencement date of the project is 1 July 2016.

It was noted a grant of \$3,000 from the Community Trust of Southland was received over a three year period ending this year.

Copies of the financial information relating to the Takitimu Community Development Committee Inc were tabled for Members information.

Following discussion Members agreed that this application be deferred until such time the amount the Society will receive from the Ministry of Social Development is known and confirmed prior to the application being considered further.

The Committee noted advice from the Ministry is due 1 July 2016.

In the interim the Committee suggested to the Society that an approach be made through the Venture Southland Community Development Planner to seek grant monies from other funding agencies.

Resolution

Moved Cr Dobson, seconded Member Reed **and resolved:**

That the Ohai Railway Fund Committee:

- a) **Receives the report titled “Takitimu Community Development Committee Incorporated” dated 29 April 2016.**
- 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) **Defers the application lodged by the Takitimu Community Development Committee Incorporated for funding in the amount of \$13,000 to provide for a community worker until such time the amount the Society will receive from the Ministry of Social Development is known and confirmed prior to the application being considered further.**
- e) **Suggests the Society approach the Venture Southland Community Development Planner to seek grant monies from other funding agencies.**

7.7 Margaret Mary Quinn

Record No: R/16/4/6177

Ms Quinn applied for funding (amount not shown) to attend the 75th commemoration service of war veterans in Crete.

The Committee was advised Ms Quinn’s father Gunner James Joseph Quinn (22436) served with the 5th Field Regiment of the Second New Zealand Division and fought in Crete.

Members noted a commemorative trip to Crete for family members is being arranged for later this year.

A copy of the war history of Gunner James Joseph Quinn was tabled for Members information.

In discussing this application members took into account the presentation from Miss Quinn in the Public Forum section of the meeting, however agreed that after considering all the factors and with the limited funds available for distribution by the Committee it was agreed to decline this application.

Resolution

Moved Member Smith, seconded Member Adams **and resolved:**

That the Ohai Railway Fund Committee:

- a) **Receives the report titled “Margaret Mary Quinn” dated 29 April 2016.**
- 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) **Agrees that the application from Margaret Mary Quinn to attend the 75th commemoration service of war veterans in Crete be declined due to the limited amount of funding the Committee has available to distribute.**

7.8 Wayne Peter Burgess

Record No: R/16/4/6181

Mr Burgess applied for a grant to assist with accommodation and travel to Auckland in support of an ill family member.

The meeting was informed Mr Burgess’s daughter is critically ill and weeks of rehab are predicted at Auckland Hospital at a considerable cost to the family.

In discussing this application Members took into account the presentation from Mr Burgess in the Public Forum section of the meeting, however expressed concern at the precedent that would be created in approving grants monies for the reasons sought.

Resolution

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

That the Ohai Railway Fund Committee:

- a) **Receives the report titled “Wayne Peter Burgess” dated 29 April 2016.**

- 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) **Agrees that the application from Wayne Peter Burgess to assist with accommodation and travel to Auckland in support of an ill family member be declined due to the precedent that would be created in approving grants monies for the reasons sought.**

7.9 Grants schedule

Record No: R/16/4/6200

The alphabetical schedule of Ohai Railway Fund grant monies allocated since October 1993 was tabled.

Resolution

Moved Member Adams, seconded Cr Baird **and resolved:**

That the Ohai Railway Fund Committee:

- a) **Receives the report titled “Grants Schedule” dated 29 April 2016.**

The meeting concluded at 12.30pm.

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE OHAI
RAILWAY FUND COMMITTEE HELD ON
MONDAY, 9 MAY 2016.

DATE:.....

CHAIRPERSON:.....