



Ohai Railway Fund Subcommittee

OPEN MINUTES

Minutes of a meeting of Ohai Railway Fund Subcommittee held in the Southland District Council Office Otautau, 176 Main Street, Otautau on Friday, 10 November 2017 at 9.27am.

PRESENT

Chairperson	Sue Adams
Deputy Chairperson	Bill Mather
Members	Kevin Dixon
	Caroline Reed
	Councillor Stuart Baird

IN ATTENDANCE

Committee Advisor	Alyson Hamilton
Community Partnership Leader	Kelly Tagg

1 Apologies

Moved member Dixon, seconded Member Mather and **resolved:**

That the Ohai Railway Fund Subcommittee accept the apology for non-attendance from Councillor Perham and Councillor Harpur.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

The Chair, Member Adams declared a conflict of interest in regards the Tertiary applications relating to Charlotte Adams and Rebecca Adams and took no part in discussions or voting on this matter.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Member Mather, seconded Chairperson Adams **and resolved:**

That the minutes of Ohai Railway Fund Subcommittee meeting held on 26 May 2017 be confirmed as a true and correct record.

Reports

7.1 Ohai Railway Fund Subcommittee-Term of Reference

Record No: R/17/11/26266

Committee Advisor, Alyson Hamilton presented the report.

Attached to the report were the amended terms of reference approved by Council at its meeting dated 6 September 2017.

Resolution

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

That the Ohai Railway Fund Subcommittee:

- a) **Receives the report titled "Ohai Railway Fund Subcommittee-Term of Reference" dated 2 November 2017.**

7.2 Financial Report to 30 September 2017

Record No: R/17/10/26015

Committee Advisor, Alyson Hamilton presented the report.

Mrs Hamilton advised the report provides a summary of the Ohai Railway Fund's financial position as at 30 September 2017.

Mrs Hamilton advised that there was a \$32,134 surplus for the year as a result of less grants being allocated. Mrs Hamilton added the subcommittee may choose to allocate some or all of these funds in the current year, in addition to this year's funds, if there are suitable applications.

The meeting was informed that interest income is currently projected at \$59,909 for the full financial year based on the average Reserve Bank of New Zealand six month term deposit rate for the 12 months prior to 30 September 2017.

Mrs Hamilton further advised funds available to be allocated is forecast to be \$58,125 for the remainder of the year to 30 June 2018.

Mrs Hamilton advised if grants and expenditure are incurred as budgeted this year, the forecast reserve fund at 30 June 2018 would be approximately \$1,900,466 (30 June 2017 actual \$1,860,838).

Members queried a grant of \$3,200 committed in the October grants for the 2016/2017 financial year to the Ohai Community Development Area Subcommittee toward a Hall upgrade. It was noted the work has yet to proceed and if the work did not proceed whether the funds will be refunded to the Ohai Railway Fund.

Staff responded advising the upgrade to the Hall is currently on hold if it is determined that this work will not proceed the funds will be journaled back to the Ohai Railway Fund.

Resolution

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

That the Ohai Railway Fund Subcommittee:

- a) **Receives the report titled "Financial Report to 30 September 2017" dated 3 November 2017.**

7.3 Tertiary Application Summary

Record No: R/17/11/26268

Committee Advisor, Alyson Hamilton, presented the report.

Mrs Hamilton advised applications from nine individuals seeking a grant to assist with tertiary study have been lodged.

The Chair, Member Adams declared an interest on the applications relating to Charlotte Adams and Rebecca Adams and took no part in discussions or voting on this matter.

Chairperson Adams withdrew from the table at this point and left the room.

Deputy Chair, Member Mather assumed the chair.

Applications for educational grants relating to Charlotte Adams and Rebecca Adams were considered at this point.

At the conclusion of discussion on the items Chairperson Adams resumed the chair.

Applications for the remaining seven individuals seeking educational grants were considered at this point.

Members raised the issue of the Tertiary application forms suggesting the following additions of;

- **Cost of Course**
- **Description of Course**
- **Short description of course, including goals and future aspirations**

Resolution

Moved Member Mather, seconded Chairperson Adams **and resolved:**

That the Ohai Railway Fund Subcommittee:

- a) **Receives the report titled "Tertiary Application Summary" dated 2 November 2017.**
- 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 applicants prior to the funds being released.**

▪ Charlotte Emma Villa Adams	\$350
▪ Rebecca Sarah Adams	\$1,500
▪ Larissa Beck	\$1,000
▪ Reegan Andrew Laidlaw	\$700
▪ Andre Le Lievre	\$1,000
▪ Bradley McMaster	\$1,000
▪ Nicola Reid	\$1,000
▪ Nardia Francis Weeds	Declined
▪ Maraia Wilson	Declined

- e) **Requests staff arrange for the following amendments to the Tertiary application forms;**
- **Cost of Course**
 - **Description of Course**
 - **Short description of course, including goals and future aspirations**

7.4 Organisation Application Summary

Record No: R/17/11/26270

Committee Advisor, Alyson Hamilton presented the report.

Mrs Hamilton advised applications from three organisations have been received, these being Nightcaps Community Development Area Subcommittee, Nightcaps Community Medical Trust and Nightcaps Playcentre Playgroup seeking grants to assist with community projects and requests the subcommittee consider the applications and direct accordingly.

Resolution

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

That the Ohai Railway Fund Subcommittee:

- a) **Receives the report titled "Organisation Application Summary" dated 3 November 2017.**
- 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 \$620 to the Nightcaps Community Development Area Subcommittee to assist with the costs associated with a Children's Christmas party to be held December 2017**
- e) **Approves a grant of \$1,400 to the Nightcaps Community Medical Trust to assist with the costs associated with an upgrade to both patient treatment rooms at the Nightcaps Medical centre.**
- f) **Approves a grant of \$1,750 to the Nightcaps Playcentre Group to assist with the costs associated with the upgrade to the Playcentre playground.**

7.5 Grants Schedule

Record No: R/17/11/26260

Mrs Hamilton, Committee Advisor, advised the purpose of the report is to provide an alphabetical schedule of Ohai Railway Fund grant monies allocated since October 1993 for Members' information.

Resolution

Moved Chairperson Adams, seconded Member Dixon **and resolved:**

That the Ohai Railway Fund Subcommittee:

- a) **Receives the report titled "Grants Schedule" dated 3 November 2017.**

The meeting concluded at 10.48am

CONFIRMED AS A TRUE AND CORRECT RECORD AT A MEETING OF THE OHAI RAILWAY FUND SUBCOMMITTEE HELD ON FRIDAY, 10 NOVEMBER 2017.

DATE:.....

CHAIRPERSON:.....