

Notice is hereby given that a Meeting of the Northern Southland Development Fund Subcommittee will be held on:

Date: Thursday, 24 August 2017
Time: 7.00pm
Meeting Room: Southland District Council Lumsden office
Venue: 18 Diana Street, Lumsden

Northern Southland Development Fund Subcommittee Agenda

OPEN

MEMBERSHIP

Chairperson	Councillor Julie Keast
Councillor	John Douglas
Members	Jim Guyton
	Lance Hellewell
	Sue Melvin
	Rob Scott
	Mike Smith
	Greg Tither

IN ATTENDANCE

Committee Advisor	Rose Knowles
Administration	Bronwyn Affleck
Manager	
Finance Manager	Sheree Marrah

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Full agendas are available on Council's Website
www.southlanddc.govt.nz

Note: The reports contained within this agenda are for consideration and should not be construed as Council policy unless and until adopted. Should Members require further information relating to any reports, please contact the relevant manager, Chairperson or Deputy Chairperson.

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1 Apologies

At the close of the agenda no apologies had been received.

2 Leave of absence

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

3 Conflict of Interest

Committee Members are reminded of the need to be vigilant to stand aside from decision-making when a conflict arises between their role as a member and any private or other external interest they might have.

4 Public Forum

Notification to speak is required by 5pm at least two days before the meeting. Further information is available on www.southlanddc.govt.nz or phoning 0800 732 732.

5 Extraordinary/Urgent Items

To consider, and if thought fit, to pass a resolution to permit the committee to consider any further items which do not appear on the Agenda of this meeting and/or the meeting to be held with the public excluded.

Such resolution is required to be made pursuant to Section 46A(7) of the Local Government Official Information and Meetings Act 1987, and the Chairperson must advise:

- (i) the reason why the item was not on the Agenda, and
- (ii) the reason why the discussion of this item cannot be delayed until a subsequent meeting.

Section 46A(7A) of the Local Government Official Information and Meetings Act 1987 (as amended) states:

“Where an item is not on the agenda for a meeting,-

(a) that item may be discussed at that meeting if-

- (i) that item is a minor matter relating to the general business of the local authority; and
- (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but

(b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.”

Minutes of the Northern Southland Development Fund Working Group Meeting 13 December 2016

Record No: R/17/8/18612
Author: Bronwyn Affleck, Administration Manager
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

Minutes of the Northern Southland Development Fund Working Group meeting held 13 December 2016

Recommendation

That the Northern Southland Development Fund Subcommittee:

- a) **Receives the report titled “Minutes of the Northern Southland Development Fund Working Group Meeting 13 December 2016” dated 16 August 2017.**

Attachments

- A Minutes of the Northern Southland Development Fund Working Group Meeting held 13 December 2016 [↓](#)

MINUTES OF THE NORTHERN SOUTHLAND DEVELOPMENT FUND

WORKING GROUP MEETING

TUESDAY, 13 DECEMBER 2016

Minutes of the Local working group meeting to consider the Northern Southland Development Fund allocations held at the Lumsden Southland District Council Office, Lumsden on Tuesday, 13 December 2016, at 7.30pm

PRESENT: Cr Julie Keast (Chair), Jim Guyton, Ged Newlands, (Mossburn CDA), Mike Smith, Kathleen English, (Dipton CDA), Bobbi Brown, (Venture Southland).

1.0 WELCOME:

Cr Keast introduced herself and advised the new Community and Policy Committee, which Cr Keast Chairs, replaces the previous Allocations Committee.

2.0 APOLOGIES:

Cr John Douglas, (Mararoa Waimea Ward, Rob Scott, Karen Blakemore (Lumsden CDA), Sue Melvin (Dipton CDA).

3.0 MINUTES:

Minutes of the Northern Southland Development Fund Working Group Meeting held on 4 May 2016.

Moved Ged Newlands, seconded Mike Smith

and RESOLVED THAT THE MINUTES OF THE MEETING HELD ON 4 MAY 2016, BE CONFIRMED AS A TRUE AND CORRECT RECORD OF THE PROCEEDINGS.

4.0 FINANCIAL REPORT:

Moved Kathleen English, seconded Mike Smith

and RESOLVED THAT THE FINANCIAL REPORT AS AT 31 OCTOBER 2016 BE RECEIVED.

5.0 APPLICATIONS:

Moved Jim Guyton, seconded Ged Newlands

and RESOLVED THAT THE SIX APPLICATIONS FOR FUNDING FROM THE NORTHERN SOUTHLAND DEVELOPMENT FUND BE RECEIVED.

The Committee considered the six applications, assessing their merit in accessing a grant from the Fund. Members of the Committee and (Venture Southland), contributed background information regarding specific applications from groups in their geographic area.

- | | | |
|---|--|--|
| 1 | <p>Dipton School</p> <p>Towards replacing the shade sail on the School grounds.</p> <p>Mike Smith declared an interest.</p> | <p>Recommendation</p> <p>\$450.00</p> |
| 2 | <p>Lumsden Heritage Trust</p> <p>Towards the restoration of an A Class 1896 Passenger Carriage for the Lumsden Railway Precinct.</p> | <p>Recommendation</p> <p>\$1,000.00</p> |
| 3 | <p>Lumsden Playcentre</p> <p>Towards the purchase of a lawnmower, spray knapsack and a water urn.</p> | <p>Recommendation</p> <p>\$400.00</p> |
| 4 | <p>Northern Southland Community Resource Centre Charitable Trust</p> <p>Towards the continuation and development of the "Northern Southland Cycle and Celebrate" event which was held on 12 November 2016.</p> | <p>Recommendation</p> <p>\$1,000.00</p> |
| 5 | <p>Parent to Parent</p> <p>Towards costs associated with funding a Regional Coordinator role.
Not a priority for funding from this Fund.</p> | <p>Recommendation</p> <p>Decline</p> |
| 6 | <p>St John Northern Southland</p> <p>Towards subsidising the rent on a residential unit in Lumsden to allow out of town staff and volunteers to be rostered more regularly as primary crew for ambulance call outs and to increase the quality and depth of emergency coverage.</p> | <p>Recommendation</p> <p>\$5,000.00</p> |

Moved Jim Guyton, seconded Cr John Douglas
and RESOLVED THAT THE ALLOCATION OF \$7,850.00 FROM THE NORTHERN SOUTHLAND DEVELOPMENT FUND BE RECOMMENDED TO THE SOUTHLAND DISTRICT COUNCIL COMMUNITY AND POLICY COMMITTEE FOR APPROVAL AND DISTRIBUTION, AS PER THE SUMMARY OF APPLICATIONS AND RECOMMENDATIONS.

6.0 GENERAL

Mike Smith requested that at meetings, information about previous grants (related to applicants) be on hand to assist the Committee with consideration of applications.

Jim Guyton noted that the Lumsden Pool had not yet uplifted a \$1,000 allocation from a previous round. There was discussion regarding whether this allocation expires. Bobbi Brown informed the Committee that because staff work closely with groups, it is known if there is an issue with a project changing and the grant no longer being required. Venture Southland will check the status of the Lumsden Pool allocation and report back to the Committee.

The meeting concluded at 9.00 pm.

Chairman

Dated

Funding of 2016/17 Round 2 grant applications

Record No: R/17/8/17568
Author: Sheree Marrah, Finance Manager
Approved by: Anne Robson, Chief Financial Officer

☐ Decision ☒ Recommendation ☐ Information

Purpose

- 1 The purpose of this report is to outline the issues and options surrounding the funding of the March 2017 (Round 2) grant applications for the Northern Southland Development Fund ("NSDF").

Background

- 2 The following guidelines/criteria for the Northern Southland Development Fund ("NSDF") were endorsed by the Southland District Council Allocations Committee at its November 2005 meeting.

Fund Purpose and Application

- 3 The Fund to be known as the Northern Southland Development Fund.
- 4 The purpose of the fund is:

"To reflect the substantial community support Meridian Energy has received for Project White Hill and to offset any perceived loss of amenity values resulting from the development of the White Hill Wind Farm and to provide for the creation, maintenance and enhancement of facilities, amenities and programmes for the long term betterment and advantage of the people of the Northern Southland community to enable them to provide for their social, economic, environmental and cultural wellbeing".

- 5 The funds are to be applied towards charitable or community purposes relating to:
 - (i) "Creation, maintenance and enhancement of community facilities, amenities and programmes within the designated geographic area".
 - (ii) The development of facilities, amenities and programmes to provide for the social, economic, environmental and cultural wellbeing of residents within the Northern Southland Development Fund Area.
 - (iii) The refurbishment and operational requirements of facilities and amenities within the Northern Southland Development Fund Area.

Eligible Purposes

- 6 As mentioned above the fund is to be utilised for the development of initiatives which benefit the residents of the Northern Southland Development Fund Area examples being:
 - (i) Community facilities, reserves, playgrounds, utilities and other community amenities.
 - (ii) Community programmes, activities, events and recreational opportunities.
 - (iii) Community initiatives aimed at developing the social, cultural, environmental, health, safety and general wellbeing of the community.
 - (iv) The development of amenities which may provide a long term economic benefit for the community.

- (v) The funding of applications for wages and administration costs would not generally be considered, except in cases of emergency or dire need, where the project or initiative is of general community benefit.
- (vi) Assistance for other initiatives outside the above broad categories may be provided at the discretion of the Committee.

Issue

- 7 The principal of the fund is \$327,500, being \$265,000 received from Meridian in 2005/2006 and \$62,500 received from the White Hill Wind Farm Open Day in 2006/2007.
- 8 The Working Group agreed to distribute only the interest earned on the principal to local organisations in accordance with the purpose and application process noted above. There are two funding rounds each year, which are advertised in the Lumsden Light. Applications close annually on 31 March and 30 September. Based on the interest rates applicable in the infancy of the fund, there was approximately \$16,000 - \$20,000 per annum available for distribution to the community by way of grants.
- 9 Due to the changing economic environment over the past 10+ year, the interest rate on the investment has deteriorated. Currently the fund is only receiving approximately 3.23% per annum. This is approximately \$8,000-\$10,000 per annum and hence, the amount of funds available for distribution has approximately halved.
- 10 Council calculate the interest on reserves annually at 30 June based on the surplus funds available for allocation from the relevant financial year. This rate is compared to the average Reserve Bank of NZ six month term deposit rate for the period 1 July to 30 June, and the higher of the 2 rates is applied to each reserve.
- 11 Financial reports for the NSDF Subcommittee are prepared using estimated interest based on the average Reserve Bank of NZ six month term deposit rate for the 12 months preceding the reporting period, which is considered to be the most reliable estimate at the time of the report.
- 12 As noted in the March 2017 financial report, the estimated interest available for distribution in the 2016/2017 year is \$10,502. However, \$2,656 of this amount was required to fund the over allocation of grants from the 2015/2016 year (ie adjustment required to return the reserve balance to \$327,500 from an opening balance of \$324,844). This prior year shortfall occurred as a result of grants being approved on estimated interest revenue of \$13,806, however only \$11,190 of interest was actually received for the year ended 30 June 2016. Accordingly this only left an estimated \$7,846 for distribution in the 2016/2017 year (\$10,502 less \$2,656).
- 13 During Round 1 of grant applications in December 2016, \$7,850 of grants were awarded.
- 14 As a result, this now leaves no funds available to award to applicants for the March 2017 round (round 2).

Options

- 15 The Subcommittee have the following options in relation to awarding funding for March 2017 (round 2):
 - (a) Approve grant applications as appropriate for round 2 of 2016/2017 and fund these applications from 2017/2018 interest. **Recommended Option**
 - (b) Award no grants for round 2 of 2016/2017 year and defer all applications for consideration in the December 2017 grant round. Consider not advertising for further applications in December 2017.

- 16 Given the decreased interest rates and consequently funds available for distribution, staff also recommend that the Subcommittee consider moving to an annual application process, rather than the current biannual process.
- 17 If the Subcommittee wish to amend the frequency of the grant rounds a formal amendment to the terms of reference will be required.
- 18 It is also important to note in this report the possible reputational risk associated with the options outlined above. This may not be well received by the community groups who are reliant on the grant funds to progress their desired projects.

Recommendation

That the Northern Southland Development Fund Subcommittee:

- a) **Receives the report titled “Funding of 2016/17 Round 2 grant applications” dated 16 August 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 grant applications as appropriate for round 2 of 2016/2017, to be funded from 2017/2018 interest.**
- e) **Requests for Council to amend the terms of reference to consider a single application process each year and ask that staff prepare a report to this effect.**
- f) **Requests for Council to amend the terms of reference to allow for no application process when insufficient funds are available for distribution and ask that staff incorporate this into the report noted in (e) above.**

Attachments

- A Financial reports to 31 March 2017 [↓](#)

Southland District Council
Northern Southland Development Fund
As at 31 March 2017

<u>Summary</u>	Actual
Opening balance, 1 July 2016	324,844
Add:	
Estimated Interest 2016/2017 *	10,502
Reversal of Prior Year Commitments	-
Total	335,346
Less:	
Prior Year Commitments	-
Advertising	-
Current year commitments	7,850
Refunds/Rebanked/Stale Cheques	-
Funds Held in Reserves	327,496
Less:	
Minimum Balance Required**	327,500
Funds Available for General Distribution	(4)

* Estimated Interest 2016/2017 has been estimated based on the average RBNZ six month term deposit rate for the 12 months ended 31 March 2017 (3.23%). Due to recent drops in interest rates this is expected to provide a more accurate estimate than the 4.19% interest rate used for the annual plan budget.

** This includes the Meridian Windfarm Open Day funds of \$62,500.00 received in 2006/2007 and the initial contribution from Meridian of \$265,000 received in 2005/2006.

<u>Prior Years Commitments</u>	Committed	Uplifted	Balance
2014/2015 Lumsden Community Pool Trust	1,000	1,000	-
2015/2016 Mid Northern Southland Toy Library	750	750	-
2015/2016 Northern Southland Community Resource Centre Charitable	1,000	1,000	-
2015/2016 Northern Southland Medical Trust	3,000	3,000	-
2015/2016 Northern Southland Development Trust	750	750	-
2015/2016 Mossburn Rugby Club	1,500	1,500	-
	8,000	8,000	-

<u>Current Year Commitments</u>	Committed	Uplifted	Balance
<u>December 2016</u>			
Dipton School	450	-	450
Lumsden Heritage Trust	1,000	-	1,000
Lumsden Playcentre	400	400	-
Northern Southland Community Resource Centre Charitable Trust	1,000	1,000	-
St John Northern Southland	5,000	5,000	-
	7,850	6,400	1,450

Southland District Council
Northern Southland Development Fund
As at 31 October 2016

<u>Summary</u>	Actual
Opening balance, 1 July 2016	324,844
<u>Add:</u>	
Estimated Interest 2016/2017 *	10,525
Reversal of Prior Year Commitments	1,000
Total	336,369
<u>Less:</u>	
Prior Year Commitments	1,000
Advertising	-
Current year commitments	-
Refunds/Rebanked/State Cheques	-
Funds Held in Reserves	335,369
<u>Less:</u>	
Minimum Balance Required**	327,500
Funds Available for General Distribution	7,869

* Estimated Interest 2016/2017 has been estimated based on the average RBNZ six month term deposit rate for the 12 months ended 31 October 2016 (3.24%). Due to recent drops in interest rates this is expected to provide a more accurate estimate than the 4.19% interest rate used for the annual plan budget.

** This includes the Meridian Windfarm Open Day funds of \$62,500.00 received in 2006/2007 and the initial contribution from Meridian of \$265,000 received in 2005/2006.

<u>Prior Years Commitments</u>	Committed	Uplifted	Balance
2014/2015 Lumsden Community Pool Trust	1,000	-	1,000
2015/2016 Mid Northern Southland Toy Library	750	750	-
2015/2016 Northern Southland Community Resource Centre Charitable	1,000	1,000	-
2015/2016 Northern Southland Medical Trust	3,000	3,000	-
2015/2016 Northern Southland Development Trust	750	750	-
2015/2016 Mossburn Rugby Club	1,500	1,500	-
	8,000	7,000	1,000

<u>Current Year Commitments</u>	Committed	Uplifted	Balance
No Current Year Commitments	-	-	-

Southland District Council Northern Southland Development Fund As at 31 March 2016			
Summary		Actual	
Opening balance, 1 July 2015		329,503	
Add:			
Estimated Interest 2015/2016 *		13,806	
Reversal of Prior Year Commitments		1,000	
Total		344,309	
Less:			
Prior Year Commitments		1,000	
Advertising		50	
Current year commitments		7,800	
Refunds/Rebanked/Stale Cheques		-	
Funds Held in Reserves		335,459	
Less:			
Minimum Balance Required**		327,500	
Funds Available for General Distribution		7,959	
<p>* Estimated Interest 2015/2016 has been estimated based on the Interest rate of 4.19% as per 2015-2025 Southland District Council Long Term Plan. Please note this is subject to change.</p> <p>** This includes the Meridian Windfarm Open Day funds of \$62,500.00 received in 2006/2007 and the initial contribution from Meridian of \$265,000 received in 2005/2006.</p>			
Prior Years Commitments	Committed	Uplifted	Balance
2014/2015 Dipton School	2,000	2,000	-
2014/2015 Lumsden Community Pool Trust	1,000	-	1,000
2014/2015 Northern Southland Community Resource Centre	1,000	1,000	-
	4,000	3,000	1,000
Current Year Commitments	Committed	Uplifted	Balance
November Funding Round			
Castlerock Pony Club	1,750	1,750	-
Lumsden Light Committee	500	500	-
Mossburn Community Facilities Inc	2,000	2,000	-
Northern Southland Community Resource Centre	1,000	1,000	-
Athol CDA	800	800	-
Mossburn CDA	1,750	1,750	-
	7,800	7,800	-

Northern Southland Development Fund Financial Report to 31 March 2017 and Summary of Applications

Record No: R/17/8/18621

Author: Bronwyn Affleck, Administration Manager

Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

Northern Southland Development Fund financial report and summary of applications received in the funding round closing 31 March 2017.

Financial report and application summaries for consideration.

Recommendation

That the Northern Southland Development Fund Subcommittee:

- a) Receives the report titled “Northern Southland Development Fund Financial Report to 31 March 2017 and Summary of Applications” dated 16 August 2017.
- b) Review applications received and make recommendations for grant allocations taking into account the amount of funding available for distribution.

Attachments

- A Northern Southland Development Fund Financial Report to 31 March 2017 and Summary of Applications [↓](#)

**Southland District Council
Northern Southland Development Fund
As at 31 March 2017**

Summary**Actual**

Opening balance, 1 July 2016 324,844

Add:

Estimated Interest 2016/2017 * 10,502

Reversal of Prior Year Commitments -

Total 335,346**Less:**

Prior Year Commitments -

Advertising -

Current year commitments 7,850

Refunds/Rebanked/Stale Cheques -

Funds Held in Reserves 327,496**Less:**

Minimum Balance Required** 327,500

Funds Available for General Distribution**(4)**

* Estimated Interest 2016/2017 has been estimated based on the average RBNZ six month term deposit rate for the 12 months ended 31 March 2017 (3.23%). Due to recent drops in interest rates this is expected to provide a more accurate estimate than the 4.19% interest rate used for the annual plan budget.

** This includes the Meridian Windfarm Open Day funds of \$62,500.00 received in 2006/2007 and the initial contribution from Meridian of \$265,000 received in 2005/2006.

Prior Years Commitments**Committed****Uplifted****Balance**

2014/2015 Lumsden Community Pool Trust 1,000 1,000 -

2015/2016 Mid Northern Southland Toy Library 750 750 -

2015/2016 Northern Southland Community Resource Centre Charitable Trust 1,000 1,000 -

2015/2016 Northern Southland Medical Trust 3,000 3,000 -

2015/2016 Northern Southland Development Trust 750 750 -

2015/2016 Mossburn Rugby Club 1,500 1,500 -

8,000 8,000 -**Current Year Commitments****Committed****Uplifted****Balance****December 2016**

Dipton School 450 - 450

Lumsden Heritage Trust 1,000 - 1,000

Lumsden Playcentre 400 400 -

Northern Southland Community Resource Centre Charitable Trust 1,000 1,000 -

St John Northern Southland 5,000 5,000 -

7,850 6,400 1,450

Northern Southland Development Fund**Application Summary****1 Dipton Community Baths**

Request assistance towards costs associated with replacing the roof on the Dipton Community Baths.

Total Project Cost \$44,000

Amount Requested \$1,500 Recommendation \$

2 Friends of Lumsden School

Request assistance towards the purchase of octagonal picnic tables. As well as being used by students for lunch breaks they will be used for family events, at weekends and throughout the holidays.

Total Project Cost \$2,180

Amount Requested \$1,000 Recommendation \$

3 Lumsden Playcentre

Request assistance towards costs associated with concreting the area from the storage garage to the play area. This would increase ease of movement of equipment and ensure the fire gate exit is safe all year round.

Total Project Cost \$3,416

Amount Requested \$3,000 Recommendation \$

4 Lumsden Wasps Football

Request assistance towards the purchase of a line-marker. The Football Club has 47 children aged 6 - 14 years. Games are played at the Lumsden Recreational Grounds which we share with cricket, rugby and horse riding events. A Marking Machine would be used by all users of the Recreational Grounds which are governed by the Lumsden CDA.

Total Project Cost \$1,650

Amount Requested \$1,000 Recommendation \$

5 Mossburn Community Pool

Request assistance towards costs associated with replacing the original Hurron pool pumps which cost \$500 - \$1,000 to repair annually.

Total Project Cost \$3,340

Amount Requested \$2,000 Recommendation \$

6 Mossburn School

Request assistance towards costs associated with re-roofing the old pool building to ensure it is weather proof. It is intended to transform this space into an indoor sports area where indoor cricket, soccer, table tennis, gymnastics etc can be held. This multi-use area will be utilised by the school and will be available to community groups outside school hours at no cost.

Total Project Cost \$46,000

Amount Requested \$5,000 Recommendation \$

7 Northern Southland Amateur Swimming Club

Request assistance towards costs associated with creating a secure storage area for platforms, lane ropes and general swimming gear.

Total Project Cost \$3,000

Amount Requested \$1,000 Recommendation \$

8 Northern Southland Amateur Swimming Club

Request assistance towards costs associated with running a 12 week Active Wellness Challenge. 'The Challenge' will provide a holistic approach to health and wellbeing and will provide support and education about nutrition, fitness and health, as well as setting individual goals for participants to increase awareness about positive health, fitness and wellbeing and sustaining these outside of the 12 week timeframe.

Total Project Cost \$12,285

Amount Requested \$6,000 Recommendation \$

9 Northern Southland Community Pool Trust

Request assistance towards the purchase of a new thermal blanket and reel

system.

Total Project Cost \$35,470

Amount Requested \$2,500 Recommendation \$

10 **Lions Club of Lumsden**

Request assistance towards costs associated with erecting display noticeboards at the three entrances to the Lumsden township to inform community happenings, safety warnings, street/road closures, social/sporting events etc.

This is a Lions Centennial project.

Total Project Cost \$4,793

Amount Requested \$1,000 Recommendation \$

11 **Garston Gun Club**

Awaiting further information – deferred to the next funding round.

Total Project Cost \$

Amount Requested \$ Recommendation \$