



Notice is hereby given that a Meeting of the Community and Policy Committee will be held on:

Date: Wednesday, 15 November 2017
Time: 11am
Meeting Room: Council Chambers
Venue: 15 Forth Street, Invercargill

Community and Policy Committee Agenda OPEN

MEMBERSHIP

Chairperson	Julie Keast Mayor Gary Tong
Councillors	Stuart Baird Brian Dillon John Douglas Paul Duffy Bruce Ford Darren Frazer George Harpur Ebel Kremer Gavin Macpherson Neil Paterson Nick Perham

IN ATTENDANCE

Group Manager - Community and Futures	Rex Capil
Committee Advisor	Alyson Hamilton

Contact Telephone: 0800 732 732
Postal Address: PO Box 903, Invercargill 9840
Email: emailsdc@southlanddc.govt.nz
Website: www.southlanddc.govt.nz

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

Terms of Reference – Community and Policy Committee

The Community and Policy Committee is responsible for:

- Assessing and providing advice to Council on:
 - Key strategic issues affecting the District and Council;
 - Community development issues affecting the District and Council;
 - The service needs of the District's communities and how these needs might best be met;
 - Resource allocation and prioritisation processes and decisions.
- Developing and recommending strategies, plans and policies to the Council that advance the Council's vision and goals, and comply with the purpose of the Local Government Act.
- Monitoring the implementation and effectiveness of strategies, plans and policies.
- Developing and approving submissions to government, local authorities and other organisations.
- Advocating Council's position on particular policy issues to other organisations, as appropriate.
- Considering recommendations from Council's Subcommittees and make decisions where it has authority from Council to do so, or recommendations to Council where a Council decision is required.

The Community and Policy Committee is also responsible for community partnerships and engagement. This includes:

- Monitoring the progress, implementation and effectiveness work undertaken by Venture Southland in line with the Venture Southland Heads of Agreement and specific Service Level Agreement between Southland District Council and Venture Southland.
- Allocations of grants, loans, scholarships and bursaries in accordance with Southland District Council policy.
- International relations.
- Developing and overseeing the implementation of Council's community engagement and consultation policies and processes.

The Community and Policy Committee shall have the following delegated powers and be accountable to Council for the exercising of these powers:

- (a) Approving all submissions made by Southland District Council to other councils, central government and other bodies.
- (b) To approve scholarships, bursaries, grants and loans within Council policy and annual budgets.
- (c) Monitor the performance of Venture Southland in the delivery against its Business Plan and Council's letter of expectation.

The Community and Policy Committee has authority to consider and make recommendations to Council regarding strategies, policies and plans.

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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."

6 Confirmation of Minutes

6.1 Meeting minutes of Community and Policy Committee, 27 September 2017

Community and Policy Committee

OPEN MINUTES

Minutes of a meeting of Community and Policy Committee held in the Council Chambers, 15 Forth Street, Invercargill on Wednesday, 27 September 2017 at 11am.

PRESENT

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

IN ATTENDANCE

Chief Executive (Steve Ruru), Group Manager, Community and Futures (Rex Capil), Group Manager, Environmental Services (Bruce Halligan), Group Manager, Services and Assets (Ian Marshall), Manager, Governance and Democracy (Clare Sullivan), Communications Manager (Louise Pagan) Committee Advisor (Alyson Hamilton).

1 Apologies

Moved Cr Dillon, seconded Cr Frazier and **resolved:**

That the Community and Policy Committee accept the apology for non-attendance from Councillor Perham.

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 was no Public Forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

Resolution

Moved Cr Kremer, seconded Cr Frazer **and resolved:**

That the minutes of Community and Policy Committee meeting held on 9 August 2017 be confirmed as a true and correct record.

Reports

7.1 Community Governance Project Update

Record No: R/17/9/22043

Clare Sullivan (Manager Governance and Democracy) presented the report.

Ms Sullivan advised the purpose of the report is to provide an update from the Elected Representative Working Group and information on the process for engagement.

Ms Sullivan informed the Elected Representative Working Group met recently and received an update on the project plan for the Community Governance Project and Representation Review.

The Committee noted the Working Group acknowledged that Council has an appetite for change and that there is a need for a future focus, a structure that is efficient and effective and that is affordable and value for money.

Ms Sullivan advised the representation review will be the focus of the community conversations to be held in November 2017.

Ms Sullivan explained information will be sent out to a large number of stakeholder organisations seeking their input in October 2017 and staff will be available to attend meetings as requested.

The Committee noted the public will be encouraged to share their ideas between now and the start of February 2018. A discussion with Councillors, Community Board and Community Development Area Subcommittee Chairs and Deputy Chairs will also be held in November 2017 with the opportunity after that to attend meetings as needed.

Mr Capil explained in detail the processes to date in regards the Community Governance Project and the Representation Review Update and further outlined the processes to be undertaken going forward.

Cr Kremer suggested staff prepare a timeline highlighting the steps undertaken to date and the steps going forward to be circulated to Committee members and shared with Community Board and Community Development Area Subcommittee Chairs. Staff to arrange for this work to be undertaken.

Mayor Tong expressed appreciation at the work undertaken by staff on this project to date.

Resolution

Moved Cr Kremer, seconded Cr Macpherson **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “Community Governance Project Update”.**

7.9 Southland Open Spaces Priority Setting Report

Record No: R/17/9/21938

Simon Moran (Community Partnership Leader) and Paul Wilson (Xyst Limited) presented the report.

Mr Moran advised the purpose of the Open Space Priority report seeks to provide a strategic approach to the management of the open spaces managed by Council with the focus on ensuring the needs and expectations of residents and visitors are met.

Mr Wilson addressed the Committee advising the open spaces managed by the Council are important for the health and well-being of local residents and make a significant contribution to visitor's experience of Southland.

Mr Wilson explained the key challenges facing the Council in the management and development of its open space are:

1. Providing appropriate community facilities that are fit for purpose and are relevant for the needs of local communities for the future.
2. Determining the best approach for freedom camping for Southland. Freedom camping is likely to continue to be a popular way to experience Southland. There is potential to develop many of the Council's reserves as freedom camping sites however this would come at considerable on-going cost to ratepayers with uncertain economic benefits.

3. Funding the development, maintenance and renewal of infrastructure to meet the needs of local communities and visitors.

Members agreed while it is a well prepared report queried where to from here? Mr Moran responded advising Council will need to consider how it will use the information provided in the Southland Open Spaces Priority Setting Report to meet the Vision and Objectives of its Open Spaces Strategy 2014. Mr Moran added any decision to improve the level of service will require investment which will need to be signalled in the Long Term Plan.

The Committee agreed with Mr Ruru that a copy of the report be circulated to Community Board and Community Development Area Subcommittee members at the next round of meetings.

Resolution

Moved Cr Kremer, seconded Cr Frazer **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “Southland Open Spaces Priority Setting Report” dated 19 September 2017.**

7.2 The Southland District Story Launch

Record No: R/17/9/20920

Louise Pagan (Communications Manager) presented the report.

Mrs Pagan advised the purpose of the report is to update the Committee on progress of the Southland District Story which is now in the final stages for the public launch scheduled for Monday, 2 October 2017.

Mrs Pagan informed staff are finalising the signage for all area offices and libraries and the Welcome to Southland District signage. This will be erected by Creation Signs during the weekend of 30 September 2017 - 1 October 2017.

Mrs Pagan advised as part of the story development, four strategies have been created namely; corporate identity, communication, engagement and digital. Mrs Pagan added they have been combined into the Southland Story Strategy which has an action plan attached to it.

The Committee was advised that following the launch, timings will be attached to these actions to continue the rollout of the story.

Mayor Tong acknowledged the dedication and long hours of hard work by staff in undertaking the rebranding project for Council.

Mr Capil concurred with Mayor Tong's comments expressing appreciation to the Communication Manager and the Communications team in the undertaking of this project which he added has created a sense of positivity amongst staff.

Resolution

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

That the Community and Policy Committee:

- a) **Receives the report titled “The Southland District Story Launch” dated 15 September 2017.**

Cr Kremer left the Meeting at 12.01pm.

Cr Kremer returned to the Meeting at 12.07pm.

7.3 MBIE Stewart Island Community Planning Project

Record No: R/17/8/20618

Mr Rex Capil (Group Manager, Community and Futures) presented the report.

Mr Capil advised the purpose of the report is to provide an update to the Community and Policy Committee on the Ministry of Business, Innovation and Employment (MBIE) Stewart Island Community Planning Project.

Mr Capil informed the project will link to a number of existing plans being undertaken, including SoRDS and Council related reviews scheduled for the next 6 months.

The Committee noted the consultation process will begin in late September 2017 with a draft report expected by the end of November 2017, and it is anticipated completion of the project on the Island by February 2018.

Resolution

Moved Cr Ford, seconded Cr Dillon **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “MBIE Stewart Island Community Planning Project” dated 19 September 2017.**
- b) **Endorses the Stewart Island Community Leadership Plan project, funded by way of a grant from the Ministry of Business, Innovation and Employment.**

7.4 SDC/Venture Southland Letter of Expectation Projects Status Update

Record No: R/17/9/21074

Mr Moran (Community Partnership Leader) presented the report.

Mr Moran advised the purpose of the report is to provide an update to the Community and Policy Committee around projects identified in the Community Development Priority Projects Letter of Expectation between Southland District Council and Venture Southland.

Mr Moran explained Council staff and Venture Southland Community Development staff have met to have an initial discussion around projects, and identified some timeframes to work towards with the projects.

The Committee was advised all projects identified will involve Community Partnership Leaders providing project briefs and project management of the activities identified.

Members noted as project briefs are developed, finalised and projects initiated, reports will be submitted to update Members on their status at regular intervals.

Mr Moran advised the majority of projects identified will be completed by June 2018.

Resolution

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

That the Community and Policy Committee:

- a) **Receives the report titled “SDC/Venture Southland Letter of Expectation Projects Status Update” dated 19 September 2017.**

7.5 Southland District Council Community Development Strategic Approach

Record No: R/17/9/22029

Mr Moran (Community Partnership Leader) presented the report.

Mr Moran advised the purpose of the report is to update the Community and Policy Committee of a project around Southland District Council’s current and future Community Development activity, as detailed in the letter of expectation between Southland District Council and Venture Southland Community Development Priority Projects.

The Committee noted the purpose of the project is to define, develop and deliver on the concept of a district wide approach to community development, and to review at a strategic level, the prioritisation of projects and local and district community organisation support.

Resolution

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

That the Community and Policy Committee:

- a) **Receives the report titled “Southland District Council Community Development Strategic Approach” dated 19 September 2017.**

7.6 Welcome Ambassador Pilot

Record No: R/17/9/22100

Mr Moran (Community Partnership Leader) presented the report.

Mr Moran advised the purpose of the report is to inform the Community and Policy Committee of a Welcome Ambassador pilot project, as detailed in the Letter of Expectation between Southland District Council and Venture Southland Community Development Priority Projects.

Mr Moran explained the pilot, has already gained initial interest and support from the local Community Family Worker in Te Anau. Mr Moran added although facilitated initially through Council, the intention is to have a fully community-led and sustainable project continue in Te Anau and beyond, without further need for Council involvement.

The Committee noted the pilot will involve a small number of public meetings to gauge interest and support in this project, and the establishment of a steering group to move the pilot forward.

Resolution

Moved Mayor Tong, seconded Cr Douglas **and resolved:**

That the Community and Policy Committee:

- a) **Receives the report titled “Welcome Ambassador Pilot” dated 19 September 2017.**

7.7 Community Leadership Plans Phase Two Update

Record No: R/17/9/21075

Mr Moran (Community Partnership Leader) presented the report.

Mr Moran advised the purpose of the report is to provide an update on the progress of the Community Leadership Plan phase two.

Mr Moran advised phase two will see engagement with key stakeholders being undertaken through a series of workshops held in Mossburn, Gore, Otautau, Wallacetown and Invercargill.

Mr Moran explained these workshops will build on phase one of the community leadership planning and draw out common themes and ideas from stakeholders.

The Committee noted Stakeholders will include representatives (regional and local) from a variety of sectors such as health, education, recreation, social service, religious based, service groups, emergency services and central government agencies.

The Committee was advised that following completion of Phase two workshops a summary of the key issues and opportunities identified will be made available to all those who participated so that each group involved is made aware of the feedback from across the District as a whole. Mr Moran added the summary will also be available to Councillors separately.

Resolution

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

That the Community and Policy Committee:

- a) **Receives the report titled “Community Leadership Plans Phase Two Update” dated 19 September 2017.**

7.8 Southland District Community Facilities Assessment Report

Record No: R/17/9/21867

Mr Moran (Community Partnership Leader) and Ms Amy Bird (Community Development Planner) presented the report.

Mr Moran advised the purpose of the report is to advise that the Southland District Community Facilities report undertaken by Venture Southland’s Community Development Team has been completed and highlights the key findings.

Ms Bird explained information was gathered over two rounds of consultation using electronic surveys on SurveyMonkey and one to one interviews.

Ms Bird added the first round of consultation was conducted with facility managers, and the second with facility users.

The Committee was advised that whilst the general public was not consulted in this research, in the interviews facility managers and users were invited to “put their community hat on” in response to questions about changes in their community and its facility needs.

The Committee noted the data that has been gathered for this report will provide information for discussions with communities and will also link into the strategic planning work that the Council’s property team will be undertaking.

Resolution

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

That the Community and Policy Committee:

- a) **Receives the report titled “Southland District Community Facilities Assessment Report” dated 19 September 2017.**

Item - 7.9. Southland Open Spaces Priority Setting Report - was considered earlier in the meeting.

7.10 Venture Southland Quarterly Report June 2017

Record No: R/17/9/21563

Mr Paul Casson (Chief Executive, Venture Southland) spoke to the report.

Mr Casson advised the quarterly report contains a complete breakdown of Venture Southland’s Business Plan Key Objectives/Performance measures for 2016/2017.

Mr Casson explained the key points highlighted in the report including;

- Provision of international satellite and spare services
- Funds allocated to Southland businesses
- Wood Energy South Initiative
- Tourism Product Development
- Attracting and Retaining a skilled Workforce
- Community Development

Mr Casson commented on the recent success of the Southland Pop-Up Job Shop opening in Invercargill advising people are able to look up job listings and obtain employment advice.

Mr Casson added the initiative is a collaboration between Venture Southland, Southern Directionz Career Consultants and the Southland Chamber of Commerce.

Mr Casson circulated copies of the Venture Southland Year in Review 2016-2017 for members information.

Resolution

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

That the Community and Policy Committee:

- a) **Receives the report titled “Venture Southland Quarterly Report June 2017” dated 19 September 2017.**

The meeting concluded at 1.20pm

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE
COMMUNITY AND POLICY COMMITTEE HELD
ON WEDNESDAY, 27 SEPTEMBER 2017.

DATE:.....

CHAIRPERSON:.....

Community Initiatives Fund Financial Report and Application Summary

Record No: R/17/10/25845
Author: Bronwyn Affleck, Administration Manager
Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision ☐ Recommendation ☐ Information

Community Initiatives Fund financial report and summary of applications received in the funding round closing 30 September 2017

- 1 Grant recommendations provided for review and approval.

Purpose of the Community Initiatives Fund

- 2 The Southland District Council Community Initiatives Fund is available for the development of community facilities and amenities including: community centres/ halls, War Memorials, local reserves and picnics areas, walkways and tracks, sports fields, swimming pools and changing room facilities. Sport and recreational opportunities. Community programmes, activities or events.

Recommendation

That the Community and Policy Committee:

- a) **Receives the report titled "Community Initiatives Fund Financial Report and 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) **Approve the allocation of funds for the Community Initiatives Fund as per the attached schedule including any amendments made during the review.**

Attachments

- A Southland District Council Community Initiatives Fund Financial Report and Application Summaries - November 2017 [↓](#)

Community Initiatives Fund Financial Report**Item 7.1 Attachment A**

**Southland District Council
Community Initiative Fund
As at 30 September 2017**

<u>Summary</u>	<u>Actual</u>
Opening balance, 1 July 2017	250,491
<u>Add:</u>	
Rates Revenue*	27,540
Reversal Prior Year Commitments	21,150
Interest 2017/2018**	-
Total	299,181
<u>Less:</u>	
Advertising	-
Prior year Commitments	21,150
Current Commitments	-
Refunds/Stale Cheques/Reversals	- 2,050
Total	19,100
Funds Held in Reserves	280,081
<u>Less:</u>	
Minimum Balance Required	200,000
Funds Available for General Distribution	80,081

* Rates revenue includes the total amount of rates funding anticipated to be received during the financial year.

** Interest earned for the period has not been included. The actual amount will not be known until the end of the financial year when interest is allocated across Council's investments (30 June 2018).

Prior Years Commitments	Committed	Uplifted	Balance
2001/2002 Rakiura Carving Pole	2,500	-	2,500
2013/2014 Lumsden Playcentre	2,000	-	2,000
2013/2014 Riversdale Community Board	2,000	-	2,000
2014/2015 South Catlins Promotions	2,000	2,000	-
2015/2016 Edendale Rugby Club	1,000	-	1,000
2015/2016 South Caitlins Charitable Trust	750	750	-
2015/2016 Waianiwa Community Kindergarten Inc	1,000	-	1,000
2015/2016 Winton Community Support	400	-	400
2016/2017 Lumsden Heritage Trust	2,000	-	2,000
2016/2017 Winton Golf Club Inc	1,000	1,000	-
2016/2017 Wyndham Edendale Community Health Trust	1,000	1,000	-
2016/2017 Fiordland Rowing Club Inc	2,000	-	2,000
2016/2017 Gorge Road Country Club	1,500	-	1,500
2016/2017 Stewart Island Community Centre Trust	2,000	2,000	-
2016/2017 Gorge Road Swimming Pool	1,000	-	1,000
2016/2017 Makarewa Squash Club	1,500	-	1,500
2016/2017 Milford Community Trust	1,000	-	1,000
2016/2017 Mossburn School	3,000	3,000	-
2016/2017 Northern Southland Community Pool Trust	2,500	2,500	-
2016/2017 Riverton Heritage & Tourist Centre Trust	600	600	-
2016/2017 Stewart Island Community Centre	2,500	-	2,500
2016/2017 The Parenting Place - Attitude Youth Division	2,000	2,000	-
2016/2017 Winton Community Centre	750	-	750
	36,000	14,850	21,150
Current Year Commitments	Committed	Uplifted	Balance
No grants awarded at 30 September 2017	-	-	-
	-	-	-
Refunds/Stale Cheques/Reversals			
Reversal - 2014/2015 Wyndham Edendale Community Health Centre	(1,000)	(1,000)	-
Reversal - 2015/2016 Marakura Yacht Club	(200)	(200)	-
Reversal - 2013/2014 Heritage South	(850)	(850)	-
	(2,050)	(2,050)	-

Community Initiatives Fund**Application Summaries****Funding Available \$80,081****Total of Recommendation \$65,475**

- 1 **Alex McKenzie Memorial Arboretum**
 Request assistance towards costs associated with completing a new planting of trees with name plaques and stands
 Total Project Cost \$2,000
 Amount Requested **\$1,800** Recommendation **\$1,000**

- 2 **Aparima Taekwondo Club Inc**
 Request assistance towards the purchase of electronic foot socks in five different sizes.

 From 2018 all Taekwondo tournaments will use electronic scoring. Purchasing the foot socks will provide members the opportunity to compete at tournaments.
 Total Project Cost \$369
 Amount Requested **\$300** Recommendation **\$300**

- 3 **Athol Sports and Recreation Group Inc**
 Request assistance towards costs associated with the purchase and installation of an electronic community notice board to be strategically positioned to capture the attention of motorists to provide civil defence instructions as required, as well as informing locals of club and community activities taking place.
 Total Project Cost \$7,700
 Amount Requested **\$2,000** Recommendation **\$2,000**

- 4 **Balfour Community Baths Fund**
 Request assistance towards costs associated with painting the inside of pool and the outside of pool.
 Pool usage: Balfour School 101 students – 12 weeks p/a
 Waikaia School 30 students – 6 weeks p/a
 Balfour community season key holders and casual users.
 Total Project Cost \$8,500
 Amount Requested **\$5,000** Recommendation **\$3,000**

5 Balfour Gun Club Inc

Request assistance towards the purchase and installation of automatic traps. The existing manual traps are labour intensive, becoming out dated and a health and safety issue.

Updating the traps will benefit, grow and make the shooting environment a much safer place.

The Club is open all year round and hosts 6 official events each year, South Island Champs every 2 years and NZ Nationals every 4 years, numerous club and member practice days and 12 training days p/a.

The Club also hosts school student training sessions, Corporates, Young Framers and others.

Total Project Cost \$76,814

Amount Requested	\$2,000	Recommendation	\$2,000
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6 Nightcaps CDA - Bev Evans

Request assistance towards costs associated with holding a Christmas Party for the children in Nightcaps, and Ohai. This will include approximately 150 children.

This is a great event for the community, bringing together families at a special time of year and in particular for those families and children who are less fortunate.

Total Project Cost \$1,413

Amount Requested	\$600	Recommendation	\$600
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7 Brydone Community Centre

Request assistance towards costs associated with replacing the Community Centre kitchen and meeting room windows and a broken heater.

The facility is used almost every day by the Brydone and wider community including community events, yoga and private functions.

Total Project Cost \$3,192

Amount Requested	\$1,000	Recommendation	\$1,000
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8 Central Southland Pony Club

Request assistance towards costs associated with replacing jump poles and stands.

Some jumps are unsafe for both riders and ponies.

Jumping equipment is used 2-3 times a week by club members.

Total Project Cost \$3,320

Amount Requested	\$2,000	Recommendation	\$1,500
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9 Dipton Golf Club Inc

Request assistance towards costs associated with replacing flagsticks, flag cups and flags on greens. The existing ones are badly worn and cracking and move and blow out damaging greens. It is intended to purchase shorter flagsticks to help with wind resistance.

Total Project Cost \$969

Amount Requested	\$485	Recommendation	\$485
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10 Fiordland Area Committee St John

Request assistance towards costs associated with re-purposing a portion of the Ambulance Station in order to allow day and night manning of the Station.

At this stage one unused room will be furnished as a bedroom following some minor building work.

The project will enable faster response times, better coverage and related reduced fatigue.

Total Project Cost \$5,040

Amount Requested	\$1,750	Recommendation	\$1,750
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11 Fiordland Racquets Club

Request assistance towards costs associated with resurfacing the existing Fiordland College courts with synthetic grass.

The existing asphalt surface is beginning to deteriorate however the fencing is still in a good state. There is also existing lighting infrastructure in place which will enable night use during winter. The courts will provide additional tennis court facilities allowing junior tournaments to be hosted in Te Anau.

A new synthetic grass turf will be more useful when wet, as the current asphalt surface becomes extremely slippery when wet making it unusable. The upgraded facility would be used by Fiordland College students as well as the Hockey Club, the Netball Club and Tennis Club members.

Total Project Cost \$154,763

Amount Requested	\$5,000	Recommendation	\$5,000
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12 Friends of Lumsden School

Request assistance towards costs associated with the provision of storage to house bikes and helmets. It is intended to create a bike track within the school grounds. The bike track would be used daily by school students during school hours and would be open to family and community members out of schools hours, at weekends and holidays.

It would provide a healthy recreational choice for students and the community. High potential for flow-on interest and use of the Around the Mountains trail. It would develop skills and fitness and foster active lifestyle habits.

(Once established \$2k would be budgeted p/a towards maintenance of the bike track.)

Total Project Cost \$47,000

Amount Requested	\$2,500	Recommendation	\$2,000
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Subject to securing the balance of funding to enable the project to proceed

13 Garston CDA

Request assistance towards costs associated with constructing a Memorial Seat and an information panel in recognition of Russell Glendenning. Russell was an engineer driver for the Kingston Flyer for over forty years. The seat will be attached to the Railway Jigger shed and Jiggers Russell donated to the Garston District.

Total Project Cost \$5,324

Amount Requested	\$2,000	Recommendation	\$2,000
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14 Gore High School

Request assistance towards costs associated with the restoration of the Gore High School Hostel Memorial Gates. Restoration would include: water blasting the entire site, preparation of the gates for painting, straighten some bars, replacing two steel plates that have rusted and clean and re-letter marble panels.

Total Project Cost \$3,750

Amount Requested	\$1,000	Recommendation	Nil
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15 Heritage South Trust

Request assistance towards promotional costs associated with Heritage Month (March annually) hosting a range of workshops targeting professional development opportunities for those involved in the heritage sector, the majority of whom are volunteers.

Total Project Cost \$33,663

Amount Requested	\$700	Recommendation	\$700
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16 Jelly Beans Playgroup

Request assistance towards the purchase of tables for the Playgroup which will be used for activities and crafts. The tables currently being used are on loan from Southern REAP.

Total Project Cost \$1,440

Amount Requested	\$720	Recommendation	\$720
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17 Nightcaps Playgroup

Request assistance towards costs associated with building a playground for under 5's at the Nightcaps Playgroup. It will provide an area that will encourage outdoor activity and provide variety for the under5's.

The old playground was removed several years ago as it was unsafe and it has not been replaced.

Invercargill North Rotary Club are supporting this project and will provide volunteer labour to create the playground once funding has been secured to purchase the equipment.

Total Project Cost \$20,814

Amount Requested	\$5,000	Recommendation	\$5,000
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- 18 **Northern Southland Community Resource Centre Charitable Trust**
- Request assistance towards costs associated with continuing to run community programmes which include: the community garden project, the MenzShed, youth programmes, senior's programmes, Cycle and Celebrate and hosting guest speakers.
- Total Project Cost \$15,640
- | | | | |
|------------------|----------------|----------------|----------------|
| Amount Requested | \$2,000 | Recommendation | \$2,000 |
|------------------|----------------|----------------|----------------|
-
- 19 **Northern Southland Regional Dancing Society**
- Request assistance towards costs associated with bringing judges, writers and pipers to Lumsden for the annual highland dance event.
- Approximately 40 dancers from throughout Southland compete in age group events.
- Total Project Cost \$1,970
- | | | | |
|------------------|--------------|----------------|--------------|
| Amount Requested | \$330 | Recommendation | \$330 |
|------------------|--------------|----------------|--------------|
-
- 20 **Otautau Flowers, Quilts and Crafts Day**
- Request assistance towards costs associated with replacing the table coverings which are worn and torn from previous use.
- The Flowers, Quilts and Crafts Day is an annual event held at the end of February.
- Total Project Cost \$600
- | | | | |
|------------------|--------------|----------------|--------------|
| Amount Requested | \$300 | Recommendation | \$300 |
|------------------|--------------|----------------|--------------|
-
- 21 **Riverton Community Garden**
- Request assistance towards costs associated with the purchase and installation of an irrigation system, soil and trees.
- The goal is to create a self-funding, sustainable Community Garden model.
- We want to ensure the garden generates enough sales to cover the expenses of maintaining the garden to an excellent standard for growing and producing good quality vegetables and fruit.
- Total Project Cost \$1,944
- | | | | |
|------------------|----------------|----------------|----------------|
| Amount Requested | \$1,000 | Recommendation | \$1,000 |
|------------------|----------------|----------------|----------------|
-
- 22 **Riverton Heritage and Tourist Centre Trust**
- Request assistance towards costs associated with replacing the roof in the historic courthouse area of the Museum.
- Total Project Cost \$12,412
- | | | | |
|------------------|----------------|----------------|----------------|
| Amount Requested | \$5,000 | Recommendation | \$3,000 |
|------------------|----------------|----------------|----------------|
- Subject to securing the balance of funding to enable the project to proceed**

23 South Catlins Charitable Trust

Request assistance towards costs associated with connecting the water tanks to the pipeline to service the pressure requirements for the sprinkler system in the new Heritage Centre building.

The Trust has spent \$39k installing the 100mm water line to provide pressure for the fire sprinklers. This additional work is now required to connect to two other water tanks to ensure the required amount of water as fire protection.

Total Project Cost \$4,300

Amount Requested	\$2,000	Recommendation	\$2,000
------------------	----------------	----------------	----------------

24 South Coast Environment Society

- (a) Request assistance towards costs associated with holding the Annual Harvest Festival to be held in April 2018. This includes: tutor fees and travel costs, hall hire, advertising, printing and stationery.

The 8th and 9th Annual Harvest Festivals were attended by 3,000-4,000 people from throughout Southland and further afield.

Total Project Cost \$6,200

Amount Requested	\$2,500	Recommendation	\$2,500
------------------	----------------	----------------	----------------

- (b) Request assistance towards costs associated with creating a "Community Manual for caring for your area's Heritage Orchard Park".

There are eight community orchard parks planted out now. These represent a 'living archive' of the early settler's trees. There will be four more by 2019.

These have been gifted to the community. The Manual would give the communities the skills, knowledge and confidence to enjoy the process of "owning and caring for tie community park".

Total Project Cost \$1,075

Amount Requested	\$500	Recommendation	\$500.00
------------------	--------------	----------------	-----------------

25 Takitimu Swimming Club

Request assistance towards subsidising swimming lessons to make it affordable to all including the Opio and Eastern Bush community

Total Project Cost \$4,690

Amount Requested	\$1,490	Recommendation	\$1,490
------------------	----------------	----------------	----------------

26 Toi Tois Lions Club

Request assistance towards costs associated with upgrading the Waipohatu Falls walking track, located in the Haldane bush area of the Catlins Forest Park. Members of the Lions Club maintain this DOC track. The Lions Club has pledged 1/3 of the proceeds from their Hay and Bale=age competition towards this project.

Total Project Cost (Est) \$30,000

Amount Requested	\$	Recommendation	\$
------------------	-----------	----------------	-----------

Awaiting further information re ownership/responsibility—to be discussed at the meeting

- 27 **Tokanui Memorial Hall**
- Request assistance towards costs associated with repairs to the south end wall.
- The concrete block pointing is crumbling and creating gaps for rain and moisture to get into building.
- The wall requires plaster and panting to seal it to the weather.
- Total Project Cost \$8,757
- | | | | |
|------------------|----------------|----------------|----------------|
| Amount Requested | \$4,400 | Recommendation | \$2,000 |
|------------------|----------------|----------------|----------------|
-
- 28 **Tree Project Committee – Aparima College**
- Request assistance towards costs associated with creating a meandering walkway through the piece of land adjacent to the Aparima Estuary mouth and the College sports fields. The path will be gravelled and contoured. This is Phase I of a larger landscaping project to replant the area with trees and add picnic tables, benched and signage.
- This project will help to decrease the impact of erosion on the banks of the river.
- Total Project Cost \$320,000
- | | | | |
|------------------|-----------------|----------------|-----------------------------|
| Amount Requested | \$15,000 | Recommendation | Committee to Discuss |
|------------------|-----------------|----------------|-----------------------------|
-
- 29 **Venture Southland**
- (a) **Water Treatment Course**
- Request assistance towards subsidising the cost of attending a Water Treatment Course for community and school pool groups (20 people)
- Total Project Cost \$5,950
- | | | | |
|------------------|----------------|----------------|----------------|
| Amount Requested | \$3,500 | Recommendation | \$3,500 |
|------------------|----------------|----------------|----------------|
-
- (b) **Riverton Anglican Church Roll of Honour Boards Restoration**
- Request assistance towards costs associated with the restoration of the above Roll of Honour boards.
- The Boards are badly bora ridden and damaged and require urgent repair before they need the wording fully rewritten.
- Total Project Cost \$500
- | | | | |
|------------------|--------------|----------------|--------------|
| Amount Requested | \$300 | Recommendation | \$300 |
|------------------|--------------|----------------|--------------|
-
- (c) **2018 Arts Festival**
- Request assistance towards costs associated with taking 2018 Arts Festival Shows to towns around the District.
- Creative New Zealand has changed its criteria and the Arts Festival can no longer access CNZ CCS funding as the Arts Festival is deemed to be a Council activity.
- Total Project Cost \$
- | | | | |
|------------------|----------------|----------------|----------------|
| Amount Requested | \$3,000 | Recommendation | \$3,000 |
|------------------|----------------|----------------|----------------|

(d) **‘Welcome Ambassadors’ Programme – Te Anau**

Request assistance towards costs associated with establishing a ‘Welcome Ambassadors’ programme in Te Anau. Funding is sought for resources, hosting events, catering and administration costs.

Rather than focus on the migrant or newcomer the programme is designed to empower the host community.

The programme is aligned with the ‘Welcoming Communities’ pilot but is separate.

Total Project Cost	\$5,000	Committee to Discuss	
Amount Requested	\$5,000	Recommendation	\$

30 **Waimatuku Highland Pipe Band Inc**

Request assistance towards the purchase of new percussion instruments for the Pipe Band. The new instruments will be much more suited to marching than the current ones.

Total Project Cost	\$6,370		
Amount Requested	\$1,000	Recommendation	\$1,000

31 **Waitangi Day 2018 – Te Anau Committee**

Request assistance towards costs associated with celebrating Waitangi Day 2018 with a variety of activities and celebrations in Te Anau.

A comprehensive day of activities aimed at encouraging local people, communities and tourists to reflect on New Zealand’s history and culture and to celebrate our country and its people.

Total Project Cost	\$4,770		
Amount Requested	\$2,000	Recommendation	\$2,000

32 **Wallacetown Community Centre Society Inc**

Request assistance towards the purchase of 100 new chairs for events such as weddings and funerals. Currently for any event larger than 150 people chairs need to be borrowed from other organisations.

The Wallacetown Community Centre is used at least four times a week by local groups, the school and outside hirers for meetings, funerals, sports functions etc.

Total Project Cost	\$6,733		
Amount Requested	\$4,733	Recommendation	\$2,000

33 **Winton A&P Assn**

Request assistance towards costs associated with ground rental of the Winton Racecourse where the 104th Annual Winton A&P Show will be held in January 2018.

Total Project Cost	\$46,688		
Amount Requested	\$4,000	Recommendation	\$1,500

34 Winton Central Bowling Club

Request assistance towards costs associated with continuing the development of the Pavilion and Club facilities and in particular external building maintenance and improvement.

The facility is used in summer for lawn bowls and in the winter for Pavilion bowls and social activities.

Total Project Cost	\$		
Amount Requested		\$4,500 (paint cost)	Recommendation \$2,000

35 Wyndham Pony Club

Request assistance towards costs associated with replacing old wood and steel jumps with plastic jumps. Plastic jumps are safer for the rider and horse and they are also a lot lighter to lift so easier to set up and dismantle. The plastic jumps come with a 5 year guarantee.

Total Project Cost	\$6,469		
Amount Requested		\$2,000	Recommendation \$2,000

36 Wyndham Rugby Football Club

Request assistance towards costs associated with upgrade and modernise the kitchen and redesign to increase storage space and assist ease of use.

Replace 2 old ovens with a large gas oven and install a bench top dishwasher for the more hygienic set-up.

Total Project Cost – in process of getting quotes			
Amount Requested		\$5,000	Recommendation \$2,000

37 Southland Life Education Trust

Request assistance towards costs associated with continuing our much needed fun-filled health based modules including: social relationships, food and nutrition, self-esteem, body systems and substances, peer pressure and bullying for Year 1 to Year 8 students.

In particular funding is sought for resources and materials and take home workbooks.

Total Project Cost	\$3,070 (Annually approximately \$100,00)		
Amount Requested		\$2,000	Recommendation \$2,000

Sport NZ Rural Travel Fund Financial Report and Application Summaries - November 2017

Record No: R/17/10/25866
Author: Bronwyn Affleck, Administration Manager
Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision ☐ Recommendation ☐ Information

Sport NZ Rural Travel Fund financial report and summary of applications received in the funding round closing 30 September 2017

- 1 Recommendations provided as per the funding formula based on the number of kilometres travelled, for review and approval.

Purpose

- 2 The SportNZ Rural Travel Fund is to assist with transport costs associated with participating in regular local competitions. Sports clubs and school based clubs with young people aged between 5 – 19 years are eligible to apply.
- 3 \$13,000 available for distribution per annum.

Recommendation

That the Community and Policy Committee:

- a) Receives the report titled "Sport NZ Rural Travel Fund Financial Report and Application Summaries - November 2017" dated 6 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) Approve the allocation of funds for the SportNZ Rural Travel Fund as per the attached schedule including any amendments made during the review.

Attachments

- A SPORT NZ Rural Travel Fund - Financial Report and Application Summaries - November 2017 [↓](#)

SPORT NZ Rural Travel Fund - Financial Report**Item 7.2 Attachment A**

Southland District Council
Sport NZ
As at 30 September 2017

Summary

	Actual
Opening balance, 1 July 2017	438
Add:	
Grants Received*	13,326
Reversal Prior Year Commitments	450
Interest 2017/2018**	-
Total	14,214
Less:	
Current Year Commitments	-
Prior Year Commitments	450
Advertising	-
Grants not uplifted and cancelled/Refunds	-
Total	450
Funds Available for General Distribution	13,764

* Grants received includes all funding anticipated to be received during the financial year.

** Interest earned for the period has not been included. The actual amount will not be known until the end of the financial year when interest is allocated across Council's investments (30 June 2018).

<u>Prior Year Commitments</u>	Committed	Uplifted	Balance
2015/2016 Waiau Area School	250	250	-
2016/2017 Aparima College	1,000	1,000	-
2016/2017 Aurora College	75	75	-
2016/2017 Central Southland College	750	750	-
2016/2017 Makarewa Squash Club	750	750	-
2016/2017 Northern Southland College	750	750	-
2016/2017 Southland Girl's High School	225	-	225
2016/2017 Verdon College	225	-	225
	4,025	3,575	450

<u>Current Year Commitments</u>	Committed	Uplifted	Balance
No grants awarded at 30 September 2017	-	-	-
	-	-	-

SPORT NZ Rural Travel Fund Application Summary**Funding Available \$13,674****Total of Recommendations \$5,100****Item 7.2 Attachment A****1 Fiordland Athletics Club**

Request assistance towards travel costs associated with participating in regular local competition.

Kms = 5,000

Recommendation as per travel formula **\$900****2 Fiordland Swimming Club**

Request assistance towards travel costs associated with participating in regular local competition.

Kms = 7,600

Recommendation as per travel formula **\$1,200****3 Northern Southland College – Equestrian, Tennis and Cricket Teams**

Request assistance towards travel costs associated with participating in regular local competition.

Kms = 2,100

Recommendation as per travel formula **\$600****4 Otara Pony Club**

Request assistance towards travel costs associated with participating in regular local competition.

Kms = 7,000

Recommendation as per travel formula **\$900****5 Riversdale Tennis Club**

Request assistance towards travel costs associated with participating in regular local competition.

Kms = 700

Recommendation as per travel formula **\$300****6 Riversdale Rugby Football Club**

Request assistance towards travel costs associated with participating in regular local competition.

Kms = 700

Recommendation as per travel formula **\$300****7 Winton Cricket Club**

Request assistance towards travel costs associated with participating in regular local competition.

Kms = 6,400

Recommendation as per travel formula **\$900**

District Heritage Fund Financial Report and Application Summaries - November 2017

Record No: R/17/10/25933

Author: Bronwyn Affleck, Administration Manager

Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

District Heritage Fund Financial Report and Application Summary

- 1 Recommendations provided for review and approval.

Purpose

- 2 The Southland District Council Heritage Fund is to support the conservation of heritage collections and encourage the development and application of professional museum standards to heritage collections. The Fund is available to assist with the day-to-day running of local museums, heritage centres or similar type organisations within the Southland District Council boundaries.
- 3 \$60,000 available for distribution per annum.

Recommendation

That the Community and Policy Committee:

- a) **Receives the report titled "District Heritage Fund Financial Report and Application Summaries - November 2017" 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) **Approve the allocation of funds for the District Heritage Fund as per the attached schedule including any amendments made during the review.**

Attachments

- A District Heritage Fund - Financial Report and Application Summaries - November 2017 [↓](#)

District Heritage Fund
Application Summaries

Funding Available \$43,541**Total of Recommendation \$42,900****1 Riverton Heritage & Tourist Centre Trust – Te Hikoi**

Request assistance towards operational costs including: power, cleaning, office overheads, insurance.

Total Project Cost \$122,561

Eligible costs \$36,200

Amount Requested	\$23,500	Recommendation	\$22,000
------------------	----------	----------------	-----------------

2 Switzers Museum Inc - Waikaia

Request assistance towards operational costs including: insurance, power, computer related costs, e-hive subscription.

Total Project Cost \$10,350

Amount Requested	\$6,500	Recommendation	\$6,200
------------------	---------	----------------	----------------

3 Thornbury Vintage Tractor & Implement Club

Request assistance towards operational costs including: power, insurance, rates etc

Total Project Cost \$4800

Amount Requested	\$4,000	Recommendation	\$3,000
------------------	---------	----------------	----------------

4 Waikawa Museum

Request assistance towards operational costs including: insurance, internet, Eftpos fees and rental, power, phone.

Total Project Cost \$14,414

Amount Requested	\$14,414	Recommendation	\$8,700
------------------	----------	----------------	----------------

5 Wyndham & Districts Historical Society

Request assistance towards operational costs including: insurance, rent, power, phone, pest control.

Total Project Cost \$4750

Amount Requested	\$4,000	Recommendation	\$3,000
------------------	---------	----------------	----------------

Southland Regional Heritage Heads of Agreement 2017-2024

Record No: R/17/10/26081
Author: Bronwyn Affleck, Administration Manager
Approved by: Bruce Halligan, Group Manager Environmental Services

☐ Decision ☒ Recommendation ☐ Information

Purpose

- 1 The Southland Regional Heritage Committee Heads of Agreement established in 2005 is due for renewal this year.

Executive Summary

- 2 The Southland Regional Heritage Committee Advisory Group; Jim Geddes, Jo Massey, Paul Horner, Peggy Peek, Bruce Halligan and Bobbi Brown, and Committee Chair, Cr Paul Duffy met to review and update the Southland Regional Heritage Committee Heads of Agreement 2017-2024 document.
- 3 The Southland Regional Heritage Committee approved the Draft Southland Regional Heritage Committee - Heads of Agreement 2017-2024 at a meeting held 20 October 2017.

Recommendation

That the Community and Policy Committee:

- a) **Receives the report titled "Southland Regional Heritage Heads of Agreement 2017-2024" dated 7 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) **Recommends that the revised "Southland Regional Heritage Heads of Agreement 2017-2024" be approved and executed by the Council, or**
- e) **That if the Committee identifies additional matters which it considers should be added to or altered in the draft Heads of Agreement, then these be referred back to the Southland Regional Heritage Committee for reconsideration.**

Background

- 4 In 2003 Venture Southland was asked to address Museum funding which had been a contentious issue between the three territorial local authorities for a number of years.
- 5 A new approach was needed to break the impasse of funding for the Southland Museum. The approach taken was to look at museums and collections in terms of their relevance and value in the context of preserving and promoting Regional Heritage regardless of location within the Southland region; while also adopting the generally accepted principle that it is more relevant to portray history and heritage close to the location at which the events occurred.
- 6 An assessment was made of the value of various collections and displays, including those at Gore and other locations in the Region. A funding formula for supporting and maintaining these collections was developed and agreed to by the local authorities.
- 7 An additional initiative to develop and preserve regional heritage in the context of the “Story of Southland” was developed to be initiated and overseen by a Regional Heritage Group.
- 8 The development of regional heritage and the “Story of Southland” offered the scope to develop major tourism visitor attractions as well as raising regional and local awareness and pride. There would be significant potential benefits to all communities.

Factors to Consider

Legal and Statutory Requirements

- 9 The Heads of Agreement document is due for review in accordance with the timeframes specified in the current agreement.

Community Views

- 10 There is no statutory requirement for specific community consultation in relation to the adoption of the proposed amended Heads of Agreement 2017-2024.

Costs and Funding

- 11 In addition to the ongoing funding (CPI adjusted) to maintain existing collections, additional funding was provided to be distributed by the Committee. There were three elements to this annual funding:
 - a) \$10,000 per annum for the Committee to use to obtain advice or assistance in assessing applications or projects.
 - b) \$40,000 per annum to provide funding assistance for smaller collections relevant in a Regional Heritage context, for cataloguing and preservation.
 - c) \$100,000 per annum to support initiatives that are in the context of Regional Heritage and contribute to developing the “Story of Southland” concept.
- 12 The available funding for distribution has continued at this level however for ease of administration the funding was combined into one pot in 2012.

Proposed changes to the Draft 2017-2024 Southland Regional Heritage Committee Heads of Agreement

Length of Term:

- 13 The first Southland Regional Heritage Committee Heads of Agreement was for the period 2005-2012, the second 2012-2017.
- 14 The Southland Regional Heritage Committee proposes changing the term of the Heads of Agreement back to seven years, 2017-2024.
- 15 The reason for this proposed change is that a five year term would require the Heads of Agreement to be renewed in the same year as TLA Elections. This would cause difficulty due to the timing of Elections relative to the Heads of Agreement expiry date (November).

6.1 Clause Amendment

- 16 After discussion the Committee agreed the Southland Regional Heritage Committee Chair and Deputy Chair would be elected / re-elected after each TLA triennial election. There is no timeline in existing Heads of Agreement for these positions to be elected / re-elected.

7.5 Clause Amendment

- 17 After discussion the Committee agreed annual contributions would be automatically adjusted using the Local Government Cost Index, rather than the Consumer Price Index. It was agreed the LGCI provided a more accurate adjustment rate.

8.1.5 Amendment

- 18 Invercargill City Council requested the timeline to present annual accounts be extended from three months to six months post 30 June to ensure the Audit NZ annual report would be available within the prescribed timeframe.

Appendix I and Appendix II - Removed

- 19 The Southland Regional Heritage Committee and Advisory Group agreed to remove Appendix I and II from the Southland Regional Heritage Committee Heads of Agreement document.
- 20 The information contained within these Appendices in the existing agreement is useful for the Committee and Advisory Group. However, it can cause confusion in the public domain. Financial information does not remain relevant for the term of the Agreement.
- 21 The information contained in Appendix I and II would continue to be available to the Committee, Advisory Group and participating Councils on request.
- 22 A “blue line” version of the document identifying changes for Committee members’ information is included as Appendix 1 to this report.

From the Minutes of the Southland Regional Heritage Committee Meeting held 20 October 2017.

The Southland Regional Heritage Committee resolved as follows with respect to this matter at its meeting on 20th October, at which Crs Duffy and MacPherson were present as SDC representatives:

Moved Cr Rebecca Amundsen, seconded Cr Gavin Macpherson and RESOLVED:

- (a) That the Southland Regional Heritage Committee approve the draft Southland Regional Heritage Committee - Heads of Agreement 2017-2024 document.*
- (b) That the draft Southland Regional Heritage Committee - Heads of Agreement 2017-2024 be submitted to Southland District Council, Invercargill City Council and Gore District Council for adoption and signing.*

Policy Implications

- 23 No specific Policy implications have been identified. However, this Heads of Agreement is an important foundation document for Regional Heritage.

Analysis**Options Considered - Analysis of Options****Option 1 – Recommend to Council that draft be approved and executed**

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Regional Heritage has future certainty Regional Heritage is operating under a current agreement 	<ul style="list-style-type: none"> None identified

Option 2 – Recommend to the Council that draft not be approved and executed

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> If there was a desire for a separate discussion around the future of regional heritage, this could be a catalyst for this 	<ul style="list-style-type: none"> Regional Heritage would have reduced future certainty Regional Heritage would not be operating under a current agreement

Option 3 – Recommend that draft be referred back to Regional Heritage Committee for further consideration if Committee wishes to see changes

<i>Advantages</i>	<i>Disadvantages</i>
<ul style="list-style-type: none"> Would provide an opportunity for the draft Heads of Agreement 2017-2024 to be amended if the Community and Policy Committee considered that changes are required 	Would delay the adoption of an amended 2017-2024 Heads of Agreement

Assessment of Significance

- 24 This matter is not considered significant in terms of Section 76 of the Local Government Act 2002. It is a proposed renewal , with suggested amendments, of an existing agreement.

Recommended Option

- 25 Option 1 – that the Committee recommends to the Council that the revised Heads of Agreement be adopted. However, it would seem appropriate that if such recommended changes are significant, these be referred back the Regional Committee for consideration in the first instance, being Option 3.

Next Steps

- 26 Referral to the Council for approval and endorsement, or referral back to the Regional Heritage Committee for reconsideration if recommended changes propose to significantly alter the draft agreement .

Attachments

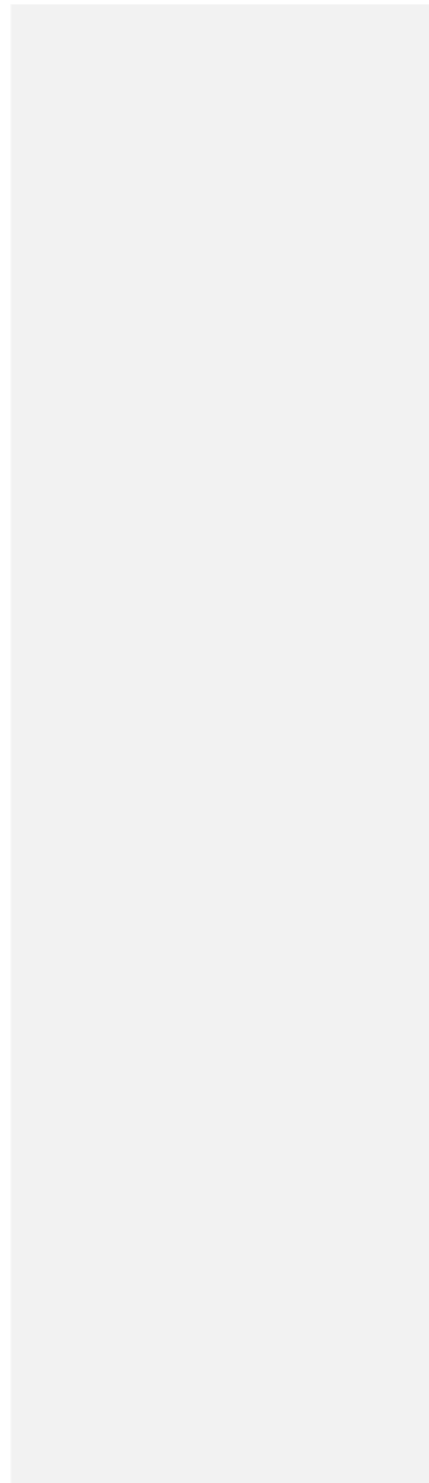
- A Draft Southland Regional Heritage Heads of Agreement 2017-2024 - Tracked Changes - September 2017 [↓](#)

INVERCARGILL CITY COUNCIL
and
SOUTHLAND DISTRICT COUNCIL
and
GORE DISTRICT COUNCIL

SOUTHLAND REGIONAL HERITAGE
COMMITTEE

~~DRAFT~~ HEADS OF AGREEMENT

201~~7~~² - 20~~24~~¹⁷



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[Appendix 1 – Categorisation](#)[Appendix 2 – Guide for elected members relating to the
distribution of rates funding](#)SRH HOA (VS) [August 2012](#)[September 2017](#)

- 3 -

THIS AGREEMENT is made the 1st day of November 2017

BETWEEN **INVERCARGILL CITY COUNCIL (ICC)**
A N D **SOUTHLAND DISTRICT COUNCIL (SDC)**
A N D **GORE DISTRICT COUNCIL (GDC)**

BACKGROUND

- I. 1. **ICC**, SDC and GDC are all incorporated territorial authorities, Local Government Act 2002 (Local Authorities) ("the Parties").
- II. 2. **THE** Local Authorities have agreed to establish an Organisation to be known as the Southland Regional Heritage Committee ("the Committee") for the purpose of maintaining agreements and standards regarding the preservation of collections and overview the distribution of Regional Heritage Funding including Category C to Museums and the Regional Heritage Development Fund.
- III. 3. **THIS** Agreement is to confirm commitment from Local Authorities to advance the establishment of the Committee's Funding with the intent that:
 - a. 3.1 The Committee will be carried out by a Joint Committee of Councils (Section 5(1) in Schedule 7, clause 30, Local Government Act 2002) with representatives from the Parties.
 - b. 3.2 The Parties delegate to the Joint Committee, the authority for governance and co-ordination of funding for Regional Heritage and Museums in Southland on the terms set out in this Agreement.
 - c. 3.3 The Joint Committee shall be responsible for the integration and application of the combined resources, including funding and the establishment of priorities, having regard to local programmes and commitments within the Southland Region.
- IV. 4. **IT** is intended to record the objects, purposes and responsibilities of the Parties.

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1. INTERPRETATIONS

1.1 Definitions

"Commencement Date": means the 1st day of 11 November 2017

The "Committee" and "Southland Regional Heritage Committee" means the Joint Committee formed by this Agreement.

"The parties" means Invercargill City Council ("ICC"), Southland District Council ("SDC"), Gore District Council ("GDC")

"Territorial Authorities" means ICC, SDC, GDC

"ICC" means the Invercargill City Council

"SDC" means the Southland District Council

"GDC" means the Gore District Council

"LGA" means Local Government Act 2002

"Working day" has the same meaning as Section 2 LGA 2002.

1.2 Headings

Clause and other headings are for ease of reference only and do not form any part of the context nor affect the interpretation of this Agreement.

1.3 Parties

Reference to parties is the parties to this Agreement.

1.4 Defined Expressions

Expressions defined in the main body of this Agreement bear the defined meaning in the whole of this Agreement, including the recitals.

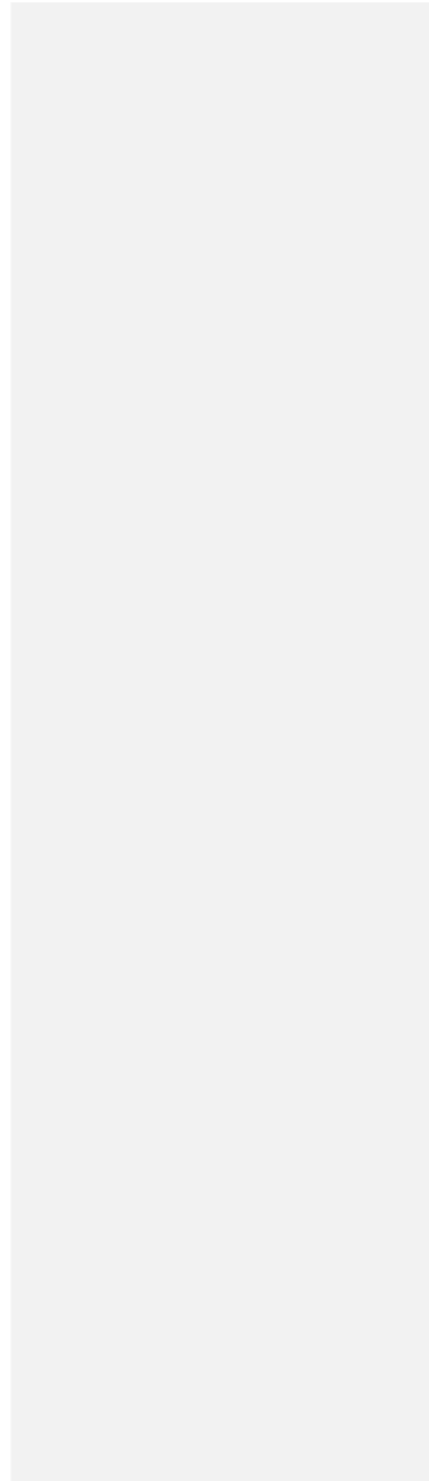
SRH HOA (VS) ~~August 2012~~ September 2017

- 5 -

1.5 Plural and Singular

Words importing the singular number shall include the plural and vice versa.

SRH HOA (VS) [August 2012](#)[September 2017](#)



- 6 -

1.6 Negative Obligations

Any obligation not to do anything shall be deemed to include an obligation not to suffer, permit or cause that thing to be done.

1.7 Statutes

A reference to a statute includes reference to the statute, regulations, orders or notices and amendments made pursuant or in substitution to that statute or regulation.

1.8 Clauses

Refers to clauses in this Agreement.

1.9 Appendices

~~Appendices form part of this Agreement.~~

2. FORMATION

- 2.1 The parties shall caused to be formed immediately after the signing of this Agreement by the parties to have effect from the commencement date a Joint Committee (Section 5(1), Schedule 7, Clause 30 LGA 2002) to be known as " Southland Regional Heritage Committee" on the terms following and with the following objects, purposes and responsibilities.

3. THE COMMITTEE'S OBJECTS AND PURPOSES

- 3.1 The Joint Committee shall incorporate (but not be limited to) the carrying out of the functions contemplated by the Schedule and funding formula set out in this Agreement, ~~and the categorisation, Appendix 1, annexed to this Agreement.~~

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3.2 To be responsible for the establishment and implementation of a strategy for preserving the Regional Heritage in Southland, including but not limited to the following:

3.2.1 Preserving key heritage collections of regional significance by providing regional heritage funding to ensure the preservation and cataloguing of key heritage elements;

3.2.2 To develop collections to portray and promote Southland's Heritage in the context of the "Story of Southland" including the portrayal of elements of Southland Heritage near where the activities occurred adding relevance and context.

3.2.3 To provide the scope for local accountability and priorities and ensuring the opportunity for local Communities to develop their administration and exhibitions in a manner that reflects the importance placed on heritage by the local Communities in Southland and the promotion of visitor interest.

3.2.4 To ensure recognition of heritage as it relates to the whole of the Region including but not limited to:

- a regional approach crossing territorial boundaries;
- a recognition of the contribution individual territorial authorities make to Regional Heritage Collection;
- stimulating co-operation between all governing bodies;
- increasing the potential for regional expertise and funding to be available to local Museums;
- providing an integrated regional approach with local accountability;
- developing the potential for the Regional Heritage Grants to encourage preservation and heritage collections;
- establishment of grants for the development of heritage as it relates to the "Story of Southland"

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3.2.5 To establish strategic plans and identify priorities for (but not exclusively) Museum and heritage development.

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3.2.6 To achieve a co-ordinated and complementary approach and the implementation of existing programmes and projects of Southland Museums.

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3.2.7 To establish a fund to facilitate, investigate, assess, evaluate and prepare feasibility studies for new initiatives relating to Regional Heritage and Museums.

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3.2.8 To take a proactive approach towards accessing and distributing funds for Regional Heritage and Museums. Funding will not be allocated retrospectively and will not be eligible to offset capital development project over runs or operational deficits.

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3.2.9 To develop and implement further partnerships with key agencies to implement projects and initiatives of benefit for the purposes of advancing regional heritage and museums, in Southland.

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3.2.10 To promote community heritage projects and initiatives of benefit to Southlanders and visitors to Southland.

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3.2.11 To encourage the preservation and maintenance of buildings and facilities and the preservation, management and development of collections and exhibits and obtaining of funds to support the objects and purposes of the Committee.

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3.2.12 To facilitate seminars, public forums and education to develop skills and ___public awareness of issues and opportunities ___of Southland's Regional ___Heritage ___and Museums.

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3.2.13 To utilise and manage funds, make necessary investments, enter into joint ventures, service contracts, lease and other agreements upon such securities or in such a manner and upon such terms and conditions as the Joint Committee may deem necessary and to apply funds received for the purposes for which ~~they were granted or advanced or allocated. they were granted or advanced or allocated.~~

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3.2.14 To maintain close liaison with community groups and local communities throughout Southland to ensure all Local and Regional Museum strategies and initiatives of benefit to Southland are identified encouraged and addressed.

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3.2.15 To undertake as necessary any other activities which are incidental or conducive to the attainment of the above objects and purposes.

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4. TERM

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4.1 The term of the Agreement shall be for a term of ~~seven~~^{five} (75) years from the date of commencement and thereafter for renewable periods of twelve (12) months each or such longer periods of time as any two or more of ICC, SDC and GDC agree and as otherwise provided in Clause 4.2.

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4.2 Any of the parties may terminate their further participation in the Committee (subject to Clause 4.1) by giving eighteen (18) calendar months prior written notice to the expiry of any term or renewed term (Clause 4.1) to the other parties that their further participation is cancelled and that their member or members and the rights of appointment of a member or members are discharged ("the date of

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cessation") without prejudice to any liabilities and responsibilities to the date of cancellation.

- 4.3** The Committee shall (unless sooner discharged), not be deemed to be discharged on the coming into office of the members of the local authority elected or appointed, as the case may be, at or following the general election next after the appointment of the Committee and the provisions of Schedule 7 Clause 31(5) shall apply.

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5. REPRESENTATION

5.1 ICC, SDC and GDC shall each appoint two voting members both of whom must be elected members of the local authority.

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5.1.1 Any interested Councillors may also attend meetings.

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5.2 The Committee may jointly appoint an lwi representative to the Committee.

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5.3 The Committee may jointly appoint other Committee Members being persons who have the skills, attributes or knowledge that may assist the work of the Committee.

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5.4 Each local authority shall be at any time and from time to time entitled to appoint or discharge its member or members including alternate members.

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5.5 Each local authority shall be entitled to appoint an alternate/s to attend a Committee meeting in the event that the appointed member/s is/are not available to attend.

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5.6 The parties may jointly discharge a member appointed (clause 5.2)

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6. GOVERNANCE

6.1 The Committee shall re-appoint its own chairmanChair and deputy chairmanChair (if any) after each triennial election and the provisions of the Local Government Act 2002 and Local Government Official Information Meetings Act 1987 shall apply and Sstanding Orders Section 5(1), Schedule 7, Clause 27(1), LGA 2002 shall be adopted by the Committee to order its proceedings.

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6.2 The Committee shall meet at such times and places as it shall determine.

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6.3 A quorum shall be half of the members (including vacancies) if the number is even, and a majority (including vacancies) if odd and must at any time have an elected member of a local authority from each.

6.4 The Committee shall have such powers, functions and duties as are necessary to carry out the objects and goals set out in this Agreement.

6.5 The powers shall include, but not be limited to the following (subject to Clauses 6.6 – 6.7):

6.5.1 To carry and fund surpluses.

6.5.2 To delegate to subcommittees.

6.5.3 The powers shall not include those powers excluded Section 5(1), Schedule 7, Clause 32 and not include the power to employ staff.

6.6 Each of the parties agree to make best endeavours to provide such staff as the Committee reasonably requires unless they are required by the participating Territorial Authority for other employment duties. In particular Venture Southland will provide secretarial and grant funding administrative support, and ICC will provide financial support. ICC, GDC, and SGDC and Iwi representatives may, as required, provide professional advisory services.

~~by the Directors of Invercargill and Gore Museums respectively. It is anticipated the skills and expertise of the Roving Museum Officer and Iwi representative will be utilised as appropriate.~~

6.7 ~~Shall not be entitled to employ staff.~~

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7. FINANCIAL COMMITMENT

7.1 The parties have each resolved to set and collect a ~~Regional Heritage~~Regional Heritage Uniform Annual Charge (UAC) to be allocated on the basis of the amounts which the parties have resolved to provide and make available to Committee by way of rates, annual grants and allocations. ~~Appendix 2 annexed.~~

7.2 The amount in clause 7.1 shall be the minimum level of contribution.

7.3 Where new initiatives or opportunities arise the parties may agree to provide additional funding as necessary based on the merit of the project.

7.4 The parties shall ensure for the term of this Agreement (Clause 4) that funding is provided by each of the Local Authorities' planning processes for the purposes of Local Government Act 2002 to meet each parties' financial commitment as contemplated by this Agreement.

7.5 Annual contributions made by the parties to this Agreement shall be automatically ~~Local Government Cost Index~~consumer price index (all groups) adjusted annually.

7.6 It is agreed that any income or credit balance in the annual accounts of the Committee will be carried forward and will be applied as determined by the Joint Committee subject to the terms of allocation. ~~(if any)~~ Appendix 2.

7.7 Any local authority not paying its agreed share when due as agreed under this Agreement, shall not be entitled to continue membership of the Committee.

7.8 Due (Clause 7.7) unless otherwise agreed by the parties shall mean the end of the financial year for which the rates have been set (Clause 7.1).

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- 7.9 Each local authority shall be deemed to have passed a resolution for its members to be discharged until such time as such funding when due shall have been paid, without prejudice to any other rights the other parties may have for non payment (clause 7.7).

8. FINANCIAL POLICY

- 8.1 The Committee shall ensure that the Committee maintains its fiscal responsibility and as far as possible shall operate in a manner similar to charitable or non profit organisations within the meaning of Sections CB3 and CB4(1)(c) or (e) Income Tax Act 1994.

8.1.1 *Application of the Committee's Funds*

The Committee's Funds shall be applied solely towards the advancement and promotion of its objects.

- 8.1.2 No proportion of the Committee's Funds shall be paid or transferred directly or indirectly to any Joint Committee member save that nothing shall prevent payment, at a fair and reasonable rate, to any Committee member of any out of pocket expenses.

8.1.3 *Remuneration*

The Committee members may be paid remuneration pursuant to the provisions of LGA 2002 by each party in accordance with the policies of that party **BUT** they shall not be an expense of Southland Regional Heritage Committee Funds.

8.1.4 *Audit*

The books of account of the Committee shall be audited annually by Audit New Zealand and be reported as part of the Local Authorities annual reporting process.

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8.1.5 **Annual Balance ~~and AGM~~**

The annual joint accounts of the Committee will be presented to the parties to this Agreement as early as possible, within six months, ~~within three months of~~after the balance date of the Committee, the annual balance date being 30 June, and otherwise in accordance with the LGA 2002.

8.2 **General**

The Committee shall ensure that:

8.2.1 The financial management complies with the requirements of this Heads of Agreement.

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8.2.2 Officers with delegated authority shall report to the Committee on their respective areas of activity and shall be accountable for achieving outcomes relevant to those activities.

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8.2.3 That each party shall put in place a comprehensive risk management plan with adequate insurances established for all areas of activity, asset protection and litigation indemnity for each of its members. Any additional members (Clause 5.2) shall be the joint responsibility of the partners unless otherwise agreed.

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8.2.4 Standard reporting from the Committee will be provided to each of the parties on a biannual basis unless they have ceased to be a member for the purposes of Clause 7.9.

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8.3 **Budgets**

The Committee shall ensure that:

8.3.1 Annual budgets be prepared for all activities.

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- 8.3.2 Budgets shall identify operational costs, projects, activity funding budgets, specific capital expenditure, major maintenance items and costs associated with meeting the Committee objectives.

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8.4 Donations/Contributions

The Committee shall ensure that:

- 8.4.1 Donations received are clearly identified in the Committee's accounts and tagged to identify the purpose for which they were received.

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- 8.4.2 Accountability documentation and reporting shall be completed and returned to the "donor organisation" when a grant has been applied to the purpose for which it was received.

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- 8.4.3 A register of donations/grants is maintained under the following categories and reported as part of the annual reporting process:

- Cash donations
- Donations of materials
- Transport
- Voluntary labour
- Professional services

8.5 Asset Management

The Committee shall ensure that:

- 8.5.1 All assets including replacements/acquisitions be clearly identified as to which party they belong.

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8.5.2 An Asset Register is maintained on a regular basis and that items not required by the Committee be offered back for value originally donated or (unless otherwise agreed) to the party from which they were donated.

8.5.3 Purchases of \$250.00 or more be considered as capital items and if relevant, be recorded in the Asset Register including donated assets.

8.6 Investment

The Committee shall ensure that investment of the Committee funds be the responsibility of the financial administrator, ICC, as per this agreement.. Such investment shall include adoption of appropriate strategies to ensure that:

8.6.1 Assets are adequately safeguarded and investment risks minimised.

8.6.2 Interest income is maximised (taking into account the need to ensure the security of investments).

8.6.3 Funds are available to meet the Committee's cash flow needs.

8.6.4 Fixed term investments shall be secure investments with major registered trading banks or institutions having a Standard and Poors rating of AA or better.

8.6.5 Investments be either one lump sum or parcels invested with "staggered" maturation dates. The parties agree spreading investments over secure instruments with a variety of banks and/or financial institutions is the most desirable option.

8.6.6 Investment activity complies with the Trustee Act 1956 and Trustee Amendment Act 1988.

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8.6.7 Investment be in accordance with the standard of care required for trustees investing in New Zealand (Trustee Act 1956) including that of a prudent person of business management the affairs of others.

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8.7 Taxation

The Committee shall ensure that taxation payments (including GST if any) are the responsibility of the financial administrator as determined by the Committee.

8.8 Annual Reporting

The Committee's annual reporting process shall include such information reasonably required by the parties in terms of the LGA 2002.

9. FURTHER ASSURANCES

9.1 The parties delegate to the Committee the authority to consider and recommend alternatives to the parties as follows:

9.1.1 Implementation timetable.

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9.1.2 Delegation of authority

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9.1.3 Provision of assets.

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9.1.4 Resources.

9.2 The parties agree to make best endeavours to sign and execute all deeds, acts, documents and things as may reasonably be required to effectively carry out and give effect to the provisions and intentions of this Agreement, including the passing of necessary resolutions.

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10. DISPUTES

10.1 If a dispute arises between the parties out of or in connection with this Agreement, including any dispute as to its existence or validity, which is not resolved within 14 days after the dispute arises, any party may, by written notice served on the other parties, require the Chief Executive Officers/Chief Executive or other agreed persons of the parties to attempt to resolve the issue. If the parties are unable to resolve the dispute, then any party may require, by written notice served on any other party, for the dispute to be determined by arbitration of a single arbitrator.

10.2 If the parties cannot agree on a single arbitrator, then an arbitrator shall be appointed by the President of Local Government New Zealand for the time being.

10.3 The arbitration shall be conducted as soon as possible in accordance with and subject to the provisions of the Arbitration Statutes for the time being in force in New Zealand.

11. DISSOLUTION

11.1 In the event that the Committee and its members are discharged, then any property and/or funds, real or personal (except those assets identified as belonging to a specific party in terms of Clause 8.5.1), shall be held for such of the local authorities who have appointed members remaining on the Joint Committee at the time of discharge.

11.2 The property shall be held in such proportion to the share of contributions each local authority has made to the funding of the Committee during the term of this Agreement (except those assets identified as belonging to a specific party in terms of Clause 8.5.1).

12. MISCELLANEOUS

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12.1 No delay, grant of time, release, compromise, forbearance (whether partial or otherwise) or other indulgence by one party in respect of any breach of any other party's obligations under this Agreement is to:

12.1.1 Operate as a waiver or prevent the subsequent enforcement of that obligation; or

12.1.2 Be deemed a delay, grant of time, release, compromise, forbearance (whether partial or otherwise) or other indulgence in respect of, or a waiver of, any subsequent or other breach.

12.2 If any provision of this Agreement or its application to any party, person or circumstance is invalid or unenforceable, then the remainder of this Agreement or the application of such provision to such other parties, persons or circumstances shall not be affected.

13. NOTICES

13.1 Each notice or other communication under this Agreement is to be in writing, is to be made by facsimile, personal delivery or by post to the addressee at its facsimile number or address and is to be marked for the attention of the person or office holder (if any) from time to time designated for the purpose by the addressee to the other party. The initial facsimile number, address and relevant person or office holder of each party is set out under its name at the end of this Agreement.

13.2 No communication is to be effective until received. A communication will, however, be deemed to be received by the addressee:

13.2.1 In the case of a facsimile, on receipt of confirmation of receipt by the correct facsimile number.

13.2.2 In the case of personal delivery, when delivered ~~and~~

13.2.3 In the case of a letter, on the ~~sixth~~^{third} working day after posting ~~and~~

13.2.4 In the case of an email, on receipt of 'received confirmation' by email notification.

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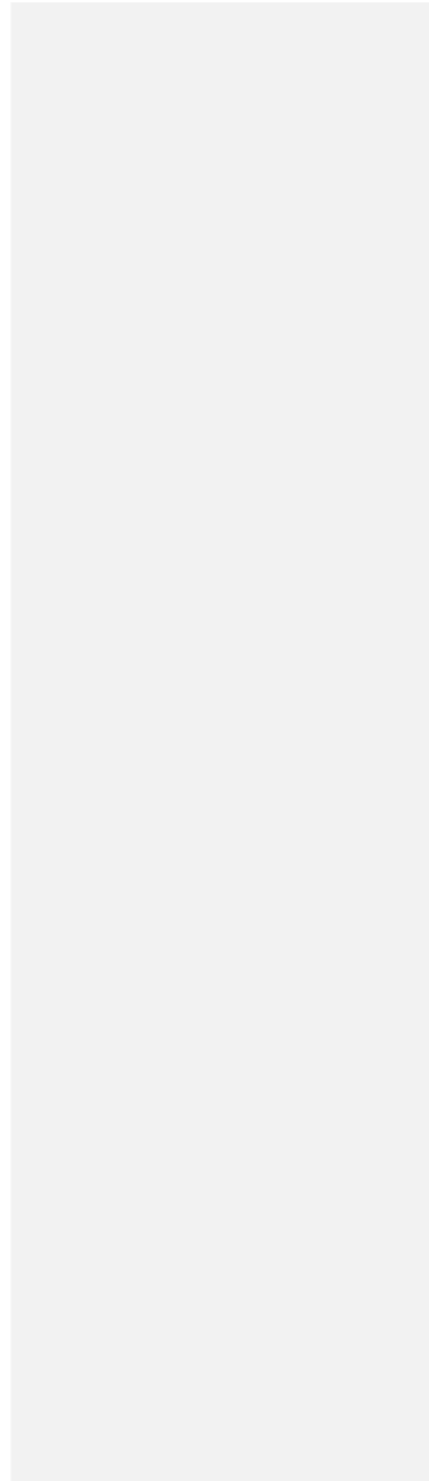
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Invercargill City Council
Chief Executive ~~Officer~~ Officer
101 Esk Street
Private Bag 90104
Invercargill 9840
Telephone: 03 211 1777 Facsimile: 03 211 1433

Southland District Council
Chief Executive Officer
15 Forth Street
P O Box 803
Invercargill 9810
Telephone: 0800 732 732 Facsimile: 0800 732 329

Gore District Council
Chief Executive ~~Officer~~ Officer
29 Civic Avenue
P O Box 8 Gore 9740
Telephone: 03 209 0330 Facsimile: 03 209 0357

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IN WITNESS this Agreement was signed on the date first stated.

THE COMMON ~~SEAL~~ of ~~SEAL~~ of the)
INVERCARGILL CITY COUNCIL)
was affixed in the presence of:)

.....Mayor

.....Chief Executive Officer

.....Date

THE COMMON ~~SEAL~~ of ~~SEAL~~ of the)
SOUTHLAND DISTRICT COUNCIL)
was affixed in the presence of: -)

.....Mayor

.....Chief Executive Officer

.....Date

THE COMMON ~~SEAL~~ of ~~SEAL~~ of the) -)
GORE DISTRICT COUNCIL -)
was affixed in the presence of:)

.....Mayor

.....Chief Executive Officer

.....Date

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APPENDIX I

CATEGORISATION

Museums and collections are categorised based on various factors relating to the importance and relevance of those collections within a regional context.

The following categories and criteria have been established as a guide for the allocation of contestable funding from the Southland Regional Heritage Committee.

Category A:

* — Southland Museum & Art Gallery and the Gore District Council Department of Arts & Heritage – both designated Regional Heritage Rate recipients (CPI adjusted)

* — Initial funding levels are based on a significant contribution from the Regional Heritage Rate and balanced by host local authority funding

* — Established museums with multiple collections of regional significance that are managed and operated by full time professional staff.

* — Museums holding collections that are fully catalogued, professionally exhibited, and where there are significant archival and research components.

* — Facilities that are available to the public year round, seven day a week (with the exception of major statutory days – Good Friday, Christmas Day, ANZAC Day), and operated within standard museum opening hours.

* — Museums that have significant levels of local authority funding, critical to their on-going operations and long-term sustainability.

* — Museums which are eligible to access Regional Heritage Development Grant funding and additional local and national funding.

* — Additional levels of funding from the Regional Heritage Rate would be based on the demonstrated merits of proposals from a regional perspective

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APPENDIX I**Category B:**

- * Local museums with collections of regional significance that contribute important elements to The Story of Southland.
- * Museums with exhibitions developed and maintained to an acceptable standard.
- * Facilities that are open to the public a minimum of five days per week and two hours per day, and attended by staff and volunteers
- * Museums where the collection is catalogued and the facility has a collection policy
- * Facilities administered by an established legal entity with an appropriate operational plan and robust financial record keeping practices
- * Museums that receive a degree of local authority funding
- * Museums which are eligible to access Regional Heritage Development Grant funding and additional local and national funding.
- * Agreements on the use of funds from a Regional Heritage Development Grant are to be made prior to the payment of grants

Category C:

- * Local museums with the potential to develop a collection of regional significance
- * Facilities which are open to the public on a regular basis and staffed solely on a voluntary basis
- * Museums where collection policies require development and collection documentation is limited
- * Museums that receive a small degree of local authority support
- * Museums which are eligible for a Regional Heritage Preservation Grant to access professional services to assist with collection management
- * Museums which are eligible for a Regional Heritage Development Grant and where agreements on the use of funds from a Regional Heritage Development Grant are to be made prior to the payment of grants

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APPENDIX II

[Guide for elected members relating to the distribution of contestable rates funding](#)

~~GORE DISTRICT:~~

<u>MUSEUM</u>	<u>CATEGORY</u>	<u>TOTAL CURRENT LA FUNDING</u>	<u>LOCAL COUNCIL CONTRIBUTION</u>	<u>SRH FUND</u>
Department of Arts & Heritage	-	473,021.00	304,828.00	(168,193.00)
Eastern Southland Gallery	A	17,000.00	17,000.00	
Hokonui Heritage Centre	A	10,000.00	10,000	-
Croydon Aviation Heritage Centre	B	6,000.00	6,000.00	-
Hokonui Pioneer Park	B	3,500.00	3,500.00	-
Mataura Historical Society	C	6,000.00	6,000.00	-
CURRENT LOCAL UAC:		<u>\$ 304,828.00</u>		
TARGETED RATES:		-		
CURRENT REGIONAL UAC		<u>\$ 168,193.00</u>		
TOTAL LA FUNDING		<u>\$ 515,521.00</u>		

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APPENDIX II

Guide for elected members relating to the distribution of contestable rates funding

INVERCARGILL CITY:

<u>MUSEUM</u>	<u>CATEGORY</u>	<u>TOTAL CURRENT LA FUNDING</u>	<u>LOCAL COUNCIL CONTRIBUTION</u>	<u>SRH FUND</u>
Southland Museum & Art Gallery	A	1,233,236.00	458,993.00	(784,243.00)
Anderson Park Art Gallery	A	129,580.00	129,580.00	-
Bluff Maritime Museum	B	20,000.00	10,000.00	10,000.00
Awarua Radio ZLB	C	-	-	-
CURRENT LOCAL UAC:		\$598,573.00		
TARGETED RATES:		-		
CURRENT REGIONAL UAC		\$784,243.00		
TOTAL LA FUNDING		\$1,382,816.00		

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APPENDIX II

Guide for elected members relating to the distribution of contestable rates funding

SOUTHLAND DISTRICT:

MUSEUM	CATEGORY	TOTAL CURRENT LA FUNDING	LOCAL COUNCIL CONTRIBUTION	REGIONAL
Southland Museum & Art Gallery	A	394,337.00	-	(394,337.00)
Roving Museum Officer	-	21,000.00	-	21,000.00
Te Hikoī—Southern Journey	B	54,000.00	44,000.00	10,000.00
Rakiura Museum	B	2,000.00	2,000.00	-
Waikaia Switzers Museum	C	1,000.00	1,000.00	-
Waikawa & Districts Museum	B	4,000.00	4,000.00	-
Otautau Museum	C	-	-	-
Wyndham & Districts Historical Museum	C	2,500.00	2,500.00	-
Thornbury Vintage Tractor Museum	C	-	-	-
Templeton Flaxmill Museum	C	1,000.00	1,000.00	-
Tuatapere Bushmans' Museum	C	-	-	-
Southland Rural Heritage Trust	-	1,500.00	1,500.00	-
CURRENT LOCAL UAC:		\$14,500.00		
TARGETED RATES:		-		
CURRENT REGIONAL UAC		\$468,837.00		
TOTAL LA FUNDING		\$483,337.00		

Southland District Council Creative New Zealand Communities Scheme Grants Awarded October 2017

Record No: R/17/10/25954
Author: Bronwyn Affleck, Administration Manager
Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision ☐ Recommendation ☒ Information

Creative Communities Scheme Community Committee

- 1 The Creative Communities Scheme Community Committee met on 20 October 2017 to consider applications received in the funding round closing 30 September 2017 and award grants.

Grants awarded are as follows;

Applicant	Project	Awarded
Toi Rakiura	Concert	\$216
Toi Rakiura	Concert	\$466
Jodi Wright, Toad Productions	Southland Buskers Festival, hula hooping and performance Workshop	\$500
Waitangi Day 2018, Te Anau Committee	Celebrations for Waitangi Day	\$3,770
Southern REAP	Korowai Workshop	\$303
Riverton Community Arts Centre	John Husband, A Retrospective	\$5,119
Stewart Island Promotion Association	Rakiura Art Programme	\$2750
Shakespeare in the Park Charitable Trust	As You Like It, Shakespeare in the Park production 2018	\$495
ILT Stadium Southland	Christmas at the Stadium	\$2000
Total Available for Distribution \$18,084	Total Grants Awarded	\$15,619

Recommendation

That the Community and Policy Committee:

- a) **Receives the report titled "Southland District Council Creative New Zealand Communities Scheme Grants Awarded October 2017" dated 2 November 2017.**

Attachments

There are no attachments for this report.

Financial and Reserve Contribution Fund Financial Report to 30 September 2017

Record No: R/17/10/25999

Author: Bronwyn Affleck, Administration Manager

Approved by: Rex Capil, Group Manager Community and Futures

☐ Decision

☐ Recommendation

☒ Information

Financial and Reserve Contribution Fund financial report to 30 September 2017

- 1 There are no applications or project requests for funding to this Fund in the application round closing 30 September 2017.

Recommendation

That the Community and Policy Committee:

- a) **Receives the report titled "Financial and Reserve Contribution Fund Financial Report to 30 September 2017" dated 2 November 2017.**

Attachments

There are no attachments for this report.

Financial Report

Southland District Council Financial and Reserve Contribution Fund As at 30 September 2017

Summary

		Actual
Opening balance, 1 July 2017		
Contribution Reserve	278,813	
Fonterra Contribution Reserve	400,034	678,847
<u>Add:</u>		
Interest 2017/2018*		-
Refunds		-
Total Funds		678,847
<u>Less:</u>		
Current Year Commitments		-
Prior year Commitments		32,000
		32,000
Funds Available for Distribution		646,847

* Interest earned for the period has not been included. The actual amount will not be known until the end of the financial year when the interest allocation across the Council's total investments and associated reconciliation of reserves is finalised at the end of the financial year (30 June 2018).

Prior Years Commitments

	Committed	Uplifted	Balance
Lumsden Toilet	15,000	-	15,000
District Wide Amenity	17,000	-	17,000
	32,000	-	32,000

Current Year Commitments

	Committed	Uplifted	Balance
No current year commitments	-	-	-
	-	-	-

Refunds

Nil	-	-	-
Total Refunds	-	-	-