



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

Date: Thursday, 17 May 2018
Time: 7pm
Meeting Room: Southland District Council Lumsden office
Venue: 18 Diana Street, Lumsden

Northern Southland Development Fund Subcommittee Agenda OPEN

MEMBERSHIP

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

IN ATTENDANCE

Committee Advisor	Jenny Labruyere
Administration Manager Venture Southland	Bronwyn Afflick

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

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

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1 Apologies

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

2 Leave of absence

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

3 Conflict of Interest

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

4 Public Forum

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

5 Extraordinary/Urgent Items

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

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

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

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

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

- (a) that item may be discussed at that meeting if-
 - (i) that item is a minor matter relating to the general business of the local authority; and
 - (ii) the presiding member explains at the beginning of the meeting, at a time when it is open to the public, that the item will be discussed at the meeting; but
- (b) no resolution, decision or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion."

6 Confirmation of Minutes

- 6.1 Meeting minutes of Northern Southland Development Fund Subcommittee, held on 24 August 2017.

Northern Southland Development Fund Subcommittee

OPEN MINUTES

Minutes of a meeting of Northern Southland Development Fund Subcommittee held in the Southland District Council Lumsden office, 18 Diana Street, Lumsden on Thursday, 24 August 2017 at 7.00pm.

PRESENT

Chairperson	Councillor Julie Keast
Councillors	Councillor John Douglas
Members	Lance Hellewell
	Ged Newlands
	Rob Scott
	Mike Smith
	Greg Tither

IN ATTENDANCE

Committee Advisor	Rose Knowles
Administration Manager Venture Southland.	Bronwyn Affleck
Finance Manager	Sheree Marrah

1 Apologies

Apologies were received from Members Guyton and Melvin.

Moved Member Scott, seconded Member Tither and **resolved:**

That the Northern Southland Fund Subcommittee accept the apology.

2 Leave of absence

There were no requests for leave of absence.

3 Conflict of Interest

Members Russell and Smith declared an interest in the application for funding from the Dipton Community Baths.

4 Public Forum

There was no public forum.

5 Extraordinary/Urgent Items

There were no Extraordinary/Urgent items.

6 Confirmation of Minutes

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

Record No: R/17/8/18612

Resolution

Moved Member Smith, seconded Member Newlands

That the Northern Southland Development Fund Subcommittee:

- a) Receives the report titled “Minutes of the Northern Southland Development Fund Working Group Meeting 13 December 2016” dated 16 August 2017 with the amendment of the minutes being seconded by Member Newlands not Councillor Douglas.**

7.2 Funding of 2016/17 Round 2 grant applications

Record No: R/17/8/17568

Financial Manager – Sheree Marrah was in attendance for this item.

Mrs Marrah advised that the report outlined the issues and options surrounding the funding of the March 2017 (Round 2) grant applications for the Northern Southland Development Fund which included the following;

- (a) Approve grant applications as appropriate for round 2 of 2016/2017 and fund these applications from 2017/2018 interest.
- (b) Award no grants for round 2 of 2016/2017 year and defer all applications for consideration in the December 2017 grant round. Consider not advertising for further applications in December 2017.
- (c) Given the decreased interest rates and consequently funds available for distribution, that the Subcommittee consider moving to an annual application process, rather than the current biannual process.
- (d) If the Subcommittee wish to amend the frequency of the grant rounds a formal amendment to the terms of reference will be required.
- (e) The possible reputational risk associated with the options outlined above. This may not be well received by the community groups who are reliant on the grant funds to progress their desired projects.

Resolution

Moved Member Scott, seconded Member Hellewell

That the Northern Southland Development Fund Subcommittee:

- a) **Receives the report titled “Funding of 2016/17 Round 2 grant applications” dated 16 August 2017.**
- b) **Determines that this matter or decision be recognised as not significant in terms of Section 76 of the Local Government Act 2002.**
- c) **Determines that it has complied with the decision-making provisions of the Local Government Act 2002 to the extent necessary in relation to this decision; and in accordance with Section 79 of the Act determines that it does not require further information, further assessment of options or further analysis of costs and benefits or advantages and disadvantages prior to making a decision on this matter.**
- d) **Approves grant applications as appropriate for round 2 of 2016/2017, to be funded from the fund capital.**
- e) **Approves that from 1 July 2017, three percent of the fund capital at 1 July each year be available for distribution in the form of community grants (1 July – 30 June).**
- f) **Approves the cancellation of the allocation meeting and associated call for grant applications for September 2017.**
- g) **Requests for staff to prepare a report to Council requesting the sub-committee’s terms of reference be amended to allow for a minimum of one allocation meeting per annum (to occur in April-June) and additional meetings to be held at the discretion of the sub-committee.**

Administration Manager, Bronwyn Affleck to advertise the cancellation of the September funding round in the Lumsden Light.

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

Record No: R/17/8/18621

Administration Manager – Bronwyn Affleck was in attendance for the Northern Southland Development Fund financial report and summary of the 10 application received in the funding round 31 March 2017.

The Subcommittee agreed to \$7,500.00 from the fund capital to be granted to applications for the 31 March 2017 funding round.

Resolution

Moved Councillor Douglas seconded Member Smith

That the Northern Southland Development Fund Subcommittee:

- a) **Receives the report titled “Northern Southland Development Fund Financial Report to 31 March 2017 and Summary of Applications” dated 16 August 2017.**
- b) **That the allocation of \$7,500.00 from the Northern Southland Development Capital Fund be recommended to the Southland District Council Community and Policy Committee for approval and distribution as per the summary below;**

• Dipton Community Baths	\$1000.00
• Friends of Lumsden School	\$500.00
• Lumsden Playcentre	\$1500.00
• Lumsden Wasps Football	\$1000.00
• Mossburn Community Pool	\$1000.00
• Mossburn School	\$1000.00
• Northern Southland Amateur Swimming Club	\$500.00
• Lions Club of Lumsden	\$1000.00

Next meeting 3 May 2018 at 7pm.

The meeting concluded at 9pm

CONFIRMED AS A TRUE AND CORRECT
RECORD AT A MEETING OF THE NORTHERN
SOUTHLAND DEVELOPMENT FUND
SUBCOMMITTEE HELD ON 24 AUGUST 2017

DATE:.....

CHAIRPERSON:.....

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

Record No: R/18/5/10654

Author: Bronwyn Affleck, Administration Manager

Approved by: Rex Capil, Group Manager Community and Futures

☒ Decision

☐ Recommendation

☐ Information

Northern Southland Development Fund financial report and summary of applications received in the funding round closing 31 March 2018

- 1 Financial report and summary of applications for consideration.

Recommendation

That the Northern Southland Development Fund Subcommittee:

- a) Receives the report titled "Northern Southland Development Fund Financial Report to 31 March 2017 and Summary of Applications" dated 8 May 2018.
- b) Approve the allocation of funds for the Northern Southland Development Fund as per the attached schedule including decisions made during the review.

Attachments

- A Northern Southland Development Fund Financial Report and Summary of Applications - March 2018 [↓](#)

**Southland District Council
Northern Southland Development Fund
as at 31 March 2018**

Summary		Actual	
Opening balance, 1 July 2017		327,488	
<u>Add:</u>			
Reversal of Prior Year Commitments		1,450	
Total		328,938	
<u>Less</u>			
Prior Year Commitments		1,450	
Current Year Commitments		7,500	
Refunds/Rebanked/Stale Cheques		-	
Funds Held in Reserves		319,988	
Less Capital Fund		310,400 *	
Funds Available for General Distribution		9,588	
<u>Notes:</u>			
* Estimated Interest 2017/2018 has been estimated based on the average RBNZ six month term deposit rate for the 12 months (3.29%) ended 31 March 2018.			

<u>Prior Year Commitments</u>		Committed	Uplifted	Balance
Dipton School		450	450	-
Lumsden Heritage		1,000	1,000	-
		1,450	1,450	-

<u>Current year Commitments</u>		Committed	Uplifted	Balance
Dipton Community Baths		1,000	1,000	-
Freidns of Lumsden		500	500	-
Lumsden Playcentre		1,500	1,500	-
Lumsden Wasps Football		1,000	1,000	-
Mossburn Community Pool		1,000	1,000	-
Mossburn School		1,000	1,000	-
Norther Southland Amateur Swimming Club		500	500	-
Lions Club of Lumsden		1,000	1,000	-
Current year Commitments		7,500	10,400	-
Total Commitments		7,500	10,400	-

<u>Forecasted Capital Fund</u>			
Meridian	2005/2006	265,000	
Meridian Open Day	2006/2007	62,500	
Grants from Capital Fund	24/8/17	(7,500)	
3% of fund for allocation	2017/2018	(9,600)	

7.1	Attachment A		310,400 *	
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NORTHERN SOUTHLAND DEVELOPMENT FUND**Application Summary – March 2018****1 Athol Sports and Recreation Group**

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 Friends of Lumsden School

- (a) 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	\$

- (b) Request assistance towards costs associated with the purchase and installation of a shed to store equipment associated with 'play based learning'.

Lumsden Primary School wants to include more play based learning in the daily life of its students which enhances a child's natural capacity for intense and self-motivated learning.

Total Project Cost	\$465		
Amount Requested	\$200	Recommendation	\$

3 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	\$5,325		
Amount Requested	\$2,000	Recommendation	\$

4 **Lumsden and Areas Activities for Miniature Bodies Society (LAMMBS)**

Request assistance towards costs associated with bringing Kaboom! Percussion to Northern School for a concert and percussion workshop.

This will be a community concert offered to all schools and preschools in the Northern Southland area. The workshop will be attended by students, parents and teachers wishing to increase their musical knowledge.

Total Project Cost \$1,700

Amount Requested \$500 Recommendation \$

5 **Lumsden Playcentre**

Request assistance towards updating the kitchen and replacing the art area bench. The kitchen is very old, has many gaps and draughts. Larsen Hall is a community facility and upgrading will benefit many community users.

The Lumsden Playcentre is used for a minimum of 8 hours per week and the Toy Library operates from this facility 2 hours per week.

Total Project Cost \$17,559

Amount Requested \$5,000 Recommendation \$

6 **Northern Southland Community Resource Centre Charitable Trust**

Request assistance towards costs associated with continuing to run programmes for the diverse groups in Northern Southland.

Programmes are offered for youth, seniors and migrants. Examples include: the Menzshed, youth programmes, parent training, cycle and celebrate, seniors café, community garden.

Total Project Cost \$15,640

Amount Requested \$575 Recommendation \$

7 **St John Northern Southland**

Request assistance towards subsidising the rent on a residential unit St John has leased. Currently there are 13 ambulance volunteers. The benefits of providing accommodation include: providing out of town volunteers, officers and paramedics who are required to stay in Lumsden cost effective yet comfortable accommodation; enable out of town staff and volunteers to be rostered more regularly as primary crew for ambulance callouts; increases quality of emergency coverage.

Total Project Cost \$10,800

Amount Requested \$5,000 Recommendation \$

8 **Mossburn Senior Citizens Inc**

Request assistance towards costs associated with re-roofing the Senior Citizens building.

The roof is currently leaking, causing the walls to be damp. The brick and roughcast building is 1948, and has an aluminium roof with large nail holes. It needs to be fully replaced. The group has quotes for the work, and expect this will cost about \$16,000. The Senior Citizens Building is approximately 80 square metres, has a large function space, and a main room and kitchen. It is currently used by groups every fortnight, and if it had a suitable roof could be used twice/week. The group have fundraised approximately \$6,000 towards the replacement of the roof and are seeking further funding support.

Total Project Cost \$16,000

Amount Requested \$2,000

Recommendation \$