



AGENDA

Community Funding Subcommittee Meeting Tuesday, 8 April 2025

Date Tuesday, 8 April 2025

Time 9:00 am

Location Meeting Room 1
District Council Building
King George Place
Timaru

File Reference 1751008

Timaru District Council

Notice is hereby given that a workshop of the Community Funding Subcommittee will be held in the Meeting Room 1, District Council Building, King George Place, Timaru, on Tuesday 8 April 2025, at 9:00 am.

Community Funding Subcommittee Members

Gavin Oliver (Chairperson), Nigel Bowen, Stacey Scott, Stu Piddington and Allan Booth

Quorum – no less than 3 members

Local Authorities (Members' Interests) Act 1968

Subcommittee members are reminded that if you have a pecuniary interest in any item on the agenda, then you must declare this interest and refrain from discussing or voting on this item, and are advised to withdraw from the meeting table.

Paul Cooper
Acting Group Manager Community Services

Order Of Business

1	Apologies	5
2	Identification of Items of Urgent Business.....	5
3	Identification of Matters of a Minor Nature	5
4	Declaration of Conflicts of Interest	5
5	Confirmation of Minutes	6
5.1	Minutes of the Donations and Loans Subcommittee Meeting held on 15 October 2024.....	6
6	Reports	13
6.1	Funds Available Report.....	13
6.2	Accountability Received Report	15
7	Consideration of Urgent Business Items.....	17
8	Consideration of Minor Nature Matters.....	17
9	Exclusion of the Public.....	17
10.1	Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 15 October 2024.....	17
10.2	Funding Applications	17
10	Public Excluded Reports.....	19
11	Readmittance of the Public.....	20

- 1 Apologies**
- 2 Identification of Items of Urgent Business**
- 3 Identification of Matters of a Minor Nature**
- 4 Declaration of Conflicts of Interest**

5 Confirmation of Minutes

5.1 Minutes of the Donations and Loans Subcommittee Meeting held on 15 October 2024

Author: Naomi Scott, Community Funding Advisor

Recommendation

That the Minutes of the Donations and Loans Subcommittee Meeting held on 15 October 2024 be confirmed as a true and correct record of that meeting and that the Chairperson's electronic signature be attached.

Attachments

1. Minutes of the Donations and Loans Subcommittee Meeting held on 15 October 2024



MINUTES

Donations and Loans Subcommittee Meeting Tuesday, 15 October 2024

Ref: 1751008

**Minutes of Timaru District Council
Donations and Loans Subcommittee Meeting
Held in the Meeting Room 1, District Council Building, King George Place, Timaru
on Tuesday, 15 October 2024 at 9am**

Present: Clr Gavin Oliver (Chairperson), Mayor Nigel Bowen, Clr Stacey Scott, Clr Stu Piddington, Clr Allan Booth

In Attendance: Naomi Scott (Community Funding Advisor), Samantha Molyneux (Operations Coordinator Community Services)

1 Apologies

No apologies were received.

2 Identification of Items of Urgent Business

No items of urgent business were received.

3 Identification of Matters of a Minor Nature

No matters of a minor nature were raised.

4 Declaration of Conflicts of Interest

Clr Gavin Oliver declared a conflict of interest regarding the consideration of application two in the Events category, submitted by Geraldine District & Promotions Association – Geraldine Christmas Parade.

5 Confirmation of Minutes

5.1 Minutes of the Donations and Loans Subcommittee Meeting held on 9 April 2024

Resolution 2024/91

Moved: Clr Gavin Oliver

Seconded: Mayor Nigel Bowen

That the Minutes of the Donations and Loans Subcommittee Meeting held on 9 April 2024 be confirmed as a true and correct record of that meeting and that the chairperson's electronic signature be attached.

Carried

6 Reports

6.1 Accountability Received Report

To advise the Donations and Loans Subcommittee of accountability forms received for grants approved by the Community Services Committee.

Resolution 2024/92

Moved: Mayor Nigel Bowen

Seconded: Cllr Allan Booth

That the Accountability Received Report be received and noted.

Carried

6.2 Funds Available Report

To advise the Donations and Loans Subcommittee of the remaining funds available for distribution for the 2024/2025 financial year.

A question was raised regarding the amount requested in applications, the amount we had to donate, and the rollover of funds from the last meeting. The amount we give was also called into question, and a discussion was had among Councillors about how the amount was determined and its benefit to the community. We need to be conscious of how we distribute the funds, to whom, and whether there are alternative funding routes for these applications.

Resolution 2024/93

Moved: Cllr Stu Piddington

Seconded: Cllr Stacey Scott

That the Funds Available Report be received and noted.

Carried

7 Consideration of Urgent Business Items

No items of urgent business were received.

8 Consideration of Minor Nature Matters

No matters of a minor nature were raised.

9 Exclusion of the Public - 9:12am

Resolution 2024/94

Moved: Cllr Stacey Scott

Seconded: Cllr Gavin Oliver

That the public be excluded from—

- *(b)the following parts of the proceedings of this meeting, namely,—

10.1 Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 9 April 2024

10.2 Overview of Applications

10.3 Funding Applications

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
10.1 - Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 9 April 2024 Matters dealt with in these minutes: 10.1 - Overview of Applications 10.2 - Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 19 September 2023 10.3 - Funding Applications - Substantial Donations 10.4 - Funding Applications - General Donations	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	<p>The public excluded minutes of the meeting held on 9 April 2024 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987.</p> <p>The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 9 April 2024.</p>
10.2 - Overview of Applications	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the</p>	<p>To protect a person's privacy, including the privacy of deceased persons</p> <p>To protect commercially sensitive information</p>

	person who supplied or who is the subject of the information	
10.3 - Funding Applications	<p>s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons</p> <p>s7(2)(b)(ii) - The withholding of the information is necessary to protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information</p>	<p>To protect a person's privacy, including the privacy of deceased persons</p> <p>To protect commercially sensitive information</p>
Carried		

10 Public Excluded Reports

10.1 Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 9 April 2024

10.1 Overview of Applications

10.2 Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 19 September 2023

10.3 Funding Applications - Substantial Donations

10.4 Funding Applications - General Donations

10.2 Overview of Applications

10.3 Funding Applications

11 Readmittance of the Public

Resolution 2024/95

Moved: Cllr Stu Piddington

Seconded: Mayor Nigel Bowen

That the meeting moves out of Closed Meeting into Open Meeting.

Carried

The meeting closed at 10:09am.

.....
Chairperson

6 Reports

6.1 Funds Available Report

Author: Naomi Scott, Community Funding Advisor

Authoriser: Claire Barlow, Community Experience Manager

Recommendation

That the Funds Available Report be received and noted.

Purpose of Report

- 1 To advise the Community Funding Subcommittee of the remaining funds available for distribution for the 2024/2025 financial year.

Assessment of Significance

- 2 This matter is deemed to be of low significance under the council's Significance and Engagement Policy as this has ongoing but limited community interest and affects a small number of people in the community.

Discussion

- 3 The Council has a Community Development Fund and a Community Local Event Fund.
- 4 Council contributes **\$113,600.00** to the funds account annually.
- 5 Applications for the Community Local Event Fund can be up to a maximum of \$10,000.00 per application.
- 6 Applications for the Community Development Fund can be up to a maximum \$30,000.00 - subject to availability of funds.
- 7 Community Development which includes Quick Response (maximum \$500.00) and New Zealand Representative Donations (maximum \$500.00) are considered under delegated authority by the Chairperson or Deputy Chairperson of the Community Services Committee and the relevant council officer.
- 8 The Quick Response Fund has a maximum allocation of \$3,000.00 per annum across all applications.
- 9 The balance from all funds rolls over from the previous financial year.
- 10 Funds available as of 1 March 2025:

2024/2025 council contribution	\$113,600.00
Carry-over from 2023/2024	\$12,393.94
	\$125,993.94
Less Minimal & NZ Representative Donations July-September 2024	-\$2,000.00
Less October allocation	-\$58,250.00
Less Minimal & NZ Representative October 2024 – February 2025	-\$4,000.00

Funds Available

\$61,743.94

Relevant Legislation, Council Policy and Plans

9 TDC Community Funding Policy.

Attachments

Nil

6.2 Accountability Received Report

Author: Naomi Scott, Community Funding Advisor

Authoriser: Claire Barlow, Community Experience Manager

Recommendation

That the Accountability Received Report be received and noted.

Purpose of Report

- 1 To advise the Community Funding Subcommittee of accountability forms received for grants approved by the Community Services Committee.

Discussion

- 2 Successful applicants of Community Development and Local Event Funds complete an Accountability Form within two months of a project's completion. The subcommittee requested that a list, including relevant details, be presented instead of receiving full copies of the completed forms.
- 3 Below is the Accountability Received list.

Attachments

1. **Accountability List** [!\[\]\(1f101ad452ef9a3f01bb1e89af34fc34_img.jpg\)](#) 

Date Approved	Name of Applicant	Project	Amount Approved	Accountability #	Date Received
15/11/2022	New Zealand Raptor Trust	Towards Building a flight enclosure	\$ 10,000.00	1715926	1/10/2024
14/11/2023	Senior Citizens – Age Concern	Towards Annual Venue Hire	\$ 4,000.00	1740057	14/01/2025
19/11/2024	Pleasant Point Gymkhana Committee	Annual Community Fair - Get to the Point	\$ 2,000.00	2025/01/70	27/01/2025
19/11/2024	Pleasant Point Christmas Procession	Pleasant Point Christmas Procession	\$ 1,000.00	1740067	11/02/2025
16/04/2024	Family Mental Health Support	External painting of premises	\$ 2,000.00	2024/11/1549	20/11/2024
16/04/2024	MDA South Island	Support Groups	\$ 1,000.00	2025/02/140	19/02/2025
19/11/2024	Street Food @ Woodbury	Street Food at Woodbury Event	\$ 1,000.00	1747892	3/03/2025
14/11/2023	Gloriavale Leavers Support Trust	Operating costs	\$ 5,000.00	1718644	31/10/2024
16/04/2024	South Canterbury Highland Pipe Band	Replacement of roof and heat pump	\$ 4,000.00	2024/11/1583	27/11/2024
16/04/2024	Ashburton Safer Community Council Trust	Food Rescue Aoraki	\$ 9,000.00	1739851	10/02/2024
14/11/2023	Alzheimers New Zealand South Canterbury	Operational Costs	\$ 4,000.00	1739848	10/02/2024
19/11/2024	Geraldine District & Promotions Association	Geraldine Xmas Parade	\$ 2,000.00	1741573	11/02/2025
16/04/2024	Community Accounts Service Charitable Trust	Accounting Services	\$ 3,000.00	1748005	25/02/2025
16/04/2024	Timaru Festival of Roses Trust	Towards the Festival of Roses	\$ 3,000.00	1748471	13/03/2025

7 Consideration of Urgent Business Items**8 Consideration of Minor Nature Matters****9 Exclusion of the Public****Recommendation**

That the public be excluded from—

- *(a)the whole of the proceedings of this meeting; or
- *(b)the following parts of the proceedings of this meeting, namely,—

10.1 Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 15 October 2024**10.2 Funding Applications**

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Plain English Reason
10.1 - Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 15 October 2024 Matters dealt with in these minutes: 10.1 - Public Excluded Minutes of the Donations and Loans Subcommittee Meeting held on 9 April 2024 10.2 - Overview of Applications 10.3 - Funding Applications	Section 48(1) of the Local Government Official Information and Meetings Act 1987.	The public excluded minutes of the meeting held on 15 October 2024 are considered confidential pursuant to the provisions of the LGOIMA Act of 1987. The specific provisions of the Act that relate to these minutes can be found in the open minutes of the meeting held on 15 October 2024.
10.2 - Funding Applications	s7(2)(a) - The withholding of the information is necessary to protect the privacy of natural persons, including that of deceased natural persons s7(2)(b)(ii) - The withholding of the information is necessary to	To protect a person's privacy, including the privacy of deceased persons To protect commercially sensitive information

	protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	
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*I also move that [\[name of person or persons\]](#) be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of [\[specify\]](#). This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because [\[specify\]](#)

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*Delete if inapplicable.

Note

[Section 48\(4\)](#) of the Local Government Official Information and Meetings Act 1987 provides as follows:

- “(4)Every resolution to exclude the public shall be put at a time when the meeting is open to the public, and the text of that resolution (or copies thereof)—
 - (a)shall be available to any member of the public who is present; and
 - (b)shall form part of the minutes of the local authority.”

10 Public Excluded Reports

11 Readmittance of the Public