



# Agenda

**Notice is hereby given of  
a Community Services and Development  
Committee Meeting**

**Tuesday 10 March 2020**

**To follow the District Infrastructure Committee  
Meeting**

**Council Chamber  
Waimate District Council  
125 Queen Street  
Waimate**

[www.waimatedc.govt.nz](http://www.waimatedc.govt.nz)

**Notice is hereby given that a meeting of the Community Services and Development Committee will be held in the Council Chamber, Waimate District Council, 125 Queen Street, Waimate, on Tuesday 10 March 2020, To follow the District Infrastructure Committee Meeting.**

**Committee Membership**

Tom O'Connor	Chairperson
Craig Rowley	Mayor
Sharyn Cain	Deputy Mayor
Fabia Fox	Waimate Councillor
Sandy McAlwee	Councillor
Miriam Morton	Councillor
David Owen	Councillor
Colin Pankhurst	Councillor
Sheila Paul	Councillor

Quorum – no less than five members

**Significance Consideration**

Evaluation: Council officers, in preparing these reports have had regard to Council's Significance and Engagement Policy. Council and Committee members will make the final assessment on whether the subject under consideration is to be regarded as being significant or not. Unless Council or Committee explicitly determines that the subject under consideration is to be deemed significant then the subject will be deemed as not being significant.

**Decision Making**

The Council, in considering each matter, must be:

- i. Satisfied that it has sufficient information about the practicable options and their benefits, costs and impacts, bearing in mind the significance of the decision;
- ii. Satisfied that it knows enough about and will give adequate consideration to the views and preferences of affected and interested parties bearing in mind the significance of the decisions to be made.

Stuart Duncan  
Chief Executive

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## OPENING

- 1 PUBLIC FORUM
- 2 APOLOGIES
- 3 VISITORS
- 4 CONFLICTS OF INTEREST

As per the Local Authorities (Members' Interests) Act 1968 (as below), the Chair will enquire if there are any Conflicts of Interest to be declared on any item on the agenda, and if so, for any member to declare this interest.

**Local Authorities (Members' Interests) Act 1968**

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

## 5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA

1. The Chair will call for any major (urgent business) or minor items not on the agenda to be raised according to Standing Orders, as below:

**a. Standing Orders 3.7.5 – Major Items**

An item not on the agenda for a meeting may be dealt with at the meeting if the local authority by resolution so decides, and the presiding member explains at the meeting at a time when it is open to the public –

- i. The reason why the item was not listed on the agenda; and
- ii. The reason why discussion of the item cannot be delayed until a subsequent meeting.

**b. Standing Orders 3.7.6 – Minor Items**

An item not on the agenda for a meeting may be dealt with at the 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
- iii. No resolution, decision, or recommendation may be made in respect of that item except to refer that item to a subsequent meeting of the local authority for further discussion.

## MINUTES

### 6 CONFIRMATION OF MINUTES

<b>6.1 MINUTES OF THE COMMUNITY SERVICES AND DEVELOPMENT COMMITTEE MEETING HELD ON 28 JANUARY 2020</b>
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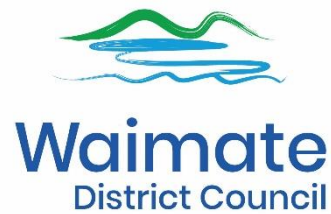
**Author:** Karalyn Reid, Committee Secretary and PA to the Mayor  
**Authoriser:** Carolyn Johns, Community and Strategy Group Manager  
**Attachments:** 1. minutes of the Community Services and Development Committee  
Meeting held on 28 January 2020

#### PURPOSE

To present the unconfirmed Minutes of the Community Services and Development Committee Meeting held on 28 January 2020 for confirmation.

<b>RECOMMENDATION</b>
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That the minutes of the Community Services and Development Committee Meeting held on 28 January 2020 be adopted as a true and correct record
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# **MINUTES**

## **Community Services and Development Committee Meeting**

**28 January 2020**

**MINUTES OF WAIMATE DISTRICT COUNCIL  
COMMUNITY SERVICES AND DEVELOPMENT COMMITTEE MEETING  
HELD AT THE COUNCIL CHAMBER, WAIMATE DISTRICT COUNCIL, 125 QUEEN STREET,  
WAIMATE ON TUESDAY 28 JANUARY 2020, COMMENCING AT 11.32AM**

**PRESENT:** Cr Tom O'Connor (Chair), Mayor Craig Rowley, Deputy Mayor Sharyn Cain, Cr Fabia Fox, Cr Sandy McAlwee, Cr Miriam Morton, Cr David Owen, Cr Colin Pankhurst, Cr Sheila Paul

**APOLOGIES:** Nil

**IN ATTENDANCE:** Stuart Duncan (Chief Executive), Paul Cooper (Regulatory and Compliance Group Manager), Carolyn Johns (Community and Strategy Group Manager), Michelle Jones (Executive Support Manager), Dan Mitchell (Asset Group Manager), Tina Stevenson (Corporate Services Group Manager), Karalyn Reid (Committee Secretary)

## **OPENING**

### **1 PUBLIC FORUM**

Nil

### **2 APOLOGIES**

Nil

### **3 VISITORS**

Nil

### **4 CONFLICTS OF INTEREST**

The Chair asked for conflicts of interest. There were no conflicts of interest declared.

### **5 IDENTIFICATION OF MAJOR (URGENT) OR MINOR ITEMS NOT ON THE AGENDA**

Nil

## **MINUTES**

### **6 CONFIRMATION OF MINUTES**

#### **6.1 MINUTES OF THE COMMUNITY SERVICES AND DEVELOPMENT COMMITTEE MEETING HELD ON 19 NOVEMBER 2019**

##### **COMMITTEE RESOLUTION 2020/1**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Colin Pankhurst

That the Minutes of the Community Services and Development Committee Meeting held on 19 November 2019 be adopted as a true and correct record.

**CARRIED**

## 7 RECEIPT OF MINUTES

### 7.1 MINUTES OF THE COMMUNITY AND SPORTS GRANTS COMMITTEE MEETING HELD ON 15 MAY 2019

#### COMMITTEE RESOLUTION 2020/2

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Colin Pankhurst

That the confirmed Minutes of the Community and Sports Grants Committee Meeting held on 15 May 2019 be received.

**CARRIED**

## REPORTS

## 8 COMMUNITY AND STRATEGY GROUP REPORT

### 8.1 MANAGEMENT REPORT - COMMUNITY AND STRATEGY GROUP

#### COMMITTEE RESOLUTION 2020/3

Moved: Cr Tom O'Connor

Seconded: Cr Sheila Paul

That the Community Services and Strategy Group Manager's report is accepted.

**CARRIED**

## 9 EXECUTIVE SUPPORT MANAGER'S REPORT

### 9.1 MANAGEMENT REPORT - EXECUTIVE SUPPORT

#### COMMITTEE RESOLUTION 2020/4

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Sheila Paul

That the Executive Support Manager's report is accepted.

**CARRIED**

#### **Note:**

The new threshold planting is planned to be completed by the end of February.

**PUBLIC EXCLUDED**

**10 EXCLUSION OF THE PUBLIC REPORT**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**COMMITTEE RESOLUTION 2020/5**

Moved: Deputy Mayor Sharyn Cain

Seconded: Cr Sheila Paul

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 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	Ground(s) under section 48 for the passing of this resolution
<b>10.1 - Waimate Event Centre Sound System</b>	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	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7

**CARRIED**

**11 RE-ADMITTANCE OF THE PUBLIC REPORT**

**COMMITTEE RESOLUTION 2020/6**

Moved: Mayor Craig Rowley

Seconded: Cr Miriam Morton

That Council moves out of Closed Council into Open Council.

**CARRIED**

**MOTION**

The decision on the Waimate Event Centre Sound System from the public excluded section of the meeting was resolved to be taken into open meeting.

**COMMITTEE RESOLUTION 2020/7**

Moved: Deputy Mayor Sharyn Cain

Seconded: Mayor Craig Rowley

That the Community Services and Development Committee approves the proposal to fund the sound system from the Event Centre landscaping project budget.

**CARRIED**

**MEETING CLOSURE**

There being no further business, the Chair closed the meeting at 12.16pm.

The minutes of this meeting are to be confirmed at the Community Services and Development Committee Meeting to be held on 10 March 2020.

.....  
**CHAIRPERSON**

## REPORTS

### 7 GENERAL REPORTS

#### 7.1 HERITAGE GRANT APPLICATION - M WELLS WAIHAO DOWNS HOMESTEAD

**Author:** Di Lowry, Waimate Information & Event Centre Administration Officer

**Authoriser:** Carolyn Johns, Community and Strategy Group Manager

**Attachments:** 1. Margaret Wells, Waihao Downs Homestead Application [↓](#)   
2. Heritage Grant Criteria [↓](#) 

#### PURPOSE

1. To provide the relevant information for the Community Services and Development Committee to consider the attached funding application from M Wells of Waihao Downs Homestead.

#### BACKGROUND

2. The Heritage Fund is open for projects that include archaeological and traditional sites, buildings and sites with Historic Place classifications, notable and heritage trees and other buildings or sites Council consider worthy of assistance.
3. There are two rounds per year February and August. A maximum of \$1,000 plus GST if applicable, and not more than 50% of the total cost of the project can be granted per application.

#### PROPOSAL

4. Margaret Wells is seeking funding to reinstate the original carriageway of the Waihao Downs homestead. The property is one of the earliest holdings in the Waimate District. Once all the landscaping has been completed, the intention is to allow other groups e.g. gardening clubs to enjoy the surrounds.
5. The total cost of the project is \$6,072. The applicant is requesting \$1,000.

#### OPTIONS

6. The Committee supports the applicant up to \$1,000; or
7. The Committee does not support the grant application.

#### ASSESSMENT OF SIGNIFICANCE

8. This matter is not deemed significant under the Council's Significance and Engagement Policy.

#### FINANCIAL

9. Community and Strategy Group Manager, Carolyn Johns holds this budget. Community Support, Heritage Fund 111033512
10. The Reserve Fund has a balance of \$8,687.32 as at 25 February 2020, therefore this proposal can be accommodated.

#### COST-EFFECTIVENESS

11. Cost-effectiveness consideration is not applicable.

#### RECOMMENDATION



- |  |
|--|
| <ol style="list-style-type: none"><li>1. That the Heritage Grant Application – M Wells Waihao Downs Homestead report is accepted; and</li><li>2. That the Community Services and Development Committee consider the funding application from M Wells, Waihao Downs Homestead</li></ol> |
|--|

## HERITAGE GRANT APPLICATION



1. Full name of ~~organisation, group, or individual~~:

Margaret Wells

2. Address of organisation, group, or individual:

20 Serpentine Valley Road, Waihao Downs 7977.

3. Name and address of contact person:

As above.

Telephone number: Day 03 689 6405

Night

Email busyasabee@waihaodowns.co.nz

4. Are you GST registered?

Yes

Do **NOT** include GST in your budget\*

☒ No

Include GST in your budget

GST number:

5. Objectives of your organisation (use separate sheet if necessary).

Restoration of historic homestead & environs

6. Describe the project for which you are seeking financial assistance (use separate sheet if necessary).

See attached letter

7. Project timeline.

6 days

Start date:

Very shorting

Completion date:

6 days thereafter.

\*If you are GST registered we will contact you for a GST invoice after the grant decision has been made

8. What is your organisation's contribution to the project  
(please include both financial and volunteer contribution)?

Many hours over the last 8-9 years clearing  
the old carriageway, plus financial contribution.

Total own contribution: (8) \$ 5,072.00

9. Please detail all other sources of funding received relevant to this project

Nil

Total other funding: (9) \$

10. Have you applied to any other organisation for funding for this project? No.

Result date (if known)	Grant	Amount Requested
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11. Please detail the complete costs of the project. Please include at least two quotes where relevant.  
(If you are GST registered do not include the GST.)

Please see attachment D  
Reinstatement carriageway \$6072-

Total project cost: \$ 6,072.00

Less own contribution: (8) \$ -

Less other funding: (9) \$ -

Total requested from Council: \$ 1,000.00

12. Has your organisation previously received a grant from Council within the last five (5) years?  
If so, state years received and amounts.

Year	Grant	Amount
2019	Heritage	\$1,000-

13. Who will benefit from the grant to your organisation?

Please see attached letter.

#### YOUR DECLARATION

We hereby declare that the information supplied in this application is correct. If the application is successful, we agree to provide an accountability report with receipts (which will be sent to us with our grant) stating that the funding received has been spent on the project/programme/service or activity stated in this application. We also agree to participate in any funding audit of our organisation conducted by Waimate District Council.

We also consent to Waimate District Council collecting, retaining and using the personal contact details of the persons listed in this application. We confirm that we obtained the consent of the persons listed in this application to provide these details and we have the authority to commit the organisation to this application. We acknowledge our right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

Name: Margaret Wells

Signature of applicant:

Position of signatory: Property owner

Date: 17.2.20

#### Checklist

Have you:

- Answered every question? ✓
- Attached at least two quotes where relevant? ✓
- Attached a copy of your most recent reviewed Annual Accounts (not older than 12 months)? N/A
- Attached proof of bank account number (printed/verified deposit slip or bank statement)? ✓
- Attached all other relevant documents? ✓
- Returned your accountability form (if you have previously received a grant)? ✓

#### QUESTIONS AND COMPLETED APPLICATIONS

Grant Administrator  
Phone: 03 689 7771  
Email: [info@waimatedc.govt.nz](mailto:info@waimatedc.govt.nz)

Drop into:  
Waimate Information Centre  
15 Paul Street  
Waimate

Post to:  
Waimate District Council  
P O Box 122  
Waimate 7960

A. PO Box 122, Waimate 7960 | P. +64 3 689 7771 | E. [info@waimatedc.govt.nz](mailto:info@waimatedc.govt.nz) | W. [waimatedc.govt.nz](http://waimatedc.govt.nz) | Page 3 of 3

## WAIHAO DOWNS HOMESTEAD

16 February, 2020.

The Chairman  
Grants Committee  
Waimate District Council  
P.O. Box 122  
WAIMATE 7960.

Dear Sir,

**RE: APPLICATION FOR HERITAGE AND RECREATIONAL TRACKS  
FUNDING  
WAIHAO DOWNS HOMESTEAD**

I am writing to seek a heritage grant to assist with the cost of reinstating the original carriageway into the grounds of the Waihao Downs homestead. If a heritage grant is not available, then I seek a general grant from the Council.

As the Committee would likely be aware, the property in question is one of the earliest holdings in the Waimate District and also one of the earliest sheep runs in South Canterbury. The homestead itself has a 'B' heritage classification, while the stone stables have a 'C' rating. In its heyday the property was of quite grand proportions and was the centre of industry and social life in the Waihao Downs area. However, over the decades the property was allowed to become quite rundown and has been the subject of various renovations and attempts at modernization.

As the current owners of the property, Mr William Glen and I have been at pains to restore, as best we have been able, as much of the history of the house and surrounds as possible. This has included, inter alia, uncovering and reinstating the cellar and remediating the ballroom, as well as replacing ceilings, ceiling roses, floors, walls, fireplaces, the veranda, the hallway arch and so on. It has been a mammoth and very expensive, but most satisfying, venture.

Now that the house is all but finished, it is our intention to reinstate the original carriageway into the property. At the time we purchased the property, I remarked to Mr Glen that the current driveway into the place seemed to be wrong and it was as if the property had its underpants on backwards. I was confident there was another road into the property and sure enough, after some detective work, we found it. However, it had been allowed to fall into total disrepair and neglect, and had been all but obliterated from the landscape.

Since purchasing the property in 2011 we have successively cleared the land to uncover the full extent of the carriageway, which measures some 340 metres in length. In the process of doing so, we have had to remove old fences, gates, trees,

20 Serpentine Valley Road, RD7, Waihao Downs 7977 New Zealand.  
P.O. Box 34, Waimate 7960 New Zealand.  
Telephone: 0011 64 3 689 6405  
Email: busyasabee@waihaodowns.co.nz



## WAIHAO DOWNS HOMESTEAD

random wire tangles, branches, piles of rubbish, stacks of bricks, lots of broken glass, undergrowth etc. We also had an arborist carefully prune and shape the remnant of the original buxus hedge near the entrance, which had become very large and ungainly.

The carriageway commences approximately 100 metres from the corner of Serpentine Valley Road and SH 82, and winds through the grounds, past the front of the house, through a heavily wooded section and emerges near the stone stables. It then connects up with the more modern driveway, with egress onto Serpentine Valley Road some 200 metres from the aforementioned corner. The enclosed Google Earth download, **Attachment 'A'**, shows the location of the carriageway relative to SH 82 and Serpentine Valley Road and the enclosed photographs show the current ground view of the carriageway: **Attachment 'B'**.

It is proposed that once reinstated, the carriageway will be a speed limited one-way road, starting at the original entrance to the property and exiting at the existing entrance to the property.

When the new stock fences were installed, we had the old wooden gates returned to their original position at the start of the carriageway and had a local woodsman craft some 'new' wooden posts to match the original ones. I have retained all of the old totara posts with the tapered tops and plan to use them as road markers along the reinstated carriageway. The original picket fence, situated further inside the property, was also repaired and reinstated. Unfortunately the gates belonging to this portion of the carriage way had been hidden under piles of branches and rubbish and had rotted to the point of being completely unusable.

Although cleared of all obstructions and debris, the surface of the carriageway has become fully grassed over, although it is possible, in places, to see the old gravel surface underneath: **Attachment 'C'**. It is proposed to have the existing surface re-graded, compacted and regravelled and to that end we have obtained a quote from Andy Burroughs to undertake the work: **Attachment 'D'**.

We have selected him to do this work because he has come highly recommended; he is sympathetic to the feel of the property and the nature of the work; and because his machinery (a 1.8 tonne digger and a small truck) won't crush the lateral roots of the various old trees that line the carriageway. I appreciate that the grants criteria requests two quotes if possible, but since it is not our intention to have anyone else do the work it seems pointless to seek a quote from somebody else.

Once the regrading and regravelling work has been completed, I will be able to finish the landscaping at the front of the house and either side of the 'new' carriageway. With this in mind, I have propagated the plants that will be needed to re-create the original English look of the garden, although the plantings will also include NZ natives to support our local birdlife. In due course, once all of

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## WAIHAO DOWNS HOMESTEAD

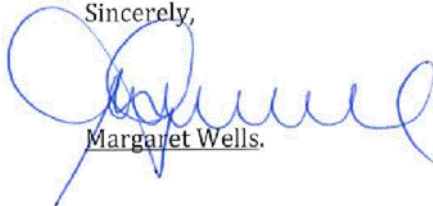
the landscaping has been completed, we would expect the property to be enjoyed by various gardening clubs and perhaps groups such as the vintage motor car club.

In support of my application for a grant, please find enclosed photographs of portions of the carriageway when it was still in reasonably good order: **Attachment 'E'**. My speculation is that they pre-date 1994, at a time when the property was still owned by the Henshaws. (Incidentally, according to Barry Henshaw, the carriageway in its entirety has not been used since 1945 or thereabouts when his grandfather purchased the property.)

In conclusion, Mr Glen and I are of the firm view that to reinstate the original carriageway is the final act of kindness to this grand old lady and the Council's assistance in achieving this outcome would be particularly appreciated.

Thank you for considering my application.

Sincerely,



Margaret Wells.

Encl. Attachments 'A' to 'E'  
Heritage Grant Application Form  
Printed deposit slip.

20 Serpentine Valley Road, RD7, Waihao Downs 7977 New Zealand.  
P.O. Box 34, Waimate 7960 New Zealand.  
Telephone: 0011 64 3 689 6405  
Email: busyasabee@waihaodowns.co.nz





(<https://www.bing.com/maps?cp=-44.791456728633875~170.9212896070194&v=17&style=a&FORM=BMLGGL>)

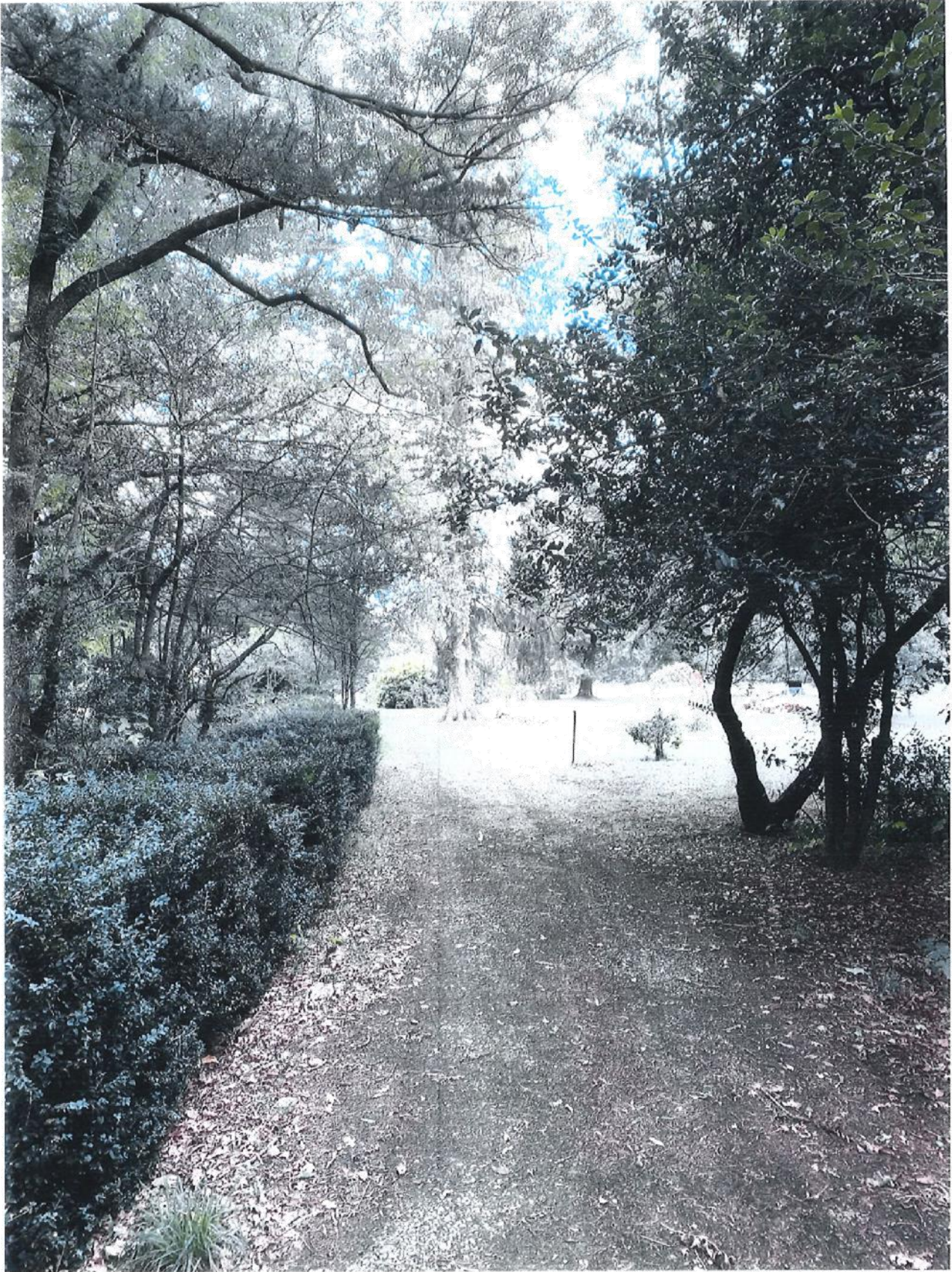
<https://www.bing.com/maps?cp=-44.791456728633875~170.9212896070194&v=17&style=a&FORM=BMLGGL>





Carriageway entrance.

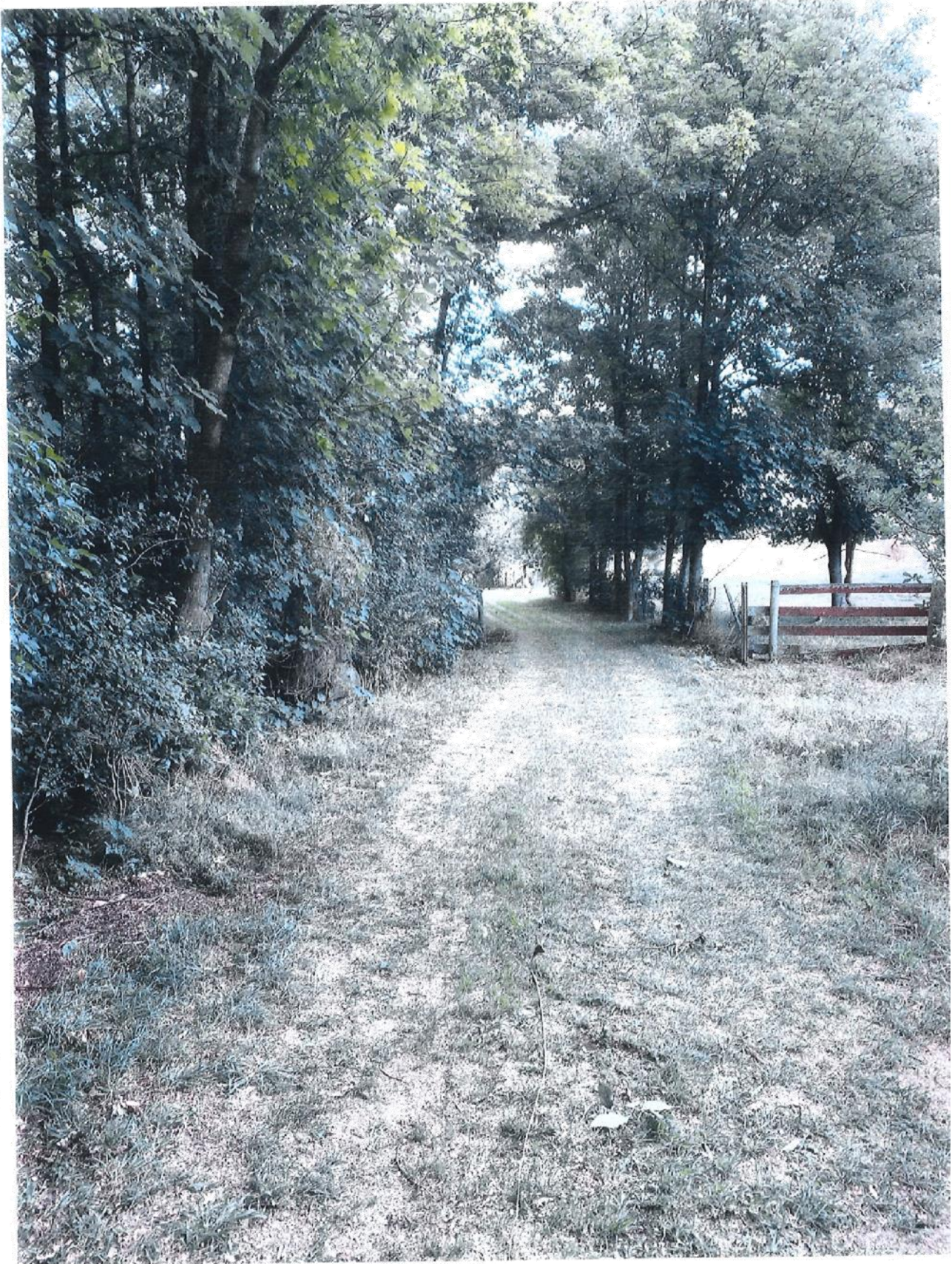




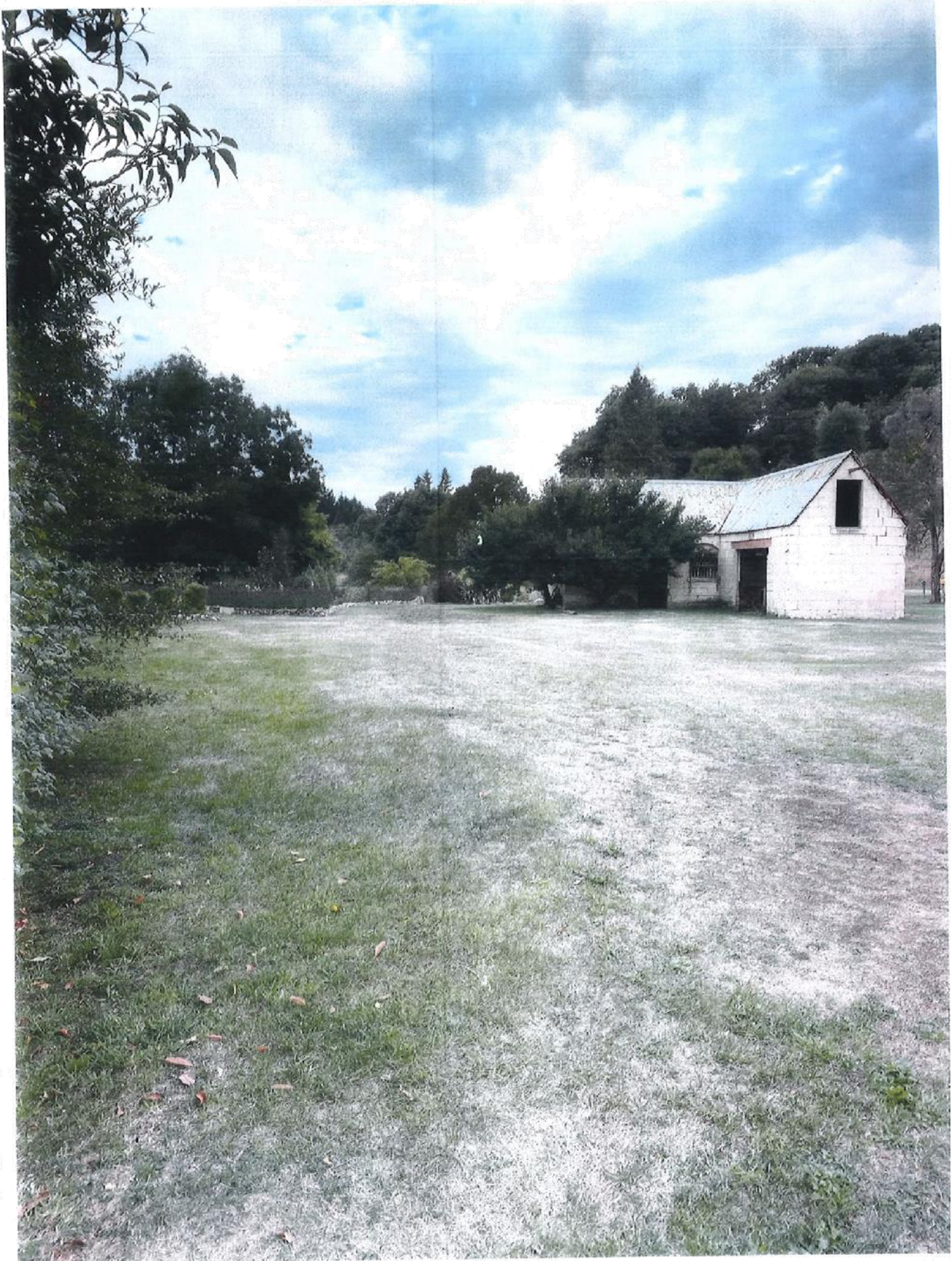






















**TAX INVOICE**

**ANDY'S MINI DIG**

GST: 110 147 295

27 Kennards Road

RD8 Waimate

Phone: 027 430 2804

A/H: 03 689 2797

Quote for Margaret Wills  
20 Serpentine Valley Rd  
Waimate

Ref/Order No.

No. 1200

Refurbishment of existing carrageeway		
length 30 mtrs by 4.0 mtr wide 50mm topping of AP20 approx 68m <sup>3</sup>	\$ 2580	
6 Days Labour Trade Digger Hire @ 450+GST a day	\$ 2700	
Note: Gravel Price may be less worked out at the top end		
<b>BNZ</b> <b>02 0892 0028323 000</b>	<b>TOTAL EX. GST \$</b>	<b>5280</b>
Payment in full is to be made by the 20th day of the following month. Interest at the rate of 2.5% per month on any outstanding balance of this account will be charged after this due date until the account is settled in full. Any legal costs incurred in the recovery of any outstanding balance will also be charged against this account.	<b>GST \$</b>	<b>792</b>
	<b>TOTAL INC. GST \$</b>	<b>6072</b>



Recova Contracting & Excavation

[recova@icloud.com](mailto:recova@icloud.com)  
027-466-3301

Quotation

Margaret Wells

As discussed with you regards to reinstate carriage way , appox 340 metres in length .

clean off tuff and reshape as required to form base of lane way , spread AP20 product to form top capping with crown to prevent puddles or potholes .

60 m3 AP20 @ \$23.50/tonne	\$2350.00
15 machine hrs @ \$140.00	\$2100.00
7 truck hrs on site @ \$110.00	\$770.00
Travel	\$320.00
Float shift machinery to site	\$350.00

Total	\$5690.00 + gst
-------	-----------------

With thanks

Steve



# HERITAGE GRANT CRITERIA AND ELIGIBILITY



## ELIGIBLE PROJECTS

- Archaeological and traditional sites.
- Buildings and sites with Heritage New Zealand classifications and/or listed in the Waimate District Plan.
- Other buildings or sites the Council consider worthy of assistance.
- Notable and heritage trees.

## ELIGIBLE WORK

- In the case of heritage value buildings, preference will be given to assisting with the restoration or strengthening of the structure or fabric.
- In the case of heritage or notable trees, preference will be given to work to enable conservation or protection of the tree/s.
- Recording any aspect of the District's heritage.
- Funding priority will be given to buildings and sites that are in public ownership, eg community enhancement groups, incorporated societies, trusts etc.

## INELIGIBLE APPLICATIONS

- Projects for ordinary maintenance and repair of heritage buildings and sites, with the exception of war memorials.
- Projects for Council owned heritage buildings or heritage sites.
- Ongoing operational costs e.g. office rental, salaries.
- Costs that cannot be verified with appropriate quotes.
- Activities that have already begun and/or been completed (unless of a staged nature).
- Fundraising activities.
- Any other reason the Council considers not appropriate for funding.

## CONDITIONS OF ASSISTANCE

- The projects for which grants are sought **must** be capable of completion within one year of receiving the grant. Refunds **may be** requested if the project is not completed within the one year.
- Applicants will be asked for proof of their project being finalised by completing an **accountability form**.
- Future applications **will not** be considered by Council unless a project accountability form has been completed by the original applicant for previous funding within two months of project completion.
- Applications must include two (2) written quotes.
- Applicants may be requested to supply additional information.

You may also be asked to:

- Agree to registration of the heritage building, tree or site in the Waimate District Plan; and/or
- A Heritage New Zealand Pouhere Taonga Act covenant; and/or
- A QEII National Trust covenant.

## MISCELLANEOUS

- Not more than 50% of the total cost of a project will be granted from the fund, up to a maximum of \$1,000.

## FURTHER INFORMATION

For assistance in applying for a Heritage Grant please contact:

Grant Administrator

Phone: 03 689 7771

Email: [info@waimatedc.govt.nz](mailto:info@waimatedc.govt.nz)

Drop into:

Waimate Information Centre

15 Paul Street

Waimate

Post to:

Waimate District Council

P O Box 122

Waimate 7960



**7.2 RECREATIONAL TRACK GRANT APPLICATION**

**Author:** Di Lowry, Waimate Information & Event Centre Administration Officer

**Authoriser:** Carolyn Johns, Community and Strategy Group Manager

**Attachments:** 1. Southern Canterbury A & P Association [↓](#)   
2. Recreational Track Grant Criteria [↓](#) 

**PURPOSE**

1. To provide the relevant information for the Community Services and Development Committee to consider the attached funding application from the Southern Canterbury A & P Association.

**BACKGROUND**

2. Council acknowledges that the ongoing development of recreational tracks is important for the wellbeing of local residents and an attraction to visitors. The Waimate District Council has therefore agreed to allocate \$20,000 per annum towards a contestable grant to support clubs and/or groups to develop new tracks and maintain/improve existing tracks.
3. Council receive applications on a six monthly basis in February and August each year with \$10,000 available for each round. Applications are to be decided by a Council Committee.
4. The Recreational Track Grant is open for projects including track signage, GIS mapping and/or be for the development of new recreational tracks and/or the improvement of existing tracks and/or maintenance of existing tracks.

**PROPOSAL**

5. Southern Canterbury A & P Association are seeking funding for stage 2 of 3 stages, which involves an extension of the existing Naylor's track. The total cost of the project is \$18,456 excluding GST. The applicant is requesting \$11,000 excluding GST.

**ASSESSMENT OF SIGNIFICANCE**

6. This item is not deemed significant under Council's Significant and Engagement Policy.

**Budget**

7. Community and Strategy Group Manager, Carolyn Johns holds this budget. G/L 111033520.
8. Budget allocation (current year): \$29,913, which includes unspent money carried forward from last year. Round 1 this year allocated \$23,465.84 resulting in available funds for this round of \$6,447.16.

**RECOMMENDATION**

1. That the Recreational Track Grant Application report is received; and
2. That the Community Services and Development Committee consider the funding application for Southern Canterbury A & P Association.

# GRANT APPLICATION



Heritage

☒ Recreational Track

WDC Community

WDC Sports

1. Full name of organisation, group, or individual:

Southern Canterbury A&P Association

2. Address of organisation, group, or individual:

P.O. Box 153  
Waimate

3. Name and address of contact person:

Reto Oswald, secretary/manager

Telephone number: Day 027 523 7878

Night

Email info@scshow.co.nz

4. Are you GST registered?

Yes ☒ Do NOT include GST in your budget\*

No Include GST in your budget

GST number: 106 798 028

5. Objectives of your organisation (use separate sheet if necessary).

The Southern Canterbury A&P Association serves as an agricultural provider offering South Canterbury producers and agricultural leaders opportunities to exhibit current practices and new technology and to provide a showcase of high-quality livestock, agricultural products, and industry displays. The Association also offers ground facilities to a wide variety of groups such as Pony Club, SCNO Showjumping, March Hare Rally, Rodeo Club, SCNO Dressage, Dog Collective, Poultry and Pigeon Club Black and white Sheep Association, Black & White sheep, Whitehorse Equestrian Group, Waimate Dog Kennel Club and Waimate Shears. We also provide services in our multi-use Pavilion to the wider Community such as festivals, weddings, celebrations and public funerals.

6. Describe the project for which you are seeking financial assistance (use separate sheet if necessary).

This application is for for stage 2 of total 3 stages.

For this stage 2 application we have been working together with Waimate Trackways, NZMCA, Dog Collective and Waimate District Council. As per scetch the idea of this walkway is an extension of the existing Naylors track, running trough our showgrounds and eventually connectingy to State Highway 82.

Stage 3 ( from State Highway 82 to Studholme Bush Reserve Carpark) will be undertaken directly by the Waimate District Council and NZTA. By creating this walkway we expect to finish the loop combining Garlands,Naylors, Studholme Reserve & Whitehorse Walkways.

7. Project timeline.

Start date: March/April 2020

Completion date: June 2020

\*If you are GST registered we will contact you for a GST invoice after the grant decision has been made

8. What is your organisation's contribution to the project (please include both financial and volunteer contribution)?
- |  |                 |
|--|-----------------|
| Visibilty study/meetings/ secretary/manager 22@ 28/hour                            | \$ 616          |
| promotion of track by webmaster on social media, website, 8 @ 28/hour              | \$224           |
| 80-100 volunteer hours for exctra fencing & drill posts& shift fencing line UNPAID | \$ NA           |
| 2 yrs track maintenance by groundsman 1.5 hrs p/week=156 hrs @ 24/hour             | \$ 3744         |
| <b>Total own contribution:</b>   | <b>(8) 4584</b> |
9. Please detail all other sources of funding received relevant to this project
- |  |                 |
|--|-----------------|
| Funding allocated from proceedings Winter Fundraiser Hunt Ball | \$ 2872         |
|  | \$              |
|  | \$              |
|  | \$              |
| <b>Total other funding:</b>                                    | <b>(9) 2872</b> |
10. Have you applied to any other organisation for funding for this project?
- | Result date (if known) | Grant                                     | Amount Requested |
|------------------------|---|------------------|
| Work in progress       | future application to other organizations | \$               |
|                        | for any shortfall                         | \$5000           |
|                        |   | \$               |
11. Please detail the complete costs of the project. Please include at least two quotes where relevant. (If you are GST registered do not include the GST.)
- |  |                 |
|--|-----------------|
| Track constructing Stage 2 - walking track from Mount John Rd to State Highway | \$7850          |
| Track Signs  | \$582           |
| Track Safety Speedhumps & Pedestrian Walkway Bollards & Speedsigns             | \$ 5440         |
| Plus items listed in 8   | \$4584          |
|  | \$              |
|  | \$              |
|  | \$              |
| <b>Total project cost:</b>   | <b>18456</b>    |
| <b>Less own contribution:</b>  | <b>(8) 4584</b> |
| <b>Less other funding:</b>   | <b>(9) 2872</b> |
| <b>Total requested from Council:</b>   | <b>11,000</b>   |
12. Has your organisation previously received a grant from Council within the last five (5) years? If so, state years received and amounts.
- | Year     | Grant          | Amount   |
|----------|----------------|----------|
| NOV 2020 | Dog Park grant | \$18,250 |
|          |                | \$       |
|          |                | \$       |
|          |                | \$       |
|          |                | \$       |



13. Who will benefit from the grant to your organisation?

Wider community  
Recreational walkers  
Recreational mountain bikers  
Dog walkers  
NZMCA visitors  
Showground visitors  
Event visitors

**YOUR DECLARATION**

We hereby declare that the information supplied in this application is correct. If the application is successful, we agree to provide an accountability report with receipts (which will be sent to us with our grant) stating that the funding received has been spent on the project/programme/service or activity stated in this application. We also agree to participate in any funding audit of our organisation conducted by Waimate District Council.

We also consent to Waimate District Council collecting, retaining and using the personal contact details of the persons listed in this application. We confirm that we obtained the consent of the persons listed in this application to provide these details and we have the authority to commit the organisation to this application. We acknowledge our right to have access to this information. This consent is given in accordance with the Privacy Act 1993.

Name: Reto Oswald

Signature of applicant:  
*Typing your name is the equivalent of a handwritten signature.*

R Oswald



Position of signatory: secretary/manager

Date: 20 February 2020

**Checklist**

Have you:

- Answered every question?
- Attached at least two quotes where relevant?
- Attached a copy of your most recent reviewed Annual Accounts (not older than 12 months)?
- Attached proof of bank account number (printed/verified deposit slip or bank statement)?
- Attached all other relevant documents?
- Returned your accountability form (if you have previously received a grant)?

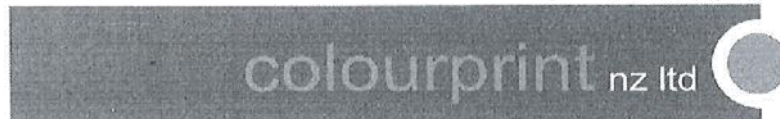
**QUESTIONS AND COMPLETED APPLICATIONS**

Grant Administrator  
Phone: 03 689 7771  
Email: [info@waimatedc.govt.nz](mailto:info@waimatedc.govt.nz)

Drop info:  
Waimate Information Centre  
15 Paul Street  
Waimate

Post to:  
Waimate District Council  
P O Box 122  
Waimate 7960





print • graphic design • signage • advertising



Colourprint NZ Ltd  
24 Queen Street  
Waimate, South Canterbury  
P : (03) 689 1208  
M : 021 130 3779  
E : waimatetrader@gmail.com

Quote

Southern Cant. A&P Assn.  
c/o Reto Oswald  
info@scshow.co.nz

19 February 2020

**Job Title:** Signage - various  
**Description:** Black cut vinyl and printed logo applied to outdoor signboard  
**Finished Size:** 7 @ 300x400  
11 @ 400x600  
3 @ 600x800 (2 with printed map)  
80 x marker post printed/laminated stickers  
**Materials:** Vinyl graphics; 4mm ACM signboard  
**Artwork:** Included  
**Price:** \$1042.00 + gst

Thank you for the opportunity to quote.  
Regards,

A handwritten signature in black ink, appearing to read "Tony Patterson".

Tony Patterson  
Colourprint NZ Ltd.

TERMS AND CONDITIONS

PRICES: are net unless otherwise specified. Terms of payment are 20th of the month following delivery of goods.

ACCEPTANCE: All quotations/estimates are given on the understanding that they are valid for one month from date of issue.

CANCELLATION: An order can not be cancelled after work has been commenced except by mutual arrangement and payment of all liabilities already incurred.

MATERIALS: All rough sketches, original drawings, process film, electronic files and plates prepared by us and used in production remain our property.

E. AND O.E: The company reserves the right to correct any obvious errors in estimating.

EXTRAS: The following items are not provided for in our estimates:

AUTHOR'S CORRECTIONS, i.e. deviations from the original copy or layout. If no layout or specifications are given in writing all alterations of our interpretation of buyer's wishes is to be at the expense of the buyer.

DIGITAL PROOFS: Where digital proofs are required, extra costs may be incurred and will be charged to the customer.

FREIGHT AND INSURANCE: All freight or postage charges for other than local delivery will be charged to the buyer. No consignment will be insured unless specified by the buyer and at customer expense.



12 BARNARD STREET, TIMARU  
03 688 9226  
peter@timarusigns.co.nz

24 2 2020

To: Reto Oswald  
SC A&P ASSOCIATION

From: Peter Taylor

Subject: VARIOUS SIGNS

Quote to supply vaerious signs onto 4mm ACM  
panel - produced from files supplied.  
Sizes - 7 off A3 / 11 off A2 / 3 off A1

Total \$582.40

Plus GST

Yours faithfully  
PETER TAYLOR

f /TIMARUSIGNSGRAPHIX



YES



13 February 2020

Southern canterbury A&P Association  
P.O. Box 153  
Waimate 7960  
Attn. Reto Oswald

Dear Reto

Thank you for the opportunity to provide a quote for your projects coming up in the near future. (Stage 1 - Road & Car park for Dog Park) & (Stage 2 - Walking Track from Mount John Rd to SH82)

We are pleased to provide the following quote:

Note: As we have done a pre quote site visit to establish the availability of on site gravels this quote is based on the use of that material to form all of the sub grade gravel fill for these projects.

**Scope of works Stage 2**

Construct a walking 1.5m walking track from Mount John Rd to SH82 Construction depth of 200mm on site gravel & 50mm imported AP20 shingle. Supply & install 3x mountain bike gates ( As per emailed plan dated 10 Feb 2020)

For the sum of **\$7,850.00** excluding GST.

**Not included in these quotes:**

Any outside the scope of works on each project

Mark Haywood

Operations Manager – Leathwick Contracting

Waimate

027 548 7021

NO

# James Davis

*Contracting Ltd Waimate*



RD7, Serpentine Valley Road, Waimate  
027 2280584

19<sup>th</sup> February 2020

**Quote: Walkway Stage 2**

Stage Two (Green, Pink, Black, Gates)	\$14,385.00
---------------------------------------	-------------

*All Prices are excluding GST.*

Many thanks

James Davis

*Not included in the price are the following:*

- Location of any underground services, and any extra costs involved in changes or alterations to the system as a result of them.
- Any removal or reinstatement of fencing
- Any removal of obstacles
- Clearing of trees and scrub
- Any extra material required



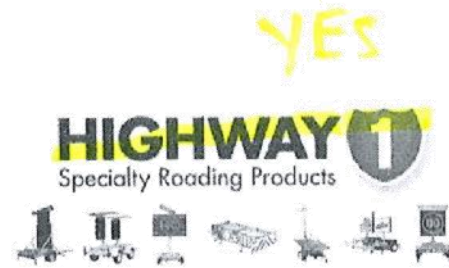
## QUOTE

SQ-00001464

Quote Date: 20/02/2020  
Quote Expiry Date: 20/03/2020  
Salesperson: Lawrie Timpson  
Warehouse: South Island

Attention:

Southern Canterbury A&P Association









### North Island

59B Ash Road  
Wiri  
Auckland  
09 260 4810

### South Island

18/1 Vulcan Place  
Middleton  
Christchurch  
03 741 1543

Highway 1 would like to thank you for the opportunity to price the products listed below. We are excited & look forward to working with you and your organisation in the very near future.

	Code	Description	Qty	Price	Discounted price	Total
	4528-RS1A-020	Speed Restrictions 20km - Level 1 750x750mm - HIP White	6.00	59.95	59.95	359.70
	4902	Level 1 Bases	6.00	45.00	45.00	270.00
	5115	Flexipost 900mm (yellow)	55.00	59.95	59.95	3,297.25
	5002-Y	Speed Hump 50mm Mid Section - Heavy Duty (yellow-mid- section)	27.00	49.95	49.95	1,348.65
	6103-W	Permanent Line Marking Paint (white)	4.00	22.50	22.50	90.00
	9013	Nationwide Freight	1.00	75.00	75.00	75.00

Comments

**Sub Total** 5,440.60

### Quote Terms :

1. Delivery times may vary and will be confirmed on receipt
2. Signs allow 3 to 5 days for production on confirmation unless other wise stated
3. Freight charges may apply unless other wise stated
4. Confirmed orders will be subject to our standard Terms and Conditions of Sale.  
CASH SALES must be paid prior to manufacture/supply.

**Tax Total** 816.10  
**Total** 6,256.70



Dexters NZ Ltd  
Phone: (09) 275 5580 | Email: [sales@dexters.co.nz](mailto:sales@dexters.co.nz) | Web: [www.dexters.co.nz](http://www.dexters.co.nz)

**No**  
**Quotation**  
SCQ139560-00

Date: 19/2/2020  
Page 1 of 3

A quotation prepared for **Reto Oswald of Southern Canterbury A&P Association**

**Bill To:**

Southern Canterbury A&P Association  
P.O. Box 153  
Waimate  
7960  
New Zealand

**Deliver To:**

Southern Canterbury A&P Association  
P.O. Box 153  
Waimate  
7960  
New Zealand

**Quotation Details:**

**Sales Person:** Jonny Hart  
**Contact:** Reto Oswald  
**Phone:**  
**Email:**  
[info@scshow.co.nz](mailto:info@scshow.co.nz)

**Quotation Items**

**PVC Sign, 480 x 480mm, Speed limit "15"**

Printed rigid PVC sign  
Has 4 holes in corner for attaching to wall  
Can be attached with double sided tape

Model Code: 41481080  
Qty: 6  
Unit Price: \$95.00  
Total: \$570.00 + GST





## Quotation

SCQ139560-00

Dexters NZ Ltd  
Phone: (09) 275 5580 | Email: sales@dexters.co.nz | Web: www.dexters.co.nz

Date: 19/2/2020  
Page 2 of 3

### Quotation Items

#### Flexi Bollard 2 Piece, 930mm high, 200mm base, orange

##### \*DISCOUNT APPLIED\*

Two piece highly visible flexible bollard  
Made from Polyurethane to provide high elongation and tensile properties for superior resistance to tearing and puncture  
Clover leaf design for superior rebound performance  
Quick installation  
Available in two different colours: yellow or orange

##### Specifications:

Total Height: 930mm  
Base Diameter: 200mm  
Colour: Orange

Model Code: 43421001

Qty: 55

Unit Price: \$135.85

Total: \$7,471.75 + GST



#### Speed Hump, rubber, 75mm high, 500W x 550D, colour: yellow

##### \*DISCOUNT APPLIED\*

Made of reinforced solid rubber  
Durable and long lasting, and will not warp, crack, chip or rot  
Easy to install  
White arrow reflector for added visibility

-Fixings not included

##### Specifications:

Height: 75mm  
Width: 500mm (side to side)  
Depth: 550mm (front to back)  
No. Of Fixing Holes: 4  
Colour: yellow  
Unit Weight: 14kg

Model Code: 54631024

Qty: 27

Unit Price: \$46.55

Total: \$1,256.85 + GST



Page 2 of 3



## Quotation

SCQ139560-00

Dexters NZ Ltd

Phone: (09) 275 5580 | Email: sales@dexters.co.nz | Web: www.dexters.co.nz

Date: 19/2/2020

Page 3 of 3

### Quotation Items

### Outgoing Freight

Model Code: **FREIGHT**

Qty: 1

Unit Price: \$65.00

Total: \$65.00 + GST

Quotation Expiry Date: 19/3/2020

Payment Terms: Prior Payment

Estimated Delivery Time: 3-6 Business Days

All prices are in NZD.

Quote Subtotal \$9,363.60

GST Total (15%) \$1,404.54

Total Incl. GST \$10,768.14

*Terms and conditions: Freight (if not quoted) may be added to the final pricing. Pricing is subject to change without notice. Dexters standard Sale Terms & Conditions apply to all goods offered in this quotation of which a copy is available on request. If you have any questions please don't hesitate to call us and reference your quotation number SCQ139560.*





## Proposal to Partner with Waimate Trackways to create extension of Naylors Track to State Highway 83 via new Dog Park

Southern Canterbury A&P Association is pleased to announce that it has partnered with Waimate Trackways to extend a track from Naylors Track (queen street entrance) via the newly established Dog park to State Highway 83.

It is our understanding that the Waimate District Council and NZTA will take over from that point and continue the track along the Highway 83 all the way to the Studholmes Bush Carpark.

The proposed track partnership has been well received by the presidents of the A&P Association Tim Mehrtens, WDC Dan Mitchell, NZMCA Park Advisory Board and Waimate Trackway's Glenda Begg. We thank all the parties for their assistance to accomplish the dream to connect Naylors Track through to Studholme Bush Reserve carpark.

We expect that the grant applied for the new walkway through the showgrounds will use about 60% of the allocated budget for shingle and trackwork, the rest will be for safety hardware, signage and various public access gates. The track would initially follow a few hundred meters of what the A&P Association considers their existing tracks, referred to as the 'ring track'. There will be some speed humps installed on the existing tracks as well as a 15 km zone with designated signs. This way we can share this part of this existing track with walkers, bikers and motorized showground visitors.

The proposed walking track would be a great asset for the public of Waimate, and visitors, for them to explore the trackways in our district as well as people visiting the Dog park.

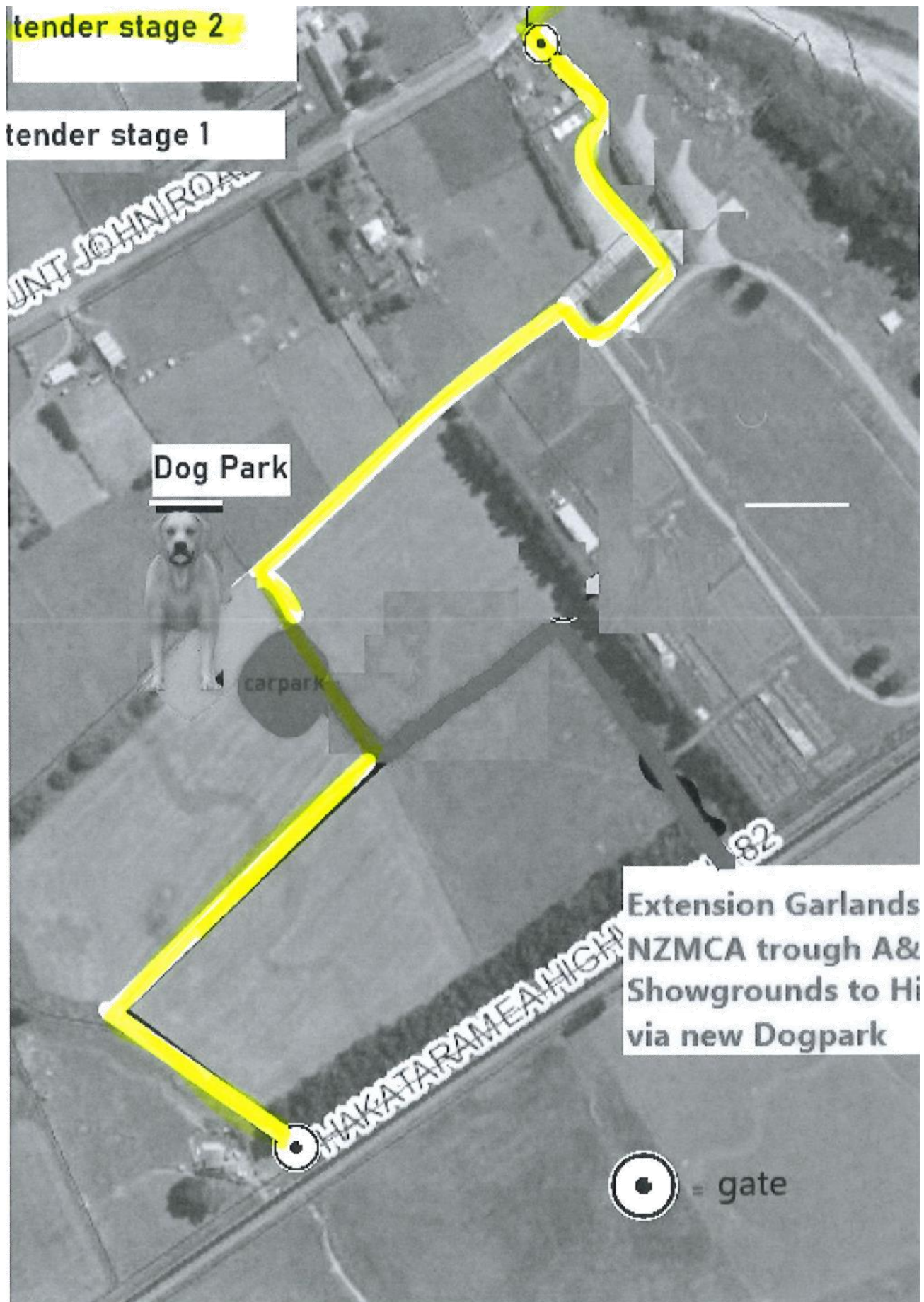
The Dog Collective group is also very excited with the track proposal as it would connect the new dog park with walkers as well as motorized visitors. The new close partnership with Waimate Trackways strengthens Southern Canterbury's A&P Association long term vision to open showgrounds for more public use. It could be a 'Win - Win' undertaking for all involved.

Our Association hopes that this partnership can be achieved after a successful allocation from the February 2020 District's Recreational Track Grant.

For additional information please contact me anytime under [info@scshow.co.nz](mailto:info@scshow.co.nz) or mobile 027 523 7878.

A handwritten signature in blue ink, appearing to read "Reto Oswald".

Reto Oswald  
Secretary/manager  
Southern Canterbury A&P Association



WAIMATE ACCOUNTANTS  
• LIMITED •

**Southern Canterbury Agricultural & Pastoral Association  
Incorporated**  
**Performance Report**  
**For the Year Ended 31 March 2019**

WAIMATE ACCOUNTANTS  
LIMITED

**Southern Canterbury Agricultural & Pastoral Association  
Incorporated  
Performance Report  
For the Year Ended 31 March 2019**

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WAIMATE ACCOUNTANTS  
LIMITED

**Southern Canterbury Agricultural & Pastoral Association  
Incorporated  
Compilation Report  
For the Year Ended 31 March 2019**

Compilation Report to the Committee Members of Southern Canterbury Agricultural & Pastoral Association Incorporated.

**Scope**

On the basis of information you provided we have compiled, in accordance with Service Engagement Standard No. 2: Compilation of Financial Information, the Performance Report of Southern Canterbury Agricultural & Pastoral Association Incorporated for the year ended 31 March 2019.

The Performance Report and associated financial reports have been prepared in accordance with the accounting policies as detailed in the Statement of Accounting Policies report.

**Responsibilities**

You are solely responsible for the information contained in the Performance Report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose for which the associated financial reports were prepared.

The Performance Report and associated financial and non-financial reports were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the Performance Report.

**Reporting Framework**

The accounting policies adopted are in conformity with generally accepted accounting practice (GAAP) in that they comply with the Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) standards issued by the New Zealand Accounting Standards Board.

**Disclaimer**

We have compiled the financial information based on information provided to us which has not been subject to an audit or review engagement. Accordingly, neither we, nor any of our employees accept any responsibility for the reliability, accuracy or completeness of the compiled financial information nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on the compiled financial information.

**Waimate Accountants Limited**  
52 Queen Street  
Waimate, 7924

19 July 2019



WAIMATE ACCOUNTANTS  
- LIMITED -

## Southern Canterbury Agricultural & Pastoral Association Incorporated

### Entity Information

For the Year Ended 31 March 2019

#### Legal Information

Legal name of entity: Southern Canterbury Agricultural And  
Pastoral Association Incorporated  
Type of entity: Association  
Legal basis of entity: Registered Charity  
Charities registration number: CC46863

#### Entity's purpose or mission

To encourage an awareness of agriculture by holding an annual agricultural show as well as through other activities. To promote and enrich the quality of life of people in our community.

#### Entity structure

There shall be an annual meeting of the Association held no later than 31st August. Twelve members shall form a quorum. Candidates for election to president, vice president, junior vice president, honorary treasurer and of the elected members of the community may be nominated up to 14 clear days immediately preceding the AGM.

#### Main sources of the entity's cash and resources

The entities activities main funding sources are from revenue of investments, hire of showgrounds, baleage income from paddocks and running two A&P shows yearly. Administration costs are met by revenue from above income.

#### Main methods used to raise funds

Show entries, gate receipts, trade space and sponsorship as detailed.

#### Reliance on volunteers and donated goods or services

Our Association relies on our skilled volunteers to donate time and expertise in many essential roles to organise our A&P fairs, such as course designer, animal convenors and general handywork/ maintenance during the show days

#### Contact type

Physical Address  
Postal Address:  
Phone/Fax:  
Email/Website:

#### Details

26 Hakataramea Highway, Waimate 7977  
P.O. Box 153, Waimate 7960  
027 523 78 78  
info@scshow.co.nz / www.scshow.co.nz

#### Date Of Incorporation

20/01/2011

#### Officers/Committee Members

President James Davis  
Secretary Reto Oswald

*This report forms part of the performance report. The performance report and associated financial and non-financial reports have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report.*

- 2 -

WAIMATE ACCOUNTANTS  
- LIMITED -

**Southern Canterbury Agricultural & Pastoral Association  
Incorporated**  
**Entity Information**  
**For the Year Ended 31 March 2019**

---

**Accountants**

Waimate Accountants  
Limited  
52 Queen Street  
Waimate, 7924

*This report forms part of the performance report. The performance report and associated financial and non-financial reports have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report.*

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WAIMATE ACCOUNTANTS  
LIMITED

## Southern Canterbury Agricultural & Pastoral Association Incorporated

### Statement of Service Performance For the Year Ended 31 March 2019

#### Outcomes

The Southern Canterbury A&P Association serves as an agricultural classroom offering South Canterbury producers and agricultural leaders opportunities to exhibit current practices and new technology and to provide a showcase of high-quality livestock, agricultural products, and industry displays. The show also offers a wide variety of entertainment and fosters pride in South Canterbury's agricultural heritage. The Southern Canterbury A&P show provides a safe environment where knowledgeable producers, teachers and agricultural leaders can offer encouragement and recognition as they participate in competitions at our A&P show. The Southern Canterbury A&P provides a setting for regional producers, agricultural leaders, farm leaders and farm families to engage consumers in order to increase their awareness of our strong agricultural heritage. The show fosters a better understanding of the important role of the South Canterbury farm families and the agricultural community in assuring a healthy and prosperous future for all South Canterbury citizens.

Outputs and measures	Actual this year	Actual last year
South Canterbury A&P Horse show entries	465	480
Show Contributions of volunteers in terms of hours for show	185	210
South Canterbury A&P Show general admission	1850	1700
Show contribution of volunteers in days	47	55

#### Additional information

Both show results were in line with our expectations of attendance. We had a fantastic turnout for our first Horse jumping show (Oct 2018) but unfortunately the price put a burden on our financial income, and we suffered a disappointing loss of \$4,364. The November A&P Show also (again) suffered loss of \$7,059. The loss was reduced by 52% compared to last year (cancelled show 2017). Break-even point at the November A&P Show was again not achieved due to several reasons, such as economic & demographic conditions and several other shows clashing on same day. As the November show losses are continuing, it was decided by the committee that a show date change would be beneficial. The RAS therefore approved that the Southern Canterbury A&P show will run from 2020 onwards exactly one week prior to Christchurch show. We hope this will improve the attendance and overall aspect of the show.

*This report forms part of the performance report. The performance report and associated financial and non-financial reports have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report.*

WAIMATE ACCOUNTANTS  
LIMITED

**Southern Canterbury Agricultural & Pastoral Association  
Incorporated**  
**Statement of Financial Performance**  
**For the Year Ended 31 March 2019**

	<i>Note</i>	<b>2019</b> \$	<b>2018</b> \$
<b>Revenue</b>			
Fundraising, grants and donations	1.1	56,259	211,308
Fees, subscriptions and other revenue from members	1.2	1,544	2,483
Revenue from providing goods or services	1.3	56,270	29,956
Interest, dividends and other investment revenue	1.4	42,170	32,110
Other revenue	1.5	-	4,203
<b>Total Revenue</b>		<b>156,243</b>	<b>280,060</b>
<b>Expenses</b>			
Fundraising and promotion expenses	2.1	49,471	55,366
Volunteer and employee related costs	2.2	57,748	54,106
Administration and overhead costs	2.3	44,021	52,837
Grants and donations made	2.4	4,340	14,210
Other expenses	2.5	22,641	20,787
<b>Total Expenses</b>		<b>178,221</b>	<b>197,306</b>
<b>(Deficit)/Surplus</b>		<b>(21,978)</b>	<b>82,754</b>

*This report forms part of the performance report. The performance report and associated financial and non-financial reports have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report.*

WAIMATE ACCOUNTANTS  
LIMITED

**Southern Canterbury Agricultural & Pastoral Association  
Incorporated**  
**Statement of Financial Position**  
**As at 31 March 2019**

	Note	2019 \$	2018 \$
<b>Assets</b>			
<b>Current Assets</b>			
Bank accounts and cash	3.1	670,895	40,382
Debtors and prepayments	3.2	11,258	11,558
Inventory	3.3	-	9,200
<b>Total Current Assets</b>		<b>682,153</b>	<b>61,140</b>
<b>Non-Current Assets</b>			
Property, plant and equipment	4.	1,446,314	1,435,291
Investments	3.4	75,000	728,000
<b>Total Non-Current Assets</b>		<b>1,521,314</b>	<b>2,163,291</b>
<b>Total Assets</b>		<b>2,203,467</b>	<b>2,224,431</b>
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Creditors and accrued expenses	3.5	8,700	7,686
<b>Total Liabilities</b>		<b>8,700</b>	<b>7,686</b>
<b>Net Assets</b>		<b>2,194,767</b>	<b>2,216,745</b>
<b>Accumulated Funds</b>			
Capital		1,970,354	1,970,354
Accumulated surplus/(deficit)		149,413	171,391
Reserves	5.1	75,000	75,000
<b>Total Accumulated Funds</b>	5.	<b>2,194,767</b>	<b>2,216,745</b>

For and on behalf of the Society

James Davis  
President

Dated this 30 day of 7 2019

*This report forms part of the performance report. The performance report and associated financial and non-financial reports have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report.*



WAIMATE ACCOUNTANTS  
LIMITED

**Southern Canterbury Agricultural & Pastoral Association  
Incorporated**  
**Statement of Cash Flows**  
**For the Year Ended 31 March 2019**

	2019 \$	2018 \$
<b><u>Cash flows from operating activities</u></b>		
<b>Cash Was Received From:</b>		
Donations, grants, fundraising and other similar receipts	47,210	206,835
Fees, subscriptions and other receipts from members	1,544	2,483
Receipts from providing goods or services	56,270	33,419
Interest, dividends and other investment receipts	44,076	45,973
Net G.S.T. received	1,131	8,654
	<b>150,231</b>	<b>297,364</b>
<b>Cash Was Applied To:</b>		
Payments to suppliers and employees	141,149	174,120
Grants and donations made	4,340	14,210
	<b>145,489</b>	<b>188,330</b>
<b>Net cash flows from operating activities</b>	<b>4,742</b>	<b>109,034</b>
<b><u>Cash flows from investing and financing activities</u></b>		
<b>Cash Was Received From:</b>		
Receipts from the sale of investments	653,000	250,000
<b>Cash Was Applied To:</b>		
Payments to acquire property, plant and equipment	27,229	366,843
<b>Net cash flows from investing and financing activities</b>	<b>625,771</b>	<b>(116,843)</b>
<b>Net increase in cash</b>	<b>630,513</b>	<b>(7,809)</b>
<b><u>Reconciliation</u></b>		
Opening cash	40,382	48,191
Increase/(decrease) in bank accounts and cash	630,513	(7,809)
<b>Closing Cash</b>	<b>670,895</b>	<b>40,382</b>
<i>This is represented by:</i>		
<b>Bank Accounts And Cash At 31 March 2019</b>	<b>670,895</b>	<b>40,382</b>

*This report forms part of the performance report. The performance report and associated financial and non-financial reports have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report.*

WAIMATE ACCOUNTANTS

**Southern Canterbury Agricultural & Pastoral Association  
Incorporated**  
**Fixed Assets and Depreciation Schedule  
For the Year Ended 31 March 2019**

Asset	Cost Price	Book Value 01/04/18	Additions Disposals	Gain/Loss on Disposal	Capital Profit	Mth	Depreciation Rate	Depreciation \$	Accum Deprec 31/03/19	Book Value 31/03/19
<b>Assets</b>										
<b>Buildings &amp; Yards</b>										
Buildings	4,080					12	2.0% SL%		4,080	0
Measuring Shed	4,402	3,749				12	2.0% SL%	88	741	3,661
Toilets	7,725	4,317				12	2.0% SL%	155	3,563	4,162
Home Industries Pavilion	16,981	9,140				12	1.0% SL%	170	8,011	8,970
Sheep Pavilion	3,069	677				12	1.0% SL%	31	2,423	646
Covered Yards	18,181	9,044				12	5.0% SL%	909	10,046	8,135
Power System	20,100	3,223				12	7.5% DV	242	17,119	2,981
Water System	1,775	413				12	7.5% DV	31	1,393	382
Yards & Pens	14,602					12	5.0% SL%		14,602	0
Horse & Pony Yards	6,390	2,070				12	5.0% SL%	320	4,640	1,750
Open Horse Yards	1,739	1,029				12	5.0% SL%	87	797	942
Home Industries Shed	29,412	25,296				12	2.0% SL%	588	4,704	24,708
Extension						12	2.0% SL%	526	3,770	22,515
Alpine Shed	26,285	23,041				12	5.0% SL%	671	4,306	9,119
Horse & Pony Yards (2012)	13,425	9,790				12	7.5% DV	653	4,144	8,051
Power System	12,195	8,704				12	5.0% SL%	90	413	1,385
Benches & Seating	1,798	1,475				12	5.0% SL%	324	1,485	5,003
Ring/Track	6,488	5,327				12	2.0% SL%	1,395	6,161	63,583
Sewerage Scheme	69,744	64,978				12	2.0% SL%			
Development						12	2.0% SL%	56	224	2,556
Sewerage Scheme (2016)	2,780	2,612				12	5.0% SL%	499	2,162	7,813
Horse Wash Bay	9,975	8,312				12	7.5% DV	84	306	1,032
Irrigation System	1,338	1,116				12	5.0% SL%	254	550	4,521
Horse Yards (2017)	5,071	4,775				12	1.0% SL%	5,909	10,833	580,036
Pavilion	590,869	585,945				1	--			25,730
Pavilion Additions			25,730							
<b>Sub-Total</b>	<b>868,424</b>	<b>775,033</b>	<b>25,730</b>					<b>13,082</b>	<b>106,473</b>	<b>787,681</b>
<b>Furniture &amp; Fittings</b>										
Desks	40	12				12	10.0% DV	1	29	11
Seats	100	21				12	10.0% DV	2	81	19
Super Heat Boiler	1,091	409				12	10.0% DV	41	723	368
Floor Mats - Pavilion	910	857				12	10.0% DV	86	139	771
<b>Sub-Total</b>	<b>2,141</b>	<b>1,299</b>	<b>0</b>					<b>130</b>	<b>972</b>	<b>1,169</b>
<b>Land</b>										
Showgrounds Block	270,000	270,000				12	--			270,000
Revaluation (2015)	10,000	10,000								10,000
Revaluation (2016)	20,000	20,000								20,000
Car Park Block	270,000	270,000				12	--			270,000
Revaluation (2015)	10,000	10,000								10,000
Revaluation (2016)	30,000	30,000								30,000
Mount John Road Block	16,000	16,000				12	--			16,000
Revaluation (2015)	3,000	3,000								3,000
Revaluation (2016)	2,000	2,000								2,000
<b>Sub-Total</b>	<b>631,000</b>	<b>631,000</b>	<b>0</b>							<b>631,000</b>
<b>Plant &amp; Equipment</b>										
Gate Sign	1,105	272				12	10.0% DV	27	860	245
Main Road Sign	370	91				12	10.0% DV	9	288	82
Portable Sign	1,325	391				12	10.0% DV	39	973	352
Wool Stands	3,525	874				12	10.0% DV	87	2,738	787
Metcalf Measuring Stand	750	236				12	10.0% DV	24	538	212
Storage Container	2,500	691				12	10.0% DV	69	1,878	622
Computer Software	1,700	19				12	30.0% DV	6	1,687	13
Computer	1,037	10				12	50.0% DV	5	1,032	5
Tables- Home Ind Display	4,647	2,345				12	10.0% DV	235	2,537	2,110
Computer & Printer	1,063	14				12	50.0% DV	7	1,056	7
Tractor - Ford 6600	8,000	4,449				12	10.0% DV	445	3,996	4,004
Mower - Fieldmaster	10,626	5,908				12	10.0% DV	591	5,309	5,317
Loader for Ford 6600	2,500	1,414				12	10.0% DV	141	1,227	1,273
Computer - Secretary	582	51				12	50.0% DV	26	557	25
Computer - Manager	782	93				12	50.0% DV	47	736	46
Wire Horse Jumps	1,030	896				12	10.0% DV	90	224	806
Speaker & Stand	559	486				12	10.0% DV	49	122	437

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WAIMATE ACCOUNTANTS  
LIMITED

# **Southern Canterbury Agricultural & Pastoral Association Incorporated**

## **Fixed Assets and Depreciation Schedule For the Year Ended 31 March 2019**

Asset	Cost Price	Book Value 01/04/18	Additions Disposals	Gain/Loss on Disposal	Capital Profit	-- Depreciation -- Mth Rate \$	Accum Deprec 31/03/19	Book Value 31/03/19
Community Wireless WiFi Hardware	1,300	1,160				12 10.0% DV 116	256	1,044
Cleaning Machine - Pavilion Computer	9,089	8,559	1,499			12 10.0% DV 856 2 50.0% DV 125	1,386 125	7,703 1,374
<b>Sub-Total</b>	<b>52,490</b>	<b>27,959</b>	<b>1,499</b>			<b>2,994</b>	<b>27,525</b>	<b>26,464</b>
<b>Total</b>	<b>1,554,055</b>	<b>1,435,291</b>	<b>27,229</b>			<b>16,206</b>	<b>134,970</b>	<b>1,446,314</b>

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WAIMATE ACCOUNTANTS  
LIMITED

## **Southern Canterbury Agricultural & Pastoral Association Incorporated**

### **Statement of Accounting Policies For the Year Ended 31 March 2019**

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#### **Basis Of Preparation**

Southern Canterbury Agricultural & Pastoral Association Incorporated has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that Southern Canterbury Agricultural & Pastoral Association Incorporated will continue to operate in the foreseeable future.

#### **Goods And Services Tax**

Southern Canterbury Agricultural & Pastoral Association Incorporated is registered for GST and the amounts recorded in the Performance Report are exclusive of GST, with the exception of debtors and creditors.

#### **Income Tax**

Southern Canterbury Agricultural & Pastoral Association Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

#### **Bank Accounts And Cash**

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

#### **Land Valuation**

Land has been revalued to its rateable value as determined by Quotable Value NZ.

#### **Changes In Accounting Policies**

There have been no changes in accounting policies during the financial year.

*These policies form part of the performance report. The performance report and associated financial statements have not been subject to audit or review, and should be read in conjunction with the attached Compilation Report.*



WAIMATE ACCOUNTANTS

# **Southern Canterbury Agricultural & Pastoral Association Incorporated**

## **Notes to the Performance Report For the Year Ended 31 March 2019**

<b>1. Analysis of revenue</b>	<b>2019</b>	<b>2018</b>
	<b>\$</b>	<b>\$</b>
<b>1.1 Revenue from fundraising, grants and donations</b>		
<b>Fundraising Revenue</b>		
Gate Receipts	3,294	6,621
Sponsorship	991	101,179
Ticket Sales	-	20,684
Tickets Sales - Assado	17,369	7,722
Wool Fleeces	46	353
Show Entries	25,766	23,147
	<b>47,466</b>	<b>159,706</b>
<b>Revenue From Grants And Donations</b>		
General Donations	4,585	2,720
Assado Fundraiser Donations	3,069	48,008
Show Donations	1,139	874
	<b>8,793</b>	<b>51,602</b>
<b>Total - Fundraising, Grants And Donations</b>	<b>56,259</b>	<b>211,308</b>
<b>1.2 Fees, subscriptions and other income from members</b>		
Fees and subscriptions from members	1,544	2,483
<b>Total Fees, Subscriptions And Other Income From Members</b>	<b>1,544</b>	<b>2,483</b>
<b>1.3 Revenue from providing goods or services</b>		
Balage Profit	11,506	911
Horse Measuring	4,959	4,558
Lease and rental income - commercial	14,635	4,031
Usage of Showgrounds	25,170	20,456
<b>Total Revenue From Providing Goods Or Services</b>	<b>56,270</b>	<b>29,956</b>
<b>1.4 Interest, dividends and other investments revenue</b>		
Other Interest	42,170	32,110
<b>Total Interest, Dividends And Other Investments Revenue</b>	<b>42,170</b>	<b>32,110</b>

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WAIMATE ACCOUNTANTS  
LIMITED

**Southern Canterbury Agricultural & Pastoral Association  
Incorporated**

**Notes to the Performance Report  
For the Year Ended 31 March 2019**

**1.5 Other revenue**

Insurance pay-outs received	-	4,203
<b>Total Other Revenue</b>	<b>-</b>	<b>4,203</b>

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WAIMATE ACCOUNTANTS

## Southern Canterbury Agricultural & Pastoral Association Incorporated

### Notes to the Performance Report For the Year Ended 31 March 2019

2. Analysis of expenses	2019 \$	2018 \$
<b>2.1 Fundraising and promotion expenses</b>		
Advertising	2,451	5,347
Ambulance	1,125	-
Assado Fundraising	9,207	9,023
Catering	3,096	3,138
Catalogues	-	226
Course Design	-	1,000
Entertainment	2,442	5,742
Equipment Hire	1,315	978
Food & Alcohol	632	168
Gate Keeping	362	661
Judges	1,553	1,803
Organising Levies	2,696	2,820
Prize Money & Prizes	19,957	16,798
Speaker System	1,130	1,950
Subscriptions & Levies	943	586
Trophies & Ribbons	2,562	5,126
<b>Total Fundraising And Promotion Expenses</b>	<b>49,471</b>	<b>55,366</b>
<b>2.2 Volunteer and employee related costs</b>		
Manager's Salary	40,353	38,750
Secretary's Salary	5,250	6,693
Grounds Salary	5,685	8,663
Pavilion Salary	6,460	-
<b>Total Volunteer And Employee Related Costs</b>	<b>57,748</b>	<b>54,106</b>
<b>2.3 Administration and overhead costs</b>		
Bank Charges	193	149
Cleaning & laundry	6,355	3,973
Conference	240	-
General	911	809
Horse Measuring	2,475	1,655
Insurance	6,791	5,603
Computer Software	1,319	1,442
Minor Plant Purchases	420	380
Electricity, Gas & Diesel	3,440	2,394
Printing, Postage & Stationery	2,289	2,256
Rates	2,504	4,518
Repairs & Maintenance	13,187	25,405
Rubbish removal	1,624	1,508
Telephone & Internet	1,574	1,127
Travel	699	1,618
<b>Total Administration And Overhead Costs</b>	<b>44,021</b>	<b>52,837</b>

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WAIMATE ACCOUNTANTS  
- LIMITED -

## Southern Canterbury Agricultural & Pastoral Association Incorporated

### Notes to the Performance Report For the Year Ended 31 March 2019

#### 2.4 Grants and donations made

Grants and donations made	3,740	14,000
Show Donations	600	210
<b>Total Grants And Donations Made</b>	<b>4,340</b>	<b>14,210</b>

#### 2.5 Other expenses

Accountancy	4,382	3,855
Charities Filing Fee	44	44
Committee Function	1,074	1,763
Legal	935	-
Depreciation	16,206	15,125
<b>Total Other Expenses</b>	<b>22,641</b>	<b>20,787</b>

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WAIMATE ACCOUNTANTS

- LIMITED -

## Southern Canterbury Agricultural & Pastoral Association Incorporated

### Notes to the Performance Report For the Year Ended 31 March 2019

3. Analysis of assets and liabilities	2019 \$	2018 \$
3.1 Bank accounts and cash		
BNZ Current Account	25,641	17,107
BNZ Entry Fee Account	279	22,168
BNZ Building Account	64	-
BNZ Savings Account	644,911	1,107
<b>Total Bank Accounts And Cash</b>	<b>670,895</b>	<b>40,382</b>
3.2 Debtors and prepayments		
Receivables - donations, grants and fundraising	7,640	5,234
Receivables - interest, dividend and other investment revenue	165	2,071
GST refunds due from IRD	1,298	2,290
Prepayments	2,155	1,963
<b>Total Debtors And Prepayments</b>	<b>11,258</b>	<b>11,558</b>
3.3 Inventory		
Inventory	-	9,200
<b>Total Inventory</b>	<b>-</b>	<b>9,200</b>
3.4 Investments		
Bnz Term Deposit 02	75,000	75,000
Bnz Term Deposit 03	-	343,000
Bnz Term Deposit 06	-	310,000
<b>Total Investments</b>	<b>75,000</b>	<b>728,000</b>
3.5 Creditors and accrued expenses		
Payables	8,700	7,686
<b>Total Creditors And Accrued Expenses</b>	<b>8,700</b>	<b>7,686</b>

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WAIMATE ACCOUNTANTS  
LIMITED

**Southern Canterbury Agricultural & Pastoral Association Incorporated**  
**Notes to the Performance Report**  
**For the Year Ended 31 March 2019**

4. Property, plant and equipment	Opening Carrying Amount	Purchases	Sales and Disposals	Current year Depreciation /Impairment	Gain/loss On sale	Closing Carrying Amount	Current Valuation
<b>This Year</b>							
Land	631,000	-	-	-	-	631,000	
Buildings & Yards	775,033	25,730	-	(13,082)	-	787,681	
Furniture and fixtures	1,299	-	-	(130)	-	1,169	
Plant and machinery	27,959	1,499	-	(2,994)	-	26,464	
<b>Total</b>	<b>1,435,291</b>	<b>27,229</b>	<b>-</b>	<b>(16,206)</b>	<b>-</b>	<b>1,446,314</b>	
<b>Last Year</b>							
Land	631,000	-	-	-	-	631,000	
Buildings & Yards	270,424	590,869	-	(12,178)	-	775,033	
Furniture and fixtures	1,175	910	-	(101)	-	1,299	
Plant and machinery	40,927	9,089	-	(2,846)	-	27,959	
<b>Total</b>	<b>943,526</b>	<b>600,868</b>	<b>-</b>	<b>(15,125)</b>	<b>-</b>	<b>1,435,291</b>	

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WAIMATE ACCOUNTANTS  
• LIMITED

## Southern Canterbury Agricultural & Pastoral Association Incorporated

### Notes to the Performance Report For the Year Ended 31 March 2019

5. Accumulated funds	Capital Contributions & Distributions	Accumulated Surpluses or Deficits	Reserves	Total
<b>This Year</b>				
Capital - opening balance	1,970,354	171,391	-	2,141,745
Surplus/(deficit) - income allocation account	-	(21,978)	-	(21,978)
<b>Closing Balance</b>	<b>1,970,354</b>	<b>149,413</b>	<b>-</b>	<b>2,119,767</b>
<b>Last Year</b>				
Capital - opening balance	1,970,354	88,637	-	2,058,991
Surplus/(deficit) - income allocation account	-	82,754	-	82,754
<b>Closing Balance</b>	<b>1,970,354</b>	<b>171,391</b>	<b>-</b>	<b>2,141,745</b>
<b>5.1 Name of reserve</b>	<b>Nature and purpose</b>	<b>2019 \$</b>	<b>2018 \$</b>	
Property Revaluation Reserve	Property Revaluation Reserve	75,000	75,000	
<b>Total Reserves</b>	<b>Total Reserves</b>	<b>75,000</b>	<b>75,000</b>	

#### 6. Commitments and contingencies

There are no commitments as at balance date (Last year - \$288,146 relating to Building Project Costs).

There are no contingent liabilities or guarantees as at balance date (Last Year - nil).

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WAIMATE ACCOUNTANTS  
LIMITED

**Southern Canterbury Agricultural & Pastoral Association Incorporated**  
**Notes to the Performance Report**  
**For the Year Ended 31 March 2019**

7. Related party transactions							
Description of the Related party relationship	Description of the transaction (Whether in cash or amount in kind)	This year		Last year		Last year	
		\$ Value of Transactions		\$ Value of Transactions		\$ Amount Outstanding	
James Davis is the President of the Association and is a Director of James Davis Contracting Limited.	James Davis Contracting Limited completed excavation work for the Association's new pavilion car park.	\$10,099		\$14,840		0	
						0	

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WAIMATE ACCOUNTANTS  
LIMITED

**Southern Canterbury Agricultural & Pastoral Association  
Incorporated**

**Notes to the Performance Report  
For the Year Ended 31 March 2019**

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**8. Events after the balance date**

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.

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# RECREATIONAL TRACK GRANT CRITERIA AND ELIGIBILITY



## ABOUT THE GRANT

This was a new grant established in the 2018/19 financial year.

Council acknowledges that the ongoing development of recreational tracks is important for the wellbeing of local residents and an attraction to visitors. Sport and recreation clubs and groups often lead these developments with volunteer input including labour and fundraising. The Waimate District Council has therefore agreed to allocate \$20,000 per annum towards a contestable grant to support clubs and/or groups to develop new tracks and maintain/improve existing tracks. For safety reasons groups may also apply for track signage from this grant.

Council will receive applications on a six monthly basis in February and August each year with \$10,000 available for each round. If funding is not fully allocated during each round it will be carried forward to the next funding round.

## CRITERIA

Applications to the Waimate District Council Recreational Track Grant must:

- Be for projects that take place in the Waimate District
- Be for track signage, GIS mapping and/or
- Be for development of new recreational tracks, and/or
- Improvement of existing tracks, and/or
- Maintenance of existing tracks

If a new track is being developed demonstrate that:

- The new track will be maintained
- The tracks being developed must be publicly accessible
- Identify the community benefit that will result
- Be collaborative in nature and demonstrate community support

## CONDITIONS OF ASSISTANCE

- The projects for which grants are sought **must** be capable of completion within one year of receiving the grant. Refunds **may be** requested if the project is not completed within the one year.
- Applicants will be asked for proof of their project being finalised by completing an **accountability form**.
- Future applications **will not** be considered by Council unless a project accountability form has been completed by the original applicant for previous funding within two months of project completion.
- Applications must include two (2) written quotes.
- Applicants may be requested to supply additional information.



### THE RECREATIONAL TRACK GRANT DOES NOT PROVIDE FUNDING FOR:

- Administration costs
- Salaries
- Ongoing operational costs e.g. office rental
- Costs that cannot be verified with appropriate quotes
- Activities that have already begun and/or been completed (unless of a staged nature)
- Fundraising activities

### FURTHER INFORMATION

For assistance in applying for a Recreational Track Grant please contact:

Grant Administrator  
Phone: 03 689 7771  
Email: [info@waimatedc.govt.nz](mailto:info@waimatedc.govt.nz)

Drop into:  
Waimate Information Centre  
15 Paul Street  
Waimate

Post to:  
Waimate District Council  
P O Box 122  
Waimate 7960

<b>7.3      ANNUAL GRANT PRESENTATION: COMMUNITY LINK - 11.30PM</b>
---

**Author:** Karalyn Reid, Committee Secretary and PA to the Mayor

**Authoriser:** Carolyn Johns, Community and Strategy Group Manager

**Attachments:** Nil

**PURPOSE**

As an annual grant recipient, Community Link Waimate receive a grant of approximately \$16,500.

Community Link Coordinator Jakki Guilford will present to Council the achievements over the past year and plans for the future.

**PUBLIC EXCLUDED**

**8 EXCLUSION OF THE PUBLIC REPORT**

**RESOLUTION TO EXCLUDE THE PUBLIC**

**RECOMMENDATION**

That the public be excluded from the following parts of the proceedings of this meeting.

The general subject matter 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 of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48 for the passing of this resolution</b>
<b>8.1 - Public Excluded minutes of the Community Services and Development Committee Meeting held on 28 January 2020</b>	s6(a) - the making available of the information would be likely to prejudice the maintenance of the law, including the prevention, investigation, and detection of offences, and the right to a fair trial	s48(1)(a)(i) - the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 6 or section 7



**9 RE-ADMITTANCE OF THE PUBLIC REPORT**

**MEETING CLOSURE**