COMMUNITY FUNDING COMMITTEE

AGENDA

Meeting to be held

TUESDAY 5 SEPTEMBER 2017

9.00am

In the Manawatu District Council Manawatu Room, 135 Manchester Street, Feilding

Richard Templer
Chief Executive
MEMBERSHIP

Chairperson
Councillor Hilary Humphrey

Deputy Chairperson
Councillor Alison Short

Members
Councillor Barbara Cameron
Councillor Stuart Campbell
Councillor Shane Casey
Her Worship the Mayor, Helen Worboys
ORDER OF BUSINESS

1. MEETING OPENING

2. APOLOGIES

3. CONFIRMATION OF MINUTES

Draft resolution:

That the minutes of the Community Funding Committee meeting held on 1 August 2017 be adopted as a true and correct record.

4. NOTIFICATION OF LATE ITEMS

Where an item is not on the agenda for a meeting, that item may be dealt with at that meeting if:

4.1 The Council by resolution so decides; and

4.2 The Chairperson explains at the meeting at a time when it is open to the public the reason why the item is not on the agenda and the reason why the discussion of the item cannot be delayed until a subsequent meeting.

5. DECLARATIONS OF CONFLICTS OF INTEREST

Notification from elected members of:

5.1 Any interests that may create a conflict with their role as an elected member relating to the items of business for this meeting; and

5.2 Any interests in items in which they have a direct or indirect pecuniary interest as provided for in the Local Authorities (Members’ Interests) Act 1968

6. PRESENTATIONS

Representatives from the following organisation will be in attendance to speak to their application:

9.00am Autism NZ INC – Manawatu Branch

7. OFFICER REPORTS

7.1 PARTNERSHIP FUND APPLICATION – AUTISM NZ – MANAWATU BRANCH

7.2 PRIVATE CEMETERY FUNDING APPLICATION

7.3 REPRESENTATIVE GRANT APPLICATION – MCKAY, LOGAN

7.4 REPRESENTATIVE GRANT APPLICATION – BOOTH, JACOB

7.5 REPRESENTATIVE GRANT APPLICATION – FAHS FEILDING HIGH SCHOOL – U19 GIRLS RUGBY 7S TEAM

7.6 REPRESENTATIVE GRANT APPLICATION – FAHS FEILDING HIGHSCHOOL – U15 GIRLS RUGBY 7S TEAM

7.7 COMMUNITY FUNDING COMMITTEE MEETINGS

8. CONSIDERATION OF LATE ITEMS
COUNCIL TO RESOLVE:

That the public be excluded from the following parts of the proceedings of this meeting, namely:

a) Confirmation of Public Excluded Minutes

That 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:

<table>
<thead>
<tr>
<th>General subject of each matter to be considered</th>
<th>Reason for passing this resolution in relation to each matter</th>
<th>Grounds under Section 48(1) for the passing of this resolution</th>
</tr>
</thead>
<tbody>
<tr>
<td>a) Confirmation of Minutes re 2017 Community Honours Nominations</td>
<td>Section 7(2)(a) - protect the privacy of natural persons, including that of deceased natural persons</td>
<td>Section 48(1)(a) - the public conduct of the relevant part of the proceedings would be likely to result in a disclosure of information for which good reason for withholding that information would exist, under Section 7 of the Local Government Official Information and Meetings Act 1987.</td>
</tr>
</tbody>
</table>

This resolution is made in reliance on Section 48(1) of the Local Government Official Information and Meetings Act 1987 and the particular interests protected by Section 6 or Section 7 of the Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public as specified above.

10. MEETING CLOSURE
Minutes of a meeting of the Community Funding Committee held on Tuesday 1 August 2017, commencing at 9.02am in the Manawatu District Council Chambers, 135 Manchester Street, Feilding.

PRESENT:  
Cr Hilary Humphrey (Chairperson)  
Cr Alison Short  
Cr Shane Casey  
Cr Barbara Cameron

APOLOGY:  
Cr Stuart Campbell

LEAVE OF ABSENCE:  
Her Worship the Mayor Helen Worboys

IN ATTENDENCE:  
Janine Hawthorn (Community Development Adviser)  
Nichole Ganley (Governance Support Officer)

CFC 17/073 CONFIRMATION OF MINUTES

RESOLVED  
That the minutes of the Community Funding Committee meeting held on 11 July 2017 be adopted as a true and correct record.

Moved by:  Councillor Barbara Cameron  
Seconded by:  Councillor Shane Casey

CARRIED

CFC 17/074 APOLOGIES

RESOLVED  
That the apologies from Councillor Stuart Campbell be accepted.

Moved by:  Councillor Hilary Humphrey  
Seconded by:  Councillor Alison Short

CARRIED

CFC 17/075 NOTIFICATION OF LATE ITEMS

There were no requests for late items.

CFC 17/076 DECLARATIONS OF CONFLICTS OF INTEREST

Councillor Alison Short - 2017 Community Honours Nominations
CFC 17/077 PRESENTATIONS

There were no presentations.

CFC 17/078 REPRESENTATIVE GRANT APPLICATION – PERRETT, CORY

Report of the General Manager – Community and Strategy dated 24 July 2017 presenting for consideration the Representative Grant application received from Corey Perrett who has been selected to represent New Zealand in the U21 Boys’ Team at the Indoor Cricket World Cup being held in Dubai from 16 to 23 September 2017.

RESOLVED

That the Community Funding Committee grants $500 to Corey Perrett who has been selected to represent New Zealand in the U21 Boys’ Team at the Indoor Cricket World Cup being held in Dubai from 16 to 23 September 2017.

Moved by: Councillor Alison Short
Seconded by: Councillor Barbara Cameron
CARRIED

CFC 17/079 REPRESENTATIVE GRANT APPLICATION – FAHS FEILDING HIGH SCHOOL

Report of the General Manager – Community and Strategy dated 24 July 2017 presenting for consideration an application for a Representative Grant received from the FAHS Feilding High School to assist with the costs associated with sending 23 of the High School’s under 15-year-old male rugby players to compete in the Hurricanes under 15’s tournament being held in Lower Hutt from 6 to 9 September 2017.

RESOLVED

That the Community Funding Committee grants $500 to the FAHS Feilding High School to assist with the Transport costs associated with sending 23 of the High School’s under 15 year old male rugby players to compete in the Hurricanes under 15’s tournament being held in Lower Hutt from 6 to 9 September 2017.

Moved by: Councillor Barbara Cameron
Seconded by: Councillor Shane Casey
CARRIED
RESOLVED

That the public be excluded from the following parts of the proceedings of this meeting, namely:

a) 2017 Community Honours Nominations

That 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:

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Moved by: Councillor Hilary Humphrey

Seconded by: Councillor Barbara Cameron

CARRIED

The meeting went into public excluded session at 9.30am and resumed open session at 10.21am. For items CFC 17/081 to CFC 17/082 please refer to public excluded minutes.

CFS 17/083 MEETING CLOSURE

The Chairperson declared the meeting closed at 10.22am

Approved and adopted as a true and correct record:
Community Funding Committee

Meeting of 05 September 2017

Business Unit: Community and Strategy
Date Created: 24 August 2017

Partnership Fund Application - Autism NZ - Manawatu Branch

Purpose

To present for consideration a Partnership Fund application received from the Manawatu Branch of Autism New Zealand seeking financial assistance to deliver their Outreach Services and programme to more areas in the Manawatu.

Significance of Decision

The Council's Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Community Funding Committee considers the Partnership Fund application received from the Manawatu Branch of Autism New Zealand seeking financial assistance to deliver their Outreach Services and programme to more areas in the Manawatu.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

*Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand*

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
<th>Manawatu district develops a broad economic base from its solid foundation in the primary sector.</th>
<th>Manawatu and its people are connected via quality infrastructure and technology.</th>
<th>Manawatu’s built environment is safe, reliable and attractive.</th>
<th>Manawatu District Council is an agile and efficient organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
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</table>

2 Background

2.1 The Manawatu Branch of Autism New Zealand is located in Palmerston North with one part time Outreach Co-ordinator currently employed to cover the Manawatu region.

2.2 The aim of the organisation is to improve the quality of life of those who have Autism and their family/whanau and to help them contribute to their local communities in a positive way. Their support groups provide a safe, supportive and fun environment, for attendees to meet others who are on a similar journey.

3 Discussion and Options considered

3.1 The Manawatu Branch has noted that they have seen an increase in the number of enquiries and referrals that they are receiving for the Manawatu area for their Outreach Services and Training/Education programme with programmes that have previously been run being full.

3.2 There is currently a waiting list for future programmes.

3.3 The organisation has noted that it has received a lot of feedback from individuals and whanau talking about how isolated they have felt. To enable them to address this need, they intend delivering their Outreach Services and programme to more areas in the Manawatu region.

3.4 The organisation is therefore seeking financial assistance to provide a skilled and experienced Outreach Co-ordinator to help and support the many individuals, family, whanau and professionals in the Manawatu region who are living with autism.

3.5 The financial support will enable the organisation’s services and programmes to be more accessible to individuals, whanau and professionals in the Manawatu area which will ensure that they become more independent and engaged adding value to the community.

3.6 It will also raise much needed awareness, assist with reducing stress for whanau, reduce isolation and assist individuals and whanau to navigate the health and disability systems in a more seamless and stress-free manner.
4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 The amount of funding requested is $5,000.00.

5.2 The amount of funding available from the Community Development Fund for 2017/18 is $21,882.57.

6 Statutory Requirements

6.1 There are no statutory requirements relating to this paper.

7 Delegations

7.1 The Community Funding Committee has delegated authority to approve up to $10,000 for Community Development Fund applications.

8 Consultation

8.1 There is no consultation required in relation to this paper.

9 Cultural Considerations

9.1 There are no cultural considerations to be taken into account for this paper.

10 Conclusion

10.1 At the date of writing the report representatives from the Manawatu Branch of Autism New Zealand had been invited to attend the Community Funding Committee meeting to speak further to their application, but they had not yet confirmed their attendance.

11 Attachments

- Partnership Fund Application – Autism NZ – Manawatu Branch
Partnership Fund
Application Form

Purpose

The purpose of partnership funding is to identify and partner with community organisations within the Manawatu District Council’s rating area who add the most value to our community through the provision of services that deliver economic, social, ecological or cultural wellbeing.

1. Applicant Details

<table>
<thead>
<tr>
<th>Full name of organisation</th>
<th>Autism New Zealand Incorporated – Manawatu Branch</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact person</td>
<td>Karen Lonergan</td>
</tr>
<tr>
<td>Daytime phone number</td>
<td>0212884762</td>
</tr>
</tbody>
</table>

2. Postal Details

<table>
<thead>
<tr>
<th>Street/PO Box</th>
<th>248 Broadway Avenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town</td>
<td>Palmerston North</td>
</tr>
<tr>
<td>Postcode</td>
<td>4414</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:Karen.lonergan@autismnz.org.nz">Karen.lonergan@autismnz.org.nz</a></td>
</tr>
</tbody>
</table>

3. Funding Criteria

Which of the following three Partnership Funding criteria are you applying under. Please select one. If your project/service meets more than one criteria, choose the one that is the project/service’s main focus.
4. Project/Service Information (please attach additional sheets if required)

What is the Project or Service you are seeking funding for? Please give a brief description including evidence for need in the Manawatu District for such a project/service as well as what this project/service will do.

We are requesting funds for Operational Costs for our Manawatu Branch.

We have seen an increase in the number of enquiries and referrals received for the Manawatu area for Outreach Services and Training/education programmes. This was also shown by the fact that the education programmes we have run so far have been full and we are constantly being asked to do training with community organisations, we also have waiting lists for our upcoming programmes.

We have received a lot of feedback from individuals, whanau talking about how isolated they have felt so to enable us to address this need we will be delivering our Outreach Services and programme to more areas in the Manawatu area.

Individuals, whanau, professionals and the wider community will benefit from our services in the Manawatu area as they will receive information, training, education programmes to ensure they are accessible to more individuals, whanau and professionals in this area. This will also ensure that they become more independent and engaged adding value to the community.

It will also raise much needed awareness, assist with reducing stress for whanau, reduce isolation and assist individuals and whanau to navigate the health and disability systems in a more seamless and stress-free manner.
Will your project/service take place within the Manawatu District?

✓ Yes □ No

If the answer is no your project is likely to be ineligible.

How will your project or service demonstrate increased, sustained or long-term value for the community?

By providing a skilled and experienced Outreach Coordinator who will be able to help and support the many individuals, family, whanau and professionals in the Manawatu region and by offering quality Autism specific education programmes, and services to family/whanau and individuals in Manawatu region. We will also continue to utilise the relationships we have established with the wider community including the following organisations which all play a part in the journey for those who have Autism, their family/whanau and those who work with them.

The branch also maintains monthly statistical reports which also includes number of individuals/families/whanau and professionals we have assisted with information, support, advocacy. It also provides an overview of what is happening within the area and the work we have done plus highlights trends and gaps. This is reviewed regularly to ensure we are delivering the best service we can to individuals/family/whanau and professionals in the Manawatu area.

How will the provision of this project or service support Council’s vision, outcomes and Community Development?

By continuing to connect individuals, family/whanau to the right supports, working collaboratively with others in the community, networking and keeping abreast of changes which gives individuals the feeling of being included in their community and assisting them to thrive and add value through work, volunteering or raising awareness of Autism for a better understanding in our vibrant but diverse community.
How does the project/service add value to economic, social, ecological and cultural wellbeing within the community?

By continuing to provide up to date information, support, advocacy and education and training. Individuals, family/whanau will be better informed, educated and have a better understanding of how Autism impacts on their family members. We aim to improve the quality of life of those who have Autism and their family/whanau and this will also help those with Autism to contribute to their local communities in a positive way. Professionals such as Teachers/Teacher Aides/Carers will also be better informed about how to work with a person on the Autism Spectrum. The support groups we offer provide a safe, supportive and fun environment so they can meet others who are on a similar journey.

Tell us about the key people and/or community involved

We have a part time Outreach Coordinator based in Palmerston North who covers the Manawatu region. Our Outreach Coordinator who work in collaboration with the many organisations and community groups however in this past year we have worked with the following community groups and schools in your region.

Parent to Parent, CCS Disability Action, Barnardo’s, Mid Central DHB, Idea Services, Oranga Tamariki, Methodist Social Services, Tararua Family Services, Ministry of Education, Police to name a few.

| Estimated number of active participants | 6000 |
5. Financial Information

<table>
<thead>
<tr>
<th>What is your organisation's legal status?</th>
<th>Incorporated Society</th>
</tr>
</thead>
<tbody>
<tr>
<td>What is your Charities Commission registration number?</td>
<td>CC21220</td>
</tr>
<tr>
<td>What is your Charities Commission registration date?</td>
<td>April 25 1995</td>
</tr>
</tbody>
</table>

If you do not have a legal identity, please explain why, name your umbrella group and supply at least three letters in support of your application.

Does your organisation have its accounts audited each year?

✓ Yes □ No

If yes, please attach the Audited Accounts for the last financial year including the Auditor's report. If these audited accounts are more than six months old at the time of applying, please also enclose the most recent income and expenditure statement.

If no, please attach a statement of current financial position that includes an income and expenditure statement, or a copy of the unaudited management accounts; and a declaration, signed by two signatories of your organisation, attesting to the accuracy of the financial update included.

What is the forecasted budget (excluding GST) for your project/service for each 1 July to 30 June financial year of your proposal (Note: maximum of three years)?

Please attach a detailed project/service budget including both income and expenditure.
What level of funding is your organisation requesting from Council?

<table>
<thead>
<tr>
<th>Date applied</th>
<th>Source of funding</th>
<th>Type of funding e.g. grant</th>
<th>Date of result</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
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Tell us about any other funding you have applied for or received for this project/service.

6. Declaration

☐ The details in all sections of the application are true and correct to the best of our knowledge.

☐ We have the authority to commit our organisation to this application to the Manawatu District Council.

☐ We understand and agree prior to any awarding of Contract of Service; the Manawatu District Council may make further checks in relation to credit worthiness of our organisation.

☐ We understand that the Council may disclose to, or obtain from, any government department or agency, private person or organisation, any information about our organisation for the purposes of gaining or providing information related to our organisation.

In addition:

☐ The Council will be advised of any significant change to our finances between the date of this application and the date of decision-making.

☐ All reasonable information has been provided to support our application.
We understand that the Manawatu District Council:

- We also consent to it recording the personal contact details provided in this application, retaining and using these details.
- We understand that our name and brief details about the project/service may be released to the media or appear in Council documentation.
- We undertake that we have obtained the consent of all people involved to provide these details. We understand that we have the right to have access to this information.
- This consent is given in accordance with the Privacy Act 1993.

1st Signatory

Name: Amanda August
Position in Organisation: National Business Manager
Signature: [Signature]
Date: August 2017

2nd Signatory

Name: Kirsty Herapath
Position in Organisation: Information Support Coordinator
Signature: [Signature]
Date: August 2017

7. **Conditions of Funding**
   - Receiving funding in any year does not guarantee ongoing funding.
• The organisation needs to be able to demonstrate sound financial and accounting practice through the organisation's most recent annual accounts.

• Funding received from Council must be acknowledged as a separate entry within the organisation's accounts or in a note in the organisation's annual report.

• Funding will be made upon receipt of invoices and/or receipts which detail the agreed service(s) specified by the Community Funding Subcommittee's funding approval.

• Where appropriate, the Council will negotiate a contract specifying the service(s) that Council is funding; which include the period of the agreement (up to three years) and monitoring and reporting requirements.

• All recipients of funding agree to provide a 12-month report (including financial statements) which should include detail on the progress of the organisation in achieving the outcomes and expectations outlined in the agreement for funding.

8. Final Check

Make sure you have

☐ Completed all the sections

☐ Provided financial details

☐ Attached supporting documents

9. Need Help?

Please contact the following if you need advice on your application:

Janine Hawthorn
Community Development Adviser
Manawatu District Council
Private Bag 10-001
Feilding 4743
Telephone 06 323 0000
Email: janine.hawthorn@mdc.govt.nz
Manawatu Summarised Branch Budget 01/07/17 - 30/06/18.

<table>
<thead>
<tr>
<th>Summarised</th>
<th>Total</th>
<th>Jul</th>
<th>Aug</th>
<th>Sep</th>
<th>Oct</th>
<th>Nov</th>
<th>Dec</th>
<th>Jan</th>
<th>Feb</th>
<th>Mar</th>
<th>Apr</th>
<th>May</th>
<th>Jun</th>
<th>GST</th>
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<tbody>
<tr>
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<td>$-</td>
<td>$-</td>
<td>$3,000</td>
<td>$30,000</td>
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<td>$-</td>
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<td>$-</td>
<td>$-</td>
<td>$4,000</td>
<td>$6,227</td>
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<tr>
<td>Total Expenses (excl GST)</td>
<td>$43,616</td>
<td>$3,761</td>
<td>$3,869</td>
<td>$3,221</td>
<td>$2,676</td>
<td>$3,228</td>
<td>$2,840</td>
<td>$2,606</td>
<td>$2,561</td>
<td>$4,129</td>
<td>$3,309</td>
<td>$4,489</td>
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<tr>
<td>Profit / Loss ($)</td>
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<td>$2,606</td>
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<td>$4,129</td>
<td>$3,309</td>
<td>$4,489</td>
<td>$2,227</td>
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### Running Balance

<table>
<thead>
<tr>
<th></th>
<th>$14,884</th>
<th>$11,014</th>
<th>$10,793</th>
<th>$32,494</th>
<th>$29,933</th>
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<tr>
<td>Operational Income (excl GST)</td>
<td>$59,395</td>
<td>$18,645</td>
<td>$3,000</td>
<td>$30,000</td>
<td>$3,750</td>
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<td>$30,000</td>
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### Operational Expenses (excl GST)

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<tr>
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<td>Community Awareness</td>
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<td>Training &amp; Supervision</td>
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<td>$123</td>
<td>$198</td>
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<td>$171</td>
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<td>Volunteer Costs</td>
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<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td></td>
</tr>
<tr>
<td>Regional or Nat events</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td></td>
</tr>
<tr>
<td>Motor Vehicle Costs</td>
<td>$4,221</td>
<td>$712</td>
<td>$630</td>
<td>$567</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$646</td>
<td>$727</td>
<td>$-</td>
<td>$-</td>
<td></td>
</tr>
<tr>
<td>IT</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td>$-</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>$43,616</th>
<th>$3,761</th>
<th>$3,869</th>
<th>$3,221</th>
<th>$2,676</th>
<th>$3,928</th>
<th>$2,840</th>
<th>$2,606</th>
<th>$2,561</th>
<th>$4,129</th>
<th>$3,309</th>
<th>$4,489</th>
<th>$6,227</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Expenses (excl GST)</td>
<td>$43,616</td>
<td>$3,761</td>
<td>$3,869</td>
<td>$3,221</td>
<td>$2,676</td>
<td>$3,928</td>
<td>$2,840</td>
<td>$2,606</td>
<td>$2,561</td>
<td>$4,129</td>
<td>$3,309</td>
<td>$4,489</td>
<td>$6,227</td>
</tr>
</tbody>
</table>

Profit/Loss (-)    | $15,779  | $14,884| $3,869 | $221   | $27,824| $178   | $2,840 | $2,606 | $2,561 | $4,129 | $3,309 | $4,489 | $2,227 |
<table>
<thead>
<tr>
<th>Category</th>
<th>2018</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
<th>2025</th>
<th>2026</th>
<th>2027</th>
<th>2028</th>
<th>2029</th>
<th>2030</th>
<th>Total</th>
<th>Avg</th>
</tr>
</thead>
<tbody>
<tr>
<td>Government Revenue</td>
<td>$14,462</td>
<td>$14,002</td>
<td>$13,542</td>
<td>$13,082</td>
<td>$12,622</td>
<td>$12,162</td>
<td>$11,702</td>
<td>$11,242</td>
<td>$10,782</td>
<td>$10,322</td>
<td>$9,862</td>
<td>$9,402</td>
<td>$8,942</td>
<td>$142,518</td>
<td>$14,252</td>
</tr>
<tr>
<td>Total Expenditure (Net)</td>
<td>$1,337</td>
<td>$1,847</td>
<td>$2,397</td>
<td>$2,947</td>
<td>$3,497</td>
<td>$4,047</td>
<td>$4,597</td>
<td>$5,147</td>
<td>$5,697</td>
<td>$6,247</td>
<td>$6,797</td>
<td>$7,347</td>
<td>$7,947</td>
<td>$28,082</td>
<td>$2,808</td>
</tr>
</tbody>
</table>

**Notes:**
- Data reflects the budget as of [insert date].
- Figures are rounded to the nearest thousand.
- All calculations are based on the provided data.
To the Members of Autism New Zealand Incorporated

Report on the Audit of the Financial Statements

Qualified Opinion

We have audited the financial statements of Autism New Zealand Incorporated on pages 3 to 15 which comprise the statement of financial position as at 30 June 2016, and the statement of comprehensive revenue and expenses, statement of changes in net assets and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the effects of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of Autism New Zealand Incorporated as at 30 June 2016 and its financial performance and cash flows for the year then ended in accordance with Public Benefi Entity International Public Sector Accounting Standards (Not For Profit) Reduced Disclosure Regime issued by the New Zealand Accounting Standards Board.

Basis for Qualified Opinion

The financial statements include donations revenue of $587,542 over which limited controls exist prior to the cash received being recorded in the accounting records of Autism New Zealand Incorporated. There were no practical procedures available to us to confirm the completeness of this revenue, and accordingly, we were unable to obtain sufficient appropriate audit evidence in this regard. Consequently, we were unable to determine whether any adjustments to the amount of donation revenue recorded were necessary.

We conducted our audit in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)) issued by the New Zealand Auditing and Assurance Standards Board. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of Autism New Zealand Incorporated in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified opinion.
Our firm carries out other assignments for Autism New Zealand Incorporated in the area of special consultancy projects. The firm has no other interest in Autism New Zealand Incorporated.

Other Matters
In accordance with PBE FRS 47 First-Time Adoption of PBE Standards by Entities Other Than Those Previously Applying NZ IFRS, Autism New Zealand Incorporated has not presented comparative information associated with its transition to its new financial reporting framework. As required by Paragraph 27.3, Autism New Zealand Incorporated has instead attached a copy of its prior year financial statements and accounting policies to the current year financial statements.

Board members Responsibilities for the Financial Statements
The Board members are responsible on behalf of Autism New Zealand Incorporated for the preparation and fair presentation of these financial statements in accordance with Public Benefit Entity International Public Sector Accounting Standards (Not For Profit) Reduced Disclosure Regime issued by the New Zealand Accounting Standards Board, and for such internal control as those charged with governance determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, those charged with governance are responsible for assessing Autism New Zealand Incorporated’s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Board members either intend to liquidate Autism New Zealand Incorporated or to cease operations, or have no realistic alternative but to do so.

Auditor’s responsibilities for the Audit of the Financial Statements
Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of the auditor’s responsibilities for the audit of the financial statements is located on the External Reporting Board’s website at: https://xrb.govt.nz/Site/Auditing_Assurance_Standards/Current_Standards/Description_Auditors_responsibilities.asp
Restriction on use of our report

This report is made solely to the Members of Autism New Zealand Incorporated (the “Members”), as a body. Our audit work has been undertaken so that we might state to the Members, as a body, those matters which we are required to state to them in an auditor’s report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Autism New Zealand Incorporated and the Members, as a body, for our audit work, for this report or for the opinion we have formed.

Grant Thornton New Zealand Audit Partnership

[Signature]

B R Smith
Partner
Wellington

19 December 2016
Autism New Zealand Incorporated

For the year ended

30 June 2016
Contents

Directory 2
Statement of comprehensive revenue and expenses 3
Statement of changes in net assets 4
Statement of financial position 5
Statement of cash flows 6
Notes to the financial statements 7
Directory

Board Members
Doug Lloyd
Hamish Fletcher
Joanne Dacombe
James Le Marquand
Shakil Naidu
Tova Haydock
Wendy Duff

Registered office
Autism New Zealand
20 Sydney Street
Petone
Lower Hutt
5012

Nature of business
Empowering people living with autism.

Charities Commission Registration number: CC21220
## Statement of Comprehensive Revenue and Expenses

**Autism New Zealand Incorporated**  
For the year ended 30 June 2016

<table>
<thead>
<tr>
<th>Notes</th>
<th>30 June 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
</tr>
<tr>
<td><strong>Revenue from non-exchange transactions</strong></td>
<td></td>
</tr>
<tr>
<td>Government contracts</td>
<td>414,400</td>
</tr>
<tr>
<td>Requests and donations</td>
<td>587,542</td>
</tr>
<tr>
<td>Grants</td>
<td>1,785,442</td>
</tr>
<tr>
<td>Fundraising</td>
<td>1,617</td>
</tr>
<tr>
<td><strong>Revenue from exchange transactions</strong></td>
<td></td>
</tr>
<tr>
<td>Conferences</td>
<td>10,000</td>
</tr>
<tr>
<td>Programmes and seminar training</td>
<td>282,079</td>
</tr>
<tr>
<td>Membership fees</td>
<td>12,396</td>
</tr>
<tr>
<td>Other operating revenue</td>
<td>15,700</td>
</tr>
<tr>
<td><strong>Total revenue</strong></td>
<td><strong>3,109,266</strong></td>
</tr>
</tbody>
</table>

| **Expenses** | |
| Employee related costs | 1,656,453 |
| Functions and events | 169,007 |
| Grants and donations | 945,894 |
| Depreciation and amortisation | 37,724 |
| Other expenses | 952,314 |
| **Total expenses** | **3,386,621** |

| **Total surplus/(deficit) for the year** | **(277,354)** |

These financial statements should be read in conjunction with the notes to the financial statements.
Statement of Changes in Net Assets
Autism New Zealand Incorporated
For the year ended 30 June 2016

<table>
<thead>
<tr>
<th>Note</th>
<th>Accumulated comprehensive revenue and expense $</th>
<th>Total equity $</th>
</tr>
</thead>
<tbody>
<tr>
<td>Opening balance 1 July 2015 – (Restated*)</td>
<td>356,170</td>
<td>356,170</td>
</tr>
<tr>
<td>Surplus/ (Deficit) for the year</td>
<td>(277,354)</td>
<td>(277,354)</td>
</tr>
<tr>
<td>Other comprehensive revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Closing equity 30 June 2016</td>
<td>78,816</td>
<td>78,816</td>
</tr>
</tbody>
</table>

* Certain amounts shown here do not correspond to the 2015 financial statements and reflect adjustments made due to first time adoption of FRS standards. Refer to Note 3.

These financial statements should be read in conjunction with the notes to the financial statements.


**Statement of Financial Position**

*Autism New Zealand Incorporated*

*For the year ended 30 June 2016*

<table>
<thead>
<tr>
<th>Notes</th>
<th>30 June 2016</th>
<th>1 July 2015 Restated*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td><strong>Current assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>535,624</td>
<td>911,217</td>
</tr>
<tr>
<td>Receivables from exchange transactions</td>
<td>120,090</td>
<td>109,496</td>
</tr>
<tr>
<td>Prepayments</td>
<td>4,787</td>
<td>2,950</td>
</tr>
<tr>
<td>Loan Autism Charitable Trust</td>
<td>8,529</td>
<td>-</td>
</tr>
<tr>
<td>Inventories</td>
<td>7,738</td>
<td>7,738</td>
</tr>
<tr>
<td>Goods and service tax</td>
<td>60,497</td>
<td>73,511</td>
</tr>
<tr>
<td><strong>Non-current assets</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property plant and equipment</td>
<td>57,901</td>
<td>62,325</td>
</tr>
<tr>
<td><strong>Total assets</strong></td>
<td>795,166</td>
<td>1,167,237</td>
</tr>
<tr>
<td><strong>Current liabilities</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade and other creditors</td>
<td>158,290</td>
<td>188,243</td>
</tr>
<tr>
<td>Employee entitlements</td>
<td>104,636</td>
<td>127,275</td>
</tr>
<tr>
<td>Revenue in advance</td>
<td>453,124</td>
<td>495,519</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td>716,350</td>
<td>811,067</td>
</tr>
<tr>
<td><strong>Net assets</strong></td>
<td>78,816</td>
<td>356,170</td>
</tr>
<tr>
<td><strong>Equity</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accumulated comprehensive revenue and expense</td>
<td>78,816</td>
<td>356,170</td>
</tr>
<tr>
<td><strong>Total equity</strong></td>
<td>78,816</td>
<td>356,170</td>
</tr>
</tbody>
</table>

* Certain amounts shown here do not correspond to the 2015 financial statements and reflect adjustments made due to first-time adoption of PRU standards. Refer to Note 3.

These financial statements should be read in conjunction with the notes to the financial statements.

The Board Members authorised these financial statements for issue on 19 December 2016.
Statement of Financial Position  
Autism New Zealand Incorporated  
For the year ended 30 June 2016

<table>
<thead>
<tr>
<th>Notes</th>
<th>30 June 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash flows from operating activities</td>
<td></td>
</tr>
<tr>
<td>Receipts</td>
<td></td>
</tr>
<tr>
<td>Receipts from Government grants</td>
<td>414,400</td>
</tr>
<tr>
<td>Receipts from other grants</td>
<td>1,718,599</td>
</tr>
<tr>
<td>Receipts from other non-exchange transactions</td>
<td>1,229,717</td>
</tr>
<tr>
<td>Interest received</td>
<td>7,216</td>
</tr>
<tr>
<td></td>
<td>3,369,932</td>
</tr>
<tr>
<td>Payments</td>
<td></td>
</tr>
<tr>
<td>Payments to suppliers</td>
<td>(2,079,122)</td>
</tr>
<tr>
<td>Payment to employees</td>
<td>(1,637,603)</td>
</tr>
<tr>
<td>Net GST</td>
<td>13,914</td>
</tr>
<tr>
<td></td>
<td>(3,705,711)</td>
</tr>
<tr>
<td>Net cash flows from operating activities</td>
<td>(333,779)</td>
</tr>
</tbody>
</table>

Cash flows from investing activities

| Payments                      |              |
| Purchase of property plant and equipment | (33,285)     |
|                               | (33,285)     |
| Net cash flows from investing activities | (33,285) |

Cash flows from financing activities

| Payments                      |              |
| Repayment of borrowings       | (8,529)      |
|                               | (8,529)      |
| Net cash flows from financing activities | (8,529) |

Net (decrease) in cash and cash equivalents | (575,593) |

Cash and cash equivalents at 1 July | 911,217 |

Cash and cash equivalents at 30 June | 535,624 |

These financial statements should be read in conjunction with the notes to the financial statements.
Notes to the financial statements
Autism New Zealand Incorporated
For the year ended 30 June 2016

1 Reporting entity

The reporting entity is Autism New Zealand Incorporated (the “Society”). The Society is domiciled in New Zealand and is a charitable organisation registered under the Incorporated Societies Act 1908 and the Charities Act 2005.

These financial statements and the accompanying notes summarise the financial results of activities carried out by the Society. The Society provides services to New Zealand living with autism.

These financial statements have been approved and were authorised for issue by the Board Members on 19 December 2016.

2 Statement of compliance

The financial statements have been prepared in accordance with Generally Accepted Accounting Practice in New Zealand (“NZ GAAP”). They comply with Public Benefit Entity International Public Sector Accounting Standards (“PBE IPSAS”) and other applicable financial reporting standards as appropriate that have been authorised for use by the External Reporting Board for Not-For-Profit entities. For the purposes of complying with NZ GAAP, the Society is a public benefit not-for-profit entity and is eligible to apply Tier 2 Not-For-Profit PBE IPSAS on the basis that it does not have public accountability and it is not defined as large.

The Board Members have elected to report in accordance with Tier 2 Not-For-Profit PBE Accounting Standards and in doing so has taken advantage of all applicable Reduced Disclosure Regime (“RDR”) disclosure concessions.

3 Effect of first-time adoption of PBE standards on accounting policies and disclosures

This is the first set of financial statements of the Society that is presented in accordance with PBE standards. The Society have previously reported in accordance with New Zealand Financial Reporting Standards (“NZ FRS”). These have now been restated to Not-For-Profit PBE IPSAS-RDR. An explanation of how the transition to Tier 2 Not-For-Profit PBE Accounting Standards has affected the reporting Statement of Financial Position and Statement of Comprehensive Revenue and Expenses is provided below:

Reconciliation of Net Assets

<table>
<thead>
<tr>
<th>Description</th>
<th>1 July 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance under previous NZ FRS</td>
<td>311,914</td>
</tr>
<tr>
<td>Recognition of Grants as revenue of non-exchange transactions (a)</td>
<td>44,256</td>
</tr>
<tr>
<td>Net assets under PBE IPSAS</td>
<td>356,170</td>
</tr>
</tbody>
</table>

(a) Previously, grants received in relation to the provision of a service were recognised as revenue over the period to which the grant related or when conditions associated with the grant were fulfilled. However, under PBE IPSAS 23 Revenue from Non-Exchange Transactions, grants are only deferred and recognised as revenue in advance where there are specific conditions attached to the grant that would require the grant to be repaid in the event it is not spent on its intended purpose.
Notes to the financial statements  
Autism New Zealand Incorporated  
For the year ended 30 June 2016

The Society’s transition date is 1 July 2015 and it has prepared its opening PBE IPSAS Statement of Financial Position as at that date.

Consistent with the application of PBE FRS 47 First-time adoption of PBE: standards by entities other than those previously applying NZ IFRS, paragraph RDR27.2 and RDR27.3, the Society has not presented comparative information in accordance with PBE Standards in this first set of financial statements under PBE standards. A copy of the previous year’s financial statements have been attached and the significant differences in accounting policies applied between the two sets of financial statements have been explained in the reconciliation of net assets above.

4 Summary of accounting policies

The significant accounting policies used in the preparation of these financial statements as set out below.

4.1 Basis of measurement

These financial statements have been prepared on the basis of historical cost.

4.2 Functional and presentational currency

The financial statements are presented in New Zealand dollars (S), which is the Society’s functional currency. All financial information presented in New Zealand dollars has been rounded to the nearest dollar.

4.3 Revenue

Revenue is recognised to the extent that it is probable that the economic benefit will flow to the Society and revenue can be reliably measured. Revenue is measured at the fair value of the consideration received. The following specific recognition criteria must be met before revenue is recognised.

Revenue from non-exchange transactions

Bequests, donations and fundraising revenue

Bequests, donations and fundraising revenue is recognised as revenue upon receipt and includes donations and fundraising contributions from the general public, and donations received for specific programme.

Grant revenue

Grant revenue includes grants given by other charitable organisations, philanthropic organisations and businesses. Grant revenue is recognised when the conditions attached to the grant has been complied with. Where there are unfulfilled conditions attaching to the grant, the amount relating to the unfulfilled condition is recognised as a liability and released to revenue as the conditions are fulfilled.

Government contract revenue

Government contract revenue includes funding from government departments to provide specific services. Government contract revenue is recognised as the services required by the contract are
completed. Where there are unfulfilled conditions attaching to the grant, the amount relating to the unfulfilled condition is recognised as a liability and released to revenue as the conditions are fulfilled.

Revenue from exchange transactions

Membership fees
Fees and subscriptions received in exchange for monthly access to members' facilities are initially recorded as revenue in advance and recognised in revenue evenly over the membership period.

Where members purchase specific services (for example, attendance at the coaching and development course), revenue is initially recorded as revenue in advance, and then recognised proportionally on the basis of the value of each session relative to the total value of the purchased services.

Conference seminar and programme revenue
Entrance fees for functions and events are recorded as revenue when the function, seminar or programme event takes place.

4.7 Financial instruments

Financial assets and financial liabilities are recognised when the Society becomes a party to the contractual provisions of the financial instrument.

The Society derecognises a financial asset or, where applicable, a part of a financial asset or part of a group of similar financial assets when the rights to receive cash flows from the asset have expired or are waived, or the group has transferred its rights to receive cash flows from the asset or has assumed an obligation to pay the received cash flows in full without material delay to a third party; and either:

- the Society has transferred substantially all the risks and rewards of the asset; or
- the Society has neither transferred nor retained substantially all the risks and rewards of the asset, but has transferred control of the asset.

Financial Assets

Financial assets within the scope of NFP PBE IPSAS 29 Financial Instruments: Recognition and Measurement are classified as financial assets at fair value through surplus or deficit, loans and receivables, held-to-maturity investments or available-for-sale financial assets. The classifications of the financial assets are determined at initial recognition.

The categorisation determines subsequent measurement and whether any resulting revenue and expense is recognised in surplus or deficit or in other comprehensive revenue and expenses. The Society's financial assets are classified as either financial assets at fair value through surplus or deficit, or loans and receivables. The Society's financial assets include: cash and cash equivalents and receivables from exchange transactions.

All financial assets are subject to review for impairment at least at each reporting date. Financial assets are impaired when there is any objective evidence that a financial asset or group of financial
assets is impaired. Different criteria to determine impairment are applied for each category of financial assets, which are described below.

**Loans and receivables**

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market. After initial recognition, they are measured at amortised cost using the effective interest method, less any allowance for impairment. The Society’s cash and cash equivalents and receivables from exchange transactions fall into this category of financial instruments.

**Impairment of financial assets**

The Society assesses at the end of reporting date whether there is objective evidence that a financial asset or a group of financial assets is impaired. A financial asset or a group of financial assets is impaired and impairment losses are incurred if there is objective evidence of impairment as a result of one or more events that occurred after the initial recognition of the asset (a ‘loss event’) and that loss event has an impact on the estimated future cash flows of the financial asset or the group of financial assets that can be reliably estimated.

For financial assets carried at amortised cost, if there is objective evidence that an impairment loss on loans and receivables carried at amortised cost has been incurred, the amount of the loss is measured as the difference between the asset’s carrying amount and the present value of the estimated future cash flows discounted at the financial asset’s original effective interest rate. The carrying amount of the asset is reduced through the use of an allowance account. The amount of the loss is recognised in the surplus or deficit for the reporting period.

In determining whether there is any objective evidence of impairment, the Society first assesses whether there is objective evidence of impairment of financial assets that are individually significant, and individually or collectively significant for financial assets that are not individually significant. If the Society determines that there is no objective evidence of impairment for an individually assessed financial asset, it includes the asset in a group of financial asset’s with similar credit risk characteristics and collectively assesses them for impairment. Assets that are individually assessed for impairment and for which an impairment loss is or continues to be recognised are not included in a collective assessment for impairment.

If in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed by adjusting the allowance account. If the reversal results in the carrying amount exceeding its amortised cost, the amount of the reversal is recognised in surplus or deficit.

**Financial liabilities**

The Society’s financial liabilities include trade and other creditors (excluding GST and PAYE), employee entitlements and deferred revenue (in respect to grants whose conditions are yet to be complied with).

All financial liabilities are initially recognised at fair value (plus transaction cost for financial liabilities not at fair value through surplus or deficit) and are measured subsequently at amortised
Notes to the financial statements
Autism New Zealand Incorporated
For the year ended 30 June 2016

cost using the effective interest method except for financial liabilities at fair value through surplus or deficit.

4.5 Cash and cash equivalents

Cash and cash equivalents are short term, highly liquid investments that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

4.6 Property, plant and equipment

Items of property, plant and equipment are measured at cost less accumulated depreciation and impairment losses. Cost includes expenditure that is directly attributable to the acquisition of the asset. Where an asset is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition.

Depreciation is charged on a straight line basis over the useful life of the asset. Depreciation is charged at rates calculated to allocate the cost or valuation of the asset less any estimated residual value over its remaining useful life:

- Furniture and equipment: 10 - 60% DV
- Technology: 20 - 60% DV
- Motor vehicles: 18 - 36% DV

Depreciation methods, useful lives and residual values are reviewed at each reporting date and are adjusted if there is a change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset.

4.7 Leases

Payments on operating lease agreements, where the lessor retains substantially the risk and rewards of ownership of an asset, are recognised as an expense on a straight-line basis over the lease term.

4.8 Employee benefits

Wages, salaries and annual leave

Liabilities for wages and salaries and annual leave are recognised in surplus or deficit during the period in which the employee provided the related services. Liabilities for the associated benefits are measured at the amounts expected to be paid when the liabilities are settled.

4.9 Income Tax

Due to its charitable status, the Society is exempt from income tax.

4.10 Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST except for receivables and payables, which are stated with the amount of GST included.
Notes to the financial statements
Autism New Zealand Incorporated
For the year ended 30 June 2016

The net amount of GST recoverable from, or payable to, the Inland Revenue Department is included as part of receivables or payables in the statement of financial position.

Cash flows are included in the statement of cash flows on a gross basis and the GST component of cash flows arising from investing and financing activities, which is recoverable from, or payable to, the Inland Revenue Department is classified as part of operating cash flows.

4.11 Equity

Equity is the community’s interest in the Society, measured as the difference between total assets and total liabilities. Equity is made up of the following components:

Accumulated comprehensive revenue and expense

Accumulated comprehensive revenue and expense is the Society’s accumulated surplus or deficit since its formation, adjusted for transfers to/from specific reserves.

5 Significant accounting judgements, estimates and assumptions

The preparation of the Society’s financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the accompanying disclosures, and the disclosure of contingent liabilities. Uncertainty about these assumptions and estimates could result in outcomes that require a material adjustment to the carrying amount of assets or liabilities affected in future periods.

Judgements

In the process of applying the Society’s accounting policies, management has made the following judgements, which have the most significant effect on the amounts recognised in the financial statements:

Operating lease commitments

The Society has entered into a number of leases for property, photocopiers and telephone systems.

The Society has determined, based on an evaluation of the terms and conditions of the arrangements, such as the lease term not constituting a substantial portion of the economic life of the vehicles, that it does not retain all the significant risks and rewards of ownership of these properties and accounts for the contracts as operating leases.

Estimates and assumptions

The key assumptions concerning the future and other key sources of estimation uncertainty at the reporting date, that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year, are described below. The Society based its assumptions and estimates on parameters available when the financial statements were prepared. Existing circumstances and assumptions about future developments, however, may change due to market changes or circumstances arising beyond the control of the Society. Such changes are reflected in the assumptions when they occur.
Useful lives and residual values

The useful lives and residual values of assets are assessed using the following indicators to determine potential future use and value from disposal:
- The condition of the asset
- The nature of the asset, its susceptibility and adaptability to changes in technology and processes
- The nature of the processes in which the asset is deployed
- Availability of funding to replace the asset
- Changes in the market in relation to the asset

The estimated useful lives of the asset classes held by the Society are listed in Note 4.6.

6 Components of net surplus

Surplus includes the following specific expenses:

<table>
<thead>
<tr>
<th>Description</th>
<th>30 June 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit fees</td>
<td>$17,000</td>
</tr>
<tr>
<td>Other assurance fees paid to Grant Thornton</td>
<td>$15,000</td>
</tr>
<tr>
<td>Lease expense</td>
<td>$179,871</td>
</tr>
</tbody>
</table>

7 Property plant and equipment

<table>
<thead>
<tr>
<th>Date</th>
<th>Furniture and equipment</th>
<th>Technology</th>
<th>Motor vehicles</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 June 2016</td>
<td>$53,090</td>
<td>$360,026</td>
<td>$37,209</td>
<td>$456,316</td>
</tr>
<tr>
<td>Accumulated depreciation</td>
<td>$39,614</td>
<td>$323,394</td>
<td>$35,207</td>
<td>$398,415</td>
</tr>
<tr>
<td>Net book value</td>
<td>$13,476</td>
<td>$42,432</td>
<td>$1,993</td>
<td>$57,901</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Furniture and equipment</th>
<th>Technology</th>
<th>Motor vehicles</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 July 2015</td>
<td>$44,569</td>
<td>$341,462</td>
<td>$37,200</td>
<td>$423,031</td>
</tr>
<tr>
<td>Accumulated depreciation</td>
<td>$(37,903)</td>
<td>$(288,576)</td>
<td>$(34,227)</td>
<td>$(360,706)</td>
</tr>
<tr>
<td>Net book value</td>
<td>$6,666</td>
<td>$52,886</td>
<td>$2,973</td>
<td>$62,525</td>
</tr>
</tbody>
</table>

Reconciliation of the carrying amount at the beginning and end of the period:
Notes to the financial statements
Autism New Zealand Incorporated
For the year ended 30 June 2016

2016

<table>
<thead>
<tr>
<th></th>
<th>Furniture and equipment</th>
<th>Technology</th>
<th>Motor vehicles</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Opening balance</td>
<td>6,466</td>
<td>52,887</td>
<td>2,972</td>
<td>62,325</td>
</tr>
<tr>
<td>Additions</td>
<td>8,721</td>
<td>24,579</td>
<td></td>
<td>33,300</td>
</tr>
<tr>
<td>Disposals</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Depreciation</td>
<td>1,711</td>
<td>35,033</td>
<td>980</td>
<td>37,724</td>
</tr>
<tr>
<td>Closing</td>
<td>13,476</td>
<td>42,432</td>
<td>1,993</td>
<td>57,901</td>
</tr>
</tbody>
</table>

8 Related party transactions

Key Management Personnel

The key management personnel, as defined by PBE IPSAS 20 Related Party Disclosures, are the members of the governing body which is comprised of the Trustees and the Chief Executive Officer. Their aggregate remuneration for the year was $146,200.

9 Donations expense

During the year Autism New Zealand Incorporated raised funds to assist the Autism Charitable Trust Board in the purchase of a building. Autism New Zealand contributed $547,000 by way of donated funds.

10 Leases

As at the reporting date, the Board Members has entered into the following non-cancellable operating leases

<table>
<thead>
<tr>
<th></th>
<th>30 June 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Not later than one year</td>
<td>203,108</td>
</tr>
<tr>
<td>Later than one year and no later than five years</td>
<td>289,781</td>
</tr>
<tr>
<td>Total</td>
<td>492,894</td>
</tr>
</tbody>
</table>
Notes to the financial statements
Autism New Zealand Incorporated
For the year ended 30 June 2016

11 Categories of financial assets and liabilities

The carrying amounts of financial instruments presented in the statement of financial position relate to the following categories of assets and liabilities:

<table>
<thead>
<tr>
<th>Category</th>
<th>30 June 2016</th>
<th>1 July 2015</th>
</tr>
</thead>
<tbody>
<tr>
<td>Financial assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Loans and receivables</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>555,624</td>
<td>911,217</td>
</tr>
<tr>
<td>Receivables from exchange transactions</td>
<td>120,090</td>
<td>109,496</td>
</tr>
<tr>
<td></td>
<td>655,714</td>
<td>1,020,713</td>
</tr>
<tr>
<td>Financial liabilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>At amortised cost</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade and other creditors</td>
<td>124,865</td>
<td>175,643</td>
</tr>
<tr>
<td>Employee entitlements</td>
<td>104,635</td>
<td>127,273</td>
</tr>
<tr>
<td>Deferred Revenue (conditions attached)</td>
<td>453,424</td>
<td>495,849</td>
</tr>
<tr>
<td></td>
<td>682,924</td>
<td>798,467</td>
</tr>
</tbody>
</table>

12 Capital commitments

There were no capital commitments at the reporting date (2015: $Nil).

13 Contingent assets and liabilities

There are no contingent assets for liabilities at the reporting date (2015: $Nil).

14 Events after the reporting date

The Board Members and management is not aware of any other matters or circumstances since the end of the reporting period, not otherwise dealt with in these financial statements that have significantly or may significantly affect the operations of Autism New Zealand Incorporated (2015: $Nil).
Autism New Zealand Incorporated
Management reports for the period ended 31 May 2017
### Statement of comprehensive revenue and expenses

<table>
<thead>
<tr>
<th></th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Revenue from non-exchange transactions</strong></td>
<td></td>
</tr>
<tr>
<td>Government contracts</td>
<td>306,674</td>
</tr>
<tr>
<td>Bequests and donations</td>
<td>852,756</td>
</tr>
<tr>
<td>Grants</td>
<td>1,353,004</td>
</tr>
<tr>
<td>Fundraising</td>
<td>440</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>2,512,874</td>
</tr>
</tbody>
</table>

| **Revenue from exchange transactions** |       |
| Conferences                      | 7,736  |
| Programmes and seminar training  | 262,161 |
| Membership fees                  | 2,957  |
| Other operating income           | 15,480 |
| **Total**                        | 288,333 |

| **Total revenue**               | 2,801,208 |

| **Expenses**                    |       |
| Employee related costs          | 1,375,883 |
| Functions and events            | 184,068  |
| Grants and donations            | 6,558   |
| Other operating expenses        | 1,160,129 |
| **Total expenses**              | 2,726,637 |

| **Finance income**              |       |
| Interest income                 | 1,657  |
| **Total finance income**        | 1,657  |

| **Total surplus/(deficit) for the year** |    |
|                                         | 76,227 |
Private Cemetery Application - Anglican Parish of the Oroua

Purpose

Consideration of a Private Cemetery application received from the Anglican Parish of the Oroua seeking funding for maintenance of the private cemeteries located at St Michael’s Anglican Church, Stanway and St Agnes Church, Kiwitea.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That a grant of up to $1,000.00 be approved to Anglican Parish of the Oroua for the private cemeteries located at St Michael’s Anglican Church, Stanway and St Agnes Church, Kiwitea towards the cost of cemetery maintenance; to be funded from the Private Cemetery/Urupā Fund.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 **Contribution to the Council Vision and Council Outcomes**

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

*Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand*

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
<th>Manawatu district develops a broad economic base from its solid foundation in the primary sector.</th>
<th>Manawatu and its people are connected via quality infrastructure and technology.</th>
<th>Manawatu’s built environment is safe, reliable and attractive.</th>
<th>Manawatu District Council is an agile and efficient organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td>✓</td>
<td></td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>

2 **Background**

2.1 Applications are invited to the Private Cemetery/Urupā Fund each year.

2.2 The Community Funding Committee consider applications for private cemeteries with Ngā Manu Tāiko Manawatū District Council responsible for considering applications for Urupā.

2.3 The Private Cemetery/Urupā Funding Policy and Guidelines were reviewed by Ngā Manu Tāiko Manawatū District Council in October 2014. The following recommendation was made to Council as a result of the review:

“That the Marae Consultative Standing Committee request Council’s consideration to increasing the funding available for Private Cemetery/Urupā from $2,500.00 to $6,500.00 with $1,000.00 to be tagged for Private Cemetery and remaining $5,500.00 for Urupā.”

2.4 Council adopted the above recommendation as part of its 2015-25 Long Term Plan.

2.5 No other changes were made to the policy and guidelines (copy attached).

3 **Discussion and Options considered**

3.1 Previously the St Agnes, Kiwitea and the St Michael’s & All Angels, Stanway submitted applications separately. This is the fourth year that the Anglican Parish of the Oroua has submitted on behalf of these two private cemeteries.

3.2 The Parish is seeking the funds to assist with costs associated with maintaining the two cemeteries which would go towards lawn mowing, weed spraying, trimming overgrown bushes/trees and the removal of any rubbish.

3.3 If no applications are received from private cemeteries or they are not approved for funding, the policy allows for this amount to be applied against Urupā applications.

4 **Operational Implications**

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.
5 Financial implications

5.1 The applicant has advised that the total amount for the upkeep of both cemeteries is $4,250.00 per annum. The policy only allows for $1,000.00 to be allocated to private cemeteries from a current total budget of $9,644.50 which includes $3,144.50 carried forward from 2016/17 for Urupā.

6 Statutory Requirements

6.1 There are no statutory requirements relating to this paper.

7 Delegations

7.1 The Community Funding Committee has delegated authority to make a decision on this matter.

8 Consultation

8.1 Letters were sent to private cemeteries and Urupā, which included the Anglican Parish of the Oroua, inviting applications for funding for 2017/18. A copy of the Private Cemetery/Urupā Policy was included with the letters.

9 Cultural Considerations

9.1 There are no cultural considerations to be taken into account for this paper.

10 Conclusion

10.1 The purpose of the Private Cemetery/Urupā policy is for funding to only be used for the maintenance of private cemeteries/Urupā. Maintenance is broadly defined and includes such items as:

- Fencing
- Restoration of headstones
- Installation of beams
- Mowing, weeding or other similar maintenance
- Gravelling of tracks or paths
- Recording or registration of Urupā/private cemeteries
- Other similar maintenance items

10.2 The request for financial assistance towards the cost of maintaining the St Agnes, Kiwitea and St Michael’s & All Angels, Stanway private cemeteries therefore meets the requirements of the policy.

11 Attachments

- Private Cemetery Application – Anglican Parish of the Oroua – August 2017
- Private Cemetery – Urupā Policy
Private Cemetery/Urupa Policy

Original Policy: Marae Consultative Standing Committee – 8/8/00
Policy reviewed: Council - January 2009; Marae – December 2014

Policy

THAT Council adopt the following policy guidelines/criteria for uplifting funds for the upkeep of private cemetery/urupa:

Criteria for Application

These criteria apply to both private cemeteries and urupa:

- **Eligibility**
  
  Only existing urupa or private cemeteries within Manawatū District Council boundaries are eligible for funding assistance.

- **Purpose**
  
  The fund can only be used for the maintenance of private cemeteries/urupa. Maintenance is broadly defined and includes such items as:

  - Fencing
  - Restoration of headstones
  - Installation of beams
  - Mowing, weeding or other similar maintenance
  - Gravelling of tracks or paths
  - Recording or registration of urupa/private cemeteries
  - Other similar maintenance items

  Maintenance does not include the capital development of new or existing urupa, such as the development of roads, levelling of land or other similar items. Any application for funding associated with these items should be forwarded through the Manawatū District Council Annual Plan process.

- **Application:**
  
  Applications to the fund must include the following information:

  - Details of proposed work
  - Indicative costings, including one (1) quote
  - Amount being requested
  - Contact Details, including a phone number

  Applications should be forwarded to the Community Development Adviser, Manawatū District Council, Private Bag 10 001, Feilding 4743 by the date specified in the letter inviting applications.
• Funding Amounts:

A sum of $1,000 annually (out of the $6,500) would be initially tagged for private cemetery funding applications. If no applications were received from private cemeteries or they were not approved for funding, this amount would be applied against urupā applications. In addition, any leftover funding may be carried over to the following year.

Application Process

• Timeframes:

Applications to the fund close around the end of July each year. Urupa and private cemeteries are advised of the specific date (which varies slightly from year-to-year) when letters are sent out inviting applications. Applications will only be received once annually.

• Consideration:

• District urupā applications – these will be annually considered by the August meeting of Ngā Manu Tāiko Manawatū District Council or a subcommittee of Ngā Manu Tāiko Manawatū District Council. Where the amount requested exceeds the budgeted amount, members would be requested to prioritise projects according to need.

• Private cemetery applications – these will be considered by a meeting of the Community Funding Committee.

Recommendations from both committees would be forwarded to next scheduled Council meeting.

• Approvals:

Successful applications will be notified following the Council meeting. Work must be completed by the 30th June of the financial year in question.

On completion of the work, where grant monies had been paid out the applicant was required to forward to Council a certificate of completion detailing the work that had been completed and copies of receipts. Alternatively, if the grant had not been paid out, a tax invoice should be sent to the Manawatū District Council to ensure payment up to the approved grant.
7 August 2017

Manawatu District Council
Private Bag 10 001
Feilding 4743

Attention: Janine Hawthorn
Community Development Adviser

RE: URUPA/Private Cemetery Fund
St Agnes, Perry Line, Kiwitea
St Michael’s & All Angels, Makino Road, Stanway

The Anglican Parish of Oroua has two private cemeteries which it oversees the upkeep of. These are situated at St Michael’s Anglican Church, Stanway and St Agnes’ Anglican Church, Kiwitea.

We would like to apply for funding to help in the costs of maintaining these properties. The expenses include, but are not limited to:

- Lawn mowing;
- Weed spraying;
- Trimming overgrown bushes/trees;
- Removal of any rubbish; and
- Upkeep of berms and paths

Most of the tasks involved are undertaken by Parishioners, i.e. labour is free, however the Parish is still required to purchase items such as weed spray, moss spray, petrol for lawn mowers/chainsaws/line trimmers, etc.

The lawns at St Michaels, Stanway, are currently mown by a contractor at a cost of $65 per fortnight which amounts to $1690.00 annually. Please find quote attached. Please also find detailed quote attached for costs pertaining to St Agnes Kiwitea in the amount of $2,560.00 annually.

This brings the total amount for the upkeep of both cemeteries to $4,250.00 annually.

We look forward to hearing from you with a favourable response. If you require any further information the Parish office.

Yours faithfully

Vicki Gleave
Parish Administrator
DAVID THOMSON  
2113 Kimbolton Road  
Kiwitea  
RD 7  
Feilding 4777

4 August 2017

To St Agnes Church  
33 Perry Line  
Kiwitea  
RD 7  
Feilding 4777

<table>
<thead>
<tr>
<th>Task</th>
<th>Hours</th>
<th>Rate/Cost</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cut lawns St Agnes Churchyard</td>
<td>60</td>
<td>$15/ hour</td>
<td>$900.00</td>
</tr>
<tr>
<td>Trim hedges</td>
<td>40</td>
<td>$15/ hour</td>
<td>$600.00</td>
</tr>
<tr>
<td>Trim trees - cut off lower branches</td>
<td>20</td>
<td>$15/ hour</td>
<td>$300.00</td>
</tr>
<tr>
<td>Weed eat grass around graves</td>
<td>20</td>
<td>$15/ hour</td>
<td>$300.00</td>
</tr>
<tr>
<td>fuel for lawnmower</td>
<td></td>
<td></td>
<td>$80.00</td>
</tr>
<tr>
<td>fuel for own hedge cutter</td>
<td></td>
<td></td>
<td>$20.00</td>
</tr>
<tr>
<td>taking away grass clippings 10 trailer loads</td>
<td>@20 a load</td>
<td></td>
<td>$200.00</td>
</tr>
<tr>
<td>taking away trimmed branches - 5 trailer loads</td>
<td>@ $20 a load</td>
<td></td>
<td>$100.00</td>
</tr>
<tr>
<td>plus taking away autumn leaves (3 trailer loads)</td>
<td>@ $20 Load</td>
<td></td>
<td>$60.00</td>
</tr>
</tbody>
</table>

**Total** $2,560.00
40 Stanway Road RD9 Feilding 4779

Date 4/08/2017

Customer

<table>
<thead>
<tr>
<th>Name</th>
<th>Stanway Church</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>c/- Oroua Parish</td>
</tr>
<tr>
<td></td>
<td>Feilding</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017/18</td>
<td>Lawn services</td>
<td>$1,690.00</td>
</tr>
<tr>
<td></td>
<td>Lawn services</td>
<td></td>
</tr>
</tbody>
</table>

Please note

Regards Ian

| TOTAL      | $1,690.00 |

Bank Account No. B N Z Feilding
02 0628 0048229.00

I Stevenson

Total $1,690.00

Quote no 326
Representative Grant Application - McKay, Logan

Purpose

To consider an application for a Representative Grant received from Logan McKay who will be competing at the Mornington Junior Tennis Series Open and the Hume Centre Junior Tennis Open being held in Melbourne, Australia from 28 September to 9 October 2017.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Community Funding Committee considers the Representative Grant application received from Logan McKay who will be competing at the Mornington Junior Tennis Series Open and the Hume Centre Junior Tennis Open being held in Melbourne, Australia from 28 September to 9 October 2017.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
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</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
</tbody>
</table>

2 Background

2.1 Logan McKay has been given an opportunity to compete at two junior tennis events in Melbourne, Australia between 28 September and 9 October 2017.

2.2 The first event is a Junior Round Robin Open Tournament for singles and doubles at the Mornington Tennis Centre. The second event is the Junior Open being played at the Hume Tennis Centre.

3 Discussion and Options considered

3.1 Logan has indicated in his application that the two junior tennis events will give him an opportunity to develop his skills further by playing against Australian players as well as playing on different types of courts i.e. clay and grass.

3.2 Participating in both events is also an opportunity for Logan to receive lessons from top coaches in Australia to develop further his tennis skills.

3.3 Logan’s application fits in with the Regional Development Strategy of Manawatu having the “highest involvement in sport and active recreation”. It also supports Council’s vision of being an activity that supports sport and recreation.

4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 The applicant has not specified an amount being requested but has indicated that the cost of attending the event is $2,900.00.

5.2 The balance available for allocation from the Representative Fund is $15,700.00.

6 Statutory Requirements

6.1 There are no statutory requirements relating to this paper.
7 Delegations

7.1 The Community Funding Committee has delegated authority to approve up to $2,000.00 for Representative Grants.

8 Consultation

8.1 There is no consultation required.

9 Cultural Considerations

9.1 There are no cultural considerations to be taken into account for this paper.

10 Conclusion

10.1 The applicant has been able to demonstrate that he meets the criteria and guidelines contained within the Representative Grant policy.

11 Attachments

• Representative Fund Application – McKay, Logan
Representative Grant Application Form

Purpose
The purpose of Representative Grant is to provide financial support for those Manawatu District residents who have been selected to represent the district, region or New Zealand in the field of arts, sport or culture to enable them to participate and to be an effective ambassador in our community.

1. Applicant Details

<table>
<thead>
<tr>
<th>Full name</th>
<th>Logan Mitchell McKay</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daytime phone number</td>
<td>Julie McKay 027544013</td>
</tr>
<tr>
<td>Street/PO Box</td>
<td>357 Mt Biggs Rd, RD9</td>
</tr>
<tr>
<td>Town</td>
<td>Feilding</td>
</tr>
<tr>
<td>Postcode</td>
<td>4779</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:brendanmckay@xtra.co.nz">brendanmckay@xtra.co.nz</a></td>
</tr>
</tbody>
</table>

2. Event Information (please attach additional sheets if required)

Provide a brief description of the event you or your team/group have been selected for, including the date the event is to begin and the venue where the event is to take place.
Please attach documentation confirming your selection

| Event Name: Mornington Junior Series Open | Regional |          |
| Event Date: 28th Sept - 9 Oct 2017         | National |
| Event Location: Melbourne                  | International |
Event Description:

- Mornington Tennis Centre Junior Open Tournament (Round Robin, Singles and Doubles Games), for Junior Tennis
- Hume Tennis Centre Junior Open

How will your attendance at the event contribute to the Manawatu District Council vision “connected, vibrant, thriving Manawatu – the best rural lifestyle in New Zealand” and the Regional Development Strategy aim “the best place to raise a family”? (Note: visit www.mdc.govt.nz to get further information on Council’s vision and outcomes)

It is an amazing opportunity for young kids to develop their skills playing against Australian players and courts. They get to experience different courts, e.g., clay, grass. Also get lessons from some outstanding coaches in Australia. They can then bring their new skills back to building and help the next generation of Tennis players, and inspire them.
3. Financial Information

| What is the total cost to attend the event | $2900.00 |
| What level of funding are you requesting from Council? | Any |

Tell us about any other funding you have applied for or received for this event. N/A

<table>
<thead>
<tr>
<th>Date applied</th>
<th>Source of funding</th>
<th>Type of funding e.g. grant</th>
<th>Date of result</th>
<th>Amount Applied or Confirmed</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

4. Declaration

☐ The details in all sections of the application are true and correct to the best of my knowledge.

☐ All reasonable information has been provided to support our application.

We understand that the Manawatu District Council:


☐ We also consent to it recording the personal contact details provided in this application, retaining and using these details.

☐ We understand that our name and brief details about the event and where appropriate, a photograph, may be released to the media or appear in Council documentation.

☐ This consent is given in accordance with the Privacy Act 1993.
5. **Conditions of Funding**

- Council must be acknowledged as a partner and funder.
- All recipients of funding agree to provide a brief verbal report to Council, as part of its Public Forum, on the benefits of their participation at the specified event.
- If possible, an appropriate photograph to be provided with the application that may be used in Council publications.

6. **Final Check**

Make sure you have

- [x] Completed all the sections
- [x] Provided financial details
- [ ] Attached supporting/selection documents

7. **Need Help?**

Please contact the following if you need advice on your application:

Janine Hawthorn  
Community Development Adviser  
Manawatu District Council  
Private Bag 10-001  
Feilding 4743  
Telephone 06 323 0000  
Email: janine.hawthorn@mdc.govt.nz
Melbourne Trip Breakdown

Flights $690
Accommodation $750
Van $100
Tournament fees x2 $160
Academy Fees $400
Food $400
Petrol $50
Theme Park $80
Melbourne Park $80
Coach - $250
Extra Parent - $200
(Loss on Conversion rate - $230)

Total $3160
Parents paying $2900
Representative Grant Application - Booth, Jacob

Purpose

To consider an application for a Representative Grant received from Jacob Booth who has been selected and appointed as a referee for the National Youth Touch Championships being held in the Sunshine Coast, Australia from 9 to 17 September 2017.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Community Funding Committee considers the Representative Grant application received from Jacob Booth who has been selected and appointed as a referee for the National Youth Touch Championships being held in the Sunshine Coast, Australia from 9 to 17 September 2017.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
<th>Manawatu district develops a broad economic base from its solid foundation in the primary sector.</th>
<th>Manawatu and its people are connected via quality infrastructure and technology.</th>
<th>Manawatu’s built environment is safe, reliable and attractive.</th>
<th>Manawatu District Council is an agile and efficient organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
<td></td>
<td>✓</td>
<td></td>
<td></td>
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</tbody>
</table>

2 Background

2.1 Jacob Booth has been appointed by Touch New Zealand as one of three referees from New Zealand to officiate at the National Youth Championships being held in the Sunshine Coast, Australia from 9 to 17 September 2017.

2.2 The National Youth Championships is one of Australia’s biggest national touch tournaments.

3 Discussion and Options considered

3.1 Jacob is one of five emerging/developing referees who has been added to Touch New Zealand’s newly formed Pathways and High Performance Referee group and makes up the first tier of appointed referees to this programme.

3.2 At the age of 17 Jacob was ranked the top touch rugby referee in the Central North Island Region. He is now 18 and is one of the top 13 referees nationally. He is currently working towards the 2019 Touch World Cup which is being held in Kuala Lumpur, Malaysia.

3.3 Jacob’s application fits in with the Regional Development Strategy of Manawatu having the “highest involvement in sport and active recreation”. It also supports Council’s vision of being an activity that supports sport and recreation.

4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 The amount of funding being requested is $800.00.

5.2 The balance available for allocation from the Representative Fund is $15,700.00.

6 Statutory Requirements

6.1 There are no statutory requirements relating to this paper.
7 Delegations

7.1 The Community Funding Committee has delegated authority to approve up to $2,000.00 for Representative Grants.

8 Consultation

8.1 There is no consultation required.

9 Cultural Considerations

9.1 There are no cultural considerations to be taken into account for this paper.

10 Conclusion

10.1 The applicant has been able to demonstrate that he meets the criteria and guidelines contained within the Representative Grant policy.

11 Attachments

- Representative Fund Application – Booth, Jacob
Representative Grant
Application Form

Purpose

The purpose of Representative Grant is to provide financial support for those Manawatu District residents who have been selected to represent the district, region or New Zealand in the field of arts, sport or culture to enable them to participate and to be an effective ambassador in our community.

1. Applicant Details

<table>
<thead>
<tr>
<th>Full name</th>
<th>Jacob Leslie Booth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daytime phone number</td>
<td>027 250 7986</td>
</tr>
<tr>
<td>Street/PO Box</td>
<td>32 Devonig Street</td>
</tr>
<tr>
<td>Town</td>
<td>Feilding</td>
</tr>
<tr>
<td>Postcode</td>
<td>4402</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:jacobbooth101@gmail.com">jacobbooth101@gmail.com</a></td>
</tr>
</tbody>
</table>

2. Event Information (please attach additional sheets if required)

Provide a brief description of the event you or your team/group have been selected for, including the date the event is to begin and the venue where the event is to take place. Please attach documentation confirming your selection

<table>
<thead>
<tr>
<th>Event Name</th>
<th>National Youth Championship</th>
<th>Regional</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event Date</td>
<td>9th - 17th September 2014</td>
<td>National ✓</td>
</tr>
<tr>
<td>Event Location</td>
<td>Sunshine Coast, Australia</td>
<td>International ✓</td>
</tr>
</tbody>
</table>
Event Description:

NYC is a week long tournament in Australia. That Touch New Zealand sends teams and referees to participate in.

I’m lucky enough that as part of Touch New Zealand, our High Performance Development Group, I have the opportunity to attend this tournament. I am one of three referees from NZ attending.

How will your attendance at the event contribute to the Manawatu District Council vision, “connected, vibrant, thriving Manawatu – the best rural lifestyle in New Zealand” and the Regional Development Strategy aim “the best place to raise a family”? (Note: visit www.mdc.govt.nz to get further information on Council’s vision and outcomes)

By me attending this event it shows that Manawatu Youth have opportunities to grow and take up chosen sport to the highest level. As a 17-year-old, I was named the number 1 referee in the North Island Central Region, and now at 18, I am part of the top 13 referees in the country, working towards the 2019 Touch World Cup. This NYC Tournament is a stepping stone in me achieving this goal. The purpose of this grant is to provide support for residents to represent the district, region, or New Zealand in the field of arts, sport or culture. I will be doing exactly that. I am representing New Zealand at a International level at one of Australia’s biggest national Tournaments. I hope to show more youth in the community that any dream can be achieved no matter how old you are, as long as you wakle hard.
3. Financial Information

| What is the total cost to attend the event | $800 + Food costs |
| What level of funding are you requesting from Council? | $800 |

Tell us about any other funding you have applied for or received for this event.

<table>
<thead>
<tr>
<th>Date applied</th>
<th>Source of funding</th>
<th>Type of funding e.g. grant</th>
<th>Date of result</th>
<th>Amount Applied or Confirmed</th>
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4. Declaration

☑ The details in all sections of the application are true and correct to the best of my knowledge.

☑ All reasonable information has been provided to support our application.

We understand that the Manawatu District Council:


☑ We also consent to it recording the personal contact details provided in this application, retaining and using these details.

☑ We understand that our name and brief details about the event and where appropriate, a photograph, may be released to the media or appear in Council documentation.

☑ This consent is given in accordance with the Privacy Act 1993.
Signatory of applicant

<table>
<thead>
<tr>
<th>Name</th>
<th>Jacob Booth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature</td>
<td></td>
</tr>
<tr>
<td>Date</td>
<td>12/8/17</td>
</tr>
</tbody>
</table>

5. **Conditions of Funding**
   - Council must be acknowledged as a partner and funder.
   - All recipients of funding agree to provide a brief verbal report to Council, as part of its Public Forum, on the benefits of their participation at the specified event.
   - If possible, an appropriate photograph to be provided with the application that may be used in Council publications.

6. **Final Check**

**Make sure you have**

- [x] Completed all the sections
- [ ] Provided financial details
- [x] Attached supporting/selection documents

7. **Need Help?**

Please contact the following if you need advice on your application:

Janine Hawthorn  
Community Development Adviser  
Manawatu District Council  
Private Bag 10-001  
Feilding 4743  
Telephone 06 323 0000  
Email: janine.hawthorn@mdc.govt.nz
Kia Ora Koutou

Congratulations on your selection and appointment to the Junior Tours for 2017 to Australia. This inclusion also means that you are the 5 emerging/developing referees to be added to our newly formed Pathways and High Performance Referee group. Along with the 8 High Performance referees you now make up the first tier of appointed referees to this programme.

I am aware that you have all spoken with Stu and he has given you the base information required to be a member of this team of referees. It is very exciting for us to have you on board and look forward to seeing your development over the coming months. Stu and I will be meeting up this week to discuss further the wider programme and will be in touch with you with further information after that.

In regards to the upcoming tours, there are some requirements we need to ensure that your travel and logistics are sorted in a timely manner.

I have ccc Brenda into this email and she oversees this part of our programme. She will sending you through the required paperwork and information for us to go ahead and book tickets etc.

Should you have any further questions, please do not hesitate to contact either of us. Our emails and phone numbers are at the bottom of the emails.
Look forward to seeing you all in September.

Michelle

Michelle Kirker  
Pathways & High Performance Manager  
Touch New Zealand  
Mobile: 0212868222  
Email: michelle@touchnz.co.nz  
www.touchnz.co.nz

Brenda Pamatatau <HPandPathways@touchnz.co.nz>  
Wed, Aug 9, 2017 at 11:32 AM

To: Michelle Kirker <michelle@touchnz.co.nz>, "jacobbooth101@gmail.com" <jacobbooth101@gmail.com>, "cameronwootton@hotmail.co.uk" <cameronwootton@hotmail.co.uk>, Will Hutchinson <billthebone@xtra.co.nz>, "sallyharrison312@gmail.com" <sallyharrison312@gmail.com>, "jaxonmcgowan14@gmail.com" <jaxonmcgowan14@gmail.com>

Kia ora boys,

Once again, congratulations on being selected to attend the Junior Development tours in September.

Below is a link that I will need you to complete which will give us your details and emergency contact name and number. This is also a part of our Health & Safety requirements.

Cameron, Jacob & William will be attending the National Youth Champs tournament held in Sunshine Coast from 9th-17th September.
Jaxon & Kurt will be attending the Mixed Tour to the Gold Coast from 18th-26th September. (Jaxon I need a copy of your passport please)

I will send out emails to you by groups with the travel details so no one gets confused on dates and also leave letters to give to your school/work.

http://www.sporty.co.nz/viewform/52255

Kind Regards,

Brenda Pamatau
Pathway & High Performance Support
Touch New Zealand
email: hpadandpathways@touchnz.co.nz
phone: 027 2669857
www.touchnz.co.nz
Representative Grant Application - FAHS Feilding High School - U19 Girls Rugby 7s Team

Purpose

To consider an application for a Representative Grant received from the FAHS Feilding High School to assist with the costs associated with the U19 girls’ rugby 7’s team attending the Condors Girls National Secondary Schools’ 7’s Finals being held at Sacred Heart College in Auckland from 30 November to 4 December 2017.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Community Funding Committee considers the Representative Grant application received from the FAHS Feilding High School to assist with the costs associated with the U19 girls’ rugby 7’s team attending the Condors Girls National Secondary Schools’ 7’s Finals being held at Sacred Heart College in Auckland from 30 November to 4 December 2017.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

**Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand**

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
<th>Manawatu district develops a broad economic base from its solid foundation in the primary sector.</th>
<th>Manawatu and its people are connected via quality infrastructure and technology.</th>
<th>Manawatu’s built environment is safe, reliable and attractive.</th>
<th>Manawatu District Council is an agile and efficient organisation.</th>
</tr>
</thead>
<tbody>
<tr>
<td>✓</td>
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<td></td>
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</tbody>
</table>

2 Background

2.1 The FAHS Feilding High School’s U19 Girls’ Rugby 7’s Team has qualified for the National Secondary Schools’ 7’s Finals being held in Auckland from 30 November to 4 December 2017.

2.2 The Condors Girls National Secondary Schools’ 7’s Finals is a high level competition which is attended by approximately 100 schools from around the country.

3 Discussion and Options considered

3.1 The High School is requesting financial assistance through the Representative Fund to assist with the transport costs for the U19 Girls’ Rugby 7’s Team to travel to Auckland to participate in the finals.

3.2 The application fits in with the Regional Development Strategy of Manawatu having the “highest involvement in sport and active recreation”. It also supports Council’s vision of being an activity that supports sport and recreation.

4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 Financial implications

5.1 The amount of funding requested is $925.73.

5.2 The balance available for allocation from the Representative Grant Fund is $15,700.00.

6 Statutory Requirements

6.1 There are no statutory requirements relating to this paper.
7 **Delegations**

7.1 The Community Funding Committee has delegated authority to approve up to $2,000.00 for Representative Grants.

8 **Consultation**

8.1 There is no consultation required in relation to this paper.

9 **Cultural Considerations**

9.1 There are no cultural considerations to be taken into account for this paper.

10 **Conclusion**

10.1 The applicant has been able to demonstrate that the team meets the criteria and guidelines contained within the Representative Grant policy.

11 **Attachments**

- Representative Grant Application – FAHS Feilding High School – U19 Rugby 7s Team
Manawatu District Council,
Private Bag 10-001
Feilding 4743

21st August 2017

Dear Sir/madam,

On behalf of FAHS - Feilding High School we wish to present an application towards helping us fund costs associated with helping our U19 girls rugby 7's teams attend the National Secondary Schools 7's Finals in Auckland from 30th November- 4th December 2017.

Who we are:
FAHS - Feilding High School was formed in 1921 and serves the educational needs of high school students in Feilding and its surrounding rural areas. The school has a roll of 1400, and works with the mission of providing the foundation of learning for life. All students are given an education that enhances their learning, builds on their needs and respects their dignity. This education challenges them to achieve personal standards of excellence and to reach their full potential.

FAHS – Feilding High School has a reputation for offering a wide variety of sports opportunities for students with excellent facilities and high quality coaching. This has resulted in students engaging in sport and competing at a high level both locally and nationally, and developing fine leadership, teams-man-ship and self-motivational qualities.

What we want to achieve:
To send our girls U19 rugby 7's team to participate in a national event that will see them compete at a high level, increase their skills and learn and grow as a team.

What we would like your partnership with:
Helping us cover costs for transport to the event which would significantly reduce parental contribution and fundraising efforts which may be a barrier to participation.
In support of this application I include the following documents:

1. Budget
2. Quotes
4. Bank deposit slip.

Thank you very much for the opportunity to apply to the fund. We sincerely hope that you find yourselves in the position to support us.

If there are any questions regarding this application, please contact me on 06 323 4029.

Yours sincerely

[Signature]

MARTIN O'GRADY
Principal
Representative Grant Application Form

Purpose

The purpose of Representative Grant is to provide financial support for those Manawatu District residents who have been selected to represent the district, region or New Zealand in the field of arts, sport or culture to enable them to participate and to be an effective ambassador in our community.

1. Applicant Details

<table>
<thead>
<tr>
<th>Full name</th>
<th>FAHS - FELDING HIGH SCHOOL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daytime phone number</td>
<td>06 323 4029</td>
</tr>
<tr>
<td>Street/PO Box</td>
<td>1 CHURCHEN ST</td>
</tr>
<tr>
<td>Town</td>
<td>FELDING</td>
</tr>
<tr>
<td>Postcode</td>
<td>4702</td>
</tr>
<tr>
<td>Email</td>
<td>rbenthe feathershigh.school.nz</td>
</tr>
</tbody>
</table>

2. Event Information (please attach additional sheets if required)

Provide a brief description of the event you or your team/group have been selected for, including the date the event is to begin and the venue where the event is to take place. Please attach documentation confirming your selection.

| Event Name:           | U19'S NATIONAL SECONDARY SCHOOLS 7'S FINALS |
| Event Date:           | 30 - NOV - 4 DEC.                     |
| Event Location:       | SACRED HEART COLLEGE, AUCKLAND        |
Event Description:

The Condors Girls National Secondary School 7’s Finals is a high level competition attended by almost 100 schools across the country. The competition has a rich 25 year old history and was originally established ‘to promote and foster the coaching of schoolboy and junior rugby in New Zealand’.

Feilding High will be sending a girls U15 and U19 squad as part of this competition. This highlights the depth and strength of girls rugby in FAHS, being able to field teams in both grades, which no other Manawatu team was able to achieve.

Teams are eligible to participate in the National tournament by achieving qualification in the regional tournament, which in Manawatu is held in March. The U19 team attained their place following a tough tournament attended by ten teams from our region.

Play is of an exceptionally high standard giving players valuable national experience where they are pitted against some of the best players in the country and given the opportunity to grow as people, as players and as a team. A tournament of this calibre also enables girls to experience travel within New Zealand, that otherwise they may not be able to achieve.

The girl’s teams have a successful history in the event, the U19’s being previous winners. This year’s players boast some excellent credentials; the U19’s squad having one player chosen to play for the International Condor Team, and for the Women’s 7s NZ training squad and another two being selected to trial for the U18 NZ 7s squad.

Training commences this week, with a full schedule of tournaments and games leading up to the National event in preparation to send the best possible teams we can. The girls have been and are continuing to fundraising to cover costs for this trip as well as for the preparation tournaments.

How will your attendance at the event contribute to the Manawatu District Council vision “connected, vibrant and thriving Manawatu - the best rural lifestyle in New Zealand” and to the Regional Development Strategy aim “the best place to raise a family” (Note: visit www.mdc.govt.nz to get further information on the Council’s vision and outcomes)

Feilding High-FAHS has an immense reputation for its quality of rugby for both male and female players. Giving young players the opportunity to attend events such as these on a national level gives them a forum to demonstrate the quality of play a small rural town can nurture and showcase this to the country. Indeed, the U19’s events are televised putting Feilding on the National rugby stage. FAHS ex students are also on the Black Ferns squad, and the Women’s World Cup featured Sarah Goss and Amy Cokayne England, making these young women ambassadors for the town.

We believe that through the support of community, family/whanau and school if players are given opportunities such as these, they are able to demonstrate the vibrancy of our area and lifestyle, learn from the experiences and bring back this learning to add value, connections and experience to the region. This increased richness, talent and diversity coupled that young people can absorb and benefit from coupled with opportunities to grow and challenge themselves makes Feilding an amazing place to raise a family.
3. Financial Information

| What is the total cost to attend the event | $ 8740 |
| What level of funding are you requesting from Council? | $ 925.75 |

Tell us about any other funding you have applied for or received for this event.

<table>
<thead>
<tr>
<th>Date applied</th>
<th>Source of funding</th>
<th>Type of funding e.g. grant</th>
<th>Date of result</th>
<th>Amount Applied or Confirmed</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>Various Funding</td>
<td></td>
<td>ON going</td>
<td>$ 600</td>
</tr>
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<td></td>
<td></td>
<td>$</td>
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<tr>
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4. Declaration

☐ The details in all sections of the application are true and correct to the best of my knowledge.

☐ All reasonable information has been provided to support our application.

We understand that the Manawatu District Council:


☐ We also consent to it recording the personal contact details provided in this application, retaining and using these details.

☐ We understand that our name and brief details about the event and where appropriate, a photograph, may be released to the media or appear in Council documentation.

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5. **Conditions of Funding**
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   - All recipients of funding agree to provide a brief verbal report to Council, as part of its Public Forum, on the benefits of their participation at the specified event.
   - If possible, an appropriate photograph to be provided with the application that may be used in Council publications.

6. **Final Check**

   **Make sure you have**
   - [ ] Completed all the sections
   - [ ] Provided financial details
   - [ ] Attached supporting/selection documents

7. **Need Help?**

   Please contact the following if you need advice on your application:

   Janine Hawthorn  
   Community Development Adviser  
   Manawatu District Council  
   Private Bag 10-001  
   Feilding 4743  
   Telephone 06 323 0000  
   Email: janine.hawthorn@mdc.govt.nz
Manawatu District Council,
Private Bag 10-001
Feilding 4783

21st August 2017

Dear Board Members,

On behalf of FAHS - Feilding High School, I endorse the application made to The Manawatu District Council Representative Fund for the purpose of assisting to fund travel costs for the Girls’ U19 Rugby 7s teams to attend the National Secondary School’s 7s Finals in Auckland.

Yours faithfully,

MARTIN O'GRADY, Principal
# INVOICE

Condor Rugby Football Club  
PO Box 9023  
Newmarket

**DATE:** April 6\(^{th}\) 2017  
**INVOICE No:** 1704  
**GST:** 91-134-322

**Bill To:**  
Feilding High School  
1 Churcher St  
Fielding 4702

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
</table>
| Event: Condor Sevens  
Thurs Nov 30\(^{th}\) & Fri Dec 1st – U15’s  
Sat Dec 2\(^{nd}\) and Sun Dec 3\(^{rd}\) - Open  
Team Fees:  
U15’s Boys & girls  
Open Boys & girls | $700   
$1500 |

**GST**

**TOTAL** $2200

Make all cheques payable to  
Condor Rugby Football Club  
06-0257-0064544-00
<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
<th>Details</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Accommodation &amp; Food</strong></td>
<td>U19s</td>
<td>12 players, 4 nights, $100 per night</td>
<td>4800.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3 staff, 4 nights, $100 per night</td>
<td>1200.00</td>
</tr>
<tr>
<td><strong>Travel</strong></td>
<td>Minivans</td>
<td>1 @ $1,200 each</td>
<td>1200.00</td>
</tr>
<tr>
<td></td>
<td>Mini van fuel</td>
<td>1200 km, $0.25 per km</td>
<td>300.00</td>
</tr>
<tr>
<td></td>
<td>U19 Car &amp; fuel</td>
<td>1200 km, $0.25 per km</td>
<td>1800.00</td>
</tr>
<tr>
<td><strong>Misc</strong></td>
<td>U19s</td>
<td>$10 per player per playing day</td>
<td>240.00</td>
</tr>
<tr>
<td><strong>Entry Fees</strong></td>
<td></td>
<td>U19s</td>
<td>700</td>
</tr>
<tr>
<td><strong>TOTAL COSTS</strong></td>
<td></td>
<td></td>
<td>8740</td>
</tr>
</tbody>
</table>
Community Funding Committee

Meeting of 05 September 2017

Business Unit: Community and Strategy
Date Created: 24 August 2017

Representative Grant Application - FAHS Feilding High School - U15 Girls Rugby 7s Team

Purpose

To consider an application for a Representative Grant received from the FAHS Feilding High School to assist with the costs associated with the U15 girls’ rugby 7’s team attending the Condors Girls National Secondary Schools’ 7’s Finals being held at Sacred Heart College in Auckland from 29 November to 2 December 2017.

Significance of Decision

The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations

That the Community Funding Committee considers the Representative Grant application received from the FAHS Feilding High School to assist with the costs associated with the U15 girls’ rugby 7’s team attending the Condors Girls National Secondary Schools’ 7’s Finals being held at Sacred Heart College in Auckland from 29 November to 2 December 2017.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 **Contribution to the Council Vision and Council Outcomes**

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

*Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand*

| Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga. | The Manawatu will attract and retain residents. | Manawatu district develops a broad economic base from its solid foundation in the primary sector. | Manawatu and its people are connected via quality infrastructure and technology. | Manawatu’s built environment is safe, reliable and attractive. | Manawatu District Council is an agile and efficient organisation. |
|---|---|---|---|---|
| ✓ | ✓ | |

2 **Background**

2.1 The FAHS Feilding High School’s U15 Girls’ Rugby 7’s Team has qualified for the Condors Girls National Secondary Schools’ 7’s Finals being held at Sacred Heart College in Auckland from 29 November to 2 December 2017.

2.2 The Condors Girls National Secondary Schools’ 7’s Finals is a high level competition which is attended by approximately 100 schools from around the country.

3 **Discussion and Options considered**

3.1 The High School is requesting financial assistance through the Representative Fund to assist with the transport costs for the U15 Girls’ Rugby 7’s Team to travel to Auckland to participate in the finals.

3.2 The application fits in with the Regional Development Strategy of Manawatu having the “highest involvement in sport and active recreation”. It also supports Council’s vision of being an activity that supports sport and recreation.

4 **Operational Implications**

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper.

5 **Financial implications**

5.1 The amount of funding requested is $694.60.

5.2 The balance available for allocation from the Representative Grant Fund is $15,700.00.

6 **Statutory Requirements**

6.1 There are no statutory requirements relating to this paper.
7 Delegations

7.1 The Community Funding Committee has delegated authority to approve up to $2,000.00 for Representative Grants.

8 Consultation

8.1 There is no consultation required in relation to this paper.

9 Cultural Considerations

9.1 There are no cultural considerations to be taken into account for this paper.

10 Conclusion

10.1 The applicant has been able to demonstrate that the team meets the criteria and guidelines contained within the Representative Grant policy.

11 Attachments

- Representative Grant Application – FAHS Feilding High School – U15 Rugby 7s Team
Manawatu District Council,
Private Bag 10-001
Feilding 4743

21st August 2017

Dear Sir/madam,

On behalf of FAHS - Feilding High School we wish to present an application towards helping us fund travel costs associated with helping our U15 rugby 7’s team attend the National Secondary Schools 7’s Finals in Auckland from 29th November- 2nd December 2017.

Who we are:
FAHS - Feilding High School was formed in 1921 and serves the educational needs of high school students in Feilding and its surrounding rural areas. The school has a roll of 1400, and works with the mission of providing the foundation of learning for life. All students are given an education that enhances their learning, builds on their needs and respects their dignity. This education challenges them to achieve personal standards of excellence and to reach their full potential.

FAHS – Feilding High School has a reputation for offering a wide variety of sports opportunities for students with excellent facilities and high quality coaching. This has resulted in students engaging in sport and competing at a high level both locally and nationally, and developing fine leadership, teams-man-ship and self-motivational qualities.

What we want to achieve:
To send our girls U15 rugby 7’s team to participate in a national event that will see them compete at a high level, increase their skills and learn and grow as a team.

What we would like your partnership with:
Helping us cover costs for transport to the event which would significantly reduce parental contribution and fundraising efforts which may be a barrier to participation.
In support of this application I include the following documents:

1. Budget
2. Quote
4. Bank deposit slip.

Thank you very much for the opportunity to apply to the fund. We sincerely hope that you find yourselves in the position to support us.

If there are any questions regarding this application, please contact me on 06 323 4029.

Yours sincerely

MARTIN O'GRADY
Principal
Representative Grant Application Form

Purpose

The purpose of Representative Grant is to provide financial support for those Manawatu District residents who have been selected to represent the district, region or New Zealand in the field of arts, sport or culture to enable them to participate and to be an effective ambassador in our community.

1. Applicant Details

<table>
<thead>
<tr>
<th>Full name</th>
<th>FAHS - FEILDING HIGH SCHOOL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Daytime phone number</td>
<td>06 323 4029</td>
</tr>
<tr>
<td>Street/PO Box</td>
<td>1 CHURCHER ST</td>
</tr>
<tr>
<td>Town</td>
<td>FEILDING</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:rbentley@feildinghigh.school.nz">rbentley@feildinghigh.school.nz</a></td>
</tr>
<tr>
<td>Postcode</td>
<td>4702</td>
</tr>
</tbody>
</table>

2. Event Information (please attach additional sheets if required)

Provide a brief description of the event you or your team/group have been selected for, including the date the event is to begin and the venue where the event is to take place. Please attach documentation confirming your selection.

<table>
<thead>
<tr>
<th>Event Name:</th>
<th>U19 NATIONAL SECONDARY SCHOOLS 7's FINALS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event Date:</td>
<td>29 NOV - 2ND DEC</td>
</tr>
<tr>
<td>Event Location:</td>
<td>SACKED HEART COLLEGE, AUCKLANDS</td>
</tr>
<tr>
<td>Regional</td>
<td>National 1</td>
</tr>
<tr>
<td>National</td>
<td></td>
</tr>
<tr>
<td>International</td>
<td></td>
</tr>
</tbody>
</table>
Event Description:

The Condors Girls National Secondary School 7’s Finals is a high level competition attended by almost 100 schools across the country. The competition has a rich 25 year old history and was originally established ‘to promote and foster the coaching of schoolboy and junior rugby in New Zealand’.

Feilding High will be sending a girls U15s and U19’s squad as part of this competition. This highlights the depth and strength of girls rugby in FAHS, being able to field teams in both grades, which no other Manawatu team was able to achieve.

Teams are eligible to participate in the National tournament by achieving qualification in the regional tournament, which in Manawatu is held in March. The U15 have received their invitation to the national tournament as they entered the U15 grade of regional qualification, but no other opposition entered the tournament.

Play is of an exceptionally high standard giving player’s valuable national experience where they are pitted against some of the best players in the country and given the opportunity to grow as people, as players and as a team. A tournament of this calibre also enables girls to experience travel within New Zealand, which otherwise they may not be able to achieve.

The girls teams have a successful history in the event and we anticipate the talent and dedication of the team will result in a positive outcome. Training commences this week, with a full schedule of tournaments and games leading up to the National event in preparation to send the best possible teams we can. The girls have been and are continuing to fundraising to cover costs for this trip as well as for the preparation tournaments.

How will your attendance at the event contribute to the Manawatu District Council vision “connected, vibrant and thriving Manawatu - the best rural lifestyle in New Zealand” and to the Regional Development Strategy aim “the best place to raise a family” (Note: visit www.mdc.govt.nz to get further information on the Council’s vision and outcomes)

Feilding High-FAHS has an immense reputation for its quality of rugby for both male and female players. Giving young players the opportunity to attend events such as these on a national level gives them a forum to demonstrate the quality of play a small rural town can nurture and showcase this to the country.

We believe that through the support of community, family/whanau and school if players are given opportunities such as these, they are able to demonstrate the vibrancy of our area and lifestyle, learn from the experiences and bring back this learning to add value, connections and experience to the region. This increased richness, talent and diversity coupled that young people can absorb and benefit from coupled with opportunities to grow and challenge themselves makes Feilding an amazing place to raise a family.
3. Financial Information

<table>
<thead>
<tr>
<th>What is the total cost to attend the event</th>
<th>$7190</th>
</tr>
</thead>
<tbody>
<tr>
<td>What level of funding are you requesting from Council?</td>
<td>$694.60</td>
</tr>
</tbody>
</table>

Tell us about any other funding you have applied for or received for this event.

<table>
<thead>
<tr>
<th>Date applied</th>
<th>Source of funding</th>
<th>Type of funding e.g. grant</th>
<th>Date of result</th>
<th>Amount Applied or Confirmed</th>
</tr>
</thead>
<tbody>
<tr>
<td>N/A</td>
<td>VARIOUS FUNDING/SMH EVENTS</td>
<td></td>
<td>N/A</td>
<td>$600</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$</td>
</tr>
</tbody>
</table>

4. Declaration

☐ The details in all sections of the application are true and correct to the best of my knowledge.

☐ All reasonable information has been provided to support our application.

We understand that the Manawatu District Council:


☐ We also consent to it recording the personal contact details provided in this application, retaining and using these details.

☐ We understand that our name and brief details about the event and where appropriate, a photograph, may be released to the media or appear in Council documentation.

☐ This consent is given in accordance with the Privacy Act 1993.
5. **Conditions of Funding**
   - Council must be acknowledged as a partner and funder.
   - All recipients of funding agree to provide a brief verbal report to Council, as part of its Public Forum, on the benefits of their participation at the specified event.
   - If possible, an appropriate photograph to be provided with the application that may be used in Council publications.

6. **Final Check**

   **Make sure you have**
   
   - [ ] Completed all the sections
   - [ ] Provided financial details
   - [ ] Attached supporting/selection documents

7. **Need Help?**

   Please contact the following if you need advice on your application:

   Janine Hawthorn  
   Community Development Adviser  
   Manawatu District Council  
   Private Bag 10-001  
   Feilding 4743  
   Telephone 06 323 0000  
   Email: janine.hawthorn@mdc.govt.nz

---

**Representative Grant Application Form**
Manawatu District Council,
Private Bag 10-001
Feilding 4783

21st August 2017

Dear Board Members,

On behalf of FAHS - Feilding High School, I endorse the application made to The Manawatu District Council Representative Fund for the purpose of assisting to fund travel costs for the Girls’ U15 Rugby 7s teams to attend the National Secondary School’s 7s Finals in Auckland.

Yours faithfully,

[Signature]

MARTIN O'GRADY, Principal
CONDOR RUGBY FOOTBALL CLUB
PO Box 9023
Newmarket

BILL TO:

Feilding High School
1 Churcher St
Fielding 4702

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Event: Condor Sevens</td>
<td></td>
</tr>
<tr>
<td>Thurs Nov 30th &amp; Fri Dec 1st – U15’s</td>
<td></td>
</tr>
<tr>
<td>Sat Dec 2nd and Sun Dec 3rd - Open</td>
<td></td>
</tr>
<tr>
<td>Team Fees:</td>
<td></td>
</tr>
<tr>
<td>U15’s Boys &amp; girls</td>
<td>$700</td>
</tr>
<tr>
<td>Open Boys &amp; girls</td>
<td>$1500</td>
</tr>
</tbody>
</table>

GST

TOTAL $2200

Make all cheques payable to
Condor Rugby Football Club
06-0257-0064544-00
<table>
<thead>
<tr>
<th></th>
<th>U15s</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Playing</td>
<td>Thursday 30th November &amp; Friday 1st December</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Travel</td>
<td>Wednesday 29th November &amp; Saturday 2nd December</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accommodation</td>
<td>Wednesday 29th November - Friday 1st December (3 nights)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accommodation &amp; Food</td>
<td>U15s</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>12 players</td>
<td>3 nights</td>
<td>$100 per night</td>
<td></td>
<td></td>
<td>$3600.00</td>
</tr>
<tr>
<td>4 staff</td>
<td>3 nights</td>
<td>$100 per night</td>
<td></td>
<td></td>
<td>$1200.00</td>
</tr>
<tr>
<td>Travel</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Minivans</td>
<td>1 @</td>
<td>$1,200 each</td>
<td></td>
<td></td>
<td>$1200.00</td>
</tr>
<tr>
<td>Mini van fuel</td>
<td>1200 km</td>
<td>$0.25 per km</td>
<td></td>
<td></td>
<td>$300.00</td>
</tr>
<tr>
<td>U15 Car &amp; fuel</td>
<td>1200 km</td>
<td>$0.25 per km</td>
<td></td>
<td></td>
<td>300.00</td>
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<tr>
<td>Misc</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>U15s</td>
<td>$10 per player per playing day</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Entry Fees</td>
<td>U15s</td>
<td></td>
<td></td>
<td></td>
<td>$350.00</td>
</tr>
<tr>
<td>TOTAL COSTS</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>$7190.00</td>
</tr>
</tbody>
</table>
Community Funding Committee

Meeting of 05 September 2017

Business Unit: Community and Strategy
Date Created: 24 August 2017

Community Funding Committee Meetings

Purpose
To consider the frequency and timing of meetings for the 2018 calendar year.

Significance of Decision
The Council’s Significance and Engagement policy is not triggered by matters discussed in this report.

Recommendations
That the Community Funding Committee consider the frequency and timing of future meetings and make a recommendation to Council to adopt the preferred meeting dates as part of Council’s schedule of meetings for the 2018 calendar year.

Report prepared by:
Janine Hawthorn
Community Development Adviser

Approved for submission by:
Brent Limmer
General Manager - Community and Strategy
1 Contribution to the Council Vision and Council Outcomes

1.1 Relationship to the Council Outcomes that underpin the Council’s Vision:

*Connected, vibrant and thriving Manawatu – the best rural lifestyle in New Zealand*

<table>
<thead>
<tr>
<th>Manawatu District will improve the natural environment, stewarding the district in a practice aligned to the concept of kaitiakitanga.</th>
<th>The Manawatu will attract and retain residents.</th>
<th>Manawatu district develops a broad economic base from its solid foundation in the primary sector.</th>
<th>Manawatu and its people are connected via quality infrastructure and technology.</th>
<th>Manawatu’s built environment is safe, reliable and attractive.</th>
<th>Manawatu District Council is an agile and efficient organisation.</th>
</tr>
</thead>
</table>

2 Background

2.1 Each year Council is required to adopt a schedule of meetings for the following calendar year.

2.2 Council’s Governance Team Leader is in the process of developing a schedule of meeting dates for 2018 for Council’s consideration.

2.3 The Community Funding Committee currently meets monthly on the first Tuesday of each month with the exception of October, April, May and July meetings when it meets on the second Tuesday of the month to coincide with closing dates for funding applications which fall at the end of the preceding month.

2.4 There are no meetings scheduled for the month of January.

3 Discussion and Options considered

3.1 Discussions with Committee’s Chairperson have raised the possibility of the Committee moving all Community Funding Committee meetings to the second Tuesday of the month.

3.2 The reason for this request is that on occasions there has been less than two weeks from the last meeting to when an agenda is closed off for the following month’s meeting.

3.3 The Chairperson has agreed for this matter to be discussed further as there had been some previous discussion held on whether the Committee actually needed to meet each month.

3.4 To assist the Committee in its consideration of meeting frequency, below are the months that the Committee would need to meet as per current Council policies which fall under the responsibility of the Community Funding Committee:

- July – Community Development and Event Funding applications close 30 June
- August – Community Honours Nominations close 30 June to be considered at August meeting
- October – Community Development and Event Funding applications close 30 September; 12-month accountability reports from Partnership Funding recipients are due 30 September
• April – Community Development and Event Funding applications close 30 March
• May – Rates Remissions for Charitable Organisations close 30 April

3.5 This just leaves Representative and Partnership funding applications which currently have no specific funding rounds.

3.6 The Community Funding Committee currently has the following delegations:

**Community Funding**

- Approve applications under the Community Development Funding and Regional Events Policy up to a value of $10,000.
- Approve applications for representative grants up to a value of $2,000.
- Approve the remission of rates in accordance with the Community Rates Support Rates Remission for Charitable Organisations policy.
- Approve applications to the Robert Dickson Educational Trust and Hook Bequest up to a value of $1,000. This has been delegated to the Community Funding Committee Chairperson and the General Manager – Community and Strategy.

**Manawatu District Community Honours Awards**

- Make decisions on recipients of Community Honours Awards under the Community Honours Scheme.
- Authority to co-opt community representatives to the committee to assist with the selection process.

3.7 When considering the frequency and timing of meetings, the Committee will need to take into consideration those decisions that may fall outside of the current delegated authority which would need to be ratified by Council. These are decisions that are over $10,000, such as Partnership funding and events of significance to the district not currently funded through CEDA.

3.8 Council currently meets on the third Thursday of the month. Should the Committee agree to all meetings being held on the second Tuesday of the month there is sufficient time to put any recommendations outside of the Committee’s delegated authority to the Council meeting scheduled for the following week.

3.9 In regards to frequency of meetings, the Committee could consider an amendment to the current Partnership Fund policy by including a specific funding round of say annually closing 30 June or perhaps to coincide with the current funding rounds for the Community Development and Event funding. This could potentially reduce the number of scheduled meetings from 11 to 5 a year. This however does not take into consideration Representative Grant applications.

3.10 It would be difficult to have a specific funding round for Representative Grant applications as most applicants generally have a short turnaround from the time of selection to the time of travelling to events. The Committee therefore might like to consider alternative options.
3.11 One option that could be considered is to seek a change to the current delegated authority giving authority to say, the Chairperson, Deputy Chairperson and the General Manager - Community and Strategy to make a decision on Representative Grant applications. Although the decision would ultimately be made by those who have the delegated authority, it does not prevent, as part of the process, all Community Funding Committee members from having input without the need for a formal meeting. This would also enable applications to be considered more timely rather than being held off until a scheduled Community Funding Committee meeting.

4 Operational Implications

4.1 There are no capital/operating expenditure implications or maintenance costs associated with this paper. There will however be some process efficiencies with a reduced number of meetings per year.

5 Financial implications

5.1 There are no significant financial implications associated with this paper.

6 Statutory Requirements

6.1 Clause 19(6) of Schedule 7 of the Local Government Act 2002 refers to the provision for the adoption of a schedule of meetings.

7 Delegations

7.1 The Community Funding Committee does not have the authority to make changes to policies or delegated authority. It can however make a decision on meeting times and frequency of meetings.

8 Consultation

8.1 There are no requirements for consultation as a result of the matters contained in this paper.

9 Cultural Considerations

9.1 There are no cultural considerations to be taken into account with this paper.

10 Conclusion

10.1 The options for consideration by the Community Funding Committee are:

- Status quo.
- Change the timing of all meetings to be the second Tuesday of each month with the exception of January.
- Amend the Partnership Fund policy to include a specific funding round or rounds.
• Recommend delegated authority for approval of Representative Grants thereby reducing the number of scheduled meetings from 11 to 5 with meetings to be scheduled for the second Tuesday of July, August, October, April and May each year.

10.2 If the preferred option for the Community Funding Committee is to recommend delegation for Representative Grants, the Committee may also like to consider reviewing the Representative Grant policy as part of this recommendation (copy attached).

11 Attachments

• Representative Grant Policy - As Adopted 19 March 2015
Purpose of this Policy

The purpose of the Representative Grant policy is to provide financial support for those Manawatu District residents who have been selected to represent the district, region or New Zealand in the field of arts, sport or culture to enable them to participate and to be an effective ambassador in our community.

Representative Grants will be funded from the community development funding pool. Community development has been identified as a key contributor to achieving Council’s vision and outcomes and is part of the District Development activity within Council’s Long Term Plan.

Application process

Applicants for a Representative Grant are to complete the application form. Applications can be made at any time during the year.

The Community Funding Committee has delegated authority to allocate funding in line with its existing delegations, with funding recommendations above the delegated amount being referred to Council.

Eligibility

Those applying for this fund will need to demonstrate that they are:

- A resident of the Manawatu District;
- An athlete, team or artist selected because of qualifying criteria, exceptional achievement or ability to participate in a regional, national or international event by attaching documentation confirming their selection.

The applicant should demonstrate how their attendance at the event will:

- Contribute to the Manawatu District Council vision “Connected, vibrant, thriving Manawatu – the best rural lifestyle in New Zealand” and the Regional Development Strategy aim “The best place to raise a family”.

Conditions of funding

- Council must be acknowledged as a partner and funder.
- All recipients of funding agree to provide a brief verbal report to Council, as part of its Public Forum, on the benefits of their participation at the specified event.