



# AGENDA

## Assessment Committee Meeting Tuesday, 22 November 2022

**Date:** Tuesday, 22 November 2022

**Time:** 10.00 am

**Location:** Whare Tūhono, William Fraser Building, 1  
Dunorling Street, Alexandra

(A link to the live stream will be available on the Central Otago District Council's website.)



Notice is hereby given that an Assessment Committee meeting will be held in Whare Tūhono, William Fraser Building, 1 Dunorling Street, Alexandra and live streamed via Microsoft Teams on Tuesday, 22 November 2022 at 10.00 am. The link to the live stream will be available on the Central Otago District Council's website.

## Order Of Business

|          |   |           |
|----------|---|-----------|
| <b>1</b> | <b>Apologies .....</b>  | <b>5</b>  |
| <b>2</b> | <b>Confirmation of Minutes.....</b>                           | <b>5</b>  |
| <b>2</b> | <b>Reports .....</b>  | <b>10</b> |
| 22.3.1   | Distribution of the Sport New Zealand Rural Travel Fund ..... | 10        |



**Members** Cr T Alley (Chairperson), Cr S Browne, G Dowling, L Dowling, J Knight, T Riwi, K Robb

**In Attendance** J Whyte (Administrator)

**1 APOLOGIES**

**2 CONFIRMATION OF MINUTES**

Assessment Committee meeting - 30 November 2021



**CENTRAL OTAGO DISTRICT COUNCIL****ASSESSMENT COMMITTEE**

NOTICE is hereby given that a meeting of the Assessment Committee is to be held in the Whare Tūhono meeting room, William Fraser Building, 1 Dunorling Street, Alexandra on **Tuesday, 30 November 2021** commencing at 10.00am.

MEMBERS: S Calvert (Chairperson), L Dowling, G Duncan, J Knight, K Robb and T Riwhi

APOLOGIES: T Alley

RESOLVED that the apologies be received.

Calvert / Knight

IN ATTENDANCE: J Whyte (Parks and Recreation Administration Officer)

21.1.1 **Minutes of the Sport New Zealand Committee**

The minutes of the Sport New Zealand meeting held on 24 November 2020 be received and confirmed as a true and correct record.

Knight / Robb

21.1.2 **Sport NZ Rural Travel Fund: Distribution of Funds (COM 08-71-03)**

A report from the Parks and Recreation Administration Officer relating to distribution of residual funds from the Sport New Zealand Rural Travel Fund.

RECOMMENDED that the report be received and that the recommendations therein be adopted.

- A. RECOMMENDED that the report be received and that the recommendations therein be adopted.

Knight / Dowling

- B. RESOLVED that the Assessment Committee allocated the Sport New Zealand Rural Travel Fund to the applications listed in a manner befitting Sport New Zealand funding guidelines and eligibility criteria as follows:

## Riwhi / Calvert

Note: K Robb declared an interest in applications 4 to 5 and did not vote on their allocation of funding

|                                 |   |   |
|---------------------------------|---|---|
| Matakanui Hockey Club           | We will purchase travel vouchers and give these out to families to show appreciation for the commitment to travel to enable their children to play sport.   | \$1,500   |
| Maniototo Netball Club          | This funding will be used to reimburse parents a little something to keep encouraging our young netballers to keep playing the sport. For our club to participate in the weekly comp, we must travel to Alexandra each week, which is a big commitment travel wise. | \$1,000   |
| Millers Flat School             | Fuel vouchers will be purchased and distributed to families that take their children to Netball/Rugby on a Saturday. It will contribute to the large expense rural families incur.  | \$700   |
| Roxburgh Area School - Miniball | We use Rural Travel Funding to purchase petrol vouchers to distribute to our Miniball families.   | \$500   |
| Roxburgh Area School - Netball  | We use Rural Travel Funding to purchase petrol vouchers to distribute to our Netball families.  | \$1,500   |
| Roxburgh Area School - Touch    | We use Rural Travel Funding to purchase petrol vouchers to distribute to our Touch families.  | Application asked to removed by School as competition has been cancelled this year to Covid-19 restrictions |
| Dunstan Arm Rowing Club Inc     | This funding will be used for our under 18's to travel to Twizel for the local school/club competitions throughout the rowing season. Usually twice a   | \$1,000   |



|                            |   |         |
|----------------------------|---|---------|
|                            | month.  |         |
| Alexandra Ice Skating Club | To enable our skaters to go to local competitions   | \$400   |
| Cromwell Rowing Club       | To assist with travel costs to attend regattas throughout Otago and Twizel  | \$1,000 |
| CO Whitewater Inc          | Travel from Alexandra to Hawea, and Tekapo rivers for local competitions in slalom, extreme slalom, and freestyle   | \$972   |
| Alexandra Swimming Club    | To help enable swimmers to travel to local swim meets and compete against swimmers of their own age and level, and continue developing their racing skills. | \$572   |
| Alexandra Athletics        | For our athletes to travel to athletic events in Otago  | \$250   |

The meeting closed at 10.24am.

.....  
CHAIR

/ /2021

22 November 2022

## 2 REPORTS

### 22.3.1 DISTRIBUTION OF THE SPORT NEW ZEALAND RURAL TRAVEL FUND

Doc ID: 599924

#### 1. Purpose of Report

To consider applications received for the Sport New Zealand Rural Travel Fund, and to allocate funds appropriately.

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#### Recommendations

That the Assessment Committee

- A. Receives the report and accepts the level of significance.
- B. That the Assessment Committee consider the applications received for the Sport New Zealand Rural Travel Fund and recommend appropriate funding is allocated that is consistent with the Sport New Zealand Rural Travel Fund guidelines and eligibility criteria.

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#### 2. Background

The Sport New Zealand Rural Travel (the fund) has been developed in response to concerns raised by territorial authorities about the lack of participation in sport by young people living in rural communities.

Geographical isolation, urban drift, lack of employment opportunities and access to mainstream funding were identified as barriers to sport participation.

The fund available in 2022/2023 is targeted at young people aged between 5 and 19 years. This is an interim measure until a national rural participation strategy is fully developed and implemented. This is being undertaken by Sport New Zealand.

The fund is designed to help subsidise travel for junior teams participating in local sport competitions. The allocation of the fund is based on a population density formula for territorial authorities who have less than 10 people per square kilometre. The fund is based on 45c per capita with a baseline/minimum entitlement of \$9,500 (Source: Census Statistics 2006). Despite requests this funding allocation has not increased since 2006.

Please note the funding entitlement calculations have not been updated by Sport New Zealand since 2006.

Council receives the minimum entitlement of \$9.500 to distribute across the district.

The Funding guidelines and the 2022 – 23 Application report can be found in the following appendices.

**Appendix 1 - 2021-2024 Rural Travel Fund Guidelines**

**Appendix 2 - Sport NZ Application Report 2022-23**

### 3. Proposal

To allocate the rural travel funds to applicants that is consistent with Sport New Zealand's funding guidelines and eligibility criteria.

A summary of applications received is attached in **Appendices 3 – 13**.

Grants that are allocated to clubs must be uplifted by Friday 26 May 2023, otherwise funds are carried over.

### 4. Financial Considerations

#### Funding for 2022/2023

There is \$9,500 for distribution to clubs and organisations within the Central Otago district. The maximum allowable sum of \$106.40 has been deducted for advertising costs, bringing the total amount for distribution to \$9,395.74.

A breakdown of funds available for distribution are highlighted in the table below:

|                              |            |
|------------------------------|------------|
| Sport New Zealand Funding    | \$9,500.00 |
| Less Advertising             | -\$ 104.26 |
| Total funds for distribution | \$9,395.74 |

#### Applications for Funding

This year a total of 11 applications for funding have been received. Total request for funding is \$12,250.00.

The table below outlines the spread of applications throughout the district:

| Ward                    | Number of applications |
|-------------------------|------------------------|
| Alexandra               | 2                      |
| Cromwell                | 1                      |
| Earnscliffe/Manuherikia | 1                      |
| Maniototo               | 2                      |
| Teviot Valley           | 4                      |
| Central Otago District  | 1                      |
| <b>Total</b>            | <b>11</b>              |

#### Funding Guidelines

Applications for the fund is open to rural sports clubs and rural school teams aged between 5-19 years old who require subsidies to assist with transport expenses to attend local sporting competitions. Funding should not be provided for the purpose of travel to regional or national events, The exception being the Dunstan Arm Rowing Club Inc, where there is no local competition requiring them to travel out of the district for local competition.

Sport New Zealand has not set any guidelines determining what the levels of contribution should be but recommends committees should consider applications relating to the needs of the individual organisation.

## 5. Attachments

- Appendix 1 - 2021-2024 Rural Travel Fund Guidelines** [↓](#)
- Appendix 2 - Sport NZ Application Report 2022-23** [↓](#)
- Appendix 3 - 1 Central Otago White Water Application** [↓](#)
- Appendix 4 - 2 RAS Cricket Application** [↓](#)
- Appendix 5 - 3 RAS Miniball Application** [↓](#)
- Appendix 6 - 4 RAS Netball Application** [↓](#)
- Appendix 7 - 5 Millers Flat School Application** [↓](#)
- Appendix 8 - 6 Matakanui Hockey Club Application** [↓](#)
- Appendix 9 - 7 Maniototo Hockey Application** [↓](#)
- Appendix 10 - 8 Alex Swim Club Application** [↓](#)
- Appendix 11 - 9 Maniototo Netball Application** [↓](#)
- Appendix 12 - 10 Dunstan Arm Rowing Club Application** [↓](#)
- Appendix 13 - 11 Cromwell Rowing Club Application** [↓](#)

Report author:

Reviewed and authorised by:



Judith Whyte  
Parks and Recreation Administration Officer  
21/10/2022

Gordon Bailey  
Parks and Recreation Manager  
21/10/2022



# RURAL TRAVEL FUND

GUIDELINES FOR JULY 2021 – JUNE 2024





## CONTENTS OF GUIDELINES

### Guidelines

- |    |  |        |
|----|--|--------|
| 1) | Background                                 | page 3 |
| 2) | The Fund Detail                            | page 3 |
| 3) | Sport NZ Strategic Direction               | page 3 |
| 4) | Amended Rural Travel Fund Application Form | page 3 |
| 5) | Sport NZ Other Funding Streams             | page 4 |

### Information for Applicants

- |     |                              |        |
|-----|------------------------------|--------|
| 6)  | Eligible teams               | page 5 |
| 7)  | Eligible travel              | page 5 |
| 8)  | Accountability for funding   | page 5 |
| 11) | Goods and services tax (GST) | page 6 |
| 12) | Return of unspent funding    | page 6 |
| 13) | Further information          | page 6 |

### Frequently asked Questions

- |     |      |        |
|-----|------|--------|
| 14) | FAQs | page 7 |
|-----|------|--------|



## GUIDELINES

### 1) **Background**

The Sport NZ Rural Travel Fund (RTF) was established in 2003 with the purpose being to “remove the barrier of cost to participation for those in rural communities”. In 2020-21 the RTF was allocated across 35 ‘provincial’ TAs in Aotearoa.

### 2) **The Fund - Detail**

The Rural Travel Fund (RTF) will be administered on Sport NZ’s behalf by thirty-five eligible Territorial Authorities (TAs) across Aotearoa. These guidelines apply for the period to 30 June 2024.

The RTF is to provide quality sport opportunities and experiences for tamariki (children aged 5-11) and rangatahi (young people aged 12-18). We would ask that the TAs receiving RTF consider how they place an emphasis on providing sport experiences for:

- Girls and young women aged 5-18; and/or
- Disabled tamariki (5-11) and rangatahi (12-18)

In 2021-24 Sport NZ will allocate \$444k to the 35 eligible TAs for distribution into their communities.

### 3) **Sport New Zealand Strategic Direction 2020-2032**

In mapping our strategic direction to 2032, Sport New Zealand have introduced a new vision and purpose.

#### **Our Purpose**

To contribute to the wellbeing of everybody in Aotearoa New Zealand by leading an enriching and inspiring Play, Active Recreation and Sport system

#### **Our Vision**

Every Body Active

### 4) **Amended Rural Travel Fund Application Form**

As we are interested in understanding more about how this fund is currently being used within your community, we adjusted the RTF application form template to seek more data from applicants on gender and disability. Please ensure that you use this updated form going forward.



5) **Other Sport New Zealand Funding Streams**

Sport NZ also offer other community funding opportunities such Tū Manawa Active Aotearoa. If you are interested in knowing more, we suggest that you follow Sport NZ and your local Regional Sports Trust on social media (or sign up to their newsletter) to be kept informed.





## INFORMATION FOR APPLICANTS

### 6) Eligible teams

Applications for funding from the Rural Travel Fund can be made by rural sport club teams and rural school club teams within the Territorial Authority region, with members aged between 5 and 18 years, who require financial assistance with transport costs so that they can participate in local sporting competitions and events.

### 7) Eligible travel

The following criteria will be applied by Territorial Authorities when considering applications for funding made by eligible teams (along with any other criteria that the Authority considers appropriate).

A rural school club team will be eligible for funding if it is participating in a regular local sports competition out of school time, which excludes inter-school and intra-school competitions run during school time.

A rural sports club team will be eligible for funding if it is participating in an organised, regular sports competition through club membership outside of school time.

**Please note:** Funding will *not* be provided for, and may not be used for, the purpose of travel to **regional** or **national** sports competition.

### 8) Accountability for funding

You must only use the funding for travel costs that arise from the team participating in a local competition, and as agreed with the relevant Territorial Authority.

You must return an accountability form to the Territorial Authority administering your funding that shows how the funding was spent, including by providing proof of purchases made and any receipts.



9) **Goods and Services Tax (GST)**

GST registered organisations:

If you are a GST registered organisation, the Territorial Authority administering your funding will pay your funding plus GST. You must then account for the GST to the Inland Revenue Department (IRD).

Non-registered GST organisations:

If you are not GST registered, the Territorial Authority administering your funding will not add GST to your funding.

10) **Return of unspent funds**

You must return any funds you have not spent as of 30 June 2022 to the Territorial Authority administering your funding.

11) **Further information**

If you have any questions regarding the Rural Travel Fund, there are FAQs at the back of these Guidelines. Sport New Zealand also has a FAQ section on its website at [Rural Travel Fund | Sport New Zealand - Ihi Aotearoa \(sportnz.org.nz\)](https://www.sportnz.org.nz/rural-travel-fund).

If you would like to speak to someone in person, please contact Fiona Ramsay at Sport New Zealand on 021 535 714 or email [fiona.ramsay@sportnz.org.nz](mailto:fiona.ramsay@sportnz.org.nz)



## FAQs

Q What is the Sport NZ Rural Travel Fund?

A The Sport NZ Rural Travel Fund is a partnership between Sport New Zealand and Territorial Authorities to subsidise travel costs for young people that live in rural communities to attend sporting competitions and events..

Q Who administers this funding?

A Territorial Authorities administers the Rural Travel Fund on behalf of Sport New Zealand.

Q Can individuals apply for funding?

A No, all applications must come from rural sport club teams or rural school teams. Funding will not be provided to individual players, coaches, or officials.

Q How are Territorial Authorities selected to participate in the Rural Travel Fund?

A Sport New Zealand has selected Territorial Authorities based on a formula that takes into account population density. Eligible Territorial Authorities have a population density of less than 10 people per square kilometre.

Q Where can I get an application form?

A Application forms can be obtained from your local Territorial Authority.

Q Who do I contact if I have any questions about the application form or eligibility for funding?

A Contact your local Territorial Authority as they administer this fund on behalf of Sport New Zealand.

Q Who can apply for funding?

A Sport club teams and school club teams within a Territorial Authority that receives Rural Travel Funding, who have members aged between 5 and 18 years, and who meet the Rural Travel Fund eligibility criteria.



- Q Our team has applied for funding to help pay for travel expenses to get to National Champs. Are we eligible?
- A No, you are not. Funding is only available for travel to regular, local competition. For example, Saturday morning or weeknight games.
- Q Can we get funding for our school team for a one off or annual inter school competition?
- A No, funding is only available for travel to regular , local competition
- Q How can I find out able the application process for the Rural Travel Fund?
- A Contact your local Territorial Authority for more information.
- Q Who should I contact at Sport New Zealand for more information?
- A Please contact Fiona Ramsay at Sport New Zealand on 021 535 714 or email [fiona.ramsay@sportnz.org.nz](mailto:fiona.ramsay@sportnz.org.nz)
- Q Which Territorial Authorities are eligible for Rural Travel Funding?
- A
- Ashburton District Council
  - Buller District Council
  - Carterton District Council
  - Central Hawkes Bay District Council
  - Central Otago District Council
  - Chatham Islands Territory
  - Clutha District Council
  - Far North District Council
  - Gisborne District Council
  - Gore District Council
  - Grey District Council
  - Hurunui District Council
  - Kaikōura District Council
  - Kaipara District Council
  - Mackenzie District Council
  - Marlborough District Council
  - Ōpōtiki District Council
  - Ōtorohanga District Council



- Queenstown-Lakes District Council
- Rangitikei District Council
- Ruapehu District Council
- Selwyn District Council
- South Taranaki District Council
- South Wairarapa District Council
- Southland District Council
- Stratford District Council
- Tararua District Council
- Tasman District Council
- Taupō District Council
- Waimate District Council
- Wairoa District Council
- Waitaki District Council
- Waitomo District Council
- Westland District Council
- Whakatāne District Council

























































































































































