



NOTICE OF MEETING

**Notice is hereby given of a Meeting of the
Events Committee
to be held in the Council Chambers,
First Floor, Civic Administration Building,
101 Esk Street, Invercargill on
Friday 1 June 2018 at 9.00 am**

Cr D Ludlow (Chairperson)
His Worship the Mayor, Mr T Shadbolt
Cr T Biddle
Cr A Crackett
Cr G Lewis

Clare Hadley
CHIEF EXECUTIVE

A G E N D A

1. **APOLOGIES**
2. **MINUTES OF THE MEETING OF THE EVENTS COMMITTEE HELD ON 20 APRIL 2018**
3. **FINANCIAL UPDATE**
4. **CHANGES TO TERMS OF REFERENCE**
5. **PUBLIC EXCLUDED SESSION**

Moved, seconded that the public be excluded from the following parts of the proceedings of this meeting; namely

- (a) *Funding Application – Cycling Southland – Tour of Southland*
- (b) *Funding Application – DIY Museum – Soled Out*
- (c) *Funding Application – Murihiku Maori and Pasifika Cultural Trust - Polyfest*
- (d) *Accountability Report – ILT Christmas Variety Show*
- (e) *Confirmation of Public Excluded Minutes of Events Committee Meeting held on 20 April 2018*

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)(d) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(a) Funding Application – Cycling Southland – Tour of Southland	Section 7(2)(i)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
(b) Funding Application – DIY Museum – Soled Out	Section 7(2)(i)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(c) Funding Application - Murihiku Maori and Pasifika Cultural Trust - Polyfest	Section 7(2)(i)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
(d) Accountability Report – ILT Christmas Variety Show	Section 7(2)(i)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
(b) Confirmation of Public Excluded Minutes of Events Committee Meeting held on 20 April 2018	Section 7(2)(i)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)



MINUTES OF THE MEETING OF THE EVENTS COMMITTEE HELD IN THE COUNCIL CHAMBERS, FIRST FLOOR, CIVIC ADMINISTRATION BUILDING, 101 ESK STREET, INVERCARGILL, ON FRIDAY 20 APRIL 2018 AT 9.00 AM

PRESENT: Cr D J Ludlow (Chairperson)
His Worship the Mayor, Mr T Shadbolt
Cr G D Lewis
Cr T M Biddle
Cr A H Crackett

IN ATTENDANCE: Ms M Sievwright, Personal Assistant

1. **APOLOGIES**

Nil.

2. **MINUTES OF THE MEETING OF THE EVENTS COMMITTEE HELD ON 3 MARCH 2018**

Moved Cr Lewis, seconded Cr Biddle that the minutes be received as a true and correct record.

Cr Ludlow said he would speak with Mrs Hadley regarding the \$50,000 which was returned to IVEM.

The motion, now being put, was **RESOLVED** in the **affirmative**.

3. **MATTERS ARISING**

Nil.

4. **FINANCIAL UPDATE**

The financial report had been circulated.

Moved Cr Ludlow, seconded Cr Lewis and **RESOLVED** that the Financial Update be received.

5. **GENERAL BUSINESS**

Nil.

6. **URGENT BUSINESS**

Nil.

7. COMMITTEE IN PUBLIC EXCLUDED SESSION

Moved Cr Ludlow, seconded Cr Lewis and **RESOLVED** that the public be excluded from the following parts of the proceedings of this meeting, namely:

- (a) *Funding Application – Arts Murihiku – Arts in Motion*
- (b) *Funding Application – Venture Southland – Kidzone*
- (c) *Accountability Report – Spring Festival*
- (d) *Accountability Report – Cycling Southland*
- (e) *Confirmation of Public Excluded Minutes of Events Committee Meeting held on 7 December 2017*

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)(d) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

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(a) Funding Application – Arts Murihiku – Arts in Motion	Section 7(2)(i)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
(b) Funding Application – Venture Southland – Kidzone	Section 7(2)(i)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
(c) Accountability Report – Spring Festival	Section 7(2)(i)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)
(d) Accountability Report – Cycling Southland	Section 7(2)(i)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)

General subject of each matter to be considered	Reason for passing this resolution in relation to each matter	Ground(s) under Section 48(1) for the passing of this resolution
(e) Confirmation of Public Excluded Minutes of Events Committee Meeting held on 3 March 2018	Section 7(2)(i)	To enable any local authority holding the information to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)



**Invercargill City Council
Events Funds
For the period 1 July 2017 to 22 May 2018**

Events Funds - Creation/Promotion

Funding

Annual funding budget
Balance remaining from previous years
Transfer from Civic Events Fund

Total funding

Grants paid

New Zealand Young Farmers Clubs Inc
Bluff School's 150th reunion
Venture Southland - Spring Festival
Netball South
Kart Sport Southland
Surfing New Zealand - Ultimate Waterman event
Nitro Circus
Tour of Southland
Southland Orienteering Club
Southern Mustang Club
Stadium Southland - Joseph Parker fight
Stadium Southland - NZ Breakers match
Southland Basketball Association
Southland Rugby Supporters Club - Fireworks display
Southland Sports Car Club
Invercargill Leisure - Marching nationals
Stadium Southland - Nigella Lawson event
Stadium Southland - World Sheep Shearing event
Blondini Enterprises - "Goodbye Pork Pie" film
National Basketball League
New Zealand Shearing Foundation
Stadium Southland - Christmas Variety Show
Heritage South

Total grants paid

Balance remaining to carry forward

	2015 - 16 \$	2016 - 17 \$	2017 - 18 \$
Annual funding budget	100,000	100,000	100,000
Balance remaining from previous years	187,016	91,016	193,016
Transfer from Civic Events Fund		50,000	
Total funding	287,016	241,016	293,016
Grants paid			
New Zealand Young Farmers Clubs Inc			15,000
Bluff School's 150th reunion			5,000
Venture Southland - Spring Festival			13,000
Netball South			10,000
Kart Sport Southland		5,000	
Surfing New Zealand - Ultimate Waterman event		20,000	
Nitro Circus		5,000	
Tour of Southland		5,000	
Southland Orienteering Club		2,000	
Southern Mustang Club		5,000	
Stadium Southland - Joseph Parker fight	50,000		
Stadium Southland - NZ Breakers match	5,000		
Southland Basketball Association	2,000		
Southland Rugby Supporters Club - Fireworks display	20,000		
Southland Sports Car Club	10,000		15,000
Invercargill Leisure - Marching nationals	3,000		
Stadium Southland - Nigella Lawson event	10,000		
Stadium Southland - World Sheep Shearing event	20,000		
Blondini Enterprises - "Goodbye Pork Pie" film	36,000		
National Basketball League	10,000		
New Zealand Shearing Foundation	20,000		
Stadium Southland - Christmas Variety Show	6,000	6,000	6,000
Heritage South	4,000		
Total grants paid	196,000	48,000	64,000
Balance remaining to carry forward	91,016	193,016	229,016

Events Funds - Iconic Events

Funding

Annual funding budget
Balance remaining from previous years

Total funding

Grants paid

Invercargill City Charitable Trust - Southland Buskers' Festival
Southland Motorcycle Club - Burt Munro event
Cycling Southland - Tour of Southland
Venture Southland - Southland Arts Festival
Sport Southland - Surf to City event
Venture Southland - Kidzone event
Murihiku Maori and Pasifika Cultural Trust - Polyfest event
Southland Sports Car Club

Total grants paid

Balance remaining to carry forward

	2015 - 16 \$	2016 - 17 \$	2017 - 18 \$
Annual funding budget	100,000	100,000	100,000
Balance remaining from previous years	5,000	(45,000)	(70,000)
Total funding	105,000	55,000	30,000
Grants paid			
Invercargill City Charitable Trust - Southland Buskers' Festival	25,000	25,000	
Southland Motorcycle Club - Burt Munro event	30,000	30,000	30,000
Cycling Southland - Tour of Southland	30,000	30,000	30,000
Venture Southland - Southland Arts Festival	10,000	10,000	
Sport Southland - Surf to City event	20,000		
Venture Southland - Kidzone event	5,000		
Murihiku Maori and Pasifika Cultural Trust - Polyfest event	15,000	15,000	15,000
Southland Sports Car Club	15,000	15,000	
Total grants paid	150,000	125,000	75,000
Balance remaining to carry forward	(45,000)	(70,000)	(45,000)



Events Committee

Terms of Reference

ICC Iconic Events Fund
ICC Event Development Fund

Effective December 2013
(Updated April 2018~~August 2015~~)

ICC EVENTS COMMITTEE TERMS OF REFERENCE

Background

At 6 March 2012 Finance and Policy meeting Council confirmed the Events Position Paper objectives and approach and endorsed the establishment of a Venture Southland/ Invercargill City Council Events Advisory Group to determine the Terms of Reference and implement accordingly.

This Position Paper confirmed that Venture Southland and Invercargill City Council work in partnership with the event sector to support Invercargill and Southland's growing desire to be an attractive destination for events.

Invercargill City Council Vision

Creating an exciting, innovative, safe, caring and friendly city offering lifestyles based on a healthy environment and diverse growing economy.

Invercargill City Council ~~ICC~~ Event Support

The Invercargill City Council recognises the positive contribution events make to the city. As part of its vision to support vibrant and strong communities and contribute to a thriving economy the Council has funding available to support events that have a citywide focus.

Specific community and citywide events are seen as important for creating a strong sense of pride in place and a positive Invercargill identity. The city's cultural diversity is recognised as a strength to be protected and promoted in ways that celebrate the different community identities and aspirations.

This investment in events is made in partnership with event organisers to enhance social, community, economic, environmental and city image outcomes in Invercargill that deliver a memorable community experience, and may be further enhanced by the support of other community funders.

Purpose and Objectives

The Invercargill City Council Events Committee will:

- Develop an understanding of the events sector and the benefits of involvement for the City.
- Consider applications, determine and approve grant funding allocations from Invercargill City Council Event funds – i.e. Event Development Fund and Iconic Events Fund.
- Develop and use an Event Evaluation and Assessment Framework to assess funding applications.
- Progress action on recommendations from the Southland Events Strategy - An Approach to Events August 2011.
- Liaise and communicate with event stakeholders in Southland.
- Consider options to progress developing and implementing a regional approach to event delivery in Invercargill and Southland.
- Evaluate economic and community benefits of the event sector for the city and region.

Committee and Advisory Group

The Invercargill City Council Events Committee, having delegated power to determine and decide applications and allocations is:

- Mayor Tim Shadbolt.
- Cr Darren Ludlow (Chair).
- Cr Toni Biddle.
- Cr Alex Crackett.
- Cr Graham Lewis.

The Advisory Group for the Events Committee, having the role and responsibility to receive, administer and advise the Committee on funding applications is:

- Bobbi Brown, Tourism, Events and Community, Venture Southland
- ~~Clare Hadley~~Richard King

Logistics and Management Support

(a) Meetings

The Committee is to meet six weekly as scheduled.

(b) Administration

Invercargill City Council, EA, Michelle ~~Siewwright~~Chapman is to act as management liaison person and will forward all applications to Bobbi Brown (Venture Southland Tourism, Events and Community) for administering. The Advisory Group will assess and evaluate each application in providing advice to the Committee.

Event Support Funds

(1) Invercargill City Council Iconic Events Fund

Council approves \$100,000 per annum to be available for allocation to events that:

- Generate significant direct economic, community and lifestyle benefits to Invercargill.
- Attract a significant proportion of participants/spectators from outside of the city.
- Has a high profile outside of the city.
- Iconic Events are to be reviewed on a five yearly basis.
- Retrospective funding is not available.

(2) Invercargill City Council Event Development Fund

Council approves \$100,000 per annum to be available for allocation to events that

- Are new events (1-3 years old) and require initial catalyst funding support.
- Are one off events that bring economic and community benefit to the city.
- Assist in increasing the profile of the city and benefit residents.
- Provide evidence of significant economic impact for the city.
- ~~Events are not able to be fundraisers for charities.~~
- Events are not solely funded by the Events Committee, nor should the Events Committee be the major funder.
- Retrospective funding is not available.

Accountability and Reporting

As the ~~ICC~~ Invercargill City Council Events Committee distributes funds on behalf of the community it is important we are able to ensure accountability for the use of these funds.

Therefore all organisations and individuals who receive funding will need to complete an accountability report at the end of their funded activity.

The Committee requires the following areas to be covered off in this report:

- the final costs of the project, including where appropriate full audited accounts for the event;
- how the funds contributed to the outcomes of your event;
- the benefits achieved for the City and community; and
- how did the delivery of your project differ from the original plans that accompanied your initial request?

The Committee may require any un-used funds to be returned to the Invercargill City Council ~~ICC~~ Events Fund.