



**RANGITIKEI**  
DISTRICT COUNCIL

Rangitikei District Council

Telephone: 06 327-8174

Facsimile: 06 327-6970

## **Sport NZ Rural Travel Fund Assessment Committee**

# **Order Paper**

**Thursday 26 April 2018, 1.00 pm**

**Council Chamber, Rangitikei District Council  
46 High Street, Marton**

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### **Chair**

Councillor Angus Gordon

### **Membership**

Councillor Dave Wilson

His Worship the Mayor, Andy Watson (ex. Officio)

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**Please Note:** Items in this Agenda may be subject to amendments or withdrawal at the meeting. It is recommended therefore that items not be reported upon until after adoption by the Council. Reporters who do not attend the meeting are requested to seek confirmation of the Agenda material or proceedings of the meeting from the Chief Executive prior to any media reports being filed.

# Rangitikei District Council

## Sport New Zealand Rural Travel Fund Meeting

Agenda – Wednesday 26 April 2018 – 1:00 p.m.



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\*Note: the applications to the fund are included as a separate document to Committee members, and are available online: <https://www.rangitikei.govt.nz/council/meetings/committee/sport-nz-rural-travel-fund-committee>

## **1 Welcome**

## **2 Apologies**

## **3 Confirmation of minutes**

The minutes from 26 April 2017 are attached.

File ref: 3-GF-6-2

### **Recommendation**

That the Minutes of the Sport NZ Rural Travel Fund Assessment Committee meeting held on 26 April 2017 be taken as read and verified as an accurate and correct record of the meeting.

## **4 Sport NZ Rural Travel Fund Scheme Allocation of Funds Report**

A report is attached.

File ref: 3-GF-6-2

### **Recommendations**

- 1 That the report "Sport NZ Rural Travel Fund Scheme Allocation of Funds 2016/17" be received.
- 2 That the accountability reports for funding during 2016/17 be received from:
  - Taihape Area School
  - Marton Junior Rugby
  - James Cook School
  - Hunterville Sports Club
- 3 That the Sport NZ Rural Travel Fund Assessment Committee approve / decline the applications, listed below, on behalf of the Sport NZ Rural Travel Fund Scheme and disburse the funds to successful applicants by the end of the financial year:
  - Rangitikei College
  - Huntley School
  - Rangitikei Netball Centre
  - Taihape Area School
  - James Cook School
  - Marton Rugby and Sports Club
  - Hunterville Sports Club

## **5 Next meeting**

Wednesday 24 April 2019

## **6 Meeting closed**

# Attachment 1

# Rangitikei District Council

## Sport New Zealand Rural Travel Fund Meeting

Minutes – Thursday 27 April 2017 – 9:00 a.m.

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### Contents

1	Welcome .....	2
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3	Confirmation of minutes .....	2
4	Sport NZ Rural Travel Fund Scheme Allocation of Funds Report .....	2
5	Next meeting.....	3
6	Meeting closed at 9.12am.....	3

**Present:** Cr Angus Gordon (Chair)  
Cr Dave Wilson  
His Worship the Mayor, Andy Watson

**Also present:** Cr Ruth Rainey

**In attendance:** Ms Nardia Gower, Governance Administrator

**Tabled:** Rangitikei College Accountability Form 2015-2016 year

\*Note: the applications to the fund were included as a separate document to Committee members, and are available online: <https://www.rangitikei.govt.nz/council/meetings/committee/sport-nz-rural-travel-fund-committee>

## 1 Welcome

The meeting opened at 9:04am. The Chair welcomed everyone to the meeting and made mention of the change of date for the meeting from the 26 April 2017 to 27 April 2017.

## 2 Apologies

No apologies

## 3 Confirmation of minutes

<b>Resolved minute number</b>	<b>17/17/RTF/001</b>	<b>File Ref</b>	<b>3-GF-6-2</b>
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That the Minutes of the Sport NZ Rural Travel Fund Assessment Committee meeting held on 27 April 2016 be taken as read and verified as an accurate and correct record of the meeting.

Cr Gordon / Cr Wilson. Carried

## 4 Sport NZ Rural Travel Fund Scheme Allocation of Funds Report

Cr Wilson noted that Hunterville Children's Saturday Morning Sports Club has requested petrol vouchers as part of their funding application. His Worship the Mayor highlighted that Taihape Area School and Rangitikei College have their own vehicles while Hunterville Children's Saturday Morning Sports Club use parents' vehicles as a means of transporting their teams. All were happy with last years accountability from Hunterville Children's Saturday Morning Sports Club and that the vouchers are being correctly accounted for.

<b>Resolved minute number</b>	<b>17/RTF/002</b>	<b>File Ref</b>	<b>3-GF-6-2</b>
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That the report "Sport NZ Rural Travel Fund Scheme Allocation of Funds 2016/17" be received.

<b>Resolved minute number</b>	<b>17/RTF/003</b>	<b>File Ref</b>	<b>3-GF-6-2</b>
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That the accountability reports for funding during 2015/16 be received from:

- Hunterville Children's Saturday Morning Sports Club (2015/16)
- Taihape Area School (2015/16)
- Rangitikei College (2015/16) **Tabled**

Cr Wilson / His Worship the Mayor. Carried

**Resolved minute number****17/RTF/004****File Ref****3-GF-6-2**

That the Sport NZ Rural Travel Fund Assessment Committee approve the applications of Option two, listed below, on behalf of the Sport NZ Rural Travel Fund Scheme and disburse the funds to successful applicants by the end of the financial year:

- |   |        |
|---|--------|
| • James Cook School                                   | \$ 346 |
| • Hunterville Children's Saturday Morning Sports Club | \$1946 |
| • Taihape Area School                                 | \$4997 |
| • Rangitikei College                                  | \$2210 |

Cr Wilson / His Worship the Mayor. Carried

**5 Next meeting**

To be confirmed

**6 Meeting closed at 9.12am**

# Attachment 2



# Report

**Subject:** Sport NZ Rural Travel Fund Scheme Allocation of Funds 2017/18

**To:** Sport NZ Rural Travel Fund Assessment Committee

**From:** Christin Ritchie , Governance Administrator

**Date:** 17 April 2018

**File:** 3-GF-6-2

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## 1 Background

- 1.1 The Rural Travel Fund was 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.
- 1.2 The Sport NZ Rural Travel Fund is a partnership between Sport New Zealand and territorial authorities to assist the development of junior sport in rural communities by providing a travel subsidy targeted at young people aged between 5-19 years.
- 1.3 The Rural Travel Fund is designed to help subsidise travel for junior teams participating in local sport competition. 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 total sum available for this funding round is \$9,500+GST.
- 1.4 The Assessment Committee are provided with copies of the applications received for the funding to be distributed for 2017/18 separate to the Order Paper. The application and assessment process that has been followed for this year is the same as for previous years.
- 1.5 This report also provides the Assessment Committee with the accountability reports for those organisations that received funding last year. This is to enable the Committee to satisfy itself that the public money distributed for the fund has been used for the purpose for which it was intended.

## 2 Rural Travel Fund Accountability reports

2.1 At last years Assessment Committee the following allocation of the Sport NZ Rural Travel Fund were approved:

• Rangitikei College	\$2,210
• Hunterville Sports Club	\$1,946
• James Cook School	\$397.90
• Taihape Area School	\$5,746.55

2.2 Successful applicants are required to complete an accountability form. These have been received from two of the 2016/17 applicants.

2.3 Accountability reports have been requested from the remaining successful applicants. If any of these are available they will be tabled at the meeting.

2.4 Those Accountability Reports that are available are attached for the Committee's reference as Appendix 1. The Rural Travel Fund Summary for 2016/17 and Reconciliation Report are attached as Appendix 2.

## 3 Rural Travel Fund Eligibility Criteria 2017/18

3.1 Applications for the Rural Travel Fund are open to rural sports clubs and rural school teams with young people aged between 5-19 years who require subsidies to assist with transport expenses to local sporting competitions. For a number of sporting codes, the small number of Rangitikei-based competitions means that local competition includes games in neighbouring centres such as Wanganui and Palmerston North.

3.2 The Rural Travel Fund is to be managed by the territorial authority, but Sport NZ has a specific prohibition against funding for the purpose of travel to regional or national events.

3.3 Sport NZ requires the following criteria to be applied when considering applications for funding. School club teams and sport club teams are defined as:

*"a school club team participating in regular local sport competition out of school time, that excludes inter school and intra school competitions played during school time" and / or "a sports club team participating in organised, regular sport competition through club membership outside of school time"*

3.4 The Sport NZ Rural Travel Fund does not cover travel to practice sessions.

#### 4 Rural Travel Fund applications received for 2017/18

- 4.1 Seven applications to the scheme have been received with a total of 886 participants. The seven applications comply with the criteria. They are included as a separate document. The summary report form is attached as Appendix 3.
- 4.2 Six of the applicants have received funding in past years. The application from Huntley School is new.
- 4.3 The total sum sought is \$26,000, which is more than twice the amount available for distribution.
- 4.4 The amount being claimed varies greatly with all groups claiming for the same sporting code. Worked on a price per participant the amounts being requested vary from \$15 per participant through to \$48 per participant.
- 4.5 Previously, the Committee has allocated the grant on a “per participant” basis, with some weighting towards those with further to travel (option 2).

Some examples of the impact of various options are provided in the table below.

Option 1: Flat rate based on 886 participants	Amount requested	Participants	Flat rate	% of request granted
			\$10.72	
Rangitikei College	5,000	218	2,337	47%
Huntley School	2,000	85	911	45%
Rangitikei Netball Centre	1,200	25	268	22%
Taihapa Area School	10,000	260	2,787	28%
James Cook School	800	40	430	54%
Marton Rugby and Sports Club	2,000	130	1,394	67%
Hunternville Sports Club	5,000	128	1,373	27%
<b>Total</b>	<b>26,000</b>	<b>886</b>	<b>9,500</b>	<b>36%</b>

Option 2: Rate based on 661 participants with distance weighting (2x for Taihapa and 1.5 x Hunternville).	Amount requested	Participants	With distance weighting (\$7.85)	% of request granted
Rangitikei College	5,000	218	1,711	34%
Huntley School	2,000	85	663	33%
Rangitikei Netball Centre	1,200	25	200	16%
Taihapa Area School	10,000	520	4,082	40%
James Cook School	800	40	317	39%
Marton Rugby and Sports Club	2,000	130	1,020	51%
Hunternville Sports Club	5,000	192	1,507	30%
<b>Total</b>	<b>26,000</b>	<b>1,210</b>	<b>9,500</b>	<b>36%</b>

## 5 Recommendations

5.1 That the report "Sport NZ Rural Travel Fund Scheme Allocation of Funds 2017/18" be received.

5.2 That the accountability reports for funding during 2016/17 be received from:

- Taihape Area School
- Marton junior Rugby Club
- James Cook School
- Hunterville Sports Club

5.3 That the Sport NZ Rural Travel Fund Assessment Committee approve / decline the applications, listed below, on behalf of the Sport NZ Rural Travel Fund Scheme and disburse the funds to successful applicants by the end of the financial year:

- |                             |    |
|-----------------------------|----|
| • Taihape Area School       | \$ |
| • Hunterville Sports Club   | \$ |
| • Huntley School            | \$ |
| • James Cook School         | \$ |
| • Rangitikei College        | \$ |
| • Rangitikei Netball Centre | \$ |

Christin Ritchie  
Governance Administrator

# *Appendix 1*



## Rangitikei District Council



### SPORT NEW ZEALAND Rural Travel Fund ACCOUNTABILITY FORM FOR RTF ALLOCATIONS

Please attach the following documents to this form and send to Rangitikei District by 23 Feb 2018

- Receipts of RTF allocations
- RTF bank account statements
- Any other supporting documentation

Send your completed form and attached documentation to:

Postal Address:

Private Bag 1102, Marton

Courier or hand deliver to:

46 High Street, Marton

Mark your application for the attention of: **Linda Holman / Nardia Gower**

RECEIVED

28 FEB 2018

To: Nardia

File: 3-GF-63

Doc: 13-0069

Name of organisation:

Hunterville Sports Club

Amount of travel subsidy:

\$1946.00

Estimated cost of travel per year for club/organisation:

Please give details of how money was spent by providing a detailed breakdown of what the money was spent on (i.e. cost of petrol, cars and/or bus hire)

Petrol Vouchers are purchased \$ 1950.00

then distributed among members \$ (worth of vouchers)

for distance travelled over season \$

Distance travelled to local sport competition:

Season totals range from 4174 kms to 450 kms

this involves taking 138 children to rugby hockey  
netball & football - some playing multiple sports.

A brief description of the benefits that have been achieved with these funds:

This grant allows our club to financially aid families with petrol vouchers - who have to travel long distances to sporting venues to provide sporting opportunities for children.

In your opinion how did the rural travel fund assist your team / organisation in increasing participation in your local sport competition in rural areas?

It is a generous grant that certainly helps and our number of children playing sport each year is increasing year on year, which is the aim of our club to promote sports & activity

Name and signature of two people:

First Contact name:

Nicky Livingston

Signature:

*Nicky Livingston*

Position:

Treasurer

Date:

20/2/18

Second Contact name:

Felicity Keenan

Signature:

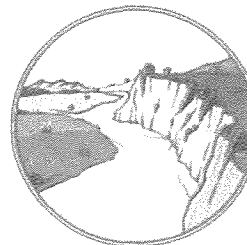
*Felicity Keenan*

Position:

Secretary

Date:

5/2/81



Hunternville Children's Saturday Morning Sports Clu  
C/- Kerin Ratima  
RD 5  
Hunternville

## Remittance Advice - Supplier Number: HUN38

The amount of \$1,946.00 will be Direct Credited to your  
bank account on 11/05/17  
Account number: 02-0652-0045271-00

Date	Type	Your Reference	Amount	Due
10/05/17	INV	Sports NZ grant	1,946.00	1,946.00

Any changes to your details should be directed by email: [accounts.payable@rangitikei.govt.nz](mailto:accounts.payable@rangitikei.govt.nz)  
or by phoning (06) 327 0099.





Non Profit Org A/C

**ACCOUNT NAME**  
 HUNTERVILLE CHILDRENS  
 SATURDAY MORNING SPORTS CLUB  
 -CHEQUE ACCOUNT

**ACCOUNT NUMBER**  
 02-0652-0045271-000

STATEMENT NO. 347  
 FOR THE PERIOD  
 28 APRIL 2017 TO 30 MAY 2017

CARRIED FORWARD 13,663.25

Date	Name of Other Party	Type	Particulars	Code	Reference	Withdrawals	Deposits	Balance
10 May	McMaster S L	DC	rugby fees		b linklater		15.00	13,678.25
11 May	RANGITIKEI DISTRICT	DC			SPORTS NZ GR		1,946.00	15,624.25
23 May	K P & R C LACEY	BP			Lacey		30.00	15,654.25
24 May	0792/7920000000/002	ET			Donation		30.00	15,684.25
24 May	0792/7920000000/002	ET			Subs		45.00	15,729.25

CLOSING BALANCE 15,729.25

The Bank's base rate is currently 10.450 percent per annum. The interest rate on this account is 10.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the limit has not been exceeded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any questions please contact your nearest branch or call 0800 800 468.



BNZ  
 Marton Store  
 Telephone 0800 800 468  
 Facsimile 06 327 8056

THE SECRETARY, H'VLE CHILDRENS SPORTS CLUB, 3762 TURAKINA VALLEY ROAD, RD 1, HUNTERVILLE, 4781



Non Profit Org A/C

**ACCOUNT NAME**  
 HUNTERVILLE CHILDRENS  
 SATURDAY MORNING SPORTS CLUB  
 -CHEQUE ACCOUNT

**ACCOUNT NUMBER**  
 02-0652-0045271-000

STATEMENT NO. 351  
 FOR THE PERIOD  
 30 AUGUST 2017 TO 29 SEPTEMBER 2017

OPENING BALANCE							12,023.06	
Date	Name of Other Party	Type	Particulars	Code	Reference	Withdrawals	Deposits	Balance
31 Aug	GROSS CR INTEREST		\$9.52	EXEMPT			9.52	12,032.58
28 Sep		CQ			000418	1,950.00		10,082.58
CLOSING BALANCE							10,082.58	

The Bank's base rate is currently 10.450 percent per annum. The interest rate on this account is 10.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the limit has not been exceeded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any questions please contact your nearest branch or call 0800 800 468.

Amount  
of the

cheque  
provided  
not

debt  
equivalent

cross out  
the face

NZ on

Date 27/9/2017

BP  
(MTA  
Vouchers)

CHEQUE  
\$ 1950.00  
GST

000418

Bank of New Zealand

Marton

Date

Pay

or bearer

The sum of

\$

FOR HUNTERVILLE CHILDRENS SATURDAY  
MORNING SPORTS CLUB



⑈000418⑈ ⑈020652⑈ 0045271000⑈

## Accountability Form

### Sport NZ Rural Travel Fund

### Accountability Form for RTF Allocations

RECEIVED

20 MAR 2018

To: Christin  
File: 3-QF-6-3  
Doc: 18-0107

Please attach and return to the Rangitikei District Council by 23 February 2018.

- Receipts of RTF allocations
- RTF bank account statements
- Any other supporting documentation

Name of organisation: James Cook School

Amount of travel subsidy: \$397-90

Estimated cost of travel per year for club/organisation:  
\$800-00

Please give details of how money was spent by providing a detailed breakdown of what the money was spent on (i.e. cost of petrol, cars and/or bus hire)

2 cars petrol  
Travel to Hockey in Feilding \$537-60  
1 van diesel to <sup>Hockey</sup> Feilding \$  
1 van diesel to <sup>Mananatu Netball</sup> Palmerston N \$

(as per staff contracts 58c/km + 62c/km)

Distance travelled to local sport competition:

Travel distance Feilding Hockey 56 km return x 8 games  
Travel distance P/NM Netball 86 km return x 12 games

A brief description of the benefits that have been achieved with these funds?

This allowed children whose parents are not able to transport them out of town to play hockey and



netball.

In your opinion did the rural travel fund assist your team/ organisation to increase participation in your local sport competition in rural areas?

Comment

Yes. James Cook School was able to  
enter two teams into the Hockey  
competition in Feilding.

**Name and signature of two people:**

First contact Michelle Cameron

Signature MR Cameron

Position Principal

Date 19/3/18

Second contact Lisa Rooke

Signature LJ Rooke

Position Financial Bursar

Date 19/3/18

Send you completed form and attached documentation to:

Postal address: Private Bag 1102, Marton

Courier or hand deliver to: 46 High Street, Marton

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

Mark you application for the attention of: Christin Ritchie

JAMES COOK SCHOOL BOARD OF TRUSTEES

20/10/2017  
No. 1954-71

CLAIMANT'S INVOICE No.

AMOUNT

BRIEF PARTICULARS (Not required if detailed Invoice is attached)

(OFFICE USE ONLY)

Name and  
Address Only

Michelle Cameron - Reimbursement  
for travel costs transporting  
students to Hockey games in Feilding  
on Friday evenings.

USE BLOCK  
LETTERS

TO BE CHARGED TO ACCOUNTS AS UNDER

Total of 8 games 19/5/17  
56 km return 26/5/17  
trip to Feilding 09/06/17  
@ 62 cents per km 16/6/17  
23/6/17  
28/7/17  
4/8/17  
25/8/17

56 km X 8 trips  
= 448 km  
@ 62 cents / km

TOTAL \$ 277-76

I CERTIFY that to the best of my knowledge and belief, the foregoing Account is true and correct in every particular.

*A Rodhe* *Worng*  
SIGNATURE OF OFFICER APPOINTED TO AUTHORISE PAYMENT

which a principal is a member, then that principal is only eligible to receive employer or government contributions to a KiwiSaver scheme to the extent that those combined contributions equal the minimum Kiwisaver employer or government contributions. If the government or employer contributions made to another retirement or superannuation scheme of which a principal is a member equal or exceed to the full minimum Kiwisaver employer or government contributions, then that principal is not eligible to receive employer or government contributions to a KiwiSaver scheme.

## Part 6: Allowances

Primary Principals' Collective Agreement

Effective: 17 May 2016 to 16 May 2018

We are making improvements to our Download to Print functionality, so if you want a printed copy of this agreement please download the PDF version of the Primary Principals' Collective Agreement.

### 6.1 Reimbursing Allowances

6.1.1 Before approving any activities which require the payment or reimbursement of expenses the employer shall ensure that such payment or reimbursement complies with any funding arrangements applying to the school.

#### 6.1.2 Travelling Allowance

A principal required to travel within New Zealand on official business for an absence of more than one day, including attendance at approved staff development courses, educational and sports tours, shall be reimbursed for the costs of accommodation and meals on an actual and reasonable basis.

#### 6.1.3 School Camp Allowance

A daily allowance of \$25.00 is payable to principals in charge of a class or classes attending school camp.

#### 6.1.4 Evening Meal Allowance

In circumstances where a principal's attendance at a meeting prevents the principal concerned returning home for the normal evening meal, a meal allowance of \$11.56 is payable.

#### 6.1.5 Expenses Incurred in Use of Private Vehicles

Motor vehicle allowance at a rate of 62c per km or equivalent public transport fares shall be reimbursed to principals required to use their own vehicles for official business.

#### 6.1.6 General Expenses

Where a principal has their employer's prior approval to both the duties which will result in an expense being incurred, and the level of the expense, the employer shall on the production of receipts, reimburse actual and reasonable expenses. The expenses must have been incurred in the proper performance of the principal's



20/10/2017

No 195472

CLAIMANT'S INVOICE No.

AMOUNT

BRIEF PARTICULARS (Not required if detailed invoice is attached)

(OFFICE USE ONLY)

Name and  
Address OnlyUSE BLOCK  
LETTERS

Lisa Rooke - Reimbursement for  
travel costs transporting students  
to Hockey games in Feilding on  
Friday evenings.

TO BE CHARGED TO ACCOUNTS AS UNDER

Total of 8 games 56 km return trip to Feilding  
19/5/17 04/8/17 @ 58 cents /km  
26/5/17 11/8/17  
02/6/17  
16/6/17  
23/6/17  
30/6/17

56 km x 8 trips  
= 448 km  
@ 58 cents /km

TOTAL \$ 259-84

I CERTIFY that to the best of my knowledge and belief, the foregoing Account is true and correct in every particular.

*M. McElanina*  
SIGNATURE OF OFFICER APPOINTED TO AUTHORISE PAYMENT



5.1.1 Employees required by their employer to use their own vehicles for school business shall be paid an allowance of \$0.58 per kilometre.

## **5.2 Protective clothing**

5.2.1 All employees required by their employer to wear protective clothing shall be provided with appropriate garments. The garments will be laundered at the employer's expense. The clothing shall remain the property of the employer and shall be returned promptly where the employee ceases employment with the employer.

5.2.2 Where employees, in the course of their employment are expected to work in swimming pools assisting children with special needs, the employer shall meet the cost of swimwear up to a maximum of \$75.00 per year upon production of receipts.

## **5.3 First aid allowance**

5.3.1 Where an employee (excluding a nurse aide or a nurse) holds a current first aid certificate or recognised nursing qualification and is a designated first aider in the school, such an employee shall be paid an allowance of \$0.35 per hour. The employer shall meet the cost (up to a maximum of \$160.00) of obtaining and renewing a first aid certificate from a recognised provider for a designated first aider.

## **5.4 Dirty work allowance**

5.4.1 Where an employee is required to clean up a student soiled with vomit, excreta, urine or blood (other than blood associated with minor cuts and abrasions and minor nose bleeds) in the course of her/his duties, she/he shall be paid an allowance of \$3.85 per day or part thereof.

5.4.2 Where an employee is required to clean up a student soiled with other forms of body fluids, the allowance shall be payable at the employer's discretion.

5.4.3 This allowance shall be payable for no more than one attendance to such duties per day.

## **5.5 Overnight allowance**

5.5.1 For any school camp or trip where an employee (other than a full time 52 week salaried



James Cook School  
Mill Street  
Marton

## Remittance Advice - Supplier Number: JAM16

The amount of \$397.90 will be Direct Credited to your  
bank account on 11/05/17  
Account number: 03-0683-0116503-00

Date	Type	Your Reference	Amount	Due
10/05/17	INV	Sports NZ grant	397.90	397.90

Any changes to your details should be directed by email: [accounts.payable@rangitikei.govt.nz](mailto:accounts.payable@rangitikei.govt.nz)  
or by phoning (06) 327 0099.

# Rangitikei District Council

## SPORT NZ RURAL TRAVEL FUND

### Accountability Form for RTF Allocations

RECEIVED

22 MAR 2018

To: CR  
File: 3-GF-6-3  
Doc: 18 0108

#### Please attach:

- Receipts of RTF allocations
- RTF bank account statements
- Any other supporting documentation



Name of organisation: Marton Junior Rugby

Amount of Travel Subsidy: \$1000 approx

Estimated cost of travel per year for club/organization: Approx \$2000

Please give details of how money was spent by providing a detailed breakdown of expenditure (ie: costs of petrol, cars and/or bus hire, how much per kilometre given per family, etc).

Each team got \$100 - \$200 to give out for travel expenses to away games (varied depending on number of away games) \$800

Money given for coaches, club reps to attend trainings and Wanganui Rugby meetings \$200

Distance traveled to local sport competitions/games/practices:

70% of our games are played away in Wanganui, our older teams will travel away for games to Taihape, Waiohuru, Raetihi, Hunterville or Ratana.

A brief description of the benefits that have been achieved with these funds

- \* Our club has been able to field full teams for games on Saturdays
- \* We have a family environment where people are happy to help out with transport and those that can't don't feel embarrassed to ask for help
- \* Families are able to watch their children
- \* Variety of groups from the community are out watching and showing support and seeing the benefits of fitness and team sports

PTO

In your opinion did the Rural Travel Fund assist your team/organisation to increase participation in local sport competitions/games/practices from rural areas?

**Comment:**

Yes, we have a lot of families that are unable to travel to away games due to the expense, by using the vouchers we allowed families to travel with their own cars to watch their child/ren play or we gave vouchers to those who volunteered to take car loads of children, we had families who did not want to inconvenience others but once they realised we were subsidising their expenses, they felt much better about asking for help with transport. This allowed more children to play throughout the season and allowed our teams to field the correct number of players at games. We had a team make it to the finals in their grade and we were able to get a huge amount of supporters over to Wanganui for the final.

**Name and signature of two people:**

First Contact: Paulette Bremner

Signature: .....

Position: Junior Rugby Co-ordinator

Date: 28/4/17

Second Contact: Sharon Galpin

Signature: ..... 

Position: Treasurer

Date: 28/4/17

**Please return on completion of your sports season**  
SPORT NZ Grants Administrator  
Rangitikei District Council  
46 High Street, Private Bag 1102  
**MARTON**

## Accountability Form

### Sport NZ Rural Travel Fund

#### Accountability Form for RTF Allocations

Please attach and return to the Rangitikei District Council by 23 February 2018.

- Receipts of RTF allocations
- RTF bank account statements
- Any other supporting documentation

Name of organisation: TAIHAPE AREA SCHOOL

Amount of travel subsidy: \$4,997

Estimated cost of travel per year for club/organisation:

\$16,000

Please give details of how money was spent by providing a detailed breakdown of what the money was spent on (i.e. cost of petrol, cars and/or bus hire)

Fuel cost for 2017 \$ 7,778.55

\$

\$

Distance travelled to local sport competition:

Taihape to Wanganui  
Taihape to Palmerston North

A brief description of the benefits that have been achieved with these funds?

The funds enabled us to reduce the travel component of subscriptions for participating in organized Sport,

In your opinion did the rural travel fund assist your team/ organisation to increase participation in your local sport competition in rural areas?

Comment

The cost of travel is a huge barrier for many of our students and their whanau making participation unaffordable for many. Reducing the travel component helps, but costs are still prohibitive.

Name and signature of two people:

First contact

RICHARD McENZIAN

Signature

R.D. McEn

Position

PRINCIPAL

Date

19/3/2018

Second contact

Jenny Pearce

Signature

J.P.

Position

Executive Officer

Date

22-3-18

Send you completed form and attached documentation to:

Postal address:

Private Bag 1102, Marton

Courier or hand deliver to:

46 High Street, Marton

Email to:

[info@rangitikei.govt.nz](mailto:info@rangitikei.govt.nz)

Mark you application for the attention of: Christin Ritchie

## *Appendix 2*



## Rural Travel Fund Summary Report 2017-2018 - Appendix 2



Name of Council

Rangitikei District Council

### Summary Report

Total number of applications received  
Total number of successful applications  
Total amount requested  
Total amount allocated

7
7
\$ 19,500.00
\$ 9,500.00

Name & Location Of Organisation Applying	Club Or School	Application Approved / Declined	Amount Requested (\$)	Amount Allocated (\$)	Purpose Of Travel Grant	Number of Young People Impacted (Primary & Secondary Aged)			Benefits Of Receiving Funding
						Primary School Aged	Secondary School Aged	Total	
Rangitikei College	School		\$ 5,000.00		Transporting students to/from games	0	218	218	
Huntley School	School		\$ 2,000.00		Transporting students to/from games	81	4	85	
Rangitikei Netball Centre	Club		\$ 1,200.00		Transporting students to/from games	12	13	25	
Taihapa Area School	School		\$ 10,000.00		Transporting students to/from games	133	127	260	
James Cook School	School		\$ 800.00		Transporting students to/from games	28	12	40	
Marton Rugby and Sports Club	Club		\$ 2,000.00		Transporting students to/from games	130	0	130	
Hunterville Sports Club	Club		\$ 5,000.00		petrol vouchers	128	0	128	
<b>TOTALS:</b>			<b>\$ 26,000.00</b>	<b>\$ -</b>		<b>512</b>	<b>374</b>	<b>886</b>	

### Explanatory Notes

Please complete this template and email the completed form to: [fiona.ramsay@sportnz.org.nz](mailto:fiona.ramsay@sportnz.org.nz)

Only enter data in the cells coloured light blue. Some fields are already populated with drop down lists for you to select from.

Please enter the details of all applications for the RTF that were received (even those that were declined). For those applications that were declined, please enter \$0 in the 'amount approved' column.



## Rural Travel Fund Reconciliation Report 2016-2017

### Appendix 3



#### Name of Council

Rangitikei District Council

#### Income

			Amount (\$)	Comments
<b>2016/17 Received From Sport NZ</b>	Funds carried forward (from previous year)	(1)	\$ -	
	Total received for the rural travel fund	(2)	\$ 9,500.00	
	Other income (if applicable)	(3)	\$ -	
	<b>Sub Total (A)</b>		<b>\$ 9,500.00</b>	

#### Expenditure

			Amount (\$)	Comments
<b>Committee approvals 2016/17</b>	Subsidies approved	(4)	\$ 9,499.00	
	Promotion / advertising	(5)	\$ -	
	Funds carried over (unspent)	(6)	\$ -	
	<b>Sub Total (B)</b>		<b>\$ 9,499.00</b>	
<b>TOTAL (A) - (B)</b>		<b>(7)</b>	<b>\$ 1.00</b>	

#### Explanatory Notes

Please only enter data in the cells coloured light blue.

- (1). This figure should equal what you entered in number (6) in last years report (funds carried over unspent from previous year)
- (2). This figure should equal the total amount (excluding GST) that you received from Sport NZ for the Rural Travel Fund
- (3). This figure should include any additional funds or other income you have received for use for the Rural Travel Fund
- (4). This figure is automatically calculated from the data you entered in the Summary Report. This figure should equal the total amount of applications approved for the RTF.
- (5). This figure should equal the total amount (excluding GST) that you used for promotion/advertising purposes
- (6). This figure should equal the total amount of funds you did not spend during the financial year (that can be carried over in to the new financial year.
- (7). This figure will automatically calculate and should equal zero (\$0). If it does not, then please check your calculations. The sub totals in A and B (which will also automatically calculate) should equal the same. If they do not, please review the funds carried forward/carried over figures, as this is often where errors can be found.

Note: please attach a copy of this reconciliation form to your 2017/18 rural travel fund summary report template.

## *Appendix 3*

# Sport NZ RURAL TRAVEL FUND

## Rural Travel Fund Eligibility

- The Rural Travel Fund is designed to help subsidise travel for junior teams participating in local sport competition. The allocation of the fund is based on a population density formula for territorial authorities that have less than 10 people per square kilometre based on 45c per capita.
- Application for the Rural Travel Fund is open to rural sports clubs and rural school teams with young people aged 5-19 years who require subsidies to assist with transport expenses to local sporting competitions.

Please Note: The Rural Travel Fund is to be managed by the territorial authority and funding should not be provided for the purpose of travel to regional or national events.

## Criteria

The following criteria shall be applied when considering applications for funding. School club teams and sport club teams are defined as:

- “a school club team participating in local sport competition in weekends, that **excludes** interschool and intra-school competitions played during school time”; and/or
- “A sports club team participating in organised sport competition through club membership outside of school time”.

# Sport NZ Rural Travel Fund

## Summary Report Form for 2016/17

**Funds Available: \$9,500**

**Total of Funds Requested: \$ 26,000**

Name	Description	Applicant Contribution	Amount Requested	Amount Granted	Notes
Rangitikei College	Transporting students to and from competition games	\$5,000	\$5,000		218 eligible participants Complies with criteria Claiming at \$23 per eligible participant Accountability report form returned for 2015/16
Huntley School	Transporting students to and from competition games	\$1,446	\$2,000		85 eligible participants Complies with criteria Claiming at \$24 per eligible participant No previous applications
Rangitikei Netball Club	Transporting students to and from competition games	\$0	\$1,200		25 eligible participants Complies with criteria Claiming at \$48 per eligible participant No previous applications

Name	Description	Applicant Contribution	Amount Requested	Amount Granted	Notes
Taihape Area School	Transporting students to and from competition games	\$6,000	\$10,000		260 eligible participants Complies with criteria Claiming at \$38 per eligible participant The accountability report returned for 2016/17
James Cook School	Transporting students to and from competition games	\$0	\$800		40 eligible participants Complies with criteria Claiming at \$20 per eligible participant The accountability report returned for 2016/17
Marton Rugby and Sports Club	Transporting students to and from competition games	\$0	\$2,000		130 eligible participants Complies with criteria Claiming at \$15 per eligible participant The accountability report returned for 2016/17
Hunternville Sports Club	Petrol vouchers	\$0	\$5,000		128 eligible participants Complies with criteria Claiming at \$39 per eligible participant The accountability report returned for 2016/17