



MILFORD COMMUNITY TRUST

FINAL

HALF YEARLY REPORT

FOR THE SIX MONTH PERIOD TO 31 DECEMBER 2016

Directory as at 31 December 2016

Settler:	Southland District Council																
Trustees:	<table><thead><tr><th>Trustee</th><th>Term Expires</th></tr></thead><tbody><tr><td>Mike Schuck (Chair)</td><td>2017</td></tr><tr><td>Rosco Gaudin</td><td>2019</td></tr><tr><td>Brad Johnstone</td><td>2017</td></tr><tr><td>Mike McConachie</td><td>2018</td></tr><tr><td>Jason Steele</td><td>2018</td></tr><tr><td>Tim Holland</td><td>2020</td></tr><tr><td>Ebel Kremer</td><td>2019</td></tr></tbody></table>	Trustee	Term Expires	Mike Schuck (Chair)	2017	Rosco Gaudin	2019	Brad Johnstone	2017	Mike McConachie	2018	Jason Steele	2018	Tim Holland	2020	Ebel Kremer	2019
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Brad Johnstone	2017																
Mike McConachie	2018																
Jason Steele	2018																
Tim Holland	2020																
Ebel Kremer	2019																
Councillor																	
Status:	Charitable Trust																
Trust Manager	Southland District Council – Chris Dolan																
Trust Secretary	Southland District Council - Jenny Labruyère																
Trust Capital:	100 dollars																
Key Partners/Stakeholders:	Southland District Council Department of Conservation Environment Southland																

1.0 Introduction

The Milford Community Trust was established in 2007 by the Southland District Council and the Department of Conservation, with the assistance of Environment Southland for the purpose of providing leadership and governance in Milford Sound *Piopiota*hi.

In terms of the Local Government Act, the Trust is defined as a Council Controlled Organisation reporting the Southland District Council. The Trust was incorporated under the Charitable Trusts Act 1957 on 18 May 2007. The Charities Commission has approved the Trust as being exempt for taxation purposes.

This report covers the six monthly period from 1 July 2016 to 31 December 2016.

2.0 Chairman's Six Monthly Report: (Chairman - Mike Schuck)

This report covers the six months from 1 July 2016 to 31 December 2016.

The main work that the Trust will undertake over the next year will be the building of a community centre. A site is secured and some funding set aside. Community consultation has produced a concept plan. The next step is to finalise the design and tender the work. Fundraising will then begin in earnest.

The Cleddau village sport court site preparation has been completed. The asphaltting has been delayed by the Christmas break and a very wet January. It is disappointing that the courts are taking so long to finish.

The review of the Milford Community Trust (MCT) Trust Deed will now be completed during 2017. This review will consider the functions and responsibilities of the Trust including a review of the charging mechanism for concession fees.

Long serving Trust Manager, Chris Dolan retired prior to Christmas. Chris has been the Trust Manager since the Trust's inception. He has been a diligent and professional manager who I miss greatly. The Trust will certainly miss his experience and knowledge.

On behalf of the Trust I would like to welcome new Trustee Tim Holland. Tim is the General Manager at Milford Sound Development Authority now known as Milford Sound Tourism Limited and began work in June.

I also welcome Simon Moran, Southland District Council, Community Partnership Leader, who will take over some of the work done by Chris Dolan.

Mike Schuck
8 February 2017

3.0 Meetings

There were two meetings of the Trust held during this six month period.

4.0 Performance Report

Performance against key targets for the six monthly period was as follows:-

Levels of Service	Key Performance Indicator	Target	Actual Performance
Maintain a structure that facilitates local decision-making.	Hold public forums in Milford each year.	1	One held in Milford on 7 December 2016.
Keep the Milford community informed about Trust plans and outcomes.	Community newsletters Face book page started October 2016 – well visited site with 31 members to date.	0	Nil to date. Going forward, activities carried out by the Trust will be included in the in the Fiordland Advocate.
Provide leadership and advocacy on major issues.	Number of Milford Community Trust meetings held annually.	4	2 meetings were held during this period.
Response to issues raised by the community.	Percentage of issues raised at Milford Community Association meetings responded to prior to next meeting.	100%	Issues raised by the Milford Community Association are attended to when required following meetings. Comment is provided through the action item responses.
Milford Community Association (MCA) meetings	To be reported at MCT meetings.	4	Two MCA meetings were held during this period. The Association Member updated Trustees at their meetings.

5.0 Activity Report

Progress against planned activities set out in the Statement of Intent for 2016-2019 are as follows:

Target	Status	Comments
Advocate and assist with other organisations for improvements in the public facilities at Deepwater Basin through the Concept Plan for this area	In progress	Other organisations are progressing these projects.
Working with other organisations to advocate for public toilets and shelter at the airport and completion of the walking track to the Lodge.	In progress	Walking track to Lodge ongoing. Airport issues still work in progress.
Assist Milford Community Association in the development of Cleddau Village Recreation area which is to accommodate village green/community centre.	In progress	Facilities at Recreation area or village green being installed and will be complete within the current financial year.
Provide funding for medical support, services and facilities for Milford ERT station.	On-going	Trust continuing to assist in providing support to the ERT station.
Continuation of funding of Team	On-going	Trust continues to provide

Leader of MERT (previously known as Emergency Services Provider).		financial assistance to employment of Team Leader of MERT
Assist with the redevelopment of the Bowen Falls walkway if this project is to proceed.	In progress	Grant monies labelled Bowen Falls Walkway to be re-labelled Airport to Deepwater Basin Walkway.
Engage with NZTA for the development of the walking track from the airport to Deepwater Basin Road, car parking at the rock climbing area etc.	In progress	Trust awaiting outcome from DOC before any further involvement.
Implement changes to any charging mechanism with all stakeholders in regard to the way fees are apportioned this includes undertaking a review of the Trust with stakeholders including concessionaires.	In progress	This will occur during forthcoming discussions on the review of the charging regime.
Advocate the continuation of maintaining beautification and roading within the village.	On-going	Beautification undertaken by contractor for ongoing maintenance.
Investigate change to Milford Rating Boundary to exclude Milford from Mararoa Waimea Rating boundary	In progress	Trust has requested Council to investigate Rating boundary change.
Trust to progress to facilitate and proceed with Community Centre in the Cleddau village	In progress	Site available, \$100,000 from concession fees put aside, undertaken community consultation. Awaiting further design concepts prior to seeking further fund raising assistance.

6.0 **Community Views**

Milford Community Association members and the Association's Trustees represent the views of the local community.

7.0 **Financial Considerations**

The Trust's financial report to 31 December 2016 is attached.

The actual cost of the recreation reserve facilities will be around \$55k compared to a budget of \$20k. The increased cost is as a result of actual tenders received. Funding of the project will be from existing savings.

As noted in the Chairman's report, initial concept plans for the recreation building have been undertaken. It is not expected that any significant costs will be incurred this year.

8.0 **Legal Considerations**

The Trust is required under Section 66 of the Local Government Act to submit a copy of the Half Yearly report to its stakeholders.

9.0 **SUMMARY**

The Milford Community Trust to adopt the Half Yearly Report to 31 December 2016 at its meeting held on 20 February 2017.

Jenny Labruyère
Trust Secretary
MILFORD COMMUNITY TRUST

Milford Community Trust
Statement of Financial Performance
For the period to 31 December 2016

Actual 30/06/16	Account Description	Actual 31/12/16	Annual Budget
	<u>Income</u>		
102,849	Concessionaires Income	56,568	113,135
2,998	Interest - Received	1,264	-
<u>105,847</u>		<u>57,832</u>	<u>113,135</u>
	<u>Expenses</u>		
174	Accommodation and Meals	209	600
67	Administration Fees (Charities Commission Fee)	51	44
546	Advertising	-	3,000
4,026	Audit Fees	-	5,000
676	Bad Debts	-	-
40	Bank Fees	-	40
117	Catering Expenses	-	500
4,906	Chairperson's Fees	2,339	10,000
476	Cleddau Village Recreation Reserve	18,347	20,000
-	Cleddau Village Recreation Building	-	110,000
657	Depreciation	-	394
43,312	Emergency Services Provider	10,590	44,880
-	ERT Plant & Equipment Purchases	-	2,500
499	General Expenses (Audit Disbursements)	(371)	500
-	Loss on Disposal of Gym Equipment	985	-
1,000	Mileage	576	3,000
-	Project Development & Planning	-	5,000
360	Radio Tower	-	360
183	Room Hire	126	300
600	Trustees Fees	300	6,600
2,455	Trustees' Indemnity Insurance	2,455	1,720
<u>60,094</u>		<u>35,607</u>	<u>214,438</u>
<u>45,753</u>	Net Operating Surplus/(Deficit)	<u>22,224</u>	<u>(101,303)</u>
-	Other Comprehensive Income	-	-
<u>45,753</u>	Total Comprehensive Income	<u>22,224</u>	<u>(101,303)</u>

Statement of Changes in Equity
For the period to 31 December 2016

Actual 30/06/16		Actual 31/12/16
115,949	Total Equity at beginning of year	161,702
<u>45,753</u>	Net Surplus / (Deficit)	<u>22,224</u>
<u>161,702</u>	Equity at end of year	<u>183,926</u>

Statement of Financial Position
As at 31 December 2016

Actual 30/06/16		Actual 31/12/16
	Equity	
100	Trust Capital	100
<u>161,602</u>	Accumulated Funds	<u>183,826</u>
<u>161,702</u>		<u>183,926</u>
	Represented by:	
	Current Assets	
100	Accounts Receivable	65,152
83	Accrued Income	-
-	GST	-
40,301	Bank Account - 00	1,321
61,742	Savings Account - 025	154,972
<u>70,000</u>	Term Deposit	<u>-</u>
172,226	Total Current Assets	221,445
	Non Current Assets	
985	Equipment	-
<u>173,211</u>	Total Assets	<u>221,445</u>
	Current Liabilities	
5,797	Accrued Expenses	11,266
516	Accounts Payable	21,759
<u>5,198</u>	GST	<u>4,495</u>
11,511	Total Liabilities	37,520
<u>161,702</u>	Net Assets	<u>183,926</u>

Milford Community Trust
Statement of Cash Flows
For the Period ended 31 December 2016

Actual 30/06/15		Actual 31/12/16
	Cash Flows From Operating Activities	
102,173	Receipts from Concessionaires Income	-
2,915	Interest Received	1,329
(59,074)	Payments to Suppliers and Employees	(10,426)
3,331	Goods and Services Tax (net)	(6,654)
49,345	Net Cash Flow from Operating Activities	(15,751)
	Cash Flow From Investing Activities	
(70,000)	Investment in Term Deposit	-
-	Maturity of Term Deposit	70,000
(70,000)	Net Cash Flow From Investing Activities	70,000
	Cash Flows From Financing Activities	
-	Proceeds for Borrowings	-
-	Repayment of Borrowings	-
-	Net Cash Flow From Financing Activities	-
(20,655)	Net Increase / (Decrease) In Cash	54,249
122,700	Cash at 1 July	102,044
102,044	Cash at 31 December	156,293
	Represented By	
102,044	Cash and Bank	156,293
102,044		156,293