

Agenda for a meeting of the Ngaruawahia Community Board to be held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY, 23 MARCH 2021** commencing at **6.00pm**.

Information and recommendations are included in the reports to assist the Board in the decision making process and may not constitute Council's decision or policy until considered by the Board.

1. APOLOGIES AND LEAVE OF ABSENCE

2. CONFIRMATION OF STATUS OF AGENDA

3. DISCLOSURES OF INTEREST

4. CONFIRMATION OF MINUTES

Meeting held on Tuesday 9 February 2021

2

5. PUBLIC FORUM

6. REPORTS

6.1 Discretionary Fund Report to 10 March 2021

14

6.2 Ngaruawahia RSA and Memorial Club Inc – Installation of flags for ANZAC day

16

6.3 Ngaruawahia Works and Issues Report

45

6.4 Chairperson's Report

51

6.5 Councillors' Report

Verbal

6.6 Community Board Members' Report

Verbal

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Ngaruawahia Community Board
From	Gavin Ion Chief Executive
Date	8 March 2021
Prepared by	Matt Horsfield Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0508
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 9 February 2021.

2. RECOMMENDATION

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 9 February 2021 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

NCB Minutes Tuesday 9 February 2021

MINUTES of a meeting of the Ngaruawahia Community Board held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY, 9 FEBRUARY 2021** commencing at **6.05pm**

Present:

Mr G Wiechern (Chairperson)
 Mr J Ayers
 Ms D Firth
 Ms R Kirkwood
 Ms V Rice (*from 6:12pm*)
 Cr JM Gibb
 Cr E Patterson

Attending:

Ms L Tahana
 Sgt H Martin (New Zealand Police)
 Mr C Smith (Neighbourhood Support)

Mr S Toka (Iwi and Community Partnerships Manager)
 Mr B Stringer (Democracy Manager)
 Mr M Horsfield (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Patterson/Ms Firth)

THAT an apology be received from **Ms Morgan;**

AND THAT an apology for lateness be received from **Ms Rice.**

CARRIED

NCB2102/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs Gibb/Patterson)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday 9 February 2021 be confirmed and all items therein be considered in open meeting.

CARRIED

NCB2102/02

DISCLOSURES OF INTEREST

Mr Wiechern advised members of the Board that he would declare a financial conflict of interest in item 6.1 [*Discretionary Fund Report to 15 January 2021*] in relation to board nominations to the New Zealand Community Boards' Conference.

CONFIRMATION OF MINUTES

Resolved: (Ms Kirkwood/Mr Ayers)

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday, 1 December 2020 be confirmed as a true and correct record of that meeting.

CARRIED

NCB2102/03

PUBLIC FORUM

Agenda Item 5

NZ Police – Burglaries and Prevention.

Sergeant Martin addressed the Board on the following matters:

- Recent criminal behaviour in Ngaruawahia. He reassured the Board that Police are investigating and responding to incidents.
- A burglary prevention pack was available to the public.
- Location clusters of crime and efforts to prevent and investigate incidents in Ngaruawahia.
- Efforts to combat drug houses. The Police were using intelligence and ground work, such as door knocking, to deter the establishment of drug houses. Examples of deployment of services were outlined.
- Significant number of discussions on social media regarding burglaries. Concern that social media posts on community pages are harmful and require moderation.
- Highlighted the importance of using 105 crime line and how the process worked. Perception from the community was that the 105 line was ineffective and the community continued to visit the Police Station instead of calling 105. Police would promote the 105 line in school newsletters.
- Discussion about a community meeting relating to crime There had been a lack of attendance at previous meetings.
- The community was frustrated with the lack of visible action.
- CCTV was an important tool for investigation and providing the deterrence of crime.

ACTION: Police to provide data/stats on 105 phone calls for Ngaruawahia.

Neighbourhood Watch – Prevention

- Mr Smith emphasised the need to report crimes and reiterated the usefulness of the 105 number.
- Establishing of a Neighbourhood Watch Group in Ngaruawahia. A public meeting would be held to assess interest.
- A Neighbourhood Watch Group would be useful if another lockdown occurred.

Ms Rice joined the meeting at 6.12pm during discussion of the above item.

REPORTS

Discretionary Fund Report to 15 January 2021
Agenda Item 6.1

Resolved: (Crs Gibb/Patterson)

THAT Ms Rice be appointed as Chairperson for Agenda Item 6.1 [Discretionary Fund Report to 15 January 2021].

CARRIED

NCB2102/04

Mr Wiechern declared a conflict of interest in this item and did not participate in the discussion or voting. He noted that, if the Board approved his attendance at the New Zealand Community Boards' Conference, his wife would accompany him at his cost.

The report was received (*GOV0508/2989412 refers*) and discussion was held.

Resolved: (Cr Gibb/Ms Firth)

THAT the report from the Chief Financial Officer be received;

AND THAT the Ngaruawahia Community Board approves that Mr Greg Wiechern be nominated to attend the New Zealand Community Boards' Conference in Gore from Thursday, 22 April 2021 to Saturday, 24 April 2021;

AND FURTHER THAT the Board agrees that Council will fund the conference registration fee (of \$755 incl GST) for one Board delegate, and the Ngaruawahia Community Board will fund its delegate's accommodation, travel and other associated costs for the conference from its Discretionary Fund, in accordance with Council policy.

CARRIED

NCB2102/05

Ms Rice vacated the Chair following discussion on the above item.

Mr Wiechern resumed the Chair for the remainder of the meeting.

Ngaruawahia Works and Issues Report
Agenda Item 6.2

The following additional items were discussed:

- Dog Agility Park – Ms Rice had met with staff and had set up another meeting to establish a budget and a timeline. Staff would assist with a Health & Safety Plan as well as attaining other pieces of equipment. Funds were available and could be topped up if required.
- Speed Limit Mapping – Need to check accuracy of district mapping. Glen Massey and Bernard Ferguson School speed limits were not on District Council maps.

ACTION: Staff to check accuracy of district mapping relating to speed limits around Glen Massey and Bernard Ferguson Schools.

- Te Mana O Te Rangi - sign unveiling would be held on Saturday, 27 March 2021. The chairperson would meet with staff regarding design guidelines. The Iwi and Community Partnerships Manager suggested approaching mana whenua regarding unveiling protocols before invitations were sent.

ACTION: Staff to meet with mana whenua groups and advise the board of the unveiling arrangements

- Daffodil Volunteer Planting Day

ACTION: Mr Ayres would be the contact person to lead the volunteer day. Waikato District Council to assist Mr Ayers with completion of a Health & Safety Plan

- Ngaruawahia Cricket Nets. The project had received external funding. An official opening event had not be organised.

Resolved: (Cr Patterson/Cr Gibb)

THAT the report of the Projects & Innovation Manager be received.

CARRIED

NCB2102/06

Year to Date Service Request Report
Agenda Item 6.3

The report was received and no discussion was held.

Resolved: (Ms Firth/Ms Rice)

THAT the report from the Chief Operating Officer be received.

CARRIED

NCB2102/07

Ngaruawahia Community Board Resolution/Action Register
Agenda Item 6.4

NGARUAWAHIA COMMUNITY BOARD RESOLUTION / ACTION REGISTER – February 2021

Resolution / Action #	Resolution / Action	Update / Comment
ACTION2012	Public Forum – Ngaruawahia High School – Ngaruawahia Dog Agility Park Project	Cr Patterson and Ms Rice met with Staff on 02 February. Will continue working with Ngaruawahia High School to support funding and general enquiries.
ACTION2012	Councillors’ Report – Dog Agility Park Project	Cr Patterson and Ms Rice met with Staff on 02 February. Continue to support Health and Safety.
ACTION2012	Councillors’ Report – Climate Change Committee	Complete.
ACTION2010	Confirmation of Minutes – 08 September 2020	Complete
ACTION2010	Works & Issues – October 2020	Complete
ACTION2010	Community Board Members’ Report – October 2020 Horotiu Industrial Park Bridge	Still ongoing.
ACTION2009	Community Board Members’ Report – September 2020 Significance and Engagement Policy.	The Significance and Engagement Policy can be found here on the <i>Your Council / Plans, policies and bylaws</i> page of Council’s website.
ACTION2007	Councillors’ Report – July 2020 North Waikato Community Newspaper.	Complete
ACTION2007	Community Board Members’ Report – July 2020 Kid Safe day	In progress. Staff are working with schools and our partner organisations to schedule a date – tentatively in March 2021.
ACTION2006	Public Forum – Application for funding for a public beach access area and a diving platform near the Point	Ongoing.
ACTION2006	Youth Engagement Staff to review orchard planting and effects on youth engagement and give feedback to the Board.	This action has been passed on to the Community Connections, Open Spaces Team (team responsible for planting) for cross council youth engagement. Council’s Technical Support Officer will contact the Chair to discuss. Still to be discussed.

NGARUAWAHIA COMMUNITY BOARD CARRY OVER RESOLUTION / ACTIONS

Resolution / Action #	Resolution / Action	Update / Comment
NCB1908/06	The Point Reserve Management Plan	<i>Board to discuss.</i>
March 2019	The Point – Recycling Bins	<p>Recycling not provided at any of our Reserves but it is certainly something we would like to explore. As this would involve a districtwide change to our levels of service (and therefore, budget), a review of services will need to be completed.</p> <p><i>Recycling bins are still needed at The Point and also along the walkway. Need to promote to council as they renegotiate contracts for collections. Do we do them ourselves? Do we pay for collections from board funds? Needs further discussion.</i></p>
May 2017	Pontoon on Waipa River	<p>This project is not funded in the LTP and therefore the Community Board will need to look for other funding sources. Would require consent from Waikato Regional Council to proceed.</p> <p><i>Still current.</i></p>

Resolution / Action #	Resolution / Action	Update / Comment
August 2017	Patterson Park Netball Courts	<p>Original topography survey of the netball courts (which design was based on) showed a number of height inconsistencies between 10mm and 50mm over the area of the court. The surface was uneven and there was no level fall over the length of the court. The original court surface had large depressions where water would pond.</p> <p>Now the courts are designed and constructed to have a 0.5% grade to allow water to run off. This has improved the surface of the courts and reduced the amount of ponding significantly.</p> <p>The Long Term Plan held an allocation for the upgrade of the Ngaruawahia Netball Courts of \$180,236.</p> <p>Staff approached the project by determining what type of upgrade could be accommodated within that budget allocation.</p> <p>Staff assessed two options:</p> <ol style="list-style-type: none"> 1. Reshape and reseal court to improve drainage, replace nets, hoops signs etc. 2. Full NZ Netball specification rebuild, plus replace nets, hoops, signs etc. <p>Assessment of costs for each option was completed by an external consultant. The costs for meeting NZ Netball specification was excessive and would exceed budget (est. by Waikato District Alliance is approximately \$300,000 total project cost). The cost for option one fell inside budget and was completed at a total cost of \$152,000.</p> <p>The courts have been shaped as best as possible to shed water during rainfall events. Staff will continue to inspect through rainfall events to ensure that site drainage is effective and operating as expected. Staff are also happy to meet with netball club/teams representatives and discuss options moving.</p> <p><i>Board to confirm if still current.</i></p>
March 2017	Te Mana o Te Rangi Reserve development	<p>Board have been through consultation and will put project forward as LTP item.</p> <p><i>Still current.</i></p>

Resolution / Action #	Resolution / Action	Update / Comment
August 2015	Wedding Quarry	<p>Council is unable to undertake any formal action for activity. There is no breach of the District Plan. We understand that it is for weed control purposes and is authorised by Waikato Regional Council.</p> <p><i>To remain as a reminder for future Board members to submit if there is an opportunity through a consent renewal process.</i></p>
NCBI304/0616	Green Belt	<p>A green belt is an area of open land around a city or town on which building is restricted. Rules in the District Plan help ensure that fragmentation of the rural land around Ngaruawahia township is avoided, thus providing a rural interface at the town's northern entrance that supports this green belt concept. District plan rules ensure residential growth occurs within defined zones.</p> <p><i>Resolution to remain to ensure future Board members never forget to protect the rural interface from disappearing.</i></p>

- Ngaruawahia High School to work with the Ministry of Education project managers regarding traffic management due to spill over parking from close carparks. Council would support road marking.

ACTION: Cr Patterson would arrange a meeting with Council regarding traffic management and road marking.

Resolved: (Ms Rice/Ms Firth)

THAT the report of the Projects & Innovation Manager be received.

CARRIED

NCB2102/08

Chairperson's Report
Agenda Item 6.5

The report was received and the Chairperson summarised his report. Discussion was held on the following matter:

Ngaruawahia Water Treatment Plant

The smell of chlorine during the backwash process at the Water Treatment Plant near the entry to the Hakarimata Track. Concern was raised about damage to marine life.

ACTION: The Chair to submit a CRM and Cr Patterson will follow up with staff.

Resolved: (Mr Wiechern/Cr Gibb)

THAT the report from the Chairperson be received.

CARRIED

NCB2102/09

Councillors' Report
Agenda Item 6.6

Crs Gibb and Patterson gave a verbal overview on current Council issues and advised that meetings and LTP workshops had commenced.

Open Meeting

To	Ngaruawahia Community Board
From	Alison Diaz Chief Financial Officer
Date	10 March 2021
Prepared by	Julie Kelly Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0508
Report Title	Discretionary Fund Report to 10 March 2021

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 10 March 2021.

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received.

3. ATTACHMENTS

Discretionary Fund Report to 10 March 2021

NGARUAWAHIA COMMUNITY BOARD DISCRETIONARY FUND REPORT 2020/21 (July 2020 - June 2021)
As at Date: 10-Mar-2021

			GL 1.205.1704
2020/21 Annual Plan			20,999.00
Carry forward from 2019/20			63,721.00
Total Funding			<u><u>84,720.00</u></u>
Income			-
Total Income			<u>-</u>
Expenditure			
04-Dec-20	Payment to the Ngaruawahia Community House is approved for the amount of \$1000 (excluding GST) towards their Christmas Market Event 2020.	NCB2010/05	1,000.00
Total Expenditure			<u><u>1,000.00</u></u>
Net Funding Remaining (Excluding commitments)			<u><u>83,720.00</u></u>
Commitments			
13-Nov-18	Te Mana o Te Rangi Reserve - includes \$500 commitment for an opening ceremony (NCB1906/04). 08/09/20 Commitment increased by \$20,000 (NCB2009/04)	NCB1811/04 NCB1906/04 NCB2009/04	40,000.00
04-Nov-19	Ngaruawahia Railway Bridge commitment: 50% subsidy of Ngaruawahia pool 18/19 (NCB1811/04) & 19/20. (NCB1911/09) <i>Less : Payments made to Belgravia Leisure for Pool Admissions (23/01/2020)</i> <i>Less : Payments made to Belgravia Leisure for Pool Admissions (28/02/2020)</i> <i>Less : Payments made to Belgravia Leisure for Pool Admissions (26/03/2020)</i>	NCB1811/04 NCB1911/09 NCB2006/04 NCB2002/01	10,000.00 (1,309.74) (903.97) <u>(334.78)</u> 7,451.51
01-Dec-20	Allocation of \$2,000 to the Ngaruawahia High School towards the costs relating to the Ngaruawahia Dog Agility Park project.	NCB2012/03	2,000.00
09-Feb-21	NCB to fund accommodation, travel and other associated costs for attendance at the NZ Community Boards Conference from it's discretionary fund	NCB2102/05	
Total Commitments			<u><u>49,451.51</u></u>
Net Funding Remaining (Including commitments)			<u><u>34,268.49</u></u>

Open Meeting

To	Ngaruawahia Community Board
From	Clive Morgan General Manager Community Growth
Date	5 March 2021
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
Reference	GOV0502 / GOV0508 / 3029614
Report Title	Ngaruawahia RSA and Memorial Club Inc – Installation of flags for ANZAC Day

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from Ngaruawahia RSA and Memorial Club Inc towards the cost to install the ANZAC flags along Great South Road, Ngaruawahia.

2. RECOMMENDATION

THAT the report from the **General Manager Community Growth** be received;

AND THAT an allocation of \$..... is made to the **Ngaruawahia RSA and Memorial Club Inc** towards the cost to install the **ANZAC flags**;

OR

AND THAT the request from the **Ngaruawahia RSA and Memorial Club Inc** towards the cost to install the **ANZAC flags** is declined / deferred until for the following reasons:

3. BACKGROUND

The Ngaruawahia RSA and Memorial Club Inc is based at the Huntly War Memorial Hall.

The event for the ANZAC commemorations usually involves installing the ANZAC flags and white crosses in the field of remembrance along the Great South Road early in April, leading up to the ANZAC Day Service.

The following people will help with this project – RSA Welfare Section, Ngaruawahia Community Board and RSA volunteers (35 in total). The 47 flags will be installed in early April 2021.

This will be open and available to view by all locals and the wider community.

4. OPTIONS CONSIDERED

- 1) That the application is approved and an allocation of partial or full funding requested by made.
- 2) That the application is declined.
- 3) That the application is deferred.

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$2,750.00. The Ngaruawahia RSA and Memorial Club Inc is seeking funding of \$2,750.00 towards the cost to install the ANZAC Day flags.

GST Registered	Yes
Set of Accounts supplied	Yes
Previous funding has been received by this organisation	Yes

6. POLICY

The application meets the criteria set in the Discretionary Grants Policy, one of which is that grants up to \$5,000.00 can be funded up to 100% at the discretion of the relevant community board or committee or Council's Discretionary & Funding Committee.

For grants above \$5,000.00 a funding cap of 75% of the total project cost applies and other funding needs to be sought.

Funds cannot be uplifted until all sufficient funds for the project are approved.

7. CONCLUSION

Consideration by the Ngaruawahia Community Board is required with regard to this funding request.

8. ATTACHMENT

Ngaruawahia RSA and Memorial Club Inc – Installation of flags for ANZAC Day



DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- Prior to submitting your application, please contact the Waikato District Council's community development advisor, on 0800 492 452 Ext 5732, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Have you discussed your application with the Waikato District Council community development advisor
Yes No
- Application form must be completed in full and emailed to Funding funding@waidc.govt.nz
- Please ensure you have read the **Guidelines** on [Waikato District Council Discretionary Grants Fund](#) prior to completing the application form (these are updated from time to time).
- I have read and understood the guidelines for funding application form
Yes No
- All parts of the application need to be completed and all supporting information supplied.

PLEASE NOTE: Incomplete applications **WILL NOT** be considered and will be returned.

Contact email: (Correspondence will be emailed from funding@waidc.govt.nz)

Which of the 2 funds are you applying for: (please tick **one** appropriate box.)

1. Discretionary and Funding Committee

Project Fund (Rural Ward Areas)

Event Fund

OR

2. Community Board / Committee Discretionary Fund for local Town / Village, Projects / Events

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

Section I – Your details

1. Name of your organisation and contact person

Ngaruawahia RSA & Memorial Club Inc

2. What is your organisation's purpose/background (who are you? what do you do?)

To provide comfort and support not only service personnel and their families but to also provide a safe, welcoming place where the community can interact through various activities.

3. **Phone number/s**

07 824 8905

4. **Email / Address**

ngaruawahia@rsa.com

5. **If you are a Registered Charity** (we require your registration number & confirmation that your organization registration is current)**Section 2 – Your event / project**1. **What is your event / project, including date and location?** (please describe in full the project details)

ANZAC Day commemorations. In early April 2021 we will erect our ANZAC day flags along Great South Rd, Ngaruawahia. Similarly the white crosses will be erected in the field of remembrance.

2. **How many volunteers and who else is involved in the project?**

RSA Welfare Section, RSA Committee, RSA Volunteers (35 in total)

3. **How will the wider community benefit from this event/project?**

The public of Ngaruawahia has embraced ANZAC Day commemorations. This is visible by the large numbers attending the services and parade. Flags and crosses are a visual reminder to all.

Are you GST registered? No Yes GST Number

PLEASE NOTE: The following documentation MUST be supplied with your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- A copy of any documentation verifying your organisation's legal status
- Include copies of written quotes (these must match the Funding Requirements in section 4.)

Section 3 – Funding requirements1. **NOTE: Please provide full details for the following:**

- How much your event/project will cost,
- How much you are seeking from the Waikato District Council,
- How much you are seeking from other providers,
- Details of other funding and donated materials/resources being sourced, and
- Current funds in hand to cover the costs of the event/project.

IMPORTANT: Please ensure all quotes supplied are clearly itemised and match the "Project Breakdown" (Total B)

Please complete all of the following sections	GST Inclusive Costs (use this column if you are NOT GST registered)	GST Exclusive Costs (use this column if you are GST registered)
What is the <u>total</u> cost of your project/event	\$	\$ 2750.00
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.		
Total A	\$	\$ 2750.00

2. Only include the Funding being sought from Waikato District Council below:

Project Breakdown (itemised costs of funding being sought)	GST Inclusive Costs (use this column if you are NOT GST registered)	GST Exclusive Costs (use this column if you are GST registered)
Erecting of flags along Great South Road	\$	\$ 2750.00 <input type="checkbox"/>
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from <u>WDC</u>	\$	\$ 2750.00 <input type="checkbox"/>
Total B		

3. Has / will funding been sought from other funders? Yes No

If 'Yes', please list the funding organisation(s) and the amount of funding sought

a)	\$	\$
b)	\$	\$
c)	\$	\$
d)	\$	\$
Total of other funds being sought	\$	\$
Total C		

4. Describe any donated material / resources provided for the event/project:

Flags are owned and provided each year from the Ngaruawahia RSA & Memorial Club.

Section 4 – Community wellbeing and outcomes**1. Which community wellbeing will your project contribute to?***(See the guidelines sheet for more information on this section).*

Social Economic Cultural Environmental

2. Which of the five community outcomes for the Waikato district does this project contribute to?*(See the guidelines sheet for more information on this section).*

Accessible Safe Sustainable Healthy Vibrant

Section 5 – Previous Funding Received from Waikato District Council**1. If you have received funding from or through the Waikato District Council for any project/event in the past two years, please list below:**

What Board / Committee	Type of Project / Event	Date received	Amount
WDC	ANZAC	2019	3600.00

2. Please confirm that a 'Funding Project Accountability' form has been completed and returned to Waikato District Council for the funds listed above.*NOTE: This will be checked and confirmed by council staff.*

I confirm that an accountability statement has been completed and returned for previous funding received.

Name: _____ Date: _____

I certify that the funding information provided in this application is correct.

Name: Vikki Barton Date: 04/02/2021

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature:  Date: 4/2/2021

**Incomplete applications will not be accepted and will be returned*

**Facsimile Transmission****Tree Power Ltd**

Felling, Pruning, Trimming, Shaping,
Tree clearance from power & phone service.

P.O. Box 20193, Te Rapa, Hamilton

Telephone 0-7-856 8887 Mobile 0274 929 514

Qualified Linesmen & Arborists

12 Metre Cherry Picker

Date: 4.02.21

Attention: Paul.

Company: Ngaruawahia RSA Memorial Club
Incorporated.

Telephone #: 8248905

Email #: ngaruawahiaarsa@gmail.com

Subject: Anzac flag hanging.

Sender: Warren Allen (Possum)

Sender Telephone #: 0-7 856 8887

Sender Fax #: **0-7 856 3338**

You should receive 1 page, including this cover sheet.. If you do not receive all the pages, please call the number above.

THIS FACSIMILE MESSAGE AND ACCOMPANYING DATA MAY CONTAIN INFORMATION THAT IS CONFIDENTIAL AND SUBJECT TO LEGAL PRIVILEGE. IF YOU ARE NOT THE INTENDED RECIPIENT, YOU ARE NOTIFIED THAT ANY USE, DISSEMINATION, DISTRIBUTION OR COPYING OF THIS MESSAGE DATA IS PROHIBITED. IF YOU HAVE RECEIVED THIS FACSIMILE IN ERROR, PLEASE NOTIFY ME IMMEDIATELY AND RETURN THE FACSIMILE TO ME. THANK YOU

Thank you for the opportunity to submit a quote for work as follows:-

Location. The main road in Ngaruawahia (Great south road.)

Hanging & removal of Anzac flags on poles.

Two men and 12m cherry picker to hang and remove approx 47 flags on the Greatsouth road ngaruawahia.

Price \$2,750+GST

Works. Ref no.0463601

Should you any further queries please feel free to contact me

W S Allen (Possum) Managing Director.

Tree work is carefully carried out by:-

- Specially trained Contractors equipped with fully insulated 12m Cherrypicker, Wood Chipper, modern specialised tree pruning and felling equipment & techniques
Qualified Arborist - Full insurance cover (\$2,000,000).

INDEPENDENT AUDITOR'S REPORT

To the members of Ngaruawahia RSA Memorial Club Inc

Report on the Performance Report
Opinions

We have audited the performance report of Ngaruawahia RSA Memorial Club Inc on pages 2 to 18, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 31 March 2020, the statement of financial position as at 31 March 2020, the statement of accounting policies and other explanatory information.

Opinion on financial position, entity information and service performance

In our opinion:

- the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable;
- the performance report on pages 2 to 18 presents fairly, in all material respects:
 - the financial position of Ngaruawahia RSA Memorial Club Inc as at 31 March 2020;
 - the entity information for the year then ended; and
 - the service performance for the year then ended

in accordance with the requirements of Public Benefit Entity Simple Format Reporting Standard – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board.

Qualified opinion on financial performance and cash flows

In our opinion, except for the possible effects of the matters described in the *Basis for Qualified Opinion* paragraph, the performance report on pages 2 to 18 presents fairly, in all material respects the financial performance and cash flows of Ngaruawahia RSA Memorial Club Inc for the year ended 31 March 2020, in accordance with the requirements of Public Benefit Entity Simple Format Reporting Standard – Accrual (Not-For-Profit).

Basis for Qualified Opinion

In common with similar organisations control over cash revenues such as over donations, fundraising, raffles and fees prior to being recorded is limited and there are no practical audit procedures to determine the effect of that limited control. Consequently, we were unable to determine whether any adjustments to these amounts were necessary.

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Performance Report* section of our report. We are independent of Ngaruawahia RSA Memorial Club Inc 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 audit opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, Ngaruawahia RSA Memorial Club Inc.

Restriction on responsibility

This report is made solely to the members, as a body. Our audit work has been undertaken so that we might state to the members those matters we are required to state to them in an auditor's report and for no other purpose. To the

91 Clarence Street Hamilton 3204
 PO Box 389 Hamilton 3240

Telephone 07 839 1235
 Facsimile 07 839 1237

Freephone 0800 269 139

enquiries@owenmcleod.co.nz
 www.owenmcleod.co.nz



fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the members as a body, for our audit work, for this report, or for the opinions we have formed.

Other Information

There is no other information reported.

Emphasis of Matter - Covid-19

Without modifying our opinion, we draw attention to the disclosures in note 14 on page 18 which outline the possible effects of the Alter Level 4 Lockdown as a result of the COVID-19 pandemic.

Emphasis of Matter - Going Concern

In forming our opinion, we have considered the adequacy of the disclosures made in the financial report regarding the use of the going concern assumption.

The financial statements have been prepared on a going concern basis, the validity of which depends on future cash flows meeting budgeted levels. The financial report does not include any adjustments that would result from a failure to achieve budgeted income. Details of the circumstances relating to this matter are described in Note 15.

Committee's Responsibility for the Performance Report

The Committee is responsible for:

- (a) identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
- (b) the preparation and fair presentation of the performance report which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report
 in accordance with Public Benefit Entity Simple Format Reporting – Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and
- (c) for such internal control as the Committee determines is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Committee is responsible for assessing the Club'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 Committee either intends to liquidate the Club or to cease operations, or have no realistic alternative but to do so.

Auditor's Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the performance report is 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) and ISAE (NZ) 3000 (Revised) 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 this performance report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are

appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Committee and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Club's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Club to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.
- Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable.

We communicate with the Committee regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



R Owen

Owen McLeod & Co
Chartered Accountants
Hamilton, New Zealand
14 August 2020

Please sign and return the attached copy of this letter to indicate your acknowledgement of, and agreement with, the arrangements for our audit of the performance report including our respective responsibilities.

Yours Sincerely,



Owen McLeod & Co Ltd

Acknowledged and agreed on behalf of the Ngaruawahia RSA Memorial Club Inc by



.....
President
Date

**The Ngaruawahia RSA
Memorial Club Inc**

**Performance Report
FOR THE YEAR ENDED 31 MARCH, 2020**

The Ngaruawahia RSA Memorial Club Inc**Entity Information****For the Year Ended 31 March 2020****Legal Name of Entity:** The Ngaruawahia RSA Memorial Club Inc**Type of Entity and Legal Basis:** Incorporated Society**Registration Number:** 213716**Entity's Purpose:****1. Mission Statement**

We are here to support our current and future members in keeping the Ngaruawahia RSA as a dynamic, engaging and relevant community club in the heart of the Waikato.

2. Entity's Purpose

The purpose of the Ngaruawahia RSA is to provide a sociable and friendly atmosphere for club members, their guests and associate like minded community groups.

The club does this by providing to our members club facilities such as:

- * Bar
- * Kitchen
- * Adjuncts (darts, pool, indoor bowls, cards etc)
- * Welfare
- * Remembrance (Anzac Day etc)
- * Support for older members in our community
- * School Scholarships and competitions

To support and promote the values of the NZRSA and its associated activities.

Entity's Structure:

The club is administered by a committee of members, as noted below:

- C Jew - President
- Anne Saunders - Vice President
- Lenore Aitken - Secretary
- Phil Gisby - Committee
- Sylvia Pauro - Committee
- Shalayne Wellington - Committee
- Vikki Barton - Committee

Main Sources of the Entity's Cash and Resources:

The main sources of funding are bar sales, gaming, restaurant, raffles etc.

Main methods used by the Entity to Raise Funds:

The main method to raise funds is by grants, donations and events.

Entity's reliance on volunteers and donated goods or services:

There is minimal reliance on donated goods and services. The committee members are volunteers.

Contact Details:

Physical address: 4 Market Street, Ngaruawahia
 Postal address: PO Box 74, Ngaruawahia 3742
 Phone: 07-8248905
 Email: ngaruawahiaRSA@gmail.com

The Ngaruawahia RSA Memorial Club Inc**Statement of Service Performance****For the Year Ended 31 March 2020****Description of Entity's Outcomes:**

Provided facilities throughout the year to members and groups in a friendly, sociable atmosphere.

Description and Quantification (to the extent practicable) of the Entity's Outputs:

The Club was open 246 days during the year.

The Ngaruawahia RSA Memorial Club Inc

Divisional Statement of Financial Performance

For the Year Ended 31 March 2020

	Note	2020	2019
		\$	\$
BAR			
Operating Revenue			
Bar Sales		283,211	305,025
Less Cost of Sales			
Opening Stock		8,387	5,826
Bar Purchases		98,113	116,549
		106,500	122,375
Closing Stock		(4,987)	(8,387)
Total Cost of Sales		101,513	113,988
Gross Surplus from Trading		181,698	191,037

This statement should be read in conjunction with the attached notes.

The Ngaruawahia RSA Memorial Club Inc

Divisional Statement of Financial Performance (continued)

For the Year Ended 31 March 2020

Note	2020	2019
	\$	\$
GAMING		
Operating Revenue		
Gaming Machine Sales	63,486	87,778
Less Cost of Sales		
IRD Duty	14,617	20,764
Problem Gaming Levy	745	1,318
Gaming Licence Fees	565	7,939
Repairs & Maintenance	1,702	6,628
Electronic Monitoring Services	4,247	5,707
Total Cost of Sales	21,876	42,356
Gross Surplus from Trading	41,610	45,422

This statement should be read in conjunction with the attached notes.

The Ngaruawahia RSA Memorial Club Inc

Divisional Statement of Financial Performance (continued)

For the Year Ended 31 March 2020

	Note	2020 \$	2019 \$
FUNDRAISING			
Operating Revenue			
Battens Up & Raffles		57,044	70,705
Housie		5,021	7,116
Merchandise		67	1,057
Special Events Income		26,226	1,762
Rouse the Rascal Sales		20,904	14,067
Total Revenue		109,262	94,707
Less Cost of Sales			
Opening Stock		-	300
Battens Up & Raffles		29,244	52,398
Housie		715	921
Merchandise		291	1,395
Special Events		17,774	2,333
Rouse the Rascal Costs		14,841	8,499
		62,865	65,546
Total Cost of Sales		62,865	65,846
Gross Surplus from Trading		46,397	28,861

This statement should be read in conjunction with the attached notes.

The Ngaruawahia RSA Memorial Club Inc

Divisional Statement of Financial Performance (continued)

For the Year Ended 31 March 2020

	Note	2020	2019
		\$	\$
KITCHEN			
Operating Revenue			
Restaurant Sales		142,008	165,397
Restaurant Bar Sales		13,522	-
Total Revenue		155,530	165,397
Less Cost of Sales			
Opening Stock		2,846	893
Purchases		74,128	75,224
Kitchen Wages		137,765	120,790
Kitchen Share of Expenses		30,468	11,489
		242,361	207,503
		245,207	208,396
Closing Stock		(2,070)	(2,845)
Total Cost of Sales		243,137	205,551
Gross Deficit from Trading		(87,607)	(40,154)

This statement should be read in conjunction with the attached notes.

The Ngaruawahia RSA Memorial Club Inc

Combined Statement of Financial Performance

For the Year Ended 31 March 2020

Note	2020	2019
	\$	\$
Divisional Revenue		
Surplus from Bar	181,698	191,037
Surplus from Gaming	41,610	45,422
Surplus from Fundraising	46,397	28,860
Deficit from Kitchen	(87,607)	(40,154)
Total Divisional Revenue	182,098	225,165
Operating Revenue		
Expense Write Off	8,994	-
Donations - Courtesy Van	7,645	9,758
Donations - General	23,939	17,140
Grants Received - WDC	3,600	19,391
Grants Received - WEL Energy	-	8,696
Other Income	909	1,712
Rent Received	16,433	29,350
Subscriptions	24,643	18,054
Interest Received	3	12
Wage Subsidy	-	1,400
Covid 19 Subsidy	6,540	-
Total Operating Revenue	92,706	105,513
Net Revenue	274,804	330,678
Less Expenses		
Administration Expenses		
Accountancy and Xero Fees	1,718	4,081
Advertising	492	1,207
Audit Fee	3,000	3,346
Computer Expenses	4,300	3,348
Donations	-	218
Entertainment - Deductible	10,770	12,712
Licences & Registrations	3,159	5,323
Membership Draw	5,950	4,870
Printing, Stamps & Stationery	1,054	1,410
Security Expenses	659	554
Telephone, Tolls & Internet	1,810	2,204
Management Contract/Salary	29,336	78,035
	62,248	117,308

This statement should be read in conjunction with the attached notes.

The Ngaruawahia RSA Memorial Club Inc

Combined Statement of Financial Performance (continued)

For the Year Ended 31 March 2020

	Note	2020	2019
		\$	\$
Overhead Expenses			
ACC Levies		1,988	1,614
Birthday Club		-	1,931
Cleaning & Laundry		3,261	3,147
Club Hospitality		638	493
Light, Power & Heating		23,497	13,545
Eftpos & Till Expenses		267	1,360
Equipment Hire		792	-
General Expenses		3,900	2,842
Insurance		6,424	12,285
Capitations		2,539	4,183
IRD Penalties		19,210	210
Sky TV		7,310	7,809
Membership Cards		1,403	248
Motor Vehicle Expenses		3,843	4,713
Repairs & Maintenance		8,178	44,691
Professional Development		695	538
Rates		3,880	2,900
Rent - Plant & Equipment		-	2,094
Rubbish		2,920	976
Uniforms		46	-
Wages & Salaries		101,948	117,598
		192,739	223,177
Finance Expenses			
Bank Fees & Charges		2,237	2,720
Interest - Bank Loans		20,957	24,819
Overdraft Interest		407	464
Interest Paid - IRD		-	80
		23,601	28,083
Non Cash Expenses			
Depreciation		22,182	26,643
Total Expenses		300,770	395,211
Net Deficit		(25,966)	(64,533)

This statement should be read in conjunction with the attached notes.

The Ngaruawahia RSA Memorial Club Inc

Statement of Movements in Equity

For the Year Ended 31 March 2020

	2020	2019
	\$	\$
Revenues and Expenses		
Net Deficit	(25,966)	(64,533)
Total Recognised Revenues and Expenses	(25,966)	(64,533)
Equity at the Beginning of the Year	574,052	638,585
Equity at the End of the Year	548,086	574,052

This statement should be read in conjunction with the attached notes.

The Ngaruawahia RSA Memorial Club Inc

Statement of Financial Position (continued)

As at 31 March 2020

C Jew - President

For and on behalf of the club

Date

This statement should be read in conjunction with the attached notes.

The Ngaruawahia RSA Memorial Club Inc

Statement of Financial Position

As at 31 March 2020

	Note	2020 \$	2019 \$
Current Assets			
Floats and Cash on Hand	2	500	11,298
BNZ Club Account	2	40	40
ANZ Membership Account	2	-	2,057
ANZ RSA Gaming Account	2	6,347	31
ANZ RSA General	2	12,076	-
ANZ Rouse the Rascal	2	3,981	-
ANZ Slotto	2	261	-
Trade Receivables	3	3,635	30,531
Other Receivables	3	-	10,200
Income Tax Receivable		12	11
Stock on Hand	4	4,987	8,387
Stock on Hand	4	2,070	2,845
Other Current Assets	5	2,485	3,167
Total Current Assets		36,394	68,567
Non-Current Assets			
Property, Plant & Equipment	6	1,099,592	1,121,075
Total Assets		1,135,986	1,189,642
Current Liabilities			
ANZ Credit Card	7	979	804
ANZ RSA General	7	-	4,595
Members Cards	8	1,780	2,386
Accounts Payable	8	117,290	157,149
Subscriptions in Advance	8	5,451	7,171
Bonds Held	8	450	500
Holiday Pay Provision	8	12,987	14,307
Short Term Loan	8	-	5,000
Private Short Term Loans	8	20,001	-
Covid 19 Subsidy Accrued	8	20,119	-
Current Portion of Term Liabilities	8	24,360	41,369
GST Payable		18,104	13,465
Total Current Liabilities		221,521	246,746
Non-Current Liabilities			
ANZ Loan	9	366,379	368,844
Total Liabilities		587,900	615,590
Net Assets		548,086	574,052
Equity			
Total Equity		548,086	574,052

This statement should be read in conjunction with the attached notes.

The Ngaruawahia RSA Memorial Club Inc

Statement of Cash Flows

For the Year Ended 31 March 2020

Note	2020	2019
	\$	\$
Cash Flows from Operating Activities		
Cash was received from:		
Donations, Fundraising and other similar receipts	36,093	58,109
Fees, Subscriptions and other revenue from members	22,923	20,248
Receipts from providing goods or services	685,180	659,313
Interest	3	12
	<u>744,199</u>	<u>737,682</u>
Net GST	4,639	(16)
Cash was Applied to		
Payments to suppliers and employees	(734,291)	(674,013)
Net Cash Flows from Operating Activities	<u>14,547</u>	<u>63,653</u>
Cash Flows from Investing & Financing Activities		
Cash was Applied to:		
Payment to acquire property, plant and equipment	(700)	(11,217)
Loans Raised	20,001	5,000
Loans Repaid	(19,474)	(39,062)
Net Cash Flow from Investing & Financing Activities	<u>(173)</u>	<u>(45,279)</u>
Net Increase in Cash Held	14,374	18,374
Cash at the Beginning of the Year	8,831	(9,543)
Cash at the End of the Year	<u><u>23,205</u></u>	<u><u>8,831</u></u>

This statement should be read in conjunction with the attached notes.

The Ngaruawahia RSA Memorial Club Inc

Notes to and forming part of the Financial Statements

For the Year Ended 31 March 2020

1 Statement of Accounting Policies

Reporting Entity

The Ngaruawahia RSA Memorial Club Inc is a chartered club under the Incorporated Societies Act 1908. The club provides recreational facilities as a fellowship and social club for the use and welfare of its members.

Statement of Compliance and Basis of Preparation

The financial statements have been prepared in accordance with Generally Accepted Accounting Practice in New Zealand (GAAP). The club has elected to apply PBE SFR-A(NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-for-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting.

The accounting principles recognised as appropriate for the measurement and reporting of the Statements on a historical cost basis are followed unless otherwise stated in the Specific Accounting Policies.

The information is presented in New Zealand dollars. All values are rounded to the nearest \$.

Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of the Combined Statement of Financial Performance and Statement of Financial Position have been applied:

(a) Inventories

Inventories are stated at the lower of cost and net realisable value. Cost is determined using the first-in, first-out (FIFO) method.

The cost of work in progress and finished goods includes the cost of direct materials, direct labour and a proportion of the manufacturing overhead, based on the normal capacity of the facilities, expended in putting the inventories in their present location and condition.

(b) Trade Receivables

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

The Ngaruawahia RSA Memorial Club Inc

Notes to and forming part of the Financial Statements (continued)

For the Year Ended 31 March 2020

(c) Property, Plant & Equipment

The entity has the following classes of Property, Plant & Equipment:

Buildings	0 -10% DV
Motor Vehicles	20% DV
Furniture & Fittings	10 - 40% DV
Plant & Equipment	10 - 40% DV
Land	0% DV

(d) Income Tax

No provision for income tax has been made as there is no current or deferred tax payable.

(e) Financial instruments

Receivables

Receivables are stated at their estimated realisable value. Bad debts are written off in the year in which they are identified.

(f) Goods and Services Taxation (GST)

Revenue and expenses have been recognised in the financial statements exclusive of GST except that irrecoverable GST input tax has been recognised in association with the expense to which it relates. All items in the Statement of Financial Position are stated exclusive of GST except for receivables and payables which are stated inclusive of GST.

(g) Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on a basis consistent with those from previous financial statements.

2 Cash & Bank Balances

	2020	2019
	\$	\$
Cash Balance		
Floats and Cash on Hand	500	11,298
Bank Account Balances		
BNZ Club Account	40	40
ANZ Membership Account	-	2,057
ANZ RSA Gaming Account	6,347	31
ANZ RSA General	12,076	-
ANZ Rouse the Rascal	3,981	-
ANZ Slotto	261	-
	22,705	2,128
Total Cash & Bank Balances	23,205	13,426

The Ngaruawahia RSA Memorial Club Inc

Notes to and forming part of the Financial Statements (continued)

For the Year Ended 31 March 2020

	2020	2019
3 Trade and Other Receivables	\$	\$
Trade Receivable		
Accounts Receivable	3,635	30,531
Other Receivables		
Eftpos	-	10,200
Total Trade and Other Receivables	3,635	40,731

All amounts are short-term and have been reviewed for indicators of impairment. The carrying value of trade receivables is considered a reasonable approximation of fair value.

	2020	2019
4 Inventories	\$	\$
Stock on Hand		
Stock on Hand	4,987	8,387
Stock on Hand	2,070	2,845
Total Inventories	7,057	11,232

	2020	2019
5 Other Current Assets	\$	\$
Theft Recovery	2,485	3,167
Total Other Current Assets	2,485	3,167

	Cost	Depreciation Charged	Accumulated Depreciation	Closing Book Value
6 Property, Plant & Equipment	\$	\$	\$	\$
Property, Plant & Equipment 2020				
Freehold Land - At cost	234,000	-	-	234,000
Buildings - At cost	1,514,261	2,419	751,336	762,925
Plant & Equipment	279,070	5,917	232,992	46,078
Motor Vehicles	23,055	1,605	16,633	6,422
Furniture & Fittings	192,056	3,313	169,683	22,373
Fixed Assets	185,395	8,928	157,601	27,794
Total Property, Plant & Equipment	2,427,838	22,182	1,328,245	1,099,592

The Ngaruawahia RSA Memorial Club Inc

Notes to and forming part of the Financial Statements (continued)

For the Year Ended 31 March 2020

	Cost	Depreciation Charged	Accumulated Depreciation	Closing Book Value
	\$	\$	\$	\$
Property, Plant & Equipment 2019				
Freehold Land - At cost	234,000	-	-	234,000
Buildings - At cost	1,514,261	2,797	748,917	765,345
Plant & Equipment	278,370	6,838	227,075	51,295
Motor Vehicles	23,055	2,007	15,028	8,027
Furniture & Fittings	192,056	2,519	166,370	25,686
Fixed Assets	185,395	12,482	148,673	36,722
Total Property, Plant & Equipment	2,427,138	26,643	1,306,063	1,121,075
7 Bank Overdrafts			2020	2019
			\$	\$
Bank Account Balances				
ANZ Credit Card			979	804
ANZ RSA General			-	4,595
Total Bank Overdrafts			979	5,399
8 Payables & Accruals			2020	2019
			\$	\$
Accounts Payable				
Members Cards			1,780	2,386
Accounts Payable			117,290	157,149
Total Accounts Payable			119,070	159,535
Other Payables & Accruals				
Subscriptions in Advance			5,451	7,171
Bonds Held			450	500
Holiday Pay Provision			12,987	14,307
Short Term Loan			-	5,000
Private Short Term Loans			20,001	-
Covid 19 Subsidy Accrued			20,119	-
Total Other Payables & Accruals			59,008	26,978
Current portion of Term Liabilities				
Current Portion of Term Liabilities			24,360	41,369
Total Payables & Accruals			202,438	227,882
9 Term Loans - Secured			2020	2019
			\$	\$
ANZ Loan				
Total Outstanding			390,739	410,213
Less:				
Current Portion			24,360	41,369
Term Portion			366,379	368,844
Total Term Loans - Secured			366,379	368,844

The Ngaruawahia RSA Memorial Club Inc

Notes to and forming part of the Financial Statements (continued)

For the Year Ended 31 March 2020

10 Gaming Information for Gaming Licence Purposes	2020	2019
	\$	\$
Gaming Proceeds		
Proceeds	63,486	87,778
Less		
Accounting Fees	300	408
Audit Fees	300	335
Depreciation on Gaming Machines	8,928	12,482
Electricity	1,500	1,355
Gaming Machine Duty	14,617	20,764
Problem Gambling Levy	745	1,318
Electronic Monitoring	4,247	5,707
Licence Fee	4,174	7,939
Service and repairs of Gaming Machines	1,702	6,628
Insurance	700	1,229
Till Software	-	335
Eftpos	-	136
Rates	-	290
Security	-	55
Rubbish Disposal	-	98
Salaries & Wages	5,266	10,500
Interest	-	2,482
Total Gaming Proceeds	21,007	15,717

11 Related Parties

There were no significant transactions or transactions that were on terms and conditions that are likely to be different from the terms and conditions of transactions in similar circumstances, involving related parties during the financial year. (Last year - Nil)

12 Capital Commitments

The Ngaruawahia RSA Memorial Club Inc has no capital commitments as at 31 March 2020, (2019 Nil).

13 Contingent Liabilities

The Ngaruawahia RSA Memorial Club Inc has no contingent liabilities and no guarantees as at 31 March 2020. (2019: Contingent Liabilities Nil. Guarantees Nil.)

14 Events Occurring After Balance Date

On 11 March 2020, the World Health Organisation declared the outbreak of Covid-19 (a novel Coronavirus) a pandemic. Two weeks later on 26 March 2020, New Zealand increased its Covid-19 alert level to level 4 and a nationwide lockdown commenced. The alert level has now reduced to level 1. At this time the full financial impact of the Covid-19 pandemic is not able to be determined.

15 Going Concern

The financial statements have been prepared on a going concern basis, the validity of which depends on the ability of the Club to meet its budgeted cash flow targets.

The committee has reached this conclusion having regard to circumstances that they consider likely to affect the Club during the ensuing year and which may affect the validity of the going concern assumption.

16 Audit

These financial statements have been subject to an audit. Please refer to Auditor's Report.

Open Meeting

To	Ngaruawahia Community Board
From	Kurt Abbot Projects & Innovation Manager
Date	11 March 2021
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0508 / 3032660
Report Title	Ngaruawahia Works & Issues Report: Status of Items March 2021

1. EXECUTIVE SUMMARY

The purpose of this report is to update the Ngaruawahia Community Board on issues arising from the previous meeting and works underway in Ngaruawahia.

2. RECOMMENDATION

THAT the report from the Projects & Innovation Manager be received.

3. ATTACHMENTS

- Ngaruawahia Community Board Issues Register – March 2021
- Ngaruawahia Works as at 10 March 2021

NGARUAWAHIA COMMUNITY BOARD ISSUES REGISTER – March 2021

Issue	Area	Action	Comments
Ngaruawahia Dog Agility Park Project	Operations Group / Service Delivery	<p>September 2018: The Community Board would like the old playground equipment to be repurposed for the Ngaruawahia Dog Run as dog agility equipment.</p> <p>There are plans to recycle what we can from the Ngaruawahia Playground and reuse some of it at the dog park on Ellery Street. There are some additional items that will need to be purchased to complete the project but this will be done in the near future.</p> <p>JULY 2020: Staff to continue to make efforts to contact the school and report back to the Board.</p>	<p>SEPTEMBER 2019: WDC staff are working with Ngaruawahia High School who have taken on the design, build and installation project of the dog agility equipment at Ngaruawahia Dog Park. This will earn them a large amount of their NCEA standards for this year. They will be engaging with the Community Board in the near future to progress this project.</p> <p>In addition to this, staff have been approached by the Ngaruawahia Christian Youth Camp regarding any remaining surplus equipment (old metal monkey bars etc) that are not able to be repurposed at the dog parks. Subject to Council resolution, it is planned that this equipment will be gifted to them in the near future rather than disposing of through scrap metal.</p> <p>FEBRUARY 2020: The Ngaruawahia High project is progressing well, but has been on hold due to the school holidays.</p> <p>The students have designed and mapped out their course and sought feedback from Council on any amendments needed prior to approval. This project should pick up momentum now that students have returned to school for Term 1.</p> <p>JUNE 2020: Our Project Development Team have provided feedback on the Ngaruawahia High design and requested more details.</p> <p>As Terms 1 and 2 were disrupted by COVID-19 restrictions, we have not yet received the details requested. We are re-engaging with Ngaruawahia High to support them to progress the project.</p> <p>JULY 2020: Staff have made a number of attempts to contact the Lead Teacher and School Office but have not had any response. Staff will visit the school at the beginning of Term 3 to enquire if the project is still part of the Schools plan for students to earn NCEA credits, or if the project is on hold.</p> <p>SEPTEMBER 2020: Staff will be in attendance at the September meeting to update the Board.</p> <p>OCTOBER 2020: The Ngaruawahia High School project lead teacher will be in attendance at the December Community Board meeting to update the Board.</p> <p>DECEMBER 2020: Ngaruawahia High School Lead Project teacher Adrian Reeves will be in attendance at the December Board meeting to discuss the project.</p>

Issue	Area	Action	Comments
	Cr Patterson	DECEMBER 2020: Staff to support with security fencing and signage/communication with the public while install happening.	JANUARY 2021: Meeting with staff, Cr Patterson and Ms Rice scheduled for 02 February.
	Cr Patterson	DECEMBER 2020: Cr Patterson to investigate if the other half of original park equipment is available for NHS use.	JANUARY 2021: Meeting with staff, Cr Patterson and Ms Rice scheduled for 02 February.
	Cr Patterson	DECEMBER 2020: The Health & Safety of volunteers are our responsibility. Could ask Citycare to help with erecting fences and providing an experienced person on site as part of their community support. Cr Patterson to discuss with Council staff.	JANUARY 2021: Meeting with staff, Cr Patterson and Ms Rice scheduled for 02 February. MARCH 2021: Cr Patterson and Ms Rice met with staff on 02 February. Will continue working with Ngaruawahia High School to support funding and general enquiries.
Cenotaph Vandalism	Open Spaces, Service Delivery	<p>Staff were notified of the damage to the cenotaph on Tuesday April 23rd and despite us speaking to contractors straight away, we were unable to get it fully repaired in time for Anzac Day.</p> <p>To ensure that there was no disruption to the ceremony on the day contractors repaired the cracks and reinstated the plaque. The marble slab was removed and the mess was tidied up.</p> <p>Contact was made with the RSA to let them know what had happened and they provided us with photographs of the cenotaph from before the damage. Through this we discovered that two brass wreaths had also been stolen.</p> <p>Since then, we have been contacted by Chris Allen from Architectural Building Conservation Ltd. They have offered to repair the damage for free. The remaining pieces of Marble have been delivered to him in Paeroa. There was extensive damage to the stone and therefore we no longer have large enough pieces to be able to "glue" it all back together. Chris said that the quarry that supplied the</p>	<p>SEPTEMBER 2019: This is still ongoing. Staff are working with contractors to source stone and organise installation.</p> <p>FEBRUARY 2020: Due to the specialist nature of the work required to repair the cenotaph we have engaged a company, Architectural Building Conservation, to undertake this work.</p> <p>The stonework is relatively simple to repair, it took some investigation to source stone that matches. They are having issues finding someone to recreate the bronze wreathes/plaques, they have been waiting on their contact to return from holiday.</p> <p>We have decided to proceed with the repairs to the stonework while we continue to work with the contractor to find a solution to the replacement of the bronze wreathes.</p> <p>We were hoping that a historical or heritage organisation or museum have an existing wreath that is similar that we are able to make a mould of, but we are rapidly running out of places that may be able to provide this. We are now looking into having a sculptor create new wreaths with the old photos as reference.</p> <p>We are hoping that the new wreaths will be in place before Anzac Day.</p> <p>MARCH 2020: Replica bronze wreathes are being sculpted and cast. Still waiting on a quote to repair the stone work. Stone has been sourced.</p> <p>JUNE 2020: Replica bronze wreathes are now made, despite COVID-19 causing delays. The sculptor will deliver them to us once payment has been</p>

Issue	Area	Action	Comments
		<p>stone for these types of monuments around the country closed and it has been a struggle to match the marble since then.</p> <p>He will do some investigating, contact his suppliers and will let us know if he is able to source it, if the slab is repairable and if so, how long it will take. He is also going to find a supplier of the wreaths and will let us know the cost.</p>	<p>received. Once delivered we can obtain a quote for the stone work and get both the wreathes installed and the stonework repaired.</p> <p>JULY 2020: The stone has been milled and the wreaths are ready to go so repairs will begin as soon as the contractor is available to travel down.</p> <p>SEPTEMBER 2020: Waiting for contractor who has a backlog of work.</p> <p>OCTOBER 2020: The contractor has attended to undertake the repairs but discovered that a plaque had been attached where it did not belong. The plaque couldn't be removed until we confirmed how it was attached. This has now been confirmed and will be removed next week. The contractor will return once the plaque has been removed.</p> <p>DECEMBER 2020: The plaque has been removed. Awaiting contractor availability to complete the work.</p> <p>JANUARY 2021: The stone has been repaired and wreathes installed. There is still a plaque to be reattached. The plaque is damaged and may require repairs. The contractor has been engaged to undertake this work.</p> <p>MARCH 2021: Contractor has been delayed, work will be undertaken as soon as they are available.</p>
Speed Limits – Schools	Roading, Service Delivery	JULY 2020: Staff to check the accuracy of District Mapping, in particular Glen Massey School on Waingaro Road and follow up on 40km school limit signage in Ngaruawahia.	<p>SEPTEMBER 2020: Permanent speed limit changes for all Waikato district schools are being considered to ensure consistency across the district. We are waiting on guidance from the Ministry of Transport before presenting a report to Council for resolution change to the bylaw (likely to be October).</p> <p>OCTOBER 2020: A paper is being prepared for the November Policy & Regulatory meeting for speed limit changes around all schools in the district.</p> <p>DECEMBER 2020: This report has been deferred until the New Year. Staff will provide a link to the report for the Board's information once it is presented to Policy & Regulatory.</p> <p>JANUARY 2021: The implementation of the district-wide speed bylaw will be presented to Council in May 2021. The speed zones outside of schools are changing across the entire district and this is one of many proposed changes which will be put before Council for their approval.</p>

Issue	Area	Action	Comments
Te Mana O Te Rangi Reserve Update	Open Spaces, Service Delivery	<p>SEPTEMBER 2020: Update requested by the Chair.</p> <p>OCTOBER 2020: Staff requested to attend the Board's workshop on 03 November to provide an update on Te Mana O Te Rangi Reserve.</p> <p>FEBRUARY 2021: Staff to meet with Mana Whenua groups and advise the Community Board of the unveiling arrangements.</p>	<p>OCTOBER 2020: Survey and drone photos are complete. We now need to stitch the aerals together and overlay on the survey before we are ready for another hui to discuss engaging the specialist from Waikato Regional Council. This should be completed in the next couple of weeks.</p> <p>DECEMBER 2020: A Waikato Regional Council advisor has been engaged to provide development guidelines.</p> <p>JANUARY 2021: Development guidelines have been provided by Waikato Regional Council. Ngaruawahia Community Board is now working with Waikato District Council and Ngati Tamainupo to hold an event for unveiling the reserves signage. The signage will be installed by WDC shortly before the event.</p> <p>MARCH 2021: Staff have had discussions with the Ngaruawahia Community Board; Turangawaewae Kaumatua; Turangawaewae Trust Board; and Tamainupo Representatives. A plan for the unveiling / blessing is still to be confirmed.</p>
Daffodil Volunteer Planting Day 2021	Community Board / Open Spaces, Service Delivery	<p>OCTOBER 2020: The Community Board would like to organise a daffodil volunteer planting day in 2021.</p> <p>FEBRUARY 2021: Mr Ayres will be the contact person to lead the volunteer day. Waikato District Council to assist the lead with completing Health & Safety Plan.</p>	<p>Staff would like to know if the Community Board is interested in organising a daffodil volunteer planting day for around April next year?</p> <p>The Community Board would need to commit approximately 2hours for 30 people (or break this down into a smaller group over a couple of days). Waikato District Council will supply 1500 bulbs if the community supplies the volunteers. 1500 daffodils is approximately 60m2.</p> <p>Open Spaces will confirm locations closer to the time, but it would likely be Waipa or Waikato Esplanade. If the Community Board is keen, Council will also get the approval of iwi and mana whenua.</p> <p>DECEMBER 2020: Staff are still to contact iwi and mana whenua.</p> <p>JANUARY 2021: Ngaruawahia Community Board to provide a contact person to lead the volunteer day. WDC to assist the lead with completing health and safety plan.</p> <p>MARCH 2021: Staff will be contacting Mr Ayres to discuss drafting a JSA (Job Safety Analysis).</p>
District Maps	Projects & Innovation Manager	FEBRUARY 2021: To check accuracy of district mapping, specifically why Glen Massey and Te Kura Kaupapa Maori o Bernard Ferguson Schools aren't identified on the maps as schools.	MARCH 2021: All parcels of land which can be found on Council's website via the Maps function are displayed by property address. No parcel of land is identified by owner. Therefore, no schools are identified specifically.

NGARUAWAHIA WORKS – 10 March 2021

Bridges

Perry Bridge Lighting – Power System Replacement

WEL provided a quote on 5 March for the mains power connection to the bridge site, which is substantial. Now assessing the options of grid connected versus reinstating an off-grid system.

Sportsfield Lighting – Paterson Park

Lighting design engagement has been signed, and design is underway. This is expected to take 4 weeks. In parallel an electrical engineer is being engaged for electrical power and cable design to ensure sufficient power is going to site and talking to the desired install contractors to check availability of products and resource to install.

Open Meeting

To	Ngaruawahia Community Board
From	Greg Wiechern Ngaruawahia Community Board Chair
Date	11 March 2021
Prepared by	Matt Horsfield Democracy Advisor
Chief Executive Approved	Y
DWS Document Set #	GOV0507
Report Title	Chairperson's Report

1. EXECUTIVE SUMMARY

The Chairperson's report is attached for the Board's information.

2. RECOMMENDATION

THAT the report from the Chairperson be received.

3. ATTACHMENTS

Chairperson's report – Tuesday 23 March 2021

Ngaruawahia Community Board Chairpersons Report March 2021

Ngaruawahia Community Board informal workshop 23 February 2021.

Attended by Kiri, Jack, Venessa, Dianne, Rongo and myself.

General discussion regarding Te Mana O Te Rangi reserve.

Discussion re criminal behaviour in town, including several burglaries, a ram raid and car thefts.

Police will have their vehicle on site in Ngaruawahia to meet the public, 23 and 24 February 2021.

28 February 2021, Ngaruawahia Swimming Pool Fun Day

A successful fun day was held at the Pool. Thank you to the Board members who manned the BBQ and especially Venessa who manned the counter all day.

The Board have major concerns about the pool management company (Belgravia Leisure), especially as they didn't provide enough life guards, even though they had been involved in setting up the day. This meant that we had to turn away people from the pool which wasn't a good look.

1 March 2021, Hui with Sam Toka and Pokaia Nepia

Discussions for the proposed blessing of Te Mana O Te Rangi Reserve signage

Also discussed ideas for the development of the reserve.

2 March 2021, LTP meeting at Council

I am concerned about the LTP discussion by Council and how they potentially affect Community Boards funding. I made it clear that the Boards in my opinion are under funded to actually be able to provide cost effectiveness in comparison with the cost of running the Board.

Ngaruawahia Community Board informal workshop 21 January 2020. Postponed until 16 March 2021.

Board members will attend the Police meeting with the public at the Council Car Park from 4:30pm prior to the workshop.

Ngaruawahia Swimming Pool fence.

A new fence has been put up to replace the old brown painted wooden fence. The new fence allows the pool to be seen from the road, making the pools much more obvious to people. A new sign is yet to be installed. A big vote of thanks to all those who were involved in getting the new fence installed.

Greg Wiechern

Ngaruawahia Community Board Chair