

Agenda for a meeting of the Ngaruawahia Community Board to be held Audio Visually on **TUESDAY, 19 OCTOBER 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**
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The Register of Interests for the Board is attached for information purposes and for members to update any interests they may have.
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 Meeting held on Tuesday, 7 September 2021
5. **PUBLIC FORUM**
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 - 6.9 Community Board Members' Report Verbal

Gj Ion
CHIEF EXECUTIVE

Open Meeting

To	Ngaruawahia Community Board
From	Gavin Ion Chief Executive
Date	11 October 2021
Prepared by	Matt Horsfield Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0303
Report Title	Register of Interests

1. EXECUTIVE SUMMARY

A copy of the Register of Interests is attached for the Board's information. The register will be updated following receipt of information during the year.

2. RECOMMENDATION

THAT the report from the Chief Executive be received.

3. ATTACHMENTS

Register of Interests – Ngaruawahia Community Board.

Register of Elected Members Interests

		Financial Interests Please refer to Statement Reference here.		Non - Financial Interests								
Name	Community Board	1 to 6	With the exception of	Companies		Employment	Other Organisations		Property	Gifts (received since 21 October 2019)	Payments for activities and services (since 21 October 2019)	Debts
				Director/Manager	Financial Interests		Trustee/Beneficiary	Governing Body				
Kiri-Kahurangi Breeze Morgan	Ngaruawahia	No	N/A	N/A	N/A	N/A	• Ngaruawahia Tu Tangata Trust (Trustee)	Turangaeaewae Kohanga Reo (Co-Chair)	N/A	N/A	N/A	N/A
Greg Wiechern	Ngaruawahia	No	N/A	• Wiechern Properties Ltd (Rental Properties)	• Wiechern Properties Ltd (Rental Properties)	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Jack Ayers	Ngaruawahia	No	N/A	N/A	N/A	N/A	• Waipa School Board of Trustees (Board Member)	N/A	N/A	N/A	N/A	N/A
Rongo Kirkwood	Ngaruawahia	No	N/A	• Riverbed Motel (Accommodation)	• Riverbed Motel (Accommodation)	• Trust Waikato (Community Trust)	• Ngaruawahia High School Board of Trustee (Board Member)	N/A	N/A	N/A	N/A	N/A
Dianne Firth	Ngaruawahia	No	N/A	N/A	• Soalchemy (Soap Making) • Snipits (Dress Making)	N/A	• Dianne Firth Family Trust (Trustee) • KH & CL Ulrich Trust (Beneficiary) • Ngaruawahia High School Board of Trustee (Board Member)	• Glen Massey School PTA (Treasurer)	1x Ngaruawahia (Beneficiary of Trust) 1x Hamilton (Beneficiary of Trust)	N/A	N/A	N/A
Venessa Rice	Ngaruawahia	No	N/A	N/A	N/A	• Ngaruawahia Community House (local community services and activities) • Ngaruawahia High School (Husband employed as groundsman)	N/A	Ngaruawahia Community Patrol	2x Ngaruawahia (Owner)	N/A	N/A	N/A

YELLOW INDICATES THAT THE ELECTED MEMBER DID NOT SUBMIT A COMPLETED FORM

Open Meeting

To	Ngaruawahia Community Board
From	Gavin Ion Chief Executive
Date	11 October 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 for a meeting of the Ngaruawahia Community Board held on Tuesday 7 September 2021

2. RECOMMENDATION

THAT the minutes of a meeting of the Ngaruawahia Community Board held on Tuesday 7 September 2021 be confirmed as a true and correct record.

3. ATTACHMENTS

NCB Minutes – 7 September 2021

MINUTES for a meeting of the Ngaruawahia Community Board held Audio Visually on **TUESDAY, 7 SEPTEMBER 2021** commencing at **6.04pm**

Present:

Mr G Wiechern (Chairperson)
Ms K Morgan
Mr J Ayers
Ms D Firth
Ms V Rice
Cr JM Gibb
Cr E Patterson

Attending:

Mr K Abbot (Projects & Innovation Manager)
Ms L Van Den Bemd (Community Led Development Advisor)
Mr M Horsfield (Democracy Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Patterson/Mr Ayers)

THAT the apology from Ms Kirkwood be received.

CARRIED

NCB2109/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Cr Patterson/Mr Ayers)

THAT the agenda for a meeting of the Ngaruawahia Community Board held on Tuesday, 7 September 2021 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND FURTHER THAT the Board resolves that item 6.2 [*Graeme Dingle Foundation Waikato and Ngaruawahia High School - Youth Community Development Programme*] be withdrawn from the agenda.

CARRIED

NCB2109/02

DISCLOSURES OF INTEREST

There were no disclosures of interest.

CONFIRMATION OF MINUTES

Resolved: (Cr Gibb/Ms Morgan)

THAT the minutes for a meeting of the Ngaruawahia Community Board held on Tuesday, 7 September 2021 be confirmed as a true and correct record of that meeting.

CARRIED

NCB2109/03

REPORTS

Public Forum
Agenda Item 5.1

There were no members of the public in attendance.

Roller Door Update
Agenda Item 6.1

The Community Led Development Advisor provided a verbal report and discussed the following:

- Staff had been working with Citycare on how to proceed with the roller door project to paint murals on the shop doors down Great South Rd. The project would bring in community groups to design and implement concepts. Noted that a competition could be held for the designs.
- First job would be to clean the doors and promote the project to the community, and get the community to inform the police if tagging takes place.
- The project would be partially funded by Citycare, Council and the Community Board.
- Graffiti guard would be placed on the doors, but the guard is not as effective on metal as it is on concrete. Graffiti guard is a considerable cost.
- Community Led Development Advisor noted that she will provide an information report regarding the project to the board.

ACTION: Community Led Development Advisor to provide the Ngaruawahia Community Board with a report for their next meeting with further information pertaining to the Roller Doors Project.

- Noted it was important to have control on how the murals would look, with the acknowledgement that the murals had to last for many years.

Discretionary Fund Report to 30 August 2021
Agenda Item 6.3

The report was received [NCB2109/02 refers] and discussion was held.

- The Board had yet to receive the invoice from Belgravia Leisure for the subsidy of the Ngaruawahia Pools.

Ngaruawahia Senior Citizens and Friendship Club – Vintage Railway and Nikau Caves
Agenda Item 6.4

The report was received [NCB2109/02 refers] and discussion was held.

- The total cost of the trip was \$3,065 and the funding request was for a total of \$1,000. The club had supplied quotes for the trip and completed the funding application. They had received funding from the board three (3) years ago.
- The club was very active and was an important social network for seniors in Ngaruawahia.
- Previous trips had been a highlight for the club members, and important for members who often don't venture out from Ngaruawahia.
- The board wished to allocate \$500 more to the funding application to further reduce costs for members attending the tour. This would total \$1,500, \$500 more than requested.

Resolved: (Ms Morgan/Ms Firth)

THAT an allocation of \$1000 (inc GST) is made to the Ngaruawahia Senior Citizens and Friendship Club towards the cost of their Vintage Railway and Nikau Caves Tour;

AND THAT a further allocation of \$500.00 (inc GST) towards further reducing the costs for the tour.

CARRIED

NCB2109/04

Ngaruawahia Works and Issues Report: Status of Items September 2021

Agenda Item 6.5

The report was received [NCB2109/02 refers] and discussion was held.

- Speed Limits – Waka Kotahi was looking to take over the review of speed limits in the future. Council was looking to work with the community before responsibility transfers to Waka Kotahi. Elected members and staff were working together to get consultation underway and Council was already taking on board feedback from the community. Timelines for the speed limit review were still to be confirmed, but consultation was scheduled to begin in November 2021.
- Service Request System – This was a high priority project. Council was undertaking considerable work to integrate the system with alliance partners. Noted it was important to get a customer experience lens to ensure the system works for the community. It was important in the meantime to continue submitting service requests.
- The Council and the Department of Conservation would publish information of when the Hakarimata Track would re-open noting alert levels.

Chairperson's Report

Agenda Item 6.8

The Chair gave a verbal report and answered questions of the Board.

- Noted - he had been in contact with the architect for the photo signs to be remade. Quotes for the photo signs with installation costs total roughly \$4000.
- Question raised whether the board would be interested in having a community picnic once the community gets down to Level 1. Food trucks could be invited and the Board supported the idea.

Councillors' Report

Agenda Item 6.9

Crs Gibb and Patterson gave a verbal overview on current Council issues.

- Cr Gibb – Acknowledged Turangawaewae for their efforts in organising vaccinations and helping the community with food and other resources during the lockdown. Councillors would be in representation review hearings this week, with two days of hearings.
- Cr Patterson – Council was working to get clear information out regarding the Three Waters Reform. Council has yet to confirm a position on the reform. Concern regarding misinformation and it was important that Council be clear with the community with up to date information.

Community Board Members' Report

Agenda Item 6.10

Members provided a verbal report on the following issues:

- Ms Rice – Question raised whether pensioners would be penalised for late payment of rates due to the lockdown and it was noted they would not.
- Ms Morgan – Koroneihana events were cancelled due to the lockdown, and food and resources were distributed throughout the Waikato for those in need. There had been Koroneihana online events, which had been successful. A new pou had been placed on the river bank, to honour Te Puia and the first whaanau to arrive in Ngaruawahia. Maraes were pushing the need to get whaanau vaccinated and it was great to have a vaccination centre in Ngaruawahia.
- Mr Ayers – Noted how grateful the community is for Turangawaewae and the help to get people vaccinated.

There being no further business the meeting was declared closed at 6:49pm.

Minutes approved and confirmed this _____ day of _____ 2021.

Mr G Wiechern
CHAIRPERSON

Open Meeting

To	Ngaruawahia Community Board
From	Alison Diaz Chief Financial Officer
Date	05 October 2021
Prepared by	Jean de Abreu Financial Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0508
Report Title	Discretionary Fund Report to 05 October 2021

1. EXECUTIVE SUMMARY

To update the Board on the Discretionary Fund Report to 05 October 2021.

2. RECOMMENDATION

THAT the update for the **NCB Discretionary Fund Report to 05 October 2021** be received.

3. ATTACHMENTS

Discretionary Fund Report to 05 October 2021

NGARUAWAHIA COMMUNITY BOARD DISCRETIONARY FUND REPORT 2021/22 (July 2021 - June 2022)

As at Date: 05-Oct-2021

			GL 1.205.1704
2021/22 Annual Plan			20,999.00
Carry forward from 2020/21			80,535.00
Total Funding			101,534.00
Income			-
Total Income			-
Expenditure			
Total Expenditure			-
Net Funding Remaining (Excluding commitments)			101,534.00
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) (334.78) 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
15-Jun-21	Commitment of \$25,000 allocated to an ongoing Security Project in Ngaruawahia	NCB2106/04	25,000.00
27-Jul-21	Funds from the discretionary fund will be utilised for the installation of equipment at the Dog Agility Park.		
07-Sep-21	Commitment of \$1,500 (incl GST) to the Ngaruawahia Senior Citizens and Friendship Club towards the cost of the Vintage Railway and Nikau Caves tour.	NCB2109/04	1,304.35
Total Commitments			75,755.86
Net Funding Remaining (Including commitments)			25,778.14

Open Meeting

To	Ngaruawahia Community Board
From	Vishal Ramduny Acting General Manager Community Growth
Date	11 October 2021
Prepared by	Lianne van den Bemd Community-Led Development Advisor
Chief Executive Approved	Y
Reference #	GOV0514 / ECM3208990
Report Title	Graeme Dingle Foundation Waikato - Ngaruawahia High School Career Navigator Students – Creation of unique local welcome signs

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding to the Ngaruawahia Community Board from the Graeme Dingle Foundation Waikato - Ngaruawahia High School Career Navigator Students who seek funding to create unique local welcome signs.

2. RECOMMENDATION

THAT an allocation of \$..... is made to the Graeme Dingle Foundation Waikato - Ngaruawahia High School Career Navigator Students towards the cost to create unique local welcome signs;

OR

THAT the request from the Graeme Dingle Foundation Waikato - Ngaruawahia High School Career Navigator Students towards the cost to create unique local welcome signs is declined / deferred until for the following reasons:

3. BACKGROUND

The Graeme Dingle Foundation Waikato (GDFW) is a leading Child and Youth Development Charity that is building a positive, vibrant and successful New Zealand by transforming young lives forever.

The funding grant will support Ngaruawahia High School Career Navigator Students to create unique local welcome signs, designed to be uplifting and memorable, which will be positioned

at the River Road and Great South Road entrances to Ngaruawahia. The signs will also promote a sense of pride, have long-term positive effects in the community and create a memorable identity across the country.

10 volunteer students will participate, along with six trained volunteer mentors, to support the Career Navigator programme – The school and the GDFW partnership will be supporting the students.

4. OPTIONS CONSIDERED

- 4.1 That the application is approved and an allocation of partial or full funding requested be made.
- 4.2 That the application is declined.
- 4.3 That the application is deferred.

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$2,200.00. The Graeme Dingle Foundation Waikato - Ngaruawahia High School Career Navigator Students is seeking funding of \$2,000.00 towards the cost to create unique local welcome signs.

GST Registered – Amounts above are GST exclusive	Yes
Set of Accounts supplied	Yes
Previous funding has been received by this organisation	No

6. POLICY

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

For grants above \$5,000.00, a funding cap of 75 percent 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 in regard to this funding request.

8. ATTACHMENT

Graeme Dingle Foundation Waikato - Ngaruawahia High School Career Navigator Students –
Creation of unique local welcome signs

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 <input type="checkbox"/>	Taupiri <input type="checkbox"/>	Onewhero-Tuakau <input type="checkbox"/>	
Ngaruawahia <input checked="" type="checkbox"/>	Huntly <input type="checkbox"/>	Te Kauwhata <input type="checkbox"/>	Meremere <input type="checkbox"/>

Section I – Your details

1. Name of your organisation and contact person

Graeme Dingle Foundation Waikato (GDFW)

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

The Graeme Dingle Foundation Waikato is a leading Child and Youth Development Charity that is building a positive, vibrant and successful New Zealand by transforming young lives forever.

3. Phone number/s

Clive Somerville - 0278821899 Cameron Quertier - 0225323817

4. Email / Address

manager@dinglewaikato.nz cameron@dinglewaikato.nz

5. If you are a Registered Charity (we require your registration number & confirmation that your organization registration is current)

CC25536

Section 2 – Your event / project

1. What is your event / project, including date and location? (please describe in full the project details)

Ngāruawāhia High School Career Navigator students wish to create unique welcome signs at the River Rd & Great South Rd entrances to Ngāruawāhia with the aim that the signs are uplifting and memorable.

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

10 Ngāruawāhia High School volunteer students participate and 6 trained volunteer mentors support the Career Navigator programme - the school and GDFW partnership will be supporting the students.

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

These signs will support the Ngāruawāhia sense of pride, have long term positive effects in the community and create a memorable identity across the country.

Are you GST registered? No Yes GST Number 09 / 15783 / 52

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 requirements

1. 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 total cost of your project/event	\$	\$ 2,200
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.		
Total A	\$ 200	\$ 2,200

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)
Waikato District Council	\$	\$ 2,000 <input type="checkbox"/>
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from WDC Total B	\$	\$ 2,000 <input type="checkbox"/>

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:

<p>The school tech shop will support We will be seeking donated and discounted stock from Bunnings Any other donated materials we can source from within the community</p>
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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
Waikato District Council	Community Project	May 2020	\$2,770

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.

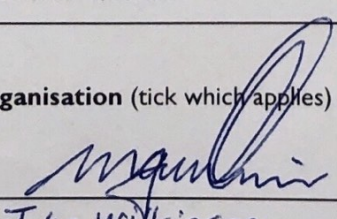
I confirm that an accountability statement has been completed and returned for previous funding received.

Name: Cameron Quertier Date: 1/07/2021

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

Name: Cameron Quertier Date: 1/07/2021

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature:  Date: 1/7/2021

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

Graeme Dingle Foundation Waikato Ngāruawāhia High School Community Project



Name Cameron Quartier

Address Trust House, 2 London Street

City Hamilton, 3204

Phone 07 839 7058, 022 532 3817

Email cameron@dinglewaikato.nz

Project name Ngāruawāhia welcome signs

Notes

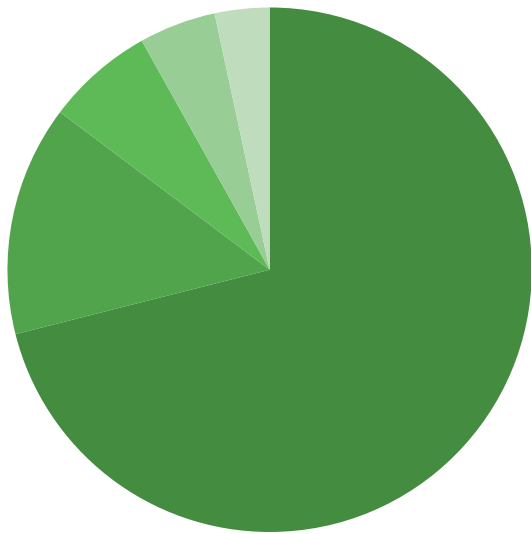
Ngāruawāhia High School Career Navigator students wish to create unique welcome signs at the River Rd & Great South Rd entrances to Ngāruawāhia with the aim that the signs are uplifting and memorable.

10 Ngāruawāhia High School volunteer students participate and 6 trained volunteer mentors support the Career Navigator programme - the school and GDFW partnership will be supporting the students.

These signs will support the Ngāruawāhia sense of pride, have long term positive effects in the community and create a memorable identity across the country.

Cost Summary

Breakdown of Materials and Costs



- Timber slab
- Sealant Colour, Coverings
- 100 100 rad H4 post
- PPE
- Multicrete

Notes

Indicative costs from student research, will work with WDC teams to ensure project is safe, sustainable, compliant.



Charity Summary

Registration Number:	CC25536
Registration Date:	08/06/2008
Charity Name:	Graeme Dingle Foundation Waikato

Charity Details

Trading Name: Graeme Dingle Foundation Waikato

Name Change History

Date of Change	Name
09/06/2008	Waikato Youth Empowerment Trust
18/05/2020	Graeme Dingle Foundation Waikato

Registration Details

Registration Status:	Registered
Balance Date:	December 31
IRD Number:	Restricted
NZBN Number:	9429043129034

Address for Service:

Charity's Postal Address: PO Box 9399
Waikato Mail Centre

Hamilton 3240

Charity's Street Address: 2 London Street

Hamilton Central
Hamilton 3204

Charity's other details

Phone:	07 839 7058
Fax:	
Email:	info@dinglewaikato.nz
Website:	https://dinglefoundation.org.nz/waikato/
Facebook:	https://www.facebook.com/graemedinglefoundationwaikato
Twitter:	
Social Network Name:	

Areas of Operation

New Zealand: Waikato
Percentage spent overseas 0

Purpose & Structure

Purpose

Our purpose is: To transform young Waikato lives forever

Vision: All young people thrive and belong positively contributing to their communities.

Entity Structure

Our Trust Deed states that we must have between 3 and 10 Trustees. We currently have 6. Our operations are managed and delivered by a team of 16 people. The management team is based in Hamilton and Programmes Delivery Teams are based in Hamilton, Huntly and Tokoroa.

Activities

Main Activity: Provides services (e.g. care / counselling)

Activities: Provides services, Other: Deliver youth programmes/Running Kiwi Can, Stars and Project K programmes in Waikato/South Waikato r

Sectors

Main Sector: Community development

Sectors: Education / training / research, Community development, Other: Promoting youth empowerment

Beneficiaries

Main Beneficiary: Children / young people

Beneficiaries: Children / young people, Family / whanau, Other: Youth mentors and families

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
29/06/2021	31/12/2020	599,378	589,604	AR014
12/06/2020	31/12/2019	708,085	661,186	AR013
27/03/2019	31/12/2018	709,309	682,582	AR012
12/06/2018	31/12/2017	698,224	750,265	AR011
18/06/2017	31/12/2016	725,554	710,056	AR010
25/05/2016	31/12/2015	659,635	685,766	AR009
17/06/2015	31/12/2014	633,804	589,300	AR008
24/06/2014	31/12/2013	641,893	528,134	AR007
26/06/2013	31/12/2012	533,594	530,899	AR006
27/06/2012	31/12/2011	492,147	500,088	AR005
16/06/2011	31/12/2010	384,428	491,740	AR004
17/05/2010	31/12/2009	334,156	235,000	AR003
07/08/2009	31/12/2008	269,000	192,000	AR002

Officer Details

Current Officers

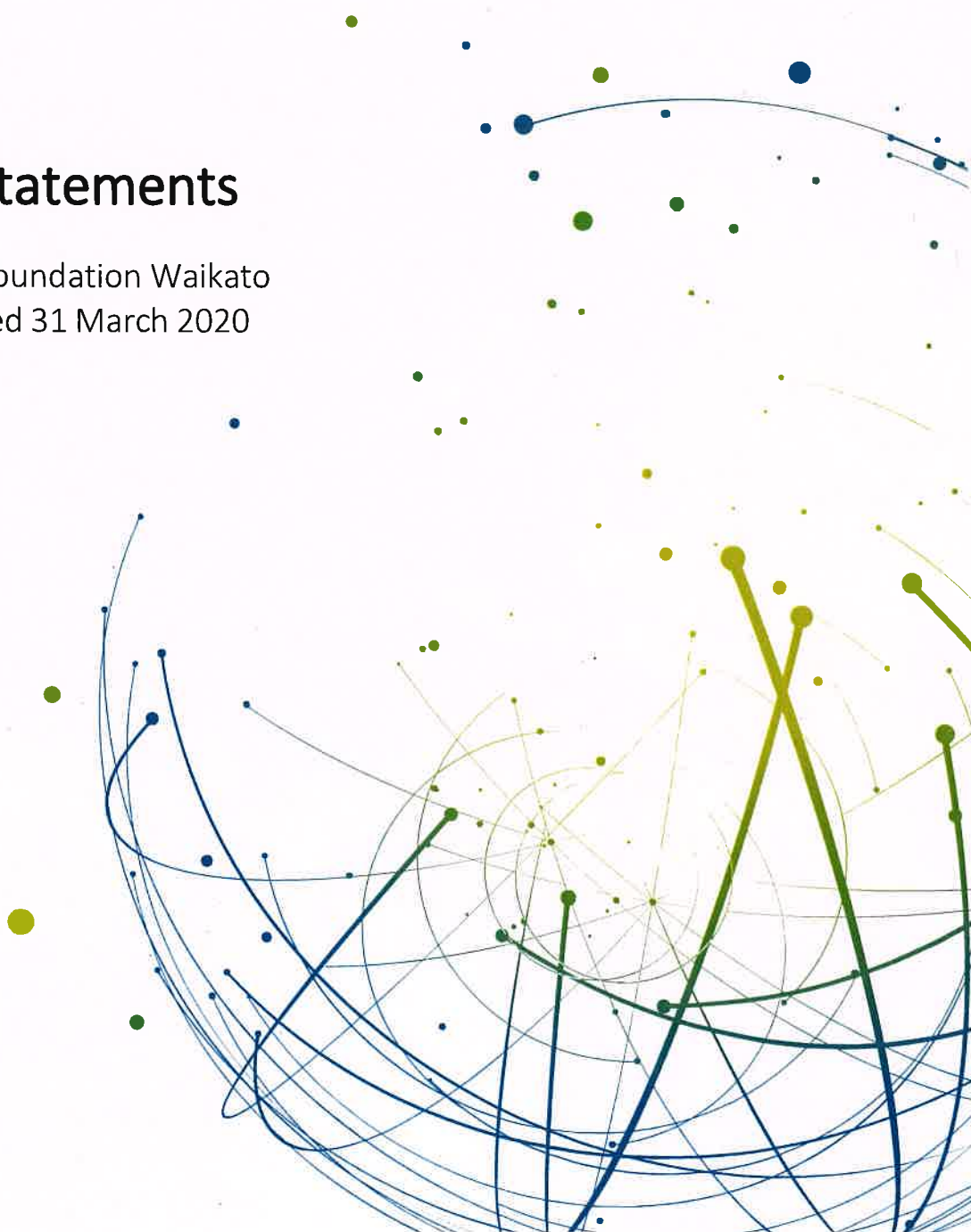
Name	Officer Type	Position	Position Appointment Date
Kay Montgomery	Individual	Trustee	23/05/2019
Sarskia Meville	Individual	Trustee	18/05/2020
Michael Wilkinson	Individual	Chairperson	17/02/2020
Tawa Campbell-Seymour	Individual	Trustee	17/02/2020
Daniel Shore	Individual	Trustee	16/02/2017
Yvonne Low	Individual	Trustee	16/02/2017

Past Officers

Name	Officer Type	Position	Last Date as an Officer
john Coulam	Individual	Trustee	31/12/2020
Senga Allen	Individual	Trustee	31/07/2020
Jason Dawson	Individual	Trustee	31/03/2019
Michael ryan	Individual	Trustee	21/06/2018
William Durning	Individual	Trustee	21/03/2014
William Hamilton	Individual	Trustee	20/03/2017
Craig Mcbeth	Individual	Trustee	20/03/2015
Desiree Ryan	Individual	Trustee	19/08/2011
Hilton Joll	Individual	Trustee	19/05/2015
Gordon Blake	Individual	Trustee	19/05/2008
Karen Pohio	Individual	Trustee	18/10/2010
Emma Haddock	Individual	Trustee	17/02/2020
Kelly Kuru	Individual	Trustee	16/03/2016
Megan Campbell	Individual	Trustee	16/03/2016
Margaret Devlin	Individual	Trustee	16/03/2012
Susan-Jane Davies	Individual	Trustee	15/11/2018
Erica Amon	Individual	Trustee	15/10/2010
Geraldine Glover	Individual	Trustee	15/03/2013
Gordon Lewis	Individual	Trustee	15/03/2013
Stephanie Larivee	Individual	Trustee	14/09/2017
Diana Wood	Individual	Trustee	09/02/2010
Kevin Bond	Individual	Trustee	08/09/2017
Andrew Maseyk	Individual	Trustee	05/11/2019
Norman Hill	Individual	Trustee	02/03/2017

Financial Statements

Graeme Dingle Foundation Waikato
For the year ended 31 March 2020



Graeme Dingle Foundation Waikato

Contents of the Performance Report

For the Year Ended 31 December 2020

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Graeme Dingle Foundation Waikato

Compilation Report

For the Year Ended 31 December 2020

COMPILATION REPORT TO THE TRUSTEES

Reporting Scope

On the basis of information that you provided we have compiled, in accordance with 'Service Engagement Standard Number 2: Compilation of Financial Information', the Performance Report of Graeme Dingle Foundation Waikato For the Year Ended 31 December 2020 as set out on the following pages.

The Performance Report has been prepared in accordance with the Public Benefit Entity Simple Format Reporting - Accrual (Not-for-Profit) (PBE SFR-A (NFP)) Standard. This Standard applies to not-for-profit public benefit entities that are eligible for, and elect to apply, the Tier 3 PBE Accounting Requirements.

Responsibilities

You are solely responsible for the information contained in the Performance Report and have determined that the financial reporting basis stated above is appropriate to meet your needs and for the purpose that the Performance Report was prepared. The Performance Report was prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the Performance Report.

Disclaimer of Liability

As detailed above, we have compiled the Performance Report based on information provided to us. Accordingly, neither we nor any of our employees accept any responsibility for the reliability, accuracy or completeness of the material from which the Performance Report has been prepared, nor accordingly, the accuracy of the Performance Report. We do not accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on the compiled financial information.

Deloitte Limited
Deloitte
Chartered Accountants
Hamilton

9 June 2021

Date

Graeme Dingle Foundation Waikato

Entity Information

Legal Name of Entity:	Graeme Dingle Foundation Waikato
Other Name of Entity (if any):	Waikato Youth Empowerment Trust
Type of Entity and Legal Basis (if any):	Charitable Trust and Registered Charity
Registration Number:	CC25536
Date of Incorporation:	The trust was incorporated on 15 July 2005 under the Charitable Trusts Act 1957
Charity Registration Date:	9 June 2008

Entity's Purpose or Mission:

Purpose: To transform young Waikato lives forever.

Vision: All young people thrive and belong positively contributing to their communities.

Entity Structure:

Trust Structure: Our Trust Deed states that we must have between three and ten Trustees. We currently have seven Trustees (listed below).

Organisational Structure: Our operations are managed and delivered by a team of up to 17 people. We employ a General Manager, Programmes Managers, Assistant Programmes Manager, Business Coordinator, Kiwi Can Leaders, Stars Coordinators, Career Navigator Coordinators. We operate from our Hamilton team office, and deliver programmes from Ngāruawāhia to Whakamaru.

Main Sources of the Entity's Cash and Resources:

Graeme Dingle Foundation Waikato receives income from four main sources: community trusts, gaming trusts, corporate sponsorship, and self-generated income from fundraising, events and donations.

Main Methods Used by the Entity to Raise Funds:

The foundation's main fundraising event is Drop for Youth. Due to COVID-19, Drop for Youth did not occur in 2020.

Entity's Reliance on Volunteers and Donated Goods or Services:

Trained Career Navigator Mentors volunteer to support our Career Navigator programme. All our Trustees are volunteers. We have a number of supporters who donate their services and the value of these is recorded in the Notes to the Performance Report (Note 9).

Contact : Physical Address:	Trust House, 2 London Street, Hamilton 3204
Postal Address:	PO Box 9399, Waikato Mail Centre, Hamilton 3240
Phone:	+64 7 839 7058
Email:	info@dinglewaikato.nz
Website:	http://www.dinglefoundation.org.nz

Trustees: John Wilkinson (Chair)	Tawa Campbell-Seymour
May Low (Vice Chair)	Sarskia Melville
Daniel Shore	Rachel Bryant
Kay Montgomery	

Resignations:	Emma Haddock
	Senga Allen
	John Coulam



Graeme Dingle Foundation Waikato

Approval Statement

For the Year Ended 31 December 2020

Approval and Issue of Financial Statements

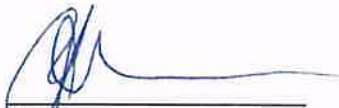
On this date the Trustees approve and issue the annual report including the attached financial statements for Graeme Dingle Foundation Waikato For the Year Ended 31 December 2020.



John Wilkison (Chair)

Trustee

Date 21/6/2021



May Low (Vice Chair)

Trustee


Date 21/6/2021



Daniel Shore

Trustee

Date 21/6/21



Kay Montgomery

Trustee

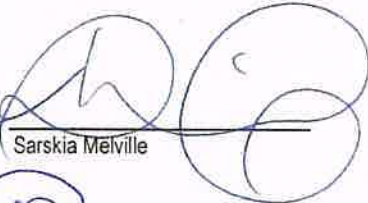
Date 21/6/21



Tawa Campbell-Seymour

Trustee

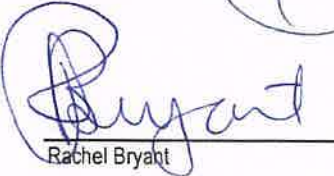
Date 21/06/21



Sarskia Melville

Trustee

Date 21/06/21



Rachel Bryant

Trustee

Date 25/06/21



Graeme Dingle Foundation Waikato

Statement of Service Performance

For the Year Ended 31 December 2020

Description of the Entity's Outcomes:

Young people who are connected and contributing to their community. Children who have well developed values and life skills including resilience and respect. Young people who successfully manage transition and change. Young people who have well developed employability skills.

Kiwi Can

Kiwi Can is a life skills and values programme delivered to the whole (primary) school by trained Kiwi Can leaders, with every child attending a Kiwi Can lesson once a week, every week of the school year. Kiwi Can lessons have been shown to contribute to greater communication skills, social interaction, cooperation and displays of kindness and caring. School Principals tell us that the Kiwi Can programme has a noticeable effect on how well their children interact with each other – with significant decreases in truancy and bullying in the playground.

Description & Quantification of the Entity's Outputs:

	This Year	Last Year
Values and Life Skills Lessons Delivered	2,069	2,884
Children who Benefited from Values and Life Skill Lessons	1,786	1,786

Stars Teina

Stars Teina is the follow-on programme from Kiwi Can in a suite of Graeme Dingle Foundation programmes that aims to: Inspire all school age New Zealand children to reach their full potential through programmes that help build self-confidence, promote good values and that teach valuable life, education and health skills. Stars Teina is a year 7 and 8 programme ideally suited for Intermediate Schools. It is designed to help students make a successful transition into Intermediate and Secondary school. It uses an inquiry based learning approach to strengthen the sense of community within a school, brings younger and older students together with a 'buddy system', develops positive relationships by encouraging older students to role model positive behaviour. The programme also builds student confidence and life-skills that can be transferred to their school and community.

Description & Quantification of the Entity's Outputs:

	This Year	Last Year
Values & Life Skills Lessons Delivered	352	-
Children who benefited from Lessons	349	-

Notes

Following a successful pilot programme at Tokoroa Intermediate School in 2019, Stars Teina continued in 2020.

Stars

Stars uses the teina / tuakana mentoring model and achieves positive and measurable results, including increased academic engagement and achievement for junior and senior (secondary school) students. Stars supports the successful transition for Year 9 students into their first year of secondary school. The programme also provides leadership and citizenship development opportunities for senior students, helping them to build confidence, improve communication and relationship building skills and strengthen their time management and planning skills, which together support increased social and academic outcomes. Stars involves matching trained Year 12 and 13 students as mentors to their Year 9 counterparts and has four components (adventure camp, peer mentoring, community adventure and a community project). Stars makes the transition into high school a more positive experience for Year 9 students.

Description & Quantification of the Entity's Outputs:

	This Year	Last Year
Personal Development / Lifeskills Workshops	48	105
Young people who Benefited from Peer Mentor-Led Personal Development / Lifeskills Workshops	292	351
Young people Attending Year 9 & Peer Mentor Adventure Camps	270	448



Graeme Dingle Foundation Waikato

Statement of Service Performance

For the Year Ended 31 December 2020

Career Navigator

Career Navigator is a ready-for-work programme that is designed to help secondary school students prepare for work. It includes four components:

1. Vocational mentoring
2. Participation in experiential employability workshops
3. Attendance at career pathway events
4. Career Navigator mentoring. The programme supports teens in their decision making around future employment while also providing an effective platform for employers and mentors to share real-world knowledge and active learning opportunities.

Description & Quantification of the Entity's Outputs:

	This Year	Last Year
Employability Workshops Delivered	11	54
Young people who Attended Career Pathway Days	-	456
Mentored Students	49	57

Notes

Due to the impacts of COVID-19 on secondary school students, we focussed on Career Navigator mentoring. No large group Career Pathway Days were able to be delivered and workshops were limited.

Additional Information:

Kiwi Can was delivered at nine primary schools in Tokoroa, Hamilton, Huntly, Whakamaru and Mangakino. Stars was delivered at two high schools in Hamilton and Tokoroa. Career Navigator was delivered in four High Schools in Hamilton and Ngaruawahia. Stars Teina was delivered at Tokoroa Intermediate School.



Graeme Dingle Foundation Waikato

Statement of Financial Performance

For the Year Ended 31 December 2020

	Note	This Year \$	Last Year \$
Revenue			
Donations, Fundraising & Other Similar Revenue	1	252,531	285,757
Revenue from Providing Youth Development Programmes	1	212,758	420,599
Interest, Dividends & Other Investment Revenue	1	1,101	1,729
COVID-19 Wage Subsidy		132,530	-
Depreciation Recovered		458	-
Total Revenue		599,378	708,085
Expenses			
Expenses Related to Public Fundraising	2	13,245	12,608
Volunteer & Employee Related Costs	2	34,118	108,145
Costs Related to Providing Goods or Services	2	507,772	480,500
Other Expenses	2	34,469	59,931
Total Expenses		589,604	661,185
Surplus / (Deficit) for the Year		9,774	46,901



These financial statements are to be read in conjunction with the accompanying Notes and the compilation report. These statements have been audited.

Graeme Dingle Foundation Waikato

Statement of Financial Position

For the Year Ended 31 December 2020

	Note	This Year \$	Last Year \$
Assets			
Current Assets			
Bank Accounts & Cash	3	450,934	399,450
Debtors & Prepayments	3	11,898	25,980
Total Current Assets		462,832	425,430
Non-Current Assets			
Property, Plant & Equipment	4	2,268	4,050
Total Non-Current Assets		2,268	4,050
Total Assets		465,100	429,480
Liabilities			
Current Liabilities			
Creditors & Accrued Expenses	3	12,126	27,471
Employee Costs Payable	3	12,642	14,699
Unused Donations & Grants with Conditions	3	223,219	179,970
Total Current Liabilities		247,987	222,140
Total Liabilities		247,987	222,140
Net Assets		217,113	207,340
Accumulated Funds			
Accumulated Surpluses or (Deficits)	5	217,113	207,340
Total Accumulated Funds		217,113	207,340



These financial statements are to be read in conjunction with the accompanying Notes and the compilation report. These statements have been audited.

Graeme Dingle Foundation Waikato

Statement of Cashflows

For the Year Ended 31 December 2020

Note	This Year \$	Last Year \$	
Cashflows from Operating Activities			
Cash was Received from:			
Donations, Fundraising & Other Similar Receipts	308,025	362,186	
Receipts from Providing Goods or Services	212,758	380,599	
Interest, Dividends & Other Investment Receipts	1,101	2,261	
Receipt of COVID-19 Wage Subsidy	132,530	-	
Net GST Received	-	15,587	
	654,414	760,633	
Cash was Applied to:			
Payments to Suppliers & Employees	(580,164)	(659,294)	
Net GST Paid	(23,471)	-	
	(603,635)	(659,294)	
Net Cashflows from Operating Activities	50,779	101,339	
Cashflows from Investing & Financing Activities			
Cash was Applied to:			
Payments to Acquire Property, Plant & Equipment	-	(2,642)	
Receipts from Sale of Property, Plant & Equipment	706	-	
	706	(2,642)	
Net Cashflows from Investing & Financing Activities	706	(2,642)	
Net Increase / (Decrease) in Cash	51,486	98,696	
Opening Cash	399,450	300,753	
Closing Cash	450,935	399,450	
This is Represented by:			
Bank Accounts & Cash	3	450,934	399,450



These financial statements are to be read in conjunction with the accompanying Notes and the compilation report. These statements have been audited.

Graeme Dingle Foundation Waikato

Statement of Accounting Policies

For the Year Ended 31 December 2020

Basis of Preparation

Graeme Dingle Foundation Waikato 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 of equal to or less than \$2,000,000.

All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Income Tax

Graeme Dingle Foundation Waikato is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cashflows comprise cash balances and bank balances (including short term deposits).

Tier 2 PBE Accounting Standards Applied (if any)

The Board has not adopted any Tier 2 PBE Accounting Standards in the preparation of these accounts.

Changes in Accounting Policies

All accounting policies were applied consistently during the year.



These financial statements are to be read in conjunction with the accompanying Notes and the compilation report. These statements have been audited.

Graeme Dingle Foundation Waikato

Notes to the Performance Report

For the Year Ended 31 December 2020

1 Analysis of Revenue

	This Year	Last Year
	\$	\$
Donations, Fundraising & Other Similar Revenue		
Grants		
BlueSky Community Trust	500	1,000
COGS Kirikiriroa	2,000	3,000
COGS South Waikato	5,000	1,500
COGS Waikato West	3,000	2,000
COGS Tongariro	2,000	-
Dragon Community Trust Ltd	2,000	500
DV Bryant Trust	15,000	15,000
Grassroots Trust	(7,774)	27,642
Len Reynolds Trust	20,000	10,000
Waikato Farmers Trust	10,000	25,000
Norah Howell Charitable Trust	-	4,000
Ara Taiohi	750	500
NZ Lottery Grants Board	40,000	42,163
Harcourts	-	2,000
Skycity Hamilton Community Trust	-	20,000
South Waikato District Council	-	23,385
SWIFT Grant	20,000	10,000
Z In The Hood	-	7,887
The Tindall Foundation	2,500	3,600
Trust Waikato	65,000	65,000
Rural Communities Trust	-	1,000
Taupo District Council	-	2,000
NZ Community Trust	-	6,000
WEL Energy Trust	50,000	55,000
Movement in Unexpended Grants	(43,248)	(82,020)
Self Generated / Trading Income	-	14,462
Tidd Foundation	5,000	-
Gallagher Foundation	10,000	-
Common Good Foundation	10,000	-
Waikato District Council	1,639	-
John Ilott Charitable Trust	1,500	-
MoE Grant (Kiwi Can)	19,375	-
MSD Grants (Stars)	17,670	-
Total Grants	251,912	260,619
Donations	-	16,191
Fundraising Event Income	619	8,947
Total	252,531	285,757
	This Year	Last Year
	\$	\$
Revenue from Providing Youth Development Programmes		
Corporate Sponsorship	115,049	265,454
School Contributions	90,980	109,218
Graeme Dingle Foundation	6,729	45,926
Total	212,758	420,599



These financial statements are to be read in conjunction with the accompanying Notes and the compilation report. These statements have been audited.

Graeme Dingle Foundation Waikato

Notes to the Performance Report

For the Year Ended 31 December 2020

Interest, Dividends & Other Investment Revenue

Interest Received
Total

\$	\$
1,101	1,729
1,101	1,729

2 Analysis of Expenses

Expenses Related to Public Fundraising

Fundraising Expenses
Promotion Expenses
Total

This Year	Last Year
\$	\$
13,245	11,465
-	1,143
13,245	12,608

Volunteer & Employee Related Costs

ACC Levies
Salaries
Staff Training & Welfare
Total

This Year	Last Year
\$	\$
1,019	1,023
28,363	106,267
4,735	856
34,118	108,145

Costs Related to Providing Youth Development Programmes

Career Navigator
Kiwi Can
Stars
Total

This Year	Last Year
\$	\$
87,341	65,375
316,958	288,506
103,473	126,619
507,772	480,500

Other Expenses

Administrative Expenses
Audit Fee
Bank Fees & Charges
Depreciation
General Expenses
Information Technology
Penalties Non-Deductible
Interest Paid
Asset Purchases <\$500
Insurance
Rent & Building Services
Total

This Year	Last Year
\$	\$
10,006	27,433
4,772	3,145
172	2
1,533	2,232
702	-
2,821	998
88	-
78	-
-	359
3,334	3,470
10,963	22,294
34,469	59,931



These financial statements are to be read in conjunction with the accompanying Notes and the compilation report. These statements have been audited.

Graeme Dingle Foundation Waikato

Notes to the Performance Report

For the Year Ended 31 December 2020

3 Analysis of Assets and Liabilities

Bank Accounts & Cash

	This Year	Last Year
	\$	\$
ANZ Current Account	107,677	23,364
ANZ Serious Saver Account	242,012	5,678
Petty Cash	100	100
SBS Online Savings Account	-	255,107
SBS Stars Cheque Account	101,145	115,201
Total	450,934	399,450

Debtors & Prepayments

	This Year	Last Year
	\$	\$
Accounts Receivable	11,898	25,980
Total	11,898	25,980

Creditors & Accrued Expenses

	This Year	Last Year
	\$	\$
Accounts Payable	15,317	5,267
ANZ Credit Card - Raynard	(382)	-
GST Payable	(2,809)	22,204
Total	12,126	27,470

Employee Costs Payable

	This Year	Last Year
	\$	\$
Holiday Pay Accrued	12,642	14,699
Total	12,642	14,699

Unused Donations & Grants with Conditions

	This Year	Last Year
	\$	\$
Unexpended Grants	223,219	179,970
Total	223,219	179,970



These financial statements are to be read in conjunction with the accompanying Notes and the compilation report. These statements have been audited.

Graeme Dingle Foundation Waikato

Notes to the Performance Report

For the Year Ended 31 December 2020

4 Property, Plant & Equipment

This Year	Asset Class		
	Furniture and Fittings	Office Equipment	Total
	\$	\$	\$
Opening Carrying Amount	249	3,801	4,050
Purchases	-	-	-
Sales / Disposals	(249)	-	(249)
Current Year Depreciation & Impairment	-	(1,533)	(1,533)
Closing Carrying Amount	-	2,268	2,268

Last Year	Asset Class		
	Furniture and Fittings	Office Equipment	Total
	\$	\$	\$
Opening Carrying Amount	297	3,343	3,640
Purchases	-	2,643	2,643
Sales / Disposals	-	-	-
Current Year Depreciation & Impairment	(48)	(2,185)	(2,233)
Closing Carrying Amount	249	3,801	4,050

5 Accumulated Funds

This Year	Accumulated Surpluses or Deficits	Total
	\$	\$
Opening Balance	207,340	207,340
Surplus/(Deficit)	9,774	9,774
Closing Balance	217,113	217,113

Last Year	Accumulated Surpluses or Deficits	Total
	\$	\$
Opening Balance	160,440	160,440
Surplus/(Deficit)	46,900	46,900
Closing Balance	207,340	207,340



These financial statements are to be read in conjunction with the accompanying Notes and the compilation report. These statements have been audited.

Graeme Dingle Foundation Waikato

Notes to the Performance Report

For the Year Ended 31 December 2020

6 Commitments & Contingencies

Lease Commitments

Location: 2 London Street, Hamilton
Commencement: 6th May 2019
Term: 3 Years
Annual Rent: \$7,500 plus GST

Contingent Liabilities & Guarantees

There are no contingent liabilities or guarantees as at balance date, (2019 Nil).

7 Related Party Transactions

There were no related party transactions during the year, (2019 Nil).

8 Events After the Balance Date

The spread of the COVID-19 Virus has affected the operations of this entity.

Graeme Dingle Foundation Waikato has created contingency COVID-19 delivery plans to ensure its programmes continue to support at risk communities.

There may be impact on programme delivery in 2021.

Funding and current resources allow the trust to operate as a going concern for 2021. During March and April 2020 the trust has applied for and received the Work and Income COVID-19 Wage Subsidy.

9 Donated Goods or Services

The value of donated goods and services has not been recorded in the financial statements in accordance with PBE SFR-A (NFP) paragraph A62. The value of donated goods and services is as follows:

	This Year	Last Year
	\$	\$
Leadership Training Donations	3,100	8,548
Career Navigator Training Donations	-	300
Community Project Donations	520	-
Accounting Services Donated	2,575	2,575
Excellence Awards	6,810	-
Sundry	540	950
Total	13,545	12,373



These financial statements are to be read in conjunction with the accompanying Notes and the compilation report. These statements have been audited.

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 total cost of your project/event	\$	\$ 2,200
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.		
Total A	\$ 200	\$ 2,200

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)
Waikato District Council	\$	\$ 2,000 <input type="checkbox"/>
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from WDC Total B	\$	\$ 2,000 <input type="checkbox"/>

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:

The school tech shop will support
 We will be seeking donated and discounted stock from Bunnings
 Any other donated materials we can source from within the community

Open Meeting

To	Ngaruawahia Community Board
From	Clive Morgan General Manager Community Growth
Date	5 October 2021
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
Reference	GOV0502 / 3266919
Report Title	Ngaruawahia Community House – Christmas Market 2021

1. EXECUTIVE SUMMARY

The purpose of this report is to present the Ngaruawahia Community Board with an application from the Ngaruawahia Community House toward the cost of their Christmas Market 2021.

2. RECOMMENDATION

THAT an allocation of \$..... is made to the Ngaruawahia Community House toward the cost of their Christmas Market 2021;

OR

THAT the request from the Ngaruawahia Community House toward the cost of their Christmas Market 2021 is declined / deferred until for the following reasons:

3. BACKGROUND

Ngaruawahia Community House (Group) provide a facility that caters to the social and welfare needs of the community by providing programmes, classes, events, information, meals on wheels, foodbank, kaivolution, budgeting and counselling.

The Group are to hold a Christmas Market in Martin Street on Sunday 5 December 2021 from 9:00 am to 1:00 pm. Inclusions are stilt walkers, food and craft stalls, as well as entertainment.

There are 14 volunteers who help set up and pack down, keep the site clean throughout the day and assist stallholders if need be. The Master of Ceremonies for the day is Kaumatua for opening and closing blessings.

Events such as these provide opportunities for communities to participate, connect and shows Ngaruawahia off in a very positive way. Local food stalls and craft people have a local opportunity to share their skills. Entertainers are locals who have the change to showcase their talents. There is no cost to attend and it is within walking distance for participants.

4. OPTIONS CONSIDERED

- 1) That the application is approved and an allocation of partial or full funding requested be 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 \$3,622.00. The Ngaruawahia Community House is seeking funding of \$2,912.00 towards the cost of their Christmas Market 2021.

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 Committee is required with regard to this funding request.

8. ATTACHMENT

Ngaruawahia Community House – Christmas Market 2021

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 Community House contact- Anne Ramsay

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

We provide a facility that caters to the social and welfare needs of our community by providing programmes, classes, events, information, meals on wheels, foodbank, kaivoluntion, budgeting, counselling.

3. Phone number/s

Community House [REDACTED]

4. Email / Address

[REDACTED]

5. If you are a Registered Charity (we require your registration number & confirmation that your organization registration is current)

CC21923

Section 2 – Your event / project

1. What is your event / project, including date and location? (please describe in full the project details)

We are holding a Christmas Market in Martin Street on Sunday the 5th of December 2021 from 9am till 1pm. there will be stilt walkers, food and craft stalls as well as entertainment.

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

We have 14 volunteers who help set up and pack down , keep the site clean throughout the day, assist stall holders if needed.
Our MC for the day. Kaumatua for opening and closing blessings.

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

Events such as this provide opportunities for communities to participate, connect and shows Ngaruawahia in a very positive way.. Local food stalls and craft people have a local opportunity to share their skills , entertainers are locals who have the chance to show case their talents.
There is no cost to attend and is within walking distance for participants.

Are you GST registered?

No

Yes

GST Number

089/ 537/ 796

/ _ _ _ _

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 requirements

1. 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	\$	\$ 3622.00
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.		
Total A	\$	\$ 800.00

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)
Traffic Management NZ	\$	\$ 1752.00
Free LunchLtd - Stilit Walkers	\$	\$ 360.00
Andrew Nimmo - Animal Balloons	\$	\$ 300.00
Entertainers	\$	\$ 500.00
	\$	\$
	\$	\$
Total Funds being sought from WDC Total B	\$	\$ 2912.00

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:

Radio Tainui - sound system Village Church - Nativity scene and photo opportunity in period costume All of our Christmas decorations and costumes are donated.
--

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
Ngaruawahia Community Board	Christmas Market	December 2020	\$1,000
Road Safety Education	Drivers licences	October 2020	\$2000
Mayoral Fund	Rangi Moanaroa - Book launch Wellington	December 2020	\$350

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: Anne Ramsay Date: 29th September 2021

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

Name: Anne Ramsay Date: 29th September 2021

Position in organisation (tick which applies) Chairman Secretary Treasurer *Manager*

Signature:  Date: 29th September 2021

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

QUOTE

Ngaruawahia Community House 13 Galileo Street, Ngaruawahia
PO Box 96, Ngaruawahia 3742 P;07 8248340

Date
07 Aug 2021

Free Lunch Limited
PO Box 380
Hamilton

Expiry

Account Number

Quote Number
QU-0057

Reference
xmas event

GST Number
75040547

Description	Quantity	Unit Price	GST	Amount NZD
Stilt walkers x2 x2 hrs	4.00	90.00	15%	360.00
			Subtotal	360.00
			Total GST 15%	54.00
			TOTAL NZD	414.00

Terms

Registered Office: PO Box 380, Hamilton

Anne Ramsay

From: Andrew Nimmo [REDACTED]
Sent: Tuesday, 28 September 2021 4:02 p.m.
To: Anne Ramsay
Subject: That's fine - RE: Balloons for Ngaruawahia Christmas market

Hi Anne

The girls are happy to make balloons. The charge is \$300.

Cheers
Andrew

From: Anne Ramsay [REDACTED]
Sent: Monday, 27 September 2021 10:45 am
To: Andrew Nimmo [REDACTED]
Subject: Balloons for Ngaruawahia Christmas market

Good morning, Andrew,

I am hoping that you are still doing balloons and would be available on the 5th December for the Community House Christmas Market, we are starting at 9am and will finish at 1pm. I look forward to hearing from you.

Regards
Anne



Ngaruawahia Community Board

Further information to accompany Ngaruawahia Community House funding application.

Entertainment costs \$500 this is used to pay koha on the day.

Kaumatua for opening and closing the event we aim for about \$50.

Koha to those who perform on the day at present we have a list of ten who are keen to perform, and we aim for about \$40 per performer. If we get more than ten performers this will be reduced

Koha for the MC for the day again we aim for \$50

Providing a small koha is a way of thanking those who support the event with their time and enthusiasm.

Andrew Nimmo from WDC and his family have been making balloon animals for the Community House Christmas event since we started in about 2015 and has always just provided an email confirmation with cost attached again this year this is \$300. Andrew is not a business his family just do this for community events hence the email rather than a quote.

These are the miscellaneous cost that we do not have quotes for total \$800



Christmas Market on Martin 5th December 2021 9am - 1pm

Expenditure	GST exclusive	
Andrew Nimmo - Animal balloons		300.00
Free Lunch - Stilt Walkers		360.00
Free Lunch - Face Painters		360.00
Road closure advertising		200.00
Traffic Management Plan		1752.00
Entertainment		500.00
Volunteer costs		150.00
		3622.00
Income		
Stall holders		400.00
Community House		400.00
		800.00

2021

Civil Traffic Management

Event Traffic Management

Equipment Hire

NZTA Approved Training

Over fourteen Years Experience

Branches New Zealand Wide

Ngaruawahia Christmas Market 5th December 2021

Traffic Management NZ

Traffic Management Estimation and breakdown of services

John Leonhardt
Traffic Management NZ
24/09/2021



The following pages consist of:

- Introduction
- Thank you and break down of Estimate
- Description of daily activities for Event days
- Prior to the Event
- Price and closing statement

Introduction:

Traffic Management NZ is a New Zealand owned and operated company that was first formed in Hamilton in June 2001 to do exactly that, Manage Traffic. Since then we have grown to be what we believe is New Zealand's largest independent traffic management supplier.

Our aim is to provide the safest and most comprehensive traffic management for not only you, our client, but for the general public of New Zealand and all the visitors that travel throughout this magnificent country we call home.

We understand that when there is a need for traffic management, those affected by it will usually take more notice of the Event Organiser carrying out the work rather than the sub-contractor providing the traffic management. Therefore we always aim to ensure a smooth, courteous and safe journey through affected areas so as to reflect good impressions for all concerned.

We are a company that is proud to promote itself. We are proud of the fact that we have an outstanding safety record and that on a daily basis we are working around the clock (literally) to not only maintain, but to continually learn and improve within ourselves. We are committed to growth, not only as a company but as an industry leader. We endeavour in continuing to be the company other company's aspire to be.

As you progress through this document, I am sure you will come to realise that Traffic Management NZ have more than got what it takes to provide you with the excellence you expect when paying for a service that reflects your own good name.

Traffic Management NZ is New Zealand's only independently owned national traffic management supplier. We have at least one Event specialist in each of our six branches. What this means for you is that, on the day of your event and prior to, you can rest assured that under any circumstances there will be an event traffic management specialist only a short drive or last minute plane ride away to look after your event on the day. We are a company that will invest our own money in ensuring your event goes as smooth as possible.

Dear Anne,

Thank you for the opportunity to supply you with a price for the traffic management portion of your upcoming Christmas Market 2021

The price we are submitting covers the following, as per original request for pricing received from you.

- Preparation and submission of fully compliant temporary traffic management plan to Waikato District Council. If there is a processing fee it does not form part of this Estimate.
- Supply all necessary equipment to fully comply and safely execute Temporary Traffic Management of the event.
- Full set out of the site required throughout the entire Day within agreed time frames.
- Manage all relevant sites.
- Supply 1 x fully qualified Site Traffic Management Supervisor (STMS) and 2 x Traffic Controllers (TCS) and all necessary vehicles to manage all traffic management site for the duration of the event.
- Break down of sites and restoration of roads at completion of the event.

Traffic Management NZ \$1,752.00 plus GST

Total \$1,752.00 plus GST

Our price is based on what we believe to be the most cost effective way to set up/dismantle and run your site without compromising the public, or staff in any way whilst adhering to the guidelines of the Code of Practice for Temporary Traffic Management.

John Leonhardt
Civil & Events designer & Co-Ordinator
Traffic Management NZ
Hamilton

Dear Anne,

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John Leonhardt
Civil & Events designer & Co-Ordinator
Traffic Management NZ
Hamilton

I look forward to discussing any portion of this Estimation you may have any queries about.

I, Anne Ramsay, have read, understand and have been informed of the contents of this document and am happy to accept the price as submitted.

Signed

A large black rectangular redaction box covers the signature area. A small handwritten mark, possibly a '1', is visible to the right of the redaction.

Ngaruawahia Community House Inc

Financial Statements

For The Year Ended 31 March 2021

Schedule of Contents

Statement of Financial Performance

Statement of Financial Position

Fixed Asset and Depreciation Schedule

Notes to the Accounts

Audit Report

Ngaruawahia Community House Inc
Statement of Financial Performance
For the Year Ended 31 March 2021

Community House	2021	2020
Expenses		
ACC Levies	788	1,153
Advertising	0	97
Audit Fees	98	652
Bank Charges	227	296
Cleaning/Hygiene	1,448	2,874
Computer Expenses	3,003	5,476
Event Expenses	1,897	6,758
Fruit & Vege Co-op Payments	34,068	10,341
Food Parcels - Covid-19	2,278	0
Consumables	2,602	1,297
Community Support	862	622
Community Newsletter	1,658	762
Fundraising Expenses	1,317	185
Class Expenses	2,835	0
Grounds Maintenance	3,748	637
For Frocks Sake expenses	2,450	608
General Expenses	5,449	2,496
Insurance	7,790	7,092
InterCity Expenses	1,147	0
Lease - Photocopier	2,459	1,152
Canon Meter	12,422	0
Light, Heat & Power	3,047	2,922
Meals on Wheels Expenses	4,588	882
Printing, Stamps & Stationery	2,698	2,618
Repairs & Maintenance	586	1,335
Security	836	4,041
Supervised Access Expenses	108	109
Telephone, Tolls & Fax	2,242	2,476
Volunteer & Staff Expenses	5,550	3,529
Wages/Salaries	215,608	175,922
Website	0	1,238
Rates	1,846	1,729
Interest	11	850
Depreciation	8,223	6,497
	333,889	246,646
Net Surplus/(Deficit) For Community House	25,369	7,391



Ngaruawahia Community House Inc
Statement of Financial Performance
For the Year Ended 31 March 2021

Community House	2021	2020
Income		
Umbrella Programme	0	100
Fruit & Vege - Receipts	28,958	11,849
Fundraising Income	1,482	2,590
Grants - COGS	8,000	10,000
Grants - N [REDACTED]	40,000	45,000
Grants - T [REDACTED]	35,000	35,000
Grants - V [REDACTED]	0	20,000
Grants - V [REDACTED]	42,320	40,160
Grants - M [REDACTED]	124,583	58,840
Rent Received	29,303	37,523
Koha Donations	5,576	5,203
Grants - V [REDACTED]	3,288	0
Grants - G [REDACTED]	9,672	0
Grants - T [REDACTED]	2,000	500
Miscellaneous	0	320
MSD Covid-19 Wage Subsidy	51,948	0
Covid-19 Support	5,500	0
Community Classes - Sign Language	1,795	0
Driver Licence Course	1,240	0
Community Support Other	635	0
InterCity Ticketing	1,084	0
Events & Functions	1,205	1,972
Information/Document Centre	0	1,202
Supervised Access Income	6,602	6,325
Interest Received	34	18
For Frocks Sake	8,786	886
Flexi Wage Subsidy	5,600	0
Volunteer Driver - Donations	244	140
Meals on Wheels	17,185	2,456
News Letter	4,433	953
Income Received for Next Year	(144,215)	(67,000)
Income Received from Last Year	67,000	40,000
	359,258	254,037



Ngaruawahia Community House Inc
Statement of Financial Performance
For the Year Ended 31 March 2021

Post Shop Plus	2021	2020
Income		
Post Shop Plus - Income	126,032	115,819
Expenses		
Post Shop Plus - Expenses	51,100	45,171
Post Shop Wages	75,519	91,231
	<u>126,619</u>	<u>136,402</u>
Net Surplus/(Deficit) on Post Shop Plus	<u>(587)</u>	<u>(20,583)</u>



Ngaruawahia Community House Inc
Statement of Financial Position
As at 31 March 2021

	2021	2020
Current Assets		
ANZ -01	1,170	0
ANZ -05	789	1,150
ANZ -07	5,288	3,931
ANZ -08	109,104	1,762
ANZ -09	373	92
ANZ - 10	7,338	7,423
ANZ -11	699	699
ANZ -12	1,910	7,386
Sundry Debtors	15,052	15,505
Stock on Hand Post Shop	6,465	11,095
Taxation Refund Due	20	20
	148,208	49,063
Current Liabilities		
Sundry Creditors/Accruals	4,473	4,473
ANZ -01	0	13,062
Grants In Advance	144,215	67,000
GST Payable	19,211	6,777
	167,899	91,312
Working Capital	(19,691)	(42,249)
Non Current Assets		
Fixed Assets - as per schedule	528,841	526,617
NZ Post Centre Plus Fee	20,000	20,000
	548,841	546,617
Net Assets	529,150	504,368
Represented By:		
Equity		
Opening Balance Equity	504,368	517,560
Net Surplus/(Deficit) - Community House	25,369	7,391
Net Surplus/(Deficit) - Post Shop	(587)	(20,583)
Closing Balance Equity	529,150	504,368



AUDITORS REPORT

NGARUAWAHIA COMMUNITY HOUSE INC FOR THE YEAR ENDED 31 March 2021

I have audited the attached financial statements for Ngaruawahia Community House Inc. The financial statements provide information about the past financial performance of the Society and its financial position as at 31 March 2021. This information is stated in accordance with the accounting policies set out with these statements.

Auditor's responsibilities

It is my responsibility to express an independent opinion for the financial statements presented by the Society and report my opinion.

Basis of Opinion

An audit includes examining, on a test basis, evidence relevant to the amounts and disclosures in the financial statements. It also includes assessing:

- The significant estimates and judgement made by the Society in the preparation of the financial statements; and
- Whether the accounting policies are appropriate to the circumstances, consistently applied and adequately disclosed.

I conducted an audit in accordance with generally accepted auditing standards in New Zealand, except that my work was limited as explained below. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary. I obtained sufficient evidence to give a reasonable assurance that the financial statements are free from material mis-statements, whether caused by fraud or error. In forming my opinion, I also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in my capacity as Auditor, I have no relationship with or interest in the Society.

In my opinion, except for the limited control over income, the financial statements fairly reflect the results of the activities and the financial position of the Society as at 31 March 2021.

My audit report was completed on 24 September 2021 and my unqualified opinion is expressed as at that date.



Graham Haines ACCM, DipMgtSt





Charity Summary

Registration Number: CC21923
Registration Date: 17/03/2008
Charity Name: Ngaruawahia Community House Incorporated

Charity Details

Trading Name

Registration Details

Registration Status: Registered
Balance Date: March 31
IRD Number: Restricted
NZBN Number: 9429043140176

Address for Service:

Charity's Postal Address: PO Box 96
Ngaruawahia 3742

Charity's Street Address: 13 Galileo Street
Ngaruawahia 3720

Charity's other details

Phone: (07)8248340
Fax: (07)8245209
Email: anner@ngacomhouse.org.nz
Website: www.ngacomhouse.org.nz
Facebook: Ngaruawahia Community House
Twitter:
Social Network Name:

Open Meeting

To	Ngaruawahia Community Board
From	Kurt Abbot Projects & Innovation Manager
Date	08 October 2021
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0508 / 3265446
Report Title	Ngaruawahia Works & Issues Report: Status of Items October 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 Ngaruawahia Works & Issues Report: Status of Items October 2021 be received.

3. ATTACHMENTS

- Ngaruawahia Community Board Issues Register – October 2021
- Ngaruawahia Works as at 05 October 2021

NGARUAWAHIA COMMUNITY BOARD ISSUES REGISTER – October 2021

Issue	Area	Action	Comments
Ngaruawahia Dog Agility Park Project	Community Board	<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>	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.
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.	JULY 2021: The staff report <i>Proposed 2021 Amendments to the Waikato District Council Speed Limits Bylaw 2011</i> has been submitted to the Policy & Regulatory Committee meeting on 21 July 2021.
Te Mana O Te Rangi Reserve Update	Open Spaces, Service Delivery	SEPTEMBER 2020: Update requested by the Chair.	AUGUST 2021: The unveiling of Te Mana o Te Rangi Reserve was held on 17 July 2021.
Discretionary Fund Report – Belgravia Leisure 50% subsidy	Finance, Operations Group	JULY 2021: Payment to Belgravia Leisure for the 50% subsidy towards the Ngaruawahia Pool to be included in the next Discretionary Fund report.	<p>SEPTEMBER 2021: There have been no further payments made to Belgravia Leisure since the last discretionary fund report (as at 13 July 2021).</p> <p>OCTOBER 2021: An invoice from Belgravia Leisure has not been received for processing yet.</p>
Roller Door Update	Community Led Development Advisor	SEPTEMBER 2021: to provide the Ngaruawahia Community Board with a report for their next meeting with further information pertaining to the Roller Doors Project.	OCTOBER 2021: The recent COVID situation has put a hold on this project. A report will be prepared once we are able to connect with the wider community regarding the development of the project. The Community Led Development Advisor will keep the Community Board informed of any new developments.

NGARUAWAHIA WORKS – 05 October 2021

Note: currently under Covid-19 Level 3 lockdown restrictions

Perry Bridge Lighting – Power System Replacement

Quote has been received to replace the stolen equipment (off-grid solution). Funding now being sought from an appropriate budget.

Sportsfield Lighting – Paterson Park

Scope, design, and pricing has been received from Elektron. Pricing is being peer-reviewed while contract document is being finalised.

Dog Park Reserve Carpark

Ngaruawahia Dog Exercise Park – Waikato District Alliance have received approval from KiwiRail for a lane closure along Ellery Street. Construction scheduled to start on Wednesday 13 October, Covid level permitting. Communications will go out on social media of park closure dates and times as needed.

Waipa Esplanade South Car Park

A final few touches - install mowers gate, a couple patches of sealing, then complete.

Ngaruawahia Aquatic Centre

Entranceway

In the planning phase.

Building works

Also in the planning phase. Probably schedule this work for autumn when pool is not in use.

Open Meeting

To	Ngaruawahia Community Board
From	Tony Whittaker Chief Operating Officer
Date	11 October 2021
Prepared by	Sharlene Jenkins Executive Assistant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0508
Report Title	First Quarter Service Request Report

1. EXECUTIVE SUMMARY

To update the Board on the First Quarter Service Request Report to 30 September 2021.

2. RECOMMENDATION

THAT the First Quarter Service Request Report be received.

3. ATTACHMENTS

First Quarter Service Request Report for Ngaruawahia Community Board

Service Request Time Frames By Ward for

NGA

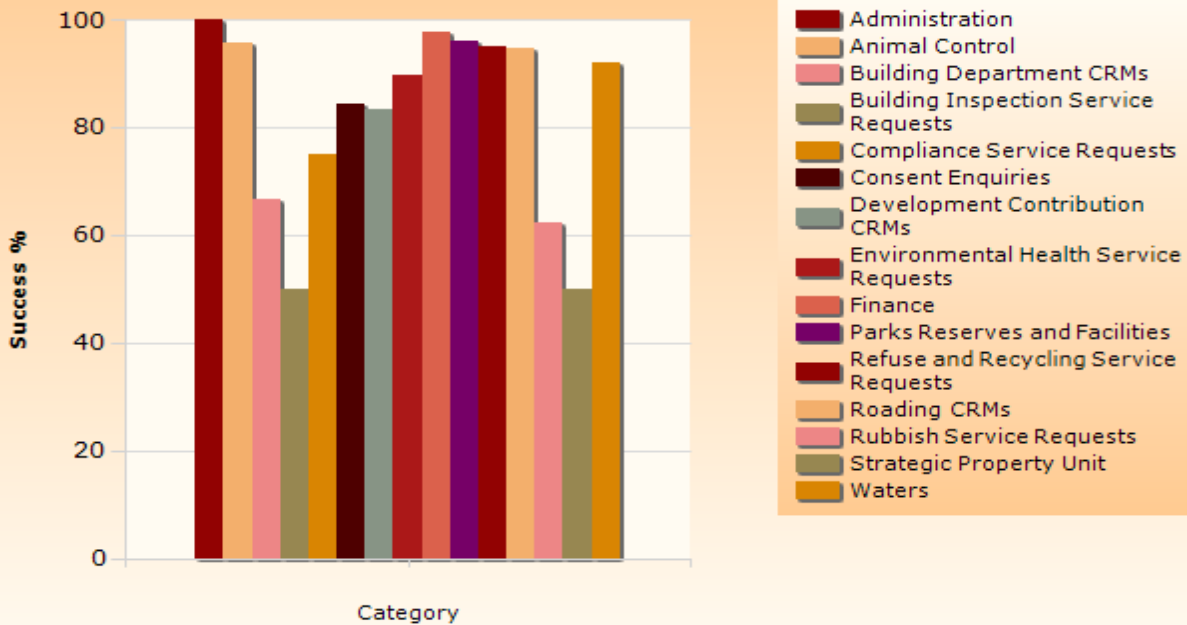


Date Range: 01/07/2021 to 30/09/2021

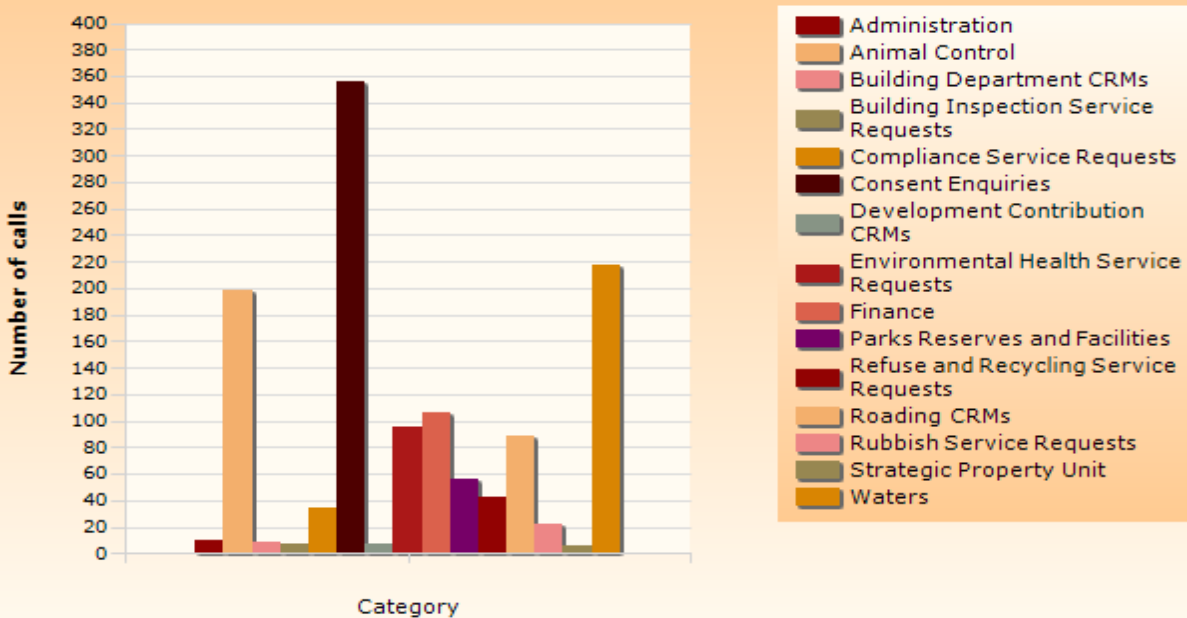
The success rate excludes Open Calls as outcome is not yet known.

10/11/2021 10:14:25 AM

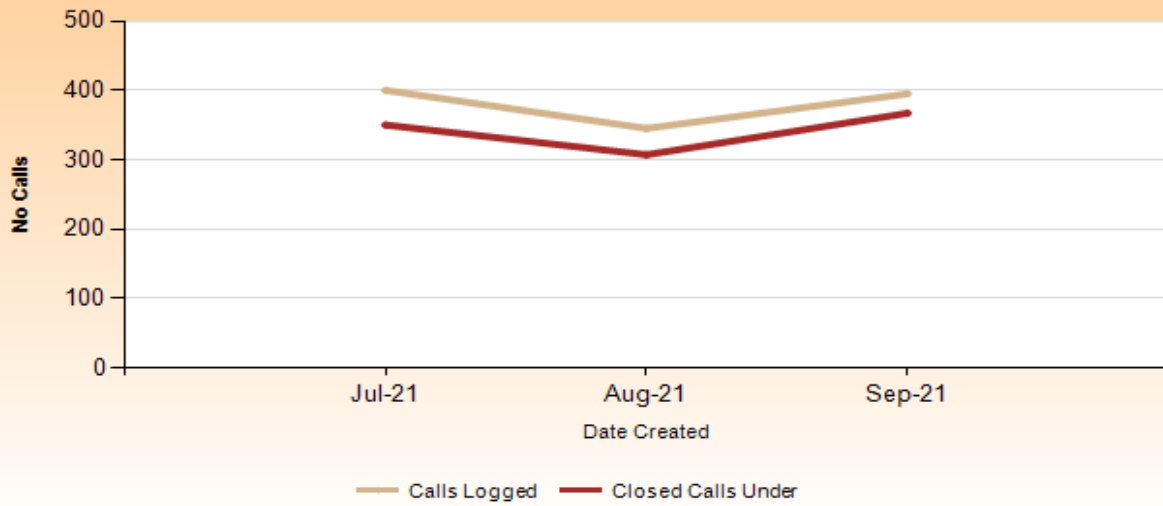
Call Completion % Success by Type



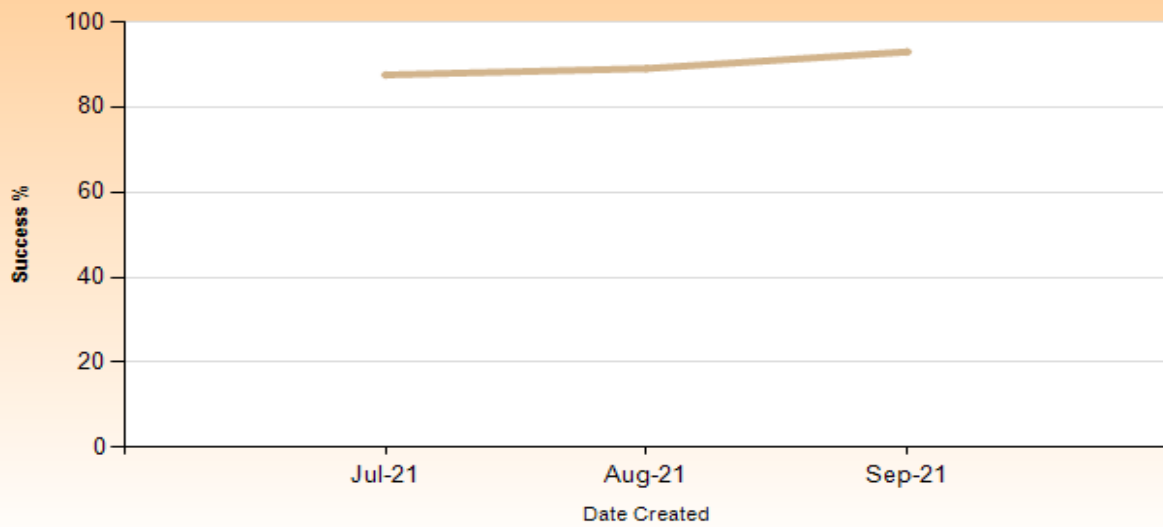
Number of Calls logged by Type



Volume of Calls Closed vs Calls Closed in Time



Completion Success per month



			Open		Closed		
Closed Calls are those calls logged during the time period that are now closed.	Open Calls are all the calls open for the ward and may have been logged at any time.	Number of Calls	Open Calls Over	Open Calls Under	Closed Calls Over	Closed Calls Under	Success Rate
Administration							
	Summary	10				10	100.00%
	Pro rated rates for the period xx to xx	10				10	100.00%
Animal Control							
	Summary	198	18	15	7	158	95.76%
	Animal Charges	33			2	31	93.94%
	Dog / Cat Trap Required	1				1	100.00%
	Dog Property Visit	26	9			17	100.00%
	Dog Straying - Current	42	4		4	34	89.47%
	Dog Straying - Historic	17	2			15	100.00%
	Dog Surrender	3				3	100.00%
	Dog Welfare - Not immediate threat to life	1				1	100.00%
	Dog/Animal Missing	15		7		8	100.00%
	Dogs Aggression - Current	15				15	100.00%
	Dogs Aggression - Historic	10	2		1	7	87.50%
	Dogs Barking Nuisance	32		8		24	100.00%
	Livestock Trespassing - Current	3	1			2	100.00%
Building Department CRMs							
	Summary	9			3	6	66.67%
	PEO General Enquiry	9			3	6	66.67%
Building Inspection Service Requests							
	Summary	7	1	2	2	2	50.00%
	Building Inspection Service Requests	7	1	2	2	2	50.00%
Compliance Service Requests							
	Summary	34	4	6	6	18	75.00%
	Compliance - Animal Bylaw	10			6	4	40.00%
	Compliance - Unauthorised Activity	11	2	3		6	100.00%
	Freedom Camping incidents/complaints/queries	1	1				0.00%
	Illegal parking	11	1	2		8	100.00%
	Non-animal bylaws	1		1			0.00%
Consent Enquiries							
	Summary	356		7	54	295	84.53%
	Planning Process	12			2	10	83.33%
	Property Information Request	108		1	4	103	96.26%
	Rural Rapid Number assignment & purchase of plates	3				3	100.00%
	Zoning and District Plan Enquiries	233		6	48	179	78.85%
Development Contribution CRMs							
	Summary	7	1		1	5	83.33%
	Development Contribution Enquiries	7	1		1	5	83.33%

Environmental Health Service Requests	Summary	96	5	3	9	79	89.77%
	Environmental Health Complaint	12	1	2	8	1	11.11%
	Noise Complaint - Environmental Health	3		1		2	100.00%
	Noise complaints straight to contractor	81	4		1	76	98.70%
Finance	Summary	107		10	2	95	97.94%
	Credit Control Query	52		9		43	100.00%
	Rates query	55		1	2	52	96.30%
Parks Reserves and Facilities	Summary	56	1	1	2	52	96.30%
	Parks & Reserves - Buildings	23	1			22	100.00%
	Parks & Reserves - Graffiti	3				3	100.00%
	Parks & Reserves - Non-urgent Public Toilet Issues	1				1	100.00%
	Parks & Reserves - Reserve Issues	24		1		23	100.00%
	Parks & Reserves - Urgent Public Toilet Issues	3			2	1	33.33%
	Parks & Reserves-Council owned buildings on reserv	2				2	100.00%
Refuse and Recycling Service Requests	Summary	42			2	40	95.24%
	New collections	4				4	100.00%
	Recycling Not Collected	15			1	14	93.33%
	Refuse - Non-Collection	9				9	100.00%
	Refuse & Recycling Contractor Complaints	3				3	100.00%
	Refuse & Recycling Enquiries	6			1	5	83.33%
	Rubbish bag sticker/tag orders - internal use only	5				5	100.00%
Roading CRMs	Summary	89		13	4	72	94.74%
	Boundary fences on roads - permanent & temporary	1				1	100.00%
	Emergency Events - 1 Hr Response	1				1	100.00%
	Footpath Maintenance - Non_Urgent	3			1	2	66.67%
	New Vehicle Entrance Request	27		2		25	100.00%
	Passenger Transport (incl Bus Shelters)	1		1			0.00%
	Request 4 new street light path sign etc	1		1			0.00%
	Road Culvert Maintenance	5		1	1	3	75.00%
	Road Marking Sign & Barrier Maint Marker Posts	1				1	100.00%
	Road Safety Issue Enquiries	4		1		3	100.00%
	Roading Work Assessment Required - OnSite 5WD	22		4	1	17	94.44%
	Routine Roding Work Direct to Contractor 5WD Comp	7		1		6	100.00%
	Street Light Maintenance	5		2	1	2	66.67%
	Urgent - Footpath Maintenance	1				1	100.00%
	Urgent Roding Work 4Hr Response	9				9	100.00%
	Vegetation Maintenance	1				1	100.00%

Rubbish Service Requests	Summary	22	1	5	6	10	62.50%	
	Abandoned Vehicle	8		5	3		0.00%	
	Illegal Rubbish Dumping	14	1		3	10	76.92%	
Strategic Property Unit	Summary	6			3	3	50.00%	
	Council owned land CRMs	3			1	2	66.67%	
	New Lease/Licence Enquiry	1				1	100.00%	
	Paper Roads Enquiries CRM	2			2		0.00%	
Waters	Summary	218	1	23	15	179	92.27%	
	3 Waters Enquiry	25			2	23	92.00%	
	3 Waters Safety Complaint - Non Urgent	1				1	100.00%	
	Drinking water billing	13		1		12	100.00%	
	Drinking Water Final Meter Read	87		20	7	60	89.55%	
	Drinking Water Major Leak	3				3	100.00%	
	Drinking Water minor leak	22				22	100.00%	
	Drinking Water quality	4				4	100.00%	
	Drinking Water Quantity/Pressure	6				6	100.00%	
	Fix Water Toby	12				12	100.00%	
	No Drinking Water	8				8	100.00%	
	Stormwater Blocked pipe	4	1	1		2	100.00%	
	Stormwater Open Drains	2		1		1	100.00%	
	Stormwater Property Flooding	2				2	100.00%	
	Wastewater Overflow or Blocked Pipe	13			3	10	76.92%	
	Wastewater Pump Alarm	3			1	2	66.67%	
	Waters - Drinking water new connection request	3				3	100.00%	
	Waters - Storm water new connection request	2				2	100.00%	
	Waters - Waste water new connection request	2				2	100.00%	
	Waters Pump Station jobs - only for internal use	6			2	4	66.67%	
	Total		1257	32	85	116	1024	89.82%