

Agenda for a meeting of the Te Kauwhata Community Committee to be held via Audio Visual Conference on **WEDNESDAY, 1 DECEMBER 2021** commencing at **7.00pm**.

- 1. APOLOGIES AND LEAVE OF ABSENCE**

- 2. CONFIRMATION OF STATUS OF AGENDA**

- 3. DISCLOSURES OF INTEREST** **2**
The Register of Interests for the Committee is attached for information purposes and for members to update any interests they may have.

- 4. CONFIRMATION OF MINUTES** **4**
 Meeting held on Wednesday, 3 November 2021

- 5. SPEAKER**

- 6. REPORTS**
 - 6.1 Te Kauwhata Works and Issues Report – November 2021 11
 - 6.2 Discretionary Fund Report to 23 November 2021 20
 - 6.3 Te Kauwhata Community House – Rangitahi Mural Project 22
 - 6.4 Councillor’s Report Verbal
 - 6.5 Chairperson’s Report Verbal

GJ Ion
CHIEF EXECUTIVE

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	23 November 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, Register of Interests, be noted.

3. ATTACHMENTS

Register of Interests – Te Kauwhata Community Committee.

Register of Elected Members Interests - Community Committees

Name	Community Committee	Financial Interests Please refer to Statement Reference here.		Non - Financial Interests								
		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				
Toni Grace	Te Kauwhata	No	N/A	N/A	<ul style="list-style-type: none"> Mercury Energy (shares) 	<ul style="list-style-type: none"> Suits & Gumboots Country Daycare (Early Childhood Centre) 	<ul style="list-style-type: none"> Tolemisa Trust (Trustee) 	<ul style="list-style-type: none"> Te Kauwhata Squash Club (Club Captain) 	1x Te Kauwhata (Owner/Trustee)	N/A	N/A	Home Mortgage
John Cunningham	Te Kauwhata	No	N/A	Aparangi Retirement Village	<ul style="list-style-type: none"> Ignition Partner Ltd (Business Advice & capital raising) Resin & Wax Holdings (Chemical Development) Cawthron Institute (Aquaculture Research) <ul style="list-style-type: none"> IMMR (Research) Climsystems Ltd. (Climate forecasting & risk management) 	N/A	N/A	N/A	2 x Te Kauwhata (Owner)	N/A	N/A	N/A
Jeanie Allport	Te Kauwhata	No	N/A	N/A	N/A	Land Information New Zealand	N/A	N/A	1 x Waerenga (Owner)	N/A	N/A	N/A
Courtney Howells	Te Kauwhata	No	N/A	N/A	N/A	<ul style="list-style-type: none"> Century 21 Tuakau 	N/A	<ul style="list-style-type: none"> Wife is District Commissioner of Te Kauwhata Area Pony Club 	1x Waerenga (Owner)	N/A	N/A	Home Mortgage
Barry Weaver	Te Kauwhata	No	N/A	N/A	N/A	N/A	N/A	N/A	1 x Te Kauwhata (Owner)	N/A	N/A	N/A
Angela Van de Munckhof	Te Kauwhata	No	N/A	<ul style="list-style-type: none"> Te Kauwhata Pharmacy (Pharmacy/Retail) 	<ul style="list-style-type: none"> Te Kauwhata Pharmacy (Pharmacy) 	<ul style="list-style-type: none"> Te Kauwhata Pharmacy (Retail) 	N/A	N/A	1x Onewhero (Owner)	N/A	N/A	N/A
Tim Hinton	Te Kauwhata	YES Sub contractor to City Care	YES No.6	Inform Landscapes (Horticulture Contractor)	Inform Landscapes (Horticulture Contractor)	<ul style="list-style-type: none"> Inform Landscapes (Horticulture Contractor) 	Tim Hinton Family Trust (Director)	<ul style="list-style-type: none"> Te Kauwhata Emergency Services Trust (Funding for emergency services) 	1x Te Kauwhata (Owner)	N/A	N/A	N/A

YELLOW INDICATES THAT THE MEMBER DID NOT SUBMIT A COMPLETED FORM

Open Meeting

To	Te Kauwhata Community Committee
From	Gavin Ion Chief Executive
Date	25 November 2021
Prepared by	Matt Horsfield Democracy Advisor
Chief Executive Approved	Y
Reference #	GOV0509
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes of the Te Kauwhata Community Committee meeting held on Wednesday, 3 November 2021.

2. RECOMMENDATION

THAT the minutes for the meeting of the Te Kauwhata Community Committee held on Wednesday 3 November 2021 be confirmed as a true and correct record.

3. ATTACHMENTS

TKCC Minutes – 3 November 2021

MINUTES for a meeting of the Te Kauwhata Community Committee held via Audio Visual Conference on **WEDNESDAY, 3 NOVEMBER 2021** commencing at **7.00pm**.

Present:

Ms T Grace (Chairperson)
Cr JD Sedgwick
Ms J Allport (Secretary)
Mr J Cunningham
Mr T Hinton
Mr B Weaver

Attending:

Cr A Bech (Deputy Mayor)

Mr V Ramduny (Strategic Projects Manager)
Ms J Dolan (Economic and Community Development Manager)
Ms L van den Bemd (Community Led Development Advisor)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Mr Hinton/Mr Weaver)

THAT an apology from Ms A Van de Munckhof be received.

CARRIED

TKCC2111/01

CONFIRMATION OF STATUS OF AGENDA

Resolved: (Ms Grace/Mr Cunningham)

THAT the agenda for the meeting of the Te Kauwhata Community Committee held on Wednesday, 3 November 2021 be confirmed and all items therein be considered in open meeting;

AND THAT all reports be received;

AND THAT the following item be discussed at an appropriate time during the course of the meeting;

- **Community Committee Funding Review**

CARRIED

TKCC2111/02

DISCLOSURES OF INTEREST

Mr Hinton advised members of the Committee that he would declare a financial conflict of interest in item 7.1 [*Works and Issues Report*].

CONFIRMATION OF MINUTES

Resolved: (Mr Howells/Mr Weaver)

THAT the minutes of the meeting for the Te Kauwhata Community Committee, held on Wednesday, 1 September 2021, once amended be confirmed as a true and correct record;

CARRIED

TKCC2109/03

ACTIONS

Agenda Item 6.1

The report was received [TKCC2111/02] and discussion was held as follows.

- Walkway at the end of Blunt Road – multi-year cycleway weed control had been tendered.
- Draft Domain Plan distributed prior to October discussions.
- The status of payment to Jackson Engineering.

REPORTS

Discretionary Fund Report to 20th October 2021

Agenda Item 6.2

The report was received [TKCC2111/02] and discussion was held as follows.

- The Chair advised that Jackson Engineering had now been paid along with the grant application for the Christmas Parade. The Chair noted that the existing commitment for playground equipment on the Village Green had been a specific donation by a community group for playground furniture and therefore she requested to the Strategic Project Manager that the amount be ear-marked, specifically, for the purpose it was donated.

Funding Review Update

- Cr Bech provided a background as to his history as a councillor, and now Deputy Mayor of Waikato District Council. He advised he has previously been involved in various community ‘initiatives’ such as ‘liveable, thriving and connected communities’ and more recently ‘Blueprint’.

- Cr Bech advised that the funding review process commenced four years ago. Council were wanting to be ahead of any developments within the district as opposed to being reactionary – hence the Blueprint was born. In relation to the funding of various initiatives, it became obvious to Council that this required streamlining and to consider other ways in which further funds could be identified/raised, ie seed funding.
- Cr Bech then introduced the Economic and Community Development who advised that her role was to provide information as to how she and the Community Led Development Advisor can support the Committee. The Economic and Community Development Manager advised that the funding available to the Committee for community initiatives would be decentralised from Council directly to the Committee. Council would provide support by ensuring the Committee was able to get the best out of the funds available - be it via seed funding; matching funding etc.
- The Economic and Community Development Manager advised that at the start of this financial year the Committee had a carry over balance which is available for the Committee to allocate to community initiatives. She advised that Council would like to see alignment with the Blueprint and Community Aspiration Programmes or wider community events/projects.
- The Community Led Development Advisor then introduced herself and provided information on the new process involved in relation to allocated discretionary funding for community initiatives:
 1. The Committee determines what community aspirations/blueprint projects or events we wish to fund;
 2. The Chair receives an application, reviews it, and if supported it would be included in the next month's agenda for discussion.
 3. The Committee makes a decision to support the application or otherwise.
- The Economic and Community Development Manager advised that for larger projects Council will look at matching funding and guide the Committee in terms of enabling the project to proceed.
- Mr Cunningham enquired as to whether the Committee needed to undertake any financial forecasting for the 12 months ahead to ensure that the spend is appropriate and that the likes of the Christmas Parade doesn't miss out due to the fact that it's toward the end of the year.
- Cr Bech suggested that if the funding wasn't sufficient a targeted rate for the community could be considered to ensure that no events/applicants miss out. He also suggested that the Committee forecast out as far as possible.
- The Community Led Development Advisor advised that as of this financial year the amount of discretionary funding available to the Committee was less than in previous years as it is the basic discretionary funding.

- In previous years the funding has been \$10,000 which was due to the fact that, despite being available to be received by members, the Committee opted instead to make the members' remuneration available for community initiatives. (Note: ANZAC Parade funding applications go directly to Council who have a separate fund for this purpose).
- The Chair enquired as to the new process for larger funding applications received. Community Led Development Advisor noted there will be some detailed workshops to provide advice and guidance in relation to the new process.
- Cr Sedgwick suggested that the Committee could consider a targeted rate of \$20 per year which would raise \$16,000 which would provide the Committee with more funding for community events/initiatives.
- Community Led Development Advisor noted that Mr J Marconi had been appointed as the new Community Coordinator and that one of his functions will be to provide the Committee with support and direction in relation to the new funding system.

Te Kauwhata Works & Issues Report – August 2021
Agenda Item 6.3

The report was received [TKCC2109/02] and discussion was held.

- Dog Exercise Area: the signs were installed at the exercise area today. In relation to the installation of the agility equipment, the Level 3 lockdown has meant a delay in construction and installation. Mr Hinton advised the Mens Shed and other organisations may wish to continue with the construction.
- Walkway at end of Blunt Road: Community Projects Team has a three year programme for walkways which is bundled up into a multi-year contract; this includes the Blunt Road site as a priority for the programme with completion scheduled over the 2021/22 summer. Mr Ramduny advised the contract manager will be contacting Mr Cunningham in relation to some of the works including the talk boards. Mr Cunningham advised that an EOI for funding had been forwarded to Transpower which was accepted. Mr Cunningham further advised that he was looking at funding in the region of \$45,000 for walkway seating etc. The detailed funding application is due for submission at the end of January.
- Walkway Loop (via Travers Road, Wayside Road and Te Kauwhata Road): this project has now been completed. Further phases of the project may be added as Council budget funding becomes available.
- Te Kauwhata Domain Plan: Draft concept plan has been developed by Kim Wood, WDC's Open Spaces Coordinator. The plan includes a 'destination playground' and an upgrade of equipment at the general playground. Cr Sedgwick advised that p14 had an error in the amount of funding stated as \$150,000, however the amount should read \$100,000. Mr Hinton advised that he had looked more in depth at the plan and advised that additional car parking would be required given the domain is not just a sports ground but an open space for the entire community to enjoy.

Action: Committee members to provide feedback to the Chair for collation and submission to Ms Wood and the Domain Committee. The deadline for feedback is Monday, 8 November 2021.

- Innovating Streets Project: WDC has provided a report to Waka Kotahi advising that the temporary changes have been accepted by the community and have resulted in a reduction of speed by through traffic. This being the case it is the intention that the changes remain in situ.
- Rangiriri Cemetery: Works are now almost complete. A closing karakia is taking place at 9.00 am on 11 November. If you would like to attend contact Corey Cullen at WDC.

Councillor's Report Agenda Item 6.4

Cr Sedgwick gave a verbal report and answered questions of the Committee.

- Draft Dog Control By-law had been distributed to Committee members. Cr Sedgwick advised that there are a couple of issues: one of which was keeping dogs off the rugby field. In addition Cr Sedgwick noted that dogs were still permitted in the main street.
- Discretionary Fund for CCTV: Cr Sedgwick advised that the cost would be \$82,000 for additional CCTV, for which the Committee has insufficient funding, however the crime prevention fund \$110,000 may be available.
- Briefing on Waikato Metro Transport Plan: this has been included future aspirations. Cr Sedgwick advised that currently Te Kauwhata is excluded from both Hamilton and Auckland's north/south visions. Mr Ramduny advised that a business case is currently being developed which looks at short- and long-term options. He advised that these projects were expensive and that ratepayers would be expected to solely fund such projects and that central government would need to support.
- 3 Waters: WDC have signed a letter circulating amongst the mayors directed to the Prime Minister on its unacceptability.

Chairperson's Report Agenda Item 6.5

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

- Dog Control Workshops: The chair attended several of these workshops.
- Easter Trading & Gambling Policy and Venue Review: Unfortunately the Chair was unable to attend, nor were other members of the Committee. Mr Ramduny is to investigate if these workshops were recorded, if so he will provide links otherwise he will organise for some notes to be forwarded.

- Keeping of Animals Bylaw: Cr Sedgwick advised that pigs were no longer to be permitted in urban area has been added to the bylaw.

There being no further business the meeting was declared closed at 8.35 pm.

Minutes approved and confirmed this day of 2021.

T Grace
CHAIRPERSON

Open Meeting

To	Te Kauwhata Community Committee
From	Vishal Ramduny Strategic Projects Manager
Date	15 November 2021
Prepared by	Karen Bredesen PA to the General Manager Service Delivery
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509 / 3297550
Report Title	Te Kauwhata Works & Issues Report - November 2021

1. EXECUTIVE SUMMARY

To update the Committee on works and issues arising from the previous meeting.

2. RECOMMENDATION

THAT the report, Te Kauwhata Works & Issues Report - November 2021, be noted.

3. ATTACHMENT

- Works & Issues Report – November 2021

TE KAUWHATA COMMUNITY COMMITTEE

WORKS & ISSUES REPORT

NOVEMBER 2021 (FOR 1 DECEMBER 2021 MEETING)

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
I.	Dog exercise area - Benches - Dog agility equipment	Andrew Brown and Duncan MacDougall	<p>3 March 2021 Cr. Sedgwick has spoken with Council's Community Connections Manager (Megan May) who is responsible for the Parks and Reserves team. The parks team will install signs to advise users of the dog park to pick up their dog's mess. Council does not supply plastic bags.</p> <p>Tim Hinton indicated that the Rugby Club is happy to help with the installation of the park benches and the agility equipment for a donation.</p> <p>Meeting of 5 May 2021 Tim Hinton (through Cr Sedgwick) advised that he has acquired some concrete for the installation of the park benches. This work is to commence soon.</p> <p>Meeting of 2 June 2021 Tim Hinton advised that the donated agility equipment would be installed in June.</p> <p>Meeting of 1 September 2021 Tim Hinton advised that it the installation of the agility equipment will take place in summer when the ground is dry.</p> <p>Meeting of 3 November 2021 Megan May has advised that the installation of signs at the dog park to advise users to pick up their dog's mess have been installed.</p> <p>Tim Hinton indicated that the installation of the dog agility equipment is work in progress (weather and the Covid</p>	<p>December 2021</p> <ul style="list-style-type: none"> Tim Hinton to provide an update on his conversation with Menshed and the Lions Club with a view of them assisting with the equipment installation.


	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			lockdowns have affected this (the College has been closed). Tim will however approach Menshed and Lions to see if they can help.	
2.	Te Kauwhata walkway at the end of Blunt Road and adjacent to the Whangamarino Wetlands.	Paul McPherson	<p>Meeting of 5 May 2021</p> <ul style="list-style-type: none"> • Council's CFO has indicated that a cost centre for the \$150,000 from the North Waikato Development Fund will be set up for the new financial year. • It has been agreed that the Te Kauwhata Community Committee will work with WDC and its procurement process. • John Cunningham has received 4 expressions of interest which he will pass to Paul McPherson and his team. • One estimate price that came is \$98,000. • Timing for implementation – October 2021 • John has had further discussions with Nick Johnston (Council's Funding & Partnerships Manager) regarding top-up funding. <p>The project will be included in the multi-year Walkway & Cycleway Contract to be advertised and let over the winter period. In the future updates will be provided in the Community Projects Update at the bottom of the report.</p> <p>Meeting of 2 June 2021 Project will be included in an upcoming multi-year Walkway & Cycleway Contract.</p> <p>Work will get underway on the contract development and tendering in July 2021.</p> <p>John Cunningham met with Council's Funding & Partnerships Manager, Nick Johnston to discuss potential funders to supplement the Council budget for this work.</p> <p>Meeting of 3 November 2021</p> <p>Council's Community Projects team has a 3-year programme of walkways which it is currently bundling up into a multi-year</p>	<ul style="list-style-type: none"> • Meeting of 1 December 2021 • John Cunningham to advise on progress being made regarding funding application to Transpower (due in January 2022). <p>Council's Community Projects team has a 3-year programme of walkways which it is currently bundling up into a multi-year contract including the Blunt Rd section. It's still in the Project Planning stage to get all the sites prioritised, budgeted, and scheduled before pulling the contract together. The Blunt Road site will be a priority with the aim of it being completed this summer.</p> <p>John Cunningham has provided Paul McPherson (Council's Community Projects Manager) estimates from Earthcare and Easy works. There is a spread between the two estimates, which is caused partly by the uncertainty of the ground under the boggy crossing. However, the costs will be driven by the methodology. But this will now be part of a bigger contract so will see what pricing we get.</p> <p>The Project Manager will contact John Cunningham and confirm the requirements, which will include the track metalling, fencing and engagement requirements.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			<p>contract including the Blunt Rd section. It's still in the Project Planning stage to get all the sites prioritised, budgeted, and scheduled before pulling the contract together. The Blunt Road site will be a priority with the aim of it being completed this summer.</p> <p>John Cunningham has provided Paul McPherson (Council's Community Projects Manager) estimates from Earthcare and Easy works. There is a spread between the two estimates, which is caused partly by the uncertainty of the ground under the boggy crossing. However, the costs will be driven by the methodology. But this will now be part of a bigger contract so will see what pricing we get.</p> <p>The project manager will contact John Cunningham and confirm the requirements, which will include the track metalling, fencing and engagement requirements.</p> <p>Nick Johnstone and Sara Marandi have advised that Transpower has closed off an EOI and has endorsed the application to proceed to the next phase. John informed the Committee that the final document is due in January 2022 and that the application is for \$45,000.</p>	

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
3.	Te Kauwhata Domain Plan	TKCC Rugby Club	<p>Meeting of 2 June 2021</p> <p>Cr Sedgwick and Vishal provided a verbal update at the meeting from the meeting held with Duncan McDougall and Megan May on 24 May 2021.</p> <p>TKCC has resolved that \$100K the North Waikato Development Fund be used as seed funding to seek further investment for the purposes of upgrading the domain, and in particular the walkway/fitness trail. The Community Facilities team intends to incorporate a plan for the Domain into the district-wide Reserve Management Plan in (2023/24). However, for the next three years funds will be invested into the domain walkway link and the fitness trail.</p> <p>\$100k pa from the North Waikato Development can be allocated for the Domain walkway.</p> <p>The LTP has indicated \$62k in Y2 for improvements in the Domain, and \$216,112 for the TK Domain walkway. Discussion on potential of pulling this forward via LTP as below.</p> <p>Duncan to provide figures to Cr Jan Sedgwick on how much could be pulled forward (to Year 1) to develop a draft concept plan in-house, so that interim activities do not conflict.</p> <p>The plan (plan-lite) will be socialised with the TKCC only as it will be indicative not exact or confirmed. The generic ‘here’s what we hope to do’ can be shared with the community if needed, but not specifics.</p> <p>Initial walkway to be 2m wide gravel, with upgrade LOS aligned with pop growth. Agreement that fitness equipment should be fixed: ie no moving parts, balance beam etc</p> <p>Fitness equipment not budgeted for from WDC perspective.</p>	<p>Meeting of 1 December 2021</p> <p>The final draft of the Domain Plan is to be considered for approval by the Te Kauwhata Community Committee on 1 December 2021.</p> <p>November: Separate report - Te Kauwhata Domain Draft Concept Plan.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			<p>Domain to be included in Reserves and Sports Park Management Plan is to be consulted on as per statutory requirements (Reserves Management Act).</p> <p>Meeting of 3 November 2021</p> <p>A draft Domain Concept Plan has been developed by Kim Wood. At this stage, the area as shown on the draft domain concept plan is the proposed location for the new destination playground at the Domain.</p> <p>Kim has confirmed that Council will be renewing the Village Green Playground with some minor upgrades. Council will be able to begin planning for the new destination playground at the Domain for the next LTP round (there is no capital budget in the current LTP).</p> <p>Kim Wood convened a workshop with some members of the Te Kauwhata Community Committee in the last week of October. Feedback to Toni Grace is expected by 8 November. The next iteration of the draft plan needs to be socialised with the Domain Committee and then come back to the TKCC for approval.</p>	
5.	Te Kauwhata 'Innovating Streets' Project	Jeanette Underwood (Waikato District Rooding Alliance)	<p>Ideas on how to make the area of the intersections of Te Kauwhata's Main Road/Saleyard and Mahi Roads more people-friendly are being called for, following a \$93,150 investment from Waka Kotahi NZ Transport Agency.</p> <p>The funding has been made available to the Te Kauwhata community through the organisation's "Innovating Streets" programme and via the Community Committee. The engagement process will see members of the community co-design the pilots with Waikato District Council and activate trials together.</p> <p>The Innovating Streets programme supports street change pilots using tactical urbanism techniques such as trials, pop-ups and interim treatments that make it safer and/or easier for people to move around or access community spaces. For Te Kauwhata, this means the project will be limited to the specific area noted, and</p>	<p>Meeting of 1 December 2021</p> <p>The Community Committee to decide whether this project can be removed from the Works and Issues report.</p>

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
			<p>temporary initiatives to improve safety and make the area more people-friendly will be piloted there.</p> <p>Meeting of 4 August 2021 Works are complete. Feedback will be sought from the community until 13th August 2021. All feedback will be reviewed and if supported street changes will stay, if not street changes will be removed.</p>  <p>Meeting of 1 September 2021 John Cunningham indicated that the feedback received thus far is general in favour of the outcome (feedback regarding fixing road is out of scope). The reporting period has been extended to mid-September. John was going to meet with Jeanette Underwood, Ross Bayer and John Brown Friday 3 September. John to provide another report back at the next meeting of the Committee.</p> <p>Meeting of 3 November 2021 Jeanette Underwood (WRA) has finalised the report for Waka Kotahi. The change has been accepted by the community as it has also had the desired effect of slowing down traffic and improving pedestrian safety.</p>	

	Works/Initiative	Responsible Council team	Timeline and progression of works and issues	Status update
6.	Rangiriri cemetery on Te Wheoro Road	Cory Cullen and Mark Jansen	<p>4 August 2021</p> <p>Works are continuing on the Rangiriri Cemetery upgrade. Lime stabilising of the pavement materials has been carried out to increase the material strength while working it in this wetter, winter conditions. Some delay in the completion is expected due to weather conditions.</p> <p>The subbase material is continuing to be constructed as is prepping for the concrete kerbing</p>  <p>Meeting of 1 September 2021</p> <p>Culvert and kerb preparation work is complete as is the footpath preparation work. Topsoil spreading being planned.</p> <p>Meeting of 3 November 2021</p> <p>The footpath has been poured and the asphalt has been laid for the driveway. Tire stoppers will be installed next week with the aim to have all works completed by beginning of November. A closing karakia is planned for 11 November.</p>	<p>December 2021</p> <p>The project is now completed. A closing karakia was held on 11 November.</p> <p>Improvements include:</p> <ul style="list-style-type: none"> - A new asphalt driveway with 10 new car parks. - A new footpath with new gates and a new water tap. - And land contouring to allow more plots for the future.

Community Projects Update

(As of 12 November 2021 – Note: currently under Covid-19 Level 3 lockdown restrictions)

Blunt Road Walkway

In planning phase, part of a broader walkway contract.

Rangiriri Cemetery

Works are complete.



Newly asphalted surface at Rangiriri Cemetery.



Roadside car parks at Rangiriri Cemetery.

Open Meeting

To	Te Kauwhata Community Committee
From	Alison Diaz Chief Financial Officer
Date	23 November 2021
Prepared by	Jen Schimanski Support Accountant
Chief Executive Approved	Y
Reference/Doc Set #	GOV0509
Report Title	Discretionary Fund Report to 23 November 2021

1. EXECUTIVE SUMMARY

To update the Committee on the Discretionary Fund Report to 23 November 2021.

2. RECOMMENDATION

THAT the report, **Discretionary Fund Report to 23 November 2021**, be noted.

3. ATTACHMENTS

Discretionary Fund Report to 23 November 2021

TE KAUWHATA COMMUNITY COMMITTEE DISCRETIONARY FUND REPORT 2021/22 (July 2021 - June 2022)
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As at Date: 23-Nov-2021

	GL	1.207.1704
Commitments from Committee Meeting Minutes & Other Information		
2021/22 Annual Plan		4,198.00
Carry forward from 2020/21		32,652.00
Total Funding		36,850.00
Income		
Total Income		-
Expenditure		
03-May-21 Payment to Jackson Engineering for supply and fitting of new boards to the Community Notice Board. TKCC2108/04		176.25
07-Oct-21 Donation Costs towards the TK 2021 Christmas Parade. TKCC2109/04		3,684.10
Total Expenditure		3,860.35
Net Funding Remaining (excluding commitments)		32,989.65
Commitments		
13-Feb-19 Further development of playgrounds TKCC1902/04		5,000.00
04-Sep-19 Donation for playground equipment on the Village Green TKCC1909/04		3,727.75
05-Feb-20 Further development of playgrounds TKCC2002/04		3,000.00
05-Aug-20 Te Kauwhata Community Committee commit \$5000.00 towards security cameras in Te Kauwhata. TKCC2008/04		5,000.00
02-Dec-20 Commitment of \$10,000.00 be made to Blunt Road Walkway TKCC2012/03		10,000.00
Total Commitments		26,727.75
Net Funding Remaining (Including commitments)		6,261.90

Open Meeting

To	Te Kauwhata Community Committee
From	Clive Morgan General Manager Community Growth
Date	15 November 2021
Prepared by	Lianne van den Bemd Community Development Advisor
Chief Executive Approved	Y
Reference #	GOV0509 / 3292756
Report Title	Te Kauwhata Community House - Rangitahi Mural Project

1. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Te Kauwhata Community House towards the cost of their Rangitahi Mural project.

2. RECOMMENDATION

THAT an allocation of \$..... is made to Te Kauwhata Community House for the cost of their Rangitahi Mural project;

OR

AND THAT the request from Te Kauwhata Community House for the cost of their Rangitahi Mural project is declined / deferred until for the following reasons:

3. BACKGROUND

Te Kauwhata Community House is a charitable trust that provides social services support to the people of Te Kauwhata and districts. The Community House runs several programmes, one of which is Toi Ako Artspace, a community arts initiative that aims to bring people together through creativity. They offer classes, workshops and events for all ages.

Toi Ako Artspace aims to start their Rangitahi Mural project on 17 January 2022. Local artist Claire du Bosky and the Toi Ako team will work with local youth to create a mural for the

Wira Street side of the Te Kauwhata Community House. They hope to engage at least 6-10 youth in the project who will have an opportunity to create their own mini canvases.

The mural will be erected in a high visibility location on the side of the Community House opposite the petrol station and on the corner of the road where the primary school is located. The mural will enhance their sense of place, reflecting Te Kauwhata's location nestled between the awa, lakes and wetlands.

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 \$5,948.28. Te Kauwhata Community House is seeking funding of \$2,377.84 towards the cost of their Rangitahi Mural project.

GST Registered – Amounts above are GST exclusive	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 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 Te Kauwhata Community Committee is required with regards to this funding request.

8. ATTACHMENT

- I. Te Kauwhata Community House - Rangitahi Mural Project



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

Toi Ako Artspace at the Te Kauwhata Community House

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

The Community House is a charitable trust providing social services support to the people of Te Kauwhata and Districts. Toi Ako Artspace brings the community together through creativity.

3. Phone number/s

[REDACTED]

4. Email / Address

[REDACTED]

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

CC26227 - registered as Te Kauwhata & Districts Support & Information Centre but operating as Te Kauwhata Community House

Section 2 – Your event / project

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

Rangitahi Mural Project commencing Jan 17 2021. Local artist Claire du Bosky and the Toi Ako team will work with local youth to create a mural for the Wira St side of the Te Kauwhata Community House.

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

The artspace will resource the lead artist and a second person to support the youth. We hope to engage a minimum of 6-10 youth in the project but have the capacity to involve more if there is interest

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

The mural will be erected in a high visibility location on the side of the Community House opposite the Petrol Station and on the corner of the road where the primary school is located. The mural will enhance our sense of place, reflecting Te Kauwhata's location nestled between the awa, lakes and wetlands. The youth who participate will also have an opportunity to create their own mini canvases.

Are you GST registered? No Yes GST Number 65845008 / _____

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 total cost of your project/event	\$	\$ 5948.28
Existing funds available for the project. Include any projected income i.e. ticket sales, merchandise etc.		
Total A	\$	\$ 3539.13

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)
Primer, paint and tape - see Mahon's Quote	\$	\$ 460.43
Wood, framing and install - see DTK Builders Quote	\$	\$ 1917.41
	\$	\$
	\$	\$
	\$	\$
	\$	\$
Total Funds being sought from WDC	Total B	\$ 2377.84

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 wages for lead artist and assistant/youth liaison are covered via an existing grant from the Ministry of Culture and Heritage however they do not support materials. Mahon's Paint have extended us a discount on paint. The quote from DTK Builders includes the ply which the mural will be painted on as well as free standing posts to erect the mural on to against the building, and their labour for installation. We are unable to screw directly into the building due to the unique plastic based cladding. We will approach Max Birt timber yard for sponsorship of some wood components. Even with this support we will need at grant of at least \$1600+GST to make this project viable.

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
Creative Communities	Toi Ako Programme T3 & 4 2021	29/4/2021	\$5000
Creative Communities	Toi Ako Programme T1 & 2 2021	16/10/2020	\$5000
Creative Communities	Toi Ako Programme T2 & 3 2020	18/7/2020	\$6500
Creative Communities	Toi Ako Programme T4 2019 & T1 2020	10/9/2020	\$7500

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: [REDACTED] Date: 13/11/21

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

Name: [REDACTED] Date: 13th Nov 2021

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: [REDACTED] Date: 13th Nov 2021

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



QUOTE

Te Kauwhata District Information Centre
 1 Waerenga Road
 Te Kauwhata
 Te Kauwhata 3710
 NEW ZEALAND

Date
 10 Nov 2021

Expiry
 10 Dec 2021

Quote Number
 QU-0125

GST Number
 124-286-107

DTK Builders LTD
 141 Hall Road
 RD 2 Te Kauwhata 3782
 Waikato
 NEW ZEALAND

Description	Quantity	Unit Price	Amount NZD
Mural framing, including 17mm H3 plywood (no stock of marine plywood unfortunately)	1.00	1,917.41	1,917.41
		Subtotal	1,917.41
		TOTAL GST 15%	287.61
		TOTAL NZD	2,205.02



Keith Mahon³⁰ Painters Ltd



Member of the N.Z
Painting Contractors
Association

Ralph St, PO Box 256, Huntly • Whitianga
• Justin Toomey 021 797406
Phone 07 8287209 Fax 07 8287212 Email - kmahon@xtra.co.nz

QUOTE

8 October 2021

Te Kauwhata Community House

Email: [REDACTED]

Attention Lauren Hughes,

Quote to supply paint as requested

1 Ltr Cool Blue	\$65.50	
1 Ltr Warm Blue	\$65.50	
1 Ltr Cool Red	\$71.50	
1 Ltr Warm Red	\$71.50	
1 Ltr Cool Yellow	\$71.50	
1 Ltr Warm Yellow	\$71.50	
1 Ltr White	\$61.50	
1 Ltr Black	\$65.50	
2 Ltr Primer Undercoat	\$87.90	
5 x Rolls Masking tape @ \$6.00 each	<u>\$30.00</u>	
Total Price	\$661.90	
Less Discount	- <u>\$132.40</u>	
Total Price	\$529.50	Including Gst

Regards

Gaylene Ardern

Te Kauwhata Rangitahi Mural Project

This summer Toi Ako Artspace, governed by the Te Kauwhata Community House, aims to deliver a holiday programme for local youth where they can work with local artist Claire du Bosky to create a mural for the Wira St Side of the Community House, and carry out their own creative exploration with paint.

This project has dual goals:

- To create a public artwork to add vibrancy to Te Kauwhata's main centre
- To engage youth in a social and creative programme during the summer break

The programme will be held at the Toi Ako Artspace in te Kauwhata. Claire du Bosky will oversee the mural creation on plyboards which will later be erected adjacent to the Community House. Due to the brittle nature of the plastic based cladding on the building the boards will be free standing but directly up against the building. We have consulted with local builder Danny Katterns who will manage this process. By erecting a framework for the mural we also have the ability to swap it out in future years, perhaps beginning a rotating public art exhibition in Te Kauwhata. We could potentially make a new mural for the space every few years and relocate the existing one to another public space.

This year's mural will reflect Te Kauwhata's location between the awa, lakes and wetlands. It will be a long landscape work 1.2m high x 9.6m wide. The exact design is still being negotiated but this is an example of what two of the four panels may contain. The goal is to create a work that resonates with the community, connects to our unique ecology and generates pride of place.



The location where the mural will be erected is a high profile wall, on the walking route of children departing Te Kauwhata Primary School, directly adjacent to the Pataka Kai and Community House, over the road from the Petrol Station and near the Main Street and Aparangi Retirement Village.

When the youth are not painting on this public artwork with Claire, they will also have the opportunity to create their own private, smaller artworks under the supervision of a second Toi Ako staff member.

This project is only possible thanks to Creative Spaces Funding from the Ministry of Culture and Heritage that have enabled us to employ artists to work in our community. One of our specific focusses is to create more opportunity for youth participation. While Covid has prevented us starting a regular youth programme to this term, we see this initiative as the beginning of a larger project. We aim to create a platform for youth to come together, learn new skills, express themselves and contribute positively to community initiatives that over the next three years. We are in the process of employing a part time person to lead this process.

Our Creative Spaces grant only covers wages so we are seeking your assistance with the cost of materials. As mentioned in the application we have been supported by Creative Communities in the past but negotiations

around the Creative Spaces Fund at the time of the last grant round meant we were unable to make an application. We have lodged our acquittal report for our Creative Communities grant covering Term 1 & 2 2020. We will lodge our report for the Term 3 & 4 2020 grant at the end of that period.

We have discussed this project with Cr Sedgwick and Toni Grace from the Te Kauwhata Community Committee. We are grateful for the opportunity to apply and would be happy to answer any questions the Committee may have. Toi Ako is also keen to collaborate with the Community Committee on any other projects with an arts, creativity or design component. We are here to serve the community.

Kind regards

Lauren Hughes

Manager

Toi Ako Artspace

[REDACTED]

[REDACTED]

View our work at <https://www.facebook.com/Toi-Ako-Te-Kauwhata-159343544999530>



Te Kauwhata
Community Committee

12 November 2021

Dear Lauren

Support for Community House Mural Project

As Chairperson of the Te Kauwhata Community Committee (TKCC), and on behalf of the members of TKCC, I support the application for funding by Toi Ako at Te Kauwhata Community House, for assistance towards materials and installation costs for the Community House mural project.

The Community House mural will make a wonderfully colourful addition to the building and enhance the visual appeal and story of the village as a whole.

This project will also provide a unique creative opportunity for local youth to work alongside the feature artist Claire du Bosky, giving them a sense of pride in their contribution to the artwork and the local community.

We look forward to the completion of this inspiring project and the public unveiling in early 2022.

Yours sincerely

Toni Grace
Chairperson
Te Kauwhata Community Committee



Rangitahi Mural Project - Budget

Expenses		Number	\$	Incl GST	Excl GST
Project Management	Funded by Toi Ako	12	25	300	260.8696
Claire du bosky, lead artist	Funded by MCH	60	40	2400	2086.957
Assistant, youth supervisor	Funded by MCH	50	25	1250	1086.957
Wood & Installation	See quote by DTK Builders Ltd	1	2205.02	2205.02	1917.409
Paint, primer, tape	See Keith Mahon Painter's quote	1	529.5	529.5	460.4348
Brushes - Taklon No 4	Officemax	8	1.21	9.68	8.417391
Brushes - Taklon No 6	Officemax	8	1.47	11.76	10.22609
Brushes - Taklon No 8	Officemax	8	1.82	14.56	12.66087
Hospitality	Funded by Toi Ako	6	20	120	104.3478
Total expenses				6840.52	5948.278

Less prior funding

Project Management	Funded by Toi Ako	12	25	300	260.8696
Claire du bosky, lead artist	Funded by MCH	60	40	2400	2086.957
Assistant, youth supervisor	Funded by MCH	50	25	1250	1086.957
Hospitality	Funded by Toi Ako	6	20	120	104.3478
				4070	3539.13

Grant sought**2770.52 2409.148**

Annual Report

Te Kauwhata & Districts Information & Support Centre
For the year ended 31 March 2021

Prepared by Craig Periam Limited

Contents

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Entity Information

Te Kauwhata & Districts Information & Support Centre For the year ended 31 March 2021

Legal Name of Entity

Te Kauwhata & Districts Information & Support Centre Incorporated

Entity Type and Legal Basis

Charitable Trust registered under the Incorporated Societies Act 1908 and registered under the Charities Act 2005.

Registration Number

CC26227

Entity's Purpose or Mission

To identify the welfare needs in our community and respond with a quality service which provides support and builds resilience. We do this by:

- offering practical, financial, emotional and social support to our community;
- empowering individuals and families with a strength based approach;
- meeting the needs of others with empathy, discretion and an attitude of non-judgement;
- providing a safe and effective Community House where all are welcome;
- encouraging participation and remaining relevant to the evolving needs of our community; and
- remaining accountable and further develop our funding programme to ensure our ongoing economic viability.

Entity Structure

We have a strong 25 year history of providing social services and support in our area and we aim to continue this well in to the future. Our legal entity remains Te Kauwhata & Districts Information & Support Centre Inc., however we are operating as Te Kauwhata Community House as this name is easily identified by the community as a place for support.

Our governance committee have overall responsibility for all aspects of our service, they are dedicated group of community members, who provide both strategic and practical support in the running of the Te Kauwhata Community House. There are currently 7 Executive Committee members, who meet 11 times per year. Our Chairperson has the overall well-being of our organisation as his priority, a newly appointed Staff Liason portfolio holder who provides support in all staff related matters as required. In addition, there is a Treasurer and a Secretary who take the lead roles in the organisation.

Main Sources of Entity's Cash and Resources

We received funding via government agencies; Ministry of Social Development, The Community Organisations Grants Scheme, NZ Lottery Grants as well as several other funding groups such as DV Bryant Trust, WEL Energy Trust, Waikato District Council and The Trusts Community Foundation.

Main Methods Used by Entity to Raise Funds

The main method of raising funds is through applications to government agencies and funding groups. An additional source of funds is through donations from within our local community.

Entity's Reliance on Volunteers and Donated Goods or Services

Our 7 Executive Committee members are solely volunteers. In addition we have a volunteer Financial Mentor, two volunteers who support us at the Community House and twenty volunteer drivers for the Community transport. There are ten volunteers who prepare, cook and serve the luncheon club food.

Telephone

[REDACTED]

Physical and Postal Address

Te Kauwhata Community House
1A Waerenga Road
TE KAUWHATA 3710

Email Address

[REDACTED]

Statement of Service Performance

Te Kauwhata & Districts Information & Support Centre For the year ended 31 March 2021

Description of Entity's Outcomes

Building Financial Capability - Community members increase their financial literacy and are empowered to improve their situation.

Strengthening Families - Coordination of agencies to support families to move forwards in a positive way.

Counselling Clinic - Community Members are able to access support with drug and alcohol counselling as well as general counselling as required.

Foodbank- We are able to supply emergency food supplies to family's who are struggling and need help in this way. When shortage of food is a repeat issue, people are encouraged to engage with a Financial Mentor to work through a way to seeing an improvement in their situation.

We had an average of 180 enquiries or accesses to our services and/or information per month last year. The numbers will be slightly different due to the effects of the Covid 19 lockdown and ongoing Covid level changes. We provide information to our local long term residents, new community members and visitors to our town. We manage a website including a Local Directory of services, organisations and businesses, offer information packs to new residents and provide a varied range of other information and support services, with a policy of referring people to an appropriate organisation in situations where we can't meet their needs ourselves. Community Participation remains our focus with these services.

We have Hospice Equipment as well as various items of mobility equipment available free for our community members to utilise, enabling them to remain comfortable in their home environment.

With our CV Preparation, Job Board, Internet Access, Pataka Kai and Arts Programme we provide ways for our community members to expand their networks and grow in confidence.

We provide an Arts Programme with workshops that cater to differing age groups, including a Te Reo for beginners course each term.

Description and Quantification of the Entity's Outputs

	Actual 2021	Budget 2021	Actual 2020
Budget Service - Sessions	35	70	70
Frozen Meals - Meals	672	220	682
Luncheon Club - members	52	36	53
Counselling - sessions	382	168	195
Children's Day - people attended	cancelled	600	600
Welcome in Packs - received by people	6	5	4
CV Preparations - completed for clients	7	15	20
Foodbank - food parcels received	146	100	150
Information - people received information	1,784	1,100	1,573
Transport to Medical Appointments - clients	305	250	368

Additional Output Measures

We follow our guiding procedures regarding response times and meeting people's needs to ensure that we are operating in an effective way. Our total volunteer hours for the financial year were 1,607 which is an average of 34 hours per week of people generously donating their time to our organisation and community members.

Statement of Financial Performance

Te Kauwhata & Districts Information & Support Centre For the year ended 31 March 2021

	NOTES	2021	2020
Revenue			
Donations, fundraising and other similar revenue	1	196,349	202,663
Fees, subscriptions and other revenue from members	1	1,585	3,464
Revenue from providing goods or services	1	38,237	35,149
Interest, dividends and other investment revenue	1	73	142
Total Revenue		236,244	241,418
Expenses			
Expenses related to public fundraising	2	591	-
Volunteer and employee related costs	2	91,412	94,875
Costs related to providing goods or service	2	110,072	84,614
Other expenses	2	26,470	28,929
Total Expenses		228,544	208,417
Surplus/(Deficit) for the Year		7,700	33,000





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

Statement of Financial Position

Te Kauwhata & Districts Information & Support Centre
As at 31 March 2021

	NOTES	31 MAR 2021	31 MAR 2020
Assets			
Current Assets			
Cash & Bank Balances	3	159,787	164,979
Accounts Receivable	3	2,831	1,035
Prepayments		2,309	2,382
Inventories	3	70	574
Total Current Assets		164,997	168,969
Non-Current Assets			
Property, Plant and Equipment	5	463,463	442,105
Total Non-Current Assets		463,463	442,105
Total Assets		628,460	611,074
Liabilities			
Current Liabilities			
Payables & Accruals	4	13,485	9,662
Employee costs payable	4	6,414	-
GST Payable		757	2,901
Unused donations and grants with conditions	4	1,594	-
Total Current Liabilities		22,249	12,563
Total Liabilities		22,249	12,563
Total Assets less Total Liabilities (Net Assets)		606,210	598,510
Accumulated Funds			
Accumulated surpluses or (deficits)	6	606,210	598,510
Total Accumulated Funds		606,210	598,510

This performance report has been approved by the Committee, for and on behalf of Te Kauwhata & Districts Information & Support Centre:

Date:	27 th July 2021	Date:	27/07/21
Signature:		Signature:	
Name:	STEVE NEWMAN	Name:	COLIN WILLIAMS
Position:	CHAIRPERSON	Position:	TREASURER



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

Statement of Cash Flows

Te Kauwhata & Districts Information & Support Centre For the year ended 31 March 2021

	2021	2020
Cash Flows from Operating Activities		
Cash was received from:		
Fees, subscriptions and other receipts from members	1,585	3,464
Interest, dividends and other investment receipts	73	142
Receipts from providing goods or services	38,185	35,114
Donations, fundraising and other similar receipts	196,136	164,434
Total Cash was received from:	235,979	203,154
Net GST		
GST	(2,404)	(31)
Cash was applied to:		
Payments to suppliers and employees	214,163	202,819
Total Cash was applied to:	214,163	202,819
Net Cash Flows from Operating Activities	19,412	304
Cash Flows from Investing and Financing Activities		
Cash was applied to:		
Payments to acquire property, plant and equipment	24,604	49,518
Total Cash was applied to:	24,604	49,518
Net Cash Flows from Investing and Financing Activities	(24,604)	(49,518)
Net Increase/ (Decrease) in Cash	(5,192)	(49,214)
Cash Balances		
Cash and cash equivalents at beginning of period	164,979	214,193
Cash and cash equivalents at end of period	159,787	164,979
Net change in cash for period	(5,192)	(49,214)



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

Statement of Accounting Policies

Te Kauwhata & Districts Information & Support Centre For the year ended 31 March 2021

Reporting Entity

Te Kauwhata & Districts Information & Support Centre is a charitable trust, registered under the Incorporated Societies Act 1908 and registered under the Charities Act 2005.

The performance report of Te Kauwhata & Districts Information & Support Centre has been prepared according to generally accepted accounting practice in New Zealand as determined by the External Reporting Board.

The Charitable trust is involved in providing Community Information & Support Services.

Statement of Compliance and Basis of Preparation

The entity 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 Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

The accounting principles recognised as appropriate for the measurement and reporting of the Statement of Financial Performance and Statement of Financial Position on a historical cost basis are followed by charitable trust, 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 Statement of Financial Performance and Statement of Financial Position have been applied:

Revenue Recognition

Revenue is recognised when goods are despatched to the customer or services provided to the customer. Grants and Donations are recognised when received.

Inventories

Inventories are recognised at lower of cost and net realisable value, determined on a first-in first-out basis.

Trade Receivables

Trade Receivables are recognised at estimated realisable value.



Property, Plant & Equipment

Property, plant and equipment is recognised at cost less aggregate depreciation. Historical cost includes expenditure directly attributable to the acquisition of assets, and includes the cost of replacements that are eligible for capitalisation when these are incurred.

All other repairs and maintenance are recognised as expenses in the Statement of Financial Performance in the financial period in which they are incurred.

Depreciation has been calculated using the maximum rates permitted by the Income Tax Act 2007.

The following estimated depreciation rates/useful lives have been used:

Buildings	0.0%
Land	0.0%
Plant & Equipment	12.0% to 40.0%
Furnishings	9.5% to 18.0%
Motor Vehicles	0.00% to 30.0%

Gains and losses on disposal of fixed assets are taken into account in determining the net result for the year.

Income Tax

Under Section CW 42 of the Income Tax Act 2007, the Entity is exempt from taxation as a non profit organisation. The Entity is registered under the Charities Commission.

Goods and Services Tax (GST)

Revenues and expenses have been recognised in the performance report 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. Charitable trust is registered for GST.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.



Notes to the Performance Report

Te Kauwhata & Districts Information & Support Centre For the year ended 31 March 2021

	2021	2020
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
DISC		
COGS - Operational Costs	8,000	12,000
Co	-	5,000
Co	2,000	-
Do	14,078	4,968
Do	2,880	723
FA	14,299	9,749
Fa	3,400	-
Fa	870	-
Fa	650	-
Fa	1,770	-
NZ	-	30,000
TH	5,800	6,779
Tim	500	-
Tr	20,000	20,000
W	15,000	15,000
Total DISC	89,247	104,218
Budget Service Te Kauwhata		
FACS - Budget Service Te Kauwhata	16,550	7,070
Total Budget Service Te Kauwhata	16,550	7,070
Budget Service Meremere		
FACS - Budget Service Meremere	6,126	3,024
Total Budget Service Meremere	6,126	3,024
Children's Day		
DV Bryant Trust	-	2,000
Grants & Donations	-	2,857
Te Kauwhata Water Association	1,800	-
Total Children's Day	1,800	4,857
Community Car		
Grants & Donations	4,372	4,431
Waikato District Health Board	10,886	12,843
Total Community Car	15,257	17,274



	2021	2020
Counselling Clinic		
Grants & Donations	3,150	1,080
Ha	-	5,000
NZ	15,000	-
Pi	8,755	1,488
Total Counselling Clinic	26,905	7,568
Strengthening Families		
FACS - Strengthening Families	36	2,129
Total Strengthening Families	36	2,129
Main Street Building		
Grants Refunded	2	-
Grants & Donations	-	48,124
Total Main Street Building	2	48,124
Toi Ako Arts Programme		
DV Bryant Trust	2,000	-
Grants & Donations	14,306	900
The Trusts Community Foundation - Toi Ako Arts Programme	3,800	-
Waikato District Council	20,320	7,500
Total Toi Ako Arts Programme	40,426	8,400
Total Donations, fundraising and other similar revenue	196,349	202,663
Fees, subscriptions and other revenue from members		
Luncheon Club		
Luncheon Fees	1,122	2,791
Raffles & Sundry	464	672
Total Luncheon Club	1,585	3,464
Total Fees, subscriptions and other revenue from members	1,585	3,464
Revenue from providing goods or services		
DISC		
Administration Fees - Community Car	6,000	6,000
Administration Fees - Main Street	6,000	10,000
Room Hireage	1,270	1,092
Total DISC	13,270	17,092
Frozen Meals		
Frozen Meals	4,911	4,973
Total Frozen Meals	4,911	4,973
Main Street Building		
Rental Income	15,217	9,130
Total Main Street Building	15,217	9,130



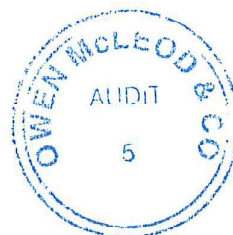
	2021	2020
Toi Ako Arts Programme		
Attendance Fees	4,839	3,954
Total Toi Ako Arts Programme	4,839	3,954
Total Revenue from providing goods or services	38,237	35,149
Interest, dividends and other investment revenue		
DISC		
Interest Received	72	139
Interest Received - IRD Use of Money	1	3
Total DISC	73	142
Total Interest, dividends and other investment revenue	73	142
	2021	2020

2. Analysis of Expenses

Expenses related to public fundraising		
DISC		
Fashion Show Expenses	591	-
Total DISC	591	-
Total Expenses related to public fundraising	591	-
Volunteer and employee related costs		
DISC		
ACC Levies	266	178
Wa [REDACTED]	88,881	92,446
Wa [REDACTED]	1,320	253
Total DISC	90,467	92,877
Budget Service Te Kauwhata		
Staff Training & Conferences	40	-
Wages	790	1,660
Total Budget Service Te Kauwhata	830	1,660
Budget Service Meremere		
Wages	115	339
Total Budget Service Meremere	115	339
Total Volunteer and employee related costs	91,412	94,875



	2021	2020
Costs related to providing goods or services		
DISC		
Administration Expenses - Client Travel & Support	-	21
Administration Expenses - Meeting Travel	-	87
Advertising & Promotion	159	52
Catering	138	231
Doctor Visits	281	200
Electricity	1,737	1,844
Foodbank Purchases	5,095	4,553
Minor Equipment Purchases	-	436
Total DISC	7,410	7,425
Budget Service Te Kauwhata		
Foodbank Purchases	269	1,879
Insurance	392	382
Staff Training & Conferences	-	513
Total Budget Service Te Kauwhata	662	2,774
Budget Service Meremere		
Foodbank Purchases	100	1,274
Travelling Expenses	-	130
Travelling Expenses	69	-
Total Budget Service Meremere	169	1,404
Children's Day		
Activity Expenses - Entertainment	840	4,672
Refreshments - Food & Drink	-	1,097
Total Children's Day	840	5,769
Community Car		
Administration Expenses	6,000	6,000
Fuel & Oil	2,809	3,667
Insurance	1,797	1,188
Motor Vehicle Expenses	1,511	319
Motor Vehicle Expenses - Personal Vehicles	120	262
Repairs - Community Car	-	783
Total Community Car	12,238	12,219
Counselling Clinic		
Tutor Expenses	20,925	16,200
Total Counselling Clinic	20,925	16,200
Frozen Meals		
Opening Stock - Frozen Meals	574	131
Purchases - Frozen Meals	4,730	6,123
Closing Stock - Frozen Meals	(70)	(574)
Total Frozen Meals	5,234	5,680



	2021	2020
Luncheon Club		
Room & Hall Hire	70	191
Purchases - Food	686	1,597
Raffles	82	206
Total Luncheon Club	837	1,995
Main Street		
Administration Fees	6,000	10,000
Insurance - Main Street	2,053	2,043
Presentation and Grants	14,687	-
Rates - Land	1,276	1,642
Rates - Water	5	84
Repairs and Maintenance	657	632
Valuation Fees	800	-
Total Main Street	25,478	14,400
Toi Ako Arts Programme		
Facilitator Costs	11,425	6,184
General Expenses	74	-
Materials	3,724	3,086
Room & Hall Hire	6,020	961
Tutor Expenses	15,036	6,515
Total Toi Ako Arts Programme	36,280	16,747
Total Costs related to providing goods or services	110,072	84,614
Other expenses		
DISC		
Accountancy Fees	4,363	4,798
Audit Fee	1,800	1,850
Bank Fees & Charges	243	202
Computer Maintenance & Expenses	2,782	126
Depreciation	3,246	4,560
Donations - Deductible	200	-
Entertainment Expenses	496	1,013
General Expenses & Contingencies	787	650
Insurance	2,698	3,136
Interest - IRD Use of Money	-	-
IRD Late Payment Penalties	-	2
Legal Fees - Deductible	-	4,011
Printing & Stationery	1,917	2,347
Rates	2,702	2,640
Repairs & Maintenance - Buildings	287	1,063
Repairs & Maintenance - Furniture & Fittings	1,511	-
Repairs & Maintenance - General	631	276
Water Rates	70	51



Telephone & Tolls	2,736	2,204
Total DISC	26,470	28,929
Total Other expenses	26,470	28,929
	2021	2020

3. Analysis of Assets

Bank accounts and cash

Cash Balances

Cash on Hand - DISC	80	216
Cash on Hand - Luncheon	40	40
Total Cash Balances	120	256

Bank Account Balances

Cheque Account	159,667	164,723
Total Bank Account Balances	159,667	164,723

Total Bank accounts and cash	159,787	164,979
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Debtors and prepayments

Accounts Receivable

Trade Debtors	2,831	1,035
Total Accounts Receivable	2,831	1,035

Prepayments

Prepayments	2,309	2,382
Total Prepayments	2,309	2,382

Total Debtors and prepayments	5,140	3,416
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Inventory

Stock on Hand

Stock on Hand - Frozen Meals	70	574
Total Stock on Hand	70	574

Total Inventory	70	574
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2021 2020

4. Analysis of Liabilities

Creditors and accrued expenses

Accounts Payable

Trade Creditors	11,415	7,822
Total Accounts Payable	11,415	7,822

Other Payables & Accruals

Accrued Expenses	2,070	1,840
Total Other Payables & Accruals	2,070	1,840

Total Creditors and accrued expenses	13,485	9,662
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	2021	2020
Employee costs payable		
Employee Cost Payable	6,414	-
Total Employee costs payable	6,414	-
Unused donations and grants with conditions		
Grants in Advance	1,594	-
Total Unused donations and grants with conditions	1,594	-
Other current liabilities		
GST	757	2,901
Total Other current liabilities	757	2,901

5. Property, Plant & Equipment

This Year					
Asset Class	Opening Carrying Amount	Purchases	Sales and Disposals	Current Year Depreciation & Impairment	Closing Carrying Amount
Land	186,730				186,730
Buildings	243,627	23,621			267,248
Furnishings	1,594			186	1,408
Motor Vehicles	10,142			3,042	7,100
Plant & Equipment	12	983		18	977
Total	442,105	24,604		3,246	463,463

Last Year					
Asset Class	Opening Carrying Amount	Purchases	Sales and Disposals	Current Year Depreciation & Impairment	Closing Carrying Amount
Land	176,730	10,000			186,730
Buildings	166,561	77,066			243,627
Furnishings	1,806			212	1,594
Motor Vehicles	14,487	1		4,346	10,142
Plant & Equipment	14			2	12
Total	359,598	87,067		4,560	442,105



Significant Donated Assets Recorded

A 2017 Ford Eco Sport motor vehicle was donated by Rural Women New Zealand Incorporated - Te Kauwhata in October 2018. The original cost price in August 2017 was \$25,051 and has been valued at \$17,035 based upon a depreciated cost price basis. The vehicle is used to provide community transport services under contract to the Waikato District Health Board.

A 2015 Nissan Pulsar motor vehicle was donated by Graham Thomas in April 2019.

The property at 2 Main Street, Te Kauwhata was transferred from Te Kauwhata Community Association Inc. on 30 September 2019. The property has been recorded at the written down value from the Te Kauwhata Community Association financial reports dated 31 March 2019.

	2021	2020
6. Accumulated Funds		
Accumulated Funds		
Opening Balance	598,510	565,510
Accumulated surpluses or (deficits)	7,700	33,000
Total Accumulated Funds	606,210	598,510
Total Accumulated Funds	606,210	598,510

7. Commitments

There are no commitments as at 31 March 2021. (Last year - nil).

8. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2021. (Last year - nil).

9. Related Parties

Mr Nelson is the Chairperson of the Te Kauwhata & Districts Information & Support Centre Inc. (DISC) Executive. His wife (Mrs JA Nelson) was appointed as an employee of the DISC on 16th February 2018 and continues to be employed.

10. Events After the Balance Date

There were no events that have occurred after the balance date that would have a significant impact on the Performance Report.

11. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

