

Agenda for a meeting of the Discretionary & Funding Committee to be held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 8 AUGUST 2016** commencing at **9.00am**.

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.

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GJ Ion

CHIEF EXECUTIVE

Agenda2016\D&F\160808 D&F OP.dot

Open Meeting

| | |
|---------------------------------|--|
| To | Discretionary & Funding |
| From | GJ Ion Chief Executive or General Manager |
| Date | 9 May 2016 |
| Prepared by | LM Wainwright Committee Secretary |
| Chief Executive Approved | Y |
| DWS Document Set # | 1513067 |
| Report Title | Confirmation of Minutes |

1. EXECUTIVE SUMMARY

To confirm the minutes of a meeting of the Discretionary & Funding Committee held on Monday 9 May 2016.

2. RECOMMENDATION

THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 9 May 2016 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

D&F Minutes 9 May 2016

MINUTES of a meeting of the Discretionary & Funding Committee held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 9 MAY 2016** commencing at **9.01 am.**

Present:

Cr SD Lynch (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr JA Church
Cr WD Hayes
Cr RC McGuire
Cr MR Solomon

Attending:

Cr DW Fulton
Cr NMD Smith
Mr TW Whittaker (General Manager Strategy & Support)
Ms L Van den Bemd (Community Development Co-ordinator)
Mrs LM Wainwright (Committee Secretary)
Mrs W Wright (Committee Secretary)
Ms C Grant (Tamahere Playcentre)
Ms K Duggan (Tamahere Playcentre)
Mr W Silvester (David Johnstone Pukemokemoke Bush Trust)
Mr B Owen (Anglican Parish of Bombay Pokeno)
Ms M Huirama-Tamati (Mai Uenuku ki te Whenua Marae)
Ms I-J Huirama (Mai Uenuku ki te Whenua Marae – support person)
Mr L Rapana (Matangi Hillcrest Sports Club Inc)
Ms S Sattrup (Ruawaro Combined School)
Mrs K Miles (Wakatoo Boxing Club Inc)
Mr G Booth (Puketaha Primary School)
Mrs J Calambuhay (Couple for Christ (New Zealand) Global Mission Inc)
Ms K Tali (Te Whare Whakau Trust)
Ms N Harris (Te Whare Whakau Trust)
Mr D Clark (Te Whare Whakau Trust)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Church/Hayes)

THAT an apology be received from and leave of absence granted to Cr Costar.

CARRIED on the voices

D&FI605/01

CONFIRMATION OF STATUS OF AGENDA ITEMS

Resolved: (Crs McGuire/Church)

THAT the agenda for a meeting of the Discretionary & Funding Committee held on Monday 9 May 2016 be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

D&F1605/02

DISCLOSURES OF INTEREST

There were no conflicts of interest declared.

D&F1605/03

CONFIRMATION OF MINUTES

Resolved: (Crs Hayes/McGuire)

THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 14 March 2016 be confirmed as a true and correct record of that meeting.

CARRIED on the voices

D&F1605/04

MATTERS ARISING FROM THE MINUTES

There were no matters arising from the minutes.

D&F1605/05

REPORTS

Summary of Movements in Discretionary Funds to 26 April 2016
Agenda Item 6.1

Resolved: (Crs McGuire/Church)

THAT the report from the General Manager Strategy & Support – *Summary of Movements in Discretionary Funds to 26 April 2016* – be received.

CARRIED on the voices

D&F1605/06/1

Summary of Current Grant Requests as at 28 April 2016
Agenda Item 6.2

Resolved: (Cr McGuire/Solomon)

THAT the report from the General Manager Strategy & Support – *Summary of Current Grant Requests as at 28 April 2016* – as amended be received.

CARRIED on the voices

D&F1605/06/2

APPLICATIONS FOR FUNDING – RURAL WARD

Application for Funding – Tamahere Playcentre
Agenda Item 7.1

Ms Grant and Ms Duggan gave a verbal presentation and answered questions of the committee.

Application for Funding – David Johnstone Pukemokemoke Bush Trust
Agenda Item 7.2

Mr Silvester gave a verbal and powerpoint presentation and answered questions of the committee.

Application for Funding – The Anglican Parish of Bombay Pokeno
Agenda Item 7.3

Mr Owen gave a verbal presentation and answered questions of the committee.

Application for Funding – Mai Uenuku ki te Whenua Marae
Agenda Item 7.4

Ms Huirama-Tamati gave a verbal presentation and answered questions of the committee.

Application for Funding – Matangi Hillcrest Sports Club
Agenda Item 7.5

Mr Rapana gave a verbal presentation and answered questions of the committee.

Application for Funding – Ruawaro Combined School
Agenda Item 7.6

Ms Sattrup gave a verbal presentation and answered questions of the committee.

FUNDING APPLICATIONS – EVENTS

Application for Funding – Wakatoo Boxing Club Inc
Agenda Item 8.1

Mrs K Miles gave a verbal presentation and answered questions of the committee.

Application for Funding – Puketaha Primary School
Agenda Item 8.2

Mr G Booth gave a verbal presentation and answered questions of the committee.

Application for Funding – Couple for Christ (New Zealand) Global Mission Incorporated
Agenda Item 8.3

Mrs Calambuhay gave a verbal and powerpoint presentation and answered questions of the committee.

Application for Funding – Te Whare Whakau Trust
Agenda Item 8.4

Ms Tali, Ms Harris and Mr Clark gave a verbal presentation and answered questions of the committee.

The meeting adjourned at 11.03am and resumed at 11.12am.

APPLICATIONS FOR FUNDING – RURAL WARD (CONTINUED)

Application for Funding – Tamahere Playcentre
Agenda Item 7.1

Resolved: (Crs Lynch/McGuire)

THAT the report from the General Manager Strategy & Support – *Application for Funding – Tamahere Playcentre* – be received;

AND THAT an allocation of \$1,922.84 is made towards the cost of Phase 2 of their project to extend the Tamahere Playcentre building.

CARRIED on the voices

D&F1605/07/1

Application for Funding – David Johnstone Pukemokemoke Bush Trust
Agenda Item 7.2

Resolved: (Crs Lynch/McGuire)

THAT the report from the **General Manager Strategy & Support – Application for Funding – David Johnstone Pukemokemoke Bush Trust** – be received;

AND THAT an allocation of \$3,200.00 is made towards the cost of building a 360m long raised boardwalk.

CARRIED on the voices

D&F1605/07/2

Application for Funding – The Anglican Parish of Bombay Pokeno
Agenda Item 7.3

Resolved: (Crs Lynch/McGuire)

THAT the report from the **General Manager Strategy & Support – Application for Funding – the Anglican Parish of Bombay Pokeno** – be received;

AND THAT an allocation of \$2,650.00 is made towards the cost of restoring the joint grave of Harriet Johnston and Francis William Pyne and the unveiling of the restored monument.

CARRIED on the voices

D&F1605/07/4

Application for Funding – Mai Uenuku ki te Whenua Marae
Agenda Item 7.4

Resolved: (Crs Lynch/McGuire)

THAT the report from the **General Manager Strategy & Support – Application for Funding – Mai Uenuku ki te Whenua Marae** – be received;

AND THAT an allocation of \$1,000.00 is made towards the cost of developing a Tamainupo Resource Booklet.

CARRIED on the voices

D&F1605/07/5

Application for Funding – Matangi Hillcrest Sports Club
Agenda Item 7.5

Resolved: (Crs Lynch/McGuire)

THAT the report from the General Manager Strategy & Support – *Application for Funding – Matangi Hillcrest Sports Club* – be received;

AND THAT an allocation of \$4,462.00 is made towards the cost of upgrading the sports facilities plumbing.

CARRIED on the voices

D&F1605/07/6

Application for Funding – Ruawaro Combined School
Agenda Item 7.6

Resolved: (Crs Lynch/McGuire)

THAT the report from the General Manager Strategy & Support – *Application for Funding – Ruawaro Combined School* – be received;

AND THAT an allocation of \$1,270.50 is made to the Ruawaro Combined School towards the cost of purchasing a roller system required to operate the protection cover over the school's pool.

CARRIED on the voices

D&F1605/07/7

FUNDING APPLICATIONS – EVENTS (CONTINUED)

Application for Funding – Wakatoo Boxing Club Inc
Agenda Item 8.1

Resolved: (Cr Hayes/His Worship the Mayor)

THAT the report from the General Manager Strategy & Support – *Application for Funding – Wakatoo Boxing Club Inc* – be received;

AND THAT an allocation of \$1,973.00 is made towards the cost of hosting a boxing tournament.

CARRIED on the voices

D&F1605/08/1

Application for Funding – Puketaha Primary School
Agenda Item 8.2

Resolved: (Cr McGuire/His Worship the Mayor)

THAT the report from the General Manager Strategy & Support – *Application for Funding – Puketaha Primary School* – be received;

AND THAT an allocation of \$4,863.00 is made towards the cost of hiring a marquee for the Puketaha School Centenary dinner and dance.

CARRIED on the voices

D&F1605/08/2

Application for Funding – Couple for Christ (New Zealand) Global Mission Incorporated
Agenda Item 8.3

Resolved: (His Worship the Mayor/Cr Solomon)

THAT the report from the General Manager Strategy & Support – *Application for Funding - Couple for Christ (New Zealand) Global Mission Incorporated* – be received;

AND THAT an allocation of \$5,500.00 is made towards the cost of transporting participants during their bi-annual Youth for Christ National Conference.

CARRIED on the voices

D&F1605/08/3

Application for Funding – Te Whare Whakau Trust
Agenda Item 8.4

Resolved: (Crs Church/Solomon)

THAT the report from the General Manager Strategy & Support – *Application for Funding – the Te Whare Whakau Trust* – be received;

AND THAT an allocation of \$3,975.00 is made towards the cost of the fun run and walk event.

CARRIED on the voices

D&F1605/08/4

11

There being no further business the meeting was declared closed at 11.58pm.

Minutes approved and confirmed this day of 2016.

SD Lynch
CHAIRPERSON
Minutes2016/D&F/160509 D&F Minutes

Open Meeting

| | |
|---------------------------------|--|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 27 July 2016 |
| Prepared by | Julienne Calambuhay Management Accountant |
| Chief Executive Approved | Y |
| DWS Document Set # | 1570081 |
| Report Title | Summary of Movements in Discretionary Funds to 30 June 2016 |

1. EXECUTIVE SUMMARY

To present to the Committee a summarised report giving balances of all discretionary funds including commitments as at 30 June 2016.

2. RECOMMENDATION

THAT the report from the General Manager Strategy & Support be received.

3. ATTACHMENTS

Summary of Movements in Discretionary Funds to 30 June 2016

EVENTS MANAGEMENT FUND

| | PR | 2CE21000 |
|---|----|-------------------------|
| 2015/2016 Annual Plan | | 33,286.00 |
| Carry forward from 2014/2015 | | 28,160.00 |
| Total Funding | | <u><u>61,446.00</u></u> |
| Expenditure | | |
| 22-Apr-15 Raglan Community Arts Council - refund for Snow on the Beach event | | (1,800.00) |
| 23-Jul-15 Art @ the Port- cost of Matariki @the Port kite making workshop and event | | 1,034.00 |
| 05-Aug-15 Te Kowhai Hall Society Inc. - towards cost of Anzac Day 100 year commemoration | | 5,500.00 |
| 05-Aug-15 Te Kauwhata & District Information and Support Centre - towards cost of workshops for a youth holiday programme | | 962.22 |
| 03-Aug-15 Te Kauwhata & District Information and Support Centre - towards cost of observing National Children's Day in March 2015 | | 1,000.00 |
| 05-Aug-15 Twin Rivers Community Arts Council (Ngaruawahia) Inc. - cost of Matariki Story Telling Festival | | 2,000.00 |
| 26-Aug-15 Ngaruawahia Community House- Xmas @ the Point | | 2,950.00 |
| 28-Aug-15 Raglan Community House Society Inc. - towards the cost of the Summer Santa event | | 500.00 |
| 31-Aug-15 Counties Distance Riding Club - hosting three horse riding events | | 900.00 |
| 01-Sep-15 Word Café Raglan - Raglan literature festival | | 1,000.00 |
| 20-Nov-15 Ngaruawahia Community House - cost of hosting a Picnic @ the Point event | | 4,251.28 |
| 20-Nov-15 Te Kauwhata Community Events Inc. - cost of the Te Kauwhata Christmas parade | | 2,093.20 |
| 28-Dec-15 Raglan Community Arts Council - cost of the Raglan Arts Weekend 2016 event | | 2,000.00 |
| 30-Mar-16 Raglan Returned and Services Asso - towards the Anzac Day Ceremony in April 2016 | | 1,800.00 |
| 14-Mar-16 Ngaruawahia RSA Memorial Club Inc. towards the cost of installing and removing the ANZAC commemorative flags | | 1,500.00 |
| 05-Apr-16 Turangawaewae Marae Committee - towards the cost of the 121st annual regatta event | | 7,500.00 |
| 15-Apr-16 Onewhero Society of Performing Arts towards the cost of the theatre performance called The Vicar of Dibley | | 1,356.75 |
| 25-May-16 Wakatoo Boxing Club Inc - cost of hosting a boxing tournament | | 1,973.00 |
| 09-Jun-16 Let's Get Together Huntly - towards the cost of hosting the biannual Huntly Wearable Arts event | | 4,205.96 |
| 15-Jun-16 Couples for Christ (New Zealand) Global Mission Inc - cost of transporting participants during their bi-annual Youth for Christ National Conference | | 5,500.00 |
| 09-May-16 Te Whare Whakau Trust - towards cost of the fun run and walk event | | 3,975.00 |
| 15-Jun-16 Puketaha Primary School - cost of hiring a band for the Puketaha School Centenary dinner and dance | | 4,863.00 |
| Total Expenditure | | <u>55,064.41</u> |
| Income | | |
| Total Income | | <u>-</u> |
| Net Expenditure | | <u>55,064.41</u> |
| Net Funding Remaining (Excluding commitments) | | <u><u>6,381.59</u></u> |
| Commitments | | |
| Total Commitments | | <u>-</u> |
| Net Funding Remaining (Including commitments) as of 30 June 2016 | | <u><u>6,381.59</u></u> |

Summary of Current Grant Requests as of 30 June 2016
Funding Round 08 August 2016
Discretionary & Funding Committee

Event Fund

| | |
|---|------------------|
| Balance after existing Commitments - 30 June 2016 | 6,382.00 |
| Annual Plan Budget 2016-2017 | 38,286.00 |
| | <u>44,668.00</u> |

| Projects Requested | Amount | | NOTES |
|--|------------------|---------------------|--------------|
| | Requested | Project Cost | |
| Waikato Rocks Trust - summer and dance festival | 4,347.82 | 21,569.57 | |
| Raglan Community Arts Council - cost of advertising and marketing for the Raglan Arts Weekend | 2,555.00 | 14,997.50 | |
| Onewhero School Reunion Committee - cost of hireage and delivery of the marquee, trestle tables and lighting for the 125th year school reunion | 5,000.00 | 12,000.00 | |
| Te Whakaruruhau 2013 Inc - cost of advertising and promotional resources required for the campaign events for promoting awareness for women's refuge | 2,465.50 | 2,465.50 | |
| Port Waikato Community Hall Committee - cost of hiring the hall, band, security and the refreshments for music and dance event | 1,270.00 | 1,270.00 | |
| | <u>15,638.32</u> | <u>52,302.57</u> | |

Rural Ward Fund

| | |
|---|------------------|
| Balance after existing Commitments - 30 June 2016 | 19.82 |
| Annual Plan Budget 2016-2017 | 30,963.00 |
| | <u>30,982.82</u> |

| Projects Requested | Amount | |
|---|------------------|---------------------|
| | Requested | Project Cost |
| Waitetuna School - cost of the upgrading the administration block | 5,000.00 | 192,697.84 |
| Whitikahu Hall Committee - six new net posts, three new nets and centre tie downs | 5,000.00 | 60,633.00 |
| Queens Redoubt Trust - cost of installing a new toilet amenity | 4,232.17 | 4,658.16 |
| Mangatawhiri & Districts Preschool & Playgroup - new shade protection cover | 4,300.00 | 4,300.00 |
| Golden Beads Charitable Trust - Waikato | | |
| Montessori Education Centre - covered awning for the junior year 6 – 12 classroom | 2,097.64 | 3,597.64 |
| | <u>20,629.81</u> | <u>265,886.64</u> |

Note: grants up to \$5000 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 \$5000 a funding cap of 75% of the total project cost applies (whichever is the greater). The total amount granted is at the discretion of the committee/board to which the grant is assigned.

RURAL WARD DISCRETIONARY FUND 2015/16

| | GL | 1.202.1704 |
|---|----|-------------------------|
| 2015/16 Annual Plan | | 30,963.00 |
| Carry forward from 2014/15 | | 43,105.00 |
| Total Funding | | <u><u>74,068.00</u></u> |
| Expenditure | | |
| 31-May-15 John Rakells - Ohinewai Tennis Club block wall for the tennis court | | 2,448.70 |
| 30-Jun-15 Te Kauwhata Rugby Sports Club - towards cost of entrance way upgrade | | 4,000.00 |
| 31-May-15 Mangatawhiri & Districts Pre-school/Playgroup - upgrading the playground sandpit | | 2,000.00 |
| 31-Aug-15 Maramarua Primary School - cost of running the school poo for community use | | 500.00 |
| 04-Sep-15 Queens Redoubt Trust - purchasing new technology equipment for the Trust's new visitors centre | | 1,463.48 |
| 15-Sep-15 Waingaro Pony Club - upgrading the show jump and dressage area with new equipment | | 3,000.00 |
| 20-Oct-15 Hukanui Golf Club Inc. - upgrading the floor areas inside the Clubrooms | | 3,500.00 |
| 30-Oct-15 Mangatawhiri & Districts Pre-school/Playgroup - return of funds | | (595.09) |
| 23-Nov-15 Districts Messenger Committee - cost of upgrading the computer equipment required to collate the Committee's monthly newspaper | | 2,239.22 |
| 16-Dec-15 Native Forest Restoration Trust - cost of a new car parking area at the Ed Hillary Hope Reserve in Waitetuna | | 5,000.00 |
| 12-Dec-15 Gordonton Tennis Club - cost of upgrading the tennis courts | | 5,859.25 |
| 16-Dec-15 Newstead Model School - cost of installing a shade sail cover for the tennis court area | | 6,000.00 |
| 09-May-16 Karioitahi Community Centre - towards the cost of purchasing new tables, chairs and curtains for the community centre | | 4,267.95 |
| 23-May-16 Pokeno Community Hall Committee - towards the cost of purchasing new tables and chairs for the community hall | | 7,000.00 |
| 31-May-16 David Johnstone Pukemokemoke Bush Trust - grant for a 360m long raised boardwalk | | 3,200.00 |
| 09-Jun-16 Waikare Golf Club - cost of painting the exterior of the clubhouse | | 2,000.00 |
| 22-Apr-16 Glen Afton Citizens Sports Club - towards the cost of upgrading and replacing the main entrance doors leading into the clubrooms | | 3,859.33 |
| 14-Jun-16 Mai Uenuku ki te Whenua Marae - developing a Tamainupo Resource Booklet and hosting a weekend Wahanga where participants will use the booklet as part of their learning | | 1,000.00 |
| Total Expenditure | | <u><u>56,742.84</u></u> |
| Total Income | | - |
| Net Expenditure | | <u><u>56,742.84</u></u> |
| Net Funding Remaining (Excluding commitments) | | <u><u>17,325.16</u></u> |
| Commitments | | |
| 10-Aug-15 Te Kauwhata & Districts Historical Museum - cost of replacing the roof on the Homestead Rise Museum building (D&FI 508/09/2) | | 3,000.00 |
| 14-Mar-16 Woodlands Historic Homestead, Gardens and Function Centre - towards the cost of purchasing a new water fountain feature (D&FI 603/09/3) | | 4,000.00 |
| 09-May-16 Tamahere Playcentre building - towards the cost of Phase 2 to extend the playcentre (D&FI 605/07/1) | | 1,922.84 |
| 09-May-16 Angilcan Parish of Bombay Pokeno - cost of restoring the joint grave of Harriet Johnston and Francis William Pyne and unveiling the restored monument (D&FI 605/07/4) | | 2,650.00 |
| 09-May-16 Matangi Hillcrest Sports Club - upgrading the sports facilities plumbing (D&FI 605/07/6) | | 4,462.00 |
| 09-May-16 Ruawaro Combined School - purchasing a roller system required to operate the | | 1,270.50 |

RURAL WARD DISCRETIONARY FUND 2015/16

protection cover over the school's pool (D&F1605/07/7)

Total Commitments

17,305.34

Net Funding Remaining (Including commitments) as of 30 June 2016

19.82

**Summary of Movements in Discretionary Funds
As of 30 June 2016**

| | Carry Forward 2014/15 | Annual Plan Budget 2015/16 | Plus Income 2015/16 | Less Expenditure 2015/16 | Net Funding Remaining 2015/16 | Less Commitments 2015/16 | Funding Remaining after Commitments |
|------------------------|----------------------------------|---|------------------------------------|---|--|---|--|
| Rural Ward | 43,105.00 | 30,963.00 | - | 56,742.84 | 17,325.16 | 17,305.34 | 19.82 |
| Huntly | 24,494.00 | 24,026.00 | - | 22,247.95 | 26,272.05 | 17,000.00 | 9,272.05 |
| 1 Meremere | 18,290.00 | 6,325.00 | 1,155.87 | 18,744.46 | 7,026.41 | 650.00 | 6,376.41 |
| Ngaruawahia | 31,885.00 | 20,999.00 | 2,000.00 | 3,270.96 | 51,613.04 | 49,025.00 | 2,588.04 |
| Onewhero Tuakau | 30,257.00 | 28,878.00 | - | 28,479.32 | 30,655.68 | 28,754.06 | 1,901.62 |
| Raglan | 11,730.00 | 14,271.00 | - | 19,282.88 | 6,718.12 | 2,200.00 | 4,518.12 |
| Taupiri | 6,076.00 | 1,624.00 | 644.25 | 500.00 | 7,844.25 | 500.00 | 7,344.25 |
| 2 Te Kauwhata | 64,986.00 | 11,139.00 | - | 12,038.24 | 64,086.76 | 62,686.00 | 1,400.76 |
| Mayoral | 3,271.00 | 8,000.00 | - | 8,887.86 | 2,383.14 | - | 2,383.14 |

1 Meremere budget inclusive of budget for salaries of \$4,775

2 Te Kauwhata budget inclusive of budget for salaries of \$6,941

Open Meeting

| | |
|---------------------------------|--|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 25 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565519 |
| Report Title | Project Accountability Forms |

I. EXECUTIVE SUMMARY

The purpose of this report is to present the project accountability forms for projects that have been approved for grant funding by the Committee. This is the second of a bi annual report to the Committee. The respective forms are attached to the report.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT the Committee notes that the following amounts have been spent:

- \$ 2,000.00 by Raglan Community Arts Council for the Raglan Arts Trail Weekend;
- \$3,000.00 by Waingaro Pony Club for new dressage and show jumping equipment;
- \$7,500.00 by Turangawaewae Marae Committee for the Regatta event;
- \$1,500.00 Ngaruawahia RSA Memorial Club for ANZAC flags.

3. APPENDICES

4. Raglan Community Arts Council
3. Waingaro Pony Club
2. Turangawaewae Marae Committee
1. Ngaruawahia RSA Memorial Club



RECEIVED

20
25 JUL 2016



Waikato District Council

Funding Project Accountability

All successful applicants must complete a project accountability report within 2 months of the completion of the event/project before being eligible for further funding.

Grant received from Waikato District Council (event) committee/board

Organisation/ Initiative name Ngamauvelia RSA Memorial Club

Postal address PO Box 74, Ngamauvelia

Physical address 4 Market St, Ngamauvelia

Contact person Hendy Drenth Phone 07 824 8905

Amount of funding you received from Waikato District Council \$ 1500 -

How the funding received was spent event Field of Remembrance Street
Flags.

Please provide receipts for all associated cost.

When did your event/project take place 1st April - 30th April

How many people attended your event/project 50 on the day

Comment on the success of your event/project and describe the benefits for those involved:

This is the third year the Field has been
erected. It pays tribute to all the soldiers that
left Ngamauvelia for World War One.

How did your project contribute to the community's wellbeing (ie social, economic, environmental and/or cultural wellbeing) (See overleaf)

The Field provides an opportunity to remember, and grieve
for all the soldiers who left our community for WWII.
It serves as a reminder of the casualties of war
and both young & old.

Which of the nine Community Outcomes for the Waikato District did this project contribute to and how: (See Information below)

Active - open viewing -
Vibrant - historical remembrance
Social + Cultural -

I hereby declare that the information supplied here on behalf of our organisation is correct. We understand that the information supplied in this application will become public information. We consent to the Waikato District Council collecting the personal contact details provided in the project report and using these details. This consent is given in accordance with the Privacy Act 1993.

Name Merly Diamond

Position in organisation Manager

Signature [Signature] Date 13.6.16

WAIKATO DISTRICT - COMMUNITY OUTCOMES

ACCESSIBLE WAIKATO - A district where the community's access to infrastructure, transport and technology meets its needs.

ACTIVE WAIKATO - A district that provides a variety of recreation and leisure options for the community.

EDUCATED WAIKATO - A district where education options are varied, and allow our community to be skilled for work and life.

GREEN WAIKATO - A district where our natural resources are protected, developed and enhanced for future generations.

SAFE WAIKATO - A district where people feel safe and supported within their communities, and where crime is under control.

SUSTAINABLE WAIKATO - A district where growth is effectively managed.

THRIVING WAIKATO - A district where business and industry are encouraged and supported and employment contributes to a successful local economy.

VIBRANT WAIKATO - A district where our heritage and culture are recognised, protected and celebrated.

WELL WAIKATO - A district where people can access quality community health and care services.

WAIKATO DISTRICT - COMMUNITY WELLBEINGS

SOCIAL - The Royal Commission on Social Policy defined 'social well being' as concerned with ensuring people have 'a voice in their future, choice in their lives, and a sense of belonging that affirms their dignity and identity'.

ECONOMIC

Examples of the types of impacts and activities include:

- the allowable use of land through the District Plan
- the provision of infrastructure and regulation of certain activities
- the establishment of, and support for, a regional tourism organisation

CULTURAL - For the Ministry for Culture and Heritage, cultural well-being is defined as: The vitality that communities and individuals enjoy through:

- participation in recreation, creative and cultural activities; and the freedom to retain, interpret and express their arts, history, heritage and traditions.

ENVIRONMENTAL - Environmental wellbeing under the LGA is defined by what environmental outcomes your community wants to achieve, and how they prioritise the actions to achieve them

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■ publicenquiries@waikato.govt.nz

■ www.waikatodistrict.govt.nz

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Postal Address

Waikato District Council
Private Bag 544
Ngaruawahia 3742

Huntly Office

142 Main Street
Huntly

Ngaruawahia Office

15 Galileo Street
Ngaruawahia

Raglan Office

7 Bow Street
Raglan

Te Kauwhata Office

1 Main Road
Te Kauwhata

Tuakau Office

2 Dominion Road
Tuakau



Waikato District Council



Funding Project Accountability

All successful applicants must complete a project accountability report within 2 months of the completion of the event/project before being eligible for further funding.

Grant received from ___ COUNCIL DISCRETIONARY & FUNDING COMMITTEE ___ committee/board
 Organisation/ Initiative name ___ TURANGAWAEWAE REGATTA ___
 Postal address ___ P O BOX 92, NGARUAWAHIA ___
 Physical address ___ RIVER ROAD, NGARUAWAHIA ___
 Contact person ___ DELWYN ABRAHAM ___ Phone ___ 0274582149 ___

Amount of funding you received from Waikato District Council \$ 7500

How the funding received was spent ___ PORTACOM & TOILET HIREAGE ___

Please provide receipts for all associated cost.

When did your event/project take place 18TH & 19TH MARCH 2016

How many people attended your event/project APPROXIMATELY 8000 PEOPLE

Comment on the success of your event/project and describe the benefits for those involved:

WITH APPROXIMATELY 8000 PEOPLE ATTENDING THE EVENT, THEY EXPERIENCED NZ CULTURE AT ITS BEST. FROM KAPA HAKA, WAKA TAU, MARAE TOURS, HISTORIC EXHIBITION DISPLAYS, NZ MUSIC, LOCAL ARTISTS, INTERACTIVE ACTIVITIES, NZ FOOD, WOOD CHOPPING AND SO MUCH MORE. THIS YEARS EVENT ALSO SAW THE RETURN OF THE WAKA PEKE WITH A VIEW OF RAISING IT'S PROFILE FOR FUTURE REGATTA EVENTS TO COME.. THIS YEAR WE ALSO SAW AN INCREASE IN NON MAORI ATTENDING – ESPECIALLY TOURISTS ENJOYING THE EVENT.

LOCAL BUSINESSES, SCHOOLS, COMMUNITY ORGANISATIONS, GOVERNMENT & IWI ORGANISATIONS PROMOTED, FUNDRAISED, COMPETED AND PERFORMED IN THE EVENT TO THE GENERAL PUBLIC FROM AS FAR AS TAIWAN, HAWAII, POLYNESIAN ISLANDS, AUSTRALIA, GERMANY, INVERCARGILL, KAITAIA AND EVERYWHERE IN BETWEEN CAME TO PARTAKE AND ENJOY AN EXPERIENCE UNIQUE ONLY TO NGARUAWAHIA AND WAIKATO.

How did your project contribute to the community's wellbeing (ie social, economic, environmental and/or cultural wellbeing) (See overleaf)

THROUGH CULTURAL ARTS, HISTORY, MUSIC, STALLS, INTERACTIVE RIDES, AND TOURS OF THE MARAE, THE EVENT REAFFIRMED THE VALUES & PHILOSOPHIES OF THE KINGITANGA. SOCIAL = A SENSE OF IDENTITY. CULTURAL = HISTORIC ACTIVITIES, ENVIRONMENTAL = EDUCATION OF OUR LAND & RIVER AND HOW IT SHOULD BE CARED FOR. ECONOMIC = PROMOTING EDUCATION FOR FUTURE LEADERS, PROMOTING THE EVENT THAT SAW TOURIST ATTEND

Which of the nine Community Outcomes for the Waikato District did this project contribute to and how: (See Information below)

WELLBEING – NGA MIRO, DHB AND OTHER HEALTH ORGANISATIONS PROMOTED THEIR SERVICES.

ACCESSIBLE – PUBLIC ATTENDED VIA BUSES, ROADS, AND OTHER PUBLIC TRANSPORT

ACTIVE – WAKA AMA, KOPAPA, TAUUA, KAPA HAKA AND INTERACTIVE ACTIVITIES

EDUCATION – COMMUNITY, GOVERNMENT & IWI ORGANISATIONS PROMOTED EDUCATION OPPORTUNITIES.

GREEN – PROMOTED RIVER CARE & PARE KORE

SAFE – H&S STANDARDS ON THE RIVER

SUSTAINABILITY – LOCAL ORGANISATIONS/CLUBS/SCHOOLS PROMOTED AND FUNDRAISED FOR THEIR MEMBERS

THRIVING – EMPLOYMENT OPPORTUNITIES PROMOTED.

I hereby declare that the information supplied here on behalf of our organisation is correct. We understand that the information supplied in this application will become public information. We consent to the Waikato District Council collecting the personal contact details provided in the project report and using these details. This consent is given in accordance with the Privacy Act 1993.

Name Delwyn Abalan
 Position in organisation Marae Treasurer & Regatta Chair
 Signature [Signature] Date 5-6-16

WAIKATO DISTRICT - COMMUNITY OUTCOMES

ACCESSIBLE WAIKATO - A district where the community's access to infrastructure, transport and technology meets its needs.

ACTIVE WAIKATO - A district that provides a variety of recreation and leisure options for the community.

EDUCATED WAIKATO - A district where education options are varied, and allow our community to be skilled for work and life.

GREEN WAIKATO - A district where our natural resources are protected, developed and enhanced for future generations.

SAFE WAIKATO - A district where people feel safe and supported within their communities, and where crime is under control.

SUSTAINABLE WAIKATO - A district where growth is effectively managed.

THRIVING WAIKATO - A district where business and industry are encouraged and supported and employment contributes to a successful local economy.

VIBRANT WAIKATO - A district where our heritage and culture are recognised, protected and celebrated.

WELL WAIKATO - A district where people can access quality community health and care services.

WAIKATO DISTRICT - COMMUNITY WELLBEINGS

SOCIAL - The Royal Commission on Social Policy defined 'social well being' as concerned with ensuring people have 'a voice in their future, choice in their lives, and a sense of belonging that affirms their dignity and identity'.

ECONOMIC

Examples of the types of impacts and activities include:

- the allowable use of land through the District Plan
- the provision of infrastructure and regulation of certain activities
- the establishment of, and support for, a regional tourism organisation

CULTURAL - For the Ministry for Culture and Heritage, cultural well-being is defined as: The vitality that communities and individuals enjoy through:

- participation in recreation, creative and cultural activities; and the freedom to retain, interpret and express their arts, history, heritage and traditions.

ENVIRONMENTAL - Environmental wellbeing under the LGA is defined by what environmental outcomes your community wants to achieve, and how they prioritise the actions to achieve them

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Te Kauwhata Office
 1 Main Road
 Te Kauwhata

Tuakau Office
 2 Dominion Road
 Tuakau

CDRO503



RECEIVED

22 APR 2016



Waikato District Council

Funding Project Accountability

All successful applicants must complete a project accountability report within 2 months of the completion of the event/project before being eligible for further funding.

Grant received from Discretionary and Funding committee/~~board~~

Organisation/ Initiative name NAINGARO PONY CLUB

Postal address 9- 985 MATIRA ROAD, RD2, NGARUAWAIA

Physical address Ngunguro / Te Atou Complex

Contact person K BABINGTON Phone 07 8254590

Amount of funding you received from Waikato District Council \$ 3000.00 ex GST

How the funding received was spent purchased new pipe dressage arena and showjumping equipment.

Please provide receipts for all associated cost. attached.

When did your event/project take place 20 March 2016

How many people attended your event/project 60 riders + more spectators.

Comment on the success of your event/project and describe the benefits for those involved:

Unfortunately we did not get the number of riders we were hoping for but the event, - our One Day Event was still a good day. Entrants commented on our new bright showjumps in the arena, and on having a pipe arena up for the dressage.
The benefits to our club were set up and clearing was so much easier due to these new additions. People who attended commented on how amazing the set up and our facilities were, so word of mouth will hopefully get us more entries next time.

How did your project contribute to the community's wellbeing (ie social, economic, environmental and/or cultural wellbeing) (See overleaf)

CULTURAL - COMMUNITY'S WELLBEING.

for participation in a recreational event.

Which of the nine Community Outcomes for the Waikato District did this project contribute to and how: (See Information below)

ACTIVE WAIKATO

I hereby declare that the information supplied here on behalf of our organisation is correct. We understand that the information supplied in this application will become public information. We consent to the Waikato District Council collecting the personal contact details provided in the project report and using these details. This consent is given in accordance with the Privacy Act 1993.

Name Kate Babington

Position in organisation Treasurer

Signature [Handwritten Signature] Date 17-4-16

WAIKATO DISTRICT - COMMUNITY OUTCOMES

ACCESSIBLE WAIKATO - A district where the community's access to infrastructure, transport and technology meets its needs.

ACTIVE WAIKATO - A district that provides a variety of recreation and leisure options for the community.

EDUCATED WAIKATO - A district where education options are varied, and allow our community to be skilled for work and life.

GREEN WAIKATO - A district where our natural resources are protected, developed and enhanced for future generations.

SAFE WAIKATO - A district where people feel safe and supported within their communities, and where crime is under control.

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WELL WAIKATO - A district where people can access quality community health and care services.

WAIKATO DISTRICT - COMMUNITY WELLBEINGS

SOCIAL - The Royal Commission on Social Policy defined 'social well being' as concerned with ensuring people have 'a voice in their future, choice in their lives, and a sense of belonging that affirms their dignity and identity'.

ECONOMIC

Examples of the types of impacts and activities include:

- the allowable use of land through the District Plan

- the provision of infrastructure and regulation of certain activities
- the establishment of, and support for, a regional tourism organisation

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Tuakau Office

2 Dominion Road
Tuakau

15 JUN 2016



Waikato District Council

Project Report Form

To be completed by all recipients of funds from the *Creative Communities Scheme* within two months of completion of your project.

If you do not complete and return this form this will affect your eligibility for future *Creative Communities Scheme* funding.

Name of Organisation: Raglan Community Arts Council

Address Postal Physical 5 Stewart St, Raglan 3225

SCANNED
Set No _____

Contact Name Jacqueline Anderson **Phone** 07 825 0023

When did your project take place? Anniversary Weekend January 30, 31 and 1 Feb 2016

How much funding did you receive from Waikato Discretionary Events Fund \$2,000

For what purpose was this funding for? Planning and associated costs for the Raglan Arts Weekend 2015.

What was your project objective? To organise a 3 day arts event weekend in Raglan. To provide an opportunity for local artists to show a range of work and/or work in progress in their own unique creative environments. To bring the public into Raglan district and expose and promote our artists to a wider segment of New Zealand which appreciates art.

Comment on the success/failure of your project

The event and project was very successful. Visitor levels to Raglan and wider area were significant for the weekend. Visitors came from Wellington, Auckland, Coromandel and Waikato district to specifically attend the Open Studio Weekend. The Open Studio event was advertised in Auckland, Waikato and in national magazines. It was also well attended by the Raglan community.

How many people took part in your project and what were the benefits for those involved?

Over 27 artists participated in the open studio event. The event recognises new and emerging artists and provides support and a platform for each individual artist to further grow and develop their art careers. We also organised a silent auction and exhibition open to the public from Saturday 16th January to Monday 1 February which provided an additional opportunity for the community and visitors to Raglan to view a 'best piece' of art work for sale leading up to the Arts Weekend. New artists appreciated the support received from more experienced and developed artists with previous open studio weekend experience.

How was the funding received, spent? Funding received from WDC was spent on marketing costs for the Raglan Arts Weekend Raglan to promote the event to a national audience including the Waikato region. Funding contributed to the costs involving courier deliveries, newspaper advertising (Raglan Chronicle, NZ Herald), Corflute Signs/Posters, National Magazines (Life & Leisure, Arts Zone), Website co-ordination.

Describe the main findings in your evaluation of the project

The guide and the event supported local businesses by attracting more people to Raglan, it promoted local art and provided an opportunity for the community to see more Raglan art by visiting artists Studios. Feedback received from participating artists and visitors to the event was very positive. Visitor numbers to the event overall had increased – total amount of the 3 days was 4,000.

You **MUST** attach proof of Expenditure to this Report (ie copy of receipts) for your accountability to be acceptable.

I hereby declare that the information supplied here on behalf of our organisation is correct. We understand that the information supplied in this application will become public information. We consent to the Waikato District Council collecting the personal contact details provided in the project report and using these details. This consent is given in accordance with the Privacy Act 1993.

Name Jacqueline Anders

Position in Organisation Arts Facilitator

Signature [Handwritten Signature] Date 01/06/16

Return this report to Council by one of the means below:

Posting it to Waikato District Council, Private Bag 544, Ngaruawahia

By Courier to Waikato District Council, 114 Great South Road, Ngaruawahia

Hand deliver it into any of the Council's Offices in Huntly, Ngaruawahia, Raglan Tuakau

You need to ensure you have completed all sections of this Report Form and attach any additional information required for it to be accepted as your accountability.

Remember this report is due within two months of the completion for your project.

Open Meeting

| | |
|---------------------------------|--|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 21 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565589 |
| Report Title | Application for Funding – Whitikahu Hall Committee |

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Whitikahu Hall Committee towards the cost of resurfacing and installing new nets and posts to upgrade the club's tennis courts.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT an allocation of \$..... is made to the **Whitikahu Hall Committee** towards the cost of resurfacing and installing new nets and posts to upgrade the club's tennis courts;

OR

AND THAT the request from the **Whitikahu Hall Committee** towards the cost of resurfacing and installing new nets and posts to upgrade the club's tennis courts is declined / deferred until for the following reasons:

3. BACKGROUND

The Whitikahu Tennis Club (under the umbrella of the Whitikahu Hall) needs to resurface and install new nets and posts to upgrade the club's tennis courts. The club is approximately 70 years old.

The work being carried out includes new base pitching, satellite surfacing, and installation of six new net posts, three new nets and centre tie downs. Professional trades people are to carry out the work.

The Club has approximately 20 active members and 10 ex members who still reside in the area but are not fit to play due to old age. It is worth noting that members come from Orini, Netherby and Te Hoe as these areas no longer have courts to play on. The courts and tennis club at Whitikahu therefore fulfil the needs of more than just one community. Some of the club members also come from Hamilton because they like the relaxed atmosphere at the club.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$60,633.00. The Whitikahu Hall Committee is seeking funding of \$5,000.00 towards the cost of base pitching, satellite surfacing, and installation of six new net posts, three new nets and centre tie downs.

| | |
|---|-----|
| GST Registered | No |
| 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 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 (whichever is the greater) 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. ATTACHMENTS

Application for Funding – Whitikahu Hall Committee



32 RECEIVED

22 JUN 2016

Waikato District Council



DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the checklist on page 5.

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee



Project



Event

OR

Community Board / Committee Discretionary Fund

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

Section 1 – Your detail.

Name of organisation

Whitikahu Hall Committee

What is your organisation's purpose?

To provide and maintain a community hall and adjoining tennis courts for the physical and mental wellbeing of the Whitikahu community.

Address: (Postal)

c/- Carol Thompson
168 Woodward Road
RD 2 Taupiri 3792

Address: (Physical if different from above)

735 Whitikahu Road

Contact name, phone number/s and email address

Allan Crouch
Ph 078244896
Mob 0272286173
Email: thecrouchs5@gmail.com

Charities Commission Number: (If you have one)

Are you GST registered? No GST Number ___/___/___

Bank account details 03 / 1557 / 0047994 / 00

Bank Westpac Branch Chartwell

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section).

Social Economic Cultural Environmental

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 Yes Safe Sustainable Thriving Vibrant

Section 3 – Your event/project

What is your event / project, including date and location ? (please provide full details)

We wish to resurface the Whitikahu Tennis Courts in astroturf. There are 3 courts which are currently asphalt. They were laid in 2002 and are cracking and lifting. The courts are located at 735 Whitikahu road. The project will be completed when all the funds are raised and the target for this is October 2016

Who is involved in your event / project?

Members of the Whitikahu tennis club will oversee the project. The resurfacing will be carried out by trade professionals. The preferred supplier will be chosen once funds are secured.

How many volunteers are involved?

All committee members are volunteers.

What other groups are involved in the project?

Whitikahu tennis club have driven the project. When funds are secured members of the hall and tennis club committees will meet and agree upon the preferred supplier of the astroturf.

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

The courts are open to the public. They can be used at any time at no cost.

These courts are the only public courts that have been maintained in the Whitiakahu, Orini, Netherby and Te Hoe districts. As such these 4 rural communities will all benefit from this project, not only immediately but into the future as well.

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and 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.

| <i>Please complete all of the following sections</i> | GST Inclusive Costs <i>(use this column if you are not GST registered)</i> | GST Exclusive Costs <i>(use this column if you are GST registered)</i> |
|--|--|--|
| TOTAL COST OF THE PROJECT/EVENT | \$ 60633 | \$ |
| Existing funds available for the project Total A | \$ 17000 | \$ |

Funding being sought from Waikato District Council

| | | |
|---|----------|----|
| Project Breakdown <i>(itemised costs of funding being sought)</i> <i>If there is insufficient space below please provide a breakdown of costs on an additional sheet.</i> | \$ | |
| Base preparation | \$ 1150 | \$ |
| Satellite plus astroturf | \$ 54947 | \$ |
| Nets and poles | \$ 4536 | \$ |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| Total Funds being sought from WDC Total B | \$ 5000 | \$ |

Has funding been sought from other funders?

Yes

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

| | | |
|---|----------------|--------------|
| a)WDC wellbeing fund | \$ 20000 _____ | \$ _____ |
| b)Trust Waikato | \$ 10000 _____ | \$ _____ |
| c)WEL Energy | \$ 8633 _____ | \$ _____ |
| d) | \$ _____ | \$ _____ |
| Total of other funds being sought Total C | \$ 38633 _____ | \$ Nil _____ |

Total Funding Applied for

(Add totals A, B & C together to make Total D) **Total D**

\$ 60633 _____

Note : This total should equal the Total Cost of the Project/Event

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

As astroturf is a specialised product, no materials/resources will be provided for this project.

Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

| Project | Amount received | Date |
|---------|-----------------|------|
| Nil | | |
| | | |
| | | |
| | | |

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

Signed: _____ Name: _____

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

Signature: _____ *Please see attachment*
 Date: _____

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: _____ *Please see attachment*
 Date: _____

Position in organisation (tick which applies) Chairman Secretary Treasurer

Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

| Items Required | Enclosed ✓ |
|--|-------------------|
| Read and understood the guidelines for funding applications document | yes |
| Discussed your application with the Waikato District Council community development co-ordinator | yes |
| Nominated the fund you are applying for | yes |
| Completed Section 1 – Your details | yes |
| Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club | yes |
| Enclosed an encoded deposit slip to enable direct credit of any grant payment made | yes |
| Enclosed a copy of any documentation verifying your organisations legal status | yes |
| Included copies of written quotes | yes |
| Completed Section 2 - community wellbeing and outcomes | yes |
| Completed Section 3 – details of your event/project | yes |
| Completed Section 4 – Funding requirements | yes |
| Completed Section 5 where funding has been received in the previous 2 years | yes |
| Obtained two signatures on your application | yes |

Please note: Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.

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

Signature: L. Sargent Date: 10/6/2016

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

Signature: B H Thompson Date: 6-6-16

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

No. 1938/13. [Form B.]

INCORPORATED SOCIETIES ACT, 1908.

Certificate of Incorporation.


I certify that ~~there~~ _____

_____ **WHITIKAHU HALL (INCORPORATED)** _____

_____ is incorporated under the Incorporated Societies Act, 1908.

Dated at AUCKLAND, this Sixteenth day of March, 1938.

SEAL.


Assistant Registrar of Incorporated Societies.

500/11/35-12581

WHITIKAHU HALL**Review Report**

For the Year Ended 30 June 2015

I have performed a general review of the financial data and records provided which underpin the Financial Statement for the year ended 30 June 2015.

All cheques written were recorded in the cheque book and were easily matched to bank statements. Receipts were issued for most income received and matched correctly with bank statements. The opening and closing balances on the Balance Sheet were correct and all invoices and deposits matched figures supplied on Balance Sheet.

Based on my review, I believe that the Financial Statements give a true and fair view.

The accounts continue to be managed in a tidy easy to follow manner.



KAREN RHIND

11 August 2015

WHITIKAHU COMMUNITY HALL

BALANCE SHEET AS AT 30 JUNE 2015

Opening Balance at 30/6/2014

29,740.82

INCOME

| | | | |
|-----------------------------------|----------|----------|--|
| Interest | | 161.73 | |
| Waikato District Council 21/10/14 | 2,504.12 | | |
| 20/2/15 | 1,700.83 | | |
| 22/2/15 | 2,504.13 | 6,709.08 | |
| Hall Hire | | | |
| Karate | | | |
| T2 /14 | 200.00 | | |
| T3/14 | 200.00 | | |
| T4/14 | 200.00 | | |
| T1/15 | 200.00 | | |
| | | 800.00 | |
| Hall Hire | | 380.00 | |
| Slink Calves (P.T.A.School) | | 896.00 | |

Total Income

8,946.81

EXPENDITURE

| | | | |
|-------------------------------|----------|-----------|--|
| Power | | 960.38 | |
| Sundry- rubbish bags etc | | 36.24 | |
| Waikato Cleaning Supplies | | 80.77 | |
| Carpet - Supper Room | | 2,490.00 | |
| Chairs (50) Warehouse Stat. | | 2,125.00 | |
| Rubbish Bin Briscoes | | 59.99 | |
| Bond refund- Hameck Singh | | 100.00 | |
| Mens Toilet Upgrade | | | |
| ASAP Plumber | 3,667.38 | | |
| Partitions - Resco | 2,274.70 | | |
| Vanity - Bunnings | 371.31 | | |
| Mens Toilet - Placemakers | 511.61 | | |
| Builder - M Wardlaw | 1,018.00 | | |
| Electrical - G Worthington | 390.21 | | |
| Vinyl - Morrinsville Flooring | 1,460.00 | | |
| Painter - H Thompson | 675.00 | | |
| Paint - Resenes | 387.01 | 10,755.22 | |

Total Expenditure

16,607.60

Closing Balance at 30/6/15

22,080.03

\$38,687.63\$ 38,687.63



23 May 2016

Whitikahu Tennis Club
Whitikahu Rd,
RD1
Taupiri, 3791

Email: thecrouchs5@gmail.com

Attn: Allan Crouch

Dear Allan,

Proposal for the Installation of TigerTurf Synthetic surface at Whitikahu Tennis Club

Thank you for the opportunity to re-submit an updated quotation for the installation of TigerTurf at Whitikahu Tennis Club.

Project Description

We understand that this resurfacing project needs to accommodate the need for a surface suitable for hockey practice, etc. and that new net posts are required.

My observations of the facility are as follows:

1. The asphalt courts are in reasonable condition but will require some remedial works to the base by way of patching dips and hollows and grinding down the protruding painted lines.
2. The courts have continuous tennis nets, from one fence to the other making changing ends difficult
3. Access is very good with a double gate on the roadside fence



TigerTurf Australia Pty Ltd
14 Latitude Boulevard
Thomastown, Victoria
Australia 3074
Tel +61 3 9464 5052
Fax +61 3 9357 0713
Freephone 1 800 802 570

TigerTurf New Zealand Ltd
384 Neilson Street, Onehunga
Auckland 1061, PO Box 28 348
Remuera, Auckland 1541
Tel +64 9 634 4134
Fax +64 9 636 7975
Freephone 0800 804 134



4. The base perimeter is not square
5. There is some subsidence in both far corners on the western fence line.

We have based our submission on a three court size of 35.1m x 42.6m [= 1,495m²].

Surface Options

There are a number of surfaces available from TigerTurf, depending on the level of the game and expected usage.

Different grades of turf provide more specialised playing characteristics and accreditations. Based on our initial discussions I have provided below 3 options for your viewing:

- | | |
|-----------|-----------------|
| Option 1: | Tournament |
| Option 2: | Tournament 1000 |
| Option 3: | Trophy |

Synthetic Grass Surface Options

With all surface options there are a number of different colours to choose from, these are available at no extra charge. Detailed below are product descriptions however I would be more than happy to sit down with



you and show you some samples. We do have other products in our range so if you had something specific in mind please do not hesitate to call.

1.1 Tournament

Tournament is manufactured from our standard yarn that has been New Zealand's number one yarn since synthetic grass was introduced. It is made from UV stabilised polypropylene and provides a court that wears well, looks great and will give you many years of high quality play. It is a versatile surface that is suitable for courts of all types from private homes to tennis clubs and multi-sport facilities in schools. There are over 2,000 Tournament surfaces in New Zealand



1.2 Tournament 1000

Tiger Turf Tournament 1000 synthetic grass is TigerTurf's most popular tennis and multi-use surface and has been specified for tennis and multi-sport in Australia and New Zealand for over 25 years.

ITF rated as a medium-to-fast tennis surface and available in a variety of colours makes it an ideal surface for players of all abilities.

Being a dense surface makes TigerTurf Tournament 1000 an ideal surface for schools where many different sports including netball, basketball, hockey as well as tennis, are being played.

Durable and long lasting, TigerTurf's Tournament 1000 has been installed in hundreds of tennis clubs and schools throughout Australia and New Zealand.



1.3 Trophy

Trophy is a medium pile 24mm pile length (14mm actual height) polyethylene, texturised monofilament sand dressed surface, designed for Hockey facilities that do not wish to water their surfaces, yet are wanting to offer players a positive playing experience. Tested to FIH (National-with pad) and ITF (FAST), Trophy is quickly becoming TigerTurf's multi use product of choice in schools. Extremely hard wearing and exclusive fibre type, it encapsulates more of the sand in-fill, producing a surface that is far less sandy in appearance and softer under foot. Trophy has a 7 year warranty.



Pricing

To manufacture and install the TigerTurf synthetic surface:

| | | |
|-----------|-----------------|----------------------|
| Option 1: | Tournament | \$50,990.00 plus GST |
| Option 2: | Tournament 1000 | \$55,995.00 plus GST |
| Option 3: | Trophy | \$63,990.00 plus GST |

Included in our price are the following:

- Manufacture of the TigerTurf at our Auckland based Onehunga plant.
- Freight to site.
- Installation by our technicians, including all gluing, taping and permanently inlaying of all line markings including 3 tennis courts and a full size hockey D
- Staff / travel costs.
- Supply, freight and infilling of high-quality kiln-dried sand specifically graded for synthetic sports surfaces.
- Final grooming.
- Tidy up.
- TigerTurf court rules board.
- First groom free if you join our maintenance programme within 12 months of installation.

Guarantees

- The synthetic turf is guaranteed for 7 years against significant fading and significant breakdown of pile height due to ultraviolet degradation.
- TigerTurf NZ Limited guarantees its synthetic grass installations and workmanship for 24 months.

Patching

\$2,250.00 plus GST

Patching the low areas to level the surface will ensure your new courts will perform as a new court should and will assist with any ponding issues. We recommend an estimated PC Sum of \$750 + GST per court should be allowed for the patching of the courts.

Please note that we will only spend up to \$750 per court plus GST, so we will only charge you what we spend on a labour and materials basis. To patch the courts we will use a trade mortar, with a Chemkey additive to bind to the patching material to the asphalt surface.



Grinding the Lines

\$6,000.00 plus GST

There are many white lines on these courts which are raised from the asphalt surface, so if left unattended they will show through the new turf and cause ball bounce issues. An average court has around 150 lineal metres of lines and we estimate that there is almost 2 full courts worth of lines requiring grinding down to match the asphalt surface, so we recommend an estimated PC Sum of \$6000 + GST per court should be allowed for the grinding down of these lines.

Mobile Sports Equipment

\$8,250.00 plus GST

A most popular option for the tennis net is the mobile net system, which allows for the net to be moved to one side of the court, so it can be used for other activities and given that you want to be able to use the courts for Hockey practice this is a sensible choice. Our price for 3 sets of mobile net systems is as above.



Fixed Net Post Equipment

\$7,985.00 plus GST

Or... if however you require in-ground net posts and nets our price for 3 sets includes [Please note the net posts are removable as they sit in sleeves, so we can provide synthetic turf covered caps to plug the holes for when the courts are required for other sports]

- Installation of net post sleeves and tie down anchor in concrete footings
- Supply and fitting of new premium Aluminium posts
- Supply and fitting of new ¾ drop double mesh net
- Supply and fitting of new centre tie down strap

Pricing Summary

| | |
|---|--------------|
| Manufacture and Install Tournament Turf | \$ 50,990.00 |
| Patching | \$ 2,250.00 |
| Grinding | \$ 6,000.00 |
| Mobile Sports Equipment | \$ 8,250.00 |
| | |

| | |
|----------------|--------------------------|
| Contract Total | \$ 67,490.00 plus GST |
|----------------|--------------------------|

Quotes are valid for three months from date of quote

Maintenance

Every synthetic grass surface needs some maintenance to allow it to perform to its optimum in terms of longevity, playability, and aesthetics and to meet warranty conditions. TigerTurf offers its AstroCare Maintenance programme with the first maintenance provided free of charge if completed within 12 months of installation.

Timeline

Please note that our lead time for manufacture of the tennis courts is 3-4 weeks from the receipt of your deposit. We anticipate this project taking 6-8 days, weather depending from date of confirmation of contract.

Notes / Assumptions.

Pricing assumes working within a secure site.

Pricing assumes very good access for all machinery and tools of the trade directly to site.

Pricing assumes no interruptions by other contractors working on site.

Necessary power and water is available at site.

By choosing TigerTurf to install your sports courts we can offer you:

- Over 35 years of experience and knowledge in the synthetic surface industry
- High quality product manufactured in our factory in Onehunga, New Zealand – the only NZ based manufacturer in the market place
- Highly qualified and skilled staff dedicated to providing you with quality service, production, construction, installation, and after sales service



- Competitive pricing
- An on-going maintenance program

TigerTurf has offered a complete range of premium synthetic surfaces for all specialized sports since 1981. A complete turnkey package from design, manufacture, construction, installation and maintenance means the site can be project managed to your complete satisfaction.

TigerTurf is a subsidiary of TenCate, the world's leading innovator and manufacturer of synthetic yarn. TenCate has a turnover exceeding one billion Euros and has over 3000 employees. You can be assured that you are dealing with a significantly resourced company, please review our website, address details below.

Thank you again for the opportunity to provide you with this quotation. Please feel free to contact me on (027) 539 7532 or email me at the following address r.armstrong@tigerturf.com should you have any questions. I look forward to speaking with you soon.

Kind regards,

TigerTurf New Zealand Ltd



Ron Armstrong

Business Development Manager

TigerTurf New Zealand

m +64 (0) 275 397 532

e r.armstrong@tigerturf.com



16 May 2016

Whitikahu Tennis Club
 Allan Crouch
thecrouchs5@gmail.com

Dear Allan

Thank you for giving us the opportunity to quote on the resurfacing of the courts at Whitikahu Tennis Club.

The dimensions of the courts are 42.5m x 33m, a total area of 1,402sqm.

Base patching

Please allow a PC sum of \$1,000.00 + GST for the patching of the existing court.

Court surfacing:

Satellite **\$46,160.00 + GST**
 A 19mm surface designed for low to medium intensity use in a private residence or resort complex.

Satellite Plus **\$47,780.00 + GST**
 A 19mm surface designed for high intensity use in large tennis clubs.

Probounce **\$50,220.00 + GST**
 A 15mm tennis surface designed for the ultimate tennis court. The additional yarn content and lower sand volume gives the court great visual appearance and a more consistent playing surface.

The price above includes the following:

1. Supply of the selected surface to site.
2. Installation of the new green surface including all permanent line marking
3. Sanding of the new surface using the highest quality sand ex the Waikato river
4. Grooming of the sand and finishing of the court
5. Site Tidy up

Net posts

Quality NZ Made steel, non-rust hot dipped galvanised with powder coated finish tamper proof internal winder.

To supply and install 6 new net posts and sleeves and 3 x ¾ championship tennis nets and centre tie downs **\$3,945.00 + GST**

*Spoil from net post ground sleeves to remain on-site.

Guarantee

T.E.A.M Sports Surfaces provides a guarantee on the surface for 7 years against any premature breakdown of the yarn due to ultraviolet rays. T.E.A.M Sports surfaces will guarantee the surface joins/seams and all installation workmanship for a period of 24 months following completion of the installation.

Payment Terms

We request the following Payment Terms:

- 30% on signing of the contract
- 40% on delivery of the grass to site
- 30% on completion of the installation

This quote is valid for 60 days from the above date and is in accordance with the Construction Contracts Act 2002.

Total Price summary

| | |
|--|---------------------------|
| Base Patching (*PC sum) | \$1,000.00 |
| Satellite surfacing | \$46,160.00 |
| 6 Net posts, 3 nets and centre tie downs | \$3,945.00 |
| <u>TOTAL</u> | <u>\$51,105.00</u> |

TEAM Sports Surfaces will provide you with:

- Friendly and personal service
- Excellent communication from start to finish of the project
- A clean and tidy work site
- Qualified and experienced civil contractors to complete the site works
- Head contractor/installer with over 20 years experience in synthetic grass installation
- Latest synthetic turf installation techniques that reduces the number of seams and therefore reduces the potential for future seam problems
- New pressed polyester tape and adhesive provide excellent seam strength in New Zealand's variable weather conditions
- Two company directors with combined experience of 30 years in the artificial turf industry

Company Profile

TEAM Sports Surfaces Ltd was established in 2006 offering a range of very high quality Australian and European manufactured products to the New Zealand sporting industry. These surfaces are manufactured using the highest quality raw materials sourced from Germany, Holland and Switzerland. TEAM Sports Surfaces Ltd is 75% New Zealand owned and operated and sources a range of internationally approved running track surfaces and synthetic turf products for athletics, soccer, rugby, tennis, hockey, school multi-use, cricket, playgrounds and landscaping. Our current product range includes surfaces with the following international body certification: FIFA, IAAF, World Rugby, International tennis federation, Federation of International Hockey, Federation of International Basketball and Cricket Australia.

TEAM Sports Surfaces has a very experienced installation team who are full time employees of the company. They are all skilled in the installation of all products and surfaces and we offer a 2 year warranty on all our installation workmanship. Our installation team are experienced in all areas and projects of all sizes, ranging from small cricket wicket installations to a 17,000sqm soccer facility in Auckland.

Phil Lewis is the managing director of TEAM Sports Surfaces' head office in Auckland and has extensive industry knowledge having been in the artificial turf industry since 2002. Phil has been involved in small local projects through to large sports facility construction throughout Asia and the South Pacific. From initial design concept through to hands on site installation, Phil has extensive technical knowledge in all areas.

If you have any further queries regarding the above quotation, please do not hesitate to give me a call.

Kind regards

T.E.A.M Sports Surfaces Ltd



Phil Lewis
Managing Director
027 291 1121



Open Meeting

| | |
|---------------------------------|--|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 21 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565531 |
| Report Title | Application for Funding – Golden Beads Charitable Trust - Waikato Montessori Education Centre |

1. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Golden Beads Charitable Trust - Waikato Montessori Education Centre towards the cost of purchasing a covered awning for the junior year 6 – 12 classroom.

2. RECOMMENDATION

THAT the report from the General Manager Strategy & Support be received;

AND THAT an allocation of \$..... is made to the Golden Beads Charitable Trust - Waikato Montessori Education Centre towards the cost of purchasing a covered awning for the junior year 6 – 12 classroom;

OR

AND THAT the request from the Golden Beads Charitable Trust - Waikato Montessori Education Centre towards the cost of purchasing a covered awning for the junior year 6 – 12 classroom is declined / deferred until for the following reasons:

3. BACKGROUND

The Golden Beads Charitable Trust - Waikato Montessori Education Centre wants to purchase a new covered awning for the junior year 6 -12 classroom.

The school roll has had a rapid growth since 2013 with an increase of 45 more year 13 children now attending the school.

The Montessori School is committed to providing authentic Montessori programmes for 3-12 year olds to learn through hands-on experience and investigation. Each of the programmes is staffed by fully qualified and experienced Montessori teachers.

The Montessori method is internationally recognised for its child-centered approach and devotion to meet the individual needs of the child.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$3,597.64. The Golden Beads Charitable Trust - Waikato Montessori Education Centre is seeking funding of \$2,097.64 towards the cost of purchasing a covered awning for the junior year 6 – 12 classroom.

| | |
|---|-----------|
| GST Registered | Yes |
| Set of Accounts supplied | Yes -2014 |
| 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 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 (whichever is the greater) 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. ATTACHMENTS

Application for Funding - Golden Beads Charitable Trust - Waikato Montessori Education Centre.

DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the **checklist on page 5**.

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee



Project



Event

OR

Community Board / Committee Discretionary Fund

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

Section I – Your details

Name of organisation

Golden Beads Charitable Trust t/a Waikato Montessori Education Centre

What is your organisation's purpose?

To provide quality Montessori education for children aged 3-12 years

Address: (Postal)

267 Newell Rd, RD3, Hamilton 3283

Address: (Physical if different from above)

None

Contact name, phone number/s and email address

Monique Moore, 07 858 3563
monique@goldenbeads.org.nz

Charities Commission Number: (If you have one)

CC 29898

Are you GST registered? No Yes GST Number 9917141776

Bank account details 0310318108577681000

Bank Westpac Branch Hamilton

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section.)

Social Economic Cultural Environmental

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 Thriving Vibrant

Section 3 – Your event/project

What is your event / project, including date and location ? (please provide full details)

We wish to enclose the sides of a covered awning which is attached to our 6-12 year class.

Who is involved in your event / project?

The Head of School - Diane Bhana - and the chosen supplier.

How many volunteers are involved?

none - requires professional installation

What other groups are involved in the project?

none.

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

This will make the veranda usable in cooler weather, thereby expanding the classroom space for the children.

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and 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.

| 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) |
|--|---|---|
| TOTAL COST OF THE PROJECT/EVENT | \$ _____ | \$ <u>3,597.64</u> |
| Existing funds available for the project Total A | \$ _____ | \$ <u>1,500.00</u> |

Funding being sought from Waikato District Council

| Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet. | \$ | \$ |
|---|----|--------------------|
| PVC screen installation | \$ | \$ <u>3,597.64</u> |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| Total Funds being sought from WDC Total B | \$ | \$ <u>2,097.64</u> |

Has 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 | \$ _____ | \$ _____ |

| | | |
|---|----------|--------------------|
| Total Funding Applied for (Add totals A, B & C together to make Total D) Total D | \$ _____ | \$ <u>2,097.64</u> |
| Note : This total should equal the Total Cost of the Project/Event | | |

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

none.

Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

| Project | Amount received | Date |
|---------|-----------------|------|
| none. | | |
| | | |
| | | |
| | | |

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

Signed: N/A Name: N/A

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

Signature: [Signature] Date: 24/6/16

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: [Signature] Date: 24/6/16

Position in organisation (tick which applies) Chairman Secretary Treasurer Trustee

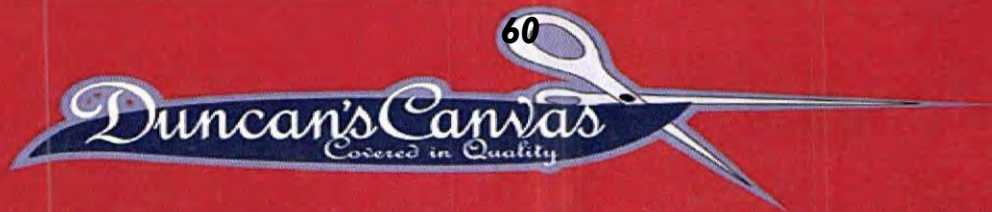
Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

| Items Required | Enclosed ✓ |
|---|------------|
| Read and understood the guidelines for funding applications document | ✓ |
| Discussed your application with the Waikato District Council community development co-ordinator <i>and with wally hayes</i> | ✓ |
| Nominated the fund you are applying for | ✓ |
| Completed Section 1 – Your details | ✓ |
| Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club | ✓ |
| Enclosed an encoded deposit slip to enable direct credit of any grant payment made | ✓ |
| Enclosed a copy of any documentation verifying your organisations legal status | ✓ |
| Included copies of written quotes | ✓ |
| Completed Section 2 - community wellbeing and outcomes | ✓ |
| Completed Section 3 – details of your event/project | ✓ |
| Completed Section 4 – Funding requirements | ✓ |
| Completed Section 5 where funding has been received in the previous 2 years | ✓ |
| Obtained two signatures on your application | ✓ |

Please note: Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.



530 Te Rapa Rd, Te Rapa, Hamilton • Ph 07 847 4540 • Fax 07 847 4541
Email info@duncanscanvas.co.nz • www.duncanscanvas.co.nz

31 Mar 2016

Waikato Montessori Early Education Centre
Newell Road
Hamilton

Dear Monique

Thank you for the opportunity to provide a quotation for a Clear Tracked Screen. This quote is valid for three months.

Job Description:

Duncan's Canvas would supply and fit 6 screens made from high clarity clear PVC. Awning track would be fitted for attaching the screens. The screens would have rope sewn in to the PVC borders and the rope would be threaded through the awning track for installation. The effect of this is a longer lasting screen because there is no specific loading stress point. There would zips at each side to allow the screens to be opened. A range of colours is available for the borders. The screens will enclose the 9m x 4m rolled canopy off the Papamero classroom.

Price:

Our price is \$4,137.29 incl GST which is \$3,597.64 plus GST

Should you accept our quote, a 50% deposit of \$2,068.64 is required for us to go ahead, and the balance due on completion.

Our bank account number is: 020316-00295630-00

Thanks again and we look forward to hearing from you.

Yours faithfully

Jeff



Hamilton Canvas
 PO Box 576, HAMILTON 3240
 Ph (07) 847 5508 - Fax (07) 847 0275
 Email hamcanvas@xtra.co.nz

QUOTATION FORM

DATE: 11 April 2016 _____ QUOTE No. HAM1700 _____

CLIENT'S TRADE NAME: _____

CLIENT'S FULL or LEGAL NAME: Waikato Montessori _____

Phone: 07-8583563 _____ Fax: _____

Mobile: _____ Email: monique@goldenbeads.org.nz _____

Billing Address: 267 Newells Road Hamilton _____ Physical Address: 267 Newells Road Hamilton _____

Postcode: _____ Postcode: _____

DETAILS OF GOODS TO BE SUPPLIED / SERVICES TO BE PROVIDED: QUANTITY PRICE \$ (Excl GST)

To make up and supply 4 x gearbox roll up clear blinds for the side plus 1 for each end _____

Full gearbox system (powder coated to a colour of your choice) _____ \$10289.00

Gearbox roll up system less the side blowout channels and bottom locking rails _____ \$7555.00

System can still be secured at the ground _____

Prices are subject to actual final measurements. _____

TOTAL PRICE \$ (Excl GST) _____

GST _____

TOTAL PRICE \$ (Incl GST) _____

DELIVERY DATE: _____

PAYMENT TERMS ARE: **30% deposit upon acceptance and 70% upon completion.** _____

THIS QUOTATION REMAINS VALID FOR 30 DAYS FROM THE ABOVE DATE AFTER WHICH A REVISED QUOTE MAY BE NECESSARY. ANY VARIATION TO THE ABOVE QUANTITIES OR THE REQUESTED SERVICES MAY RESULT IN A VARIATION TO THE QUOTED PRICE.

I accept this quotation and certify that the above information is true and correct. I have read and understand the TERMS AND CONDITIONS OF TRADE (overleaf or attached) of Hamilton Canvas (2005) Limited T/A Hamilton Canvas which form part of, and are intended to be read in conjunction with this Quotation Form and agree to be bound by these conditions. I authorise the use of my personal information as detailed in the Privacy Act clause therein. ***I agree that if I am a director/shareholder (owning at least 15% of the shares) of the Client I shall be personally liable for the performance of the Client's obligations under this contract.***

SIGNED (CLIENT): _____ SIGNED (WITNESS TO CLIENT'S SIGNATURE): _____

Name: _____ Name: _____ Date: _____

Position: _____ Address: _____

ID: _____ Date of Birth: _____ Postcode: _____
 (Driver's Licence, Passport, etc.)

SIGNED (HAMILTON CANVAS): _____ Name: _____ Date: _____



Annual Accounts

Golden Beads Charitable Trust

For the year ending 31 December 2014

Annual Financial Report
Golden Beads Charitable Trust
For the Period Ended 31 December 2014
Index



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| Statement of Financial Position | 5 |
| Notes to the Financial Statements | 6 |



Golden Beads Charitable Trust
Society Directory
As at 31 December 2014

| | |
|----------------------|--|
| Nature of Activities | - to advance understanding of the Montessori philosophy - to establish schooling using the Montessori method - to support delivery of programs, education and training in accordance with the Montessori Philosophy and Method |
| Address | 267 Newell Road Hamilton |
| Trust Board | Diane Bhana Shayne Frickey |
| Bankers | Westpac Hamilton |

Independent Audit Report

Golden Beads Charitable Trust

For the Period Ended 31 December 2014

To the Board of Golden Beads Charitable Trust

I have audited the financial statements. The financial statements provide information about the past financial performance of Golden Beads Charitable Trust and its financial position as at 31 December 2014

This information is stated in accordance with the accounting policies set out in the notes to the financial statements.

Responsibilities of the Board

The Board is responsible for the preparation of these financial statements that give a true and fair view of the matters to which they relate and in accordance with generally accepted accounting practice in New Zealand and for such internal control as it determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors responsibilities

It is my responsibility to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with International Standards on Auditing (New Zealand).

Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error.

In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial statements that give a true and fair view of the matters to which they relate in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other than my capacity as auditor I have no relationship with, and am independent of Golden Beads Charitable Trust

Opinion

In my opinion, the financial statements

* comply with generally accepted accounting practice in New Zealand;

* give a true and fair view of the financial position of Golden Beads Charitable Trust as at 31 December 2014 and its financial performance for the year ended on that date.



Mark Campbell CA, B Com
Campbell and Campbell Accounting Consultants
Hamilton

26 July 2015

Golden Beads Charitable Trust
Statement of Financial Performance Primary Unit
For the Period Ended 31 December 2014

CAMPBELL
& CAMPBELL

AUDIT

| <u>2013</u> | | <u>2014</u> |
|-----------------|---|-----------------|
| | <u>Income</u> | |
| 1,035 | Enrolment fees | 1,500 |
| - | Donation from Waikato Montessori Charitable Trust | 33,479 |
| 78,531 | Attendance fees | 119,413 |
| 9,278 | MOE Subsidy | 35,584 |
| - | Student Teacher Subsidy | 258 |
| 88,844 | Total Income | 190,234 |
| | <u>Expenses</u> | |
| 330 | ACC levies | 858 |
| 1,523 | Classroom expenses - trips & outdoor activities | 5,387 |
| 4,967 | Cleaning | 6,142 |
| 1,202 | Computer and IT costs | 856 |
| 1,039 | Classroom expenses - food supplies | 1,027 |
| 101 | Debts written off | 171 |
| - | First Aid supplies | 100 |
| 962 | Insurance | 1,733 |
| - | Legal and Consultancy fees | 808 |
| 535 | MANZ subscriptions | 478 |
| - | Pets and animal care | 768 |
| - | Power & Gas | 2,000 |
| 2,484 | Printer/photocopier expenses | 3,575 |
| 1,694 | Recruitment expenses and Staff costs | 3,482 |
| 32,000 | Rent & property costs | 41,536 |
| 877 | Repairs and Maintenance | 860 |
| 8,612 | Resources & classroom activities | 6,546 |
| 104,163 | Salaries and wages | 168,246 |
| 1,722 | Salaries and wages - kiwisaver contributions | 2,568 |
| 2,518 | Stationery, Consumables | 3,220 |
| - | Subscriptions | 2,314 |
| - | Temporary storage rental | 3,013 |
| 880 | Training & PD | - |
| 476 | Uniforms | 110 |
| 166,085 | Total Expenses | 255,798 |
| (77,241) | Operating Surplus(deficit) before Depreciation / Goodwill Amortisation | (65,564) |
| 10,104 | Depreciation provision | 18,193 |
| (87,345) | NET INCOME (DEFICIT) FOR YEAR | (83,757) |

Golden Beads Charitable Trust

Statement of Financial Performance Early Childhood

For the Period Ended 31 December 2014

 CAMPBELL
& CAMPBELL

AUDIT

| <u>2013</u> | | <u>2014</u> |
|-----------------|---|-----------------|
| 481,929 | MOE funding | 533,243 |
| 177,182 | Donations | 185,298 |
| 2,500 | Enrolment fees | 2,650 |
| 276 | Fundraising activities | 240 |
| 137 | Interest received - Westpac | 107 |
| 662,024 | Total Income | 721,538 |
| | <u>Expenses</u> | |
| 1,530 | Audit fee | 1,870 |
| 3,169 | ACC levies | 2,586 |
| 68 | Bank charges | 156 |
| 4,736 | Classroom expenses - trips & outdoor activities | 1,682 |
| 3,161 | Classroom expenses - food supplies | 4,134 |
| 16,097 | Cleaning | 17,614 |
| - | Donations | 605 |
| 5,910 | Insurance | 7,727 |
| 5,262 | Interest | 6,232 |
| 776 | Legal and consultancy expenses | 3,040 |
| 715 | Licenses & registrations | 1,023 |
| 1,614 | MANZ subscription | 1,933 |
| 993 | Pets and animal care | 908 |
| 4,018 | Power & Gas | 4,297 |
| 4,894 | Printer/photocopier expenses | 4,509 |
| 2,794 | Promotions and publications | 1,990 |
| 2,984 | Recruitment expenses and Staff costs | 4,308 |
| 81,895 | Rent & property costs | 90,236 |
| 7,933 | Repairs and Maintenance | 7,163 |
| 4,743 | Resources & classroom activities | 4,633 |
| 386,470 | Salaries and wages | 469,213 |
| 7,489 | Salaries and wages - kiwisaver contributions | 9,422 |
| 2,827 | Stationery, Consumables and computer expenses | 4,033 |
| 1,094 | Subscriptions | 798 |
| 1,583 | Telephone | 1,733 |
| 1,948 | Training & PD | 3,815 |
| 62 | Website | 393 |
| 554,765 | Total Expenses | 656,053 |
| | Operating Surplus before Depreciation / Goodwill | |
| 107,259 | Amortisation | 65,485 |
| 15,284 | Depreciation provision | 18,589 |
| 1,420 | Amortisation Expense | 1,420 |
| 90,555 | NET INCOME (DEFICIT) FOR YEAR | 45,476 |
| (87,345) | NET INCOME (DEFICIT) FOR YEAR PRIMARY | (83,757) |
| 3,210 | TOTAL NET INCOME (DEFICIT) FOR YEAR | (38,281) |

Golden Beads Charitable Trust
Statement of Financial Position
As at 31 December 2014

CAMPBELL
& CAMPBELL

AUDIT

| <u>Last Year</u> | Notes | <u>This Year</u> |
|--|-------|------------------|
| <u>Current Assets</u> | | |
| 22,356 Bank Accounts - cheque book | | 12,541 |
| 1,431 Accounts Receivable | | 6,597 |
| 2,680 Staff Loan | | 6,767 |
| 991 School uniforms on hand | | 967 |
| 43,202 Debtor - MOE subsidy due | | 32,525 |
| - Prepayments | | 22,917 |
| 70,660 | | 82,314 |
| <u>Fixed assets</u> | | |
| 280,628 Education Centre assets (At Cost) | | 404,808 |
| (126,774) Less Depreciation provision | | (163,556) |
| 153,854 Book Value | 6 | 241,252 |
| 7,100 Goodwill | 5 | 5,680 |
| 231,614 TOTAL ASSETS | | 329,246 |
| <u>Current Liabilities</u> | | |
| 12,904 Accounts Payable | | 30,655 |
| 41,515 Accounts Payable - Trustees | 4 | 78,795 |
| 2,078 Fees received in advance | | 15,217 |
| 45,428 Advance payments received MOE | | 56,443 |
| 13,007 PAYE payable | | 16,591 |
| 9,863 GST payable | | 8,823 |
| 124,795 | | 206,524 |
| 119,035 Westpac floating loan | | 118,219 |
| - Business Loan - Trustee | 4 | 55,000 |
| <u>EQUITY</u> | | |
| (15,426) Balance brought forward | | (12,216) |
| 3,210 Operating surplus (deficit) Education Centre | | (38,281) |
| (12,216) TOTAL EQUITY | | (50,497) |
| 231,614 TOTAL LIABILITIES AND EQUITY | | 329,246 |

Golden Beads Charitable Trust
Notes to and forming Part of the Financial Statements
For the Period ended 31 December 2014

1. Statement of Accounting Policies

Reporting Entity

The Golden Beads Charitable Trust is a charitable trust established on the 22nd day of April 2008

The Financial Statements are general purpose financial statements which have been prepared according to New Zealand generally accepted accounting practice.

The trust was registered with the Charities Commission on 30th June 2008 and has donee status.

Measurement Base

The accounting principles recognised as appropriate for the measurement and reporting of financial performance and financial position on a historical cost basis are followed by the Trust.

Specific Accounting Policies

The following specific accounting policies which materially affect the measurement of financial performance and financial position have been applied:

a) Accounts Receivable

Receivables are stated at their estimated realisable value.

b) Fixed Assets

Fixed Assets are stated at cost less accumulated depreciation.

c) Depreciation

Depreciation has been calculated on a straight line basis over the estimated useful life of the assets.

d) GST

The Financial Statements have been prepared on a GST-exclusive basis. Accounts Payable and Accounts Receivable are recorded at GST inclusive.

e) Comparatives

The comparative figures are for a twelve month period

2. Differential Reporting

The Reporting Entity is a qualifying entity under the Institute of Chartered Accountants of New Zealand Differential Reporting Framework.

This entity qualifies for differential reporting exemptions as it is not publicly accountable and is not considered large as total revenue does not exceed \$20 million and total assets do not exceed \$10 million.

Golden Beads Charitable Trust
Notes to and forming Part of the Financial Statements
For the Period ended 31 December 2014

3. Related Party Jirdan Investments Limited**Lease**

The Trust leases its premises at Newell Rd from Jirdan Investments Limited.
The lease is valued at \$153,000 plus GST per annum.

Rent owing

As at 31 December 2014 \$25,200 was owing and is included in Accounts Payable.

Diane Bhana is a director of Jirdan Investments Limited and is also a Trustee of the Trust

4. Related Party - Contract and Salary Remuneration

Included Salaries and Wages are payments made to trustees for work performed;

| | | |
|----------------|---------------------------------------|--------|
| Shayne Frickey | Salary Received | |
| Diane Bhana | Contract Remuneration | |
| | Accounts Payable owing to Diane Bhana | 78,795 |
| | Business Loan Owing to Diane Bhana | 55,000 |

5. Intangible assets

Goodwill has been amortised using the straight line basis over 10 years

| | |
|-----------------|-----------------|
| Original amount | \$14,200 |
| Opening Balance | 7,100 |
| Amortisation | 1,420 |
| Closing Balance | <u>\$ 5,680</u> |

6. Fixed assets

| | Opening Book Value | Depreciation | Closing Book Value | Closing Cost | Closing Accumulated Depreciation |
|-------------------------------|--------------------|------------------|--------------------|-------------------|----------------------------------|
| Schoolwide assets | | | | | |
| Website development | | | 6,175 | 6,175 | - |
| Site shared assets | | 2,364 | 5,997 | 8,361 | 2,364 |
| Resource consent costs | 33,845 | 4,714 | 29,131 | 47,141 | 18,010 |
| | <u>\$ 33,845</u> | <u>\$ 7,078</u> | <u>\$ 41,303</u> | <u>\$ 61,677</u> | <u>\$ 20,374</u> |
| Early Childhood Assets | | | | | |
| Furniture and Fittings | 23,222 | 4,637 | 19,971 | 61,739 | 41,768 |
| Classroom resources | 8,848 | 4,321 | 14,616 | 66,092 | 51,476 |
| Outdoor equipment | 17,202 | 2,553 | 13,562 | 31,447 | 17,885 |
| | <u>\$ 49,272</u> | <u>\$ 11,511</u> | <u>\$ 48,149</u> | <u>\$ 159,278</u> | <u>\$ 111,129</u> |
| Primary Assets | | | | | |
| Solar panels | 8,021 | 925 | 7,096 | 9,254 | 2,158 |
| Grounds development | 17,171 | 2,822 | 35,351 | 40,814 | 5,463 |
| Classroom resources | 118,373 | 11,460 | 82,068 | 101,199 | 19,131 |
| Furniture and appliances | 10,289 | 2,986 | 27,285 | 32,586 | 5,301 |
| | <u>\$ 153,854</u> | <u>\$ 18,193</u> | <u>\$ 151,800</u> | <u>\$ 183,853</u> | <u>\$ 32,053</u> |
| | <u>\$ 236,971</u> | <u>\$ 36,782</u> | <u>\$ 241,252</u> | <u>\$ 404,808</u> | <u>\$ 163,556</u> |



COPY

CERTIFICATE OF INCORPORATION

GOLDEN BEADS CHARITABLE TRUST 2124703

GOLDEN BEADS CHARITABLE TRUST is incorporated under the Charitable Trusts Act 1957 this 28th day of April 2008.

Neville Harris
Registrar of Incorporated Societies



Open Meeting

| | |
|---------------------------------|--|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 21 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565536 |
| Report Title | Application for Funding – Queens Redoubt Trust |

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Queens Redoubt Trust towards the cost of installing a disabled toilet amenity inside the Queens Redoubt Visitors Centre.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT an allocation of \$..... is made to the **Queens Redoubt Trust** towards the cost of installing a disabled toilet amenity inside the **Queens Redoubt Visitors Centre**;

OR

AND THAT the request from the **Queens Redoubt Trust** towards the cost of installing a disabled toilet amenity inside the **Queens Redoubt Visitors Centre** is declined / deferred until for the following reasons:

3. BACKGROUND

The Queens Redoubt Trust wants to install a new toilet inside the Queens Redoubt Visitors Centre.

The Heritage Visitors and Research Centre was established to promote the significant stories of the New Zealand Wars and the history of Pokeno.

The centre is open by appointment for those who want to research the archival and library services. The Trust is working towards opening during more regular hours by mid-2017.

There are 35 active volunteers involved in the project.

The new toilet will be connected to the new sewage scheme in Pokeno.

One of the Trustees, who is a registered builder, will be undertaking the build free of charge as a service to the Trust. The value of this in-kind service is \$1,000.00.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$4,658.16. The Queens Redoubt Trust is seeking funding of \$4,232.17 towards the cost of installing a new toilet amenity.

| | | | |
|---|------------------------------------|-------------|------------|
| GST Registered | | | Yes |
| Set of Accounts supplied | | | Yes |
| Previous funding has been received by this organisation | | | Yes |
| Discretionary & Funding Committee | To purchase new computer equipment | August 2015 | \$1,683.00 |

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 (whichever is the greater) 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. ATTACHMENTS

Application for Funding - Queens Redoubt Visitors Centre.

SCANNED
 Set No _____

30 JUN 2016

Time 11:50 Initials AS



DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the checklist on page 5.

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee

Project

Event

OR

Community Board / Committee Discretionary Fund

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

Section I - Your details

Name of organisation

Queen's Redoubt Trust

What is your organisation's purpose?

Acquire Queen's Redoubt site and develop it appropriately for public use and education about the Redoubt and the NZ Land Wars. To erect a memorial in remembrance of all who fought in these wars.

Address: (Postal)

40 Isabella Drive
 Pukekohe 2120

Address: (Physical if different from above)

22 Great South Road
 Pokeno 2402

Contact name, phone number/s and email address

Ian Barton

09 239 2049

ibtrees@wc.net.nz

Charities Commission Number: (If you have one)

CC47091

Are you GST registered? No Yes GST Number 78 527 714
 Bank account details 1 2 3 0 2 2 0 3 9 7 1 0 2 0 0
 Bank A.S.B. Branch Pukekohe

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section).

Social Economic Cultural Environmental

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 Thriving Vibrant

Section 3 – Your event/project

What is your event / project, including date and location? (please provide full details)

To install a disabled Toilet in our new visitor centre at Queen's Redoubt, Pokeno; connect it to the proposed sewerage scheme and connect water to the toilet, work bench and fire protection hose. All electrical work connected with above

Who is involved in your event / project?

Trustees and supporters of the Queen's Redoubt Trust

How many volunteers are involved?

35

What other groups are involved in the project?

Ngati Tamatiro who provide 2 of our Trustees

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

Eventually the Visitor Centre will be open to the public at regular times or by appointment. Displays expected to be open mid 2017, archives and library available now.

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and 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.

| 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) |
|--|--|--|
| TOTAL COST OF THE PROJECT/EVENT | \$ _____ | \$ _____ |
| Existing funds available for the project <i>Contingency fund</i> Total A | \$ <u>490</u> | \$ <u>426.09</u> |

Funding being sought from Waikato District Council

| Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet. | \$ | \$ |
|--|----------------|-------------------|
| <i>Plumbing work</i> | \$ <u>2480</u> | \$ <u>2156.52</u> |
| <i>Electrical work</i> | \$ <u>981</u> | \$ <u>853.04</u> |
| <i>Building materials</i> | \$ <u>544</u> | \$ <u>473.04</u> |
| <i>Drain laying (connect to sewerage)</i> | \$ <u>862</u> | \$ <u>749.57</u> |
| | \$ _____ | \$ _____ |
| | \$ _____ | \$ _____ |
| Total Funds being sought from WDC Total B | \$ <u>4867</u> | \$ <u>4232.17</u> |

Has funding been sought from other funders? Yes No

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

| | | |
|--|----------|----------|
| a) <i>Lion Foundation (declined)</i> | \$ _____ | \$ _____ |
| b) | \$ _____ | \$ _____ |
| c) | \$ _____ | \$ _____ |
| d) | \$ _____ | \$ _____ |
| Total of other funds being sought Total C | \$ _____ | \$ _____ |

| | | |
|---|----------------|-------------------|
| Total Funding Applied for (Add totals A, B & C together to make Total D) Total D | \$ <u>5357</u> | \$ <u>4658.16</u> |
| Note : This total should equal the Total Cost of the Project/Event | | |

Describe any donated material / resources provided for the event/project: *Building labour provided by Trustees, one of whom is a Registered Builder. This 'in-kind' contribution is valued at \$1000*


Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

| Project | Amount received | Date |
|---|-----------------|---------|
| Computer equipment for library/ archives | 1683.00 | 21/9/15 |
| | | |
| | | |

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

Signed:  Name: Ian Barton

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

Signature:  Date: 29/6/16

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature:  Date: _____

Position in organisation (tick which applies) Chairman Secretary Treasurer

Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

| Items Required | Enclosed ✓ | | |
|---|------------|------------|---------|
| Read and understood the guidelines for funding applications document | ✓ | Attachment | |
| Discussed your application with the Waikato District Council community development co-ordinator | ✓ | | |
| Nominated the fund you are applying for | ✓ | | |
| Completed Section 1 – Your details | ✓ | | |
| Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club 2014/15 | ✓ | | A |
| Enclosed an encoded deposit slip to enable direct credit of any grant payment made | ✓ | | B |
| Enclosed a copy of any documentation verifying your organisations legal status | ✓ | | C 1,2,3 |
| Included copies of written quotes | ✓ | | D |
| Completed Section 2 - community wellbeing and outcomes | ✓ | | |
| Completed Section 3 – details of your event/project | ✓ | | |
| Completed Section 4 – Funding requirements | ✓ | | |
| Completed Section 5 where funding has been received in the previous 2 years | ✓ | | |
| Obtained two signatures on your application | ✓ | | |

Please note: Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.

QUEEN'S REDOUBT TRUST

Directory

Trustees

Ian Barton
Neville Ritchie
Raewyn Ross
David Pearson
Hugh Ross
Lucas Calder
Les Vuletich
Mark Vuletich
Paul Bolton
Matthew Dean

Bankers

ASB Bank Limited

Date of Formation

10 February 1999

Nature of Business

Charitable Trust

Solicitors

Rennie Cox

Accountants

Elder Accounting Services Limited

QUEEN'S REDOUBT TRUST**Auditor's Report**

To the Trustees of the Queen's Redoubt Trust

We have audited the financial statement of the Queen's Redoubt Trust. The financial statements provide information about the past financial performance of the trust and its financial position as at 31 March 2015. This information is stated in accordance with the accounting policies set out in the Notes to the Financial Statements.

Auditor's Responsibilities

It is our responsibility to express an independent opinion on the financial statements presented by the treasurer and report our opinion to you.

Basis of Opinion

We conducted our audit in accordance with generally accepted auditing standards in New Zealand. We planned and performed our audit in order to obtain all the information and explanations that we consider necessary to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatements, whether caused by fraud or error. In forming our opinion, we also evaluated the overall adequacy of the presentation of information in the financial statements.

Other than in our capacity as auditor, we have no relationship with, or interest in, the trust.

Unqualified Opinion

We have obtained all of the information and explanations we have required.

In our opinion:

Proper accounting records have been kept by the trust as far as appears from our examination of those records.

The financial statements comply with generally accepted accounting practice in New Zealand and give a true and fair view of the financial position of the trust as at 31 March 2015 and its financial performance for the year ended on that date.

Our audit was completed on 14 August 2015, and our unqualified opinion is expressed as at that date.

Elder Accounting Services Ltd
Papakura

QUEEN'S REDOUBT TRUST

Statement of Financial Performance
For the Year ended 31st March 2015

| | 2015 | 2014 |
|---|-----------------|-----------------|
| | \$ | \$ |
| REVENUE | | |
| Sales | 22 | 31 |
| Interest Received | 580 | 1,816 |
| Membership Fees | 357 | 223 |
| Grazing Fees | 522 | 522 |
| Rent Received | 19,108 | 17,429 |
| Grants Received | 52,586 | 44,455 |
| Total Income | <u>73,175</u> | <u>64,476</u> |
| Less Expenses | | |
| Audit Fees | 490 | 490 |
| Bank Charges | 1 | 36 |
| Commissions | 1,914 | 1,544 |
| General Expenses | 1,154 | 701 |
| Insurance | 2,265 | 1,321 |
| Rates | 1,631 | 1,253 |
| Repairs and Maintenance - Land | 634 | 391 |
| Repairs and Maintenance - Rental | 4,985 | 471 |
| Website Expenses | 504 | 715 |
| Total Expenses | <u>13,578</u> | <u>6,922</u> |
| Net Surplus Before Depreciation | 59,597 | 57,554 |
| Less Depreciation Adjustments | | |
| Depreciation as per Schedule | 464 | 519 |
| Net Surplus Before Beneficiary Distributions | <u>59,133</u> | <u>57,035</u> |
| NET SURPLUS | <u>\$59,133</u> | <u>\$57,035</u> |

The above statement must be read in conjunction with the Notes to the Financial Statements.

QUEEN'S REDOUBT TRUST

**Statement of Movements in Equity
For the Year Ended 31 March 2015**

| | <i>2015</i> | <i>2014</i> |
|---|------------------|------------------|
| | \$ | \$ |
| EQUITY AT START OF PERIOD | 372,860 | 315,825 |
| SURPLUS & REVALUATIONS | | |
| Net Surplus After Tax | 59,133 | 57,035 |
| Movements in Realised Capital Gains | - | - |
| Movements in Revaluation Reserves | - | - |
| Total recognised revenues & expenses | <u>59,133</u> | <u>57,035</u> |
| OTHER MOVEMENTS | | |
| Funds Settled | - | - |
| Gifts Made During Year | - | - |
| EQUITY AT END OF PERIOD | <u>\$431,993</u> | <u>\$372,860</u> |

The above statement must be read in conjunction with the Notes to the Financial Statements.

QUEEN'S REDOUBT TRUST

**Statement of Financial Position
As at 31st March 2015**

| | 2015 | 2014 |
|---|------------------|------------------|
| | \$ | \$ |
| CURRENT ASSETS | | |
| ASB Cheque Account | 13,168 | 37,045 |
| Kiwi Bank Land Wars Memorial Fund | 2,539 | 2,461 |
| ASB Term Deposits | 5,458 | 5,313 |
| ASB Savings Plus Account | 600 | 26,745 |
| GST Refund Due | 3,030 | 4,197 |
| Total Current Assets | <u>24,795</u> | <u>75,761</u> |
| NON-CURRENT ASSETS | | |
| Fixed Assets as per Schedule | 409,748 | 301,649 |
| TOTAL ASSETS | <u>434,543</u> | <u>377,410</u> |
| CURRENT LIABILITIES | | |
| Accounts Payable | 550 | 550 |
| NON-CURRENT LIABILITIES | | |
| Waikato District Council Community Partnership Loan | 2,000 | 4,000 |
| TOTAL LIABILITIES | <u>2,550</u> | <u>4,550</u> |
| NET ASSETS | <u>\$431,993</u> | <u>\$372,860</u> |
| Represented by; | | |
| EQUITY | | |
| Trust Capital | - | - |
| Reserves | - | - |
| Retained Earnings | 431,993 | 372,860 |
| TOTAL EQUITY | <u>\$431,993</u> | <u>\$372,860</u> |

The accompanying notes form part of these Financial Statements and should be read in conjunction with the reports contained herein.

For and on behalf of the Trust:

Trustee _____ Trustee _____

Date

The above statement must be read in conjunction with the Notes to the Financial Statements.

QUEEN'S REDOUBT TRUST

Notes to the Financial Statements For the Year ended 31st March 2015

1. Statement of Accounting Policies

The financial statements presented here are for the entity Queen's Redoubt Trust.

Queen's Redoubt Trust is a charitable trust, settled under trust deed by the settlor dated 10 February 1999. The trust was registered under the Charitable Trusts Act 1957 on 19 February 1999. These financial statements are general purpose financial statements and have been prepared in accordance with generally accepted accounting practices.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost basis have been used, with the exception of certain items for which specific accounting policies have been identified.

(a) Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on bases consistent with those used in previous years.

(b) Fixed Assets & Depreciation

The entity has the following classes of fixed assets:

Land
Buildings
Plant & Equipment

All fixed assets are initially recorded at cost with depreciation being deducted on all tangible fixed assets other than freehold land, in accordance with rates set out in the Income Tax Act 1994.

Valuations

The most recent valuation was done on 20 September 1999 by Marsh & Irwin Limited.

Valuation on Lot 12-18 DP21310 Part Lot 14 DP13817

| | | | |
|---------------------------|-----------|----------------------------|-----------|
| Valuation of Improvements | \$150,000 | Rateable Value 1 July 2013 | \$185,000 |
| Valuation of Land | \$195,000 | Rateable Value 1 July 2013 | \$295,000 |

(c) Income Tax

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

2. Nature of Business

The business of the Trust is a charitable Trust. The nature of the Trust's business has not changed during the year under review.

3. Audit

These financial statements have been subject to audit, please refer to Auditor's Report.

These financial statements have been prepared without review or audit. The above statement must be read subject to the Statement of Disclaimer on page 4.

QUEEN'S REDOUBT TRUST

**Notes to the Financial Statements
For the Year ended 31st March 2015**

4. Term Deposits

| | | | | | |
|-------------------|--|--|--|----------------|----------------|
| ASB Term Deposits | | | | <u>\$5,458</u> | <u>\$5,313</u> |
|-------------------|--|--|--|----------------|----------------|

Summary of Deposits

| | | | |
|--------------|---------|-----------------------|---------------------------|
| Deposit 0078 | \$5,458 | Interest Rate 3.00%pa | Maturity Date 16 May 2015 |
|--------------|---------|-----------------------|---------------------------|

5. Fixed Assets

| | <i>2015</i> | <i>2014</i> |
|---------------------|------------------|------------------|
| | \$ | \$ |
| Land | 165,513 | 165,513 |
| Buildings | 242,157 | 133,722 |
| Plant and Equipment | <u>2,078</u> | <u>2,414</u> |
| | <u>\$409,748</u> | <u>\$301,649</u> |

6. Term Loans

| | <i>2015</i> | <i>2014</i> |
|--|----------------|----------------|
| | \$ | \$ |
| Waikato District Council Community Partnership Loan | | |
| Current | 2,000 | 2,000 |
| Non Current | <u>-</u> | <u>2,000</u> |
| | <u>\$2,000</u> | <u>\$4,000</u> |

| | |
|-----------------|------------------|
| Interest Rate | 0.00% pa |
| Repayments | \$2,000 annually |
| Final Repayment | 1 December 2015 |

7. Capital and Lease Commitments

The Trust has no capital or lease commitments as at 31st March 2015. (2014 \$Nil)

8. Contingent Liabilities

At balance date there are no known contingent liabilities (2014 \$Nil). Queen's Redoubt Trust has not granted any securities in respect of liabilities payable by any other party whatsoever.



CERTIFICATE OF INCORPORATION
of
QUEEN'S REDOUBT TRUST BOARD
(AK/948008)

This is to certify that QUEEN'S REDOUBT TRUST BOARD was incorporated under the Charitable Trusts Act 1957 on the 19th day of February 1999.

Neville Harris

Neville Harris
Registrar of Incorporated Societies
25 February 1999





Certificate of Registration

Queen's Redoubt Trust Board

This is to certify that Queen's Redoubt Trust Board was registered as a charitable entity under the Charities Act 2005 on 25 July 2011.

Registration number: CC47091

Trevor Garrett
Chief Executive



Inland Revenue Department,
Private Bag, Manukau
Telephone 0800 377 774
Facsimile 09-262 9001

01809

BUSINESSDIRECT

18 OCT 2002

QUEEN'S REDOUBT TRUST BOARD

IRD Number 78-527-714

22 ELGIN STREET
GREY LYNN AUCKLAND

1002

Our Reference

Your Reference

DEAR Sir/Madam

Resident Withholding Tax on Interest and Dividends Certificate of Exemption
IRD/Exemption number: 78-527-714

Here is your Certificate of Exemption from resident withholding tax on interest and dividends (IR 15C). Please keep it in a safe place. You will have to show it to those paying you interest or dividends, or you may have to return it to Inland Revenue if requested.

This certificate exempts you from paying resident withholding tax but does not exempt you from paying income tax. You must still file an income tax return.

If you no longer qualify for an exemption please send this certificate back to us with a written explanation. You must do this within five working days of the date you were no longer entitled to an exemption.

Yours faithfully

D Butler
Commissioner of Inland Revenue



Private Bag Manukau
Telephone 09-262 9011

BUSINESSDIRECT

CERTIFICATE OF EXEMPTION FROM RESIDENT WITHHOLDING TAX ON INTEREST/DIVIDENDS

QUEEN'S REDOUBT TRUST BOARD

22 ELGIN STREET
GREY LYNN AUCKLAND

1002

Exemption/IRD Number 78-527-714

DIR

This certifies that Resident Withholding Tax deductions are not to be made from any interest and dividends paid to the named recipient from 18/10/2002

D Butler
Commissioner of Inland Revenue

This certificate is issued without alteration or erasure.



VALLEY DRAINLAYING LTD
P O Box 851
PUKEKOHE 2120
SOUTH AUCKLAND

TEL: 09 238 3485
FAX: 09 238 3510

VALLEYDRAINLAYING@XTRA.CO.NZ
WWW.VALLEYDRAINLAYING.CO.NZ

29 October 2015

Queen Redoubt Trust
C/- ibtrees@wc.net.nz

Dear Ian

Re: 22 Great South Rd, Pokeno

Job No: 4376

Further to my site visit and information supplied, please find below my quotation for drainage works required at 22 Great South Rd, Pokeno.

Description of Work:

Connect new toilet to new (yet to be built) sewer line. Supply and install 1 x gully trap, 1 x toilet vent.

Our price \$750 + GST = **\$862.5**

Standard Conditions of Trade:

- All tested to Council requirements and backfilled.
- We will supply digger, labour, truck, pipe, fittings and **all materials** required to complete the above job.
- This quotation is based upon the information provided by the client, any variation from that may incur extra costs.
- Please note payment is to be made in full 7 days from the issue of our invoice unless prior arrangement is made.
- For a full copy of our terms of trade, please see document attached.

Thank you for the opportunity to submit a price for this project. If you have any queries, please do not hesitate to contact me on 09 238 3485 or 0274 719 716.

Kind regards

Peter Valley
Valley Drainlaying Ltd



DMI Plumbing Limited
PO Box 355
Pukekohe 2340

Tel. 09 238 1450
admin@dmiplumbing.co.nz
GST # 81 781 958

CUSTOMER QUOTATION NO. 4290

Queens Rebout Trust
40 Isabella Dr
Pukekohe

Quote No: 4290
Site: 22 Great Soth Rd, Pokeno
Created Date: 24/09/2015
Valid For: 30 Day(s)

Dear Ian

Thank you for the opportunity to quote for work required at 22 Great South Rd, Pokeno. All plumbing pipe work and labour to completed contract is included in this price. Plumbing has been specified as G13.

Please find below a list of areas where our plumbing is to be connected.

Bathroom

Disabled Toilet pan & cistern - Vanity

Hose Reel

Install pipe work and connect hose reel.

Hardware

Supply Disabled toilet pan & cistern - Wall hung basin to disabled specs - Grab rail to disabled specs

Materials to be Used

All waste pipe in PVC - All hardware connections in PVC to plug and wastes and stainless steel to water - All plumbing pipe work in Buteline piping systems

Exclusions

No allowance has been made for the following:

Supply or installation of water main - Draining - Future kitchen

Extras to Contract

The price has been quoted on the plans provided. Variations to the plan will be charged to the client as "extras to contract"

Addition - Renovations

Supply pipe and labour for toilet, basin and connection of hose reel

Sub-Total ex GST \$1,450.00

Hardware - Supply of Hardware

Cosmo Care Pan and cistern

Caroma Flora Wall basin

Oceania Basin mixer

Grail Rail 600mm

Sub-Total ex GST \$706.68

With thanks and kind regards
DMI Plumbing Limited

Sub-Total ex GST \$2,156.68
GST \$323.50
Total inc GST \$2,480.18

Laser Electrical Papakura
 PO Box 72 858
 Papakura 2244
 Tel. 09 298 8173
 GST # 95-219-268
 www.laserelectrical.co.nz



CUSTOMER QUOTATION NO. 11385

Ian Barton
 Queens Redoubt Trust
 22 Great South Rd
 Pokeno

Quote No: 11385
Site: 22 Great South Rd Pokeno
Site Address: 22 Great South Rd
 Pokeno

Date: 06/10/2015
Valid For: 30 Day(s)

Description

Disabled toilet.

Disabled toilet

Install light and extract fan in the disabled toilet in the rear workroom.

As the ceiling of the toilet may be used for storage we suggest installing a wall extract fan to avoid ducting sitting above the ceiling. As the external cladding is corrugated iron we recommend having the external vent installed the builder or specialist installer.

We have allowed to install a high quality LED button light fitting that is IP rated so suitable for wet areas and being LED will not need lamp replacement for several years.

We have also allowed for the installation of a fan run-on timer so when the fan is switched off it will run for an additional 7 minutes before turning off.

| Item | Quantity | Unit Price | Total |
|---------------------------------|----------|------------|-----------------|
| ~Fan 150mm thru wall kit | 1.00 | \$170.87 | \$170.87 |
| ***LED ceiling button 20W White | 1.00 | \$169.74 | \$169.74 |
| Timer wall fan | 1.00 | \$35.31 | \$35.31 |
| ~Switch 2G 10A WH | 1.00 | \$35.42 | \$35.42 |
| ~1.0mm TPS twin + earth | 10.00 | \$2.24 | \$22.40 |
| Tradesman | 6 | \$70.00 | \$420.00 |
| Sub-Total ex GST | | | \$853.74 |

Thank you.

Laser Electrical Papakura

Sub-Total ex GST \$853.74
GST \$128.06
Total inc GST \$981.80

"Totally Dependable"

www.laserelectrical.co.nz

Shove Electrical NZ Ltd trading as Laser Electrical Papakura is independent to Laser Electrical Group Ltd.
 Laser Electrical Papakura uses the LASER™ name pursuant to a franchise agreement with Laser Electrical Group Ltd.
 Page 1/1

PROJECT ESTIMATE

Queens Redoubt Trust

E:

Address: Pokeno

Ph:

PO Box:

M:

Mitre10 Mega Pukekohe

Key Contact: Amanda Brocas

M:

E: trade@megapukekohe.co.nz

Address: 12 wrightsons way, Pukekohe
2120, New Zealand

Ph: (09)2385559

PO Box:

Estimate For:

Job Reference:

Date:

30 Oct 2015

Estimate Number:

83060

This estimate is valid until

29 Nov 2015

This estimate is subject to included tags, terms and conditions. All pricing is GST exclusive unless otherwise stated.

Schedule Summary

General

\$473.05

Grand Total (excluding GST)

\$473.05

GST (at 15%)

\$70.96

Grand Total (including GST)

\$544.01



Key Contact:

Amanda Brocas

Mobile:

Email Address:

trade@megapukekohe.co.nz

Store Phone:

(09)2385559

Open Meeting

| | |
|---------------------------------|---|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 20 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565535 |
| Report Title | Application for Funding – Mangatawhiri & Districts Preschool & Playgroup |

1. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Mangatawhiri & Districts Preschool & Playgroup towards the cost of purchasing a new shade protection cover for the children's sandpit.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT an allocation of \$..... is made to the **Mangatawhiri & Districts Preschool & Playgroup** towards the cost of purchasing a new shade protection cover for the children's sandpit;

OR

AND THAT the request from the **Mangatawhiri & Districts Preschool & Playgroup** towards the cost of purchasing a new shade protection cover for the children's sandpit is declined / deferred until for the following reasons:

3. BACKGROUND

The Mangatawhiri & Districts Preschool & Playgroup wants to purchase a new shade protection cover to be used to cover the newly built sandpit.

The sandpit is used by the preschool children, children who are in after school care and those who visit when local activities are being held.

The Mangatawhiri & Districts Preschool & Playgroup operates all its activities out of the Mangatawhiri Hall.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$4,300.00. The Mangatawhiri & Districts Preschool & Playgroup is seeking funding of \$4,300.00 towards the cost of purchasing a new shade protection cover.

| | | | |
|---|------------------------|-----------|------------|
| GST Registered | | | Yes |
| Set of Accounts supplied | | | Yes |
| Previous funding has been received by this organisation | | | Yes |
| Discretionary & Funding Committee | To upgrade the sandpit | July 2016 | \$2,477.39 |

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 (whichever is the greater) 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. ATTACHMENTS

Application for Funding - Mangatawhiri & Districts Preschool & Playgroup

RECEIVED

20 JUL 2016

98

SCANNED
Set No _____



Waikato District Council

DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the checklist on page 5.

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee

Project

Event

OR

Community Board / Committee Discretionary Fund

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

Section I - Your details

Name of organisation

Mangatawhiri and Districts Preschool / Pk group

What is your organisation's purpose?

To provide a safe and fun learning environment for children in our community and assist their development and readiness for school.

Address: (Postal)

Po Box 89
Pokeno 2440

Address: (Physical if different from above)

Cnr Mangatawhiri Rd & McKenzie Rd
Mangatawhiri
Pokeno 2471

Contact name, phone number/s and email address

Sherily Ramsey 0275206261
sherilyramsey@gmail.com

Charities Commission Number: (If you have one)

CC29829

Are you GST registered? No Yes GST Number 91,051,540

Bank account details 12,3023,0620468,00

Bank ASB Branch Pukekohe

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section).

Social Economic Cultural Environmental

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 Thriving Vibrant

Section 3 – Your event/project

What is your event / project, including date and location ? (please provide full details)

We are applying for funding to help cover the cost of a new shade sail structure to provide protection from the sun to our children in summer time & throughout the year. We run our preschool from the community hall & do fundraising throughout the year to cover day to day running costs & keep our fees low to keep numbers up. The funding would help provide current & future children with the best possible learning resources.

Who is involved in your event / project?

Preschool Committee members

How many volunteers are involved?

4

What other groups are involved in the project?

N/A

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

It will benefit the children of the local community as it provides a safe place in a great location to learn in readiness for school as well as helping the local hall with an additional income.

also currently the after school care program is operating at the hall so they would also benefit from this.

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and 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.

| 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) |
|---|--|--|
| TOTAL COST OF THE PROJECT/EVENT | \$ _____ | \$ <u>4300.00</u> |
| Existing funds available for the project Total A | \$ _____ | \$ <u>0.00</u> |

Funding being sought from Waikato District Council

| Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet. | \$ | \$ |
|---|----|-------------------|
| <u>For side shade sail structure including installation</u> | \$ | \$ <u>4300.00</u> |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| | \$ | \$ |
| Total Funds being sought from WDC Total B | \$ | \$ <u>4300.00</u> |

Has 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 | \$ _____ | \$ _____ |

| | | |
|---|----------|-------------------|
| Total Funding Applied for (Add totals A, B & C together to make Total D) Total D | \$ _____ | \$ <u>4300.00</u> |
| <i>Note : This total should equal the Total Cost of the Project/Event</i> | | |

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

N/A


Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

| Project | Amount received | Date |
|------------------------|-----------------|---------|
| upgrading the sand pit | \$2000.00 | 18/8/15 |
| | | |
| | | |
| | | |

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

Signed:  Name: Sheryl Ramsay

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

Signature:  Date: 16/5/2016

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature:  Date: 27/6/16

Position in organisation (tick which applies) Chairman Secretary Treasurer



Quote

Contact name: Sherily

Company: Mangatawhiri Preschool

Date: 23/02/2016

Quote expires: 23/03/16

Job description:

- Four sided Shade sail structure (10x8x7x5.5) + Installation

\$4300.00 + gst

GST: \$ 645.00

Total: \$4945.00 Inc

Canvas station gives a 3 year workmanship warranty

Contact: Chris Lithgow - Mobile: 02102719439 - Email: canvas_station@mail.com

Open Meeting

| | |
|---------------------------------|--|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 21 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565552 |
| Report Title | Application for Funding – Waitetuna School |

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Waitetuna School towards the cost of upgrading the school administration block.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT an allocation of \$..... is made to the Waitetuna School towards the cost of upgrading the school administration block;

OR

AND THAT the request from the Waitetuna School towards the cost of upgrading the school administration block is declined / deferred until for the following reasons:

3. BACKGROUND

The Waitetuna School is undertaking a re-build of the school administration block and the refurbishment of the junior class room. This application for funding relates to the upgrade of the administration block.

The current administration block is outdated, unhygienic and not welcoming for all those who visit and/or participate in the usage of the school.

The new building will include a new kitchen, three new recess rooms for tutoring and an upgrade of the toilet and office areas.

The school has sold the old school house to raise \$46,000.00 and the Parent Teacher Association (“PTA”) have fundraised a further \$8,600.00 towards the cost of the re-build.

The PTA has organised working bees to remove the old PE and art shed to make room for the new building.

Sixty three students attend the school.

There are one hundred and fifty families residing in the Waitetuna Valley area.

The school is the only resource that the community has to use for meetings and gatherings.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$192,697.84. The Waitetuna School is seeking funding of \$5,000.00 towards the cost of the upgrading the administration block.

| | |
|---|-----|
| GST Registered | 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 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 (whichever is the greater) 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. ATTACHMENTS

Application for Funding – Waitetuna School



106 RECEIVED

30 JUN 2016

Waikato District Council



DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the **checklist on page 5**.

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee Project Event

OR

Community Board / Committee Discretionary Fund

Raglan Taupiri Onewhero-Tuakau
Ngaruawahia Huntly Te Kauwhata Meremere

Section I – Your details

Name of organisation

Waitetuna School

What is your organisation's purpose?

Primary School

Address: (Postal)

129 Waitetuna Valley Rd RD1 Raglan

Address: (Physical if different from above)

As above

Contact name, phone number/s and email address

Margery O'Connell, Principal: Ph 078255827 email: principal@waitetuna.school.nz

Charities Commission Number: (If you have one) N/A

Are you GST registered? No Yes GST Number 5 2 / 0 5 6 / 6 8 3
 Bank account details 0 3 / 1 5 6 3 / 0 0 6 0 1 4 0 / 0 0 0
 Bank Westpac Branch Raglan

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section).

Social Economic Cultural Environmental

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 Thriving Vibrant

Section 3 – Your event/project

What is your event / project, including date and location ? (please provide full details)

Re-Build of our school administration block. Our target date is term3, once we receive this grant the building project will be initiated at 129 Waitetuna Valley Road

Who is involved in your event / project?

Project manager Hohimi Whitewood, Waitetuna School Staff, Mitchell Construction, Principal and Board of Trustees

How many volunteers are involved?

PTA - Fundraising / Working bees where 10 to 12 people attend once a term

What other groups are involved in the project?

Ministry of Education: Anne Clark Finance Advisor
Emma Coker Property Advisor

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

Please see attached letter

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and 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.

| 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) |
|--|---|---|
| TOTAL COST OF THE PROJECT/EVENT | \$ _____ | \$ 192697.84 |
| Existing funds available for the project Total A | \$ _____ | \$ 187697.00 |

Funding being sought from Waikato District Council

| Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet. | \$ | \$ |
|---|----|--------------|
| Mitchell Construction | \$ | \$ 175869.84 |
| pmd-inc Prelim work | \$ | \$ 5802.00 |
| pmd-inc Project Management | \$ | \$ 5280.00 |
| Aurecon NZ Fire report | \$ | \$ 1746.00 |
| Waikato District Council estimate cost for building consent | \$ | \$ 4000.00 |
| | \$ | \$ |
| Total Funds being sought from WDC Total B | \$ | \$ 5000.00 |

Has 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 | \$ _____ | \$ _____ |

| | | |
|---|----------|----------|
| Total Funding Applied for (Add totals A, B & C together to make Total D) Total D | \$ _____ | \$ _____ |
| <i>Note : This total should equal the Total Cost of the Project/Event</i> | | |

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

PTA with fundraising, working bees to remove old PE & Art shed for the extension of building project. We have completed work through working bees to provide needed access to the back of the school.

Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

| Project | Amount received | Date |
|---------|-----------------|------|
| N/A | | |
| | | |
| | | |
| | | |

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

Signed: _____ Name: _____

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

Signature: Margery O'Connell Date: 29.6.16

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: Lorna Dansey Date: 29.6.16

Position in organisation (tick which applies) Chairman Secretary Treasurer

Lorna Dansey



Inland Revenue
Te Tari Taake

110

Inland Revenue Department,
Private Bag, Hamilton

Telephone 0800 377 774
Facsimile 07 834 7201

00006

12th October 2004

— WAITETUNA SCHOOL BOARD OF TRUSTEES
— WAITETUNA SCHOOL R D 1
— RAGLAN 2050

IRD Number 52-056-683

Our Reference 200875952500

Dear Sir/Madam

Resident Withholding Tax on Interest and Dividends Certificate of Exemption
IRD/Exemption Number : 52-056-683

Here is your Certificate of Exemption from resident withholding tax on interest and dividends (IR 15C). Please keep it in a safe place. You will have to show it to those paying you interest or dividends, or you may have to return it to Inland Revenue if requested.

This certificate exempts you from paying resident withholding tax but does not exempt you from paying income tax. You must still file an income tax return.

If you no longer qualify for an exemption please send this certificate back to us with a written explanation. You must do this within five working days of the date you were no longer entitled to an exemption.

Yours faithfully

TR06.2

D Butler
Commissioner of Inland Revenue



Inland Revenue
Te Tari Taake

Private Bag Hamilton
Telephone 0800 377 774

CERTIFICATE OF EXEMPTION FROM RESIDENT WITHHOLDING TAX ON INTEREST/DIVIDENDS

Issued under section 327M of the Income Tax Act 1976

WAITETUNA SCHOOL BOARD OF TRUSTEES
WAITETUNA SCHOOL R D 1
RAGLAN

Exemption/IRD Number 52-056-683

This certifies that Resident Withholding Tax deductions are not to be made from any interest and dividends paid to the named recipient from 01/10/1989

This certificate is issued without alteration or erasure

D Butler
Commissioner of Inland Revenue

TR06.2

IR15C

Administration Re-Build at Waitetuna School

Waitetuna School community is currently fund raising \$14 000 toward a re-build of our school Administration Block. In total Waitetuna School is to contribute \$60 000 to the re-build. The school is contributing \$46 000 from the sale of the old School House. The PTA have fund raised \$8600 so far this year (2016) and we still need a further \$5000 before we can proceed with the project. Plans and building contracts are ready to go.

Waitetuna School is asking the Waikato District Council to fund \$5000 so as we can proceed with this project.

Waitetuna School is a school of 63 students and three classrooms. The school is situated in the Waitetuna Valley and is the hub of the community of at least 150 families. Currently the children of 40 families attend the school. There are no shops, no hall and no buildings shared by the community. Waitetuna School is the community resource and the school is where the community meets!

The current Admin Building is 1970's design with a very small pokey kitchen and out-dated, old rooms. The staffroom is unhygienic (we have constant mouse problems with plates and cups needing to be washed before use!!). The staff room was described by ERO (Education Review Office) in 2014, as sub-standard. This area is an embarrassment to show people, particularly when we have visitors in our school. These include the Chiefs, All Blacks, Olympic/Commonwealth Athletes, and other well-known people that come to our school community to inspire students, teachers and parents alike. The plans for the new Admin Building include a new kitchen, an up-graded office area, an up-graded toilet facility and three new recess rooms for tutoring.

Once we have the final \$5000 (that we are asking for funding) the project will be ticked off by the Anne Clarke (Finance Officer for MOE) and Mitchell Construction (building company) can proceed.

The purpose of this application is to receive funding to upgrade this facility. This is needed to:

- create more space (to meet the minimum standards set by MOE)
- up-grade the facility for Health and Safety reasons
- create a more friendly "meet and greet" office area for all community members and visitors
- create spaces for 1 on 1 and group learning
- future proof the facilities to meet the demands of this growing community

Waitetuna School is more than just a learning facility. The school provides a base and central meeting place for the whole Waitetuna Valley Community.

These are the services the school offers:

- Community/School events – picnics, BBQ, celebration days, prize giving, sports events, swimming, elections, family welcomes and goodbyes (benefits all members- old and young- of the community). We have a Waitetuna Community Group Facebook page (this group has 100+ members). Events/ exercise group sessions etc are all advertised on the page.
- The Playgroup (every Tuesday) –uses the multi-purpose room and the kitchen/bathroom facilities. Some members of the Playgroup are not connected with the school (like home schoolers and young parents) and this provides a meeting place for these new parents.
- Regular Community Newsletters sent to all households (150 + homes) to maintain a strong relationship/connection between the school and the community.
- The swimming pool – used by 20 families and more than 60 students daily in the summertime. Keys are available for non-Waitetuna school families over summer.
- Dental Service – share our multi-purpose room, admin kitchen and toilets.
- Community Police – for educational purposes for students and community.
- Community Library – used by the community (we hope to make this larger in the future).
- Yoga - in the multi-purpose room with access to admin toilets and kitchen (advertised on Waitetuna Community Facebook page).
- Exercise Group - in the multi-purpose room with access to admin toilets and kitchen (advertised on Waitetuna Community Facebook page).
- SPELD – Private tutoring for dyslexic students (parents pay \$50 per lesson weekly). We have 8 students currently on SPELD. The SPELD Tutor often works in the staff room (Admin) with these students on Monday and Tuesday –due to lack of teaching space in the school!
- Reading Recovery – Currently taught in a store room off the junior room-due to lack of space in the school.
- Speech Therapy – Admin recess room required (Available to children with speech impediments).
- RTLB – Specialist Literacy Teacher working with student groups. Admin recess room required for this space (one day a week).
- Vintage Car Rally – use kitchen and toilets in Admin (once a year).
- A safe and child friendly playground/picnic area that community members use frequently after school and in the weekends.

7th July 2015

The Principal/Board of Trustees
Waitetuna School
129 Waitetuna Valley Road
Raglan

pmd-inc Ltd

Address: 15 Flynn Road - Hamilton
Email: pmd-inc@hotmail.co.nz
Mobile: 0276 319 700
Phone: 07 856 3807

Re: Administration Block Alterations & Additions + Junior Classroom Refurbishment

Dear Joanne

We would like to nominate Mitchell Construction Ltd who have submitted a revised total contract price of \$175,869.84 ex gst as the preferred contractor to negotiate with to complete.

Current project costs are as follows:

| | | |
|---|---------------------|----------------|
| Mitchell Construction Ltd | \$175,869.84 | ex gst |
| pmd-inc limited (Preliminary Work) | \$ 5,802.00 | ex gst |
| pmd-inc limited (Project Management) | \$ 5,280.00 | ex gst |
| Aurecon New Zealand Ltd (Fire Report) | \$ 1,746.00 | ex gst |
| Waikato District Council (Building Consent) | \$ 4,000.00 | ex gst approx. |
| Total | \$192,697.84 | ex gst |
| GST | \$ 28,904.67 | |
| Grand Total | \$221,602.51 | |

Notes:

- All tenderers have allowed for the nominated contingency sum of \$15,000.00 ex gst. This allowance will cover any unforeseen work. If not expended it will be credited to the contract.

- I have made an assumption that the Board's position in terms of a contribution is still the same i.e. \$45k contribution which provides a combined project budget of \$156,429.00 ex gst. The figure is derived from Board, SPG & 5YA funding. At this point while we have made significant savings with the revised proposal we are still \$36k approx short to complete the contract.

- At this point the Board will need to consider entering into negotiations with Mitchell Construction Ltd to discuss options to further reduce the project costs as it appears that we have already exhausted all other options.

pmd-inc Ltd

Address: 15 Flynn Road - Hamilton

Email: pmd-inc@hotmail.co.nz

Mobile: 0276 319 700

Phone: 07 856 3807

Additional Tenders:

| | |
|-------------------------|---------------------|
| Thorburn Builders Ltd | \$195,831.45 ex gst |
| Construct Ltd | \$197,521.75 ex gst |
| Lobell Construction Ltd | \$217,637.92 ex gst |

If you have any queries, please do not hesitate to give me a call.

Yours faithfully,



Hohimi Whitewood
pmd-inc limited

**TO THE READERS OF
WAITETUNA SCHOOL'S
FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2015**

The Auditor-General is the auditor of Waitetuna School (the School). The Auditor-General has appointed me, R K Owen, using the staff and resources of Owen McLeod & Co, to carry out the audit of the financial statements of the School on her behalf.

Opinion

We have audited the financial statements of the School on pages 2 to 20, that comprise the statement of financial position as at 31 December 2015, the statement of comprehensive revenue and expense, statement of changes in net assets/equity and statement of cash flows for the year ended on that date, and the notes to the financial statements that include accounting policies and other explanatory information.

In our opinion the financial statements of the School:

- present fairly, in all material respects:
 - its financial position as at 31 December 2015; and
 - its financial performance and cash flows for the year ended; and
- comply with generally accepted accounting practice in New Zealand and have been prepared in accordance with PBE Accounting Standards (PBE IPSAS) Reduced Disclosure Regime.

Our audit was completed on 24 May 2016. This is the date at which our opinion is expressed.

The basis of our opinion is explained below. In addition, we outline the responsibilities of the Board of Trustees and our responsibilities, and we explain our independence.

Basis of opinion

We carried out our audit in accordance with the Auditor-General's Auditing Standards, which incorporate the International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and carry out our audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

Material misstatements are differences or omissions of amounts and disclosures that, in our judgement, are likely to influence readers' overall understanding of the financial statements. If we had found material misstatements that were not corrected, we would have referred to them in our opinion.

An audit involves carrying out procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on our judgement, including our assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, we consider internal control relevant to the preparation of the School's financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the School's internal control.

Freephone 0800 269 139

91 Clarence Street Hamilton 3204
PO Box 389 Hamilton 3240

Telephone 07 839 1235
Facsimile 07 839 1237

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



As part of our audit, we assessed the risk of material misstatement arising from the Novopay payroll system, which may still contain errors. As a result, we carried out procedures to minimise the risk of material errors arising from the system that, in our judgement, would likely influence readers' overall understanding of the financial statements.

An audit also involves evaluating:

- the appropriateness of accounting policies used and whether they have been consistently applied;
- the reasonableness of the significant accounting estimates and judgements made by the Board of Trustees;
- the adequacy of the disclosures in the financial statements; and
- the overall presentation of the financial statements.

We did not examine every transaction, nor do we guarantee complete accuracy of the financial statements.

We believe we have obtained sufficient and appropriate audit evidence to provide a basis for our audit opinion.

Responsibilities of the Board of Trustees

The Board of Trustees is responsible for the preparation and fair presentation of financial statements for the School that comply with generally accepted accounting practice in New Zealand.

The Board of Trustees' responsibilities arise from the Education Act 1989.

The Board of Trustees is also responsible for such internal control as it determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error. The Board of Trustees is also responsible for the publication of the financial statements, whether in printed or electronic form.

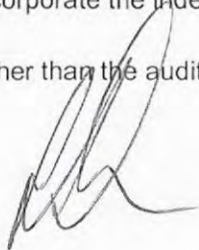
Responsibilities of the Auditor

We are responsible for expressing an independent opinion on the financial statements and reporting that opinion to you based on our audit. Our responsibility arises from Public Audit Act 2001.

Independence

When carrying out the audit, we followed the independence requirements of the Auditor-General, which incorporate the independence requirements of the External Reporting Board.

Other than the audit, we have no relationship with or interests in the School.



R K Owen
Owen McLeod & Co
On behalf of the Auditor-General
Hamilton, New Zealand

Board of Trustees
2015 Annual Report
and
Financial Statements



Waitetuna School

Together we're growing the seeds of success

| | |
|----------------|--|
| Street address | Waitetuna Valley Road Waitetuna |
| Postal address | R.D. 1 Raglan |
| Phone | 07 825 5827 |
| Fax | 07 825 5027 |
| Email | office@waitetuna.school.nz |



Waitetuna School

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Financial Statements for the year ended 31 December 2015

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Waitetuna School

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Statement of Responsibility for the year ended 31 December 2015

The Board of Trustees (the Board) have pleasure in presenting the annual report of Waitetuna School, incorporating the financial statements and the auditor's report, for the year ended 31 December 2015.

The Board of Trustees accepts responsibility for the preparation of the annual financial statements and the judgements used in these financial statements.

The management (including the principal and others as directed by the Board) accepts responsibility for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of the School's financial reporting.

In the opinion of the Board and management, that the annual financial statements for the financial year ended 31 December 2015 fairly reflect the financial position and operations of the School.

The School's 2015 financial statements are authorised for issue by the Board Chairperson and Principal.

Erin Cranfield
Full Name of Board Chairperson

Margery O'Connell
Full Name of Principal

Erin Cranfield
Signature of Board Chairperson

M O'Connell
Signature of Principal

24/6/16
Date

24/5/16
Date



Waitetuna School

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Statement of Comprehensive Revenue and Expense For the year ended 31 December 2015

| | Note | 2015 Actual \$ | 2015 Budget (Unaudited) \$ | 2014 Actual \$ |
|---|------|----------------------|-------------------------------------|----------------------|
| Revenue | | | | |
| Government Grants | 10 | 519442 | 420395 | 479882 |
| Locally Raised Funds | 11 | 38843 | 12315 | 29368 |
| Interest Earned | | 2331 | 0 | 2810 |
| Gain on Sale of Property, Plant and Equipment | | 130 | 0 | 0 |
| | | <u>560746</u> | <u>432710</u> | <u>512060</u> |
| Expense | | | | |
| Learning Resources | 12 | 351984 | 257394 | 343250 |
| Locally Raised Funds | 11 | 11221 | 2060 | 11830 |
| Administration | 13 | 53176 | 42270 | 52967 |
| Property | 14 | 135735 | 130103 | 108450 |
| Depreciation | 9 | 6860 | 9000 | 9487 |
| Loss on Disposal of Property, Plant and Equipment | | 269 | 0 | 0 |
| | | <u>559245</u> | <u>440827</u> | <u>525984</u> |
| Net Surplus (Deficit) | | <u>1501</u> | <u>(8117)</u> | <u>(13924)</u> |
| Other Comprehensive Revenue and Expenses | | 0 | 0 | 0 |
| Total Comprehensive Revenue and Expense for the year | | <u>1501</u> | <u>(8117)</u> | <u>(13924)</u> |





Waitetuna School

Together we're growing the seeds of success

Statement of Changes in Net Assets/Equity For the year ended 31 December 2015

| | Note | 2015 Actual \$ | 2015 Budget (Unaudited) \$ | 2014 Actual \$ |
|---|------|----------------------|-------------------------------------|----------------------|
| Balance at 1 January | | <u>141267</u> | <u>141267</u> | <u>141923</u> |
| Total comprehensive revenue and expense for the year | | 1501 | (8117) | (13924) |
| Owner transactions | | | | |
| Contribution - Furniture and Equipment Grant | | 0 | 0 | 13268 |
| Contribution - MOE SNUP | | 4623 | 0 | 0 |
| Equity at 31 December | | <u>147391</u> | <u>133150</u> | <u>141267</u> |
| Retained Earnings | | 147391 | 133150 | 141267 |
| Reserves | | 0 | 0 | 0 |
| Equity at 31 December 2015 | | <u>147391</u> | <u>133150</u> | <u>141267</u> |





Waitetuna School

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Statement of Financial Position As at 31 December 2015

| | Note | 2015 Actual \$ | 2015 Budget (Unaudited) \$ | 2014 Actual \$ |
|--|------|----------------------|-------------------------------------|----------------------|
| Current Assets | | | | |
| Cash and Cash Equivalents | 4 | 19725 | 48600 | 19273 |
| Accounts Receivable | 5 | 23563 | 18000 | 31052 |
| Prepayments | | 356 | 0 | 340 |
| Inventories | 2 | 986 | 250 | 1890 |
| Investments | 3 | 46735 | 0 | 45219 |
| | | <u>91365</u> | <u>66850</u> | <u>97774</u> |
| Current Liabilities | | | | |
| Accounts Payable | 6 | 31094 | 28000 | 37436 |
| GST Payable | | 6379 | 0 | 1653 |
| Revenue Received in Advance | 7 | 0 | 0 | 5201 |
| Provision for Cyclical Maintenance | 18 | 11375 | 1500 | 11375 |
| Painting Contract <i>current portion</i> | | 0 | 2500 | 0 |
| Funds held for Capital Works Projects | 20 | 2595 | 0 | 1726 |
| | | <u>51443</u> | <u>32000</u> | <u>57391</u> |
| Working Capital Surplus or (Deficit) | | 39922 | 34850 | 40383 |
| Non Current Assets | | | | |
| Property, Plant & Equipment | 8 | 99647 | 106300 | 100884 |
| Property, Plant & Equipment - Work in Progress | | 10373 | 0 | 0 |
| | | <u>110020</u> | <u>106300</u> | <u>100884</u> |
| Non Current Liabilities | | | | |
| Provision for Cyclical Maintenance | 18 | 2551 | 3000 | 0 |
| Painting Contract Liability | | 0 | 5000 | 0 |
| | | <u>2551</u> | <u>8000</u> | <u>0</u> |
| Net Assets | | <u>147391</u> | <u>133150</u> | <u>141267</u> |
| Total Equity | | <u>147391</u> | <u>133150</u> | <u>141267</u> |





Waitetuna School

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Cash Flow Statement For the year ended 31 December 2015

| | Note | 2015 Actual \$ | 2015 Budget (Unaudited) \$ | 2014 Actual \$ |
|---|------|----------------------|-------------------------------------|----------------------|
| Cash flows from Operating Activities | | | | |
| Government Grants | | 121,419 | 104,300 | 115,692 |
| Locally Raised Funds | | 33,772 | 12,315 | 30,748 |
| Goods and Services Tax (net) | | 4,726 | 0 | (2,316) |
| Payments to Employees | | (79,848) | (47,375) | (69,048) |
| Payments to Suppliers | | (69,662) | (66,296) | (80,829) |
| Interest Paid | | 0 | 0 | 0 |
| Interest Received | | 2,334 | 2,445 | 2,806 |
| Funds Administered on Behalf of Third Parties | | 869 | 0 | 775 |
| Net cash from / (to) the Operating Activities | | <u>13,610</u> | <u>5,389</u> | <u>(2,172)</u> |
| Cash flows from Investing Activities | | | | |
| Proceeds from Sale of PPE (and Intangibles) | | 0 | 0 | 0 |
| Purchase of PPE (and Intangibles) | | (11,642) | (9,000) | (13,343) |
| Purchase of Investments | | (1,516) | 0 | (1,448) |
| Proceeds from Sale of Investments | | 0 | 0 | 0 |
| Net cash from / (to) the Investing Activities | | <u>(13,158)</u> | <u>(9,000)</u> | <u>(14,791)</u> |
| Cash flows from Financing Activities | | | | |
| Furniture and Equipment Grant | | 0 | 0 | 13,268 |
| Finance Lease Payments | | 0 | 0 | 0 |
| Painting contract payments | | 0 | 0 | 0 |
| Loans Received/ Repayment of Loans | | 0 | 0 | 0 |
| Net cash from Financing Activities | | <u>0</u> | <u>0</u> | <u>13,268</u> |
| Net increase/(decrease) in cash and cash equivalents | | <u>452</u> | <u>(3,611)</u> | <u>(3,695)</u> |
| Cash and cash equivalents at the beginning of the year | 4 | 19,273 | 52,212 | 22,968 |
| Cash and cash equivalents at the end of the year | 4 | <u>19,725</u> | <u>48,601</u> | <u>19,273</u> |

The statement of cash flows records only those cash flows directly within the control of the School. This means centrally funded teachers' salaries and the use of land and buildings grant and expense have been omitted.





Waitetuna School

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Notes to the Financial Statements For the year ended 31 December 2015

1 Statement of Significant Accounting Policies

a) Reporting Entity

Waitetuna School (the School) is a Crown entity as specified in the Crown Entities Act 2004 and a school as described in the Education Act 1989. The Board of Trustees (the Board) is of the view that the School is a public benefit entity for financial reporting purposes.

b) Basis of Preparation

Reporting Period

The financial reports have been prepared for the period 1 January 2015 to 31 December 2015 and in accordance with the requirements of the Public Finance Act 1989.

Basis of Preparation

The financial reports have been prepared on a going concern basis, and the accounting policies have been consistently applied throughout the period.

Financial reporting standards applied

The Education Act 1989 requires the School, as a Crown entity, to prepare financial statements in accordance with generally accepted accounting practice. The financial statements have been prepared in accordance with generally accepted accounting practice in New Zealand, applying PBE Accounting Standards (PBE IPSAS) Reduced Disclosure Regime as appropriate to public benefit entities that qualify for Tier 2 reporting. The school is considered a Public Benefit Entity as it meets the criteria specified as "having a primary objective to provide goods and/or services for community or social benefit and where any equity has been provided with a view to supporting that primary objective rather than for financial return to equity holders".

PBE Accounting Standards Reduced Disclosure Regime

The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it falls below the expenditure threshold of \$30 million per year. All relevant reduced disclosure concessions have been taken. These financial statements are the first set of financial statements presented in accordance with the new PBE accounting standards.

Measurement base

The financial statements are prepared on the historical cost basis unless otherwise noted in a specific accounting policy.

Presentation currency

These financial statements are presented in New Zealand dollars, rounded to the nearest dollar.

Specific accounting policies

The accounting policies used in the preparation of these financial statements are set out below.

Critical Accounting Estimates and Assumptions

In preparing these financial statements the School has made estimates and assumptions concerning the future in regard to assets lives, provisions for cyclical maintenance and impairment of assets. Where these estimates and assumptions are considered critical by the School, they are disclosed in the relevant note below.





Waitetuna School

Together we're growing the seeds of success

Notes to the Financial Statements For the year ended 31 December 2015

c) Revenue Recognition

Government Grants Schools

The school receives funding from the Ministry of Education. The following are the main types of funding that the School receives;

Operational grants are recorded as revenue when the School has the rights to the funding, which is in the year that the funding is received.

Teachers' salaries grants are recorded as revenue when the School has the rights to the funding in the salary period they relate to. The grants are not received in cash by the School and are paid directly to teachers by the Ministry of Education.

Use of land and buildings grants are recorded as revenue in the period the School uses the land and buildings. These are not received in cash by the School as they equate to the deemed expense for using the land and buildings which are owned by the Crown

Grants

Other grants are recorded as revenue when the School has the rights to the funding, unless there are unfulfilled conditions attached to the grant, in which case the amount relating to the unfulfilled conditions is recognised as a liability and released to revenue as the conditions are fulfilled.

Donations

Donations, gifts and bequest are recorded as revenue when their receipt is formally acknowledged by the School.

Interest income

Interest income on cash and cash equivalents and investments is recorded as revenue in the period it is earned.

d) Use of Land and Buildings Expense

The property from which the School operates is owned by the Crown and managed by the Ministry of Education on behalf of the Crown. The School's use of the land and buildings as occupant is based on a property occupancy document as gazetted by the Ministry. The expense is based on an assumed market rental yield on the value of land and buildings as used for rating purposes. This is a non-cash expense that is offset by a non-cash grant received from the Ministry.

e) Operating Lease Payments

Payments made under operating leases are recognised in the Statement of Comprehensive Revenue and Expense on a straight line basis over the term of the lease.

f) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, bank balances, deposits held at call with banks, and other short term highly liquid investments with original maturities of three months or less, and bank overdrafts. The carrying amount of cash and cash equivalents represent fair value.





Waitetuna School

Together we're growing the seeds of success

Notes to the Financial Statements For the year ended 31 December 2015

g) Accounts Receivable

Accounts Receivable represents items that the School has issued invoices for, but has not received payment for at year end. They are initially recorded at fair value and subsequently recorded at the amount the School realistically expects to receive. A provision for impairment of Accounts Receivable is established where there is objective evidence the School will not be able to collect all amounts due according to the original terms of the debt. This impairment loss is the difference between the carrying amount of the receivable and the present value of the amounts expected to be collected and has been included under Other Expenditure in the Statement of Comprehensive Revenue and Expense, if not otherwise shown separately.

h) Inventories

Inventories are consumable items held for sale and comprise of stationery and school uniforms. They are stated at the lower of cost and net realisable value. Cost is determined on a first in, first out basis. Net realisable value is the estimated selling price in the ordinary course of activities less the estimated costs necessary to make the sale. Thus the fair value of the inventory is determined based on the cost at the time of purchase. The write down from cost to net realisable value is recorded as an expense in the Statement of Comprehensive Revenue and Expense in the period of the write down.

i) Investments

Investments are held with registered trading banks and are classified as current assets if they have maturities between three months and one year.

After initial recognition investments are measured at amortised cost using effective interest method less impairment.

At balance date the School assesses whether there is any objective evidence that an investment is impaired. Any impairment loss is recorded as an expense through surplus or deficit.

The School has met the requirements under section 73 of the Education Act 1989 in relation to the acquisition of securities.

j) Property, Plant and Equipment

Land and buildings owned by the Crown are excluded from these financial statements. The Board's use of the land and buildings as 'occupant' is based on a property occupancy document.

Improvements to buildings owned by the Crown are recorded at cost, less accumulated depreciation and impairment losses.

Property, plant and equipment acquired are recorded at cost or, in the case of donated assets, fair value at the date of receipt, less accumulated depreciation and impairment losses. Cost or fair value as the case may be, includes those costs that relate directly to bringing the asset to the location where it will be used and making sure it is in the appropriate condition for its intended use.

Property, plant and equipment acquired with individual values under \$1000 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

Gains and losses on disposals (*i.e.* sold or given away) are determined by comparing the proceeds received with the carrying amounts (*i.e.* the book value). The gain or loss arising from the disposal of an item of property, plant and equipment is recognised in the Statement of Comprehensive Revenue and Expense.





Waitetuna School

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Notes to the Financial Statements For the year ended 31 December 2015

Depreciation

Property, plant and equipment except for library resources depreciated on a straight line basis. Library resources are depreciated on a diminishing value basis. Depreciation of all assets is reported in the Statement of Comprehensive Revenue and Expense.

Estimated useful lives are:

| | |
|--|-------------------------|
| Building improvements – Crown | 10 - 40 years |
| Furniture and equipment | 10 – 15 years |
| Information and communication technology | 3 – 5 years |
| Textbooks | 3 years |
| Library resources | 12.5% diminishing value |

k) Accounts Payable

Accounts Payable represents liabilities for goods and services provided to the School prior to the end of the financial year which are unpaid. Accounts Payable are recorded at the amount of cash required to settle those liabilities. The amounts are unsecured and are usually paid within 30 days of recognition.

l) Employee Entitlements

Short-term employee entitlements

Employee benefits that are due to be settled with 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay. These included salaries and wages accrued up to balance date, annual leave earned to but not yet taken at balance day.

m) Revenue Received in Advance

Revenue received in advance relates to fees received for students where there are unfulfilled obligations for the School to provide services in the future. The fees are recorded as revenue as the obligations are fulfilled and the fees earned.

The School holds sufficient funds to enable the refund of unearned fees in relation to students, should the School be unable to provide the services to which they relate.

n) Provision for Cyclical Maintenance

The property from which the School operates is owned by the Crown, and is vested in the Ministry. The Ministry has gazetted a property occupancy document that sets out the Board's property maintenance responsibilities. The Board is responsible for maintaining the land, buildings and other facilities on the School site in a state of good order and repair.

Cyclical maintenance, which involves painting the interior and exterior of the School, makes up the most significant part of the Board's responsibilities outside the day-to-day maintenance. The provision for cyclical maintenance represents the obligation the Board has to the Ministry and is based on the Board's 10-year property plan.

p) Financial Assets and Liabilities

The School's financial assets comprise cash and cash equivalents, account receivable and investments. All of these financial assets, except for investments that are shares, are categorised as "loans and receivables" for accounting purposes in accordance with financial reporting standards.

Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards.





Waitetuna School

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Notes to the Financial Statements For the year ended 31 December 2015

The School's financial liabilities comprise accounts payable, funds held on behalf of the Ministry of Education, painting contract liability. All of these financial liabilities are categorised as "financial liabilities measured at amortised cost" for accounting purposes in accordance with financial reporting standards.

q) Goods and Services Tax (GST)

The financial statements have been prepared exclusive of GST, with the exception of Accounts Receivable and Accounts Payable which are stated as GST inclusive.

r) Budget figures

The budget figures are extracted from the School budget that was approved by the Board of Trustees at the start of the year.

s) Impairment of property, plant, and equipment and intangible assets

The School does not hold any cash generating assets. Assets are considered cash generating where their primary objective is to generate a commercial return.

Non cash generating assets

Property, plant, and equipment and intangible assets held at cost that have a finite useful life are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable service amount. The recoverable service amount is the higher of an asset's fair value less costs to sell and value in use.

Value in use is determined using an approach based on either a depreciated replacement cost approach, restoration cost approach, or a service units approach. The most appropriate approach used to measure value in use depends on the nature of the impairment and availability of information.

If an asset's carrying amount exceeds its recoverable service amount, the asset is regarded as impaired and the carrying amount is written down to the recoverable amount. The total impairment loss is recognised in the surplus or deficit.

The reversal of an impairment loss is recognised in the surplus or deficit.

t) Services received in-kind

From time to time the School receives services in-kind, including the time of volunteers. The School has elected not to recognise services received in kind in the Statement of Comprehensive Revenue and Expense.





Waitetuna School

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Notes to the Financial Statements For the year ended 31 December 2015

| | 2015 \$ | 2014 \$ | |
|---|---------------|------------------------|---------------|
| 2 Inventory | <u>986</u> | <u>1890</u> | |
| 3 Investments | | | |
| <i>The school's investment activities are classified as follows:</i> | | | |
| Current Asset | | | |
| Short-term Bank Deposits with Maturities Greater than Three Months and No Greater than One Year | | | |
| | <u>46735</u> | <u>45219</u> | |
| | <u>46735</u> | <u>45219</u> | |
| 4 Cash and Cash Equivalents | | | |
| Westpac Cheque Account | 1614 | (1271) | |
| Westpac On-line Investment | 16597 | 20544 | |
| Westpac On-line Saver - Fundraising | 1514 | 0 | |
| Net cash and cash equivalents for Cash Flow Statement | <u>19725</u> | <u>19273</u> | |
| 5 Accounts Receivable | 2015 | 2015 Budget | 2014 |
| | Actual | (Unaudited) | Actual |
| | \$ | \$ | \$ |
| Debtors | 150 | 0 | 150 |
| Interest Accrued | 10 | 0 | 13 |
| Teacher Salaries Grant Receivables | 23403 | 18000 | 26610 |
| Work in Progress for Capital Project | 0 | 0 | 4279 |
| | <u>23563</u> | <u>18000</u> | <u>31052</u> |
| Receivables from Exchange Transactions | 160 | 0 | 4442 |
| Receivables from Non-Exchange Transactions | 23403 | 18000 | 26610 |
| | <u>23563</u> | <u>18000</u> | <u>31052</u> |
| 6 Accounts Payable | | | |
| Operating Creditors | 6755 | 3000 | 8086 |
| Staff Banking overuse | 0 | 0 | 1984 |
| Employee Benefits Payable - Salaries | 23406 | 25000 | 26606 |
| Employee Benefits Payable - Leave Accrual | 933 | 0 | 760 |
| | <u>31094</u> | <u>28000</u> | <u>37436</u> |
| Payables from Exchange Transactions | 31094 | 28000 | 37436 |
| Payables from Non-Exchange Transactions | 0 | 0 | 0 |
| | <u>31094</u> | <u>28000</u> | <u>37436</u> |

The carrying value of payables approximates their fair value.





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Notes to the Financial Statements For the year ended 31 December 2015

| | 2015 | 2014 |
|---|----------|-------------|
| | \$ | \$ |
| 7 Income Received in Advance | | |
| Sports Equipment Upgrade - Meridian Grant | 0 | 5112 |
| Receipts in Advance | 0 | 89 |
| | <u>0</u> | <u>5201</u> |

8 Property, Plant & Equipment

| | 2015 | | | 2014 | | |
|------------------------------|----------------|----------------|---------------|----------------|----------------|---------------|
| | Cost/ Value | Accum Deprn | Book Value | Cost/ Value | Accum Deprn | Book Value |
| Sports Equipment | 10117 | 5740 | 4377 | 10882 | 6299 | 4583 |
| Classroom Furniture | 21206 | 14539 | 6667 | 21206 | 13166 | 8040 |
| Office Furniture & Equipment | 19313 | 14690 | 4623 | 16160 | 15438 | 722 |
| Classroom Equipment | 34266 | 32196 | 2070 | 37110 | 34862 | 3538 |
| Buildings | 103349 | 17932 | 85417 | 81744 | 15552 | 77424 |
| Library Resources | 23362 | 16496 | 6866 | 21272 | 15516 | 6577 |
| | <u>211613</u> | <u>101593</u> | <u>110020</u> | <u>188374</u> | <u>100833</u> | <u>100884</u> |

Property, Plant & Equipment

| | Opening Balance | | | | | |
|------------------------------------|-----------------|---------------|--------------|------------|----------------|----------------|
| | (NBV) | Additions | Disposals | Impairment | Deprn | Total (NBV) |
| | \$ | \$ | \$ | \$ | \$ | \$ |
| 2015 | | | | | | |
| Sports Equipment | 4,582 | 0 | (57) | 0 | (149) | 4,376 |
| Classroom Furniture | 8,040 | 0 | 0 | 0 | (1,373) | 6,667 |
| Office Furniture & Equipment | 722 | 4,623 | (212) | 0 | (510) | 4,623 |
| Classroom Equipment | 3,540 | 0 | 0 | 0 | (1,467) | 2,073 |
| Buildings | 77,423 | 10,373 | 0 | 0 | (2,381) | 85,415 |
| Library Resources | 6,577 | 1,269 | 0 | 0 | (980) | 6,866 |
| Balance at 31 December 2015 | <u>100,884</u> | <u>16,265</u> | <u>(269)</u> | <u>0</u> | <u>(6,860)</u> | <u>110,020</u> |

Property, Plant & Equipment

| | Opening Balance | | | | | |
|------------------------------------|-----------------|---------------|-----------|------------|----------------|----------------|
| | (NBV) | Additions | Disposals | Impairment | Deprn | Total (NBV) |
| | \$ | \$ | \$ | \$ | \$ | \$ |
| 2014 | | | | | | |
| Sports Equipment | 4,961 | 0 | 0 | 0 | (379) | 4,582 |
| Classroom Furniture | 9,443 | 0 | 0 | 0 | (1,403) | 8,040 |
| Office Furniture & Equipment | 3,204 | 0 | 0 | 0 | (2,482) | 722 |
| Classroom Equipment | 4,267 | 1,290 | 0 | 0 | (2,017) | 3,540 |
| Buildings | 68,460 | 11,232 | 0 | 0 | (2,269) | 77,423 |
| Library Resources | 6,695 | 821 | 0 | 0 | (939) | 6,577 |
| Balance at 31 December 2014 | <u>97,030</u> | <u>13,343</u> | <u>0</u> | <u>0</u> | <u>(9,489)</u> | <u>100,884</u> |





Waitetuna School

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Notes to the Financial Statements For the year ended 31 December 2015

| | 2015 Actual \$ | 2015 Budget (Unaudited) \$ | 2014 Actual \$ |
|--|----------------------|-------------------------------------|----------------------|
| 9 Depreciation Charge | | | |
| Sports equipment | 149 | 0 | 379 |
| Classroom Furniture | 1373 | 1200 | 1403 |
| Office Furniture & Equipment | 510 | 1900 | 2482 |
| Classroom Equipment | 1467 | 2700 | 2017 |
| Buildings | 2381 | 2200 | 2268 |
| Library | 980 | 1000 | 938 |
| | <u>6860</u> | <u>9000</u> | <u>9487</u> |
| 10 Grants | | | |
| Operational grants | 114667 | 104300 | 93132 |
| Teachers salaries grant | 293043 | 209892 | 291672 |
| Use of land & buildings grant | 106203 | 106203 | 83494 |
| Other government grants | 5529 | 0 | 11584 |
| | <u>519442</u> | <u>420395</u> | <u>479882</u> |
| 11 Locally Raised Funds | | | |
| <i>Fundraising</i> | | | |
| Local funds raised within the School's community are made up of: | | | |
| Revenue: | | | |
| Fundraising | 26392 | 7635 | 19112 |
| Donations | 2392 | 2000 | 1980 |
| Other Activities | 7400 | 420 | 6344 |
| Trading | 2659 | 2260 | 1932 |
| | <u>38843</u> | <u>12315</u> | <u>29368</u> |
| Expenses: | | | |
| Fundraising | 6566 | 500 | 4767 |
| Other Activities | 2422 | 500 | 5614 |
| Trading | 2233 | 1060 | 1449 |
| | <u>11221</u> | <u>2060</u> | <u>11830</u> |
| Surplus for the year Locally Raised Funds | <u>27622</u> | <u>10255</u> | <u>17538</u> |
| 12 Learning Resources | | | |
| Library resources | 631 | 500 | 296 |
| Curricular | 8392 | 12851 | 9253 |
| Minor equipment & repairs | 5581 | 3975 | 4741 |
| Employee benefits - salaries | 328298 | 233267 | 319191 |
| Extra curricula activities | 4267 | 0 | 826 |
| Teacher development | 4815 | 6800 | 8943 |
| | <u>351984</u> | <u>257394</u> | <u>343250</u> |





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Notes to the Financial Statements For the year ended 31 December 2015

| | 2015 | 2015 | 2014 |
|--------------------------------------|---------------|---------------|---------------|
| | Actual | Budget | Actual |
| | \$ | (Unaudited) | \$ |
| | | \$ | |
| 13 Administration | | | |
| Communication expenses | 989 | 970 | 1070 |
| Board of Trustees fees | 3115 | 3500 | 3240 |
| Board of Trustees expenses | 1702 | 1075 | 1391 |
| Audit | 3100 | 2600 | 2600 |
| Accountancy | 2160 | 2500 | 2393 |
| Consumables | 5403 | 3800 | 5403 |
| Employee benefits - salaries | 30067 | 24000 | 31392 |
| General expenses | 6195 | 3545 | 5057 |
| Insurance | 445 | 280 | 421 |
| | <u>53176</u> | <u>42270</u> | <u>52967</u> |
| 14 Property Maintenance Costs | | | |
| Caretaking & cleaning | 1192 | 1500 | 2608 |
| Cyclical maintenance | 2551 | 0 | (4445) |
| Heat, light, water | 3678 | 4000 | 4490 |
| Grounds | 5952 | 6500 | 8372 |
| Repairs & maintenance | 4660 | 2900 | 3114 |
| Use of land & buildings | 106203 | 106203 | 83494 |
| Employee benefits - salaries | 11499 | 9000 | 10817 |
| | <u>135735</u> | <u>130103</u> | <u>108450</u> |

The use of land and buildings figure represents 8% of the schools total property value. This is used as a 'proxy' for the market rental of the property. Property values are established as part of the nation-wide revaluation exercise that is conducted every 30 June for the Ministry of Education's year-end reporting purposes.

15 Related Party Transactions

The school is an entity controlled by the Crown, and the Crown provides the major source of revenue to the school. The school enters into transactions with other entities also controlled by the Crown, such as government departments, state-owned enterprises and other Crown entities. Transactions with these entities are not disclosed as they occur on terms and conditions no more or less favourable than those that it is reasonable to expect the school would have adopted if dealing with that entity at arm's length.

Related party disclosures have not been made for transactions with related parties that are within a normal supplier or client/recipient relationship on terms and conditions no more or less favourable than those that it is reasonable to expect the school would have adopted in dealing with the party at arm's length in the same circumstances. Further, transactions with other government agencies (for example, Government departments and Crown entities) are not disclosed as related party transactions when they are consistent with the normal operating arrangements between government agencies and undertaken on the normal terms and conditions for such transactions.





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Notes to the Financial Statements For the year ended 31 December 2015

| | 2015 Actual \$ | 2014 Actual \$ |
|--|----------------------|----------------------|
| 16 Remuneration | | |
| <i>Key management personnel compensation</i> | | |
| Key management personnel of the School include all trustees of the Board and the Principal. | | |
| Salaries and Other Short-term Employee Benefits (1.81 FTE) | 152135 | 97284 |
| | <u>152135</u> | <u>97284</u> |
| <i>Board of Trustees</i> | | |
| The total value of the remuneration disclosed above which was paid or payable to trustees of the Board members was as follows: | | |
| Board of Trustees (0.07 FTEs) | 3115 | 3240 |
| | <u>3115</u> | <u>3240</u> |
| <i>Principal</i> | | |
| The total value of remuneration paid or payable to the Principal was in the following bands: | | |
| | \$000 | \$000 |
| Annual Remuneration | 90 - 100 | 90 - 100 |
| Benefits and other emoluments | Nil | Nil |
| Acting Principal | 80 - 85 | Nil |

Other Employees

No other employee received total remuneration over \$100,000 (2014 - \$Nil)

The disclosure for 'Other Employees' does not include remuneration of the Principal

17 Compensation and other benefits upon leaving

The total value of any compensation or other benefits paid or payable to persons who ceased to be trustees, committee members, or employees during the financial year in relation to that cessation and number of persons to whom all or part of that total was payable

| | | | |
|------------------|----|-----|-----|
| Number of people | No | Nil | Nil |
| Total value | \$ | Nil | Nil |





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Notes to the Financial Statements For the year ended 31 December 2015

| 18 Provision for Cyclical Maintenance | 2015 | 2014 |
|---------------------------------------|--------------|--------------|
| | \$ | \$ |
| Provision at the start of the year | 11375 | 13923 |
| Increase to provision during the year | 2551 | 1680 |
| Use of provision during the year | 0 | 0 |
| Adjustment to provision | 0 | (4228) |
| Provision at the end of the year | <u>13926</u> | <u>11375</u> |
| Current Portion | 11375 | 11375 |
| Non Current Portion | <u>2551</u> | <u>0</u> |
| | <u>13926</u> | <u>11375</u> |

The school has a cash management plan to ensure that sufficient cash available to meet all maintenance obligations as they fall due over the next 10 years. The amount recognised as a provision is the best estimate of the expenditure required to settle the present obligations at 31 December 2015. Present obligations are identified in the school's current 10-year property plan approved by the Ministry of Education. The provision has not been adjusted for inflation and the time value of money.

19 Contingencies

There are no contingent liabilities and no contingent assets as at 31 December 2015 (2014 - \$Nil)

20 Funds Owed (Held) for Capital Works Projects

During the year the School received and applied for funding from the Ministry of Education for the following capital works projects.

| | 2015 | Opening Balances | Receipts from MOE | Payments | Tsf to R & M | Closing Balances |
|-----------------------------|-------------|------------------|-------------------|-------------|--------------|------------------|
| New Classroom | completed | (2874) | 0 | 0 | 2874 | 0 |
| Administration Area Upgrade | in progress | 4600 | 0 | 2005 | 0 | 2595 |
| | | <u>1726</u> | <u>0</u> | <u>2005</u> | <u>2874</u> | <u>2595</u> |

Represented by:

Funds Held on Behalf of the Ministry of Education

2595

Funds Due from the Ministry of Education

0

2595

| | 2014 | Opening Balances | Receipts from MOE | Payments | Closing Balances |
|---|-------------|------------------|-------------------|---------------|------------------|
| New Classroom - completed | in progress | (980) | 233461 | 235355 | (2874) |
| Administration Area Upgrade - in progress | in progress | 0 | 11142 | 6542 | 4600 |
| | | <u>(980)</u> | <u>244603</u> | <u>241897</u> | <u>1726</u> |





Waitetuna School

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Notes to the Financial Statements For the year ended 31 December 2015

21 Commitments

Capital Commitments

As at 31 December 2015 no additional Capital Commitment contracts have been entered into (2014 Nil).

Operating Commitments

As at 31 December 2015 the Board of Trustees has entered into the following contracts:

a) Lease of 4 laptop's under the Ministry of Education Teachers' Laptops scheme.

The school is committed to a portion of lease payments on all of the laptops.

| | 2015 Actual \$ | 2014 Actual \$ |
|--|----------------------|----------------------|
| No later than one year | 408 | 609 |
| Later than one year and no later than five years | 0 | 409 |
| Later than five years | 0 | 0 |
| | 408 | 1,018 |

b) Rental of 16 Intel New Haswell Core i3 laptops.

| | 2015 Actual \$ | 2014 Actual \$ |
|--|----------------------|----------------------|
| No later than one year | 6,575 | 0 |
| Later than one year and no later than five years | 9,862 | 0 |
| Later than five years | 0 | 0 |
| | 16,437 | 0 |

c) Photocopier

Photocopier lease for 5 years, the amount payable under this lease is 6.81 cents per black copy and 18.98 cents per colour copy

22 Financial Instruments

The carrying amount of financial assets and liabilities in each of the financial instruments categories are as follows:

| Cash and receivables | 2015 Actual \$ | 2015 Budget (Unaudited) \$ | 2014 Actual \$ |
|--|---------------------------|-------------------------------------|----------------------|
| | Cash and Cash Equivalents | 19724 | 48600 |
| Receivables | 23563 | 18000 | 31052 |
| Investments - Term Deposits | 46735 | 0 | 45219 |
| Total Cash and Receivables | 90022 | 66600 | 95544 |
| Payables | 31094 | 28000 | 37436 |
| Total Financial liabilities measured at amortised cost | 31094 | 28000 | 37436 |





Waitetuna School

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Notes to the Financial Statements For the year ended 31 December 2015

23 Events After Balance Date

There are no matters or events that have arisen, or been disclosed, subsequent to balance date that would require adjustment, or disclosure in, these financial statements (2014 Nil).

24 Managing Capital

The School's capital is its equity and comprises capital contributions from the Ministry of Education for property, plant and equipment and accumulated surpluses and deficits. The School does not actively manage capital but "attempts" to ensure that income exceeds spending in most years. Although deficits can arise as planned in particular years, they are offset by planned surpluses in previous years or ensuing years.





Waitetuna School

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Schedule of Board of Trustees for the year ended 31 December 2015

| Board Member | Position | Term Start | Term Ends |
|--------------|----------|------------|-----------|
|--------------|----------|------------|-----------|

Elected Trustees

| | | | |
|-------------------|-----------------|--------------|--------------|
| Erin Cranfield | Chairperson | October 2015 | |
| Sharon Heaton | Chairperson | Feb 2014 | October 2015 |
| Lisa Berejoni | Treasurer | June 2014 | |
| Angela Fisher | Health & Safety | March 2014 | |
| Reece van Weerden | Property | July 2013 | |

Staff Representative

| | | | |
|------------------|----------------------|-----------|-----------|
| Mariella Brunton | Staff Representative | June 2015 | |
| Lorna Dansey | Staff Representative | July 2013 | June 2015 |

Principal

| | | | |
|-------------------|------------------|----------|----------|
| Joanne Reiri | Principal | Oct 2011 | Oct 2015 |
| Margery O'Connell | Acting Principal | Oct 2015 | |

Kiwisport

Kiwisport is a Government initiative to support students' participation in organised sport. In 2015, the school received Kiwisport funding of \$731.41 (excluding GST). The funding was spent on general sports equipment (2014 \$704.47)



Analysis of variance reporting

School name: Waitetuna

School number: 2071

Focus: Maths

2015 Maths Analysis

Strategic Aim:

All students are successfully able to access the New Zealand Curriculum as evidenced by achievement in relation to the National Standards in Mathematics.

Annual Aim:

Teacher effectiveness in Mathematics.
Focus around students leading their own learning/online learning.
Continue to refine learning support programmes for target students.

Target:

All 10 students who have achieved below national standard in mathematics will accelerate more than 1 year of progress over the year.

Baseline data: Data from Testing in 2014 indicates that 18.3% (9/49) of students are working below or well below in relation to the National Standards in Numeracy.

(6 Girls/3 Boys, 8 European/ 1Maori, Year2x2,Year 4x2, Year 5x2, Year6 x2, Year8 x1)



Tātaritanga raraunga

| Actions (what did we do?) | Outcomes (what happened?) | Reasons for the variance (why did it happen?) | Evaluation (where to next?) |
|---|--|---|---|
| <p>Target and Ability Groups In depth teaching aligned with ability grouping.</p> <p>Daily maths lessons taught using focused warm ups to develop confidence in basic facts for target students. Target students taught first in all classes (peak teaching and learning time) and taught daily.</p> <p>Improved Electronic learning across writing program. Students used Class blogs, google docs, ipads as learning tools to enhance learning in maths.</p> <p>PD on apps e-learning for maths. Run by newly appointed ICT Leader.</p> <p>Homework Programme Used Studdyladder in class rotations and for homework practise (optional). For</p> | <p>Direct teaching with target groups in Mathematics.</p> <p>Target students developed knowledge and confidence in basic facts so more able to tackle maths strategies in problem solving.</p> <p>Ongoing reviews and changes made as needed.</p> <p>Used classroom blogs and newsletters to share student's maths learning.</p> <p>Students had equitable access opportunities to digital technology.</p> <p>Teachers are supported to include e-learning in planning and teaching programmes.</p> <p>Studdyladder in classrooms consolidated maths learning –as IALTs reinforced</p> | <p>Classroom teacher (junior/middle/senior) focused on target students with teacher aide support.</p> <p>Repetition –daily for the week reinforces learning in basic facts.</p> <p>Lead ICT teacher taught selected aspects of Google Docs.</p> <p>Focus on teaching all students how to give effective Peer feedback is still required.</p> <p>Studdyladder used in daily teaching</p> | <p>Continue focus of targeted students in teachers planning and practise.</p> <p>Continue to focus on target students in teaching and planning practise.</p> <p>Further training required with Google Docs for all teachers/students.</p> <p>Tuakana –Teina relationships to support basic facts learning for younger students and promote consolidation and confidence for older students.</p> <p>Seniors require an improved specific basic facts homework programme with</p> |



Tātarianga raraunga

| | | | |
|---|---|--|--|
| <p>Middle and Senior Rooms.</p> <p>Provision of resources appropriate to learning needs.</p> <p>Testing</p> <p>All classes use PAT maths test and NUMPA.</p> | <p>through studyladder.</p> <p>Teachers utilized resources in the teaching practise.</p> <p>Some inconsistencies in question and answer interpretation of Numeracy Testing between classes.</p> | <p>rotations and teacher aligning learning regularly with IALTs.</p> <p>Teachers needing PD –Refresher course to establish consistency in maths testing.</p> | <p>weekly testing of homework set.</p> <p>Middle room continue with effective basic facts homework programme.</p> <p>Review and rewrite school maths progressions (mountains) in “student talk”.</p> <p>Purchase more Pearson maths text books for Senior students (So 1 between 2 students).</p> <p>PD on assessment and consistent teaching practise for all Teachers.</p> |
| <p>Planning for next year:</p> <p>Implement Seniors basic facts maths homework programme with weekly testing for students (as follow through).</p> <p>All teachers are to attend a Maths Workshop Series to strengthen consistency of testing between classes and introduce IKAN, JAM, GLOSS for 2016.</p> <p>Continue with implementation and development of studyladder and IPAD Apps in maths.</p> <p>Seeking further understanding and use of philosophies and strategies for developing student agency.</p> | | | |



Analysis of variance reporting



School name: Waitetuna

School number: 2071

Focus: Writing

Writing Analysis 2015

Strategic Aim:

All students are successfully able to access the New Zealand Curriculum as evidenced by achievement in relation to the National Standards in Reading and Writing.

Annual Aim:

Teacher effectiveness in Literacy

Focus around students leading their own learning/online learning.

Continue to refine learning support programmes for target students.

Target:

All 9 students who have achieved below national standard in writing will accelerate more than 1 year of progress over the year.

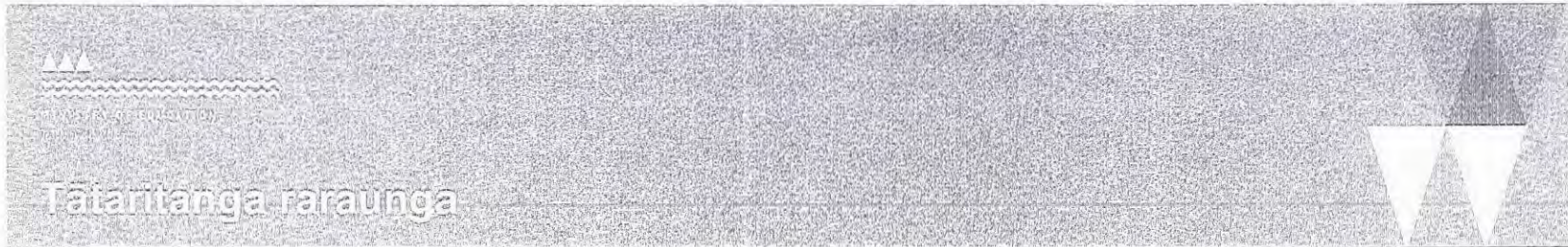
Baseline data:

Data from Testing in 2014 indicates that 19.1% (9/47) of students are working below or well below in relation to the National Standards in Writing. (7 Boys/2girls, 7 European/x2 Māori, x2 Year2, x2 Year 5, x1 Year6, x1 Year7, x3 Year 8)

| Actions (what did we do?) | Outcomes (what happened?) | Reasons for the variance (why did it happen?) | Evaluation (where to next?) |
|--|---|--|---|
| <p>In depth teaching aligned with ability grouping.</p> <p>Resource teacher of literacy(RTLit) worked with groups of students across all levels:</p> <ul style="list-style-type: none"> • Observations by RTLit of teachers working with target students. • Target students to work with RTLit weekly. • In class modelling of teaching writing skills by RTLit • Regular 5 week reflection time to review writing strategies and meet needs. • Moderation with whole staff Term 2/4 • RT Lit led professional development meeting on writing practices/formative assessment. <p>Improved Electronic learning across writing program. Students used Class blogs, google docs, ipads as learning tools to write.</p> <p>PD on Google classrooms, apps e-</p> | <p>Direct teaching with target groups in Writing.</p> <p>Improved spelling program and spelling ages.</p> <p>Written feedback to teachers will inform next steps.</p> <p>Displayed updated writing progressions (mountains) in student/modelling books.</p> <p>Improved writing skills by target students.</p> <p>Teachers were up skilled to improve teaching practises creating a more effective writing programme.</p> <p>Writing strategies were used to meet identified needs.</p> <p>Ensured validity of OTJ's through moderation.</p> <p>Senior Students are now able to give effective peer feedback, evident on google docs.</p> | <p>Classroom teacher (middle) focused on target students with teacher aide support.</p> <p>Whilst there were improvements with some students in spelling, it was not as effective as hoped due to computer capability.</p> <p>All target students who worked closely with the RTLit teacher, showed significant improvement in surface and deeper features. Noticeable improvement in motivation, enjoyment and engagement in writing.</p> <p>Lead ICT teacher taught selected aspects of Google Docs.</p> | <p>Continue focus of targeted students in teachers planning and practise.</p> <p>SPELD teacher will work with 8 identified students through 2016. Shared costs by Dyslexia Association of Waikato and parents.</p> <p>Initiate a Senior Spelling Target group to work with a teacher aide twice a week to strengthen the SPELD students' programme.</p> <p>Apply for RTLit Teacher/Advisor for 2016.</p> <p>Further training required with Google Docs for all teachers/students.</p> |



| | | | |
|---|---|--|--|
| <p>learning across writing. Run by newly appointed ICT Leader</p> <p>Used Steps program/ Steps games/blends</p> <p>Provision of resources appropriate to learning needs.</p> <p>Writing was shared with whanau and celebrated.</p> | <p>Ongoing reviews and changes made as needed.</p> <p>Minimal use of Steps in classrooms</p> <p>Used classroom blogs and newsletters to regularly share students writing.</p> <p>Students had equitable access opportunities to digital technology.</p> <p>Teachers are supported to include e-learning in planning and teaching programmes.</p> <p>Teachers utilized resources and writing approaches in the teaching practise.</p> <p>Used Sheena Cameron "writing book" and visuals to motivate writing.</p> | <p>Focus on teaching all students how to give effective Peer feedback is still required.</p> <p>Computers unable to cope with updated Steps programme.</p> | <p>Installation of new leased computers has allowed Steps programme to run again.</p> <p>Review and rewrite school writing progressions (mountains) in "student talk".</p> <p>Continue to base our Literacy programmes on Sheena Cameron/Jill Eggleton approaches.</p> |
| <p>Planning for next year:</p> <p>Surface features will be monitored and worked through but there will be more of a focus on deeper features in writing.</p> <p>All teachers are to attend a Jill Eggleton Literacy workshop for 2016.</p> <p>Continue with implementation and development of Google Docs within the Literacy programme.</p> | | | |



Tātaritanga raraunga

Seeking further understanding and use of philosophies and strategies for developing student agency.

Open Meeting

| | |
|---------------------------------|--|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 21 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565582 |
| Report Title | Application for Funding – Raglan Community Arts Council |

1. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Raglan Community Arts Council (“RCAC”) towards the cost of the Raglan Arts Weekend 2017.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT an allocation of \$..... is made to the Raglan Community Arts Council towards the cost of Raglan Arts Weekend 2017;

OR

AND THAT the request from the Raglan Community Arts Council towards the cost of Raglan Arts Weekend 2017 is declined / deferred until for the following reasons:

3. BACKGROUND

The RCAC is hosting its annual Raglan Arts Trail Weekend where over 30 studios open their doors to display a variety of visual arts. Community-based arts organisations, private studios, artists, entertainers and business owners are all invited to partake in the weekend.

The event is managed by RCAC with Maureen Soanes leading the project. She will be assisted by a group of volunteers.

The event showcases and promotes the multi-talented art scene that Raglan is well known for; bringing visitors from all over the Waikato and the north island.

The event attracted over 3500 visitors in January 2016.

Raglan's dining, accommodation and tourism industry plays a key role in the success of the event.

The event will take place on Saturday 28 -30 January 2017 in Raglan.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$14,997.50. The Raglan Community Arts Council is seeking funding of \$2,555.00 towards the cost of advertising and marketing for the event.

| | | | |
|---|-------------------------------|---------------|------------|
| GST Registered | | | Yes |
| Set of Accounts supplied | | | Yes |
| Previous funding has been received by this organisation | | | Yes |
| Discretionary & Funding Committee | Raglan Arts Weekend 2016 | November 2016 | \$2,000.00 |
| Raglan Community Board | Equipment for the new theatre | December 2014 | 3,000.00 |

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 (whichever is the greater) 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. ATTACHMENTS

Application for Funding – Raglan Community Arts Council

DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the **checklist on page 5**.

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee

Project

Event

OR

Community Board / Committee Discretionary Fund

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

Section I – Your details

Name of organisation

Raglan Community Arts Council

What is your organisation's purpose?

To nurture and encourage development of the arts in Raglan Whaingaroa

Address: (Postal)

Old School Arts Centre, 5 Stewart Street Raglan 3225 Waikato

Address: (Physical if different from above)

As above

Contact name, phone number/s and email address

Jacqueline Anderson, Arts Facilitator Ph: 07 825 0023. Email: jacqueline@raglanartscentre.co.nz

Charities Commission Number: CC24379

Are you GST registered? No Yes GST Number 55079161

Bank account details 0301 563 00282 63000

Bank: Westpac Branch: Raglan

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section.)

Social Economic Cultural Environmental

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 Thriving Vibrant

Section 3 – Your event/project

What is your event / project, including date and location ?

To attract over 4000 visitors from across the North Island to Raglan and the Waikato District by running an arts weekend. The three-day event is held over Anniversary Weekend (Saturday 28th, 29th, 30th January 2017) and will put local visual art on display through open studios and an exhibition at the Old School Arts Centre. The event uses visual art to promote Raglan and the Waikato District as a visitor destination. Raglan cafes, accommodation providers and local business also support and participate in the Arts Weekend as a key arts community event for the Waikato.

Who is involved in your event / project?

The event is managed by the Raglan Community Arts Council (RCAC) with Maureen Soanes leading the project assisted by volunteer subcommittee members. There will be over 30 individual Raglan Whaingaroa artists taking part and a number of gallery studios.

How many volunteers are involved?

Over 20 people volunteer in roles covering planning, funding, accounting, meetings, staffing the exhibition and promotion of the event.

What other groups are involved in the project?

Raglan I-Site, Raglan Kopua Holiday Park, Raglan accommodation providers e.g. (Book-a-Bach), Raglan Chamber of Commerce, Raglan Galleries and Cafes.

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

The event provides an opportunity for the wider community to visit artist studios which are not usually open so they can encourage and enjoy their local artists. Over 3,500 people visited Raglan for the Arts Weekend in 2016. Visitors are drawn to Raglan and the Waikato District by the event providing economic benefits to the Raglan business and tourism community.

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and 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.

| 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) |
|--|---|---|
| TOTAL COST OF THE PROJECT/EVENT | | \$14,997.50 |
| Existing funds available for the project Total A | | \$9,485.06 |

Funding being sought from Waikato District Council

| Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet. | | |
|---|-----------|-------------------|
| National newspaper advertising | | \$1,085.00 |
| National Life & Leisure magazine advertising | | \$600.00 |
| National Arts Zone magazine advertising | | \$420.00 |
| Graphic design, media & print liaison 6 hrs @ \$75 | | \$450.00 |
| | | |
| | | |
| Total Funds being sought from WDC Total B | \$ | \$2,555.00 |

Has funding been sought from other funders? Yes No
If 'Yes', please list the funding organisation(s) and the amount of funding sought

| | | |
|---|-----------------|-------------------|
| a) Creative Communities Scheme NZ (un-confirmed) | \$ _____ | \$2,957.44 |
| b) | \$ _____ | \$ _____ |
| c) | \$ _____ | \$ _____ |
| d) | \$ _____ | \$ _____ |
| Total of other funds being sought Total C | \$ _____ | \$2,957.44 |

| | | |
|---|-----------------|--------------------|
| Total Funding Applied for (Add totals A, B & C together to make Total D) Total D | \$ _____ | \$14,997.50 |
| <i>Note : This total should equal the Total Cost of the Project/Event</i> | | |

Describe any donated material / resources provided for the event/project: Artists are donating art for the 200x200 exhibition. Real estate agents will donate corflute for waterproof signs. Raglan Community Arts Council members will donate baking for exhibition openings.

Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

| Project | Amount received | Date |
|---|-----------------|---------------|
| Raglan Arts Weekend 2016 | \$2,000.00 | October 2015 |
| Movie screening equipment for new theatre | \$3,000.00 | December 2014 |
| | | |
| | | |

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

Signed:  Name: Rodger Gallagher

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

Signature:  Date: 30/6/2016

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature:  Date: 30/6/2016

Position in organisation (tick which applies) Chairman Secretary Treasurer

Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

| Items Required | Enclosed ✓ |
|--|------------|
| Read and understood the guidelines for funding applications document | |
| Discussed your application with the Waikato District Council community development co-ordinator | |
| Nominated the fund you are applying for | |
| Completed Section 1 – Your details | |
| Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club | |
| Enclosed an encoded deposit slip to enable direct credit of any grant payment made | |
| Enclosed a copy of any documentation verifying your organisations legal status | |
| Included copies of written quotes | |
| Completed Section 2 - community wellbeing and outcomes | |
| Completed Section 3 – details of your event/project | |
| Completed Section 4 – Funding requirements | |
| Completed Section 5 where funding has been received in the previous 2 years | |
| Obtained two signatures on your application | |

Please note: Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.

Certificate of Registration

Raglan Community Arts Council

Registration number: CC24379

This is to certify that Raglan Community Arts Council was registered as a charitable entity under the Charities Act 2005 on 14 May 2008.



Chair
Charities Commission



Chief Executive
Charities Commission

RAGLAN ARTS WEEKEND 28 - 30 JANUARY 2017

NZME NEW ZEALAND
 MEDIA AND
 ENTERTAINMENT

To book contact your Account Director Tim Wilson
tim.wilson2@nzme.co.nz

| Date | Publication Day | Publication | Size | Modules | Loyalty Rates \$ | Ratecard \$ |
|------------------------|-----------------|-------------|-----------|---------|------------------|-------------|
| 14-Jan | Saturday | Weekend | 1/16 Page | 2 X 2 | 360 | 869 |
| 15-Jan | Sunday | | | | | |
| 16-Jan | Monday | | | | | |
| 17-Jan | Tuesday | | | | | |
| 18-Jan | Wednesday | | | | | |
| 19-Jan | Thursday | Timeout | 1/16 Page | 2 X 2 | 300 | 652 |
| 20-Jan | Friday | | | | | |
| 21-Jan | Saturday | | | | | |
| 22-Jan | Sunday | SPY | 1/4 Page | 2 x 8 | 425 | 2,149 |
| 23-Jan | Monday | | | | | |
| 24-Jan | Tuesday | | | | | |
| 25-Jan | Wednesday | | | | | |
| 26-Jan | Thursday | | | | | |
| 27-Jan | Friday | | | | | |
| FESTIVAL DAY 28-Jan | Saturday | | | | | |
| 29-Jan | Sunday | | | | | |
| 30-Jan | Monday | | | | | |
| | | | | Total | 1,085 | 3,670 |

ArtZone

THE NEW ZEALAND ART & DESIGN GUIDE

Jacqueline Anderson
Arts Facilitator
Raglan Old School Arts Centre
5 Stewart Street, Raglan

Dear Jacqueline

June 7, 2016

Thank you for your request for a quote in Art Zone. The magazine covering The Raglan Arts Weekend in 2017 is below.

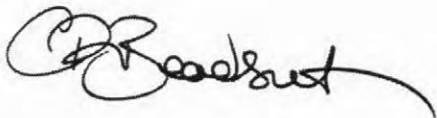
Art Zone 67 covers Nov 28 – Feb 19 2016 (deadline Oct 28)

A half page (with bleed) is \$709 + gst

A quarter page (with NO bleed) is \$420 + gst

NB. Only quarter pages can be non-bleed in Art Zone.

Yours faithfully,



Craig Beardsworth

ART ZONE

P.O Box 9202
Marion Square
Wellington
Ph 64 385 1426
Fax 64 385 1436
Email: info@artzone.net.nz
Web: www.artzone.net.nz

Exhibitions Galleries Artists

Quote # - 374

10 June, 2016

FROM

Leighton Davies Graphic Designer
 44 Cross Street
 Raglan
 New Zealand
 3225

TO

Raglan Artist Trail

ITEMS

| Quantity | Description | Hours | Rate | TOTAL |
|--------------|--|-------|---------|-----------|
| 1 | Print liaison for advertising outputs and sign writing | 4 | \$75p/h | \$300.00 |
| 1 | 8 Panel DL (Flat size 420mm x 594mm) double sided fold out brochure | 11 | \$75p/h | \$825.00 |
| 1 | Design A4 poster flyer | 3 | \$75p/h | \$225.00 |
| 1 | Magazine advertisements for Life & Leisure and Art Zone | 3 | \$75p/h | \$225.00 |
| 1 | Advertisements for Waikato Times & Hamilton Press & NZ Herald | 3 | \$75p/h | \$225.00 |
| 3 | Advertisements for Raglan Chronicle | 6 | \$75p/h | \$450.00 |
| 1 | Logo/ Identity Design for a continued logo and accompanying graphics | 16 | \$75p/h | \$1200.00 |

Thank you.

AMOUNT DUE

| | |
|--------------|------------------|
| SUBTOTAL | \$3450.00 |
| GST | \$00.00 |
| SHIPPING | \$00.00 |
| TOTAL | \$3450.00 |

Jacqueline Anderson

Subject: FW: Raglan Arts Weekend 2017 advertising
Attachments: Deadlines2016 - 2017.pdf

From: Annette Daly [mailto:annette@lifestylemagazinegroup.co.nz]
Sent: Wednesday, 8 June 2016 11:11 a.m.
To: Raglan Old school Arts Centre <jacqueline@raglanartscentre.co.nz>
Subject: Raglan Arts Weekend 2017 advertising

Good morning Jacqueline,

Tracey has just forwarded your email to me. We were in touch last year (and I think the year before).

I have attached the Directory rate card with costs, dates etc.

I am happy to offer you the six times rate, the same as last year. Your ad was placed in the November/December publication last time.

Kind regards
Annette

----- Forwarded message -----

From: **Jacqueline Anderson** <jacqueline@raglanartscentre.co.nz>
Date: Tue, Jun 7, 2016 at 4:18 PM
Subject: Raglan Arts Weekend 2017 advertising
To: tracey@nzlifeandleisure.co.nz
Hi Tracey

Please provide a quote and deadline dates for our arts weekend 2017. We require quotes for our funding applications that are currently being processed.

Dates are Auckland Anniversary Weekend 28th, 29th and 30th January.

Any further information required, please let me know.

Kind regards

Jacqueline Anderson

Arts Facilitator & Raglan Creative Market Co-ordinator

Raglan Old School Arts Centre

5 Stewart Street, Raglan 3225

Ph: 07 825 0023

<http://raglanartscentre.co.nz/>

THE essentials DIRECTORY



Annette Daly
YOUR ESSENTIALS
ADVERTISING MANAGER



ADVERTISING RATES

| | CASUAL | 3X | 6X |
|----------------|--------|--------|--------|
| Three-eight | \$2250 | \$2100 | \$1950 |
| Quarter page | \$1500 | \$1400 | \$1300 |
| Eighth page | \$750 | \$700 | \$650 |
| Sixteenth page | \$375 | \$350 | \$325 |

\$600 reduced.

All costs exclude GST and are non-commission bearing



2015 MAGAZINE MEDIA AWARDS
WINNER MAGAZINE OF THE YEAR


ADVERTISING DEADLINES

| | ON SALE | CANCEL | BOOKING/ MATERIAL IN | FINISHED MATERIAL |
|-----------------------------|---------|---------|-------------------------|----------------------|
| ISSUE 67 May/June | 2 May | 29 Mar | 4 April | 11 April |
| ISSUE 68 Jul/Aug | 4 July | 30 May | 7 June | 13 June |
| ISSUE 69 Sept/Oct | 5 Sept | 1 Aug | 8 Aug | 15 Aug |
| ISSUE 70 Nov/Dec | 31 Oct | 26 Sept | 3 Oct | 10 Oct |
| ISSUE 71 Jan/Feb | 19 Dec | 14 Nov | 21 Nov | 28 Nov |



Annette Daly
THE ESSENTIALS ADVERTISING MANAGER

021 898 875, (09) 222 0402 or email annette@nzlifeandleisure.co.nz

 (<https://www.facebook.com/raglanoldschoolartscentre>)  (<http://www.raglanartscentre.co.nz/feed/>)



Raglan Old School Arts Centre

(<http://raglanartscentre.co.nz/>)



- Home (<http://raglanartscentre.co.nz/>)
- About ▾
- What's On (<http://raglanartscentre.co.nz/my-calendar/>)
- Classes and workshops ▾
- Heritage ▾
- Raglan Art to Wear Biennial ▾
- Raglan Arts Weekend (<http://raglanartscentre.co.nz/raglan-arts-weekend/>)
- Films ▾

Paying us money

We are a charitable entity registered by the New Zealand Charities Commission, registration number CC24379, 14 May 2008. Donations are tax deductible.

Bank account details

You can pay us money for classes and bookings directly into our bank account:

Old School Arts Centre (Raglan Community Arts Council), Westpac Bank, Bow St, Raglan.

Bank account number: 03 1563 0028263 00

Internet banking

Include your name and what the payment is for as references. If we have given you an invoice number or reference number, please include that.

Bank Deposit

If paying by a bank deposit or internet banking, include the digits of your phone number as reference.

Cheque

Cheques should be made out to 'Old School Arts Centre'.

Post to Raglan Community Arts Council, 5 Stewart Street, Raglan 3225

Cash

Visit us during our open hours to pay cash or by EFTPOS.

The Old School Arts Centre is run by the Raglan Community Arts Council in a 19th century heritage building in Stewart St, Raglan, New Zealand.

CONTACT THE OLD SCHOOL ARTS CENTRE

For more information on the Old School Arts Centre and the arts in Raglan Whaingaroa contact the Arts Facilitator, Jacqueline Anderson.

Email info@raglanartscentre.co.nz (<mailto:info@raglanartscentre.co.nz>) or phone (07) 825 0023.

The office is open 10am to 2pm on Mondays and Wednesdays.



Old School Arts Centre

Raglan Community Arts Council

Annual Report

Year ended 31st March 2015



Raglan Community Arts Council

Old School Arts Centre • 5 Stewart St, Raglan, New Zealand • Phone 07 825 0023

email: info@raglanartscentre.co.nz :: www.raglanartscentre.co.nz

OUR SUPPORTERS: THANK YOU.



TRUST WAIKATO



ST LAZARUS TRUST



DONNY TRUST • GRASSROOTS TRUST • LOGAN CAMPBELL ESTATE • PAGE TRUST
RAGLAN CLUB • RAGLAN LIONS • RAY WHITE • SKY CITY HAMILTON TRUST • XTREME WASTE



Raglan Community Arts Council Chairperson's Report: 1st April 2014 to 31st March 2015

2014/15 has been another good year for the Old School Arts Centre. The big events started with the biennial Art to Wear held again in June 2014 organised by Jean and her loyal team. In 2015 the Raglan Arts Weekend was held on Auckland Anniversary Weekend. These events were all artistic successes. It is always a challenge to stage these events working on limited budgets.

The acoustic music events held every few weeks continue to be very popular with musicians and guests appreciating our intimate venue. A big thank you to Tom McCormick for organising these at the Old School and his work around town on bringing music events to Raglan. The Community Gallery continued to host artist exhibitions and at all other times we have a members' exhibition. The 'Take a Second Look at Art to Wear' exhibition was very popular.

The OSCAR school holiday courses have run very well with Krishna Gotty taking over as the leader. Other workshops run during the year include raranga, painting, photography, drawing. The after school clay art sessions are very popular led by Natasha Rao and Jodi Prinz.

The Raglan Film Festival held in September continues to successfully celebrate the talents of local film makers with the Raglan Arts Film Festival Awards (RAFFA with good support from local businesses). We have also run new release movie screenings at least once a month.

Our main upgrade project this year has focussed on renovating the theatre room and upgrading the film projection equipment. Assistance from Sky City Hamilton Community Trust, Raglan Community Board and the Waikato Community Committee of the Lottery Grants Board has allowed this work to get underway. We plan to do the renovation work later in 2015. Upgrading the film projection equipment will continue as funds allow. The existing Clay Shed is now too small as membership and usage continues to increase. We have started work on planning the new Clay Shed Plus building. Suzanne Prinz and her Clay Shed team are continuing with fundraising for the new building.

We continue to cover a large part of our operating costs from our own fund raising activities of room hire and the Raglan Creative Market. This is complemented by generous financial support from other donors which allows our full range of activities to continue. Raglan Town Hall committee, WEL Energy Trust, COGS, Creative Communities Waikato District, Raglan Community Board, Ministry of Social Development, Sky City Hamilton Community Trust, Meridian Energy Community Grants, Waikato District Council, Xtreme Zero Waste, Public Place Recycling, LJ Hooker, Raglan Lions Club and Trust Waikato all provide the cash that allows us to undertake a full range of arts activities. Local businesses, accommodation providers and organisations sponsor and support specific projects including Art to Wear, Raglan Arts Weekend, Raglan Film Festival and Kids' Clay.

Other arts groups at the Arts Centre are the Monthly Movies, Karioi Quilters, Dramatrix, and Kids' Singing. We also have regular community groups and non arts hirers including Te Mauri Tau who make sure the Arts Centre is well used and provide a welcome addition to our income.

Our Arts Facilitator, Jacqueline Anderson assisted by Jenny Penfold keeps the office going well. Jacqueline played a key role in many projects including the Raglan Arts Weekend. Selena and Jo kept the building clean during the year. A big thank you to this team and our tutors for keeping the Arts Centre humming. The Raglan Chronicle supports us with wide coverage of the arts in Whaingaroa. Raglan Community Radio also cover and support our events. Members, businesses and individuals from our community all contribute. Without all of this support we could not operate.

I would like to thank Angela Williams as secretary, Ken Soanes and James Carey for work on the building and the other members of our committee for their work and support during the year. Laurie and Wendy Coxhead do the essential job every week of sorting the rubbish and recycling for the street collection. For another year, Virginia Gallagher has put in a huge effort as internal auditor and accountant, especially getting up to speed with the new reporting requirements for charities. Lynne Wilkins provides backup support on some of the complicated accounting issues that arise for non profits such as ourselves. The security callout list, gets special thanks for being willing to turn out in the middle of the night if the alarm goes. The Waikato District Council provides good support through our main contacts: Clint Baddeley, Gavin Benseman, Cindy Norris, and Steve Soanes.

The Arts Council and the Old School Arts Centre continue to prosper.

Rodger Gallagher

Rodger Gallagher Chairperson, 10 May 2015

RAGLAN COMMUNITY ARTS COUNCIL**FINANCIAL STATEMENTS**

for the year ended 31 March 2015

Contents:

| | |
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RAGLAN COMMUNITY ARTS COUNCIL**Directory**As at 31st March 2015

Entity: Community Arts Council with Charitable Status
Registered Charity CC24379
Registered for GST Number 55-079-161

Nature of Business: Encourage, promote, and support the arts
within the Raglan Whaingaroa community

Address: 5 Stewart St
Raglan 3225

Accountant: Lynne Wilkins
Bizworx Consultancy Limited
Chartered Accountants
Raglan

Auditor: Richard Thomson
Hamilton

Bankers: Westpac Banking Corporation
Raglan

RAGLAN COMMUNITY ARTS COUNCIL

Directory

For the year ended 31st March 2015

| Name | Position | Term |
|------|----------|------|
|------|----------|------|

Officers:

| | | |
|-------------------|--------------------|-----------|
| Rodger Gallagher | Chairperson | Full year |
| Ken Soanes | Vice Chairperson | Full year |
| Angela Williams | Secretary | Part year |
| Jean Carbon | | Full year |
| Leone Coxhead | | Part year |
| Lesley Clough | | Full year |
| Patrick Day | | Full year |
| Jillian Lankshear | | Full year |
| Ruth Port | | Full year |
| Jodi Prinz | | Full year |
| Maureen Soanes | | Full year |
| Simon Te Wheoro | Iwi Representative | Full year |

RAGLAN COMMUNITY ARTS COUNCIL**Consolidated Accounts****Income Statement
for the period ended 31 March 2015**

| | <i>Notes</i> | 2015 \$\$ | 2014 \$\$ |
|--|--------------|---------------------|---------------------|
| INCOME | | | |
| Rents received | | 16146 | 20461 |
| Kitchen Rents Received | | 4708 | 2332 |
| Sundry income | | 21180 | 12794 |
| Subscriptions received | | 457 | 526 |
| Koha | | 2425 | 3549 |
| Equipment Hire | | 1245 | 1092 |
| Interest Received | | 1255 | 597 |
| Ticket Sales and Entry Fees | | 11168 | 6550 |
| Classes and Course Fees | | 15149 | 11242 |
| Refreshment Sales | | 2298 | 2642 |
| Items sold on Behalf of Artists | | 23590 | 17300 |
| Commission on Sales on Behalf of Artists | | 901 | 601 |
| Stallholders fees (Creative Market) | | 14290 | 16010 |
| | | 114812 | 95696 |
| Grants, Donations and Subsidies | | | |
| Unspent grants forward from last year | | 18372 | 9709 |
| MSD OSCAR Grants | | 6000 | 6375 |
| Creative Communities NZ - Waikato | | 10536 | 11986 |
| Waikato District Council | | 2000 | 0 |
| Raglan Community Board | | 3000 | 0 |
| Meridian Energy | | 0 | 1800 |
| Raglan Town Hall Committee | | 1728 | 5306 |
| COGS | | 10000 | 6000 |
| Trust Waikato | | 8000 | 7000 |
| St Lazarus Trust | | 0 | 0 |
| Donny Trust | | 0 | 1500 |
| Sky City Hamilton Community Trust | | 3000 | 2000 |
| Raglan Lions Club | | 850 | 2500 |
| Droidworx | | 0 | 250 |
| WEL Energy Trust | | 3000 | 3000 |
| Raglan Real Estate | | 0 | 68 |
| Xtreme Zero Waste | | 500 | 0 |
| eCoast | | 200 | 0 |
| Public Place Recycling | | 2500 | 0 |
| L J Hooker | | 870 | 0 |
| Less Unspent grants forward to next year | 2 | -12760 | -18372 |
| | | 57796 | 39122 |
| TOTAL INCOME | | 172608 | 134818 |

The attached notes form part of, and should be read in conjunction with these accounts.

Consolidated Accounts (Continued)**Income Statement
for the period ended 31 March 2015**

| LESS EXPENSES | 2015 | 2014 |
|--|---------------|---------------|
| Wages and Salaries | 46906 | 38803 |
| Kiwi Saver - Employer's Contribution | 1082 | 940 |
| Accident Compensation Premiums | 380 | 0 |
| Accounting and Audit fees | 2759 | 573 |
| Advertising, Marketing, Web site, Logo | 5312 | 5871 |
| Equipment Lease and Hire | 1045 | 860 |
| Bank Fees & Interest | 185 | 195 |
| Contractors | 432 | 3022 |
| Freight and Postage | 486 | 606 |
| General | 120 | 242 |
| Insurance | 3169 | 1797 |
| Legal Expenses | 44 | 44 |
| Koha paid | 1897 | 1266 |
| Grants paid | 0 | 1000 |
| Workshops and Events | 36875 | 20318 |
| Refreshment Purchases | 1585 | 1642 |
| Payments to Artists for Items Sold | 23590 | 17300 |
| Power | 2430 | 2658 |
| Printing and Stationery | 6957 | 5805 |
| Kitchen Expenses | 1415 | 763 |
| Cleaning Building - Labour and Supplies | 1802 | 1068 |
| Council Rates and Rent | 10 | 1162 |
| Replacements >500 | 1294 | 1655 |
| Rent paid | 10797 | 8479 |
| Equipment - Repairs and Maintenance | 1552 | 830 |
| Building - Repairs and Maintenance | 2972 | 7129 |
| Grounds - Repairs and Maintenance | 101 | 3493 |
| Subscriptions paid | 90 | 90 |
| Social events, gifts | 567 | 791 |
| Staff expenses and training | 601 | 200 |
| Telephone and Internet | 2568 | 2287 |
| TOTAL CASH EXPENSES | 159023 | 130889 |
| NET OPERATING SURPLUS | 13585 | 3929 |
| <u>Less</u> Depreciation on Fixed Assets | 2120 | 1972 |
| NETSURPLUS (LOSS) FOR YEAR | 11465 | 1957 |

The attached notes form part of, and should be read in conjunction with these accounts.

RAGLAN COMMUNITY ARTS COUNCIL**Balance Sheet
as at 31st March 2015**

| | <i>Notes</i> | 2015 \$\$ | 2014 \$\$ |
|---|--------------|----------------------|----------------------|
| EQUITY | | <u>238236</u> | <u>226771</u> |
| CURRENT ASSETS | | | |
| Cash and bank | 1 | 26368 | 23801 |
| | | <u>26368</u> | <u>23801</u> |
| CURRENT LIABILITIES | | | |
| Pottery Key deposit (Refundable) | | 450 | 390 |
| Accounts payable | | 0 | 232 |
| Income received in advance | 4 | 2983 | |
| Unspent grants forward to new financial year | 2 | 8960 | 13058 |
| Unspent donations forward to new financial year | 2 | 3800 | 5314 |
| GST paid | | 11 | 0 |
| | | <u>16204</u> | <u>18994</u> |
| WORKING CAPITAL | | 10164 | 4807 |
| PROPERTY, PLANT AND EQUIPMENT | | | |
| As per schedule | 1 | 216479 | 210838 |
| TERM ASSETS | | | |
| Westpac Bank Term Deposit | 3 | 11593 | 11126 |
| NET ASSETS | | <u>238236</u> | <u>226771</u> |

The attached notes form part of, and should be read in conjunction with these accounts.

RAGLAN COMMUNITY ARTS COUNCIL
**Statement of Changes in Capital
for the year ended 31st March 2015**

| | <i>Notes</i> | 2015 \$\$ | 2014 \$\$ |
|--------------------------------------|--------------|----------------------|----------------------|
| PUBLIC EQUITY | | | |
| Opening Balance April 1 | | 226771 | 224814 |
| <i>Plus</i> Surplus for Year | | 11465 | 1957 |
| | | <u>238236</u> | <u>226771</u> |
| <i>Less:</i> Deficit for Year | | 0 | 0 |
| Closing Balance 31 March 2015 | | <u><u>238236</u></u> | <u><u>226771</u></u> |

The attached notes form part of, and should be read in conjunction with these accounts.

**Schedule of Fixed Assets & Depreciation
for the year ended 31 March 2015**

| Asset | Date of Acquisition | Cost B/fwd | Additions | Disposals | Cost C/fwd | Depreciation Rate | Period | Accumulated Depreciation B/fwd | Accumulated Depreciation on Disposals | Depreciation for Year | Accumulated Depreciation C/fwd | Book Value B/fwd | Book Value C/fwd |
|---------------------------------------|---------------------|---------------|-------------|-----------|---------------|-------------------|---------|--------------------------------|---------------------------------------|-----------------------|--------------------------------|------------------|------------------|
| EQUIPMENT, FURNITURE, FITTINGS | | | | | | | | | | | | | |
| Carpet - office | Nov 05 | 2615 | | | 2615 | 24.0 %SL | 12 mths | 2615 | | 0 | 2615 | 0 | 0 |
| Roller Blinds - office | Apr 06 | 499 | | | 499 | 24.0 %SL | 12 mths | 499 | | 0 | 499 | 0 | 0 |
| Outdoor Sign | May 06 | 946 | | | 946 | 24.0 %SL | 12 mths | 946 | | 0 | 946 | 0 | 0 |
| Filing cabinet - 4 drawer | June 06 | 396 | | | 396 | 24.0 %SL | 12 mths | 396 | | 0 | 396 | 0 | 0 |
| Vacuum Cleaner | July 06 | 599 | | | 599 | 24.0 %SL | 12 mths | 599 | | 0 | 599 | 0 | 0 |
| 12 Artists Easels | Oct 06 | 1529 | | | 1529 | 24.0 %SL | 12 mths | 1529 | | 0 | 1529 | 0 | 0 |
| MoneyWorks Accounting system | Nov 06 | 895 | | | 895 | 24.0 %SL | 12 mths | 895 | | 0 | 895 | 0 | 0 |
| Whiteboard | Dec 06 | 342 | | | 342 | 24.0 %SL | 12 mths | 342 | | 0 | 342 | 0 | 0 |
| Storage shed | Mar 07 | 1046 | | | 1046 | 24.0 %SL | 12 mths | 1046 | | 0 | 1046 | 0 | 0 |
| Pottery kiln | May-07 | 178 | | | 178 | 24.0 %SL | 12 mths | 178 | | 0 | 178 | 0 | 0 |
| Alco Ladder | Jun-07 | 220 | | | 220 | 24.0 %SL | 12 mths | 220 | | 0 | 220 | 0 | 0 |
| Raku Kiln | Jul-07 | 666 | | | 666 | 24.0 %SL | 12 mths | 666 | | 0 | 666 | 0 | 0 |
| Roller Blinds - Theatre room | Oct-07 | 2368 | | | 2368 | 24.0 %SL | 12 mths | 2368 | | 0 | 2368 | 0 | 0 |
| Rimu display cabinet | Oct-07 | 100 | | | 100 | 24.0 %SL | 12 mths | 100 | | 0 | 100 | 0 | 0 |
| Maxtor External hard drive | Dec-07 | 167 | | | 167 | 24.0 %SL | 12 mths | 167 | | 0 | 167 | 0 | 0 |
| Gazebo | Dec-07 | 781 | | | 781 | 24.0 %SL | 12 mths | 781 | | 0 | 781 | 0 | 0 |
| Display cabinet - entry | Jan-08 | 3200 | | | 3200 | 24.0 %SL | 12 mths | 3200 | | 0 | 3200 | 0 | 0 |
| Heat pump - deposit | Mar-08 | 903 | | | 903 | 24.0 %SL | 12 mths | 903 | | 0 | 903 | 0 | 0 |
| Heat Pump Theatre room balance | Apr-08 | 2710 | | | 2710 | 24.0 %SL | 12 mths | 2710 | | 0 | 2710 | 0 | 0 |
| Asus Laptop computer | Aug-08 | 2603 | | | 2603 | 24.0 %SL | 12 mths | 2603 | | 0 | 2603 | 0 | 0 |
| Creative Market and Arts Centre signs | Aug-08 | 720 | | | 720 | 24.0 %SL | 12 mths | 720 | | 0 | 720 | 0 | 0 |
| Heat Pump - Gallery | Oct-08 | 3700 | | | 3700 | 24.0 %SL | 12 mths | 3700 | | 0 | 3700 | 0 | 0 |
| Trolley - large | Jan-09 | 339 | | | 339 | 24.0 %SL | 12 mths | 339 | | 0 | 339 | 0 | 0 |
| Heat Pump - Office | Feb-09 | 2755 | | | 2755 | 24.0 %SL | 12 mths | 2755 | | 0 | 2755 | 0 | 0 |
| Chairs | Feb-09 | 2292 | | | 2292 | 24.0 %SL | 12 mths | 2292 | | 0 | 2292 | 0 | 0 |
| Lenovo Computer | Feb-09 | 750 | | | 750 | 24.0 %SL | 12 mths | 750 | | 0 | 750 | 0 | 0 |
| Trolley - small | Mar-09 | 234 | | | 234 | 24.0 %SL | 12 mths | 234 | | 0 | 234 | 0 | 0 |
| St Lazarus Studio | Mar-10 | 200262 | | | 200262 | 24.0 %SL | 12 mths | 0 | | 0 | 0 | 200262 | 200262 |
| Piano | Oct-10 | 1342 | | | 1342 | 8.0 %SL | 12 mths | 338 | | 107 | 445 | 1004 | 897 |
| RapalloAV Screen | Oct-10 | 687 | | | 687 | 24.0 %SL | 12 mths | 564 | | 123 | 687 | 123 | 0 |
| 6 Tub Chairs | May-11 | 2040 | | | 2040 | 24.0 %SL | 12 mths | 1347 | | 490 | 1837 | 693 | 203 |
| Brother Laser Printer MFC912 | Oct-11 | 482 | | | 482 | 24.0 %SL | 12 mths | 290 | | 116 | 406 | 192 | 76 |
| Portable PA System | Jun-12 | 1229 | | | 1229 | 17.5 %SL | 12 mths | 376 | | 215 | 591 | 853 | 638 |
| Acer computer (Office) | Aug-12 | 352 | | | 352 | 24.0 %SL | 12 mths | 133 | | 84 | 217 | 219 | 135 |
| Kiln | Oct-12 | 7379 | | | 7379 | 6.0 %SL | 12 mths | 627 | | 443 | 1070 | 6752 | 6309 |
| HP Computer (Movies) | Jan-13 | 1005 | | | 1005 | 24.0 %SL | 12 mths | 265 | | 241 | 506 | 740 | 499 |
| Neo DCP player | Jan-15 | | 1976 | | 1976 | 40.0 %SL | 2 mths | 0 | | 132 | 132 | 1976 | 1844 |
| Sony VPL home Cinema | Jan-15 | | 5785 | | 5785 | 17.5 %SL | 2 mths | 0 | | 169 | 169 | 5785 | 5616 |
| | | 248331 | 7761 | 0 | 256092 | | | 37493 | 0 | 2120 | 39613 | 218599 | 216479 |

The attached notes form part of, and should be read in conjunction with these accounts.

RAGLAN COMMUNITY ARTS COUNCIL

Notes to the Accounts

| | <i>2015</i> <i>Actual</i> \$ | <i>2014</i> <i>Actual</i> \$ |
|--|------------------------------------|------------------------------------|
| 1 Cash & Bank | | |
| Westpac Bank - Cheque Account | 6,210 | 3,634 |
| Westpac Bank - Youth Art Trust | 449 | 314 |
| Westpac Bank - Online Bonus Saver | 19,459 | 19,604 |
| Petty Cash | 250 | 250 |
| | <u>26,368</u> | <u>23,802</u> |
| 2 Unspent Grants and Donations carried forward | | |
| Meridian Energy - Creative Embrace | 0 | 13 |
| Meridian Energy - Adult Clay Workshops | 800 | 800 |
| Community Organisation Grants Scheme (COGS) | 1,335 | 0 |
| WEL Energy Trust | 3000 | 0 |
| Oscar classes - July 2014 - June 2015 | 1500 | 4,867 |
| Creative Communities Waikato - Music concerts | 1,150 | 0 |
| Creative Communities Waikato - Kids courses | 3190 | 4,511 |
| Creative Communities Waikato - Pecha Kucha presentations | 681 | 681 |
| Public Place Recycling | 1104 | 0 |
| Creative Communities Waikato - Art2Wear | 0 | 3,000 |
| Sky City - Art2Wear | 0 | 2,000 |
| Raglan Lions Club - Art2Wear | 0 | 2,500 |
| | <u>12,760</u> | <u>18,372</u> |
| 3 Term Investments | | |
| Westpac | 11,593 | 11,126 |
| | <u>11,593</u> | <u>11,126</u> |
| 4 Income received in advance | | |
| Gibbs Sculpture Farm trip | 2,983 | 0 |
| | <u>2,983</u> | <u>0</u> |

Capital Expenditure Commitments

There were no Capital Commitments as at 31 March 2015

Contingent Losses or Gains

There were no contingent losses or gains as at 31 March 2015

Related Party Transactions

Raglan Community Arts Council at times transacts with parties who are on the council or associated with those on council. The nature of the transactions comprise selling artists' work on their behalf, which is part of the activity of the Raglan Community Arts Council on behalf of all artists in the community. All transactions have taken place at arm's length and on a commercial basis.

Notes to the Accounts (cont'd)

Subsequent Events

There are no matters or events that have arisen, or been discovered, subsequent to balance date that would require adjustment to, or disclosure in these financial statements.

| | 2015 Actual \$ | 2014 Actual \$ |
|--|---|---|
| Statement of Uncommitted Funds | | |
| <i>Funds held:</i> | | |
| Cash | 26,368 | 23,802 |
| Short-term assets | 0 | 0 |
| Term assets | 11,593 | 11,126 |
| | <u>37,961</u> | <u>34,928</u> |
| <i>To meet the following commitments</i> | | |
| Pottery shed key deposits | 450 | 390 |
| Current Liabilities (Net GST Liability) | 11 | 2 |
| Accounts payable | 0 | 232 |
| Income received in advance | 2,983 | 0 |
| Unspent grants and donations carried forward | 12,760 | 13,058 |
| Capital Commitments | | 0 |
| | <u>16,204</u> | <u>13,682</u> |
| Leaving uncommitted / (overcommitted) funds | <u>21,757</u> | <u>21,246</u> |

Impact of adopting NZ equivalents to International Financial Reporting Standards (NZIFRS)

With effect from 1 January 2007 all New Zealand reporting entities are required to comply with NZIFRS. In September 2007 the ASRB issued a decision to delay the mandatory adoption of NZIFRS for certain small entities. As Raglan Community Arts Council meets the criteria for a small entity, the Council will delay adoption of NZIFRS until a transition date has been announced by the ASRB.

| Department of Internal Affairs (COGS) | 2015 Actual \$ | 2014 Actual \$ |
|--|---|---|
| Grant | 10,000 | 6,000 |
| <i>Spent:</i> | | |
| Payroll | 3000 | 2,763 |
| Training | 200 | 0 |
| Travel/Mileage | 84 | 0 |
| Volunteer Expenses reimbursement | 30 | 0 |
| Power/Gas/Water | 900 | 820 |
| Rent | 400 | 400 |
| Telephone & Internet | 756 | 352 |
| Administration | 800 | 0 |
| Printing and Stationery | 600 | 730 |
| Advertising, Marketing, WebSite, Logo | 295 | 560 |
| Photocopying | 1,000 | 0 |
| Postage | 0 | 148 |
| Venue hire | 200 | 0 |
| Equipment hire | 200 | 0 |
| Consumable materials | 200 | 0 |
| Forward to next financial year | <u>1,335</u> | <u>0</u> |
| | <u>0</u> | <u>0</u> |

Notes to the Accounts (cont'd)

Oscar Income and Expenditure Statement
for the year ended 31 March 2015

| | <i>2015 Actual \$</i> | <i>2014 Actual \$</i> |
|--|-------------------------------|-------------------------------|
| INCOME | | |
| GENERAL INCOME | | |
| Balance forward from previous year | 4,867 | 1,952 |
| Classes and Course fees | 5,145 | 3,340 |
| General Income | <u>10,012</u> | <u>5,292</u> |
| GRANTS AND SUBSIDIES | | |
| MSD OSCAR Grants | 6,000 | 6,375 |
| Grants and Subsidies Income | <u>6,000</u> | <u>6,375</u> |
| TOTAL INCOME | <u>16,012</u> | <u>11,667</u> |
| EXPENSES | | |
| Payroll | 8,169 | 4,424 |
| Advertising, Marketing | 36 | 246 |
| Printing and stationery | 195 | 0 |
| Workshops and events | 1,739 | 1,160 |
| Rent paid | 1,540 | 840 |
| Training | 203 | 0 |
| Travel Expenses | 130 | 130 |
| Koha paid | 100 | 0 |
| Excess income over expenditure | 2,400 | 0 |
| TOTAL EXPENSES | <u>14,512</u> | <u>6,800</u> |
| NET SURPLUS FOR YEAR (Transferred to next year) | <u>1,500</u> | <u>4,867</u> |

All amounts are GST exclusive.

RAGLAN COMMUNITY ARTS COUNCIL**Auditor's Statement****INDEPENDENT AUDITOR'S REPORT**

To the Trustees of Raglan Community Arts Council

Report on the Financial Statements

I have audited the financial statements of Raglan Community Arts Council on pages 3 to 10, which comprise the balance sheet as at 31 March 2015, the income statement, and statement of changes in equity for the year then ended, and a summary of significant accounting policies and other explanatory information.

Trustees' Responsibility for the Financial Statements

The Trustees are responsible for the preparation of financial statements in accordance with generally accepted accounting practice in New Zealand and that give a true and fair view of the matters to which they relate, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with International Standards on Auditing (New Zealand). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of financial statements that give a true and fair view of the matters to which they relate in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.

An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the presentation of the financial statements. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion. Other than in my capacity as auditor I have no relationship with, or interests in, Raglan Community Arts Council.

Opinion

In my opinion, the financial statements on pages 3 to 10 comply with generally accepted accounting practice in New Zealand; give a true and fair view of the financial position of Raglan Community Arts Council as at 31 March 2015 and its financial performance for the year ended on that date.

Richard Thomson FCA
13 July 2015



Open Meeting

| | |
|---------------------------------|--|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 21 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565537 |
| Report Title | Application for Funding – Te Whakaruruhau 2013 Inc. |

1. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Te Whakaruruhau 2013 Inc. towards the cost of a series of awareness events aimed at promoting the services offered by Waikato Woman's Refuge.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT an allocation of \$..... is made to the Te Whakaruruhau 2013 Inc. towards the cost of a series of awareness events aimed at promoting the services offered by Waikato Woman's Refuge;

OR

AND THAT the request from the Te Whakaruruhau 2013 Inc. towards the cost of a series of awareness events aimed at promoting the services offered by Waikato Woman's Refuge is declined / deferred until for the following reasons:

3. BACKGROUND

The Te Whakaruruhau 2013 Inc. want to run an awareness campaign promoting the services that Waikato Woman's Refuge offers to those in need.

The services offer a 24 hour 7 day a week crisis response team who assist in the care and protection of families facing family violence incidents.

Te Whakaruruhau want to run a series of events to coincide with other community market days and events throughout Ngaruawahia, Huntly and Raglan in September 2016.

It is hoped that these events will help raise the profile of the service to the wider communities across the three towns identified.

A team of trained volunteers and staff will lead the project.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$2,465.50. The Te Whakaruruhau 2013 Inc. is seeking funding of \$2,465.50 towards the cost of advertising and promotional resources required for the campaign events.

| | |
|---|-----|
| GST Registered | 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 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 (whichever is the greater) 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. ATTACHMENTS

Application for Funding - Te Whakaruruhau 2013 Inc.



DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the checklist on page 5.

RECEIVED

11 JUL 2016

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee

Project

Event

OR

Community Board / Committee Discretionary Fund

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

Section I – Your details

Name of organisation

Te Whakaruruhau 2013 Inc. (Trading as Waikato Women's Refuge)

What is your organisation's purpose?

In the first instance to supply women and children with support to protect them from violence in their homes. Secondly to help prevent the intergenerational spread of family violence

Address: (Postal)

P.O.Box 4062, Hamilton East, Hamilton 3247

Address: (Physical if different from above)

59 Commerce Street, Frankton, Hamilton 3204

Contact name, phone number/s and email address

Debra Galbraith, (07) 8551569, debra.galbraith@wwrt.co.nz

Charities Commission Number: (If you have one) CC52336

Waikato District Council

Are you GST registered? No Yes GST Number 114,351,032
 Bank account details 1 2,3 1 2 2,0 2 1 7 4 6 3,0 5 0
 Bank ASB Bank Limited Branch Anglesea Clinic

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section).

Social Economic Cultural Environmental

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 Thriving Vibrant

Section 3 – Your event/project

What is your event / project, including date and location ? (please provide full details)

This is an awareness campaign focusing on Ngaruawahia, Huntly and Raglan in September 2016. If possible it will coincide with any market day or similar, involving volunteers and/or employees setting up a stall in an area with high foot traffic and engaging with people to:

Firstly let families know that the full range of Waikato Women's Refuge services are available to them, i.e. we have a 24 hour 7 day Crisis team that will respond in person to any incident of family violence: a Residential service, which can house at risk families from hours to months; and a Community team to support women and children able to safely stay in their homes.

Secondly it will promote the work we already do in these communities.

It will ensure that those families impacted by family violence will feel a lessened sense of isolation and advise them that we are available when or if they ever have a need for our services. Any queries will be able to be answered in confidence and/or further contact details given

Who is involved in your event / project?

Staff of Waikato Women's Refuge and volunteers yet to be decided

How many volunteers are involved?

Approx. 20

What other groups are involved in the project?

We do collaborate significantly with other agencies in our day-to-day work, but for this campaign we will be acting autonomously.

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

This event will raise the profile of family violence and our Refuge's services to the wider community, advising them of what they can do to help or give them advice on how to proceed if they suspect family violence in their friends, family or neighbours.

The resources are required to promote the stall (e.g. the banners and tee shirts) and also to give people something tangible to take with them (e.g. pens, key rings and brochures) are to keep us in their minds and to have our contact details on hand.

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and 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.

| 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) |
|---|--|--|
| TOTAL COST OF THE PROJECT/EVENT | \$ _____ | \$ <u>2,465.50</u> |
| Existing funds available for the project Total A | \$ _____ | \$ _____ |

Funding being sought from Waikato District Council

| Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet. | \$ | \$ |
|---|----------|-------------|
| Promotional pens X 500 | \$ _____ | \$ 390.00 |
| Promotional key rings X 300 | \$ _____ | \$ 705.00 |
| Tee shirts X 15 | \$ _____ | \$ 100.50 |
| Tee shirt associated costs printing | \$ _____ | \$ 180.00 |
| Promotional flags and associated printing and stand costs | \$ _____ | \$ 920.00 |
| Brochure printing X 2000 | \$ _____ | \$ 170.00 |
| Total Funds being sought from WDC Total B | \$ _____ | \$ 2,465.50 |

Has 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 | \$ _____ | \$ _____ |

| | | |
|---|----------|--------------------|
| Total Funding Applied for (Add totals A, B & C together to make Total D) Total D | \$ _____ | \$ <u>2,465.50</u> |
| <i>Note : This total should equal the Total Cost of the Project/Event</i> | | |

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

| |
|--|
| |
|--|

Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

| Project | Amount received | Date |
|-----------------------------|-----------------|-----------|
| Annual plan process funding | \$5,000.00 | 2014/2015 |
| No accountability required | | |
| | | |
| | | |

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

Signed:  Name: _____

- Disregard

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

Signature:  Date: 1 July 16

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature:  Date: 1 July

Position in organisation (tick which applies) Chairman Secretary Treasurer

Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

| Items Required | Enclosed ✓ |
|--|------------|
| Read and understood the guidelines for funding applications document | ✓ |
| Discussed your application with the Waikato District Council community development co-ordinator | ✓ |
| Nominated the fund you are applying for | ✓ |
| Completed Section 1 – Your details | ✓ |
| Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club | ✓ |
| Enclosed an encoded deposit slip to enable direct credit of any grant payment made | ✓ |
| Enclosed a copy of any documentation verifying your organisations legal status | ✓ |
| Included copies of written quotes | ✓ |
| Completed Section 2 - community wellbeing and outcomes | ✓ |
| Completed Section 3 – details of your event/project | ✓ |
| Completed Section 4 – Funding requirements | ✓ |
| Completed Section 5 where funding has been received in the previous 2 years | ✓ |
| Obtained two signatures on your application | ✓ |

Please note: Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.

43 Snodgrass Road, Te Puna, Tauranga, New Zealand
 Phone: 0800473348
 Email: info@seeit.co.nz
 Website: www.seeit.co.nz

Job Quote

Quote #: 2993
 Quote Date: 30/06/2016
 Valid Until: 30/07/2016

Quote For:

Waikato Women's Refuge - Debra Galbraith
 59 Commerce Street
 Frankton
 Hamilton

Cleo Pens

Costs and Materials

| | Description | Quantity | Rate | Subtotal | Tax |
|-----------|--|----------|--------|----------|--------|
| 107060 | Cleo Pen - Coloured Barrels Retractable plastic & metal ball pen With a soft touch rubber lacquered grip BLACK Ink Refill Includes print set up Includes a one colour print, one location | 500.00 | 0.78 | 390.00 | 15.00% |
| 105796 | House Flexi Resin Keyring Flexible keyring with a durable resin coated finish Includes print set up Includes full colour branding both sides | 300.00 | 2.35 | 705.00 | 15.00% |
| 5000L | Gildan Heavy Cotton Missy Fit T-Shirt 100% Pre Shrunk Jersey knit - 180gsm, Scoop Neck Sizes Available: S - 3XL Unbranded | 15.00 | 6.70 | 100.50 | 15.00% |
| EW-DP | One colour print on tee shirts Location: Back only Maximum Print Size: 280 x 380mm | 15.00 | 8.00 | 120.00 | 15.00% |
| EW-SU | Print set up is additional | 1.00 | 60.00 | 60.00 | 15.00% |
| WINDB - L | Large Wind Blade Flag Single Sided Printing Includes Pole & Carry Bag Includes full colour printing, one side only | 2.00 | 270.00 | 540.00 | 15.00% |
| TA-SU | Print set up for Windblade is additional, per design | 1.00 | 80.00 | 80.00 | 15.00% |
| TA-Cii | Large Flat Plate with Rod | 2.00 | 120.00 | 240.00 | 15.00% |
| AT-A | Ground Spike | 2.00 | 30.00 | 60.00 | 15.00% |

Total Costs and Materials

2,295.50

| | |
|--------------|-----------------|
| Subtotal | 2,295.50 |
| Tax | 344.33 |
| Total | 2,639.83 |



warehouse
stationery

A4 80gsm black and white

| | 1-100 | 101-500 | 501-999 | 1000+ |
|--------------|--------|---------|---------|--------|
| Single sided | \$0.15 | \$0.10 | \$0.08 | \$0.06 |
| Double sided | \$0.25 | \$0.18 | \$0.14 | \$0.10 |

A3 80gsm black and white

| | 1-100 | 101-500 | 501-999 | 1000+ |
|--------------|--------|---------|---------|--------|
| Single sided | \$0.25 | \$0.20 | \$0.15 | \$0.10 |
| Double sided | \$0.40 | \$0.30 | \$0.20 | \$0.15 |

A4 100gsm black and white

| | 1-100 | 101-500 | 501-999 | 1000+ |
|--------------|--------|---------|---------|--------|
| Single sided | \$0.20 | \$0.16 | \$0.12 | \$0.09 |
| Double sided | \$0.35 | \$0.25 | \$0.20 | \$0.15 |

A3 100gsm black and white

| | 1-100 | 101-500 | 501-999 | 1000+ |
|--------------|--------|---------|---------|--------|
| Single sided | \$0.40 | \$0.30 | \$0.35 | \$0.20 |
| Double sided | \$0.60 | \$0.50 | \$0.40 | \$0.30 |

A4 100gsm colour

| | 1-100 | 101-500 | 501-999 | 1000+ |
|--------------|--------|---------|---------|--------|
| Single sided | \$1.29 | \$0.99 | \$0.59 | \$0.49 |
| Double sided | \$2.49 | \$1.79 | \$1.19 | \$0.99 |

A3 100gsm colour

| | 1-100 | 101-500 | 501-999 | 1000+ |
|--------------|--------|---------|---------|--------|
| Single sided | \$2.49 | \$1.99 | \$1.39 | \$0.99 |
| Double sided | \$4.49 | \$3.49 | \$2.79 | \$1.89 |

Annual Report

Te Whakaruruhau 2013 Incorporated
For the year ended 30 June 2015

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- 4 Trust Directory
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- 7 Statement of Financial Position
- 8 Statement of Accounting Policies & Notes
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Approval of Financial Report

Te Whakaruruhau 2013 Incorporated
For the year ended 30 June 2015

The Trustees are pleased to present the approved financial report including the historical financial statements of Te Whakaruruhau 2013 Incorporated for year ended 30 June 2015.


APPROVED

For and on behalf of the Trustees



Ruahine Albert

Date 2/10/15



Ariana Simpson

Date 2/10/15

Trust Directory

Te Whakaruruhau 2013 Incorporated For the year ended 30 June 2015

Nature of Business

Te Whakaruruhau 2013 Incorporated is primarily involved in counselling women who have been abused. Ministry of Social Development and other government bodies provide the major sources of income for Te Whakaruruhau 2013 Incorporated, with other revenue generated from community and philanthropic funders.

Trading Name

Te Whakaruruhau 2013 Incorporated

Registered Under

Incorporated Societies Act 1908
Charities Act 2005

Trustees

Ruahine Albert
Ariana Simpson
Te Ara Wharemate-Dobson
Ngairi Kelly
Wini Te Are
Marata Hoet

Auditors

KPMG
18 Viaduct Harbour Avenue
Auckland

Bankers

ASB
Westpac

Statement of Financial Performance

Te Whakaruruhau 2013 Incorporated
For the year ended 30 June 2015

| | 2015 |
|---|---------------------|
| | \$ |
| Revenue | |
| Grants Received | 1,759,503.71 |
| Rent Received | 10,144.91 |
| Koha/Donations | 103,512.55 |
| Volunteer Assistance - Non Cash | 92,841.86 |
| Sundry Income | 60,220.51 |
| Total Revenue | 2,026,223.54 |
| Total Revenue | 2,026,223.54 |
| Less Expenses | |
| Administration Expenses | 186,718.84 |
| Occupancy Expenses | 173,505.77 |
| Operational Expenses | 1,897,235.25 |
| Finance Expenses | 6,162.07 |
| Total Less Expenses | 2,263,621.93 |
| Net Surplus/(Deficit) for the Year Before Depreciation | (237,398.39) |
| Non Cash Expenditure | |
| Depreciation | 25,963.57 |
| Total Non Cash Expenditure | 25,963.57 |
| Net Surplus/(Deficit) for the Year | (263,361.96) |

Statement of Movements in Accumulated Funds

Te Whakaruruhau 2013 Incorporated
For the year ended 30 June 2015

| | NOTES | 2015 |
|--|-------|--------------|
| Accumulated Funds | | \$ |
| Opening Balance | | 0.00 |
| Increases | | |
| Retained Earnings | | (263,361.96) |
| Other Increases | | |
| Equity Transferred from Hamilton Refuge & Support Services Inc | | 86,947.11 |
| Equity Transferred from Te Whakaruruhau Inc | | 29,206.08 |
| Total Other Increases | | 116,153.19 |
| Total Increases | | (147,208.77) |
| Decreases | | |
| Adjustment To Holiday Pay | 7 | 199,310.37 |
| Total Decreases | | 199,310.37 |
| Total Accumulated Funds | | (346,519.14) |

Statement of Financial Position

Te Whakaruruhau 2013 Incorporated

As at 30 June 2015

| | NOTES | 30 JUN 2015 |
|--------------------------------------|-------|---------------------|
| | | \$ |
| Assets | | |
| Current Assets | | |
| Cash & Bank Balances | | 194,222.88 |
| Accounts Receivable | | 323,650.03 |
| Prepaid Expenses | | 5,658.21 |
| Rental Bonds | | 800.00 |
| Total Current Assets | | 524,331.12 |
| Non-Current Assets | | |
| Property, Plant and Equipment | | 74,044.31 |
| Total Non-Current Assets | | 74,044.31 |
| Total Assets | | 598,375.43 |
| Liabilities | | |
| Current Liabilities | | |
| Bank Overdraft | | 2,363.99 |
| Related Party Payable | | 5,742.03 |
| GST Accrual | | 79,259.83 |
| Deferred Revenue | | 426,051.16 |
| Residents Bonds Held | | 2,300.00 |
| Accounts Payable & Accruals | | 229,867.19 |
| Total Current Liabilities | | 745,584.20 |
| Non Current Liabilities | | |
| Non Current Liabilities | | |
| Employee Benefits | 7 | 199,310.37 |
| Total Non Current Liabilities | | 199,310.37 |
| Total Non Current Liabilities | | 199,310.37 |
| Total Liabilities | | 944,894.57 |
| Net Assets | | (346,519.14) |
| Accumulated Funds | | |
| Trust Capital | | (346,519.14) |
| Total Accumulated Funds | | (346,519.14) |

Statement of Accounting Policies & Notes

Te Whakaruruhau 2013 Incorporated For the year ended 30 June 2015

1. Statement of Accounting Policies

Te Whakaruruhau 2013 Incorporated is an incorporated society under the Incorporated Societies Act 1908 and is a registered charity under the Charities Act 2005. Hamilton Refuge and Support Services Inc merged with Te Whakaruruhau Inc to become Te Whakaruruhau 2013 Inc on 1 July 2014. The assets and liabilities of Hamilton Refuge and Te Whakaruruhau transferred to Te Whakaruruhau 2013 as at 1 July 2014. The Society commenced operations on 1 July 2014 and the financial reports represent the first year of activity for the Society.

The financial statements comprise statements of financial performance, movements in accumulated funds, financial position, accounting policies, as well as the notes to these statements.

Basis of Preparation

The financial statements have been prepared on the basis of historical cost.

The financial statements have been prepared in accordance with the generally accepted accounting practice in New Zealand. They comply with approved Financial Reporting Standards (FRSs) and Statements of Standard Accounting Practice (SSAPs) as appropriate for entities that qualify for and apply differential reporting concessions.

The financial statements have been prepared in accordance with the Financial Reporting Act 2013. From 1 April 2015, amendments to the Charities Act 2005 will come into force which will introduce a statutory obligation for the Society to prepare general purpose financial statements.

In addition to the change in legislation the External Reporting Board of New Zealand ('XRB') has released a new accounting standards framework which establishes the financial standards to be applied to entities with statutory financial reporting obligations. The Society is currently reporting under Old NZ GAAP. Under the new XRB framework, management expects that the Society will be reporting under the PBE Standards (Tier 2) as applicable for not-for-profit entities. Management expects that this will have some impact on the preparation and disclosures included in the financial statements. This will be applicable for Te Whakaruruhau 2013 Incorporated's 30 June 2016 year end.

Specific Accounting Policies

The following specific accounting policies, which may materially affect the measurement of the financial statements, have been applied:

Differential Reporting

Te Whakaruruhau 2013 Incorporated is an entity qualifying for all differential exemptions as it has no public accountability and it is not large, as defined in the differential reporting framework. Accordingly, all available differential reporting exemptions under the framework for differential reporting have been adopted.

Changes in Accounting Policies

There have been no changes in accounting policies.

Property, Plant & Equipment

All owned items of property, plant and equipment are initially recorded at cost and depreciated as outlined below. Initial cost includes the purchase consideration, or fair value in the case of a donated asset and those costs directly attributable to bringing the asset to the location and condition necessary for its intended use.

Subsequent expenditure relating to an item of property, plant and equipment is added to its gross carrying amount when such expenditure either increases the future economic benefits beyond its existing service potential, or is necessarily incurred to enable future economic benefits to be obtained, and if that expenditure would have been included in the initial cost of the item had it been incurred at that time.

When an item of property, plant and equipment is disposed of, the gain or loss recognised in the Statement of Financial Performance is calculated as the difference between the net sale price and the carrying amount of the asset. Any revaluation surplus is reduced or increased by the amount applicable to that item.

Depreciation

Depreciation is calculated using the following rates:

| | |
|----------------------|---------------|
| Alterations | 8.5 - 67% DV |
| Furniture & Fittings | 0 - 50% DV |
| Office Equipment | 13 - 50% DV |
| Building Alterations | 16 - 31.2% DV |
| Computer Hardware | 33 - 50% DV |
| Computer Software | 50% DV |

Operating Leases

Payments made under operating leases are recognised in the Statement of Financial Performance on a straight line basis over the term of the lease. Lease incentives received are recognised in the Statement of Financial Performance over the lease term on a straight line basis as an integral part of the total lease expense.

Revenue Recognition

Grants and donations are included in the Statement of Financial Performance as soon as they are receivable and the economic benefits are expected to flow to the Society. Grants received for a specific purpose are treated as income received in advance until it is used for that purpose.

Income in Advance

Where contract revenue is received in advance for specific projects, the revenue is recognised in the Statement of Financial Position, until such time that the project is started. On initiation of the project, a revenue amount equal to the expenditure is recognised in the Statement of Financial Performance.

Goods & Services Tax

These financial statements have been prepared on a GST exclusive basis, except for accounts receivable and account payable which are GST inclusive.

Taxation

No taxation is payable by Te Whakaruru Hau Incorporated as it has charitable status under the Income Tax Act 2004.

Accounts Receivable & Accrued Revenue

Accounts receivable and accrued revenue are stated at their estimated realisable value after providing against debts where collection is doubtful. Bad debts are written off in the period in which they are identified.

Related Parties

Te Rau Aroha Papakainga Charitable Trust

Statement of Accounting Policies & Notes

Te Rau Aroha Papakainga Charitable Trusts purpose is to develop and maintain a residential facility for Te Whakaruruhau 2013 Incorporated use. Ruahine Albert who is the service manager of Te Whakaruruhau 2013 Incorporated is also a trustee of Te Rau Aroha Papakainga Charitable Trust. Te Whakaruruhau 2013 is the beneficiary of Te Rau Aroha Papakainga Charitable Trust.

Donated Goods & Services

Donations of goods and services including volunteer assistance in kind, are recognised as revenue and either expenses or assets, as appropriate, at their estimated market value when they are received.

| | 2015 |
|--|---------------------|
| | \$ |
| 2. Operating Surplus/Deficit for the Year | |
| After Deducting/Crediting | |
| Auditors Remuneration | 14,405.00 |
| Depreciation | 25,963.57 |
| Operating Lease Expense | 1,897,235.25 |
| Interest Income | (3,241.31) |
| Total After Deducting/Crediting | 1,934,362.51 |

3. Grants Received

Grants received during the year included the following:

| | 2015 |
|--------------------------------------|------------------|
| | \$ |
| Awhina Law | 100 |
| Community Organisation Grants Scheme | 4,500 |
| DV Bryant Trust | 30,000 |
| Fairhurst | 100 |
| Grassroots Trust | 27,226 |
| Hamilton Abuse Intervention Pilot | 60,000 |
| Harcourts Foundation | 1,695 |
| Infinity Foundation | 1,043 |
| Mazda Foundation | 379 |
| Midlands Regional Community Trust | 1,000 |
| Ministry of Education | 69,000 |
| Ministry of Social Development | 1,302,656 |
| NAR Foundation | 10,000 |
| NZ Lotteries Commission | 78,000 |
| New Zealand Police | 51,610 |
| Police Manager's Guild Trust | 2,000 |
| Ruakura Fleet Management | 238 |
| Te Haurua O Ngati Haua | 75,000 |
| Te Runanga O Kirikiriroa | 146,088 |
| Tindall Foundation | 2,100 |
| Todd Foundation | 70,000 |
| Trust Waikato | 6,000 |
| Uroquip | 6,000 |
| WEL Energy Trust | 30,000 |
| | |
| Gross Grant Revenue | 1,974,736 |
| Less: Movement in Deferred Revenue | 215,232 |
| Net Grant Revenue | 1,759,504 |

4. Property, Plant & Equipment

| 2015 | Cost | Depreciation | Accumulated Depreciation | Carrying Value |
|----------------------|----------------|---------------|--------------------------|----------------|
| | \$ | \$ | \$ | \$ |
| Alterations | 38,413 | 4,654 | 10,959 | 27,454 |
| Computer Equipment | 10,411 | 2,752 | 4,660 | 5,751 |
| Computer Software | 38,434 | 6,840 | 31,594 | 6,840 |
| Furniture & Fittings | 167,287 | 4,214 | 152,409 | 14,878 |
| Office Equipment | 153,719 | 5,984 | 138,358 | 15,361 |
| Plant & Equipment | 5,280 | 1,519 | 1,519 | 3,761 |
| | 413,543 | 25,964 | 339,499 | 74,045 |

5. Capital Commitments

No capital commitments at 30 June 2015 (2014: none)

6. Contingencies

There were no contingent liabilities at balance date (2014: none). Te Whakaruruhau 2013 Incorporated has not granted any securities in respect of liabilities payable by any other party whatsoever.

7. Related Parties

As at 30 June 2015, Te Whakaruruhau 2013 Incorporated has a payable to Te Rau Aroha Papakainga Trust of \$5,742.03.

The Society reached an agreement with the CEO regarding the settlement of historical holiday pay in the current year. This is recognised as an adjustment to Retained Earnings and as an Employee Benefits Liability.

Te Whakaruruhau 2013 entered into an operating lease agreement on 1 May 2010 for their current premises with Te Rau Aroha. During the year Te Whakaruruhau paid Te Rau Aroha Papakainga Trust rent of \$60,000 (2014: none).

8. Subsequent Events

There are no material events subsequent to balance date.

9. Going Concern

These financial statements have been prepared under the going concern assumption. Te Whakaruruhau 2013 Inc. has recorded a deficit in the current year amounting to \$263,361 and has negative accumulated funds with liabilities exceeding assets by \$346,519. The trustees believe the going concern assumption is appropriate as management are working with staff to match the cost of service delivery to the level of income. A major reason for the deficit is delivery of services beyond funding levels.

These circumstances cast material uncertainty upon the societies ability to continue as a going concern. If financial support is not received and cash flow does not improve, the society may be unable to continue operating in the foreseeable future. This may require adjustments to reflect the situation that assets may need to be realised other than in the normal course of business and at amounts which could differ significantly from the amount which they are currently recorded in the statement of financial position. Further additional liabilities may be incurred. The financial statements do not include any adjustments that would result if the society were not able to continue as a going concern.



Independent auditor's report

To the trustees of Te Whakaruruhau 2013 Incorporated

We have audited the accompanying financial statements of Te Whakaruruhau 2013 Incorporated ("the incorporated society") on pages 5 to 12. The financial statements comprise the statement of financial position as at 30 June 2015, the statements of comprehensive income and movements in accumulated funds for the year then ended, and a summary of significant accounting policies and other explanatory information.

This report is made solely to the trustees as a body. Our audit work has been undertaken so that we might state to the incorporated society's trustees those matters we are required to state to them in the auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the incorporated society's trustees as a body, for our audit work, this report or any of the opinions we have formed.

Trustees' responsibility for the financial statements

The trustees are responsible on behalf of the incorporated society for the preparation and fair presentation of the financial statements in accordance with generally accepted accounting practice in New Zealand (being Financial Reporting Standards and Statements of Standard Accounting Practice) and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the incorporated society's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the incorporated society's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates, as well as evaluating the presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, the incorporated society.

Opinion

In our opinion, the financial statements on pages 5 to 12 comply with generally accepted accounting practice in New Zealand and present fairly, in all material respects, the financial position of Te Whakaruruhau 2013 Incorporated as at 30 June 2015 and its financial performance for the year then ended in accordance with Financial Reporting Standards and Statements of Standard Accounting Practice.

Emphasis of matter

We draw attention to Note 9 to the financial statements which indicates that the incorporated society incurred a net loss of \$263,361 during the year ended 30 June 2015 and, as of that date, the incorporated society's current liabilities exceeded its total assets by \$346,519. These conditions, along with other matters as set out in Note 9, indicate the existence of a material uncertainty that may cast significant doubt about the incorporated society's ability to continue as a going concern. Our opinion is not qualified in respect of this matter.

3 December 2015
Auckland



Charity Summary

Registration Number: CC52336
Registration Date: 06/07/2015
Charity Name: Te Whakaruruhau 2013 Incorporated

Charity Details

Trading Name Waikato Women's Refuge - Te Whakaruruhau

Registration Details

Registration Status: Registered
Balance Date: June 30
IRD Number: Restricted

Address for Service:

Charity's Postal Address: PO Box 4062
 Hamilton East
 Hamilton 3247

Charity's Street Address: 1190 Victoria Street
 Whitiara
 Hamilton 3200

Charity's other details

Phone:
Fax:
Email:
Website:
Social Network Name:
Areas of Operation: Waikato

Purpose & Structure

Activities

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

Sectors

Main Sector: Social services
 Sectors: accommodation / housing, Education / training / research, Health, Community development, Social services, Fund-raising

Beneficiaries

Main Beneficiary: Family / whanau
 Beneficiaries: Children / young people, Family / whanau

Annual Returns

| Date Submitted | For Year Ended | Total Income | Total Expenditure | Reference |
|----------------|----------------|--------------|-------------------|-----------|
|----------------|----------------|--------------|-------------------|-----------|

Officer Details**Current Officers**

| Name | Officer Type | Position |
|-------------------------|--------------|----------|
| Ariana Simpson | Individual | Trustee |
| Mary Hoet | Individual | Trustee |
| Ngaire Kelly | Individual | Trustee |
| Ruahine Albert | Individual | Trustee |
| Te Ara Wharemate-Dobson | Individual | Trustee |
| Wini Te Are | Individual | Trustee |

Open Meeting

| | |
|---------------------------------|--|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 21 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565617 |
| Report Title | Application for Funding – Waikato Rocks Trust |

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Waikato Rocks Trust towards the cost of hosting a free summer music and dance festival in Raglan on 3 December 2016.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT an allocation of \$..... is made to the **Waikato Rocks Trust** towards the cost of hosting a free summer music and dance festival in Raglan on 3 June 2016;

OR

AND THAT the request from **Waikato Rocks Trust** towards the cost of hosting a free summer music and dance festival in Raglan on 3 December 2016 is declined / deferred until for the following reasons:

3. BACKGROUND

The Waikato Rocks Trust wants to host a free summer music and dance festival in Raglan.

Four live bands and six dance groups from the Waikato will take to the stage to promote original music and dance showcasing the people of the Waikato.

Those involved in the event includes the following:

- Logan Nathan – Producer and Director of the weekly TV show ZEEROCK on SKY TV 083;
- Lois Ten Hov - Director of Dance Effects;
- Amiliea Takaka – Waikato Tongan Youth Group;
- Kerry Cooper – Sambatron Bazillion Drums Group; and
- A group of volunteers – mostly young people from the Waikato.

The aim of the event is to give exposure to Waikato original music and dance culture that promotes opportunities for young people in the New Zealand music industry.

Logan Nathan will be the lead event project manager and brings a wealth of experience. Logan's ability to put on successful music and cultural events is well known in the music industry.

The event will take place Saturday, 3 December 2016 at the Raglan Te Kopua Domain.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$21,569.57. The Waikato Rocks Trust is seeking funding of \$4,347.82 towards the cost of the summer music and dance festival.

| | |
|---|-----|
| GST Registered | 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 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 (whichever is the greater) 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. ATTACHMENTS

Application for Funding – Waikato Rocks Trust



DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the **checklist on page 5**.

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee

Project

Event

OR

Community Board / Committee Discretionary Fund

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

Section I – Your details

Name of organisation

WAIKATO ROCKS TRUST

What is your organisation's purpose?

To promote and showcase the original creations of our people, on Television, Radio, Online, Print and on Stage.

Address: (Postal)

32 Greenfield Drive, Western Heights, Hamilton 3200

Address: (Physical if different from above)

Contact name, phone number/s and email address

Logan Nathan, 02102526930, logan@waikatorocks.co.nz

Charities Commission Number: (If you have one)

Are you GST registered? No Yes GST Number 117,052,699
 Bank account details 1 2,3 4 5 4,0 0 9 2 3 9 6,0 0 0
 Bank ASB Branch Te-Rapa

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section).

Social Economic Cultural Environmental

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 Thriving Vibrant

Section 3 – Your event/project

What is your event / project, including date and location ? (please provide full details)

Free Music and Dance Festival on the 3rd of December 2016 in Raglan Te Kopua domain. This event is to promote and showcase the original music and dance of our people in Waikato. The participants and the volunteers are mostly youths from Waikato. Four live bands and six dance groups from Waikato are participating along with one band from Auckland. Dance groups have about 10 children to youth and some groups have 20 children to youth in them. The bands are of different genre and the dance groups are different ethnic groups and contemporary. Local vendors are invited to set up food stalls to create a festival mood to this event.

Who is involved in your event / project?

Logan Nathan-Producer and Director of weekly TV show ZEEROCK on SKY TV 083
 Louis Ten Hov-Director-Dance Effects, Amelia Takataka- Waikato Tongan Youth group
 Kerry Cooper-Sambatron Brazilian Drums group, Tania Simpson-Gourmet in the Garden

How many volunteers are involved?

About 100 volunteers are involved.

What other groups are involved in the project?

Bands: Rootz Konekt, Joey's Van, The Jason McIver Collective, TK Dub, Modulo
 Dance Groups: Dance Effects, Tongan Youth, Sambatron, Waikato Punjabi, Goddess Belly
 Dance and Indian Cultural Group.

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

This project gives a phenomenal exposure to our Waikato original music and dance, job opportunities to vendors, Sound and Lights hire, Sound/Lights engineer, Security, News reporter, video/photographer, educates our people to share and accept other cultures, strengthens community gathering and wellbeing of our people.

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and 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.

| 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) |
|--|---|---|
| TOTAL COST OF THE PROJECT/EVENT | \$ _____ | \$ 21,569.57 |
| Existing funds available for the project Total A | \$ 0 | \$ 0 |

Funding being sought from Waikato District Council

| Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet. | \$ | \$ |
|---|----|--------------|
| Participants/fee/transport | \$ | \$ 1,304.35 |
| Stage/Sound/Venue | \$ | \$ 10,173.91 |
| Publicity | \$ | \$ 2,173.91 |
| Health/Safety | \$ | \$ 739.13 |
| 10%Admin/Contingency | \$ | \$ 221.74 |
| | \$ | \$ |
| Total Funds being sought from WDC Total B | \$ | \$ 4,347.82 |

Has funding been sought from other funders? Yes No
If 'Yes', please list the funding organisation(s) and the amount of funding sought

| | | |
|---|----------|--------------|
| a) WEL Energy | \$ _____ | \$ 1,739.13 |
| b) Trust Waikato | \$ _____ | \$ 1,739.13 |
| c) COGS + Pub Charity | \$ _____ | \$ 3,478.26 |
| d) CCS - Waikato District | \$ _____ | \$ 10,265.22 |
| Total of other funds being sought Total C | \$ _____ | \$ 17,221.74 |

| | | |
|---|----------|-------------|
| Total Funding Applied for (Add totals A, B & C together to make Total D) Total D | \$ _____ | \$ 21569.56 |
| <i>Note : This total should equal the Total Cost of the Project/Event</i> | | |

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

Traffic Management - Maori Warden-Raglan

Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

| Project | Amount received | Date |
|---------|-----------------|------|
| - | - | - |
| | | |
| | | |
| | | |

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

NA

Signed: _____ Name: _____

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

Signature: [Signature] Date: 27 June 2016

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: [Signature] Date: 27/June 2016

Position in organisation (tick which applies) Chairman Secretary Treasurer
Coventry



CERTIFICATE OF INCORPORATION

WAIKATO ROCKS TRUST
2624331

WAIKATO ROCKS TRUST is incorporated under the Charitable Trusts Act 1957 this 8th day of May 2015.

Mandy McDonald

Registrar of Incorporated Societies



3rd of December 2016 Raglan Music and Dance Festival: Promoting Original music and dance from Waikato @ Te Kopua Domain

| | |
|-------------------------------------|-----------------------------------|
| Music and Dance Festival Programme: | |
| 02:00- 02:15 | African Drums |
| 02:30-03:00 | Band 1 Joey's Van |
| 03:15-03:30 | Goddess Belly dance |
| 03:45-04:15 | Band 2 TK Dub |
| 04:30-04:45 | Tongan Dance |
| 05:00-05:30 | Band 3 Modulo |
| 05:45-06:00 | Punjabi Dance |
| 06:15-06:45 | Band 4 Jason McIver Collective |
| 7:00-07:15 | Sambatron-Brazilian Drums + Dance |
| 07:30-07:45 | Dance Effects |
| 08:00-08:30 | Band 5 Rootz Konekt✓ |
| 8:30pm | End of the event |

Plan: When funding is confirmed:

- Bands and Dance groups informed/confirmed
- Payments/advance paid to Venue, Stage, Sound, Lights
- Posters , banners designed
- Workers for the event selected
- Video production team informed
- Video Advertisement for online prepared
-

Pre promotion:

- News agencies informed
- Online campaign starts on Waikato Rocks facebook page
- Posters and banners displayed in Raglan and Hamilton
- Ads and promotions on all the band and dancers social media and webpages
- First week of October 2016:
- Advertisement in Raglan and Hamilton
- Raglan and Hamilton Radio and newspaper contacted for write ups and interview

Post promotion:

- Photos on-line and news paper
- Video footage on-line
- Highlights on Radio

Our online post reaches more than 5000 people every week and we will make sure that this event's pre and post promotion reaches more people than that.

Waikato Rocks!

| 3rd of Dec 2016 Free Music and Dance Festival-Cost for Raglan Event | Less GST | |
|--|-----------------|--------------------|
| 4 Waikato Bands and 6 dance groups fee @ 250 each for Raglan event | \$2,500 | \$2,173.91 |
| Auckland Band fee @ 500 | \$500 | \$434.78 |
| Venue hire Raglan council | \$200 | \$173.91 |
| Stage, Sound and Lights for Raglan | \$11,000 | \$9,565.22 |
| Marquee hire | \$500 | \$434.78 |
| Road cones and signs hire | \$300 | \$260.87 |
| Video equipment and cameramen hire | \$500 | \$434.78 |
| Design and Printing: Banner, Posters | \$2,000 | \$1,739.13 |
| Online Promotion | \$500 | \$434.78 |
| Video pre and post production | \$1,500 | \$1,304.35 |
| Food and Transport for Volunteers @ \$50/person | \$500 | \$434.78 |
| Security | \$500 | \$434.78 |
| Admin | \$500 | \$434.78 |
| After event cleaning-Xtreme waste Raglan | \$300 | \$260.87 |
| Safety measures-First aid kit, St Johns | \$750 | \$652.17 |
| Public Liability insurance | \$500 | \$434.78 |
| 10% Contingency | \$2,255 | \$1,960.87 |
| Total | \$24,805 | \$21,569.57 |

Raglan

| Item | Cost | Less gst |
|--------------------|-----------------|--------------------|
| Participants | \$3,500 | \$3,043.48 |
| Stage/Sound/Venue | \$11,700 | \$10,173.91 |
| Publicity | \$4,500 | \$3,913.04 |
| Health/Safety | \$2,850 | \$2,478.26 |
| 10%Admin/Contingen | \$2,255 | \$1,960.87 |
| | \$24,805 | \$21,569.57 |

Certificate of Incorporation:

2624331

IRD Number: 117-052-699

Waikato Rocks Trust

Promoting original creations from New Zealand since 2010

WAIKATO ROCKS TRUST Income Statement

Income Statement

For the Year Ended 31 December 2015

31/12/2015

Operating Revenue

| | |
|----------------------|------|
| Creative Waikato | 3000 |
| Trust Waikato | 1000 |
| Vedio Production fee | 195 |

Net Revenue **\$4,195**

Less Expenses

Total expenses \$0

Net Profit for the Year \$4,195

2015

Allocated pursuant to Deed of Trust as follows:

Transfer to Trust Capital \$4,195



32 Greenfield Drive, Western Heights, Hamilton 3200

Phone: 07 8463902. E-mail: nzmusic@waikatorocks.co.nz

Website: www.waikatorocks.co.nz

Certificate of Incorporation:
2624331
IRD Number: 117-052-699

WAIKATO ROCKS TRUST Balance Sheet

Balance Sheet

As at 31 December 2015

| | 31/12/2015 |
|----------------------------------|-------------------|
| Current Assets | |
| Bank Account | \$4,195 |
| Total Current Assets | <u>\$4,195</u> |
| Non Current Assets | |
| Property, Plant and Equipment | \$0 |
| Total Assets | <u>\$4,195</u> |
| Current Liabilities | |
| Accounts Payable | |
| GST | |
| Total Current Liabilities | <u>\$0</u> |
| Net Assets | <u>\$4,195</u> |
| Trust Funds | |
| Trust Capital | \$0 |
| Net Profit | <u>\$4,195</u> |
| Total Trust Funds | <u>\$4,195</u> |

Chairperson

Treasurer

18th of April 2016



32 Greenfield Drive, Western Heights, Hamilton 3200

Phone: 07 8463902. E-mail: nzmusic@waikatorocks.co.nz

Website: www.waikatorocks.co.nz

STRONGLITE STAGING® Ltd.

WWW.STRONGLITE.CO.NZ

Address: 196 Finlayson Road, RD10, Hamilton
 SALES Ph: 0800 78 78 99 Mobile: 027 473 4443
 HIRES Ph: 0800 12 12 33 Mobile: 027 237 1211

GST No: 87-396-673
 Email: stages@stronglite.co.nz
 Email: hires@stronglite.co.nz

Hire Quote - Trailer Stage

Waikato Rocks Trust
 32 Greenfield Drive
 HAMILTON 3200

Date: 28/06/2016

Your Ref: email 26/6/16
 Phone: (07) 846 3902
 Mobile: 021 0252 6930

Attn: Logan Nathan

E-mail: nzmusic@waikatorocks.co.nz

Dear Logan

Thank you for the opportunity to supply our quote for stage hire.

To supply for hire: Trailer Stage
Location: Te Kopua Domain, Soccer Field in Raglan - Marine Parade
Event: Music Event, free to the community, Saturday 3rd December 2016
Set up: To be confirmed **Time:** to be confirmed - time allowed for set up 2.5 to 3 hrs
Removal: To be confirmed **Time:** to be confirmed - time allowed for pack out 2.5 to 3 hrs

| Qty | Description - Hire Equipment - ONE DAY HIRE | Unit Price excl GST | Price excl GST |
|-----|---|--------------------------|-------------------|
| 1 | Trailer Stage 7.2m x 6m @ 900mm high with black pvc stage skirts full roof cover which incorporates Truss for lighting (lighting not included) | | \$3,995.00 |
| 1 | set of Steps | | |
| 1 | Drum Riser (300mm high) | | \$250.00 |
| 1 | Sound System to suit outdoor bands with approx. crowd of 300 people. Includes Yamaha Stage Custom Drum Kit and Sound Operator. | | \$3,400.00 |
| | Optional: | | |
| | Wings 2m x 2m (one each side) and 1 additional set of steps | \$495.00 | |
| | | | |
| | | SUBTOTAL (ex GST) | \$7,645.00 |
| | | Delivery/Collection | \$620.00 |
| | | SUBTOTAL (ex GST) | \$8,265.00 |
| | Stronglite Staging® Ltd Sponsorship | Less Discount | -\$870.00 |
| | | TOTAL (ex GST) | \$7,395.00 |
| | | GST | \$1,109.25 |
| | | TOTAL (inc GST) | \$8,504.25 |

SPONSORSHIP - STRONGLITE STAGING® LTD TO BE ACKNOWLEDGED AS SPONSOR
 OF THE EVENT IN ALL PROMOTIONAL/ADVERTISING MATERIAL INCLUDING
 PRINTED, DIGITAL SCREENS & VERBAL ACKNOWLEDGEMENT BY MC AT THE EVENT

Client to provide full security for all equipment, for entire time on site. Hours worked after 10pm, or on public holidays, will incur additional charges. Any changes to dates may affect pricing. Local Authority permits are the sole responsibility of the client hiring the stage.

Items not quoted herein e.g. additional equipment, alterations made after set up, extended hire period, etc. will incur additional costs. Terms & conditions of hire are attached.

Quote is valid for 30 days, or up until 7 days before event (whichever occurs first).

Yours sincerely
 Stronglite Staging® Ltd
 Lloyd Sutton
 Managing Director

Ref: H-Waikato Rocks Trust-Trailer Stage-2016-Dec-3

Strike A Pose Studio

Street Address
23 Lagoon Way
West Harbour
Auckland 0618

ph 09 4161165
mob 021 944647

nikg@vodafone.co.nz
www.starnow.co.nz/nkg

ENQUIRY/ESTIMATE
19th of February 2016

To
Waikato Rocks Trust
32 Greenfield Drive
HAMILTON
07 8463902
Mob.02102526930

Event Date
Sat 3 December, 2016

| | |
|-----------------------------------|---------|
| • Sony HXR-MC1500P Video Camera | 1 unit |
| • Cameraman-2pm to 9pm | 7 hours |
| Package price | \$600 |
| • Event TV production and ad | \$1500 |
| • Event ad for Radio Broadcasting | \$200 |

| | |
|---------------|------------|
| Total | \$ 2300.00 |
| Less Payments | \$ 0.00 |
| Balance Due | \$2300.00 |

Quotes are Valid for 30 Days

ROOTZ KONEKT
QUOTE

039-948-079

svs.productions@gmail.com

9 Hendon Road
Fairview Downs
HAMILTON 3214

Attention: Logan Nathan

Title: Waikato Rocks Trust

Date: 26 June 2016

Event: Waikato Rocks Raglan
Performance Fee

Terms: Payment on the Day

| Description | Quantity | Unit Price | Cost |
|-----------------|----------|-------------|-------------|
| Performance Fee | 1 | \$ 1,000.00 | \$ 1,000.00 |
| | | | \$ 0.00 |
| | | | \$ 0.00 |
| | | Subtotal | \$ 1,000.00 |
| | Tax | 15.00% | \$ 150.00 |
| | | Total | \$ 1,150.00 |

Thank you for your business. It's a pleasure to work with you on your event

Sincerely yours,

Moana Puru (Rootz Konekt Manager)

Cell: 0225842755

ESTIMATE

RAGLAN - WAIKATO ROCKS TRUST 2016



Client: Waikato Rocks Trust
 Address: 32 Greenfield Drive
 Western Heights
 Hamilton 3200

Contact: Logan Nathan
 Phone: -
 Mobile: +64 21 025 26930
 Email: nzmusic@waikatorocks.nz

Job: Raglan
 Venue(s): TBC
 Event Dates: 3-Dec-16
 Job Reference: 20160011
 Quote Date: 27-June-16 v1
 Provided By: Nathan Telford
 Setup: 1000 HRS
 Rehearsal: 1500 HRS
 Show Start: 1600 HRS
 Show End: 2100 HRS
 Packout: 0100 HRS

| QTY | DESCRIPTION | UNIT | EXTENDED |
|--------------|--|-------------|-------------|
| STAGE | | | |
| 1 | ZEAL EVENT BOX - Truck Stage (5m wide x 6m deep) | \$ 4,000.00 | \$ 4,000.00 |
| 1 | Box Truss | \$ - | \$ - |
| 3 | Pop up Marquees - x1 FOH, x2 Side of Stage | \$ - | \$ - |
| 1 | Back Banner Print | \$ 545.00 | \$ 545.00 |
| 2 | Side Banners Print | \$ 290.00 | \$ 580.00 |
| | | TOTAL | \$ 5,125.00 |

AUDIO EQUIPMENT**Band Package**

| | | | |
|---|------------------------------------|-----------|-------------|
| 1 | Soundcraft Si Expression 16/32 | \$ 250.00 | \$ 250.00 |
| 1 | Soundcraft SI Expression Stage Box | \$ 100.00 | \$ 100.00 |
| 8 | RCF HDL20-A Line Array Speaker | \$ 100.00 | \$ 800.00 |
| 4 | RCF 8006-AS Double 18" Sub | \$ 100.00 | \$ 400.00 |
| 6 | Tapon (10A) to Powercon (Long) | \$ - | \$ - |
| 5 | RCF NX 12-SMA Wedge | \$ 80.00 | \$ 400.00 |
| 4 | Tapon (10A) to Powercon (Patch) | \$ - | \$ - |
| 2 | RCF D-Line Flybar (Heavy Duty) | \$ 100.00 | \$ 200.00 |
| 1 | 4 Ch. QSC/ I-Tech Bi-Amp Rack | \$ 300.00 | \$ 300.00 |
| 1 | QSC CX404 | \$ - | \$ - |
| 2 | Crown I-Tech 6000 | \$ - | \$ - |
| 2 | BSS MiniDrive 334 | \$ - | \$ - |
| 1 | 24 Channel Mic Kit | \$ - | \$ - |
| | | | \$ 2,450.00 |

LIGHTING EQUIPMENT**Package 1**

| | | | |
|---|--|-----------|-----------|
| 4 | Cameo Moving Head RGBW Led 7x15W | \$ 90.00 | \$ 360.00 |
| 4 | Cameo Lighting SYS 10W 4 RGBW Mov Heads | \$ 65.00 | \$ 260.00 |
| 6 | Cameo LED Outdoor Flood Light 50W White | \$ 30.00 | \$ 180.00 |
| 1 | Cameo Lighting Prof 400MW RGY Show Laser | \$ 150.00 | \$ 150.00 |
| 8 | Cameo 12x10W Flat LED Outdoor RGBWA Par | \$ 50.00 | \$ 400.00 |
| 6 | Cameo Lighting Pro 4x30W COB LED Bar | \$ 30.00 | \$ 180.00 |

| | | | |
|----|-------------------------------------|-----------|--------------------|
| 4 | Cameo 6x10W COB LED Powerful Strobe | \$ 45.00 | \$ 180.00 |
| 4 | Haze Machine Large | \$ 100.00 | \$ 400.00 |
| 33 | Tapon (10A) to Powercon (Long) | \$ - | \$ - |
| 33 | Safety Chain | \$ - | \$ - |
| 33 | Half-Coupler Scaff Clamp | \$ - | \$ - |
| | | | \$ 2,110.00 |

CABLING

| | | | |
|----|-------------------------------|-----------|------------------|
| 2 | AC Packer | \$ 40.00 | \$ 80.00 |
| 20 | Patch (1m - 3m) AC | | \$ - |
| 20 | 5m AC | | \$ - |
| 20 | 10m AC | | \$ - |
| 10 | 20m AC | | \$ - |
| 6 | 30m AC | | \$ - |
| 8 | AC Multibox (4 way white) | | \$ - |
| 4 | AC Multibox (6 way white) | | \$ - |
| 2 | Audio D-Line Cable Packer (1) | \$ 200.00 | \$ 400.00 |
| | | | \$ 480.00 |

OPERATORS / EVENT STAFF

| | Start | Until | Per Hour | | |
|---|------------------------------|--------------------|--------------------|----------|---------------|
| 1 | Audio Engineer (min 4hrs) | 03/12/2016 - 15:00 | 03/12/2016 - 21:00 | \$ 50.00 | \$ 300.00 |
| 2 | System Tech (min 4hrs) | 03/12/2016 - 15:00 | 03/12/2016 - 21:00 | \$ 25.00 | \$ 300.00 |
| 1 | Lighting Operator (min 4hrs) | 03/12/2016 - 15:00 | 03/12/2016 - 21:00 | \$ 25.00 | \$ 150.00 |
| | | | TOTAL | \$ | 750.00 |

LABOUR

| | Start | Until | | | |
|----|----------------------|--------------------|--------------------|----------|-----------------|
| 10 | Load In Crew | 03/12/2016 - 10:00 | 03/12/2016 - 14:00 | \$ 25.00 | \$ 1,000.00 |
| 10 | Loader Min 4hr Call | 03/12/2016 - 10:00 | 03/12/2016 - 14:00 | | |
| | Pack Out Crew | | | | |
| 10 | Loader Min 4hr Call* | 03/12/2016 - 21:00 | 04/12/2016 - 01:00 | \$ 25.00 | \$ 1,000.00 |
| | | | TOTAL | \$ | 2,000.00 |

TRANSPORT

| | | | | | |
|---|---------------|--------------------|-------------------------|----|---------------|
| 1 | Deliver Truck | 03/12/2016 - 09:00 | 3 hrs Driving / 175 kms | \$ | 230.00 |
| 1 | Pickup Truck | 04/12/2016 - 01:00 | 3 hrs Driving / 175 kms | \$ | 230.00 |
| | | | TOTAL | \$ | 460.00 |

QUOTATION SUMMARY OF TOTALS

| | | |
|--------------------|----|-----------|
| Stage | \$ | 5,125.00 |
| Audio Equipment | \$ | 2,450.00 |
| Lighting Equipment | \$ | 2,110.00 |
| Cabling | \$ | 480.00 |
| Operators | \$ | 750.00 |
| Labour | \$ | 2,000.00 |
| Transport | \$ | 460.00 |
| Discount Rate | | 0.00% |
| Discount Amount | \$ | - |
| Subtotal | \$ | 13,375.00 |
| GST | \$ | 2,006.25 |

Total \$ 15,381.25

Hire Terms & Conditions

The following conditions apply to all equipment hired from Zeal Education Trust.

Equipment

All equipment must be returned in the condition it was collected by the hirer or delivered to the hirer. The hirer will be considered liable and accepts responsibility for any damage to the hired equipment during the period of hire and will be charged additional costs accordingly. Any equipment damaged or destroyed must be returned to Zeal Education Trust, regardless of condition.

Zeal Education Trust will not be responsible for any delays, accidents, loss or damage of any kind direct, indirect or consequential which may arise through defects or breakdowns of the equipment hired.

While every endeavor is made to supply equipment as ordered, Zeal Education Trust reserves the right to substitute other similar designs where necessary.

Zeal Education Trust does not represent or guarantee that the equipment supplied or its capacity or performance is fit for the purpose for which the hirer requires it.

The hirer shall only use the equipment for the use and within the capacity limits for which it has been designed and will not attempt to alter, repair or modify the equipment in any way.

If the hirer considers any equipment to be faulty as supplied, they must contact Zeal Education Trust immediately and hire will cease from the time of notification if the equipment is found to be faulty by Zeal Education Trust.

All equipment remains the absolute property of Zeal Education Trust.

Additional

Zeal Education Trust undertakes no liabilities whatever in respect of third party and similar risks or of personal injury or for consequential damage of any kind.

Notwithstanding that the hirer may not have signed this agreement, the acceptance by the hirer of any goods on hire from Zeal Education Trust shall in itself constitute and acceptance of the above terms and conditions, and of the charges stated on the accompanying hire agreement form or acknowledgement of order.

The Hire Period is considered to be the time that the goods are collected by the hirer or delivered by an employee of Zeal Education Trust to the hirer until returned to the premises of Zeal Education Trust or collected by an employee of Zeal Education Trust.

No allowance can be made for time when the equipment is not in use for any reason whatsoever.

Payment

All charges are as stated on the hire agreement or attached quote.

Unless otherwise agreed (note other payment terms) all hire charges are to be paid in full before the hire period commences.

Additional amounts, according to Zeal Education Trust rates, will be charged if equipment is not returned by the date specified in the hire agreement.

Other Payments Terms - Depending on the event the following payment terms may apply. This will be noted on the hire agreement and/or quote.

Outdoor/Large Events

A 50% non-refundable Deposit is required 7 days before the event/hire period.

The balance is due within 7 days of the event/hire period ending unless otherwise agreed.

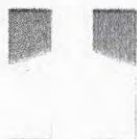
In the event of a cancellation prior to the hire period/event then the hirer will not be required to pay any additional cost over and above the deposit.

Where the event is cancelled on the show/set-up day then the hirer will still be liable for all charges as quoted.

If the event is postponed then the hirer will be liable for additional charges each extra day as per normal hire rates over and above the amount already quoted for the event/hire period.

All other terms and conditions of hire are as normal.

**Zeal Education Trust // P PO Box 121429 Henderson 0650 // P 0800 FIND ZEAL
M +64 21 242 7798 // E nate@zeal.nz // W www.zeal.nz**

Quotes and Rates for Raglan event 2016

MARQUEE AND EVENT SPECIALISTS

**PORTABLE TOILET - SINGLE (TRAILER)****\$135.00**

A must for any event. Toilets are available on single or tandem trailers.

Price is for single portaloos hire on single trailer.

For larger orders the toilets can be [delivered](#) in the Hamilton and Waikato Region so please [contact us](#).

*Toilet Cleaning is included in the cost.

**Sony F3 Digital Cinema kit**

Video Camera

Location: Ponsonby ,Auckland City

Zeiss Standard speed prime lens 16,24,32,50,85,100mm

T2.1 Chrosziel 2 stage Mattebox Follow Focus • SXS

cards 32Gig, 8 Gig Small HD DP4 EVF Filters, Pola, .3, .6.

\$800.00**per day****A Plus Print and Banner****Item: PVC Banner**

| Size | Quantity | Price per Unit |
|-----------------|----------|----------------|
| 600mm x 1600mm | 1+ | \$35 |
| | 2+ | \$33 |
| | 3+ | \$33 |
| | 4+ | \$32 |
| 800mm x 2000mm | 1+ | \$55 |
| | 2+ | \$53 |
| | 3+ | \$53 |
| | 4+ | \$52 |
| 1200mm x 3000mm | 1+ | \$109 |
| | 2+ | \$105 |
| | 3+ | \$105 |
| | 4+ | \$101 |

Open Meeting

| | |
|---------------------------------|---|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 21 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565578 |
| Report Title | Application for Funding – Onewhero School Reunion Committee |

I. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Onewhero School Reunion Committee towards the cost of hosting a 125 year school reunion.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT an allocation of \$..... is made the **Onewhero School Reunion Committee** towards the cost of hosting a 125 year school reunion;

OR

AND THAT the request from the **Onewhero School Reunion Committee** towards the cost of hosting a 125 year school reunion is declined / deferred until for the following reasons:

3. BACKGROUND

Onewhero School Reunion Committee is hosting a 125 year school reunion.

The event will include the following:

- Friday – meet and greet evening;
- Saturday - hangi lunch and entertainment, and an evening dinner and entertainment;
- Sunday church service.

The events will be supported by the kapa haka group, student leaders, a local band and local dignities.

A group of 50 volunteers are assisting with the running of the event.

The event will take place from 9 – 11 December 2016 at the Onewhero Area School.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$12,000.00. The Onewhero School Reunion Committee is seeking funding of \$5,000.00 towards the cost of hireage and delivery cost of the marquee, trestle tables and lighting.

| | |
|---|----|
| GST Registered | No |
| Set of Accounts supplied – see explanation provide in the cover letter. | No |
| 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 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 (whichever is the greater) 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. ATTACHMENTS

Application for Funding - Onewhero School Reunion Committee

RECEIVED

- 4 JUL 2016



Waikato District Council

DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the checklist on page 5.

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee

Project

Event

OR

Community Board / Committee Discretionary Fund

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

Section I - Your details

Name of organisation

Onewhero School Reunion Committee

What is your organisation's purpose?

To run a reunion for the Onewhero School and Community to celebrate 125 years of education in Onewhero, the event benefit pass and present members of the Onewhero and Upper Waikato district.

Address: (Postal)

Onewhero Area School 29 Hall Road RD 2 Tuakau 2697

Address: (Physical if different from above)

Contact name, phone number/s and email address

A Rowe 092328432 a.rowe@onewhero.school.nz

Charities Commission Number: (If you have one) nil

Are you GST registered? No Yes GST Number ___/___/___

Bank account details 0604050056678000 / ___/___/___

Bank ANZ Branch Pukekohe

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section.)

Social Economic Cultural Environmental

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 Thriving Vibrant

Section 3 – Your event/project

What is your event / project, including date and location ? (please provide full details)

The 125 year reunion for Onewhero School
 Event been held over the weekend of the 9th to 11th December 2016, 9th get together in marquee and hall, 10th community open day, hangi lunch, entertainment, evening dinner and entertainment. 11th Church service
 Location at the Onewhero Area School

Who is involved in your event / project?

The community of Onewhero and the surrounding areas.
 Ex- pupils, community members and whanau from Onewhero School are able to come to the school for the weekend and celebrate at the different events planned.

How many volunteers are involved?

50 plus volunteers

What other groups are involved in the project?

kapa Haka Groups.
 Te Kotahitanga Marae.
 Student Leaders.
 Local band.
 Local dignitaries.

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

Opportunity for all the district to relive and meet up with old school friends, neighbours and teachers.
 Rejuvenated interest from past pupils in current Onewhero area.

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and 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.

| 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) |
|--|---|---|
| TOTAL COST OF THE PROJECT/EVENT | \$ 12000.00 | \$ _____ |
| Existing funds available for the project Total A | \$ 973.34 | \$ _____ |

Funding being sought from Waikato District Council

| Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet. | \$ | \$ |
|---|------------|----------|
| Silver Fern Marquee to hire a marquee to house guests | \$ 3680.00 | \$ _____ |
| Delivery/ Collection of Marquee | \$ 800.00 | \$ _____ |
| Trestles | \$ 120.00 | \$ _____ |
| Lighting | \$ 400.00 | \$ _____ |
| | \$ _____ | \$ _____ |
| | \$ _____ | \$ _____ |
| Total Funds being sought from WDC Total B | \$ 5000.00 | \$ _____ |

Has funding been sought from other funders? Yes No
If 'Yes', please list the funding organisation(s) and the amount of funding sought

| | | |
|---|------------|----------|
| a) Registration Fees | \$ 4000.00 | \$ _____ |
| b) Sales of Reunion book and memorabilia | \$ 2026.66 | \$ _____ |
| c) | \$ _____ | \$ _____ |
| d) | \$ _____ | \$ _____ |
| Total of other funds being sought Total C | \$ 6026.66 | \$ _____ |

| | | |
|---|-------------|----------|
| Total Funding Applied for (Add totals A, B & C together to make Total D) Total D | \$ 12000.00 | \$ _____ |
| <i>Note : This total should equal the Total Cost of the Project/Event</i> | | |

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

Labour, time and computer resources are been donated by committee members, signage and registration forms are also been donated

Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

| Project | Amount received | Date |
|---------|-----------------|------|
| Nil | | |
| | | |
| | | |
| | | |

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

Signed: _____ Name: _____

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

Signature: Alan J. Rowe Date: 29/6/16

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: [Signature] Date: 29/6/16

Position in organisation (tick which applies) Chairman Secretary Treasurer



ONEWHERE SCHOOL REUNION
COMMITTEE

Current time 28 Jun 2016 22:30 NZT

i Account fees and interest are processed on the last business day of the month. They will be displayed the next day. View a full list of account fees charged.

Non Profit Organisation Current Account

06-0405-0056678-00

\$973.34 Available funds
\$973.34 Account balance

| Transactions | | | | | |
|---|----------------------|---------|--------------------------|-------------|----------|
| Transactions Between: 02/07/2014 and 30/06/2016 | | | | | |
| Date | Type | Details | Deposits | Withdrawals | Balance |
| 29 Feb 2016 | Credit Interest Paid | | \$1.87 | | \$973.34 |
| 29 Feb 2016 | Withholding Tax | | | \$0.62 | \$971.47 |
| 31 Aug 2015 | Credit Interest Paid | | \$3.69 | | \$972.09 |
| 31 Aug 2015 | Withholding Tax | | | \$1.22 | \$968.40 |
| 27 Feb 2015 | Credit Interest Paid | | \$3.62 | | \$969.62 |
| 27 Feb 2015 | Withholding Tax | | | \$1.19 | \$966.00 |
| 29 Aug 2014 | Credit Interest Paid | | \$3.61 | | \$967.19 |
| 29 Aug 2014 | Withholding Tax | | | \$1.19 | \$963.58 |
| | | | Totals for period | | |
| | | | <i>Deposits:</i> | | \$12.79 |
| | | | <i>Withdrawals:</i> | | \$4.22 |
| | | | <i>Difference:</i> | | \$8.57 |

Notes for this page

Transaction details can be sorted into either ascending or descending order. To do this, simply click on a column heading. By clicking on the heading a second time the details are sorted in the opposite order.

Please check your transaction history on a regular basis. For any enquiries, please send us a Bank Mail message or call us on **0800 269 296**.

Overseas ATM fees may apply and be included. When you use an ATM overseas, the Bank or other financial institution who owns the ATM may charge for using it.



Onewhero Area School

28 June, 2016

To whom it may concern:

I am writing in support of the application for funding for the Onewhero Area School Reunion Committee.

I wish to clarify some of the points and apparent gaps in the application.

- The committee has been in existence for some three months only. We have inherited a bank account and balance from the previous reunion committee for an event that was held in 2006.
- There are no audited accounts as we have not had any funds to audit, with the exception of the inherited balance.
- It can be seen from the attached bank statement that the balance has only increased in recent times through the interest earned and the only expenditure was tax generated by the interest payments.
- The only deposit slip we have is one that was issued to the previous committee and is for the National bank. The account number is the same however.
- The event is expected to cost some \$12 000. Of this sum, over half will come from registrations and sales on the weekend. The \$5000 we seek from WDC will enable us to make the weekend a reasonable and attractive cost, rather than a burden on our target market.
- The committee is a locally elected group and has the legal status pertaining to any locally elected short-term committee.

Yours sincerely

Alan J Rowe
Chair
Onewhero Reunion Committee

Hall Road ●
RD 2, Tuakau ●
New Zealand ●
P. (09) 2328866 ●
F. (09) 2328862 ●

SILVER FERN MARQUEES

WEDDING & EVENT HIRE

QUOTE

Anna Ronaki

Date
14 Jun 2016
Expiry
14 Jul 2016
Quote Number
QU-0189
Reference
Onewhero School
GST Number
102-225-155

Silver Fern Marquees Limited
 Attention: The Directors
 121 Manukau Road
 PUKEKOHE 2120
 NEW ZEALAND

| Description | Quantity | Unit Price | Amount NZD |
|--|----------|------------------|-----------------|
| Onewhero School | | | |
| Clilpframe Marquee 10m x 30m | 1.00 | 3,680.00 | 3,680.00 |
| Full set of Fairy Lights & Chandeliers | 1.00 | 550.00 | 550.00 |
| Concrete Weights | 16.00 | 40.00 | 640.00 |
| Delivery/Collection - weights, fork lift & marquee | 1.00 | 800.00 | 800.00 |
| | | INCLUDES GST 15% | 739.57 |
| | | TOTAL NZD | 5,670.00 |

Terms

40% deposit will be requested upon booking, remaining balance to be paid in full on delivery (payment by cheque - full balance must be received 5 working days prior to delivery for cheque to be cleared). 50% of deposit will be refunded if booking is cancelled up to 90 days prior to the hire date. If any of the items booked are cancelled within a 90 day period to the hire date the deposit on those items will not be refunded. A bond of 20% of the total hireage cost will be taken and will be refunded once the terms and conditions have been met at the end of the hireage. Bond is required to be paid in addition to full payment of hireage. Hired goods must be returned clean & dry or an extra charge will be made. Any linen damaged (eg candle wax and burn holes) will be charged at the replacement or cleaning cost. Any goods that are damaged or missing will be charged at the replacement cost.

This Quote is valid for 30 days.

Customer Signature Date.....



The National Bank
of New Zealand Limited

Pukekohe Branch
110 King Street
Pukekohe, NZ

DEPOSIT

| PAID IN BY | | | | DATE / / | |
|-----------------------------|------|--------|--------|-------------------|--|
| Details of cheques - DRAWER | BANK | BRANCH | AMOUNT | NOTES | |
| | | | | COINS | |
| | | | | TOTAL CASH | |
| | | | | CHEQUES as listed | |

CREDIT
ONEWHERE SCHOOL REUNION COMMITTEE

TOTAL \$

Proceeds of cheques etc. will not be available until cleared

⑈ 100040 ⑈ 060405⑈ 0056678⑈ 00 ⑈ 50

Checklist

Please ensure you have completed all parts of the funding application form by marking the boxes below and include copies of all accompanying documentation required.

Please also ensure you attach the completed checklist with your application.

| Items Required | Enclosed ✓ |
|--|------------|
| Read and understood the guidelines for funding applications document | ✓ |
| Discussed your application with the Waikato District Council community development co-ordinator | ✓ |
| Nominated the fund you are applying for | ✓ |
| Completed Section 1 – Your details | ✓ |
| Enclosed a full copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club | N/A |
| Enclosed an encoded deposit slip to enable direct credit of any grant payment made | ✓ |
| Enclosed a copy of any documentation verifying your organisations legal status | ✓ |
| Included copies of written quotes | ✓ |
| Completed Section 2 - community wellbeing and outcomes | ✓ |
| Completed Section 3 – details of your event/project | ✓ |
| Completed Section 4 – Funding requirements | ✓ |
| Completed Section 5 where funding has been received in the previous 2 years | ✓ |
| Obtained two signatures on your application | ✓ |

Please note: Incomplete applications will not be considered. Applicants will be requested to submit relevant outstanding information within 5 days or their application will be returned.

Open Meeting

| | |
|---------------------------------|---|
| To | Discretionary & Funding Committee |
| From | TG Whittaker General Manager Strategy & Support |
| Date | 21 July 2016 |
| Prepared by | Lianne van den Bemd Community Development Coordinator |
| Chief Executive Approved | Y |
| DWS Document Set # | 1565533 |
| Report Title | Application for Funding – Port Waikato Community Hall Committee |

1. EXECUTIVE SUMMARY

The purpose of this report is to present an application for funding from the Port Waikato Community Hall Committee towards the cost of hosting a community music and dance event.

2. RECOMMENDATION

THAT the report from the **General Manager Strategy & Support** be received;

AND THAT an allocation of \$..... is made to the **Port Waikato Community Hall Committee** towards the cost of hosting a community music and dance event;

OR

AND THAT the request from the **Port Waikato Community Hall Committee** towards the cost of hosting a community music and dance event is declined / deferred until for the following reasons:

3. BACKGROUND

The Port Waikato Community Hall Committee wants to host a community music and dance event for the Port Waikato and surrounding communities.

The event will include a live band, food and will be managed by a team of volunteers.

The event was successfully held in 2015, with over 100 people in attendance.

The following feedback was provided by the community on the 2015 event:

- *“Great opportunity to bring surrounding communities together”*
- *“Good music was played”*
- *“The dance floor was packed”*
- *“It was fun and felt safe”*

The 2016 event is open to all of the Port Waikato and surrounding communities.

The event will take place on Saturday, 13 August 2016 at the Port Waikato Community Hall.

4. OPTIONS CONSIDERED

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

5. FINANCIAL

Funding is available to allocate for the year.

The project is noted to cost \$1,270.00. The Port Waikato Community Hall Committee is seeking funding of \$1,270.00 towards the cost of hiring the hall, band, security and the refreshments.

| | |
|---|-----|
| GST Registered | No |
| 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 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 (whichever is the greater) 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. ATTACHMENTS

Application for Funding - Port Waikato Community Hall Committee

Copy

Initial application
 emailed 1st July 2016

1st July 2016

ATTN: Lianne Van Den Bermd - WDC
RE: Discretionary Funding Application

Port Waikato Community Hall
 c/o Tania Maera
 68 Maunsell Road
 RD5
 Tuakau 2695

RECEIVED

13 JUL 2016



Waikato District Council

Please find enclosed our application for discretionary funding – emailed today and with hard copy posted as discussed.

We ran this event in September 2015 promoting it as a Winter Blues night – as in “chase away the winter blues”. It was largely managed by community volunteers including myself and Neil Annan - who fronts the band we hired and is also a member of the local community. Both myself and Neil are also heavily involved in producing the summer music event that has been held at the Port for the past couple of years. We are keen to provide the community with these types of get-togethers as there are few opportunities for community social gatherings.

Despite limited funds last year, the event was extremely successful with attendance of over 100 people. Feedback from the community was unanimously positive with people telling us that they had a great night with good music, good company and a packed dance floor. We had numerous requests to run another event this year and it was suggested that we may be eligible to apply for funding - hence our application.

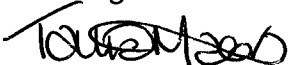
A number of people who attended the 2015 event came from out of the Port – travelling from Onewhero and Te Kohanga. We feel that it's a great opportunity to bring members of the wider community together in a fun, safe, social setting where people who don't know each other can come together and feel part of the community.

I regret that this form does not include our bank details – I am unable to access these at the moment but will forward them with the hard copy document which I am posting to you.

Many thanks for your time to discuss this application yesterday. Please don't hesitate to contact me if you require any further information.

I look forward to hearing from you in due course.

Kind regards


 Tania Maera

Home: 09 232 9833

Mobile: 029 123 2990

DISCRETIONARY FUNDING APPLICATION FORM

Important notes for applicant:

- It is recommended that, prior to submitting your application, you contact the Waikato District Council's community development co-ordinator, on 07 824 8633 or 0800 492 452, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Please read the Guidelines for Funding Applications document to assist you with completing this application form.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please ensure you complete the checklist on page 5.

Which fund are you applying to: (Please tick appropriate box)

Discretionary and Funding Committee

Project

Event

OR

Community Board / Committee Discretionary Fund

Raglan Taupiri Onewhero-Tuakau
 Ngaruawahia Huntly Te Kauwhata Meremere

Section I – Your details

Name of organisation

Port Waikato Community Hall Committee

What is your organisation's purpose?

Management of Community Hall Facilities & related funds.
Provide venue facilities for community events and private hire events.

Address: (Postal)

40 Tania Maera - 68 Maunseu Road
RDS, Tuakau 2695.

Address: (Physical if different from above)

3 Ocean View Drive
RDS, Tuakau 2695

Contact name, phone number/s and email address

Tania Maera 029 1232 990 taniamaera@gmail.com

Charities Commission Number: (if you have one)

N/A.

Are you GST registered? No Yes GST Number 1 1 1

Bank account details 1 2 3 0 7 8 1 0 1 2 8 5 7 7 1 0 0

Bank ASB Branch PUKEKOHE

The following documentation is required in support of your application:

- A copy of the last reviewed or audited accounts (whichever applies) for your organisation/group/club
- Encoded deposit slip to enable direct credit of any grant payment made
- A copy of any documentation verifying your organisations legal status

Section 2 – Community wellbeing and outcomes

Which community wellbeing will your project contribute to?

(See the guidelines sheet for more information on this section.)

Social Economic Cultural Environmental

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 Thriving Vibrant

Section 3 – Your event/project

What is your event / project, including date and location ? (please provide full details)

Saturday 13th August 2016 - held at Port Waikato Community Hall
 Music night with dance floor for the community.

Who is involved in your event / project?

Port Waikato Community Hall Committee members
 Community musicians

How many volunteers are involved?

9

What other groups are involved in the project?

None.

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

The event is open to all members of the community.
 Provides a social event in a safe, controlled environment.
 Brings the community together - people who wouldn't usually mix together get to know each other. Improves & expands community relationships.

Section 4 – Funding requirements

Note : Please provide full details of how much your event/project will cost, how much you are seeking from the Waikato District Council and 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.

| 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) |
|---|--|--|
| TOTAL COST OF THE PROJECT/EVENT | \$ 1270 - | \$ _____ |
| Existing funds available for the project Total A | \$ 0 | \$ _____ |

Funding being sought from Waikato District Council

| Project Breakdown (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet. | \$ | \$ |
|--|-----------|----|
| Bond & equipment hire | \$ 800 | \$ |
| Security hire | \$ 200 | \$ |
| Hall hire | \$ 120 | \$ |
| Refreshments / nibbles | \$ 150 | \$ |
| | \$ | \$ |
| | \$ | \$ |
| Total Funds being sought from WDC Total B | \$ 1270 - | \$ |

Has 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 | \$ _____ | \$ _____ |

| | | |
|---|-----------|----------|
| Total Funding Applied for (Add totals A, B & C together to make Total D) Total D | \$ 1270 - | \$ _____ |
| Note : This total should equal the Total Cost of the Project/Event | | |

Describe any donated material / resources provided for the event/project:
 Volunteered time donated.
 Printed material for promoting the event - donated.

Section 5 – Previous Funding Received from Waikato District Council

If you have received funding from or through the Waikato District Council for any project in the past two years, please list below:

| Project | Amount received | Date |
|---------|-----------------|------|
| N/A. | | |
| | | |
| | | |
| | | |

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

Signed: _____ Name: _____

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

Signature: Toua Date: 01/07/2016

Position in organisation (tick which applies) Chairman Secretary Treasurer

Signature: _____ Date: _____

Position in organisation (tick which applies) Chairman Secretary Treasurer



Tania Maera <taniamaera@gmail.com>

BAD PENNY BAND BOOKING

1 message

Neil Annan <neilannan@windowslive.com>
To: Tania Maera <taniamaera@gmail.com>

30 June 2016 at 19:37

Hi Tania,

I would like to confirm the availability on Saturday the 13th of August of 'Bad Penny' for your community event.

All our members really enjoyed last years event and the amazing community support we received. Our minimum charge is \$800. This includes our 4 piece band, 4 hours of entertainment, PA system hire and lighting.

Due to your on going community support a deposit will not be required. We are also happy to accommodate

any local artists who would like to perform using our PA system. I can also arrange the same security guard as last year, who does hold a certificate of approval. His services, like last year, would include car park patrol and checking door entry. Security rates are \$200 per shift.

I would be grateful if you could please confirm your booking as early as possible.

Kind Regards

Neil Annan.

PORT WAIKATO COMMUNITY HALL INCORPORATED

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 30 JUNE 2015

1. Statement of Accounting Policies

Entity Reporting

These financial statements are for the Port Waikato Community Hall Incorporated.

The Society is a non-profit organization registered under the Incorporated Societies Act 1908. The financial statements have been prepared in accordance with the Statement of Concepts for General Purpose Financial Reporting

Differential Reporting

The entity is a qualifying entity within the Institute of Chartered Accountants of New Zealand Differential Reporting Framework as it is not publicly accountable. The entity qualifies under the size criteria and has taken advantage of all differential reporting concessions available to it.

Measurement Base

The measurement base adopted is that of historical cost. Accrual accounting is used to measure costs and revenue and reliance is placed on the fact that the entity is a going concern.

2. Specific Accounting Policies

The following specific accounting policies adopted in the financial statements and which have a significant effect on the financial position disclosed are:

Fixed Assets

Fixed Assets are recorded at cost less depreciation and no assessment has been made of the economic life of any asset.

Goods and Services Tax (GST)

These financial statements have been prepared on a GST inclusive basis as the entity is not registered for GST.

Changes in Accounting Policies

There have been no changes in accounting policies. All policies have been applied on a basis consistent with those used in previous years.

Treasurer's Statement

I certify that the attached Income and Expenditure Account and Balance Sheet and the Fixed Assets and depreciation Schedule for the Year ending 30th June 2015 have been submitted to and approved by the Members at the Annual General Meeting held at the Port Waikato Community Hall held on

Signed by Treasurer.

PORT WAIKATO COMMUNITY HALL INCORPORATED
FINANCIAL STATEMENTS
FOR THE YEAR ENDING 30 JUNE 2015

| <u>INCOME AND EXPENDITURE ACCOUNT</u> | 2015 | 2014 |
|--|----------------------------|-------------------------|
| <u>INCOME</u> | | |
| Fund Raising | - | 270 |
| Donations | 550.00 | - |
| Hall Hire | 7,103.73 | 3,943 |
| Interest Received | 13.18 | 12 |
| NZ Community Trust | - | 4,000 |
| WDC Funding | <u>10,202.03</u> | <u>9,398</u> |
| | 17,868.94 | 17,623 |
| <u>EXPENDITURE</u> | | |
| Administration | 338.44 | 233 |
| Building WOF | 137.04 | |
| Depreciation | 2,232.00 | 1,801 |
| Electricity | 1,331.19 | 836 |
| Gas and Fittings | 362.40 | 59 |
| Insurance | 742.88 | 768 |
| Repairs and Maintenance | <u>6,793.11</u> | <u>6,772</u> |
| | 11,937.06 | 10,351 |
| EXCESS INCOME OVER EXPENDITURE | <u>\$ 5,931.88</u> | <u>\$ 7,272</u> |
| <u>BALANCE SHEET</u> | | |
| <u>ACCUMULATED FUNDS</u> | | |
| Opening Balance | 56,365.00 | 49,093 |
| Plus Excess Income over Expenditure | <u>5,931.88</u> | <u>7,272</u> |
| | 62,296.88 | 56,365 |
| <u>CURRENT LIABILITIES</u> | | |
| Bonds | - | 500 |
| Sundry Creditors | <u>-</u> | <u>962</u> |
| | - | 1,462 |
| | <u>\$ 62,296.88</u> | <u>\$ 57,827</u> |
| <u>FIXED ASSETS</u> | | |
| Building | 38,824.28 | 38,855 |
| Equipment | 7,948.46 | 3,647 |
| Furniture | <u>9,291.26</u> | <u>9,767</u> |
| | 56,064.00 | 52,269 |
| <u>CURRENT ASSETS</u> | | |
| Cheque Account | 3,612.76 | 2,935 |
| Accelerater Account | 2,602.62 | 2,590 |
| Petty Cash | <u>17.50</u> | <u>33</u> |
| | 6,232.88 | 5,558 |
| | <u>\$ 62,296.88</u> | <u>\$ 57,827</u> |

PORT WAIKATO COMMUNITY HALL INCORPORATED
FIXED ASSET AND DEPRECIATION SCHEDULE
AS AT 30 JUNE 2015

| ASSET | COST PRICE | BOOK VALUE 1/07/2014 | RATE % | DEPRECIATION | | BOOK VALUE 30/06/2015 |
|-------------------------|------------------|----------------------------|-----------|-----------------|------------------|-----------------------------|
| | | | | THIS YEAR | TO DATE | |
| <u>BUILDING</u> | | | | | | |
| Ceiling Tiles | 7,103 | 3,299 | | | 3,804 | 3,299 |
| Courtyard | 7,376 | 7,131 | | | 245 | 7,131 |
| Kitchen Renovations | 12,538 | 5,822 | | | 6,716 | 5,822 |
| Storeroom Additions | 19,258 | 18,488 | | | 770 | 18,488 |
| Toilets | 8,585 | 3,987 | | | 4,598 | 3,987 |
| Vinyl Flooring | 1,525 | 128 | 24 | 31 | 1,428 | 97 |
| | <u>56,385</u> | <u>38,855</u> | | <u>31</u> | <u>17,561</u> | <u>38,824</u> |
| <u>EQUIPMENT</u> | | | | | | |
| Chest Freezer | 329 | 182 | 22 | 40 | 187 | 142 |
| Container | 5,037 | | 10 | 42 | 42 | 4,995 |
| Dishwasher | 5,434 | 460 | 24 | 110 | 5,084 | 350 |
| Electronic Access Unit | 1,022 | 910 | 22 | 200 | 312 | 710 |
| Gas/Electric Range | 3,528 | 767 | 15.6 | 120 | 2,881 | 647 |
| Pie Warmer | 375 | 55 | 19.2 | 11 | 331 | 44 |
| Printer | 155 | 20 | 40 | 8 | 143 | 12 |
| Refrigerator | 1,700 | 538 | 12 | 65 | 1,227 | 473 |
| Rinnai Water Heater | 1,511 | 128 | 24 | 31 | 1,414 | 97 |
| Sound System | 200 | 26 | 40 | 10 | 184 | 16 |
| Steam Cleaner | 399 | 164 | 20 | 33 | 268 | 131 |
| Stove | 829 | 181 | 15.6 | 28 | 676 | 153 |
| Sundry Equipment | 577 | 173 | 16 | 28 | 432 | 145 |
| Vacuum Cleaner | 349 | - | 3 | - | 349 | - |
| Water Pump | 506 | 43 | 24 | 10 | 473 | 33 |
| | <u>21,951</u> | <u>3,647</u> | | <u>736</u> | <u>14,003</u> | <u>7,948</u> |
| <u>FURNITURE</u> | | | | | | |
| Chairs | 4,406 | 388 | 18 | 70 | 4,088 | 318 |
| Change Table | 30 | - | 4 | - | 30 | - |
| Cupboards | 3,330 | 1,587 | 12 | 190 | 1,933 | 1,397 |
| Draperies | 496 | 252 | 22 | 55 | 299 | 197 |
| Glasses Rack | 990 | | 8 | 7 | 7 | 983 |
| Tables and Chairs | 8,003 | 7,402 | 15 | 1,110 | 1,711 | 6,292 |
| Tables | 1,631 | 138 | 24 | 33 | 1,526 | 105 |
| | <u>18,886</u> | <u>9,767</u> | | <u>1,466</u> | <u>9,595</u> | <u>9,291</u> |
| | \$ 97,222 | \$ 52,269 | | \$ 2,232 | \$ 41,158 | \$ 56,064 |

PORT WAIKATO COMMUNITY HALL INCORPORATED**AUDIT REPORT FOR THE YEAR ENDED 30 JUNE 2015****To the Members of the Port Waikato Hall Incorporated**

We have audited the financial report on pages 2 and 3. The financial report provided information about the past financial performance of the entity and its financial position as at 30th June 2015. This information is stated in accordance with the accounting policies set out on page 1.

Committee's Responsibilities

The Committee is responsible for the preparation of the financial report which fairly reflects the financial position of the entity as at 30th June 2015 and the results of the operations for the year ended on that date.

Auditors Responsibilities

It is our responsibility to express an independent opinion on the financial report presented by the Committee and report our opinion to you.

Basis of Opinion

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

- The significant estimates and judgements made by the Committee in the preparation of the financial report, and
- Whether the accounting policies are appropriate to the Society's circumstances, consistently applied and adequately disclosed.

We have conducted the audit in accordance with recognised auditing standards except that our work was limited as explained below. We planned and performed the audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to obtain reasonable assurance that the financial report is free from material misstatements, whether caused by fraud or error. In forming our opinion we have also evaluated the overall adequacy of the presentation of information in the financial report.

We have assisted the Society in the completion of their financial statements. Apart from this, other than in our capacity as auditor, we have no relationship with the interests in the entity.

Qualified Opinion

Control over the revenues from fund raising activities, programme sales and door takings prior to being recorded is limited, and there are no practical audit procedures to determine the effects of this limited control.

In this respect alone, we have been unable to verify that all monies received are equal to monies banked.

In our opinion, except for any adjustments that might have been found to have been necessary, we have been able to obtain sufficient evidence concerning the above activities, the financial report on pages 2 and 3 fairly reflect the financial position of the Society as at 30th June 2015 and the results of its operations for the year ended on that date.

Our audit was completed on 19 November 2015 and our qualified opinion is expressed as at that date.

**FRANKLIN TAXATION CENTRE
PUKEKOHE**

