

Agenda for a meeting of the Discretionary & Funding Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY 28 MARCH 2017** commencing at **1.30pm**.

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

**1. APOLOGIES AND LEAVE OF ABSENCE**

**2. CONFIRMATION OF STATUS OF AGENDA**

**3. DISCLOSURES OF INTEREST**

**4. CONFIRMATION OF MINUTES**

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**5. REPORTS**

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5.2 Project Accountability Forms 14

**6. APPLICATIONS FOR FUNDING – RURAL WARD**

6.1 Adult Literacy Rural Trust 48

6.2 Matangi Community Committee 74

**7. FUNDING APPLICATIONS – EVENTS**

- |     |                                                          |    |
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| 7.1 | Raglan Returned and Services Association Inc (ANZAC Day) | 88 |
| 7.2 | Ngaruawahia RSA Memorial Club Inc (ANZAC Day flags)      | 99 |

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**CHIEF EXECUTIVE**

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**Open Meeting**

<b>To</b>	Discretionary & Funding
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	7 November 2016
<b>Prepared by</b>	Wanda Wright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	Gov1318
<b>Report Title</b>	Confirmation of Minutes

**1. EXECUTIVE SUMMARY**

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To confirm the minutes of a meeting of the Discretionary & Funding Committee held on Monday 7 November 2016.

**2. RECOMMENDATION**

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**THAT the minutes of a meeting of the Discretionary & Funding Committee held on Monday 7 November 2016 be confirmed as a true and correct record of that meeting.**

**3. ATTACHMENTS**

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D&F Minutes

**MINUTES** of a meeting of the Discretionary & Funding Committee held in the Committee Rooms 1 & 2, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY 7 NOVEMBER 2016** commencing at **9.00am**.

**Present:**

Cr SD Lynch (Chairperson)  
His Worship the Mayor, Mr AM Sanson  
Cr DW Fulton  
Cr SL Henderson  
Cr RC McGuire  
Cr BL Main  
Cr LR Thomson

**Attending:**

Mr TG Whittaker (General Manager Strategy & Support)  
Mrs W Wright (Committee Secretary)  
Mrs L van den Bemd (Community Development Adviser)  
Mrs I Huirama (Team Administrator)  
Mr R Mountford (Maramarua School)  
Mr G Membery (Matangi Community Committee)  
Ms P Berry-Cope (Tauwhare Playgroup)  
Mr N Richie (Queen's Redoubt Trust)  
Mr J Oakden (Te Kauwhata Districts Information Support Centre Incorporated)  
Mr C Hickey (Te Kauwhata Community Events Incorporated (A&P Show))  
Mr C Hickey (Te Kauwhata Community Events Incorporated (Christmas Parade))  
2 Staff Members

**APOLOGIES AND LEAVE OF ABSENCE**

There were no apologies.

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Crs Thomson/Main)**

**THAT the agenda for a meeting of the Discretionary & Funding Committee held on Monday 7 November 2016 be confirmed and all items therein be considered in open meeting.**

**CARRIED on the voices**

**D&F1611/01**

**DISCLOSURES OF INTEREST**

There were no disclosures of interest.

**REPORTS**

Discretionary Funding Guidelines  
Agenda Item 4.1

**Resolved: (Crs Fulton/Henderson)**

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

**CARRIED on the voices**

**D&F1611/02/1**

Summary of Movements in Discretionary Funds to 28 October 2016  
Agenda Item 4.2

**Resolved: (Crs Thomson/McGuire)**

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

**CARRIED on the voices**

**D&F1611/02/2**

**APPLICATIONS FOR FUNDING – RURAL WARD**

The following applicants gave a presentation and answered questions of the committee:

- Maramarua School – Rodney Mountford
- Matangi Community Committee – Graham Mambery
- Tauwhare Playgroup – Pippa Berry-Cope
- Queen’s Redoubt Trust – Neville Richie.

**FUNDING APPLICATIONS – EVENTS**

The following applicants gave a presentation and answered questions of the committee:

- Te Kauwhata Districts Information Support Centre Incorporated – John Oakden
- Te Kauwhata Community Events Incorporated (A&P Show) – Colin Hickie
- Te Kauwhata Community Events Incorporated (Christmas Parade) – Colin Hickie

**APPLICATIONS FOR FUNDING – RURAL WARD DECISIONS**

Maramarua School  
Agenda Item 5.1

**Resolved: (Crs Henderson/Main)**

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

**AND THAT an allocation of \$300.00 be made to Maramarua School towards the cost of running the school pool for community use.**

**CARRIED on the voices**

**D&F1611/03/1**

Matangi Community Committee  
Agenda Item 5.2

**Resolved: (Crs McGuire/Main)**

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

**AND THAT the request from the Matangi Community Committee towards the cost of the CCTV project is deferred for the following reasons:**

- **More information required.**

**CARRIED on the voices**

**D&F1611/03/2**

Tauwhare Playgroup  
Agenda Item 5.3

**Resolved: (Crs McGuire/Thomson)**

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

**AND THAT an allocation of \$2,500.00 be made to the Tauwhare Playgroup towards the cost of purchasing a new shade sail protection cover.**

**CARRIED on the voices**

**D&F1611/03/3**

Queen's Redoubt Trust  
Agenda Item 5.4

This item was revisited at the end of the meeting. Please refer resolution number D&F1611/03/4.

Resolved: (Cr Fulton/His Worship the Mayor)

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

AND THAT an allocation of \$4,232.17 be made to the Queen's Redoubt Trust towards the cost of installing a disabled toilet amenity inside the Queen's Redoubt Visitors Centre.

LOST on a show of hands, 4 voting AGAINST and 3 voting in FAVOUR

**FUNDING APPLICATIONS – EVENTS DECISIONS**

Te Kauwhata & Districts Information & Support Centre Incorporated  
Agenda Item 6.1

Resolved: (His Worship the Mayor/Cr McGuire)

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

AND THAT an allocation of \$1,000.00 be made to the Te Kauwhata & Districts Information & Support Centre Inc. towards the cost of observing National Children's Day in March 2017.

**CARRIED on the voices**

**D&F1611/04/1**

Te Kauwhata Community Events Incorporated – A&P Show  
Agenda Item 6.2

Resolved: (Crs McGuire/Henderson)

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

AND THAT an allocation of \$3,201.00 be made to the Te Kauwhata Community Events Inc. towards the cost of the annual Te Kauwhata A & P Show's public events section.

**CARRIED on the voices**

**D&F1611/04/2**

Te Kauwhata Community Events Incorporated – Christmas Parade  
Agenda Item 6.3

**Resolved: (Cr McGuire/His Worship the Mayor)**

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

**AND THAT an allocation of \$2,294.36 be made to the Te Kauwhata Community Events Inc. towards the cost of the Te Kauwhata Christmas Parade.**

**CARRIED on the voices**

**D&F1611/04/3**

Mercer Residents and Ratepayers Community Group  
Agenda Item 6.4

**Resolved: (His Worship the Mayor/Cr Fulton)**

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

**AND THAT an allocation of \$500.00 subject to the date of the event being confirmed, be made to the Mercer Residents and Ratepayers Community Group towards the cost of the Christmas Meet and Greet event.**

**CARRIED on the voices**

**D&F1611/04/4**

**APPLICATIONS FOR FUNDING – RURAL WARD DECISIONS - CONTINUED**

Queen's Redoubt Trust  
Agenda Item 5.4

This item was revisited. The General Manager Strategy & Support provided clarification on the content of the application for the purposes of the newly elected members. The Chair and members agreed to further consider the application.

**Resolved: (His Worship the Mayor/Cr Fulton)**

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

**AND THAT an allocation of \$4,232.17 be made to the Queen's Redoubt Trust towards the cost of installing a disabled toilet amenity inside the Queen's Redoubt Visitors Centre.**

**CARRIED on the voices**

**D&F1611/03/4**

There being no further business the meeting was declared closed at 10.21am.

Minutes approved and confirmed this                      day of                      2017.

Cr SD Lynch

**CHAIRPERSON**

Minutes2017/D&F/161107 D&F Minutes



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### **Open Meeting**

<b>To</b>	Discretionary & Funding Committee
<b>From</b>	Tony Whittaker General Manager Strategy & Support
<b>Date</b>	16 March 2017
<b>Prepared by</b>	Julienne Calambuhay Management Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV1318 / 1696162
<b>Report Title</b>	Summary of Movements in Discretionary Funds to 16 March 2017

### **1. EXECUTIVE SUMMARY**

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To present to the Committee a summarised report giving balances of all discretionary funds including commitments as at 16 March 2017.

### **2. RECOMMENDATION**

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

### **3. ATTACHMENTS**

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Summary of Movements in Discretionary Funds to 16 March 2017.

**Summary of Movements in Discretionary Funds  
As of 16 March 2017**

	<b>Carry Forward 2015/16</b>	<b>Annual Plan Budget 2016/17</b>	<b>Plus Income 2016/17</b>	<b>Less Expenditure 2016/17</b>	<b>Net Funding Remaining 2016/17</b>	<b>Less Commitments 2016/17</b>	<b>Funding Remaining after Commitments</b>
<b>Rural Ward</b>	17,325.00	30,963.00	-	29,687.52	18,600.48	5,650.00	12,950.48
<b>Huntly</b>	25,941.00	24,026.00	-	17,463.25	32,503.75	19,650.58	12,853.17
1 <b>Meremere</b>	5,871.00	6,325.00	-	2,744.14	9,451.86	40.00	9,411.86
<b>Ngaruawahia</b>	51,473.00	20,999.00	-	34,260.39	38,211.61	31,612.06	6,599.55
<b>Onewhero Tuakau</b>	30,656.00	28,878.00	-	28,606.57	30,927.43	8,941.86	21,985.57
<b>Raglan</b>	6,718.00	14,271.00	-	10,582.56	10,406.44	6,675.59	3,730.85
<b>Taupiri</b>	7,870.00	1,624.00	206.16	6,374.78	3,325.38	470.00	2,855.38
2 <b>Te Kauwhata</b>	64,087.00	11,139.00	-	7,158.85	68,067.15	55,826.00	12,241.15
<b>Mayoral</b>	2,383.00	8,000.00	-	5,219.16	5,163.84	-	5,163.84

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

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

**EVENTS MANAGEMENT FUND**

	<b>PR</b>	<b>2CE21000</b>
<b>2016/2017 Annual Plan</b>		33,286.00
<b>Carry forward from 2015/2016</b>		6,382.00
<b>Total Funding</b>		<b>39,668.00</b>
<b>Expenditure</b>		
21-Aug-16 Onewhero School Reunion Committee - cost of hosting a 125 year school reunion		4,500.00
22-Aug-16 Raglan Community Arts Council - Raglan Arts Weekend 2017		2,555.00
24-Aug-16 Waikato Rocks Trust -free summer music and dance festival in Raglan on 03 June 2016		2,000.00
21-Sep-16 Te Whakaruruhau 2013 Inc. - series of awareness events aimed at promoting the services offered by Waikato Woman's Refuge		2,465.00
28-Oct-16 Port Waikato Community Hall Committee - Winter Music Event		1,083.54
17-Nov-16 Te Kauwhata Community Events Inc. - Te Kauwhata A & P Show's rides & inflatables		3,201.00
23-Nov-16 Te Kauwhata & Districts Information & Support Centre Inc. - towards cost of observing National Children's Day in March 2017		1,000.00
05-Jan-17 Mercer Residents and Ratepayers Community Group - Christmas Meet and Greet event		500.00
23-Feb-17 Te Kauwhata Community Events Inc. - Te Kauwhata Christmas parade		2,294.36
<b>Total Expenditure</b>		<b>19,598.90</b>
<b>Income</b>		
<b>Total Income</b>		-
<b>Net Expenditure</b>		<b>19,598.90</b>
<b>Net Funding Remaining (Excluding commitments)</b>		<b>20,069.10</b>
<b>Commitments</b>		
<b>Total Commitments</b>		-
<b>Net Funding Remaining (Including commitments) as of 16 March 2017</b>		<b>20,069.10</b>

## RURAL WARD DISCRETIONARY FUND 2016/2017

	<b>GL</b>	<b>1.202.1704</b>
<b>2016/17 Annual Plan</b>		30,963.00
<b>Carry forward from 2015/16</b>		17,325.00
<b>Total Funding</b>		<b>48,288.00</b>
<b>Expenditure</b>		
07-Jul-16 Ruawaro Combined School - purchasing a roller system required to operate the protection cover over the school's pool		1,270.51
21-Jul-16 Woodlands Historic Homestead, Gardens and Function Centre - towards the cost of purchasing a new water fountain feature		4,000.00
30-Aug-16 Mangatawhiri & Districts Preschool & Playgroup - new shade protection cover for the children's sandpit		3,000.00
28-Aug-16 Tamahere Playcentre building - towards the cost of Phase 2 to extend the playcentre		1,922.84
29-Aug-16 Golden Beads Charitable Trust - Waikato Montessori Education Centre - covered awning for the junior year 6 - 12 classroom		1,000.00
10-Oct-16 Waitetuna School - upgrading the school administration block		4,000.00
22-Nov-16 Maramarua School - cost of running the school pool for community use		300.00
25-Nov-16 Tauwhare Playgroup - new shade sail protection cover		2,500.00
02-Dec-16 Queen's Redoubt Trust- installing a disabled toilet amenity inside the visitors centre		4,232.17
21-Feb-17 Whitakahu Hall Committee - to upgrade the club's tennis courts - Inst 2		3,000.00
21-Feb-17 Matangi Hillcrest Sports Club - upgrading the sports facilities plumbing		4,462.00
<b>Total Expenditure</b>		<b>29,687.52</b>
<b>Total Income</b>		-
<b>Net Expenditure</b>		<b>29,687.52</b>
<b>Net Funding Remaining (Excluding commitments)</b>		<b>18,600.48</b>
<b>Commitments</b>		
10-Aug-15 Te Kauwhata & Districts Historical Museum - cost of replacing the roof on the Homestead Rise Museum building (D&F1508/09/2)		3,000.00
09-May-16 Anglican Parish of Bombay Pokeno - cost of restoring the joint grave of Harriet Johnston and Francis William Pyne and unveiling the restored monument (D&F1605/07/4)		2,650.00
<b>Total Commitments</b>		<b>5,650.00</b>
<b>Net Funding Remaining (Including commitments) as of 16 March 2017</b>		<b>12,950.48</b>

**Summary of Current Grant Requests as of 16 March 2017**  
**Funding Round 28 March 2016**  
**Discretionary & Funding Committee**

**Event Fund**

Net funding remaining after commitments as of 16 March 2017

**20,069.10**

<b>Projects Requested</b>	<b>Amount Requested</b>	<b>Project Cost</b>	<b>NOTES</b>
Ngaruawahia RSA Memorial Club Inc. - cost of installing ANZAC commemorative flags	1,500.00	1,950.00	
Raglan Returned and Services Associations Inc. - towards the cost of 2017 ANZAC Day ceremony	1,900.00	1,900.00	
	<b><u>3,400.00</u></b>	<b><u>3,850.00</u></b>	

**Rural Ward Fund**

Net funding remaining after commitments as of 16 March 2017

**12,950.48**

<b>Projects Requested</b>	<b>Amount Requested</b>	<b>Project Cost</b>
Matangi Community Committee - towards cost of phase on of the project	4,867.95	4,867.95
Adult Literacy Rural Trust - cost of purchasing toner and drums required to print resource booklet	1,376.63	1,376.63
	<b><u>6,244.58</u></b>	<b><u>6,244.58</u></b>

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.

### Open Meeting

<b>To</b>	Discretionary & Funding Committee
<b>From</b>	Tony Whittaker General Manager Strategy & Support
<b>Date</b>	14 March 2017
<b>Prepared by</b>	Lianne van den Bemd Community Development Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	1694655
<b>Report Title</b>	Project Accountability Forms

## I. EXECUTIVE SUMMARY

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

## 2. RECOMMENDATION

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

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

Mercer Residents & Ratepayers Association	Christmas event	\$500.00
Mai uenuku ki te whenua Marae	Tamainupo Booklet	\$1,000.00
Ruawaro Combined School	Rollers for pool cover	\$1,270.50
Te Kauwhata Community Events	Amusement rides and ice blocks	\$2,294.36
Te Kauwhata Community Events	Part payment of amusement rides	\$3,201.00
Hukanui Golf Club	New flooring for the club	\$3,500.00
Wakatoo Boxing	Boxing tournament event	\$1,973.00
Ngaruawahia RSA	Remembrance flags	\$1,500.00
Onewhero Society of Performing Arts	Vicar of Dibley(show)	1356.75
Mangatawhiri & District Preschool	Shade sail	\$3,000
Glen Afton Citizens Sport Club	Upgrade entrance of clubrooms	\$3,859.33

Puketaha School	Marquee hire	\$4,863.00
Pokeno Community hall Committee	New chairs and tables	\$7,000.00
Maramarua School	Pool chemicals	\$500.00
Port Waikato Community Hall Inc.	Community Event	\$1,083.54
Tamahere Play centre	Acoustics panelling/installation of ceiling	\$1,922.84
Karioitahi Hall Committee	For hall furniture	\$4,267.95

### 3. ATTACHMENTS

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1. Mercer Residents & Rate payers association
2. Mai uenuku ki te whenua Marae
3. Ruawaro combined school
4. Te Kauwhata Community Events
5. Te Kauwhata Community Events
6. Hukanui Golf Club
7. Wakatoo Boxing
8. Ngaruawahia RSA
9. Onewhero society of performing arts
10. Mangatawhiri & District Preschool
11. Glen Afton Citizens sport club
12. Puketaha School
13. Pokeno Community hall Committee
14. Maramarua School
15. Port Waikato Community Hall Inc.
16. Tamahere Play centre
17. Karioitahi Hall Committee

RECEIVED

24 FEB 2017

Waikato District Council

16

SCANNED  
Set No 1687738



# 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 & FUNDING committee/board  
 Organisation/ Initiative name Mercer Residents & Ratepayers Assn.  
 Postal address PRIVATE BAG 544 NGARUAWAHIA 3742  
 Physical address 15 GALILEO STREET NGARUAWAHIA  
 Contact person LIANNE VAN DEN BEMD Phone 07 8248633

Amount of funding you received from Waikato District Council \$ 500.00  
 How the funding received was spent FOOD & MISC GROCERY

Please provide receipts for all associated cost.

When did your event/project take place 10 DECEMBER 2016  
 How many people attended your event/project ESTIMATE 90 TO 100 OR SO

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

- FOR A WET RAINY DAY TO START, IT WAS A GOOD TURN OUT.
- EVERYONE SEEMED TO ENJOY THEMSELVES AND AS FAR AS I KNOW THEY ALL HAD A GOOD FEED.
- PEOPLE HAD TIME TO TALK IN A SOCIAL SETTING
- ENCOURAGED AS MANY AS POSSIBLE TO COME TO THE MEETINGS AND TO LET US KNOW IF THEY WISHED TO BE ON THE EMAILING LIST.

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

SOCIAL - MEET & GREET  
CULTURAL - SHARING OF TIME & FOOD



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

VIBRANT WAIKATO - WE CAME TOGETHER AS ONE & WE SHARED FOOD, TIME & WE CELEBRATED CHRISTMAS WHICH IS PART OF MOSTS CULTURES WHICH HAS INTEGRATED OVER TIME.

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 ROBYN MITCHELL

Position in organisation TREASURER

Signature [Signature] Date 19/12/16

#### 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

0800 492 452

■ If calling from overseas +64 7 824 8633  
■ publicenquiries@waikato.govt.nz

■ www.waikatodistrict.govt.nz  
■ www.facebook.com/WaikatoDistrictCouncil

**Postal Address**  
Waikato District Council  
Private Bag 544  
Ngaruawahia 3742

**Huntly Office**  
142 Main Street  
Huntly

**Ngaruawahia Office**  
5 Galea Street  
Ngaruawahia

**Raglan Office**  
7 Bow Street  
Raglan

**Te Kauwhata Office**  
11 Main Road  
Te Kauwhata

**Tuakau Office**  
21 Dominion Road  
Tuakau

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

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Name ROBYN MITCHELL

Position in organisation TREASURER

Signature [Signature] Date 19/12/16

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##### 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
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■ [www.facebook.com/WaikatoDistrictCouncil](https://www.facebook.com/WaikatoDistrictCouncil)

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Waikato District Council  
Private Bag 344  
Ngaruawahia 3742

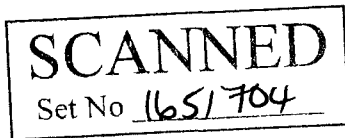
Huntly Office  
42 Main Street  
Huntly

Ngaruawahia Office  
3 Gaird Street  
Ngaruawahia

Raglan Office  
7 Bow Street  
Raglan

Te Kauhata Office  
11 Main Road  
Te Kauhata

Tuakau Office  
2 Dominion Road  
Tuakau



19

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15 DEC 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 & Funding committee

Organisation/ Initiative name: Mai Uenuku kit e Whenua Marae

Postal address: P.O.Box 66, Ngaruawahia 3742

Physical address: 319 Ohautira Rd, Raglan 3295

Contact person: Kimai Huirama Phone: 02102647451

**Amount of funding you received from Waikato District Council \$1000.00**

**How the funding received was spent: Developing a Tamainupo Resource Booklet**

**Please provide receipts for all associated cost.**

**When did your event/project take place:** Resource Launch on August 6<sup>th</sup>, 2016

**How many people attended your event/project:** 50 people attended the book launch. As of 1 December 2016, 260 books have been sold (including 25 schools around the Waikato District).

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

Overall, the project came in, on time and on budget. As planned, the resource was launched at the marae's AGM. The resource was published to a high standard and is lodged with the NZ National Library in Wellington.

Anecdotal evidence from families, friends, marae/community members and schools has been overwhelmingly positive. The resource can be easily read within a half-hour sitting and contains rich cultural content from the Waikato region, not published before in this format (ie. 19 generations of whakapapa, tribal maps and illustrated stories). Feedback from some schools has been that for the first time, principals, staff and students have been able to learn about the mana whenua histories of their area, from a mana whenua perspective.

The resource has allowed those marae members who have lived outside of the region to share family history with their children and grandchildren. In this way, the resource has enabled families to re-connect with the marae and the region.

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

This project definitely contributed to the cultural well-being of the community, not only for those who have a genealogical link, but also those who now call this community "home". The stories of our past, enhance the quality of our experiences and interactions with others, now and in the future.

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

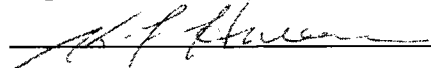
Vibrant Waikato – This project recognises, protects and celebrates the rich histories of Tamainupo – a prominent Waikato chief from the 1600s. His numerous descendants, which affiliate to the hapu of Ngati Tamainupo, Ngati Mahanga, Ngati Wairere and Nga Tokotoru now live locally, nationally and globally. In this modern era, it has never been

more important to look at how we can share our heritage and culture, as people around the world seek to find their own sense of 'self': identity, belonging and purpose.

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: Kimai Huirama

Position in organization: Marae Board Secretary

Signature 

Date 13/12/16

#### 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.

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**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

**0800 492 452**

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2 Dominion Road  
Tuakau



13 MAR 2017



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# 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 & Funding committee/board

Organisation/ Initiative name Ruawaro Combined School

Postal address Bain Road RD 2 Huntly 3772

Physical address " " "

Contact person Simone Sathup Phone 021 299 4287

Amount of funding you received from Waikato District Council \$ 1270-50

How the funding received was spent Purchase of the roller for a pool cover

Please provide receipts for all associated cost.

When did your event/project take place at Ruawaro School

How many people attended your event/project all students of school - some community members + pool caretaker.

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

It has been really helpful to purchase the roller for the pool cover. It has increased the efficiency of removing & covering the pool. The cover is essential in warming the pool temp for children. Children at school have swum for longer duration than in previous years.

Maintenance tasks of pool has been lots easier to keep pool clean & with better access of cover removal & covering.

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

pool is open to community during season

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

*Active Waikato and Educated 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 Simone Sattiny

Position in organisation BOI Chair

Signature Sattiny Date 8-3-17

#### WAIKATO DISTRICT - COMMUNITY OUTCOMES

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#### 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:

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**Tuakau Office**  
2 Dominion Road  
Tuakau

6/3/17 \*We have just received confirmation from WDC that the payment has now gone into our account after being overlooked at time of approval

SCANNED

Doc No 1691423



# Funding Project Accountability RECEIVED

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.

Waikato District Council

Grant received from Discretionary & funding committee/board-  
Organisation/ Initiative name Te Kauhata Community Events  
Postal address 31 Rimu St, Te Kauhata  
Physical address \_\_\_\_\_  
Contact person Amber Casey Phone 02108393477

Amount of funding you received from Waikato District Council \$ 2,29436  
How the funding received was spent Payment of amusement rides & ice blocks  
Please provide receipts for all associated cost.

When did your event/project take place 16.12.16  
How many people attended your event/project 1500 approx

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

As always, an extremely successful event with large turn-out and large community involvement.

Plenty of local businesses & individuals creating floats to form the main parade with spectators given plenty to keep them busy and entertained on either side of main event.

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

Social- brings the community together in a fun relaxed environment each year

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

*Thriving & Active*  
~~Accessible~~ *Waikato* - *providing platform*  
*for local businesses to showcase themselves &*  
*a place for the community to interact & enjoy*

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 Amber Casey  
 Position in organisation Secretary  
 Signature Amber Casey Date 3/3/17

#### 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.
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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

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

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**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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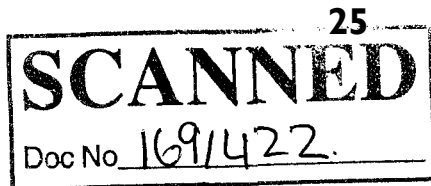
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 Tuakau





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- 8 MAR 2017



**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 committee/board  
Organisation/ Initiative name Te Kauwhata Community Event Committee  
Postal address 31 Rimu Street, Te Kauwhata  
Physical address \_\_\_\_\_  
Contact person Amber Casey Phone 021 0839 3477

**Amount of funding you received from Waikato District Council** \$3,201.00  
**How the funding received was spent** Part-payment of amusement rides  
  
*Please provide receipts for all associated cost.*

**When did your event/project take place** 10.12.2016  
**How many people attended your event/project** Approx 1500

**Comment on the success of your event/project and describe the benefits for those involved:**  
The event was extremely successful, and the community were given the opportunity to attend and participate in a fun-filled, educational local event, supporting and promoting local companies and services. There were competitions to take part in, entertainment at minimal cost to the public, and the opportunity to view the livestock on show.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

**How did your project contribute to the community's wellbeing (ie social, economic, environmental and/or cultural wellbeing) (See overleaf)**  
Social, Economic, Environmental and Cultural - this project contributed holistically to the community's wellbeing. Providing a venue for the community to socialise, supporting local business and celebrating the rural area we live in.  
\_\_\_\_\_  
\_\_\_\_\_

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

Active Waikato - providing a recreational event for the town

Thriving Waikato - supporting local business & offering a platform for advertising

Vibrant Waikato - embracing our rural town roots and sharing that with new residents and visitors from larger cities.

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 Amber Casey

Position in organisation Secretary

Signature ACasey

Date 3/3/17

**WAIKATO DISTRICT - COMMUNITY OUTCOMES**

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

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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

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

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**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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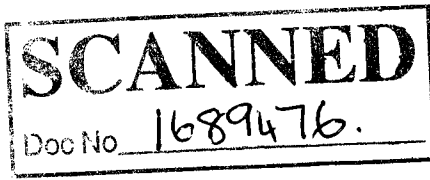
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27 RECEIVED

- 3 MAR 2017



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 Funding committee/board

Organisation/ Initiative name Hukarui Golf Club Inc

Postal address P.O. Box 18 Gordonton - 3264

Physical address 1550 Gordonton Road, Gordonton

Contact person Linda Broughton Phone 07 824 3784

Amount of funding you received from Waikato District Council \$3500

How the funding received was spent New flooring - lino & carpet

Please provide receipts for all associated cost. attached invoices

When did your event/project take place 20/10/15.

How many people attended your event/project N/A.

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

Our club members and visiting groups have commented on how good our club rooms now look. In addition it is much easier for our cleaner to maintain the clubrooms to a high standard.

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

With the clubrooms now having a much improved appearance members & visitors are happy to stay longer and socialise with other members & visitors. We now have a nice facility to hold social events and will market for meetings

Form issue date: Oct 2014 it to the local community. eg. garden clubs/business

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

Safe, sustainable, active

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 Linda Broughton  
 Position in organisation Secretary Manager  
 Signature [Signature] Date 20/10/15

#### WAIKATO DISTRICT - COMMUNITY OUTCOMES

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

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#### 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
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12 AUG 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 + Funding committee/board

Organisation/ Initiative name Waikato's Boxing club inc

Postal address Cl- 505 Driver Road, RD1, Taupari 3191

Physical address 142 Crest South Road, Ngaruawahia

Contact person Karen Miles Phone 027 2525677

Amount of funding you received from Waikato District Council \$ 1973.00

How the funding received was spent The funding was spent on expenses to hold the tournament, Doctor, Judges, Referees, permits + licences  
Ring hire, advertising  
 Please provide receipts for all associated cost. See attached list

When did your event/project take place Saturday 28<sup>th</sup> May 2016

How many people attended your event/project 300 plus

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

There was a great turnout of the local + far away communities to our tournament. The Panthers Rugby league clubrooms were full and everyone enjoyed the local amateur talent and local community members giving a corporate boxing fight a go. Both of these sports clubs in Ngaruawahia -  
Waikato + Panthers have both benefited from the tournament, and would like to make it an annual event. All the feed back has been very positive from all who attended or participated in this event. it was a successful fundraiser for both clubs.

Thank you again for your support on this event we appreciate it very much.

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

Social / cultural

The boxes from our community a sense of belonging to a club and our community.

The participation in a sporting event in our Ngāruahia Community

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

active waikato provide the community members an opportunity to participate and the wider community to enjoy a sporting event in Ngāruahia. vibrant - our district and our local community members of our local clubs are recognised & celebrated and our local iwi culture.

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 Karen Miles

Position in organisation Secretary / Treasurer

Signature K Miles

Date 20/7/16

#### WAIKATO DISTRICT - COMMUNITY OUTCOMES

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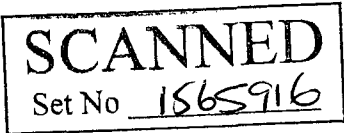
#### WAIKATO DISTRICT - COMMUNITY WELLBEINGS

**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



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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 Ngamawhaka RSA Memorial Club

Postal address PO Box 74 Ngamawhaka

Physical address 4 Market St Ngamawhaka

Contact person Hindy Manning Phone 07 324 8905

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

How the funding received was spent event Field of Remembrance Great Aids

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 Ngamawhaka 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 give for all the soldiers who left our community for WW1. It serves as a reminder of the casualties of war for 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 Nancy Dixon  
 Position in organisation Manager  
 Signature Nancy Dixon 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

**0800 492 452**

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 Ngaruawahia 3742

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 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



# Funding Project Accountability

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Grant received from Waikato District Council, Discretionary and Funding Committee

\_\_\_\_\_committee/board

Organisation/ Initiative name Onewhero Society of Performing Arts

Postal address PO Box 90 Tuakau 2342

Physical address 14 Hall Road, Onewhero

Contact person Richard Solomon (Treasurer)

Phone 09 2328494

Amount of funding you received from Waikato District Council \$1356.75

How the funding received was spent Rights \$1019 Advertising and thank yous \$266+ 78

VKAR OF OIBLEY PRODUCTION

When did your event/project take place 6-14 may 2016 (6 shows)

How many people attended your event/project 487

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

The show was most successful with full or near full houses at 4 of the 6 performances and over half full houses at the other two.

The Society also entered the show in the regional theatrical groups annual awards receiving several awards, which was wonderful both for those involved and brought great prestige to the theatre group as a whole.

The show provided some most useful funds to complete the building of the props shed.

**How did your project contribute to the community's wellbeing (ie social, economic, environmental and/or cultural wellbeing) (See overleaf)** Cultural The show was very similar to the environment in which a small community like Onewhero is. It related.

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

**Active Waikato** by involving not just cast but back stage people with a wide range of skills in a community activity. It provided excellent training for an inexperienced director.

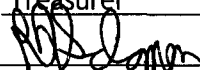
**Vibrant Waikato** providing a place where the community can enjoy quality theatre.

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 Richard Solomon

Position in organisation Treasurer

Signature



Date 2 February 2017

#### 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

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##### Tuakau Office

2 Dominion Road  
Tuakau

35  
SCANNED  
Set No 1625685

RECEIVED

14 OCT 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 & Funding committee/board

Organisation/ Initiative name  
Mangatewhiri & Districts Preschool

Postal address  
257 Koheros Rd, RD2 Mvce 2474

Physical address  
Car of McKenzie & Mangatewhiri Rd, Mangatewhiri

Contact person Sherily Ramsey Phone 0275706261  
sherilyramsay@gmail.com

Amount of funding you received from Waikato District Council  
\$3000 plus GST.

How the funding received was spent on a new shade sail to cover our outdoor area where children play.

Please provide receipts for all associated cost.

When did your event/project take place 12/10/16  
How many people attended your event/project 4

Comment on the success of your event/project and describe the benefits for those involved:  
The benefits of a new shade sail are huge!!  
our children can play outside safely without getting burnt by the sun, or overheating.  
sun hats & sunblock are always used but a shade sail provides the best possible protection to our children.  
it absolutely completes our outdoor playground.

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

social - As it allows <sup>36</sup> children to play together outside gaining further motor skills which will benefit their development.

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

Active Waikato - as it provides an area that is safe & protected for our children to partake in many outdoor activities & recreation.

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 Sheryl Ramsey

Position in organisation President

Signature [Signature] Date 15/10/16

**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.

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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

**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



# 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 + Funding Committee committee/board

Organisation/ Initiative name Clen Atton Citizens Sports Club

Postal address CNBox D17, Clen Atton, R-D-1 Huntly

Physical address 37 Inglis Rd, Clen Atton, R-D1 Huntly

Contact person Tracey Holmes Phone 0274873248

Amount of funding you received from Waikato District Council \$ 3,859.33

How the funding received was spent Upgrading + replacing the main entrance doors leading into the brooms

Please provide receipts for all associated cost.

When did your event/project take place 26.8.2016

How many people attended your event/project 2 persons

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

The replacement of the 2 x doors have been of a huge safety aspect to our premises. The old wooden doors were very old & unsecure. The new aluminium doors are now secure + have all the safety features required. This now makes the premises far more secure + safe for all our community

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

Secured the premises.

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

Active Waikato - When any group are using the premises, the new doors have given security to these community activities.

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 Tracey Holmes

Position in organisation Treasurer

Signature [Signature]

Date 5.10.2016

#### WAIKATO DISTRICT - COMMUNITY OUTCOMES

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

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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

SCANNED

Set No 1595657

31 AUG 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 & Funding Committee committee/board  
 Organisation/ Initiative name WDC Pokere Community Hall Committee  
 Postal address \_\_\_\_\_  
 Physical address \_\_\_\_\_  
 Contact person Lianne VandenBemd Phone 0800 492 452

Amount of funding you received from Waikato District Council \$7000

How the funding received was spent Purchased 150 Chairs + 20 tables

Please provide receipts for all associated cost.

When did your event/project take place \_\_\_\_\_

How many people attended your event/project \_\_\_\_\_

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

Tables arrived early July & Chairs arrived 26 August.

All items are gratefully appreciated by Hall Committee & our Community.

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

Community have great facilities to use, affordable charge of Pokere Hall costs. Whole facility fully utilised by all

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

*Tuakau Pokeroa Mercer*

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

*Hauapai Montenegro*

Position in organisation

*Chairperson*

Signature

*Hauapai Montenegro*

Date

*26/8/16*

#### WAIKATO DISTRICT - COMMUNITY OUTCOMES

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

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#### 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:

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**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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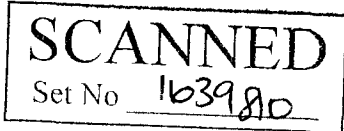
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Tuakau





41  
RECEIVED

17 NOV 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 & Funding Committee

Organisation/ Initiative name: Port Waikato Community Hall Incorporated

Postal address: c/o Tania Maera, 68 Maunsell Road, RD5, Tuakau 2695

Physical address: 3 Ocean View Road, Port Waikato

Contact person: Tania Maera Phone: 09 232 9833 / 029 1232 990

**Amount of funding you received from Waikato District Council \$1,270.00 - but only \$1,083.54 claimed**

**How the funding received was spent: Costs covered music and security services, refreshments and small table decorations**

**Please provide receipts for all associated cost. ALL RECEIPTS ATTACHED**

**When did your event/project take place: Saturday 3<sup>rd</sup> September 2016 (the event had to be re-scheduled from the original date of Saturday 13<sup>th</sup> August 2016)**

**How many people attended your event/project: 80+**

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

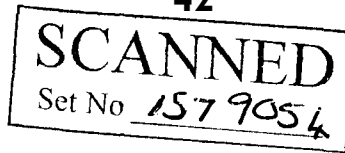
This was a free social event with music and dancing open to all members of the local and wider community. It was well attended despite the notice we received from many regular supporters of our events that they would be unable to attend on this occasion due to out of town commitments. There were many new faces in attendance – people who do not normally come to these types of events including people arriving on their own and mixing/meeting other members of the community. It is also worth noting that the event was attended by people ranging in age from 30yrs to 80+yrs and the dancefloor was packed all night. This demonstrated to us that there is a place for these types of mixers in providing a safe environment for social interaction for all ages and meeting new people in an area where venues and opportunities for these types of events are limited. The band were also supported by local talent stepping up for a turn on the mic.

The October 2016 Port Report (our local monthly publication) carried an article written by local resident and Hall Committee member Annie Bannerman, acknowledging receipt of Council funding in support of the event. (copy attached)

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

### **SOCIAL**

The success of this event is largely measured on personal feedback from those in attendance – comments and feedback made both on the night and afterwards. We have had nothing but positive feedback from those who attended along with comments from many disappointed locals who were unfortunately unable to attend this year. Several people who attended on their own told us it was great to have an opportunity to meet more people in their community – people they wouldn't normally socialise with or have an opportunity to interact with. These types of comments look towards building stronger social relationships within the community.



# 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 & Funding Committee. Creative Communities committee/board

Organisation/ Initiative name Maramarua School

Postal address 2200 State Highway 2 Maramarua.

Physical address " " "

Contact person Rodney Montford Phone 09 232 5846

Amount of funding you received from Waikato District Council \$ 500  
 How the funding received was spent It was used for pool chemicals to help us provide a community facility over the holidays.  
 Please provide receipts for all associated cost.

When did your event/project take place November to April 2016.  
 How many people attended your event/project 500

Comment on the success of your event/project and describe the benefits for those involved:  
Our pool is always well attended and this year we had more people take pool keys than ever. Our community and people from outside our immediate community were able to enjoy the benefits of our pool which we always struggle to maintain and keep open.

How did your project contribute to the community's wellbeing (ie social, economic, environmental and/or cultural wellbeing) (See overleaf)  
The social benefits to the community were huge. Well being with many using it for recreation & fitness and also economic with most not being able to afford to travel to city pools.

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

Active Waikato, Well 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 Rodney Montford

Position in organisation Principal

Signature [Signature] Date 1/8/2016

#### WAIKATO DISTRICT - COMMUNITY OUTCOMES

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

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**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:

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**Tuakau Office**  
2 Dominion Road  
Tuakau

## 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 Tamahere Playcentre  
 Postal address 57 Devine Road, RD 3, Hamilton 3283  
 Physical address 57 Devine Road, Tamahere  
 Contact person Kathryn Duggan Phone 0211906033

Amount of funding you received from Waikato District Council \$ 1,922.84

How the funding received was spent this contribution to phase 2 went towards installation of ceiling and underfloor insulation.

Please provide receipts for all associated cost.

When did your event/project take place 2 August 2016

How many people attended your event/project 29 families benefit

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

We have nearly completed our building extension project and are just awaiting the results of some additional fund-raising to be able to finish the final step of installing Autex composition board (acoustic panelling) to our walls. The benefits of the ceiling insulation have been noticed immediately: we now have a warm, dry Playcentre that is comfortable for our 29+ families (ranging in age from newborn babies to grandparents)! The centre warms up within minutes of switching on the heatpump which will save us in power costs too. The wider project (building extension) has resulted in a much healthier and more fit for purpose centre and our sessions are currently full due to an influx of new families who have recognised the benefits this provides!

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

Social wellbeing in the Tamahere community has been positively impacted by this project. Local families now can choose to learn alongside their children in those crucial pre-school years in a large, modern, fit for purpose Playcentre.

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

Educated Waikato - as well as providing <sup>whānau-based</sup> high quality Early Childhood Education, all our parents/caregivers participate in an adult education programme (NZQA accredited) & hold an office holder role, growing knowledge & skills in the community

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 Kathryn Duggan  
 Position in organisation President  
 Signature Kathryn Duggan Date 28/08/2016

#### 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

0800 492 452

■ If calling from overseas +64 7 824 8633  
 ■ publicenquiries@waikato.govt.nz

■ www.waikatodistrict.govt.nz  
 ■ www.facebook.com/WaikatoDistrictCouncil

**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

## 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 Discretionary Fund** committee/board

Organisation/ Initiative name **Kariaotahi Hall Committee**

Postal address: **Kay Vincent (secretary) c/o 142 Park Road, WAIUKU, 2683**

Physical address **19 Binns Road, Karioitahi, WAIUKU 2683**

Contact person; **Kay Vincent (Secretary) Phone : 09 2352752 or 021 259 1305**

**Amount of funding you received from Waikato District Council \$ 4,267.95**

**How the funding received was spent:** 7 shade blinds to replace blue tarpaulins used by current hall hirers; 50 stackable chairs to replace random assortment of old wooden chairs

**Please provide receipts for all associated cost.** See attached. (Note: we paid \$329.55 from our own funds for costs above those covered by the funding, and we didn't buy the trestles as we did not have sufficient funds to pay for them.)

**When did your event/project take place:** *not applicable*

**How many people attended your event/project:** *not applicable*

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

**Sun blocking blinds:** (See before and after photos attached.) It just looks better! We can now provide the environment expected by any hall hirer, but especially appreciated by our current regular 4-days-a week hirer who was using a blue tarpaulin previously. Providing this basic amenity helps us to meet the needs of our regular hirer and to offer a viable venue for others in the community.

**Chairs:** The committee can now plan the next community social event without hiring chairs. (We have already had three events in the past seven months where we had to borrow trestles and chairs.) The chairs are easily stacked in piles of ten, and are easily stored and moved, and they take up less space than the mismatched assortment they are replacing. They are also safer as there are no rough or sharp edges, and they look much smarter. Our next step is to organise funds for a set of trestles to fit the chairs, as we have seating for community events - but no tables.

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

**Social/Cultural:** By upgrading our chattels, the hall can now begin to provide a better-resourced facility which can be used for a wider range of social, cultural, educational and recreational activities.

**Environmental:** The community has seen the committee actively promoting the preservation and maintenance of the hall by improving the quality of chattels inside the hall. The momentum of this local interest and support can be extended to the next step of developing the grounds and restoring some of the original native plantation.

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

**Active Waikato:** Our community can now use our facility for a range of recreational and social activities which previously would have incurred extra costs through outside hire of tables and seating or, because of the lack of suitable furniture, would not have been hired in the first place.

**Thriving Waikato:** Our hall is hired four days a week by an educational institution, and we can now offer a safer and more user-friendly environment where glare is reduced and hirers are able to use their equipment; i.e., data projector on whiteboard without the use of blue tarps to block the glare. The blinds also contribute towards the overall hall environment, making it more desirable to use as a venue.

**Vibrant Waikato:** Having quality chattels and promoting the upgrading of hall facilities is contributing towards an increased awareness of, and interest in, preserving and maintaining our historic building, and increasing the options for its use.

**Green Waikato:** The block-out blinds will also contribute towards more cost-efficient use of heating by increasing the insulation of the considerable window area.

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: Kay Vincent and Vivienne Lee

Position in organization: Secretary and treasurer

Signature \_\_\_\_\_

Date: 20 June 2016

#### WAIKATO DISTRICT - COMMUNITY OUTCOMES

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##### Tuakau Office

2 Dominion Road  
Tuakau

### **Open Meeting**

<b>To</b>	Discretionary & Funding Committee
<b>From</b>	Tony Whittaker General Manager Strategy & Support
<b>Date</b>	06 March 2017
<b>Prepared by</b>	Lianne van den Bemd Community Development Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference#</b>	1690862
<b>Report Title</b>	Application for Funding – Adult Literacy Rural Trust

## **I. EXECUTIVE SUMMARY**

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The purpose of this report is to present an application for funding from Adult Literacy Rural Trust towards the cost of purchasing printing equipment required to produce a student writing resource booklet.

## **2. RECOMMENDATION**

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

**AND THAT** an allocation of \$..... is made to the **Adult Literacy Rural Trust** towards the cost of printing equipment required to produce a student writing resource booklet.

**OR**

**AND THAT** the request from the **Adult Literacy Rural Trust** towards the cost of printing equipment required to produce a student writing resource booklet is declined / deferred until ..... for the following reasons:

## **3. BACKGROUND**

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The Adult Literacy Trust is a Waikato district based organisation that assists adults living in isolated rural areas to access literacy courses to improve their literacy levels.

The Trust wants to produce a resource booklet (applying the writing literature that first time students learn on the course) as a way to encourage pride and a sense of self-worth and achievement. The booklet will also be made available as early reading material for future new students.



The course providers say there is ample evidence that courses of this nature offered to disadvantaged adults are more likely to break the stigma of feeling marginalised in society. It will encourage students to integrate in community activities and to seek opportunities for workplace employment upon completing the course.

The Trust has 57 volunteers involved with coaching, mentoring, technical, administration and funding support.

The organisation is based in Port Waikato and provides a service across the Waikato District area.

#### **4. OPTIONS CONSIDERED**

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- 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**

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Funding is available to allocate for the year.

The project is noted to cost \$1,376.63. The Adult Literacy Rural Trust is seeking funding of \$1,376.63 towards the cost of purchasing toner and drums required to print the resource booklet.

GST Registered			Yes
Set of Accounts supplied			Yes
Previous funding has been received by this organisation			Yes
Onewhero – Tuakau Community Board	To purchase resources for the student online programme 2016	November 2017	\$2,808.00

#### **6. POLICY**

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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**

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Consideration by the Committee is required with regard to this funding request.

## **8. ATTACHMENTS**

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Application for Funding - Adult Literacy Rural Trust



7 FEB 2017 - 8am



# 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.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- The checklist on page 5 needs to be completed.

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

Adult Literacy Rural Trust

What is your organisation's purpose?

To provide free reading and writing help to isolated/rural adults who cannot get help from other adult literacy centres.

Address: (Postal)

19 Ocean View Road, Port waikato  
RD5 Tuakau, 2695

Address: (Physical if different from above)

As above

Contact name, phone number/s and email address

Josephine Poland 09-280-4348, 027-6688-383  
Christine Ramsey 09-280-4348, 021-900-935

Charities Commission Number: (If you have one)

CC47324

Are you GST registered? No  Yes  GST Number 1 0 7 / 5 3 3 / 8 6 9

Bank account details 1 2 / 3 0 2 3 / 0 7 2 0 4 5 0 / 0 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  Healthy  Vibrant

## **Section 3 – Your event/project**

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

This application is specifically to

Provide the toner and drums necessary from May 2017 to April 2018, to print resource material and for a Student Writing booklet - a compilation of recent student writing - for our Waikato district students. The booklet will be printed 4 times in that time period. Waikato District Students make up 25% of our students so we are asking for 25% of the total cost to do this. This is not an operating expense that we can budget for - when there is no money for toner, this project gets dropped.

The student writing booklets are the first time our students have seen their own writing in print. They are not the kind of people who had their writing published in the school magazine. Because of this the booklets are a source of pride and encouragement, creating a sense of self-worth and achievement. The booklets are also able to be used as early reading material for other students. Easy-to-read adult interest material is hard to source and the booklets are ideal for this.

**Who is involved in your event / project?**

In 2016 we helped 33 students throughout the Waikato District. Currently we have 25 students in that area and expect that the number we will help in 2017 will be above 50 as we are collaborating with Beef and Lamb NZ and the Primary ITO.

**How many volunteers are involved?**

We have a total of 57 volunteers involved, mostly coaches, but also IT, administration, trustees, mentoring and funding volunteers. The majority of our volunteers have come through Volunteering Waikato.

**What other groups are involved in the project?**

None

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

Enabling the Adult Literacy Rural Trust to contact low literacy adults who either live in isolated areas or are ashamed of their illiteracy & making them aware of tuition that is available to them anonymously in their homes. Often, there is a stigma attached to illiteracy & if tuition is available to them in house, they are more likely to want to learn to read and write. Similarly, adults in isolated areas do not have access to classes. Most of our students are parents who want to help their children at school & by helping the parent, the whole family has improved access to education & the children's' chances of achieving educational success are greatly enhanced, leading to greater employment opportunities & a more stable future. It also goes a long way towards changing the culture from 2nd/3rd generation beneficiaries to one of employment. Managing debt & income relieves a lot of stress for families, reduces anger & violence & clears the way for further learning.

### 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	<b>GST Inclusive Costs</b> (use this column if you are not GST registered)	<b>GST Exclusive Costs</b> (use this column if you are GST registered)
<b>TOTAL COST OF THE PROJECT/EVENT</b>	\$ 1583.12	\$ 1376.63
<b>Existing funds available for the project Total A</b> Include any projected income i.e. ticket sales, merchandise etc.	\$ 0.00	\$ 0.00

#### Funding being sought from Waikato District Council

<b>Project Breakdown</b> (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet.	\$	\$
	\$	\$
Toner	1447.65	1258.83
Drums, 8/15 of a set	135.47	117.80
	\$	\$
PLEASE SEE CALCULATIONS IN ATTACHED SHEET FOR CLARIFICATION	\$	\$
	\$	\$
<b>Total Funds being sought from WDC Total B</b>	\$ 1583.12	\$ 1376.63

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

a) Other funding will be sought for the rest of our students, living	\$ _____	\$ _____
b) in other areas but these applications have not been planned yet.	\$ _____	\$ _____
c)	\$ _____	\$ _____
d)	\$ _____	\$ _____
<b>Total of other funds being sought Total C</b>	\$ _____	\$ _____

<b>Total Funding Applied for</b> (Add totals A, B, and C together to make Total D) <b>Total D</b>	\$ 1583.12	\$ 1376.63
<b>Note :</b> This total should equal the Total Cost of the Project/Event		

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

Our admin volunteers help with the labour involved in printing and sending out materials. Our volunteer coaches use the materials with the students, and send student writing samples to the office for the booklets.

**Section 5 – Previous Funding Received from Waikato District Council**

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

What Board/ Committee	Type of Project/Event	Date received	Amount
Tuakau-Onewhero Nov 2015	Toner and equipment for a student project	January 2016	\$2808

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: J Poland Name: Josephine Poland

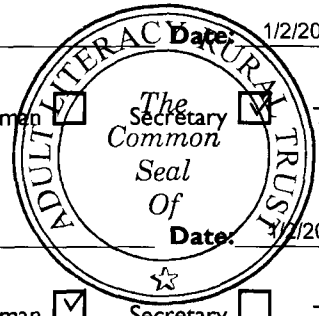
I certify that the funding information provided in this application is correct.

Signature: J Poland Date: 1/2/2017

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

Signature: [Signature] Date: 3/2/2017

Position in organisation (tick which applies) Chairman  Secretary  Treasurer





## Cost to print booklets and student resources.

Cost of Brother cartridges. Black \$104.95, prints 2500 pages  
 Colour \$127.95, prints 2200 pages

We have records of how much each of the colours is used to produce resource material we print. The ratio is below:

1 black Cartridge  
 .75 Yellow  
 .50 Magenta  
 .75 Cyan

The calculations below are based on this ratio. In the interests of simplicity we have calculated the black as also doing 2200 copies rather than the 2500 it does print.

Number of copies required	Cartridge	per 2200 copie	Number of Carti	Cost per cartridge	GST incl	Total cost
8000	Yellow	0.75	2.73		\$127.95	\$348.95
	Black	1	3.64		\$104.95	\$381.64
	Magenta	0.5	1.82		\$127.95	\$232.64
	Cyan	0.75	2.73		\$127.95	\$348.95
<b>Total Toner Cost (GST incl)</b>						<b>\$1,312.18</b>
Cost of drums for 15,000 copies						\$254.00
Cost of drums for required copies						\$135.47
<b>Total cost of drums and toner for required number of copies</b>						<b>\$1,447.65</b>

\$1447.65 incl = \$1258.83 excl + \$188.82 GST

\$135.47 incl = \$117.80 excl + \$17.67 GST

\$1312.18 incl = \$1141.03 excl + \$171.15 GST

## Cost of pens

250 pens are \$300. 500 pens are \$600. The company does not give a further reduction for numbers after 250.

The company has not started charging GST yet. It is an overseas company. We have not provided a proper quote as the company operates online. We have dealt with them many times and they are reliable but (like Microsoft) they are impossible to get quotes from.



● work ● study ● create ● connect

Warehouse Stationery Ltd  
106 MANUKAU ROAD  
PUKEKOHE  
TEL: (09) 2391051; FX: (09) 2391054  
GST NO. 68-458-811  
Quotation

Rf: TRUST QUOTE 01/02/17  
Op: Keegan 15:02:00

-----  
BROTHER DRUM DR251CL (15,000 PAGES)  
1 214573 254.00 254.00

Total 254.00

Items 1.00  
GST Content 33.13

Quotes valid for 7 days.



\*0000032578\*



**Adult Literacy Trust**  
**Special Purpose Financial Statements**  
**For the year ended 31 December 2015**

1. Statement of Financial Performance	Page 1
2. Statement of Financial Position (Balance Sheet)	Page 3
3. Fixed Assets Register /Depreciation schedule	Page 5
4. Notes to the Financial Statements	Page 6
5. Auditor's Report	Page 7

	<u>Jan - Dec 16</u>	<u>Jan - Dec 14</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>4000 · Income</b>		
4001 · Tuition Services	2,546.86	4,108.50
4002 · Editing Services	570.00	2,202.60
<b>4004 · Grants</b>		
40041 · Trust Waikato	3,000.00	1,500.00
40042 · First Sovereign Trust Ltd.	488.00	3,415.47
40043 · COGS		
400431 · COGS West Waikato	4,000.00	3,000.00
400432 · COGS South Waikato	3,000.00	2,500.00
400433 · Endeavour Community Foundation	1,095.00	1,200.00
400434 · Southern Trust	9,400.00	1,267.90
400435 · DV Bryant Trust	1,000.00	2,000.00
400436 · Lottery Grants Board	32,905.00	0.00
400437 · Lion Foundation	0.00	1,300.00
400438 · Blue Sky Trust	0.00	1,000.00
400439 · Sir John Logan Campbell Res Est	0.00	1,968.00
400440 · Harcourts Foundation	0.00	500.00
400441 · Pub Charity	3,534.86	0.00
400442 · Infinity Foundation	4,000.00	0.00
400444 · Sky City Hamilton	14,100.00	0.00
400445 · Tindall Foundation	2,000.00	0.00
400446 · Gallagher Charitable Trust	5,000.00	0.00
400447 · WEL Energy Trust	1,500.00	0.00
400449 · Trillian Trust	1,020.00	0.00
<b>Total 4004 · Grants</b>	<u>86,042.86</u>	<u>19,651.37</u>
<b>Total 4005 · Donation</b>	<u>5,160.00</u>	<u>9,450.00</u>
<b>Total Income</b>	<u>94,319.72</u>	<u>35,412.47</u>
<b>Gross Profit</b>		
<b>Expense</b>		
6030 · Accounting	1,382.93	864.79
6120 · Banking charges	527.01	823.36
61201 · Board Meetings	54.00	110.09
6126 · Communication	1,562.86	1,203.96
6130 · Conferences	1,077.50	0.00
6150 · Depreciation Expense	1,793.69	1,018.06
6160 · Dues and Subscriptions	51.11	51.11
6175 · Expensed Equipment	1,412.49	
6241 · Head Office Expenses	38,072.85	15,025.08
6245 · Payroll Expenses	33.90	0.00
6270 · Professional Fees	66.00	0.00
6300 · Repairs and Maintenance	0.00	120.44
6870 · Training - staff and volunteers	13,033.16	249.20
6880 · Tuition Services	4,990.11	8,829.79
6899 · Volunteer Expenses	60.00	60.00
<b>Total Expense</b>	<u>64,117.61</u>	<u>28,355.88</u>
<b>Net Ordinary Income</b>	<u>30,202.11</u>	<u>7,056.59</u>

*M. P. I*

Net Income

30,202.117,088.59

These special purpose statements are to be read in conjunction with the notes on page 6 and the Reviewer's Report on page 7

Verified as a true and fair view on behalf of the Adult Literacy Trust Board by:

Signed:



(Vijay Satyanand)

Position: Chairperson

Date: 20/01/2016





(Jo Poland)

Executive Trustee/Secretary

20/01/2016

**60**  
**Adult Literacy Trust**  
**Balance Sheet**  
As of December 31, 2015

	<u>Dec 31, 15</u>	<u>Dec 31, 14</u>
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Chequing/Savings</b>		
Restricted Funds	38,424.19	10,068.00
Unrestricted Funds	-476.68	-456.22
1021 · Adult Literacy Trust 00	<u>37,947.51</u>	<u>9,611.78</u>
1022 · Paypal	125.38	0.00
<b>Total Chequing/Savings</b>	<u>38,072.89</u>	<u>9,611.78</u>
<b>Accounts Receivable</b>		
11000 · Accounts Receivable	2,808.44	570.00
11001 · AUD Accounts Receivable	0.00	61.73
<b>Total Accounts Receivable</b>	<u>2,808.44</u>	<u>631.73</u>
<b>Total Current Assets</b>	40,881.33	10,243.51
<b>Fixed Assets</b>		
1050 · Fixed Assets		
Depreciation	-5,894.28	-4,100.59
Opening Value	5,226.90	5,226.90
10501 · Printer	548.99	0.00
10502 · Desktop HP Pavilion	1,199.00	0.00
10503 · Desktop HP Computer	1,699.00	0.00
10505 · Trainer Laptop	1,202.32	0.00
<b>Total 1050 · Fixed Ass'ts</b>	<u>3,981.93</u>	<u>1,126.31</u>
<b>Total Fixed Assets</b>	<u>3,981.93</u>	<u>1,126.31</u>
<b>TOTAL ASSETS</b>	<u>44,863.26</u>	<u>11,369.82</u>
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
20000 · Accounts Payable	455.74	455.74
<b>Total Accounts Payable</b>	<u>455.74</u>	<u>455.74</u>
<b>Credit Cards</b>		
23000 · Credit Card at ASB Bank	137.85	730.56
<b>Total Credit Cards</b>	<u>137.85</u>	<u>730.56</u>
<b>Other Current Liabilities</b>		
24000 · Payroll Liabilities		
24001 · PAYE tax	1,373.05	35.08
24003 · Student Loan Repayments	369.36	0.00
<b>Total 24000 · Payroll Liabilities</b>	<u>1,742.41</u>	<u>35.08</u>
<b>Total Other Current Liabilities</b>	<u>1,742.41</u>	<u>35.08</u>
<b>Total Current Liabilities</b>	<u>2,336.00</u>	<u>1,221.38</u>
<b>TOTAL LIABILITIES</b>	<u>2,336.00</u>	<u>1,221.38</u>
<b>NET ASSETS</b>	<u>42,527.26</u>	<u>10,148.44</u>

Accrual Basis


**61**  
**Adult Literacy Trust**  
**Balance Sheet**  
As of December 31, 2015

	<u>Dec 31, 15</u>	<u>Dec 31, 14</u>
<b>EQUITY</b>		
32000 · Equity from previous years	10,108.05	4,724.45
Net Income	32,378.82	5,423.99
<b>TOTAL EQUITY</b>	<u><b>42,486.87</b></u>	<u><b>10,148.44</b></u>

These special purpose statements are to be read in conjunction with the notes on page and the Reviewer's Report on page

Verified as a true and fair view on behalf of the Adult Literacy Trust Board by:

Signed:   
(Vijay Satyanand)  
Position: Chairperson

  
(Jd Poland)  
Executive Trustee/Secretary

Date: 20/01/2016

20/01/2016

Adult Literacy Trust  
 Schedule of Fixed Assets Depreciation  
 Closing Date  
 For the first 5 years

Assets Description	Asset Category	Purchase date	**Dep'n Rate %	31-Dec-12	Original Cost	December 31,2012		December 31,2013		December 31,2014		December 31,2015		December 31,2016			
				No. of months		Dep'n Expense	Diminishing Value	Dep'n Expense	Diminishing Value	Dep'n Expense	Diminishing Value	Dep'n Expense	Diminishing Value	Dep'n Expense	Diminishing Value		
5 laptops - student	computer	15/11/2012	50%	2.00	1,300.00	108.33	1,191.67	595.83	595.84	297.92	297.92	148.96	148.96	74.48	74.48		
ACT Software	software	11/05/2012	50%	8.00	480.70	160.23	320.47	160.23	160.24	80.12	80.12	40.06	40.06	20.03	20.03		
Admin Computer 1	computer	10/05/2012	50%	8.00	1328.98	442.99	885.99	442.99	443.00	221.50	221.50	110.75	110.75	55.37	55.38		
Admin Computer 2	computer	23/08/2012	50%	5.00	900.00	187.50	712.50	356.25	356.25	178.12	178.13	89.06	89.07	44.53	44.54		
Admin Tablet	computer	25/08/2012	50%	5.00	598.81	124.75	474.06	237.03	237.03	118.51	118.52	59.26	59.26	29.63	29.63		
Colour Laser Printer	printer	7/12/2012	40%	1.00	199.00	6.63	192.37	76.94	115.43	46.17	69.26	27.70	41.56	16.82	24.94		
MS Office 2012	software	27/08/2012	50%	5.00	41.00	8.54	32.46	16.23	16.23	8.11	8.12	4.06	4.06	2.03	2.03		
MS Project 2013	software	20/11/2012	50%	2.00	70.00	5.83	64.17	32.08	32.09	16.04	16.05	8.02	8.03	4.01	4.02		
Office Chair	chairs	7/01/2013	16%	12.00	149.00	23.84	149.00	23.84	125.16	20.02	105.14	16.82	88.32	14.13	74.19		
Starspell	software	16/08/2012	50%	5.00	159.41	33.21	126.20	63.10	63.10	31.55	31.55	15.77	15.78	7.89	7.89		
<b>31-Dec-15</b>																	
Printer	printer	30/01/2015	40%	12.00	548.99	219.60						219.59	329.40	131.79	197.61		
Desktop HP Pavilion	computer	28/01/2015	50%	12.00	1,199.00	599.50						599.50	599.50	299.75	299.75		
Desktop HP Computer	computer	26/08/2015	50%	5.00	1,899.00	353.96						353.95	1,345.05	672.52	672.53		
Trainer Laptop	computer	27/11/2015	50%	2.00	1,202.32	100.19						100.19	1,102.13	551.06	551.07		
<b>Total</b>					<b>9,876.21</b>			<b>1,078.01</b>	<b>4,148.89</b>	<b>2,004.52</b>	<b>2,144.37</b>	<b>1,018.06</b>	<b>1,126.31</b>	<b>1,793.69</b>	<b>3,981.93</b>	<b>1,923.84</b>	<b>2,058.09</b>

\*\* Depreciation rates reference:

[http://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/241112/2013-14-annual-report-and-accounts.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/241112/2013-14-annual-report-and-accounts.pdf)

*M. J. P.*

**Adult Literacy Trust**  
Notes

Notes to the Special Purpose Financial Statements for the year ended 31 December 2015

1. Statement of accounting policies

(a) General Accounting Policies

These special purpose financial statements have been prepared in accordance with the Trust Deed. They are based on the general principles of accounting and the going concern concept.

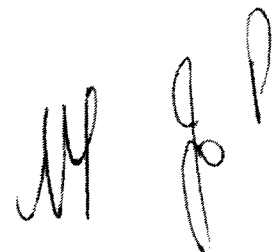
(b) Change in Accounting Policies

There have been no changes to accounting policies in the year ended 31 December 2015

(c) Depreciation Policies

The depreciation method used is that of diminishing value.

2. The Adult Literacy Trust is not registered for GST and therefore the accounts are done on a cash basis. However, in the interests of a clearer picture of the financial situation, the Balance Sheet has been reported on an accrual basis.



# FRANKLIN TAXATION CENTRE

Postal Address:  
P.O. Box 340  
Pukekohe 2340  
www.franklintaxation.co.nz

7 Tobin Street  
Pukekohe 2120  
Telephone (09) 238 7304  
Fax (09) 238 7327  
Email: rodney@franklintaxation.co.nz

## AUDIT REPORT FOR THE YEAR ENDED 31 DECEMBER 2015

### To the Members of the Adult Literacy Practitioners Trust

We have performed an audit the financial report at the request of the Trust Board which provided information about the past financial performance of the Trust and its financial position as at 31 December 2015.

#### Trust Board's Responsibilities

The Trust Board is responsible for the preparation of the financial report which fairly reflects the financial position of the Trust as at 31 December 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 Trust Board 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 Trust Board in the preparation of the financial report, and
- whether the accounting policies are appropriate to the Trust'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.

#### Qualified Opinion

Control over the revenues from subscriptions, conference registrations and koha receipts, prior to being recorded is limited, although these appear to be directly banked, 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 fairly reflects the financial position of the Trust as at 31 December 2015 and the results of its operations for the year ended on that date.

Our audit was completed on 11 March 2016 and our qualified opinion is expressed as at that date.

**FRANKLIN TAXATION CENTRE  
PUKEKOHE**





**Adult Literacy Rural Trust**  
**Special Purpose Financial Statements**  
**For the year ended 31 December 2016**

1. Statement of Financial Performance	Page 1
2. Statement of Financial Position (Balance Sheet)	Page 3
3. Fixed Assets Register /Depreciation schedule	Page 4
4. Notes to the Financial Statements	Page 5
5. Auditor's Report	Page 6

**Adult Literacy Rural Trust**  
**Financial Performance Summary**  
**Year Ended December 2016**

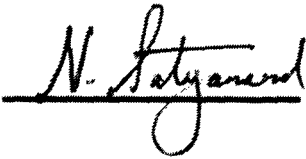
	<u>Jan - Dec 16</u>	<u>Jan - Dec 15</u>
<b>Ordinary Income/Expense</b>		
<b>Income</b>		
<b>4000 · Income</b>		
4001 · Tuition Services	930.97	2,546.86
4002 · Editing Services	0.00	570.00
<b>4004 · Grants &amp; Unconditional Gifts</b>		
40041 · Trust Waikato	6,000.00	3,000.00
40042 · First Sovereign Trust Ltd.	-2.13	488.00
<b>40043 · COGS</b>		
400431 · COGS West Waikato	8,000.00	3,000.00
400432 · COGS South Waikato	0.00	4,000.00
400454 · COGS Tongariro	1,078.00	0.00
400455 · COGS Rotorua	1,078.00	0.00
<b>Total 40043 · COGS</b>	<u>10,156.00</u>	<u>7,000.00</u>
400433 · Endeavour Community Foundation	0.00	1,095.00
400434 · Southern Trust	0.00	9,400.00
400435 · DV Bryant Trust	0.00	1,000.00
400436 · Lottery Grants Board	30,000.00	32,905.00
400438 · Blue Sky Trust	5,200.00	0.00
400441 · Pub Charity	2,574.15	3,534.86
400442 · Infinity Foundation	6,666.66	4,000.00
400443 · WDC Onewhero-Tuakau Discretionar	2,808.44	0.00
400444 · Sky City Hamilton	15,000.00	14,100.00
400445 · Tindall Foundation	0.00	2,000.00
400446 · Gallagher Charitable Trust	0.00	5,000.00
400447 · WEL Energy Trust	0.00	1,500.00
400448 · Len Reynolds Trust	4,500.00	0.00
400449 · Trillian Trust	1,943.00	1,020.00
400450 · James Russel Lewis Trust	2,750.00	0.00
400451 · Bay Trust	3,106.00	0.00
400452 · Foundation North	3,000.00	0.00
400453 · Norah Howell CT	4,000.00	0.00
400456 · Rata Foundation	4,312.00	0.00
400457 · A.N.Z. Staff Foundation	4,000.00	0.00
<b>Total 4004 · Grants &amp; Unconditional Gifts</b>	<u>106,014.12</u>	<u>86,042.86</u>
<b>4005 · Donation</b>		
40051 · Trustee Donation	5,164.38	5,160.00
40052 · Give a Little	139.50	0.00
<b>Total 4005 · Donation</b>	<u>5,303.88</u>	<u>5,160.00</u>
<b>Total 4000 · Income</b>	<u>112,248.97</u>	<u>94,319.72</u>
<b>Total Income</b>	<u>112,248.97</u>	<u>94,319.72</u>
<b>Gross Profit</b>	112,248.97	94,319.72
<b>Expense</b>		
6030 · Accounting	1,799.19	1,382.93
6120 · Banking charges	555.39	527.01
61201 · Board Meetings	0.00	54.00
6126 · Communication	1,115.11	1,352.30
6130 · Conferences	125.44	1,077.50
6150 · Depreciation Expense	2,433.84	1,793.69

**Adult Literacy Rural Trust**  
**Financial Performance Summary**

<b>Year Ended December 2016</b>		
6160 · Dues and Subscriptions	44.44	51.11
6175 · Expensed Equipment	0.00	1,412.49
6241 · Head Office Expenses	94,214.73	38,072.85
6245 · Payroll Expenses	507.87	33.90
6270 · Professional Fees	0.00	66.00
6300 · Repairs and Maintenance	674.77	0.00
6335 · Subscriptions - professional	105.00	0.00
6870 · Training - staff and volunteers	7,920.91	13,033.16
6880 · Tuition Services	7,744.78	4,990.11
6899 · Volunteer Expenses	<u>2,179.30</u>	<u>270.56</u>
<b>Total Expense</b>	<u>119,420.77</u>	<u>64,117.61</u>
<b>Net Ordinary Income</b>	<u>-7,171.80</u>	<u>30,202.11</u>
<b>Net Income</b>	<u><u>-7,171.80</u></u>	<u><u>30,202.11</u></u>

Verified as a true and fair view on behalf of the Adult Literact Rural Trust

Signed:

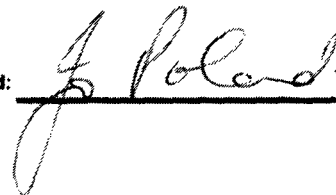


Vijay Satyanand

Position: Chairperson

Date 24/01/2017

Signed:



Jo Poland

Executive Trustee/Manager

24/01/2017

Accrual Basis

**Adult Literacy Rural Trust**  
**Balance Sheet Prev Year Comparison**  
 Financial Year ending December 31, 2016

	<u>Dec 31, 16</u>	<u>Dec 31, 15</u>
<b>ASSETS</b>		
<b>Current Assets</b>		
Restricted Funds	29,039.69	35,620.83
Unrestricted Funds	1,923.27	2,452.06
<b>Chequing/Savings</b>		
1021 · Adult Literacy Trust 00	30,962.96	37,947.51
1022 · Paypal	0.00	125.38
<b>Total Chequing/Savings</b>	<u>30,962.96</u>	<u>38,072.89</u>
<b>Accounts Receivable</b>		
11001 · AUD Accounts Receivable	0.01	0.01
<b>Total Accounts Receivable</b>	<u>0.01</u>	<u>0.01</u>
<b>Total Current Assets</b>	<u>30,962.97</u>	<u>38,072.90</u>
<b>Fixed Assets</b>		
<b>1050 · Fixed Assets</b>		
Depreciation	(8,328.12)	(5,894.28)
Opening Value	5,226.90	5,226.90
10501 · Printer	548.99	548.99
10502 · Desktop HP Pavilion	1,199.00	1,199.00
10503 · Desktop HP Computer	1,699.00	1,699.00
10505 · Trainer Laptop	1,202.32	1,202.32
10506 · Volunteer Computer	1,020.00	0.00
<b>Total 1050 · Fixed Assets</b>	<u>2,568.09</u>	<u>3,981.93</u>
<b>Total Fixed Assets</b>	<u>2,568.09</u>	<u>3,981.93</u>
<b>TOTAL ASSETS</b>	<u><u>33,531.06</u></u>	<u><u>42,054.83</u></u>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Credit Cards</b>		
23000 · Credit Card at ASB Bank Lim	48.14	137.85
<b>Total Credit Cards</b>	<u>48.14</u>	<u>137.85</u>
<b>Other Current Liabilities</b>		
24000 · Payroll Liabilities		
24001 · PAYE tax	672.02	1,373.05
24003 · Student Loan Repayments	78.84	369.36
<b>Total 24000 · Payroll Liabilities</b>	<u>750.86</u>	<u>1,742.41</u>
25500 · Tax Payable		
255001 · GST Payable	(270.71)	0.00
<b>Total 25500 · Tax Payable</b>	<u>(270.71)</u>	<u>0.00</u>
<b>Total Other Current Liabilities</b>	<u>480.15</u>	<u>1,742.41</u>
<b>Total Current Liabilities</b>	<u>528.29</u>	<u>1,880.26</u>
<b>Total Liabilities</b>	528.29	1,880.26
<b>Equity</b>		
32000 · Equity from previous years	40,134.18	9,932.07
Net Income	(7,171.80)	30,202.11
<b>Total Equity</b>	<u>32,962.38</u>	<u>40,134.18</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>33,490.67</u></u>	<u><u>42,014.44</u></u>

Verified as a true and fair view on behalf of the Adult Literacy Rural Trust

Signed:



Vijay Sanyal

Position: Chairperson

Date 24-01-17

Signed:



Jo Poland

Executive Trustee/Secretary

Date 24-01-17

## Adult Literacy Trust

## Schedule of Fixed Assets Depreciation

## Closing Date

## For the first 5 years

Assets Description	Asset Category	Purchase date	**Dep'n Rate %	31-Dec-12		December 31, 2012		December 31, 2013		December 31, 2014		December 31, 2015		December 31, 2016			
				No. of months	Original Cost	Dep'n Expense	Diminishing Value	Dep'n Expense	Diminishing Value	Dep'n Expense	Diminishing Value	Dep'n Expense	Diminishing Value	Dep'n Expense	Diminishing Value		
5 laptops - student	computer	15/11/2012	50%	2.00	1,300.00	108.33	108.33	1,191.67	595.83	595.84	297.92	297.92	148.96	148.96	74.48	74.48	
ACT Software	software	11/05/2012	50%	8.00	480.70	160.23	160.23	320.47	160.23	160.24	80.12	80.12	40.06	40.06	20.03	20.03	
Admin Computer 1	computer	10/05/2012	50%	8.00	1328.98	442.99	442.99	885.99	442.99	443.00	221.50	221.50	110.75	110.75	55.37	55.38	
Admin Computer 2	computer	23/08/2012	50%	5.00	900.00	187.50	187.50	712.50	356.25	356.25	178.12	178.13	89.06	89.07	44.53	44.54	
Admin Tablet	computer	25/08/2012	50%	5.00	598.81	124.75	124.75	474.06	237.03	237.03	118.51	118.52	59.26	59.26	29.63	29.63	
Colour Laser Printer	printer	7/12/2012	40%	1.00	199.00	6.63	6.63	192.37	76.94	115.43	46.17	69.26	27.70	41.56	16.52	24.94	
MS Office 2012	software	27/08/2012	50%	5.00	41.00	8.54	8.54	32.46	16.23	16.23	8.11	8.12	4.06	4.06	2.03	2.03	
MS Project 2013	software	20/11/2012	50%	2.00	70.00	5.83	5.83	64.17	32.08	32.09	16.04	16.05	8.02	8.03	4.01	4.02	
Office Chair	chairs	7/01/2013	16%	12.00	149.00	23.84		149.00	23.84	125.16	20.02	105.14	16.82	88.32	14.13	74.19	
Starspell	software	16/08/2012	50%	5.00	159.41	33.21	33.21	126.20	63.10	63.10	31.55	31.55	15.77	15.78	7.89	7.89	
<b>31-Dec-15</b>																	
Printer	printer	30/01/2015	40%	12.00	548.99	219.60						219.59	329.40	131.79	197.61		
Desktop HP Pavilion	computer	28/01/2015	50%	12.00	1,199.00	599.50						599.50	599.50	299.75	299.75		
Desktop HP Computer	computer	26/08/2015	50%	5.00	1,699.00	353.96						353.95	1,345.05	672.52	672.53		
Trainer Laptop	computer	27/11/2015	50%	2.00	1,202.32	100.19						100.19	1,102.13	551.06	551.07		
<b>31-Dec-16</b>																	
Volunteer Computer	computer	14/01/2016	50%	12.00	1,020.00	510.00								510.00	510.00		
<b>Total</b>					<b>9,876.21</b>			<b>1,078.01</b>	<b>4,148.88</b>	<b>2,004.52</b>	<b>2,144.37</b>	<b>1,018.06</b>	<b>1,126.31</b>	<b>1,798.69</b>	<b>3,982.99</b>	<b>2,488.84</b>	<b>2,368.09</b>

\*\* Depreciation rates reference:

<https://interact2.id.govt.nz/terms/depr-rates/>

**Adult Literacy Rural Trust****Notes**

Notes to the special Purpose Financial Statement for the year ended 31<sup>st</sup> December 2016

1. Statement of Accounting policies
  - a) General Accounting Policies.

These special purpose financial statements have been prepared in accordance with the Adult Literacy Rural Trust Deed. They are based on the general principles of accounting and the going concern concept.
  - b) Change in Accounting Policies.

There have been no changes to accounting policies in the year ended 31<sup>st</sup> December 2016
  - c) Depreciation Policies.

The depreciation method used is that of diminishing value.
2. The Adult Literacy Rural Trust was registered for GST on 1<sup>st</sup> April 2016.
3. In order for our reports to conform with Tier 3 and 4 of the Charities Service-Tier 3 and 4 reporting standards, the Adult Literacy Rural Trust has changed to reporting both Profit and Loss and Balance Sheet by accrual. This is not necessary at our current level of funding but was regarded as a good practice to establish, in preparation for when our funding increases.



# CERTIFICATE OF INCORPORATION

**ADULT LITERACY RURAL TRUST**

**2551617**

This is to certify that ADULT LITERACY TRUST was incorporated under the Charitable Trusts Act 1957 on the 9th day of August 2011 and changed its name to ADULT LITERACY RURAL TRUST on the 12th day of July 2016.

*Mandy McDonald*

Registrar of Incorporated Societies  
14th day of July 2016



For further details visit [www.societies.govt.nz](http://www.societies.govt.nz)

Certificate printed 14 Jul 2016 13:49:50 NZT

**From:** Charities Service - Info [mailto:CharitiesService-Info@dia.govt.nz]  
**Sent:** Thursday, 4 August 2016 1:47 p.m.  
**To:** 'Adult Literacy Rural Trust - Jo Poland' <jo@adulthoodliteracy.ws>  
**Subject:** RE: Updated Detail Approval

Kia ora Jo

Thank-you for your email.

Unfortunately we have ceased issuing certificates of registration for the following reasons:

- they are not required to be issued by the Charities Act (2005) and therefore have no legal standing
- there is a risk of potential misuse by charities who may no longer be registered by us.
- the Charities Commission no longer exists we are unable to issue registration certificates under the Commissions banner.

Queries regarding the charity can be directed to our website, where the registration status of the charity is displayed along with other information that has been provided to us.

I can confirm that **Adult Literacy Rural Trust** was and continues to be registered as a charitable entity under the Charities Act 2005 on 10 August 2011.

**NB: Please submit this email to your funders for confirmation that we are unable to provide certificates of registration.**

Registration number: **CC47324**

For further guidance or information, please visit [www.charities.govt.nz](http://www.charities.govt.nz) or contact us on our free information line 0508 242 748 or email [info@charities.govt.nz](mailto:info@charities.govt.nz)

Kind regards,





**Selina (Sel) Burkett** | Customer Support Officer  
**Charities Services** | Ngā Rātonga Kaupapa Atawhai  
120 Victoria Street, Wellington | PO Box 30-112, Lower Hutt 5040  
[www.charities.govt.nz](http://www.charities.govt.nz) | [www.dia.govt.nz](http://www.dia.govt.nz)



*Do you know about the new reporting standards for registered charities? Find out more on our [website](#).*



## Trustee Profiles

	<p>Richard Winch - Chairperson</p> <p>Respected businessman with particular success in Information Technology management and in business process troubleshooting, and project recovery, especially in the IT sector. Has worked for IBM, Baycorp, Ford (US), Telstra and World Pay, amongst others. He is a founding trustee.</p>
	<p>Vijay Satyanand – Vice Chairperson</p> <p>Consultant. Vijay brings a wealth of experience from the areas of strategic planning, logistics, event management, group facilitation &amp; mediation. He has a deep regard for the work that is carried out by the Adult Literacy Trust and is committed to the Trust's success. Vijay is a founding Trustee &amp; the current Vice-Chairperson. Vijay is the brother of Arnand Satyanand, a past governor general, and brings the same enthusiasm, skill and integrity with him.</p>
	<p>Jo Poland (aka Jo Buchanan) – Secretary</p> <p>Active in adult literacy since 1994, previously manager of Auckland Adult Literacy Inc, which grew from one center to four centers under her management (2000 – 2007). Was a Literacy Aotearoa national tutor trainer from 2000 to 2006, but training and supervising tutors in the Auckland area from 1997. Qualified NZQA assessor and moderator, she has a BA in Education, Psychology and Computer Science, and a graduate diploma in Language Teaching to Adults. There was a career gap between 2007 and 2011 because Jo made the decision to become guardian to her P-addict niece's triplets, then 18 months old, now 10 and at school. She is a founding trustee of the Adult Literacy Rural Trust, a charitable trust that provides literacy tuition for free to isolated rural adults who cannot get to other literacy centres.</p> <p>Jo is also the manager of the Adult Literacy Rural Trust.</p>
	<p>Barry O'Donnell - Treasurer</p> <p>University Degree in Commerce. Qualified as an Accountant (but has not worked at that for nearly 30 years). Accountant with Deloitte in England for 3 years, Finance manager in Middle East for 5 years, Accountant/Company Secretary in NZ for 4 years. Group GM Administration for NZ Dairy Group for 15 years – heavily involved in industry restructure. Director of Shareholder Services for Fonterra for 3 years, including responsibility for the tanker fleet, managing 1750 staff. Retired for 10 years but doing consulting work mostly in the dairy industry with assignments having been in NZ, Australia, USA, Chile and Russia. Barry joined the Trust in October 2015.</p>

### Open Meeting

<b>To</b>	Discretionary & Funding Committee
<b>From</b>	Tony Whittaker General Manager Strategy & Support
<b>Date</b>	15 March 2017
<b>Prepared by</b>	Lianne van den Bemd Community Development Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference#</b>	1694736
<b>Report Title</b>	Application for Funding – Matangi Community Committee

## I. EXECUTIVE SUMMARY

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The purpose of this report is to present the deferred application for funding from the Matangi Community Committee towards the cost of a closed circuit television (“CCTV”) project.

The above application request was deferred to allow for further information regarding the need to install CCTV cameras in Matangi with support from the New Zealand Police.

Phil Bell of the Hamilton Police Crime Prevention Team has been in contact with the Matangi Community Committee and has advised them of the following:

- Cameras would be an asset and the best location would be on a pole located near the T junction in the Matangi township.
- That, from his experience, cameras would be seldom used, but would act as a deterrent for specific issues – e.g. boy racers.
- That CCTV cameras are most useful when there is one entry/exit point.
- That a designated resident could access and monitor the recording.
- He emphasised that residents also need to increase their own security rather than rely on community cameras, and that there is a way to turn an old mobile into a surveillance camera in your own home <https://alfred.camera/>. As the record is captured by WiFi even if the “thief” finds and destroys it there will be an opportunity for facial recognition when they do so.

## 2. RECOMMENDATION

---

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

**AND THAT** an allocation of \$..... is made to the **Matangi Community Committee** towards the cost of the **CCTV** project;

**OR**

**AND THAT** the request from the **Matangi Community Committee** towards the cost of the **CCTV** project is declined / deferred until ..... for the following reasons:

## 3. BACKGROUND

---

The Matangi Community Committee wants to purchase new CCTV security surveillance systems for the Matangi community.

The following locations (as part of phase one) have been identified by the Committee and the Hamilton Police Crime Prevention Team for the installation of security cameras.

### Phase one

Two cameras to be mounted on a new pole at the T junction location in the Matangi township -to capture activity in each direction on Tauwhare Road.

The application relates to phase one. Phase two is still requires further investigation.

The proposal has been identified further with the assistance of Hamilton Police Crime Prevention Team as being needed to reduce anti-social behaviour in the Matangi community. This ensures when incidents do occur the cameras may be able to assist in matters being resolved appropriately.

Council staff have advised the Matangi Community Committee of the establishment of a new Waikato District Crime Prevention Camera Trust. It is recommended that consideration be given to include the camera surveillance system in Matangi under the new Trust. Council will engage with the Committee on this matter when suitable.

## 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 \$4,867.95. The Matangi Community Committee is seeking funding of \$4,867.95 towards the total cost phase one of the project. The Committee has discussed the quote with the supplier. There will be very little difference in cost with the change location of the cameras.

GST Registered	No
Set of Accounts supplied	N/A
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 community 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 Discretionary and Funding Committee is required with regard to this funding request.

## 8. ATTACHMENTS

---

Application for Funding - Matangi Community Committee

## 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

13 OCT 2016

Waikato District Council

### 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

Matangi Community Committee

#### What is your organisation's purpose?

Consult and submit to the Community Plan. Actively promote community projects and facilities with council to improve the village and area for people who do and will live here.

#### Address: (Postal)

C/- Secretary  
Kitty Burton  
419 Tauwhare Road  
RD 3  
Hamilton 3283

#### Address: (Physical if different from above)

#### Contact name, phone number/s and email address

Kitty Burton 07 8295806 burton@hnpl.net

Ishad Nabi 07 8295876 [nabi@xtra.co.nz](mailto:nabi@xtra.co.nz)

Charities Commission Number: (If you have one)

Are you GST registered?      No      GST Number \_\_\_/\_\_\_/\_\_\_

Bank account details – will be provided when required – we will need to open an account to receive these funds. As we are not a fundraising organisation we do not have any audited accounts

\_\_\_/\_\_\_/\_\_\_

Bank \_\_\_\_\_ Branch \_\_\_\_\_

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)

Following a theft from a business premise local businesses proposed the installation of a mounted CCTV camera to observe street activity in the village that is able to clearly identify faces and number plates to deter vandalism or other disruption.

Proposal is to mount 2 cameras on the Four Square store to capture activity in each direction on Tauwhare Road.

Subsequent installation of a camera on Matangi Road will be considered.

Who is involved in your event / project?

Matangi Community Committee and Four Square Store owners Robyn and Ishad Nabi with support of other local business owners.

**How many volunteers are involved?**

**What other groups are involved in the project?**

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

The proposal was put to the community and support for the cameras has been strong.

The quote was discussed in detail on a meeting held on 29 September and all agreed to support the application for funding.

Knowledge that a deterrent is in place to discourage anti social activity and ensure any incidents that do occur may be able to be resolved with the evidence available from the CCTV were the main reasons for support.

Initial questions regarding the siting of the cameras have been resolved by the proposal to place them on the Four Square building with the owners accepting responsibility for the power to and security of the cameras.

The cameras offer online access to the footage captured and should funding for the work be approved finalisation of responsibility for authorised access to the to the information in line with council policy will be confirmed.

### 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)
<b>TOTAL COST OF THE PROJECT/EVENT</b>	\$4867.95.	\$
<b>Existing funds available for the project</b> <b>Total A</b>	<b>\$0</b>	<b>\$</b>

#### Funding being sought from Waikato District Council

<b>Project Breakdown</b> (itemised costs of funding being sought) <i>If there is insufficient space below please provide a breakdown of costs on an additional sheet.</i>	\$	\$
2MP-10X Motorized Starlight Bullet, 50m IR, IPC262EFW-DUZ camera	\$ 1249	\$
Uniview 2MP-22X Motorized Starlight Bullet, 100m IR, IPC262ER9-X10DU camera	\$ 1849	\$
Labour, conduit and cable cost to install the two registration plate cameras and NVR	\$ 380	\$
4k NVR and a 1600 VA UPS	\$ 755	\$
	\$	\$
GST	\$	\$
<b>Total Funds being sought from WDC</b> <b>Total B</b>	<b>\$4867.95.</b>	<b>\$</b>

Has funding been sought from other funders?

No

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

a) Nil	\$ _____	\$ _____
b)	\$ _____	\$ _____
c)	\$ _____	\$ _____
d)	\$ _____	\$ _____
<b>Total of other funds being sought</b> <b>Total C</b>	<b>\$ _____</b>	<b>\$ Nil _____</b>

<b>Total Funding Applied for</b> (Add totals A, B & C together to make Total D) <i>Note : This total should equal the Total Cost of the Project/Event</i>	<b>Total D</b> \$ 4867.95. _____	<b>\$</b>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------	-----------

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



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**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

Signed: \_\_\_\_\_ Name: \_\_\_\_\_

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

Signature: *G. V. Moberg* Date: 10.10.16

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

Signature: *K. B. T.* Date: 10.10.16

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	N/A
Enclosed an encoded deposit slip to enable direct credit of any grant payment made	N/A
Enclosed a copy of any documentation verifying your organisations legal status	X
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	N/A
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.

**Kitty And Dave Burton**

---

**From:** securenet [secranet.systems@xtra.co.nz]  
**Sent:** Thursday, 6 October 2016 9:54 p.m.  
**To:** 'Kitty And Dave Burton'  
**Subject:** RE: Matangi community CCTV

Hi Kitty

I have just double checked the figures, yes that is correct and with a three year warranty on the CCTV gear and twelve month warranty on the UPS.

Cheers

Terry,

---

**From:** Kitty And Dave Burton [mailto:burton@hnpl.net]  
**Sent:** Thursday, 6 October 2016 9:27 p.m.  
**To:** secranet.systems@xtra.co.nz  
**Cc:** 'Robyn Nabi'  
**Subject:** RE: Matangi community CCTV

Hi Terry

Sorry – me again

Is this correct?

<b>Project Breakdown (itemised costs of funding being sought)</b> <i>If there is insufficient space below please provide a breakdown of costs on an additional sheet.</i>	\$	
2MP-10X Motorized Starlight Bullet, 50m IR, IPC262EFW-DUZ camera	\$ 1249	\$
Uniview 2MP-22X Motorized Starlight Bullet, 100m IR, IPC262ER9-X10DU camera	\$ 1849	\$
Labour, conduit and cable cost to install the two registration plate cameras and NVR	\$ 380	\$
4k NVR and a 1600 VA UPS	\$ 755	\$
	\$	\$
GST	\$ 634	\$
<b>Total Funds being sought from WDC</b> <b>Total B</b>	<b>\$4867.95.</b>	<b>\$</b>

Thanks

Kitty

---

**From:** Kitty And Dave Burton [mailto:burton@hnpl.net]  
**Sent:** Thursday, 6 October 2016 9:09 p.m.  
**To:** 'secranet.systems@xtra.co.nz'  
**Cc:** 'Robyn Nabi'  
**Subject:** RE: Matangi community CCTV

Hi Terry

At this stage we will apply for funding as per your quote below only for the Four Square location.

As I understand it \$4,233.00 plus gst. is the full cost of this option.

Thanks

Kitty

**From:** Robyn Nabi [mailto:nabi@xtra.co.nz]  
**Sent:** Wednesday, 5 October 2016 10:03 p.m.  
**To:** burton@hnpl.net  
**Subject:** Fw: Matangi community CCTV

----- Original Message -----

**From:** [securenet](#)  
**To:** 'Robyn Nabi'  
**Sent:** Wednesday, October 05, 2016 10:03 AM  
**Subject:** RE: Matangi community CCTV

Hi Kitty, Dave, Robin and Ishad

1. The cameras are powered by electricity and can be solar powered but in most cases including this one, a mains 240vac supply is more cost effective and reliable.
2. There are two possible camera mounting locations for the registration plate cameras;
 

The most cost effective is to mount them on the awning of the 4 square supermarket as the cameras would be powered direct from the recording NVR with the power being supplied from the 4 square. The current draw is very low so is unlikely to be noticed as an increase on the power bill. The 4 square business is the most secure and practical location for the recording system.

The labour, conduit and cable cost to install the two registration plate cameras and NVR on this location would be not greater than \$380.00 plus gst.

The second location requires a pole to be located opposite the entrance to Matangi Rd, under the power lines by the shrubs. As your local lines company may have to be involved in this, I would suggest they could donate a second hand wooden pole, as they are bound to have one that can be shortened down for this location.

This position gives a direct view along Matangi Rd for one camera and the second camera would view west on Tauwhare Rd. this location would be the preferred one but is considerably more expensive and potentially more complicated as you would have to get a site survey done to check for possible services in the ground where the pole would be located, permission and height approval from the lines company, and a guaranteed power supply either from the owner of the factory or from the power pole next to the shrubs, some lines companies and district councils work very well together on community projects regarding lighting and CCTV, while others leave a lot to be desired so all I can quote at this stage for this option at short notice is the known materials that we would supply; IP Link and mount, IP Rated housing and pole mount for power supplies for IP Link, POE switch for cameras and 240vac power points. Conduit, saddles and glands and labour to install and program equipment and height equipment hire. Not greater than \$1,500.00 plus gst. This does not include UPS Power backup.

The cameras A and B Quoted in the previous email are for the registration plate use.

Some District Councils have the camera power connected to the light pole feeds and the cost to run these cameras is included in the running costs of the street lighting.

As for the school road frontage area camera, camera C quoted, there is a street light power pole on the south corner of the school property that could be used if allowed but we would have to have the lines Co involved, overall it would be cost effective to use this pole and our install cost here would be not greater than \$1,400.00 plus gst. Does not include UPS.

A second mount option would be to mount the camera under the eave of the Recreation and Cultural Centre building south wall, looking across the courts toward the road frontage of the school and mounting the IP Link on the west apex of the roof to get the image back to the 4 square building NVR.

We would power the equipment direct from the school.

Our install cost for this option would be no greater than \$950.00 plus gst

So to sum up the cost to supply and install the cameras A and B and the 4k NVR and a 1600 VA UPS on and at the 4 square building would be \$4,233.00 plus gst.

To add the school camera C, and the IP Link too the 4 square building including a 1600 VA UPS at the school building would cost another \$1,200.00 plus gst.

Total inc gst would be \$6,247.95.

Please call me on 0274202026 or email if you have any further questions.

Kind Regards,

Terry Johnson,

CEO Securenet Security Systems Ltd.

---

**From:** Robyn Nabi [<mailto:nabi@xtra.co.nz>]  
**Sent:** Friday, 30 September 2016 7:42 p.m.  
**To:** [secranet.systems@xtra.co.nz](mailto:secranet.systems@xtra.co.nz)  
**Subject:** Fw: Matangi community CCTV

----- Original Message -----

**From:** [Kitty And Dave Burton](#)  
**To:** 'Robyn Nabi'  
**Sent:** Thursday, September 29, 2016 9:45 PM  
**Subject:** RE: Matangi community CCTV

Hi Ishad and Robyn

We had a good discussion tonight and are keen to make an application to Council for funding to support this project.

There were a number of questions raised that hopefully you can get answers to for me

So –

1. How are the cameras powered and if by electricity where is that supplied from, what would be the ongoing cost how would that be organised if the cameras are on a pole?
2. Is there a solar powered version?
3. If there is a pole in a good location how do we know if we can use it for the cameras?
4. Can we have a full itemised quote including installation costs?
5. I need to submit the application by 7 October. Can I have the information and quote before then?

Thank you for all your work on this to date

Look forward to hearing from you.

If you want to catch up please give me a call – 0273411906.

Thanks

Kitty

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**From:** Kitty And Dave Burton [<mailto:burton@hnpl.net>]  
**Sent:** Thursday, 22 September 2016 7:36 a.m.  
**To:** 'Robyn Nabi'  
**Subject:** RE: Matangi community CCTV

Thanks Robyn

Kitty

**From:** Robyn Nabi [<mailto:nabi@xtra.co.nz>]  
**Sent:** Wednesday, 21 September 2016 8:11 p.m.  
**To:** [burton@hnpl.net](mailto:burton@hnpl.net)  
**Subject:** Fw: Matangi community CCTV

----- Original Message -----

**From:** [securenet](mailto:securenet)  
**To:** [nabi@xtra.co.nz](mailto:nabi@xtra.co.nz)  
**Sent:** Monday, September 19, 2016 7:06 PM  
**Subject:** Matangi community CCTV

This email contains PDF's showing some of our range of three year warranty digital cameras and recording NVR's, which are designed for community, road overview and vehicle registration plate recording. This UNV product range is imported by CR Kennedy NZ Ltd, a reputable Australasian Company that I have dealt with for CCTV supplies for over 20 years now.

The UNV products compete very well against the other high end products that CR Kennedy supply, like LG and the top of the range German product Dallmeier, at a fraction of the price, and CR Kennedy's range of products are as good as anything else on the New Zealand market today.

This product is also free of any set up ongoing licensing costs.

With the use of wireless IP Links, we can easily place cameras to cover any areas of concern, so long as power is available to run the equipment and we can have line of site between the links.

If the recording NVR is placed where there is suitable internet, the cameras can be easily accessed with password via a free cloud based APP.

As you read this the latest 4K resolution with H265 data compression recording NVR's and cameras are being released onto the market, so I have quoted these products.

The first two cameras listed here could be mounted on the concrete pole on the southern side of the Tauwhare road, opposite Matangi road by the old dairy factory with camera A viewing the intersection and camera B covering the Tauwhare road too the west.

It was mentioned that the school needed a camera so Camera C is an option that could be mounted on the roof of the school building on the church side of the tennis courts with 90 degree coverage of the road frontage and the courts but we would have to check for IP Link line of site back to the intersection block of shops.

We recently installed an 8 channel 2MP H 264 Uniview CCTV system for the Pirongia School, using our standard day/night cameras and the Principal Jan Cullen is very happy with the value for money spent. They added cameras as the budget allowed with the 8<sup>th</sup> camera to be installed when a new building block is completed. This option may be better for the school as there is a run out special on this range for this month with 2MP cameras from as little as 175.00 plus gst up too 399.00 plus gst.

A The Uniview 2MP-10X Motorized Starlight Bullet, 50m IR, IPC262EFW-DUZ camera will cost you \$1,249.00 plus gst.

B The Uniview 2MP-22X Motorized Starlight Bullet, 100m IR, IPC262ER9-X10DU camera will cost you \$1,849.00 plus gst.

C The Uniview 2MP-4X Optical zoom/Auto Focus Starlight vandal dome inc wall mount bracket  
 IPC3232ER3-DUVZ will cost you \$1,400.00 plus gst

The latest 4K 302 8 channel H265 NVR WITH 3TB of Hdd will cost you \$ 885.00 plus gst

The Ubiquity IP devices will cost you \$95.00 plus gst per end of link, plus mount poles and stays etc if required.

For Community projects e.g. schools, RSA's, Sports clubs and the Police we work on a minimum profit margin and charge a low labour rate of \$48.00 per hour. We purchase our product cash up front to get the best prices so would expect the hardware to be paid for up front, with cable, conduit, expendables and labour paid 7 days after the satisfactory completion of the installation and training.

The hire age cost of OSH related equipment if required, is passed on at cost price and we are happy to use your preferred supplier for this equipment.

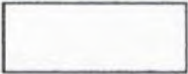
Also with community projects we are happy to have assistance from anyone in your community that can offer competent expertise, under our guidance and supervision to assist with this type of work as a way of donated time etc, to keep the project costs down,

How most communities used to do things in the good old days.

If you have any questions you can contact Terry Johnson, Securenet Security Systems Ltd on 027 4202026 or email [secranet.systems@xtra.co.nz](mailto:secranet.systems@xtra.co.nz)



This email has been checked for viruses by Avast antivirus software.  
[www.avast.com](http://www.avast.com)



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[www.avast.com](http://www.avast.com)



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[www.avast.com](http://www.avast.com)

### Open Meeting

<b>To</b>	Discretionary & Funding Committee
<b>From</b>	Tony Whittaker General Manager Strategy & Support
<b>Date</b>	06 March 2017
<b>Prepared by</b>	Lianne van den Bemd Community Development Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference#</b>	1690860
<b>Report Title</b>	Application for Funding – Raglan Returned and Services Association Inc.

## 1. EXECUTIVE SUMMARY

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The purpose of this report is to present an application for funding from Raglan Returned and Services Association Inc. towards the Anzac Day Ceremony in April 2017.

## 2. RECOMMENDATION

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

**AND THAT** an allocation of \$..... is made to the **Raglan Returned and Services Association Inc.** towards the **Anzac Day Ceremony in April 2017**;

**OR**

**AND THAT** the request from the **Raglan Returned and Services Association Inc.** towards the **Anzac Day Ceremony in April 2017** is declined / deferred until ..... for the following reasons:

## 3. BACKGROUND

---

The Raglan Returned and Services Association Inc. is hosting the annual Anzac Day Ceremony in April 2017.

The organisers envisage that a cross section of the community, including the Raglan Fire Brigade and Raglan St John, will be in attendance. Representation from 161 Battery, NZ Army will also be attendance.



There will be an opportunity for those who attend to pay their respects to the personnel of WWI, WW2, the Korean war and the Vietnam War.

Refreshments will be provided for all of those who attend.

The event will take place on 25 April 2017.

#### **4. OPTIONS CONSIDERED**

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- 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 \$1,900.00. The Raglan Returned and Services Associations Inc. are seeking funding of \$1,900.00 towards the cost of the 2017 ANZAC Day ceremony.

GST Registered			Yes
Set of Accounts supplied			Yes
Previous funding has been received by this organisation			Yes
Discretionary & Funding Committee	ANZAC Day ceremony	March 2016	\$1,800.00
Discretionary & Funding Committee	ANZAC Day ceremony	October 2015	\$1,500.00

#### **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 Returned and Services Associations Inc.



939 [signature]

# 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.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- The checklist on page 5 needs to be completed.

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 RETURNED AND SERVICES ASSN INC

What is your organisation's purpose?

Catering to the needs of Returned and Service members of the Raglan RSA.

Address: (Postal)

PO Box 173, Raglan. 3265

Address: (Physical if different from above)

40 Raglan Club  
22/24 Bow street, Raglan

Contact name, phone number/s and email address

Noleen McCathie      Sec/Tres.  
07 825 8521      nmccathie@xtra.co.nz

Charities Commission Number: (If you have one)

—

Are you GST registered? No  Yes  GST Number \_\_\_/\_\_\_/\_\_\_

Bank account details 03 115 63 100 283 51 100 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  Healthy  Vibrant

### Section 3 – Your event/project

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

Annual Anzac Day Parade and Ceremony Service.  
Bow Street Cenotaph  
Catering refreshments to all who attend.

Who is involved in your event / project?

Raglan RSA members, Representation from 161 Battery, NZDF.  
General public

How many volunteers are involved?

Up to 50.

What other groups are involved in the project?

Maori Wardens, Fire Brigade, St John, Pipe Band,  
School Students

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

The opportunity for all to pay their respects to the  
personnel of WW1, WW2, Korean War and the  
Vietnam War,

### 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	<b>GST Inclusive Costs</b> (use this column if you are not GST registered)	<b>GST Exclusive Costs</b> (use this column if you are GST registered)
<b>TOTAL COST OF THE PROJECT/EVENT</b>	\$ 1900.00	\$
<b>Existing funds available for the project</b> <b>Total A</b> Include any projected income i.e. ticket sales, merchandise etc.	\$ —	\$

#### Funding being sought from Waikato District Council

<b>Project Breakdown</b> (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet.	\$	\$
Catering etc	\$ 800.00	\$
Wreath Competition	\$ 400.00	\$
Sound System	\$ 100.00	\$
Parade Expenses	\$ 300.00	\$
Maori Wardens	\$ 100.00	\$
Raglan Area School	\$ 200.00	\$
<b>Total Funds being sought from WDC</b> <b>Total B</b>	\$ 1900.00	\$

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)	\$ _____	\$ _____
<b>Total of other funds being sought</b> <b>Total C</b>	\$ _____	\$ _____

<b>Total Funding Applied for</b> (Add totals A, B, and C together to make Total D) <b>Total D</b> <b>Note : This total should equal the Total Cost of the Project/Event</b>	\$ 1900.00	\$
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Describe any donated material / resources provided for the event/project:

Nil.

**Section 5 – Previous Funding Received from Waikato District Council**

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

What Board/ Committee	Type of Project/Event	Date received	Amount
W.D.C. Discretionary Funding	2016 Anzac Parade	20/4/16	1800
W.D.C. "	2015 Anzac Parade	10/12/14	1500

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: John Date: 19.1.17

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

Signature: Rachel Date: 19.1.17

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

RAGLAN RETURNED AND SERVICES ASSN INC**Financial Statement for the Year 1 January 2016 to 31 December 2016****Westpac Welfare Account :**

<b>Balance as at 1 January 2016</b>		<b>\$ 4,354.77</b>
<b>Income :</b>		
	Anzac Day Poppy Sales	3648.30
	Donations	803.80
	Interest from Term Deposits	849.99
	Christmas Lunch & Raffle	<u>634.00</u>
		<b>+ 5,936.09</b>
<b>Expenditure :</b>		
	Welfare Expenses	699.52
	Firewood – D Williams 140	
	L Malby <u>140</u>	280.00
	Purchases of Poppies	381.57
	Christmas Lunch	660.00
	Donation – Raglan House	300.00
	Armistice Day Expenses	<u>70.10</u>
		<b>- 2,391.19</b>
	Transfer to Short Term Deposit	<u>- 5,000.00</u>
<b>Balance as at 31 December 2016</b>		<b><u>\$ 2,899.67</u></b>

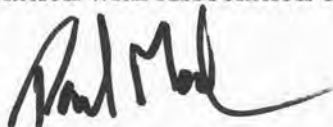
(Excess Income over Expenditure = \$ 3,544.90)

**Term Deposits as at 31 December 2016 :-**

<b>Long Term Deposit, Maturity 3 March 2017</b>	<b>\$ 16,000.00</b>
<b>Short Term Deposit, Maturity 20 March 2017</b>	<b>\$ 12,500.00</b>

**I have examined the records of the Raglan District RSA and I am of the opinion that the above Financial Statements reflects the position of the Association for the period 1 January 2016 to 31 December 2016.**

**I have not association with Association except in the capacity of Honorary Auditor.**



**Paul Masters  
January 2017**

**RAGLAN RETURNED AND SERVICES ASSN INC****Financial Statement for the Year 1 January 2016 to 31 December 2016****Westpac Association Account :**

<b>Balance as at 1 January 2016</b>		<b>\$ 4,993.52</b>
<b>Income :</b>		
Subscriptions 2016	1361.00	
Donations	10.00	
Bank Interest	7.04	
AGM Raffle	115.00	
Sales – Poppy/Fern Pins	56.00	
WDC Grant for Anzac Day	1800.00	
Cabinet No. 3 Fund	293.00	
Sausage Sizzles	294.40	
Miscellaneous	<u>30.00</u>	<b>+ 3,966.44</b>
<b>Expenditure :</b>		
AGM Expenses	339.57	
Stationery/Member Cards	167.97	
PO Box Fee	175.00	
Capitation Fees	708.00	
Anzac Day Expenses	1863.73	
Audit Fee	30.00	
Cabinet No. 3	4427.50	
Gun Refurbishment	300.00	
Donation to Raglan Club	50.00	
Miscellaneous	<u>80.00</u>	<b>- 8,141.77</b>
<b>Balance as at 31 December 2016</b>		<b><u>\$ 818.19</u></b>

(Excess Expenditure Over Income = \$ 4,175.33)

**NB :** Income received in 2015 year and paid out in 2016 :-

Cabinet No. 3 Fund	\$ 4,978.65
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## RAGLAN RSA INC.

P.O. Box 173  
 Raglan 3265  
 Phone (07) 825 7351 President  
 Email: nmccathie@xtra.co.nz

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19 January 2017

### Estimated Expenses for 2017 ANZAC Day

Catering	800.00
Raglan Area School – Assistance with catering	200.00
Wreath Competition – Winner 300, R/Up 100	400.00
Horses for Parade - Petrol Voucher	50.00
Donkey for Parade - Petrol Voucher	50.00
Raglan Pipe Band – Donation for Parade	100.00
Surfside Church – Loan of Sound System	100.00
Raglan Maori Wardens – Traffic Management	100.00
Guard of Honour at Cenotaph	<u>100.00</u>
<b>Total :</b>	<b><u>\$ 1900.00</u></b>

Noleen McCathie  
 Secretary/Treasurer  
 Raglan R. S. A.

*Noleen McCathie*

## 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	
Completed Section 2 - community wellbeing and outcomes	
Completed Section 3 – details of your event/project	
Completed Section 4 – Funding requirements – <b>Budget and quotes need to match. Include copies of written quotes.</b>	
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

<b>To</b>	Discretionary & Funding Committee
<b>From</b>	Tony Whittaker General Manager Strategy & Support
<b>Date</b>	27 February 2017
<b>Prepared by</b>	Lianne van den Bemd Community Development Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference#</b>	I69086I
<b>Report Title</b>	Application for Funding – Ngaruawahia RSA Memorial Club Inc.

## 1. EXECUTIVE SUMMARY

---

The purpose of this report is to present an application for funding from Ngaruawahia RSA Memorial Club Inc. for installing and removing the ANZAC commemorative flags.

## 2. RECOMMENDATION

---

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

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

**OR**

**AND THAT** the request from the **Ngaruawahia RSA Memorial Club Inc.** towards the cost of installing and removing the **ANZAC** commemorative flags is declined / deferred until ..... for the following reasons:

## 3. BACKGROUND

---

The Ngaruawahia RSA Memorial Club Inc. is organising the display of the ANZAC commemorative flags, in support of the Ngaruawahia Field of Remembrance project for 2017 and the ANZAC Service Day commemorations on 25 April 2017.

Sixty seven flags will be displayed along Great South Road in Ngaruawahia.

The flags will be on display from Sunday, 02 April – Sunday, 30 April 2016.

#### 4. OPTIONS CONSIDERED

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- 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 \$1,950.00. The Ngaruawahia RSA Memorial Club Inc. is seeking funding of \$1,500.00 towards the cost of installing the ANZAC commemorative flags.

GST Registered			Yes
Set of Accounts supplied			Yes
Previous funding has been received by this organisation			Yes
Discretionary & Funding Committee	Anzac Day Murals	March 2015	\$2,500.00
Ngaruawahia Community Board	To repair the window frames	July 2016	\$1,462.39
Discretionary & Funding Committee	ANZAC Flag installation cost	March 2016	\$1,500.00

#### 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 - Ngaruawahia RSA Memorial Club 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.
- All applications must be on this application for funding form. We will not accept application forms that have been altered.
- Please note that incomplete applications WILL NOT be considered. All parts of the application MUST be completed and all supporting information supplied.
- The checklist on page 5 needs to be completed.

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

Discretionary and Funding Committee

Project

OR

**Community Board / Committee Discretionary Fund**

Raglan

Taupiri

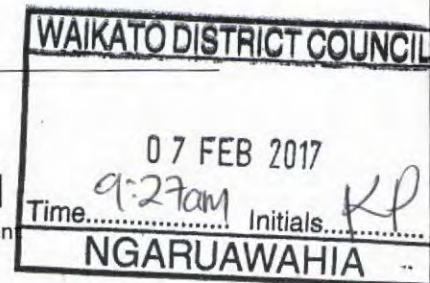
Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere



**Section I – Your details**

**Name of organisation**

Ngaruawahia RSA Memorial Club Inc

**What is your organisation's purpose?**

The RSA's objective is to provide support and comfort not only the service personnel and their families but also to the wider community of Ngaruawahia

**Address: (Postal)**

P.O. Box 74  
Ngaruawahia

**Address: (Physical if different from above)**

4 Market St  
Ngaruawahia

**Contact name, phone number/s and email address**

Nerdy Diamond 07 824 8905 ngaruawahia@rsa.co.nz

**Charities Commission Number: (If you have one)**

Inc Society: 213716

Are you GST registered? No  Yes  GST Number 1112861062

Bank account details 061037710098116106-

Bank ANZ Branch Te Anau

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  Healthy  Vibrant

## Section 3 – Your event/project

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

April 2017 we erect a field of white crosses on the reserve on Great South Road. This is to commemorate our World War 1 soldiers from Ngaiwanahia. In conjunction with this we also raise "Lest we forget" flags. These are set to go up 2nd April and down on 30th April.

Who is involved in your event / project?

RSA members, community groups, schools and members of the community.

How many volunteers are involved?

50 -

What other groups are involved in the project?

The initial making of the crosses involved Ngaiwanahia Community House, Ngaiwanahia High School, Waipa Primary School, Te Anau River Art Centre, Ngaiwanahia Panelbeaters.

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

This project serves as a reminder of a tragic past event that should not be forgotten. In the past we have had visitors far out of town visit the crosses because of their family involvement.

**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	<b>GST Inclusive Costs</b> (use this column if you are not GST registered)	<b>GST Exclusive Costs</b> (use this column if you are GST registered)
<b>TOTAL COST OF THE PROJECT/EVENT</b>	\$	\$ 1950-
<b>Existing funds available for the project</b> <b>Total A</b> Include any projected income i.e. ticket sales, merchandise etc.	\$	\$ 450-

**Funding being sought from Waikato District Council**

<b>Project Breakdown</b> (itemised costs of funding being sought) If there is insufficient space below please provide a breakdown of costs on an additional sheet.	\$	
pulling up of street flags	\$	\$ 1950
	\$	\$
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total Funds being sought from WDC</b> <b>Total B</b>	\$	\$ 1500

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

a) 11	\$ _____	\$ _____
b)	\$ _____	\$ _____
c)	\$ _____	\$ _____
d)	\$ _____	\$ _____
<b>Total of other funds being sought</b> <b>Total C</b>	\$ _____	\$ _____

<b>Total Funding Applied for</b> (Add totals A, B, and C together to make Total D) <b>Total D</b> <b>Note : This total should equal the Total Cost of the Project/Event</b>	\$	\$ 1950-
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Describe any donated material / resources provided for the event/project:

Thompson Timber - material for crosses  
 Steel & tube - steel rods -  
 Ngāruanui Panelbeater - paint -

**Section 5 – Previous Funding Received from Waikato District Council**

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

What Board/ Committee	Type of Project/Event	Date received	Amount
Ngāruanui Community Board	Repair Windows	Jul 16	1462.39
WDC	Flags 2016	Mar 16	1500-

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: [Signature] Name: Wedy Dickson

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

Signature: [Signature] Date: 03.2.17

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

Signature: [Signature] Date: 03.2.17

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	✓
Completed Section 2 - community wellbeing and outcomes	✓
Completed Section 3 – details of your event/project	✓
Completed Section 4 – Funding requirements – <b>Budget and quotes need to match. Include copies of written quotes.</b>	✓
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.



ANZ Bank New Zealand Limited

107

Deposit

The Base Branch  
The Base Shopping Centre, Te Rapa

Teller's initials  
and stamp

Proceeds of cheques unavailable until cleared. ANZ does not receive deposits marked for specific application. ANZ is not responsible for delays in processing this deposit.

For credit of

\_\_\_\_\_  
Paid in by (first and last name)

FOR NGARUAWAHIA RSA MEMORIAL CLUB INC  
GENERAL ACCOUNT

Date

Notes

Coins

Sub Total Cash

Cheques  
as per reverse

\$

⑈ 100182 ⑈ 060377⑈ 0098116⑈ 06 ⑈ 50

10 June 2016

The Chairperson  
Ngaruawahia RSA Memorial Club Inc  
PO Box 74  
Ngaruawahia 3742

Dear Sir

**Audit Management Letter for the Year Ended 31 March 2016**

**1. Introduction**

We have completed the audit of Ngaruawahia RSA Memorial Club Inc for the year ended 31 March 2016 and enclose the financial statements with the audit report attached.

This letter provides a summary of:

- the audit scope
- the audit opinion
- the issues arising from the audit

You will appreciate that while our audit is carried out in accordance with generally accepted auditing standards, it cannot, and should not, be relied upon to detect every instance of misstatement, fraud, irregularity or inefficiency.

The responsibility for the implementation and monitoring of internal and management controls rests with management and the Committee.

**2. Audit Scope**

The audit aimed to:

- provide an audit opinion on whether the financial statements fairly reflect the Club's reported financial results and financial position.
- assess and report on aspects of the Club's financial management and controls.

**3. Audit Opinion**

We have issued a modified audit opinion on the financial statements for the year ended 31 March 2016, which is normal for organisations where raffles, donations and fees are received.

**4. Issues arising from the audit:**

**Going Concern**

We have included an emphasis of mater paragraph in the audit report covering the issue of the going concern uncertainty.

91 Clarence Street Hamilton 3204  
PO Box 389 Hamilton 3240

Telephone 07 839 1235  
Facsimile 07 839 1237

Freephone 0800 269 139  
enquiries@owenmcleod.co.nz  
www.owenmcleod.co.nz



**Financial Situation**

The Club achieved a small surplus before depreciation similar to the previous year, after expensing the cash discrepancy of \$38,752.

The working capital situation (current assets less current liabilities) is still negative. The Club will need to continue closely monitoring cash flows to ensure that the budgeted surplus for the 2017 year is achieved.

**Cash Discrepancy**

The cash shortage identified this year, as noted in the financial statements, is considerable and has had a major impact on the club's finances. We reported a shortage of \$11,126 in last years management letter.

We understand that as a result of the special review of the cash register systems by Retail Services a number of changes have been made to strengthen controls in this area.

**5. Conclusion**

We wish to acknowledge the friendly assistance provided by your staff during the audit. If there is any further information you require, please do not hesitate to contact me.

Yours faithfully  
OWEN McLEOD & CO



**Richard Owen**

Encls

INDEPENDENT AUDITOR'S REPORT  
To the Members of Ngaruawahia RSA Memorial Club Inc

We have audited the special purpose financial statements of Ngaruawahia RSA Memorial Club Inc on pages 3 to 14, which comprise the statement of financial position as at 31 March 2016 and the statements of financial performance and statement of movements in equity for the year then ended, and a summary of significant accounting policies and other explanatory information. The special purpose financial statements have been prepared based on the stated accounting policies

*Executive Committee's Responsibility for the Financial Statements*

The Executive Committee is responsible for the preparation of these special purpose financial statements, in accordance with the stated accounting policies, for determining the acceptability of the basis of accounting policies, and for such internal control as the Executive Committee determines is necessary to enable the preparation of special purpose 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 special purpose 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 entity'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 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 special purpose 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 auditors, we have no relationship with or interests in the Ngaruawahia RSA Memorial Club Inc.

*Basis for Qualified Opinion*

In common with other non-profit organisations, our work as control over donations, fundraising and fees, before being recorded, is limited and there are no practical audit procedures to determine the effect of this limited control.

*Qualified Opinion*

In our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the special purpose financial statements of the Ngaruawahia RSA Memorial Club Inc on pages 3 to 14 for the year ended 31 March 2016 are prepared, in all material respects, in accordance with the stated accounting policies.

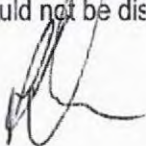
*Going Concern*

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

The financial statements have been prepared on a going concern basis, the validity of which depends on future cash flows meeting budgeted levels. The financial report does not include any adjustments that would result from a failure to achieve budgeted income. Details of the circumstances relating to this matter are described in Note 10.

*Basis of accounting and restriction on distribution and use*

Without modifying our opinion, we draw attention to Note 1 to the special purpose financial statements, which describes the basis of accounting. The special purpose financial statements are prepared for Ngaruawahia RSA Memorial Club Inc. As a result, the special purpose financial statements may not be suitable for another purpose. Our report is intended solely for Ngaruawahia RSA Memorial Club Inc and should not be distributed to or used by any other parties.



Owen McLeod & Co  
10 June 2016  
Hamilton

**Ngaruawahia RSA Memorial Club Inc**  
**Special Purpose Financial Statements**  
**For the Year Ended 31st March 2016**



**Ngaruawahia RSA Memorial Club Inc**  
**Special Purpose Financial Reports**  
**For the Year Ended 31st March 2016**

<b>Contents</b>	<b>Page</b>
Trading Accounts. ....	3
Statement of Financial Performance .....	6
Statement of Movements in Equity .....	8
Statement of Financial Position .....	9
Notes to the Accounts .....	11

**Ngaruawahia RSA Memorial Club Inc**  
**Bar Trading Account**  
**For the Year Ended 31st March 2016**

	2016 \$	2015 \$
<b>REVENUE</b>		
Bar Sales	321,835	332,309
Total Sales	<u>321,835</u>	<u>332,309</u>
<b>LESS COST OF SALES</b>		
Opening Stock	6,165	7,734
Purchases	141,304	159,913
Closing Stock	(6,078)	(6,165)
Total	<u>141,391</u>	<u>161,482</u>
<b>DIRECT COSTS</b>		
Till Amendments - Bar	-	457
Total	<u>141,391</u>	<u>161,940</u>
<b>GROSS SURPLUS FROM BAR TRADING</b>	<u>\$180,444</u>	<u>\$170,369</u>
Gross Profit % (excluding direct costs)	56%	51%



*This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.*

**Ngaruawahia RSA Memorial Club Inc**  
**Gaming Trading Account**  
**For the Year Ended 31st March 2016**

	2016 \$	2015 \$
<b>REVENUE</b>		
Gaming Machine	91,642	130,246
Interest Received	-	15
Total Sales	<u>91,642</u>	<u>130,261</u>
 <b>DIRECT COSTS</b>		
IRD Duty	20,968	29,957
Licence Fees	4,868	9,228
Problem Gaming Levy	2,026	1,962
Electronic Monitoring Services	3,824	-
 <b>Total</b>	<u>31,686</u>	<u>41,147</u>
 <b>GROSS SURPLUS FROM GAMING TRADING</b>	<u>\$59,956</u>	<u>\$89,114</u>



*This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.*

**Ngaruawahia RSA Memorial Club Inc**  
**Fundraising Trading Account**  
**For the Year Ended 31st March 2016**

	2016 \$	2015 \$
<b>REVENUE</b>		
Battens Up & Raffle Sales	86,201	81,595
Housie Sales	7,314	3,538
Merchandise	5,098	3,113
Special Events Income	1,800	11,397
Sundry Income	-	261
Total Sales	<u>100,413</u>	<u>99,903</u>
<b>DIRECT COSTS</b>		
Battens Up & Raffle Expenses	53,708	43,457
Housie Expenses	920	1,008
Merchandise Expenses	3,730	4,622
Special Events Expenses	1,888	16,352
Sundry Fundraising	-	188
Total	<u>60,246</u>	<u>65,627</u>
<b>GROSS SURPLUS FROM FUNDRAISING TRADING</b>	<u><u>\$40,167</u></u>	<u><u>\$34,276</u></u>



*This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.*

**Ngaruawahia RSA Memorial Club Inc**  
**Statement of Financial Performance**  
**For the Year Ended 31st March 2016**

	2016 \$	2015 \$
<b>Surplus from Trading</b>	280,567	293,761
<b>SUNDRY INCOME</b>		
Donations - Courtesy Van	7,854	6,684
Donations - General	21,355	4,353
Grants Received - RSA Association	-	5,073
Grants Received - WDC	2,500	3,815
Grants Received - WEL Energy	3,000	2,000
Grants Received - NZ Lottery	3,666	-
Grants Received - Department of Corrections	652	-
Other Income	3,877	3,219
Rent Received	33,584	37,605
Subscriptions	19,249	14,310
<b>Total Income</b>	<u>376,304</u>	<u>370,820</u>
<b>Less Expenses</b>		
Accident Compensation Levy	909	1,440
Accountancy Fees	5,934	5,200
Advertising	1,051	3,358
Audit Fees (2 years)	5,200	3,000
Bank Charges	1,384	657
Birthday Club	38	-
Capitations	5,362	5,387
Cleaning & Laundry	6,380	10,903
Club Hospitality	1,263	1,950
Club Levy	1,613	2,114
Computer Expenses	2,500	-
Donations	338	470
Entertainment	6,808	4,838
EFTPOS & Till Expenses	1,983	2,466
General Expenses	9,048	239
Insurance	10,686	10,373
Interest - BNZ	32,673	38,716
Interest - Hire Purchase	8,613	4,910
IRD Penalties	1,028	374
Legal Expenses	1,418	-
Licences & Registrations	1,054	5,150
Light Power & Heating	16,380	20,310
Membership Cards	998	1,095
Membership Draw	4,019	1,950
Motor Vehicle Expenses	4,400	5,703
Other Expenses (Note 9)	38,752	11,126
Printing, Stamps & Stationery	1,712	1,619
Professional Development	1,085	3,340
Rates	6,488	6,356
Repairs & Maintenance	11,164	22,938
Rubbish	1,910	2,659

*This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.*



**Ngaruawahia RSA Memorial Club Inc**  
**Statement of Financial Performance**  
**For the Year Ended 31st March 2016**

	2016	2015
	\$	\$
Security	1,432	1,216
Sky TV	9,320	8,478
Staff Uniforms	63	839
Telephone, Tolls & Internet	1,653	2,705
Wages - Administration	50,000	50,000
Wages & Salaries	94,584	106,938
<b>Total Expenses</b>	<u>349,243</u>	<u>348,817</u>
Net Surplus Before Depreciation	<u>27,061</u>	<u>22,003</u>
<b>Less Depreciation</b>		
Depreciation as per Schedule	28,064	17,316
Depreciation - Loss on Sale	4,578	-
Depreciation Recovered	(896)	(562)
Net Depreciation Adjustment	<u>31,746</u>	<u>16,754</u>
<b>Deficit Before Exceptional Items</b>	<u>(4,685)</u>	<u>5,249</u>
<b>Exceptional Items</b>		
Debt Forgiven -- RSA Welfare	20,000	-
Debt Forgiven -- RSA Inc	90,450	-
<b>NET SURPLUS/(DEFICIT)</b>	<u><u>\$105,765</u></u>	<u><u>\$5,249</u></u>

*This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.*



**Ngaruawahia RSA Memorial Club Inc**  
**Statement of Movements in Equity**  
**For the Year Ended 31st March 2016**

	<i>Note</i>	<b>2016</b>	<b>2015</b>
		\$	\$
<b>EQUITY AT START OF YEAR</b>		250,108	244,859
<b>REVENUE</b>			
Net Surplus for the Year		105,765	5,249
<b>Total Recognised Revenues and Expenses for the Year</b>		<u>105,765</u>	<u>5,249</u>
<b>EQUITY AT END OF YEAR</b>		<u><u>\$355,873</u></u>	<u><u>\$250,108</u></u>

*This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.*



**Ngaruawahia RSA Memorial Club Inc**  
**Statement of Financial Position**  
**As at 31st March 2016**

	<i>Note</i>	<b>2016</b> \$	<b>2015</b> \$
<b>CURRENT ASSETS</b>			
BNZ Gaming Machine Account		1,647	1,912
BNZ Project Account		515	4,463
Float Bar Till		1,851	3,800
Float Safe		128	1,797
Float Gaming Hoppers		1,254	1,442
Float ATM Machine		760	1,140
Float Gaming		1,254	-
Rouse the Rascal COH		400	-
ANZ		4,237	-
Taxation		5	-
Accounts Receivable		8,651	237
Stock on Hand		6,078	6,165
<b>Total Current Assets</b>		<u>26,780</u>	<u>20,954</u>
<b>NON-CURRENT ASSETS</b>			
Fixed Assets as per Schedule	13	924,115	882,661
<b>TOTAL ASSETS</b>		<u>950,895</u>	<u>903,615</u>
<b>CURRENT LIABILITIES</b>			
BNZ Club Account		1,830	11,086
BNZ Credit Card		477	-
GST Due for payment		7,771	4,423
Accounts Payable		76,169	61,596
Subscriptions in Advance		8,317	4,613
RSA Welfare		-	20,000
Birthday Club In Advance		748	-
Bonds Held		1,000	-
Grants In Advance		4,578	-
Jackpots and Clubs		2,957	-
Members Cards		2,573	-
Term loans - current portion		30,000	5,000
Finance leases - current portion		34,000	13,412
<b>Total Current Liabilities</b>		<u>170,420</u>	<u>120,130</u>
<b>NON-CURRENT LIABILITIES</b>			
BNZ Loan		387,502	433,303
RSA Inc		-	90,450
Finance Now		-	2,434
UDC Finance		3,276	7,189
Equipment Finance		33,824	-
<b>Total Non-Current Liabilities</b>		<u>424,601</u>	<u>533,377</u>
<b>TOTAL LIABILITIES</b>		<u>595,021</u>	<u>653,507</u>

*This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.*






**Ngaruawahia RSA Memorial Club Inc**  
**Statement of Financial Position**  
**As at 31st March 2016**

	<i>Note</i>	<i>2016</i>	<i>2015</i>
		<u>\$</u>	<u>\$</u>
<b>NET ASSETS</b>		<u>\$355,873</u>	<u>\$250,108</u>
Represented by;			
<b>EQUITY</b>			
Retained Earnings		<u>355,873</u>	<u>250,108</u>
<b>TOTAL EQUITY</b>		<u>\$355,873</u>	<u>\$250,108</u>

For and on behalf of the Club:

  
 .....

Chairperson  
 31.3.2016

*This statement is to be read in conjunction with the Auditors Report and the Notes to the Financial Statements.*



**Ngaruawahia RSA Memorial Club Inc**  
**Notes to the Financial Statements**  
**For the Year Ended 31st March 2016**

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**1. STATEMENT OF ACCOUNTING POLICIES**

**Reporting Entity**

Ngaruawahia RSA Memorial Club Inc is a members Club incorporated under the Incorporated Societies Act 1908.

The Club aims to provide a safe, nurturing, supportive place for not only returned and servicemen but for the whole community where they can meet, socialize, grieve, celebrate, compete or connect with each other.

**Statement of Compliance and Basis of Preparation**

The Special Purpose financial statements of Ngaruawahia RSA Memorial Club Inc have been prepared in accordance with the stated accounting policies.

The accounting principles recognised as appropriate for the measurement and reporting of earnings and financial position on an historical cost and accrual basis have been applied.

**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.

**Specific Accounting Policies**

In the preparation of these financial statements, the specific accounting policies are as follows:

**(a) Property, Plant & Equipment**

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

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

All property, plant & equipment except for land is stated at cost less depreciation.

Leased assets are depreciated over the unexpired term of the lease or over the estimated useful life, whichever is shorter.

Depreciation has been calculated in accordance with rates permitted under the Income Tax Act 2007.

**(b) Goods & Services Tax**

These financial statements have been prepared on a GST exclusive basis with the exception of accounts receivable and accounts payable which are shown inclusive of GST.



**Ngaruawahia RSA Memorial Club Inc**  
**Notes to the Financial Statements**  
**For the Year Ended 31st March 2016**

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**(c) Taxation**

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

**(d) Inventories**

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

**(e) Leased Assets**

Some plant and equipment is leased by Ngaruawahia RSA Memorial Club Inc.

**Finance Leases**

Assets purchased under finance leases which effectively transfer to the lessee substantially all the risks and benefits incidental to ownership of the property are included as non-current assets in the Statement of Financial Position. Finance Leases will be capitalised at the present value of the minimum lease payments. A corresponding liability is also disclosed with lease payments being apportioned between the liability and interest payments.

The depreciation policy for depreciable assets, that are the subject of a finance lease, will be consistent with that for assets that are owned, unless there is no certainty that the lessee will take ownership by the end of the lease term, in which case the assets will be depreciated over the shorter of the estimated useful life of the asset or the lease term.

**(f) Revenue**

Sales of goods are recognised when they have been delivered and accepted by the customer.

**(g) Receivables**

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

**2. AUDIT**

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

**3. CONTINGENT LIABILITIES**

At balance date there are no known contingent liabilities (2015:\$0). Ngaruawahia RSA Memorial Club Inc has not granted any securities in respect of liabilities payable by any other party whatsoever.

**4. RELATED PARTIES**

There were no transactions with related parties requiring disclosure. (2015:NIL)



**Ngaruawahia RSA Memorial Club Inc**  
**Notes to the Financial Statements**  
**For the Year Ended 31st March 2016**

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**5. INVENTORY COMMITMENTS**

No inventories whatsoever are specifically and separately pledged as security for liabilities. Inventories are generally subject to retention of title clauses.

	<i>2016</i>	<i>2015</i>
<b>6. TOTAL REVENUE</b>	720,077	640,094

**7. SUBSEQUENT EVENTS**

There have been no significant subsequent events (2015:NIL)

**8. BNZ LOANS**

Bank of New Zealand loans are secured over Land and Buildings.

**9. OTHER EXPENSES**

Other expenses represents cash shortages identified during the year.

**10. GOING CONCERN**

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

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

**11. AMALGAMATION**

The Ngaruawahia RSA Inc is in the process of amalgamating with this club.

**12. GAMING INFORMATION FOR GAMING LICENCE PURPOSES**

Gaming Proceeds	91,642
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Gaming Costs

Accounting Fees	593
Audit Fees	300
Depreciation on Gaming Machines	11,518
Electricity	1,638
Gaming Licence Fees	4,868
Gaming Machine Duty	20,968
Problem Gambling Levy	2,026
Electronic Monitoring	3,824
Insurance	1,068
Till Software	250
Eftpos	198
Rates	648
Security	143
Rubbish Disposal	191
Salaries & Wages	7,229
Interest	<u>4,181</u>
Total Costs of Gaming	59,643

Net Proceeds from Gaming	<u>\$31,999</u>
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**Ngaruawahia RSA Memorial Club Inc**  
**Notes to the Financial Statements**  
**For the Year Ended 31st March 2016**

**13. PROPERTY, PLANT & EQUIPMENT**

	<i>2016</i>	<i>2015</i>
	<i>\$</i>	<i>\$</i>
<b>Buildings</b>		
At cost	1,506,053	1,506,053
Less accumulated depreciation	<u>(739,185)</u>	<u>(736,765)</u>
	<u>766,868</u>	<u>769,288</u>
Current year depreciation	<u>2,420</u>	<u>1,199</u>
	<u>2,420</u>	<u>1,199</u>
<b>Motor Vehicles</b>		
At cost	23,055	23,055
Less accumulated depreciation	<u>(7,377)</u>	<u>(3,458)</u>
	<u>15,678</u>	<u>19,597</u>
Current year depreciation	<u>3,919</u>	<u>3,458</u>
	<u>3,919</u>	<u>3,458</u>
<b>Furniture &amp; Fittings</b>		
At cost	179,098	186,590
Less accumulated depreciation	<u>(159,480)</u>	<u>(164,157)</u>
	<u>19,618</u>	<u>22,433</u>
Current year depreciation	<u>2,507</u>	<u>2,557</u>
	<u>2,507</u>	<u>2,557</u>
<b>Plant &amp; Equipment</b>		
At cost	433,734	417,329
Less accumulated depreciation	<u>(311,784)</u>	<u>(345,985)</u>
	<u>121,950</u>	<u>71,344</u>
Current year depreciation	<u>19,218</u>	<u>10,102</u>
	<u>19,218</u>	<u>10,102</u>
<b>Total Property, Plant &amp; Equipment</b>	<u>\$924,115</u>	<u>\$882,661</u>
<b>Total Depreciation for the year</b>	<u>\$28,064</u>	<u>\$17,316</u>





## CERTIFICATE OF INCORPORATION

### THE NGARUAWAHIA R.S.A MEMORIAL CLUB INCORPORATED 213716

This is to certify that NGARUAWAHIA RETURNED SERVICES ASSOCIATION CLUB INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 7th day of February 1962 and changed its name to THE NGARUAWAHIA R.S.A MEMORIAL CLUB INCORPORATED on the 26th day of August 1991.

Registrar of Incorporated Societies  
3rd day of February 2017



## Ngaruawahia RSA

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**From:** Possum <treepower@xtra.co.nz>  
**Sent:** Friday, February 3, 2017 1:18 PM  
**To:** 'Ngaruawahia RSA'  
**Subject:** Quote for flags

Hi Wendy.

To hang and remove flags as same from last year.  
Price two men 12m cherry picker and traffic control. \$1,950+GST

Many Thanks  
Possum.

Tree Power Ltd.

P: 07 856 8887  
M: 0274 929 514  
FB: [@Possum.man](#)  
FB: [@TreePowerNZ](#)  
E: [treepower@xtra.co.nz](mailto:treepower@xtra.co.nz)  
W: [www.treepower.co.nz](http://www.treepower.co.nz)

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**From:** Ngaruawahia RSA [<mailto:ngaruawahiaRSA@gmail.com>]  
**Sent:** Friday, January 20, 2017 12:08 PM  
**To:** 'Possum'  
**Subject:** RE: flags

Hi Possum can you provide me with a quote to do our lest we forget flags in April 2017 please.  
Cheers

Wendy Diamond  
Club Manager



**Ngaruawahia RSA Memorial Club Incorporated**

4 Market Street

PO Box 74

Ngaruawahia 3742

P: 07 824 8905

E: [ngaruawahiansa@gmail.com](mailto:ngaruawahiansa@gmail.com)

