

Agenda for a meeting of the Huntly Community Board to be held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 19 MARCH 2019** commencing at **6.00pm**.

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

- 1. APOLOGIES AND LEAVE OF ABSENCE**
  
- 2. CONFIRMATION OF STATUS OF AGENDA**
  
- 3. DISCLOSURES OF INTEREST**
  
- 4. CONFIRMATION OF MINUTES**  
 Meeting held on Tuesday 19 February 2019 2
  
- 5. REPORTS**
  - 5.1 Public Forum
  - 5.2 NZ Police Update 7
  - 5.3 Discretionary Fund Report to 27 February 2019 8
  - 5.4 Application for Funding – Lakeside Christian Life Centre 10
  - 5.5 Application for Funding – The Order of St John Central Region Trust Board 28
  - 5.6 Iwi & Community Partnership Manager 45
  - 5.7 Huntly Community Plan Update 46
  - 5.8 Huntly Works & Issues Report: Status of Items March 2019 47
  - 5.9 Chairperson's Report 53
  - 5.10 Councillors' and Community Board Members' Reports *Verbal*

GJ Ion  
**CHIEF EXECUTIVE**

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### **Open Meeting**

<b>To</b>	Huntly Community Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	22 February 2019
<b>Prepared by</b>	Lynette Wainwright 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 the Huntly Community Board meeting held on Tuesday 19 February 2019.

### **2. RECOMMENDATION**

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**THAT the minutes of the meeting of the Huntly Community Board held on Tuesday 19 February 2019 be confirmed as a true and correct record of that meeting.**

### **3. ATTACHMENTS**

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HCB minutes 19 February 2019

**MINUTES** of a meeting of the Huntly Community Board held in the Riverside Room, Civic Centre, Main Street, Huntly on **TUESDAY 19 FEBRUARY 2019** commencing at **6.00pm**.

**Present:**

Ms K Langlands (Chairperson)  
Cr S Lynch  
Cr F McNally  
Ms K Bredenbeck  
Mrs D Lamb  
Mr C Rees  
Mrs S Stewart

**Attending:**

His Worship the Mayor Mr AM Sanson  
Mrs LM Wainwright (Committee Secretary)  
Ms P Comins (Youth Representative)  
Ms L Pennington (Fulton Hogan JV)  
Mr S Brandon (NZTA JV)  
Members of the public

**APOLOGIES AND LEAVE OF ABSENCE**

**Resolved: (Mrs Lamb/Ms Bredenbeck)**

**THAT** an apology be received from Mr Farrar.

**CARRIED on the voices**

**HCBI902/01**

**CONFIRMATION OF STATUS OF AGENDA ITEMS**

**Resolved: (Ms Langlands/Cr Lynch)**

**THAT** the agenda for a meeting of the Huntly Community Board held on Tuesday 19 February 2019 be confirmed and all items therein be considered in open meeting;

**AND THAT** all reports be received;

**AND FURTHER THAT** the Board resolves that the following item be added to the agenda as a matter of urgency as advised by the Chairperson:

- **Presentation by Fulton Hogan and NZTA Joint Venture on the Huntly Bypass work;**

**AND FURTHER THAT the youth representative be given full speaking rights for the duration of the meeting.**

**CARRIED on the voices**

**HCBI902/02**

### **DISCLOSURES OF INTEREST**

There were no disclosures of interest.

### **CONFIRMATION OF MINUTES**

**Resolved: (Ms Langlands/Mr Rees)**

**THAT the minutes of a meeting of the Huntly Community Board held on Tuesday 20 November 2018 be confirmed as a true and correct record of that meeting.**

**CARRIED on the voices**

**HCBI902/03**

### **REPORTS**

#### **Public Forum**

Agenda Item 5.1

The following items were discussed at the public forum:

- signage for Huntly
- removal of Wearable Arts sign,
- service provided by Fulton Hogan
- Huntly War Memorial Hall update
- leak at Willoughby flats, and
- painting and insulation at flats.

**Presentation by Fulton Hogan and NZTA Joint Venture on the Huntly Bypass work**  
Add. Item.

The report was received [*HCBI902/02 refers*] and discussion was held. Representatives from Fulton Hogan and NZTA Joint Venture spoke to a powerpoint presentation and answered questions of the board.

#### **Discretionary Fund Report to 30 January 2019**

Agenda Item 5.2

The report was received [*HCBI902/02 refers*] and discussion was held.

**Resolved: (Mrs Lamb/Cr Lynch)**

**THAT a further amount of \$247.35 from the discretionary fund is committed to the community flags in Huntly project to meet the shortfall in funding.**

**CARRIED on the voices**

**HCBI902/04**

Blueprint Update  
Agenda Item 5.3

The report was received [*HCBI 902/02 refers*] and discussion was held.

Huntly Community Plan  
Agenda Item 5.4

The report was received [*HCBI 902/02 refers*] and discussion was held.

Year to Date Service Request Report  
Agenda Item 5.5

The report was received [*HCBI 902/02 refers*] and discussion was held.

New Zealand Community Boards' Conference 2019 – New Plymouth  
Agenda Item 5.6

The report was received [*HCBI 902/02 refers*] and discussion was held.

**Resolved: (Cr McNally/Mrs Lamb)**

**THAT Ms Langlands be nominated to attend the New Zealand Community Boards' Conference in New Plymouth from Thursday, 11 April 2019 to Saturday, 13 April 2019;**

**AND THAT Council funds the conference registration fee for one delegate and the Huntly Community Board funds accommodation, travel and other associated costs from its Discretionary Fund.**

**CARRIED on the voices**

**HCBI902/05**

Huntly Entrance Sign  
Agenda Item 5.7

The report was received [*HCBI 902/02 refers*] and discussion was held.

Huntly Works & Issues Report: Status of Items February 2019  
Agenda Item 5.8

The report was received [*HCB1902/02 refers*] and discussion was held.

Chairperson's Report  
Agenda Item 5.9

The report was received [*HCB1902/02 refers*] and discussion was held.

Councillor's/Councillors' and Board Members' Reports  
Agenda Item 5.10

Verbal reports were received on the following items:

- opening of Cobb Vantress,
- Maori release to work project,
- Rose Gray's farewell,
- citizenship ceremony,
- Representation Review hearing, and
- Hamilton to Auckland corridor meeting.

There being no further business the meeting was declared closed at 6.52pm.

Minutes approved and confirmed this                      day of    2019.

K Langlands  
**CHAIRPERSON**

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**Open Meeting**

<b>To</b>	Huntly Community Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	1 March 2019
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0514
<b>Report Title</b>	NZ Police Update

**1. EXECUTIVE SUMMARY**

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To advise members that a representative from the New Zealand Police will be in attendance at the Community Board meeting.

**2. RECOMMENDATION**

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**THAT** the report from the Chief Executive be received.

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**Open Meeting**

<b>To</b>	Huntly Community Board
<b>From</b>	Tony Whittaker Chief Operating Officer
<b>Date</b>	27 February 2019
<b>Prepared by</b>	Andrew Nimmo Project Accountant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0505
<b>Report Title</b>	Discretionary Fund Report to 27 February 2019

**1. EXECUTIVE SUMMARY**

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To update the Board on the Discretionary Fund Report to 27 February 2019.

**2. RECOMMENDATION**

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**THAT the report from the Chief Operating Officer be received.**

**3. ATTACHMENTS**

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Discretionary Fund Report to 27 February 2019



# 9 HUNTLY COMMUNITY BOARD DISCRETIONARY FUND 2018/2019

	GL	GL 1.204.1704
<b>2018/19 Annual Plan</b>		24,026.00
<b>Carry forward from 2017/18</b>		24,523.00
<b>Total Budget</b>		<u><u>48,549.00</u></u>
<b>Income</b>		
28/08/2018 Remaining funds of Huntly Events Committee transferred to HCB		1,757.95
<b>Total Funding Available</b>		<u><u>50,306.95</u></u>
<b>Expenditure</b>	<b>Resolution No.</b>	
1/07/2018 Robin Thurston - removal of graffiti	HCBI806/06	400.00
1/07/2018 North Waikato Transport Trust - Waka Tautoko - volunteer uniforms	HCBI805/05	850.31
1/08/2018 Robin Thurston - removal of graffiti	HCBI806/06	400.00
16/08/2018 Reimbursement to K Langlands - equipment hire for Business Breakfast meetings	HCBI802/04	274.50
29/08/2018 Blue Ripple Ltd - Catering 22 & 29 Aug 18	HCBI808/04	400.00
25/09/2018 Thank you gift for R Thurston	HCBI808/04	150.00
25/09/2018 Catering exp for Sports groups - K Langlands reimbursement	HCBI808/04	35.78
25/09/2018 Let's Get Together - Huntly Wearable Arts Show 2018	HCBI808/05	1,625.00
3/12/2018 Flagmakers - community flags (funded partly from funds from Huntly Events Committee)	HCBI808/04	4,705.31
4/12/2018 Lakeside Christian Life Centre - 2018 Carols at the Lakeside event	HCBI811/05	3,000.00
21/12/2018 Huntly Community Angels - Christmas in the Park event	HCBI811/04	3,629.40
<b>Total Expenditure</b>		<u><u>15,470.30</u></u>
<b>Net Funding Remaining (Excluding commitments)</b>		<u><u>34,836.65</u></u>
<b>Commitments</b>		
21/06/2016 Commitment for placemaking projects (HCBI606/03/1)	15,000.00	
Less: Expenses	<u>2,874.61</u>	12,125.39
21/02/2017 Huntly Christmas related activities - recurring	HCBI702/04	3,800.00
21/08/2018 Secret Garden Project	HCBI808/04	1,000.00
21/08/2018 Plastic organiser bins	HCBI808/04	75.00
19/02/2019 Community flags in Huntly shortfall	HCBI902/04	247.35
19/02/2016 NZ Community Board Conference - Registration and Travel costs for Ms Langlands	HCBI902/05	to be confirmed
<b>Total Commitments</b>		<u><u>17,247.74</u></u>
<b>Net Funding Remaining (Including commitments) as of 27 February 2019</b>		<u><u>17,588.91</u></u>

### **Open Meeting**

<b>To</b>	Huntly Community Board
<b>From</b>	Clive Morgan General Manager Community Growth
<b>Date</b>	25 February 2019
<b>Prepared by</b>	Lianne van den Bemd Community Development Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference#</b>	CDR0502 / GOV0505 / 2184578
<b>Report Title</b>	Application for Funding – Lakeside Christian Life Centre

## **1. EXECUTIVE SUMMARY**

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The purpose of this report is to present an application for funding from the Lakeside Christian Life Centre towards the cost of hosting an Easter event for the community of Huntly.

## **2. RECOMMENDATION**

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

**AND THAT** an allocation of \$..... is made to the Lakeside Christian Life Centre towards the cost of the hosting an Easter event for the community of Huntly;

**OR**

**AND THAT** the request from the Lakeside Christian Life Centre towards the cost of the hosting an Easter event for the community of Huntly is declined / deferred until ..... for the following reasons:

## **3. BACKGROUND**

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The Lakeside Christian Life Centre would like to host a community Easter event in April 2019.

A variety of activities including games, Easter egg hunt, kite flying, and art activities will be on offer.

It is anticipated that 200 people will attend the event.

The event will be on Sunday, 21 April 2019 at the Lakeside Christian Life Centre, 21 Emerald Place, Huntly.

#### 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 \$904.25. The Lakeside Christian Life Centre is seeking funding of \$904.25 towards the cost of hosting an Easter event for the community of Huntly.

GST Registered			Yes
Set of Accounts supplied			Yes
Previous funding has been accounted for by this organisation			Yes
Huntly Community Board	Carols by the Lake 2019	November 2017	\$2,000.00
Huntly Community Board	Carols at Lakeside 2018	November 2018	\$2,000.00

#### 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 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 Board is required with regard to this funding request.

**8. ATTACHMENTS**

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Application for Funding - Lakeside Christian Life Centre



## DISCRETIONARY FUNDING APPLICATION FORM

### Important notes for applicant:

- Prior to submitting your application, please contact the Waikato District Council's community development co-ordinator, on 0800 492 45 Ext 5732 or 5650, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Have you discussed your application with the Waikato District Council community development Advisor **Yes/No** **No**
- Applications must be completed in the document provided and emailed to Funding [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)
- Please ensure you have read the Guidelines prior to completing the application form (these are updated from time to time).

I have read and understood the understood the guidelines for funding applications document **Yes/No** **No**

- All parts of the application need to be completed and all supporting information supplied.

Please note that incomplete applications **WILL NOT** be considered and will be returned.

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

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

Discretionary and Funding Committee

Project Fund (Rural Ward Areas)

Event Fund

OR

Community Board / Committee Discretionary Fund for local Projects/Events

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

### Section I – Your details

Name of your organisation and contact person

Lakeside Christian Life Centre - Helen Mahon

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

'Building People Today For a Better Tomorrow' is our motto. We strive to help the underprivileged and at risk families by reaching out in the way of delivering bread and opening the buildings to be used for various community events.

Phone number/s:

027 657 4622      07 8288530

Email/Address:

lakesideclc@gmail.com

If you are a Registered Charity (we require your registration number &amp; confirmation that your organization registration is current):

CC 23881

**Section 2 – Your event/project**

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

To hold a community Easter event on 21st April 2019 at 1 Emmanuel Place Huntly.

Variety of activities include games Easter Egg hunt, kite flying, hot cross buns, art activities

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

30

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

200

Are you GST registered?

No 

Yes



GST Number

77 / 789 / 057

The following documentation **MUST** be supplied with your application:

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

\* not required as amount requesting is less than \$1000 as stated in Funding Guidelines.

**Section 3 – 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.

**Important:** Please ensure that all quotes supplied are clearly itemised and match the project breakdown (Total B)

Please complete all of the following sections	GST Inclusive Costs (use this column if you are not GST registered)	GST Exclusive Costs (use this column if you are GST registered)
<b>What is the total cost of your project/event</b>	\$	\$ 904.25
<b>Existing funds available for the project.</b> Include any projected income i.e. ticket sales, merchandise etc.  <b>Total</b>	\$	\$ 0-00

**Only include the Funding being sought from Waikato District Council below**

<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>	\$	\$
Advertising - Chatter	\$	\$ 320-00
Easter Eggs	\$	\$ 200-00
Hot Cross Buns	\$	\$ 37.30
Bouncy Castle	\$	\$ 346.95
	\$	\$
	\$	\$
<b>Total Funds being sought from WDC</b> <b>Total</b>	\$	\$ 904.25

Has/will funding be 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</b>	\$ _____	\$ _____

**Describe any donated material / resources provided for the event/project:**  
Church members will be hosting this event

**Section 4 – 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 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 <sup>exc GST</sup>
Huntly	2018 Community Carols	4/12/18	\$3000
Huntly	2017 Community Carol	6/12/17	\$2000

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

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

Signed: H Mahon Name: Helen Mahon

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

Signature: H Mahon Date: \_\_\_\_\_  
 Position in organisation (tick which applies) Chairman  Secretary  Treasurer

Signature: H Mahon Date: \_\_\_\_\_  
 Position in organisation (tick which applies) Chairman  Secretary  Treasurer  <sup>Trustee</sup>

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



# Chatter<sup>17</sup>

Locally Owned Community Newspaper  
Circulation 8,900 Covering North Waikato

Lakeside Christian Life Centre  
Attention Helen Mahon  
Administrator

January 25th  
2019

Good morning Helen

Please find our quote as requested for your up and coming event  
being held on Easter Sunday 2019

To publish one quarter page advert in full colour as supplied

\$320.00 price excludes GST .

This is to appear in Chatter Newspaper in our March edition.

Regards Jim Richardson  
Editor Chatter Community Newspaper

Regards Jim & Karen Richardson  
Chatter Community Newspaper

**Chatter Celebrated 19 Years in Print March 2018**

**P.O Box 113 Te Kauwhata**

**email:tkchatta@xtra.co.nz**

**Office 07 8263 148**

**Jim: 0274 746867, Karen 0274 771 603**

**www.chatternewspaper.co.nz**

# Waikato Valley Chocolates Limited<sup>18</sup>

ABN 063-831-301

1 Innovation Way  
Northgate Park  
Horotiu, Hamilton 3288  
PO Box 10538, Te Rapa 3241  
NEW ZEALAND



**Quote SQ00002**

Phone (+647) 855 8733

[www.waikatovalleychocolates.co.nz](http://www.waikatovalleychocolates.co.nz)

Customer Code 2500

Date 24-Jan-2019

Page 1 of 1

## Cash Sale

Waikato Valley Chocolates Ltd  
PO Box 10538 Te Rapa  
Hamilton 3241  
Ph: 07 855 8733  
GST# 063-831-301

Code	Description	Qty	Price	Gross	GST	Total
30802	#2 EGGS LOOSE 17g x 200 Helen Mahon Administrator Lakeside Christian Life Centre Huntly	2.50	80.000	200.00	30.00	230.00

Retention of Title: Responsibility for the goods which are the subject of this Invoice passes at the time of shipment. Title to these goods passes upon receipt of cleared funds.

Payment is due by the end of next month

### Quote Acceptance

To Accept this Quotation please either sign this document and return by fax or email, or provide a purchase order ie email confirming acceptance to [accounts@wvcl.co.nz](mailto:accounts@wvcl.co.nz)

Total Ex GST	200.00
GST	30.00
Total Incl GST	230.00



# 19 Customer Pre Order Form

**Name/Company Name:** Lakeside Christian Life Centre

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Contact Person:** Helen Mahon

**Contact phone:** \_\_\_\_\_

**Email:** lakesideclc@gmail.com

**Shop:** Karewa

**Order Taken By:** Andrea **Date:** 25.01.2018

**Collection Details:**

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

Products ordered	Quantity	Price	Total
Hot Cross Buns - Traditional	8	\$ 4.29	\$ 34.32
Choc Cross Buns	2	\$ 4.29	\$ 8.58
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00

**Total Amount to Pay:** \$ 42.90

**Notes/Instructions:** \_\_\_\_\_

-----tear off strip-----

**Name on Credit Card:** \_\_\_\_\_

**Credit Card Number:** \_\_\_\_\_

**Expiry Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Direct Credit Payment** - Coupland's Bakeries account ANZ 01 0815 0065323 003  
Company name & collection store is to be used as reference  
Orders must be paid for no less than 48 hours prior to collection date



## QUOTE

Hyped Up! Amusements  
[info@hypedup.co.nz](mailto:info@hypedup.co.nz)  
 0800 000 469 / 07 282 1299 / 027 891 4861  
 GST #: 125-857-234

Quote # 1902  
 Date : 25/01/2019  
 Customer ID : Lakeside

Helen Mahon  
 Lakeside Christian Life Centre  
 1 Emmanuel Place  
 Huntly 3700  
[lakeside@gmail.com](mailto:lakeside@gmail.com)

**Payment Terms**  
 within 7 days of booking  
 or 3 days before hire  
 date, whichever is  
 sooner

**Hire Date**  
 21/04/2019

<b>Bouncy Castle Hire – suitable for children up to age 10.</b>	<b>\$200.00</b>	<b>\$</b>	<b>200.00</b>
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*Choose from: Princess castle, Underwater castle, Pirate castle or Kingdom castle*

<b>Bouncy Castle Hire – suitable for children 2-4 years old.</b>	<b>\$150.00</b>	<b>\$</b>	<b>150.00</b>
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*Choose from: Party Catle*

<b>Self Pick Up / Set Up / Drop back</b>	<b>included</b>	<b>\$</b>	<b>-</b>
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*Hire period: 8:30am – 5:00pm. Pick up between 8:30 & 9am, Drop back between 4:30 & 5pm, in the suburb of Nawton*

<b>Premium Delivery and Set Up Service to Lakeside Christian Life Centre, 1 Emmanuel Pl, Huntly 3700</b>	<b>\$399.00</b>	<b>\$</b>	<b>399.00</b>
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*Standard hire period: 10am – 4pm. Alternative times by arrangement prior to booking.*

<b>TOTAL</b>	<b>\$</b>	<b>749.00</b>
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<i>Total includes GST of</i>	<b>\$</b>	<b>97.70</b>
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**To accept this quote please by contact us via email or phone**

Payment is due within 7 days of booking, or at least 3 days before hire date, whichever is sooner.

Payment is by credit card via our website, or internet deposit to:  
 Hyped Up Amusements Ltd, BNZ 02-0316-0533516-000

THANK YOU FOR YOUR BUSINESS!



CERTIFICATE OF INCORPORATION  
of

LAKESIDE CHRISTIAN LIFE CENTRE  
(HN/1130681)

This is to certify that LAKESIDE CHRISTIAN LIFE CENTRE was incorporated under the Charitable Trusts Act 1957 on the 23rd day of March 2001.



*Neville Harris*

Neville Harris  
Registrar of Incorporated Societies  
4 April 2001

# *Certificate of Registration*

**Lakeside Christian Life Centre**

Registration number: CC23881

This is to certify that Lakeside Christian Life Centre was registered as a charitable entity under the Charities Act 2005 on 5 May 2008.



Chair  
Charities Commission



Chief Executive  
Charities Commission

# LAKESIDE CHRISTIAN LIFE CENTRE & COMMUNITY CENTRE

1 Emmanuel Place  
Huntly 3700  
PO Box 47  
Huntly 3740

*Snr Pastor: Pastor Owen Mounsey*

Ph: (07) 828 8530  
Email: lakesideclc@gmail.com

31st January 2019

Funding Co-Ordinator  
Waikato District Council  
Private Bag 544  
Ngaruawahia 3742

Dear Sir/Madam,

We would like to apply for funding from the Huntly Community Board to help us towards hosting the 2019 Easter Alive event being held on 21st April 2019 at 1 Emmanuel Place Huntly.

At this event there will be a variety of activities. These include games, Easter egg hunt, kite flying, hot cross buns, art activities, movie, and for the first year ever there will be a bouncy castle. This will be our third year holding this event and the kids absolutely enjoy themselves. Our church members will be hosting this event. While the kids are playing the adults can also play or just have a nice cuppa and a hot cross bun and relax. We feel that having an event like this helps build relationships within the community.

Please find attached all quotes relating to our funding application. We are grateful for any financial assistance available. Any questions you may have regarding this application, please do not hesitate to contact me.

Yours faithfully,



Helen Mahon  
Administrator

# Chatter<sup>24</sup>

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Lakeside Christian Life Centre  
Attention Helen Mahon  
Administrator

January 25th  
2019

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Regards Jim Richardson  
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**email:tkchatta@xtra.co.nz**

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**Jim: 0274 746867, Karen 0274 771 603**

**www.chatternewspaper.co.nz**



# Waikato Valley Chocolates Limited<sup>25</sup>

ABN 063-831-301

1 Innovation Way  
Northgate Park  
Horotiu, Hamilton 3288  
PO Box 10538, Te Rapa 3241  
NEW ZEALAND



**Quote SQ00002**

Phone (+647) 855 8733

[www.waikatovalleychocolates.co.nz](http://www.waikatovalleychocolates.co.nz)

Customer Code 2500

Date 24-Jan-2019

Page 1 of 1

## Cash Sale

Waikato Valley Chocolates Ltd  
PO Box 10538 Te Rapa  
Hamilton 3241  
Ph: 07 855 8733  
GST# 063-831-301

Code	Description	Qty	Price	Gross	GST	Total
30802	#2 EGGS LOOSE 17g x 200 Helen Mahon Administrator Lakeside Christian Life Centre Huntly	2.50	80.000	200.00	30.00	230.00

Retention of Title: Responsibility for the goods which are the subject of this Invoice passes at the time of shipment. Title to these goods passes upon receipt of cleared funds.

Payment is due by the end of next month

### Quote Acceptance

To Accept this Quotation please either sign this document and return by fax or email, or provide a purchase order ie email confirming acceptance to [accounts@wvcl.co.nz](mailto:accounts@wvcl.co.nz)

<b>Total Ex GST</b>	200.00
<b>GST</b>	30.00
<b>Total Incl GST</b>	230.00



# 26 Customer Pre Order Form

**Name/Company Name:** Lakeside Christian Life Centre

**Address:** \_\_\_\_\_  
\_\_\_\_\_

**Contact Person:** Helen Mahon

**Contact phone:** \_\_\_\_\_

**Email:** lakesideclc@gmail.com

**Shop:** Karewa \_\_\_\_\_

**Order Taken By:** Andrea \_\_\_\_\_ **Date:** 25.01.2018

**Collection Details:**

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

Products ordered	Quantity	Price	Total
Hot Cross Buns - Traditional	8	\$ 4.29	\$ 34.32
Choc Cross Buns	2	\$ 4.29	\$ 8.58
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00
			\$ 0.00

**Total Amount to Pay:** \$ 42.90

**Notes/Instructions:** \_\_\_\_\_

-----tear off strip-----

**Name on Credit Card:** \_\_\_\_\_

**Credit Card Number:**

**Expiry Date:**  /

**Direct Credit Payment** - Coupland's Bakeries account ANZ 01 0815 0065323 003  
Company name & collection store is to be used as reference  
Orders must be paid for no less than 48 hours prior to collection date



## QUOTE

Hyped Up! Amusements  
[info@hypedup.co.nz](mailto:info@hypedup.co.nz)  
 0800 000 469 / 07 282 1299 / 027 891 4861  
 GST #: 125-857-234

Quote # 1902  
 Date : 25/01/2019  
 Customer ID : Lakeside

Helen Mahon  
 Lakeside Christian Life Centre  
 1 Emmanuel Place  
 Huntly 3700  
[lakeside@gmail.com](mailto:lakeside@gmail.com)

Payment Terms	Hire Date
within 7 days of booking or 3 days before hire date, whichever is sooner	21/04/2019

Bouncy Castle Hire - suitable for children up to age 10.	\$200.00	\$	200.00
--	----------	----	--------

Choose from: Princess castle, Underwater castle, Pirate castle or Kingdom castle

Bouncy Castle Hire - suitable for children 2-4 years old.	\$150.00	\$	150.00
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Choose from: Party Catle

Self Pick Up / Set Up / Drop back	included	\$	-
-----------------------------------	----------	----	---

Hire period: 8:30am - 5:00pm. Pick up between 8:30 & 9am, Drop back between 4:30 & 5pm, in the suburb of Nawton

Premium Delivery and Set Up Service to Lakeside Christian Life Centre, 1 Emmanuel Pl, Huntly 3700	\$399.00	\$	399.00
---	----------	----	--------

Standard hire period: 10am - 4pm. Alternative times by arrangement prior to booking.

TOTAL	\$	749.00
-------	----	--------

To accept this quote please by contact us via email or phone

Total includes GST of	\$	9770
-----------------------	----	------

Payment is due within 7 days of booking, or at least 3 days before hire date, whichever is sooner.

Payment is by credit card via our website, or internet deposit to:  
 Hyped Up Amusements Ltd, BNZ 02-0316-0533516-000

THANK YOU FOR YOUR BUSINESS!



---

**Open Meeting**

<b>To</b>	Huntly Community Board
<b>From</b>	Clive Morgan General Manager Community Growth
<b>Date</b>	25 February 2019
<b>Prepared by</b>	Lianne van den Bemd Community Development Advisor
<b>Chief Executive Approved</b>	Y
<b>Reference#</b>	CDR0502 / GOV0505 / 2184576
<b>Report Title</b>	Application for Funding – The Order of St John Central Region Trust Board

## **I. EXECUTIVE SUMMARY**

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The purpose of this report is to present an application for funding from the Order of St John Central Region Trust Board towards the cost of purchasing new equipment for the Huntly St John Ambulance vehicle.

## **2. RECOMMENDATION**

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

**AND THAT an allocation of \$..... is made to the Order of St John Central Region Trust Board towards the cost of purchasing new equipment for the Huntly St John Ambulance vehicle;**

**OR**

**AND THAT the request from the Order of St John Central Region Trust Board towards the cost of the purchasing new equipment for the Huntly St John Ambulance vehicle is declined / deferred until ..... for the following reasons:**

## **3. BACKGROUND**

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The Order of St John Central Region Trust Board (“the Board”) is requesting funding support on behalf of the Huntly St John Station.

The Board has identified the need to introduce two new paediatric traction splints in to the Huntly Ambulance vehicle.

The splints will be used for children who have broken their thigh in an accident and will provide pain relief for patients who need to travel further to hospital.

#### **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 \$1,668.52. The Order of St John Central Region Trust Board is seeking funding of \$1668.52 towards the cost of purchasing new equipment for the Huntly St John Ambulance vehicle.

GST Registered	Yes
Set of Accounts supplied	Yes
Previous funding has been received by this organisation	No

#### **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 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 Board is required with regard to this funding request.

#### **8. ATTACHMENTS**

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Application for Funding - The Order of St John Central Region Trust Board



## **DISCRETIONARY FUNDING APPLICATION FORM**

### **Important notes for applicant:**

- Prior to submitting your application, please contact the Waikato District Council's community development co-ordinator, on 0800 492 45 Ext 5732 or 5650, to discuss your application requirements and confirm that your application meets the eligibility criteria.
- Have you discussed your application with the Waikato District Council community development Advisor **Yes/**
- Applications must be completed in the document provided and emailed to Funding [funding@waidc.govt.nz](mailto:funding@waidc.govt.nz)
- Please ensure you have read the Guidelines prior to completing the application form (these are updated from time to time).  
I have read and understood the understood the guidelines for funding applications document **Yes/**

- All parts of the application need to be completed and all supporting information supplied.

Please note that incomplete applications **WILL NOT** be considered and will be returned.

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

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

**Discretionary and Funding Committee**

Project Fund (Rural Ward Areas)

Event Fund

**OR**

**Community Board / Committee Discretionary Fund for local Projects/Events**

Raglan

Taupiri

Onewhero-Tuakau

Ngaruawahia

Huntly

Te Kauwhata

Meremere

### **Section I – Your details**

**Name of your organisation and contact person**

The Order of St John Central Region Trust Board. Contact person: Lisa Marshall

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

Our mission is to prevent and relieve sickness and injury, and act to enhance the health and well being of everyone in the community.

St John is on call, all hours, every day, caring for others in accident and medical emergencies. Our ambulance officers respond to an average of 416 people every day across the Central Region (North Waikato to Wellington). With the region's estimated population of about 1 million (Statistics New Zealand), this equates to 1 in 6 people needing the St John ambulance service each year.

The need to adapt and find ways to improve our ambulance service stems from our goal of improved patient care and optimal health outcomes for all people that we assist and the significant increases in demand for our services across the region. Increasing our effectiveness and efficiency will ultimately have better outcomes for the wider New Zealand health system. We have a focus on taking care to patients, rather than taking patients to care.

**Phone number/s:**

07 847 2849 ext. 7860

**Email/Address:**

lisa.marshall@stjohn.org.nz

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

CC35048

**Section 2 – Your event/project****What is your event / project, including date and location?** *(please describe in full the project details)*

To replace old emergency equipment, and introduce the Paediatric Traction splint, into our two Huntly ambulances.

The Paediatric Traction splint is used for children who have broken their thigh in an accident. This splint provides pain relief and can prevent further damage to the limb, which is even more important in remote areas such as Huntly where the nearest hospital is not close.

There has been 1701 incidents in Huntly in the last 12 months. Of these 33% were considered life threatening or time critical. This has been a 11% increase in the number of incidents over the last 5 years.

We will place an order for the emergency medical equipment for our ambulances in Huntly as soon as we have funds.

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

We have 7 paid and 24 volunteer ambulance officers in Huntly.

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

Equipping our ambulance with the best medical equipment enables our officers to monitor, evaluate and act as fast as possible. Treatment carried out prior to arriving at hospital can determine life or death for patients. And ensuring the safety of our officers, while carrying out their lifesaving work.

**Are you GST registered?**

No

Yes



GST Number 66 / 460 / 835

**The following documentation MUST be supplied with your application:**

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

**Section 3 – 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.

**Important:** Please ensure that all quotes supplied are clearly itemised and match the project breakdown (Total B)

<i>Please complete all of the following sections</i>	<b>GST Inclusive Costs</b> <i>(use this column if you are not GST registered)</i>	<b>GST Exclusive Costs</b> <i>(use this column if you are GST registered)</i>
<b>What is the <u>total</u> cost of your project/event</b>	\$	\$ 1,668.52
<b>Existing funds available for the project.</b> Include any projected income i.e. ticket sales, merchandise etc.		
<b>Total</b>	\$	\$

**Only include the Funding being sought from Waikato District Council below**

<b>Project Breakdown</b> <i>(itemised costs of funding being sought)</i> <i>If there is insufficient space below please provide a breakdown of costs on an additional sheet.</i>	\$	\$
Paediatric Traction Splint x 2	\$	\$ 1,490.00
Torch's photo luminescent x 4	\$	\$ 178.52
	\$	\$
	\$	\$
	\$	\$
	\$	\$
<b>Total Funds being sought from <u>WDC</u></b> <b>Total</b>	\$	\$ 1,668.52

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

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

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

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



**Section 4 – 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 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

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

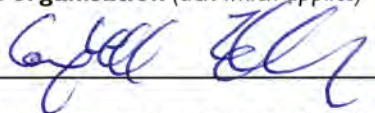
I confirm that an accountability statement has been completed and returned for previous funding received.

N/A Signed:  Name: \_\_\_\_\_  
signed in error

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

Signature:  Date: 1/2/19 General Manager

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

Signature:  Date: 1/2/19 Finance Manager

Position in organisation (tick which applies) Chairman  Secretary  Treasurer

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



# CERTIFICATE OF INCORPORATION

## THE ORDER OF ST JOHN CENTRAL REGION TRUST BOARD 810277

This is to certify that THE ORDER OF ST JOHN CENTRAL REGIONAL TRUST BOARD was incorporated under the Charitable Trusts Act 1957 on the 16th day of May 1996 and changed its name to THE ORDER OF ST JOHN CENTRAL REGION TRUST BOARD on the 4th day of February 2011.



*Neville Harris*

Registrar of Incorporated Societies  
14th day of March 2011





ASB BANK LIMITED  
AUCKLAND CORPORATE BANKING

Depositor's name \_\_\_\_\_  
Reference

Credit account of  
THE ORDER OF ST JOHN  
CENTRAL REGIONAL TRUST BOARD

Funds included in this deposit cannot be drawn against until proceeds have been cleared.

### Deposit

Date \_\_\_\_\_

Notes	No.	Amount
\$100		
\$50		
\$20		
\$10		
\$5		
Coin		
Cheques (per back)		

● \$

●

⑈ 123244⑈ 0025064⑈00 ⑈ 5?



**St John**  
Here for Life

**The Order of St John Central Region Trust Board**

**Summary Consolidated Financial Statements**

**For the year ended  
30 June 2018**

The Order of St John Central Region Trust Board  
Summary consolidated financial statements

For the year ended  
30 June 2018



Summary consolidated statement of financial position

		2018	2017
As at 30 June 2018		(000's)	(000's)
	Notes		
<b>Current assets</b>		<b>17,919</b>	<b>17,454</b>
<b>Non current assets</b>			
Property, plant and equipment	(8)	59,240	56,147
Intangible assets	(8)	-	2
Investment property	(8)	490	492
Other non-current assets		2,250	2,327
<b>Total non-current assets</b>		<b>61,980</b>	<b>58,968</b>
<b>Total assets</b>		<b>79,899</b>	<b>76,422</b>
<b>Current liabilities</b>		<b>18,628</b>	<b>17,127</b>
<b>Non-current liabilities</b>		<b>618</b>	<b>993</b>
<b>Total liabilities</b>		<b>19,246</b>	<b>18,120</b>
<b>Net assets</b>		<b>60,653</b>	<b>58,302</b>
<b>Equity</b>		<b>60,653</b>	<b>58,302</b>

Summary consolidated statement of comprehensive revenue and expense

		2018	2017
For the year ended 30 June 2018		(000's)	(000's)
	Notes		
<b>Revenue</b>			
Revenue from exchange transactions		78,974	71,730
Revenue from non exchange transactions		13,021	9,198
<b>Total revenue</b>		<b>91,995</b>	<b>80,928</b>
<b>Expenditure</b>			
Personnel	(3)	49,829	47,162
Depreciation and amortisation	(8)	5,905	5,930
Finance costs		102	7
Other operating costs		33,699	30,431
<b>Total expenditure</b>		<b>89,535</b>	<b>83,530</b>
<b>Other gains/ (losses)</b>			
Gain/(loss) on sale of assets		311	42
(Impairment)/reversal of impairment of assets	(8)	(422)	-
<b>Net surplus/(deficit) for the year</b>		<b>2,349</b>	<b>(2,560)</b>
Unrealised gain on fair value investments		2	(5)
<b>Total comprehensive surplus/(deficit) for the year</b>		<b>2,351</b>	<b>(2,565)</b>

Summary consolidated statement of changes in equity

	Accumulated Surpluses / (Deficits) (000's)	Available for sale assets reserve (000's)	Other reserves (000's)	Total (000's)
For the year ended 30 June 2018				
Opening balance 2017	60,261	10	596	60,867
Total comprehensive surplus/(deficit) for the year	(2,560)	(5)	-	(2,565)
Transfer to/(from) reserves	5	-	(5)	-
<b>Balance 30 June 2017</b>	<b>57,706</b>	<b>5</b>	<b>591</b>	<b>58,302</b>
Total comprehensive surplus/(deficit) for the year	2,349	2	-	2,351
Transfer to/(from) reserves	-	-	-	-
<b>Balance 30 June 2018</b>	<b>60,055</b>	<b>7</b>	<b>591</b>	<b>60,653</b>

Summary consolidated statement of cash flows

	2018	2017
For the year ended 30 June 2018	(000's)	(000's)
Net cash flows received from/(used in) operating activities	1,021	(2,364)
Net cash flows used in property activities	(1,851)	(2,130)
Net cash flows received from financing activities	167	2,860
<b>Net decrease in cash and cash equivalents</b>	<b>(663)</b>	<b>(1,634)</b>
Cash and cash equivalents at the beginning of the year	5,289	6,923
<b>Cash and cash equivalents at the end of the year</b>	<b>4,626</b>	<b>5,289</b>

Net cash flows used in operating activities include investment in operational capex excluding land and buildings.

These summary consolidated financial statements have been authorised on 28 September 2018.

Chairman

Board Member

The Order of St John Central Region Trust Board  
Notes to the summary financial statements

For the year ended  
30 June 2018



Note

1 Summary of accounting policies

Statement of compliance and reporting group

These summary consolidated financial statements have been extracted from the full consolidated financial statements of The Order of St John Central Region Trust Board (the 'entity') and its controlled trusts (the 'Group') also referred to as 'St John NZ'.

The consolidated financial statements of the Group have been prepared in accordance with New Zealand Generally Accepted Accounting Practice ('NZGAAP'). The Order of St John Central Region Trust Board is a charitable trust governed by the Charitable Trusts Act 1957 and registered under the Charities Act 2005.

These summary consolidated financial statements have been prepared in accordance with PBE FRS-43 'Summary Financial Statements' and have been extracted from the full consolidated financial statements for the year ended 30 June 2018 which were approved by the Regional Trust Board on 28 September 2018. The summary consolidated financial statements can not be expected to provide as complete an understanding as provided by the full consolidated financial statements. For a full understanding of The Order of St John Central Region Trust Board's financial position and performance these summary consolidated financial statements should be read in conjunction with the full consolidated financial statements.

The full consolidated financial statements are available on application to the following address:

Accountant  
St John National Headquarters  
Private Bag 14902  
Auckland 1741

The reporting currency is New Zealand Dollars rounded to the nearest thousand.

2 Business unit information

Operating business units are reported in a manner consistent with the internal reporting provided to the Chief Executive Officer. Management has determined the operating business units based on the reports reviewed by the chief decision makers that are used to assess performance and allocate resources. Generally revenues and expenses are apportioned to each unit on a direct basis plus an allocation of nonspecific and overhead costs proportional from organisational support functions and shared service functions based on activity drivers most applicable to the underlying support or service.

The determination of the activity drivers and the allocation by management involves some subjective management judgement of the variable complexity of functional activity, for example Human Resource activity ratio is higher in Emergency and Other Transportation due to the complexity of the HR support compared to Commercial and Fundraising. The allocation methodology is subject to estimated whole of business accountability across functions. During the financial year 2018 there was an increase in the cost base due to investment in projects and initiatives. In addition, in 2017-18 business intelligence and infrastructure workshops have been shifted from Emergency and Other Transportation Services to Property and Infrastructure, reflecting their whole of organisation support, compared with 2016-17.

Besides the apportionment of shared and support service costs the other major apportionment between the business units relates to \$3.0m (2017: \$3.1m) in internal recovery by Emergency and Other Transportation from Commercial and Fundraising related to the part charge for utilisation of 111 medical ambulance responses to Medical Alarm customers or St John Supporter Scheme members.

2(a) Description of business units

**Emergency and Other Transportation Services** represents the provision of ambulance services including 111 response ambulance services and associated clinical control centres, along with inter-hospital transfers and non-emergency ambulance transportation. In addition the expenditure of this business unit includes the delivery of clinical continuing training to support front line paid and volunteer ambulance staff in the provision of emergency first response services to the New Zealand public.

**Commercial and Fundraising** represents the provision of services on a commercial basis but which are still in alignment with the St John ethos of supporting the well being of New Zealanders including Medical Alarms to provide security and assistance, and training services that support health and safety outcomes within New Zealand work places as well as enhancing first aid resiliency within communities of New Zealand. Fundraising represents the outstanding and humbling charitable gifting provided by New Zealanders to support the services of St John.

**Community Services** represents services provided principally within communities significantly through the support of volunteers and a smaller degree of direct income dependency, including services such as Community Events Services, St John in Schools, free community health services, Opportunity shops, and a national youth programme.

**Property and Infrastructure** reflects the significant reliance and associated expenditure with the provision of critical support services both for Emergency and Other Transportation Services and to a lesser extent Commercial Services within a National Organisation, including significantly the ICT infrastructure.

**Shared and Support Services** represent the common services utilised across all of the business units, including services such as financial transaction processing, human resources support to paid staff and volunteers, and the customer services centre.

**Investments** represents income and expenditure from non-core activities such as interest on investments including funds held as reserves under trust.

The Order of St John Central Region Trust Board  
Notes to the summary financial statements

For the year ended  
30 June 2018



2(b) Business unit reporting - regional unit - operating channel

	Emergency and Other Transportation	Commercial and Fundraising	Community Services	Property and Infrastructure	Shared and Support Services	Investments	Total
	(000's)	(000's)	(000's)	(000's)	(000's)	(000's)	(000's)
<b>2018</b>							
<b>Income</b>							
Transportation services	55,174	-	-	-	-	-	55,174
Commercial	-	19,293	-	-	-	-	19,293
Fundraising and op shops	-	9,492	2,459	-	-	-	11,951
Rental and investment	-	-	-	226	-	211	437
Other	70	91	1,604	-	41	-	1,806
<b>Total income</b>	<b>55,244</b>	<b>28,876</b>	<b>4,063</b>	<b>226</b>	<b>41</b>	<b>211</b>	<b>88,661</b>
<b>Expenditure</b>							
Personnel	41,888	3,614	2,243	476	1,608	-	49,829
Depreciation and amortisation	3,409	1,160	415	880	41	-	5,905
Operating costs	7,150	2,589	2,497	1,628	973	-	14,837
Other expenses	2,184	71	21	-	-	-	2,276
<b>Total expenditure</b>	<b>54,631</b>	<b>7,434</b>	<b>5,176</b>	<b>2,984</b>	<b>2,622</b>	<b>-</b>	<b>72,847</b>
<b>Inter-segment transactions</b>							
Ambulance Part Charge	3,002	(3,002)	-	-	-	-	-
Internal Shared and Support Services	(11,073)	(7,729)	(2,575)	2,758	2,581	-	(16,038)
<b>Business unit (deficit)/surplus for the year</b>	<b>(7,458)</b>	<b>10,711</b>	<b>(3,688)</b>	<b>-</b>	<b>-</b>	<b>211</b>	<b>(224)</b>
Property related income/gains	-	-	-	3,148	-	-	3,148
Property related (expenditure)/(losses)	-	-	-	(575)	-	-	(575)
<b>Total (deficit)/surplus for the year</b>	<b>(7,458)</b>	<b>10,711</b>	<b>(3,688)</b>	<b>2,573</b>	<b>-</b>	<b>211</b>	<b>2,349</b>
<b>Business unit assets - Property, plant and equipment, intangible assets and investment property</b>							
<b>Total business unit assets</b>	<b>11,800</b>	<b>2,492</b>	<b>1,036</b>	<b>44,333</b>	<b>68</b>	<b>-</b>	<b>59,729</b>

	Emergency and Other Transportation	Commercial and Fundraising	Community Services	Property and Infrastructure	Shared and Support Services	Investments	Total
	(000's)	(000's)	(000's)	(000's)	(000's)	(000's)	(000's)
<b>2017</b>							
<b>Income</b>							
Transportation services	48,399	-	-	-	-	-	48,399
Commercial	-	19,005	1	-	-	-	19,006
Fundraising and op shops	-	7,567	1,898	-	345	-	9,810
Rental and investment	-	-	-	213	-	203	416
Other	121	87	1,690	(16)	5	-	1,887
<b>Total income</b>	<b>48,520</b>	<b>26,659</b>	<b>3,589</b>	<b>197</b>	<b>350</b>	<b>203</b>	<b>79,518</b>
<b>Expenditure</b>							
Personnel	39,690	3,499	1,992	343	1,638	-	47,162
Depreciation and amortisation	3,457	1,125	448	849	51	-	5,930
Operating costs	6,805	2,371	2,005	1,379	722	-	13,282
Other expenses	1,746	190	(1)	-	7	-	1,942
<b>Total expenditure</b>	<b>51,698</b>	<b>7,185</b>	<b>4,444</b>	<b>2,571</b>	<b>2,418</b>	<b>-</b>	<b>68,316</b>
<b>Inter-segment transactions</b>							
Ambulance Part Charge	3,069	(3,069)	-	-	-	-	-
Internal Shared and Support Services	(9,217)	(7,694)	(2,491)	2,374	2,445	-	(14,583)
<b>Business unit (deficit)/surplus for the year</b>	<b>(9,326)</b>	<b>8,711</b>	<b>(3,346)</b>	<b>-</b>	<b>377</b>	<b>203</b>	<b>(3,381)</b>
Property related income/gains	-	-	-	821	-	-	821
Property related (expenditure)/(losses)	-	-	-	-	-	-	-
<b>Total (deficit)/surplus for the year</b>	<b>(9,326)</b>	<b>8,711</b>	<b>(3,346)</b>	<b>821</b>	<b>377</b>	<b>203</b>	<b>(2,560)</b>
<b>Business unit assets - Property, plant and equipment, intangible assets and investment property</b>							
<b>Total business unit assets</b>	<b>12,238</b>	<b>2,310</b>	<b>1,075</b>	<b>40,891</b>	<b>127</b>	<b>-</b>	<b>56,641</b>

The Order of St John Central Region Trust Board  
Notes to the summary consolidated financial statements

For the year ended  
30 June 2018



3 Personnel costs	2018 (000's)	2017 (000's)
Personnel costs	48,675	46,135
Defined contribution plan	1,154	1,027
<b>Total personnel costs</b>	<b>49,829</b>	<b>47,162</b>
4 Commitments for expenditure	2018 (000's)	2017 (000's)
Capital commitments - property, plant and equipment	-	3,394
<b>Total commitments</b>	<b>-</b>	<b>3,394</b>
5 Leases	2018 (000's)	2017 (000's)
<b>Non-cancellable operating lease payments</b>		
Less than 1 year	1,234	1,212
Later than 1 year less than 5 years	2,944	3,328
Later than 5 years	1,365	1,015
<b>Total leases</b>	<b>5,543</b>	<b>5,555</b>

Operating leases are leases that do not transfer substantially all the risks and benefits incidental to ownership of the leased item to the Group. Operating lease payments are recognised as an operating expense in surplus or deficit on a straight-line basis over the lease term. St John has operating lease agreements related to properties, equipment and vehicles rented by St John for administrative and operational purposes.

#### 6 Contingent liabilities

The Group does not recognise a contingent liability, but discloses details of any contingencies in the notes to the financial statements, unless the possibility of an outflow of resources embodying economic benefits or service potential is remote.

There are no other contingent liabilities at balance date (2017: \$nil).

#### 7 Related party disclosures

The Group regards a related party as a person (including their immediate family members) or an entity with the ability to exert control individually or jointly, or to exercise significant influence over the Group, or vice versa. The related parties disclosures are St John and the Regional Trust Boards which are under the common control of The Priory in New Zealand of the Most Venerable Order of the Hospital of St John of Jerusalem. Related party trading balances are payable on demand. Related party loans and advances are repayable in accordance with contractual terms to June 2018 and are interest bearing at 0.00% - 5.00% (2017: 2.25 - 5.00%). The Group has not recorded any impairment of receivables relating to amounts owed by related parties during the year (2017: nil). This assessment is undertaken each financial year through examining the financial position of the related party and the market in which the related party operates.

#### 8(a) Impairment of property, plant and equipment

During the financial year, a detailed engineers report was undertaken on the property held by Taupo Area Committee at 28 Paora Hapi Street, Taupo, which consists of an ambulance station, training rooms and administrative offices. The report identified certain parts of the building as earthquake-prone due to structural deficiencies. A risk assessment was carried out by St John and a decision was made to relocate its ambulance operations and vacate the ambulance station as soon as possible. The work to strengthen the building is expected to be significant and it is probable that the cost of strengthening the structure is prohibitive to the point where demolition is the most practical solution. The carrying value of the building was \$0.65m. An impairment review was carried out on the building resulting in a current year partial impairment of \$0.42m.

#### 8(b) Assets classified as held for sale

At balance date, property held at 286 Te Ngae Road, Rotorua, was on the market for sale by the Rotorua Area Committee. In July 2018, the property sold unconditionally, with settlement on 31st August 2018. This represented land of \$0.4m, and temporary buildings with a net book value of \$0.04m. This asset has been reclassified from Property, plant and equipment to Asset held for sale.



The Order of St John Central Region Trust Board  
Notes to the summary consolidated financial statements

For the year ended  
30 June 2018



## 8(c) Property, plant and equipment

2018						
Cost (000's)						
Asset class	Opening book value	Acquisitions	Transfers	Disposals	Impairments	Closing book value
Land	10,654	1,057	(397)	(317)	-	10,997
Buildings	36,144	4,467	(41)	(641)	-	39,929
Vehicles	34,052	2,485	-	(3,018)	-	33,519
Furniture, fixtures & equipment	20,188	2,516	-	(1,254)	-	21,450
<b>Total property, plant and equipment</b>	<b>101,038</b>	<b>10,525</b>	<b>(438)</b>	<b>(5,230)</b>	<b>-</b>	<b>105,895</b>
Investment property	517	-	-	-	-	517
Intangible assets	631	-	-	(17)	-	614
<b>Total historic cost</b>	<b>102,186</b>	<b>10,525</b>	<b>(438)</b>	<b>(5,247)</b>	<b>-</b>	<b>107,026</b>
2018						
Depreciation (000's)						
Asset class	Opening depreciation	Depreciation	Transfers	Disposals	Impairments	Closing depreciation
Land	-	-	-	-	-	-
Buildings	6,752	767	695	(142)	(422)	7,650
Vehicles	23,208	2,941	-	(3,005)	-	23,144
Furniture, fixtures & equipment	14,931	2,190	(697)	(563)	-	15,861
<b>Total property, plant and equipment</b>	<b>44,891</b>	<b>5,898</b>	<b>(2)</b>	<b>(3,710)</b>	<b>(422)</b>	<b>46,655</b>
Investment property	25	2	-	-	-	27
Intangible assets	629	2	-	(17)	-	614
<b>Total accumulated depreciation</b>	<b>45,545</b>	<b>5,902</b>	<b>(2)</b>	<b>(3,727)</b>	<b>(422)</b>	<b>47,296</b>
<b>Net</b>	<b>56,641</b>	<b>4,623</b>	<b>(436)</b>	<b>(1,520)</b>	<b>422</b>	<b>59,730</b>
2017						
Cost (000's)						
Asset class	Opening book value	Acquisitions	Transfers	Disposals	Impairments	Closing book value
Land	9,870	784	-	-	-	10,654
Buildings	33,977	2,303	-	(136)	-	36,144
Vehicles	33,394	2,873	-	(2,215)	-	34,052
Furniture, fixtures & equipment	18,718	2,450	-	(980)	-	20,188
<b>Total property, plant and equipment</b>	<b>95,959</b>	<b>8,410</b>	<b>-</b>	<b>(3,331)</b>	<b>-</b>	<b>101,038</b>
Investment property	517	-	-	-	-	517
Intangible assets	631	-	-	-	-	631
<b>Total historic cost</b>	<b>97,107</b>	<b>8,410</b>	<b>-</b>	<b>(3,331)</b>	<b>-</b>	<b>102,186</b>
2017						
Depreciation (000's)						
Asset class	Opening depreciation	Depreciation	Transfers	Disposals	Impairments	Closing depreciation
Land	-	-	-	-	-	-
Buildings	6,047	747	-	(42)	-	6,752
Vehicles	22,301	3,121	-	(2,214)	-	23,208
Furniture, fixtures & equipment	13,850	2,051	-	(970)	-	14,931
<b>Total property, plant and equipment</b>	<b>42,198</b>	<b>5,919</b>	<b>-</b>	<b>(3,226)</b>	<b>-</b>	<b>44,891</b>
Investment property	23	2	-	-	-	25
Intangible assets	620	9	-	-	-	629
<b>Total accumulated depreciation</b>	<b>42,841</b>	<b>5,930</b>	<b>-</b>	<b>(3,226)</b>	<b>-</b>	<b>45,545</b>
<b>Net</b>	<b>54,266</b>	<b>2,480</b>	<b>-</b>	<b>(105)</b>	<b>-</b>	<b>56,641</b>

## 9 Subsequent events

There were no material subsequent events to these accounts which would affect the interpretation of the accounts.



# Certificate of Registration

## The Order of St John Central Regional Trust Board

This is to certify that The Order of St John Central Regional Trust Board was registered as a charitable entity under the Charities Act 2005 on 30 June 2008.

Registration number: CC35048

A handwritten signature in black ink, appearing to read "Sid Ashton".

Sid Ashton  
Chair

A handwritten signature in black ink, appearing to read "Trevor Garrett".

Trevor Garrett  
Chief Executive

**Chubb Fire & Safety Products**

5 Howe St, Newton  
PO Box 68649  
Auckland, 1145  
New Zealand  
Tel: +64 9 270 7234  
Fax: +64 9 270 7235

**31<sup>st</sup> January 2019****Quotation: 616****Graham North**

St John New Zealand  
Logistics Coordinator  
Private Bag 3215  
Hamilton

**Dear Graham**

Further to our discussions with regards Pelican 3310 Photo luminescent Torches we are happy to offer the following.

**Supply**

Pelican 3310 Photo luminescent Torch

**\$51.32 (fifty one dollars and thirty two cents) per unit**

Please note:

- Pricing is inclusive of GST
- Quotation is valid for 30 days from date of issue
- Available ex stock Auckland
- Price is freight free to your store

Should you have any inquires with regards the above please do not hesitate to contact me direct.

Yours Sincerely

A handwritten signature in blue ink that reads 'Gallacher'.

Grant Gallacher  
**Chubb Fire & Safety Products**

# Pharmaco NZ Ltd

PO Box 4079  
Auckland 1140  
New Zealand

44

Phone: +64 9 9692745  
Fax: +64 9 3071307  
EMail: custserv@pharmaco.co.nz  
Tax Identifier: 13-105-421

## Quotation

Number 664109  
Expiry date 2/03/2019  
Customer OSJ055  
Order date 31/01/2019  
Customer Order GRAHAM NORTH QUO  
Page 1

**Deliver to** OSJ, Central Region  
Regional Logistics Youth Building  
5 Devon Road  
HAMILTON, 3240  
ATTN:

**Invoice to** OSJ, Central Region  
Private Bag 14902  
Panmure  
AUCKLAND

1741

Item	Description	Quantity	Unit	Price	Per	Disc %	Discount	Tax	Line value
FRSA-S300	Infant Sager Splint	1.00	EACH	745.00	EACH			111.75	745.00

Sales charges

.00

.00

Currency	NZD
Before tax	745.00
Tax	111.75
<b>Total</b>	<b>856.75</b>

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### **Open Meeting**

<b>To</b>	Huntly Community Board
<b>From</b>	Gavin Ion Chief Executive
<b>Date</b>	13 February 2019
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0505
<b>Report Title</b>	Iwi & Community Partnership Manager

## **1. EXECUTIVE SUMMARY**

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Newly appointed Iwi & Community Partnership Manager, Sam Toka will be in attendance to introduce himself and share the purpose of his role.

Mr Toka has over 24 years' experience with iwi and tangata whenua relationship building – most recently working in the professional consulting industry and has worked extensively on NZ Transport Authority projects.

Mr Toka has built, developed, organised, managed and maintained long-term relationships with Maaori within the Tainui region and nationally. He has worked with a broad range of stakeholders, such as local and central government, government agencies, corporations, businesses and wider communities of interest.

His leadership and liaison position at Council will be to continually focus on developing strategic and purposeful relationships – partnering with stakeholders to achieve goals and rewarding outcomes.

## **2. RECOMMENDATION**

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**THAT the report from the Chief Executive be received.**

## **3. ATTACHMENTS**

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NIL

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**Open Meeting**

<b>To</b>	Huntly Community Board
<b>From</b>	Tony Whittaker Chief Operating Officer
<b>Prepared by</b>	Sharlene Jenkins Executive Assistant
<b>Date</b>	25 February 2019
<b>Chief Executive Approved</b>	Y
<b>Reference #</b>	GOV0505
<b>Report Title</b>	Huntly Community Plan Update

**1. EXECUTIVE SUMMARY**

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The purpose of this report is for the Huntly Community Board to provide an update on progress with regards to the Huntly Community Plan refresh.

**2. RECOMMENDATION**

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**THAT** the report from the Chief Operating Officer be received.

**3. ATTACHMENTS**

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NIL

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**Open Meeting**

<b>To</b>	Huntly Community Board
<b>From</b>	Vanessa Jenkins People & Capability Manager
<b>Date</b>	08 February 2019
<b>Prepared by</b>	Sharlene Jenkins Executive Assistant
<b>Chief Executive Approved</b>	Y
<b>Reference/Doc Set #</b>	GOV0505 / 2183398
<b>Report Title</b>	Huntly Works & Issues Report: Status of Items March 2019

**1. EXECUTIVE SUMMARY**

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To update the Huntly Community Board (“the Board”) on issues arising from the previous meeting.

**2. RECOMMENDATION**

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**THAT the report from the People & Capability Manager be received.**

**3. ATTACHMENTS**


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Huntly Works & Issues Report: Status of Items March 2019


**HUNTLY COMMUNITY BOARD  
WORKS & ISSUES REGISTER – 2019**

Issue	Area	Action	Comments
Fisher Road pot holes	Service Delivery	JUNE 2018: Service request raised by Community Board (RDG00110/19)	<p>AUGUST 2018: Failures in road more substantial than potholes. Waikato District Alliance (“WDA”) are following up with the New Zealand Transport Authority around repairs of these areas as WDA believe they are the responsibility of the bypass contractor. WDA will repair one small area near the railway tracks with a temporary repair to ensure this area is safe. Other failures are in low speed environments.</p> <p>SEPTEMBER 2018: Repairs on Fisher Road are Waikato District Alliance’s responsibility and will be programmed for repair so that they coincide with other general maintenance in the area.</p> <p>NOVEMBER 2018: Watching brief.</p> <p>FEBRUARY 2019: Fisher Road repairs are programmed for April 2019 – dependant on if the Waikato Expressway Project has completed use of this section of road.</p> <p>MARCH 2019: Watching brief.</p>



Issue	Area	Action	Comments
Broken pavers, Main Street Huntly	Service Delivery	<p>JUNE 2018: There are several broken and cracked pavers along on Main Street. Need a solution to replacing these i.e. pavers could be swapped out with pavers from a low traffic area.</p>  <p>EXAMPLES of broken pavers outside of Fruit King (55 Main Street)</p> <p>SEPTEMBER 2018: Vanessa to locate the remaining pavers in stock. The Board requests that when replacement pavers are procured in the future, that they be either charcoal or light terracotta as the current light coloured pavers mark easily.</p>	<p>AUGUST 2018: Waikato District Alliance Maintenance Operations Manager met with the Chair on 01 August 2018.</p> <p>There is some discussion to be had with WDA / Waikato District Council around the damaged pavers. The existing pavers cannot be supplied anymore hence replacing like for like cannot be done so other options will have to be looked at.</p> <p>Maintenance Operations Manager to have discussions with WDA staff with practical solutions to this issue.</p> <p>SEPTEMBER 2018: Current footpath repair maintenance funding is allocated to repair existing trip hazards and unsafe sections of footpath. Staff will review funding availability once unsafe footpath work has been completed.</p> <p>NOVEMBER 2018: Pavers have been located at the Ngaruawahia main offices. There are 57 pavers in total.</p> <p>FEBRUARY 2019: Some pavers (20+) have been used to replace others that have been broken during recent service upgrades in the Main Street. Will reassess site once upgrade is complete.</p> <p>MARCH 2019: Waikato District Alliance Maintenance Operations Manager to discuss with Community Board Chair. The worst of the broken pavers will be identified for replacement using the remaining supply of pavers at the Ngaruawahia main offices. Once this has been completed, WDA will reassess the situation. Programme for replacement will be before end of May 2019.</p>
Removal and Control of Graffiti from private properties in Huntly	Huntly Community Board	<p>AUGUST 2018: Community Board are investigating options for the removal and control of graffiti from private properties in Huntly.</p> <p>NOVEMBER 2018: Community Board to investigate what other groups within the district have in place.</p>	<p>FEBRUARY 2019: The Chair has been in contact with other Community Board Chairs and it is clear that their districts do not have the level of graffiti that Huntly does, and what they have in place would not meet Huntly's needs.</p> <p>The Chair has also been in contact with the Department of Corrections regarding the local Periodic Detention group removing graffiti until a permanent solution is in place. The Chair is to confirm.</p> <p>MARCH 2019: Community Board working with the Department of Corrections to remove graffiti from Main Street buildings, with the permission of each retailer. WDA continues to remove graffiti from Council owned property.</p>

Issue	Area	Action	Comments
140 Main Street, Huntly	Service Delivery	<p>AUGUST 2018: The Council owned building at 140 Main Street, Huntly is in a terrible state. Can this please be addressed.</p> <p>NOVEMBER 2018: Community Board to recommend to Council that building be demolished.</p>	<p>SEPTEMBER 2018: Staff are investigating the matter and will provide an update for next meeting.</p> <p>FEBRUARY 2019: To be discussed at the February meeting.</p> <p>MARCH 2019: Still to be discussed.</p>
Huntly War Memorial Hall	Service Delivery	<p>SEPTEMBER 2018: Mould testing has come back with an all clear for the Memorial Hall, except for the kitchen area, so planning is ongoing around how to address the issue. A report will go through to Council outlining the works plan (roofing, make safe, general tidy up, etc.) and requesting existing Long Term Plan budgets be moved forward to allow work to be completed in the short term.</p>	<p>NOVEMBER: Council resolved that funding be brought forward to allow works to be completed. Memorandum of Understanding drafted and ready for all parties to sign to allow works to begin in earnest. Some tidy up work already completed including removal of water damage in the kitchen, to be re-tested for mould.</p> <p>The community project group is organising an “open day” on 11 November to allow the public access to the main hall (kitchen and supper room to remain closed off) and to allow them to meet the project group.</p> <p>FEBRUARY 2019: Open day well received by those that attended (an estimated 35 people), general interest in use of the hall being expressed from a number of sources. Water damaged materials have largely been cleared out and the hall cleaned, mould re-testing completed with result indicating some contamination still in kitchen areas largely due to the presence of rotted wood (still to be removed). Safety fence scaffolding is currently being erected around roof to allow work on roof area to begin in earnest. Electrical work is ongoing with compliance being tested as work progresses. Seeking costs for some plumbing works required.</p> <p>MARCH 2019: Roof water tightness work ongoing, fastenings on main roof being replaced and roof to be re-sprayed. Unisex accessible toilet to be installed adjacent to men’s change room, discussion with Building Quality around requirements and investigation into route for water/waste pipes. Timber secured through Placemakers Huntly and Resene to supply paint.</p>

Issue	Area	Action	Comments
<p>Improved signage for Council car park off Glasgow Street, Huntly</p>	<p>Service Delivery</p>	<p>FEBRUARY 2019: The Ministry of Development operate out of 37 William Street which is putting a strain on street parking. There is a Council owned carpark off Glasgow Street. Can we please improve the signage directing traffic to the car park? If good signage was visible, more vehicles would park there, alleviating the street parking issue.</p> 	<p>MARCH 2019: The carpark at the end of Glasgow Street is earmarked for the park and ride for the Hamilton to Auckland Start-Up Passenger Rail Service. Design is underway on the Platform Upgrade and the Park and Ride carpark area. The Start-up is expected to commence in March 2020. Part of the design process will include looking at options for additional parking in the area.</p>

## Service Delivery Programme Delivery – Updates

### Huntly to Hopuhopu Pipeline (Stage 3) – Packaged with Contract 18/078 Tuakau and H2H Bulk Watermain 2018-19



Plan showing the remaining two crossing to be drilled

The contractor drill shot on the Taupiri river crossing is complete and preparations are underway for the Parker Road crossing drill shot. The Archaeological approval will be received soon for the main pipe crossing to the north near Parker Road and the drill team will complete that connection.

### District Wide Wastewater Pumpstation Renewals

Contract 17/101 'District Wide Wastewater Pumpstation and Raglan Rising Main Renewals' incorporates systematic upgrades at 11 Huntly wastewater pumpstation sites.

Currently in progress, the Huntly portion of this project is set to be concluded by 30 April.

### George Drive Wastewater Renewal (2015/16)

Contract 15/192 works have restarted on site (Smythe Contractors) and progressing well.

Works will be completed by the end of March but WEL will need to install the new power supply, resulting in some delay. We expect to commission the new pumpstation in April.

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### **Open Meeting**

<b>To</b>	Huntly Community Board
<b>From</b>	Katrina Langlands Chairperson
<b>Date</b>	12 March 2019
<b>Prepared by</b>	Lynette Wainwright Committee Secretary
<b>Chief Executive Approved</b>	Y
<b>DWS Document Set #</b>	GOV0505
<b>Report Title</b>	Chairperson's Report

## **I. EXECUTIVE SUMMARY**

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I have:

chased up what is happening at the Pensioner Flats for Des Maskell,  
 been in contact with Fred Rix about possilbe dicarded mining equipment that might be useful  
 for our Huntly sign,  
 contacted NZTA and Ian Boddington regarding the property on State Highway 1 that is  
 causing a stir,  
 attended the monthly clinic at the library, 2 people attended with their concerns,  
 caught up with the Alliance Group to get them back on to what they can do about our Main  
 Street pavements problem, and  
 spoken with Citycare and got the alleyway in town cleaned up again, (painting of the meter  
 boxes should have started by the time of this Community Board meeting).  
 concerns raised by community groups/ratepayers:

## **2. RECOMMENDATION**

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**THAT the report from the Chairperson be received.**

## **3. ATTACHMENTS**

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Nil