

Agenda for a meeting of the Waikato District Community Wellbeing Trust to be held via Zoom on **MONDAY 20 DECEMBER 2021** commencing at **4.00pm.**

1. **APOLOGIES AND LEAVE OF ABSENCE**
2. **CONFIRMATION OF STATUS OF AGENDA ITEMS**
3. **CONFLICT OF INTEREST AND DISCLOSURES**
4. **CONFIRMATION OF MINUTES**
Meeting held on 27 September 2021 4
5. **ACTION REGISTER – DECEMBER 2021** 7
6. **FORMAL RECEIPT OF EMAILED REPORTS**
 - Quarterly Certificate of Compliance for period ending 30 September 2021 11
 - KiwiWealth Limited Fund Performance to 30 September 2021 13
7. **APPROVED GRANTS UPDATE 2020-2021** 16
8. **TRANSFER OF WELLBEING TRUST FUNDS TO
WAIKATO DISTRICT COUNCIL FOR THE 2020/21 FINANCIAL YEAR** 34
9. **GENERAL BUSINESS**
 - Confirmation of Annual General Meeting new date (February 2022)

Open Meeting

To	Waikato District Community Wellbeing Trust
From	Alison Diaz Chief Financial Officer
Date	14 December 2021
Prepared by	Sharlene Jenkins Organisational Development, Learning & Change Advisor
Chief Executive Approved	Y
Reference #	CVN0102
Report Title	Confirmation of Minutes

1. EXECUTIVE SUMMARY

To confirm the minutes for the Waikato District Community Wellbeing Trust meeting held on Monday, 27 September 2021.

2. RECOMMENDATION

THAT the minutes for the meeting of the Waikato District Community Wellbeing Trust held on Monday, 27 September 2021 be confirmed as a true and correct record of that meeting.

3. ATTACHMENTS

Waikato District Community Wellbeing Trust Minutes – Monday, 27 September 2021

MINUTES of a meeting of the Waikato District Community Wellbeing Trust held via Zoom on **MONDAY 27 SEPTEMBER 2021** commencing at **4.00pm**.

Present:

Cr J Church (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr R McGuire
Ms J Muru

Attending:

Ms A Diaz (Chief Financial Officer)
Ms J de Abreu (Financial Accountant)
Mrs S Jenkins (Executive Assistant)

Apologies and Leave of Absence

NIL.

Confirmation of Status of Agenda Items

Resolved: (Cr Church / Cr McGuire)

THAT the agenda for a meeting of the **Waikato District Community Wellbeing Trust** held on **27 September 2021** be confirmed and all items therein be considered in open meeting.

CARRIED on the voices

WBT2109/1

Conflict of Interest and Disclosures

There were no disclosures of interest.

Confirmation of Minutes

Resolved: (Ms Muru / Mayor Sanson)

THAT the minutes of the Meeting of the **Waikato District Community Wellbeing Trust** held on **Monday, 24 May 2021** be confirmed as a true and correct record of that meeting.

CARRIED on the voices

WBT2109/2

Action Points Update

Roger Browne from Kiwi Wealth did not receive all Risk Profile questionnaires back from Trustees. On what he has received, Roger advises that the balance of portfolio mix is still appropriate. **ACTION:** Alison to advise Roger that Trustees are comfortable with the current portfolio mix, and that they will submit up to date Risk Profile questionnaires prior to the 2022 annual investment mandate review.

Apologies from Lianne re: the actions for the Tuakau Skate Park project. An email update to Trustees will be sent shortly.

Formal Receipt of Emailed Reports

Agenda Item 6

Quarterly Certificate of Compliance for period ending 30 June 2021

Report taken as read.

The date of the Review of Investment Mandate needs to be checked (recorded as February, but Kiwi Wealth have noted as March). **ACTION:** Alison to confirm date of Review of Investment mandate and update prior to the Chairperson signing the Quarterly Certificate of Compliance.

Resolved: (Cr Church / Cr McGuire)

THAT the report from the Chief Financial Officer be received.

CARRIED on the voices

WBT2109/3

Kiwi Wealth Limited Fund Performance to 30 June 2021

Report taken as read.

ACTION: Alison to provide trend data on the fund's annualised return at the December meeting. **ACTION:** Alison to enquire with Kiwi Wealth what the discretionary sector is.

Resolved: (Cr Church / Cr McGuire)

THAT the report from the Chief Financial Officer be received.

CARRIED on the voices

WBT2109/4

Annual Review of Compliance with Trust Deed

Agenda Item 7

Memo taken as read.

Resolved: (Cr Church / Cr McGuire)**THAT the memo from the Legal Counsel be received.****CARRIED on the voices****WBT2109/5****Draft Performance Report (Annual Report) for the year ended 30 June 2021**

Agenda Item 8

Report taken as read.

Audit NZ have created an online dashboard portal for audit items and uploading requested documents. A number of documents have been uploaded, and Jean is working through all the audit items.

Timing of audits were changed for most Council CCOs in order to get through the audit with Audit NZ resourcing issues.

There may be some changes to the draft Performance Report. These will be highlighted / track changed for Trustees, with final approval at the annual general meeting.

The date of the annual investment mandate review will need to be confirmed and potentially updated.

ACTION: Jean to amend Changes in accounting policies (page 12) to reflect the adoption of accounting standard PBE IPAS 41.

Resolved: (Cr Church / Mayor Sanson)**THAT the report from the Chief Financial Officer be received;****AND THAT the Trustees approve the draft Performance Report for the year ended 30 June 2021 subject to final audit sign-off expected in December 2021;****AND FURTHER THAT the Trustees will approve any changes to the final Performance Report by email prior to final audit sign-off;****AND FURTHER THAT the Trustees will formally ratify the final Performance Report at its Annual General Meeting before 31 December 2021.****CARRIED on the voices****WBT2105/6**

General Business

Agenda item 9

Discussion held regarding how to accommodate funding requests out of cycle, given that there is no funding round planned for the remainder of this calendar year, and there are potential applicants wanting to apply. **ACTION:** Lianne to provide a recommendation for accommodating funding requests out of cycle within the next week.

Next Trustee meeting and Annual General Meeting confirmed for Monday 20 December 2021 at 4pm.

There being no further business the meeting was declared closed at 4.25pm.

Minutes approved and confirmed this day of 2021.

Cr J Church
CHAIRPERSON

Open Meeting

To	Waikato District Community Wellbeing Trust
From	Alison Diaz Chief Financial Officer
Date	14 December 2021
Prepared by	Sharlene Jenkins Organisational Development, Learning & Change Advisor
Chief Executive Approved	Y
Reference #	CVN0102
Report Title	Waikato District Community Wellbeing Trust Action Register – December 2021

1. EXECUTIVE SUMMARY

The purpose of this report is to present an updated Waikato District Community Wellbeing Trust Action Register for the Trustee's information.

2. RECOMMENDATION

THAT the report from the Chief Operating Officer be received.

3. ATTACHMENTS

Updated Waikato District Community Wellbeing Trust Action Register – December 2021

Waikato District Community Wellbeing Trust: Action Register – December 2021

#	Action	Owner	Date Assigned	Date Due	Status
1	<p>Approved Grants and Payment Reconciliation 2020-2021</p> <p>Email an update on the Tuakau Skate Park project to Trustees</p>	Community Led Development Advisor	May 2021	September 2021	<p>Tuakau Skate Park Trustees advise:</p> <p>The project tender should be awarded in the coming weeks. Until then we will not know timeframes for delivery and ultimately spending of the money. However, we do anticipate that to be this summer.</p> <p>The Project advises:</p> <p>COVID-19 restrictions continue to disrupt progress. The contract is not yet signed therefore, the successful tenderer has not been appointed, but the aim is to build the skate park through the summer period.</p>
2	<p>Approved Grants and Payment Reconciliation 2020-2021</p> <p>Request a full project accountability at the completion of the Tuakau Skate Park project.</p>	Community Led Development Advisor	May 2021	September 2021	The request to Tuakau Skate Park Trustees has been sent.
3	<p>Action Points Update</p> <p>Advise Roger Browne that Trustees are comfortable with the current portfolio mix, and that they will submit up to date Risk Profile questionnaires prior to the 2022 annual investment mandate review.</p>	Chief Financial Officer	September 2021	December 2021	Noted. Will be scheduled for February 2022.

#	Action	Owner	Date Assigned	Date Due	Status																																								
4	<p>Quarterly Certificate of Compliance for period ending 30 June 2021</p> <p>Confirm date of Review of Investment mandate and update prior to the Chairperson signing the Quarterly Certificate of Compliance</p>	Chief Financial Officer	September 2021	December 2021	The review of the investment mandate is normally scheduled for February. The Trustees should work off this same assumption for 2022 unless confirmed otherwise. The timing of the Quarterly Certificate factors in this annual requirement.																																								
5	<p>Kiwi Wealth Limited Fund Performance to 30 September 2021</p> <p>Provide trend data on the fund's annualised return at the December meeting.</p>	Chief Financial Officer	September 2021	December 2021	<table border="1"> <caption>Annualised portfolio returns for prior 3 years</caption> <thead> <tr> <th>Date</th> <th>Return (%)</th> </tr> </thead> <tbody> <tr><td>Sep-18</td><td>9.5</td></tr> <tr><td>Nov-18</td><td>10.5</td></tr> <tr><td>Jan-19</td><td>9.5</td></tr> <tr><td>Mar-19</td><td>8.5</td></tr> <tr><td>May-19</td><td>8.8</td></tr> <tr><td>Jul-19</td><td>9.5</td></tr> <tr><td>Sep-19</td><td>9.5</td></tr> <tr><td>Nov-19</td><td>8.0</td></tr> <tr><td>Jan-20</td><td>8.0</td></tr> <tr><td>Mar-20</td><td>7.5</td></tr> <tr><td>May-20</td><td>8.5</td></tr> <tr><td>Jul-20</td><td>8.8</td></tr> <tr><td>Sep-20</td><td>8.8</td></tr> <tr><td>Nov-20</td><td>8.8</td></tr> <tr><td>Jan-21</td><td>9.0</td></tr> <tr><td>Mar-21</td><td>9.2</td></tr> <tr><td>May-21</td><td>9.5</td></tr> <tr><td>Jul-21</td><td>9.2</td></tr> <tr><td>Sep-21</td><td>9.0</td></tr> </tbody> </table>	Date	Return (%)	Sep-18	9.5	Nov-18	10.5	Jan-19	9.5	Mar-19	8.5	May-19	8.8	Jul-19	9.5	Sep-19	9.5	Nov-19	8.0	Jan-20	8.0	Mar-20	7.5	May-20	8.5	Jul-20	8.8	Sep-20	8.8	Nov-20	8.8	Jan-21	9.0	Mar-21	9.2	May-21	9.5	Jul-21	9.2	Sep-21	9.0
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6	<p>Kiwi Wealth Limited Fund Performance to 30 September 2021</p> <p>Enquire with Kiwi Wealth what the discretionary sector is.</p>	Chief Financial Officer	September 2021	December 2021	The full term is consumer discretionary sector and includes automobiles and auto components, consumer durables and apparel (household durables, leisure products, textiles, apparel, and luxury goods), consumer services (hotels, restaurants) and retail.																																								

#	Action	Owner	Date Assigned	Date Due	Status
7	<p>Draft Performance Report (Annual Report) for the year ended 30 June 2021</p> <p>Amend Changes in accounting policies (page 12) to reflect the adoption of accounting standard PBE IPAS 41.</p>	Financial Accountant	September 2021	December 2021	Correction has been actioned.
8	<p>General Business</p> <p>Provide a recommendation for accommodating funding requests out of cycle within the next week.</p>	Community Led Development Advisor	September 2021	04 October 2021	Does the Trust want to have a meeting prior to the May funding round?

Open Meeting

To	Waikato District Community Wellbeing Trust
From	Alison Diaz Chief Financial Officer
Date	1 December 2021
Chief Executive Approved	Y
Reference #	CVN0102/
Report Title	Quarterly Certificate of Compliance for period ending 30 September 2021

1. EXECUTIVE SUMMARY

The Waikato District Community Wellbeing Trust's ("Wellbeing Trust") Statement of Intent requires the Trustees to consider certain compliance obligations. These obligations are considered by the Trustees at each meeting from performance reporting and associated discussion.

This report provides a quarterly certificate of compliance using the information that has been considered by the Trustees since the commencement of this financial year.

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received;

3. ATTACHMENTS

Quarterly Certificate of Compliance for period ending 30 September 2021.

**Waikato District Community Wellbeing Trust
Quarterly Certificate of Compliance
for period ending 30 September 2021**

	Actual	Per Policy
Benchmark Portfolio (fixed interest: equities)	45 : 55	>45 : <55
Grant distribution limit as % of net income after inflation	Compliant	<50%
Grant distribution cap as a % of capital	Compliant	<10%
Review of investment mandate (within last year)	Yes – at February 2021 meeting	Annual
Applicant accountability reports received	Yes	Required upon completion of project

.....
Chairperson

Open Meeting

To	Waikato District Community Wellbeing Trust
From	Alison Diaz Chief Financial Officer
Date	1 December 2021
Chief Executive Approved	Y
Reference #	CVN0102
Report Title	Kiwi Wealth Limited Fund Performance to 30 September 2021

I. EXECUTIVE SUMMARY

The investment fund performance for the quarter ended 30 September 2021 was -0.3% against a benchmark performance of -0.8%. The total return since inception after tax, brokerage and fees is 132.7% or 9.1% on an annualised basis.

The result for September was -2.4% against a benchmark performance of -2.2%, slightly below the benchmark.

The Trustees are familiar with the fact that the investment objectives and investment portfolio takes a long-term view of the fund. Investment strategy commentary is provided by KiwiWealth in the attached report.

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received;

3. ATTACHMENTS

The Kiwi Wealth Limited Fund Performance to 30 September 2021

Waikato District Community Wellbeing Trust

Investment Mandate

This is a balanced portfolio split 45/55 fixed interest/growth shares investments

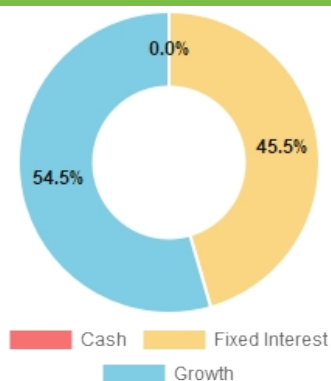
This mandate was last reviewed on 11 March 2021.

Asset Class	Ultimate Allocation	Target NZD Exposure
Cash	0.0%	
Fixed Interest	45.0%	100.0%
Growth	55.0%	50.0%
Total	100.0%	

Portfolio Position

As at 30 September 2021, the total value of your investment portfolio is \$5,158,784. Your net contributions since inception in January 2012 have totalled \$2,063,333 (\$2,514,366 deposits less \$451,032 withdrawals).

Asset Class	Actual Value	Actual Allocation
Cash	\$401	0.0%
Fixed Interest	\$2,348,318	45.5%
Growth	\$2,810,066	54.5%
Total	\$5,158,784	100.0%

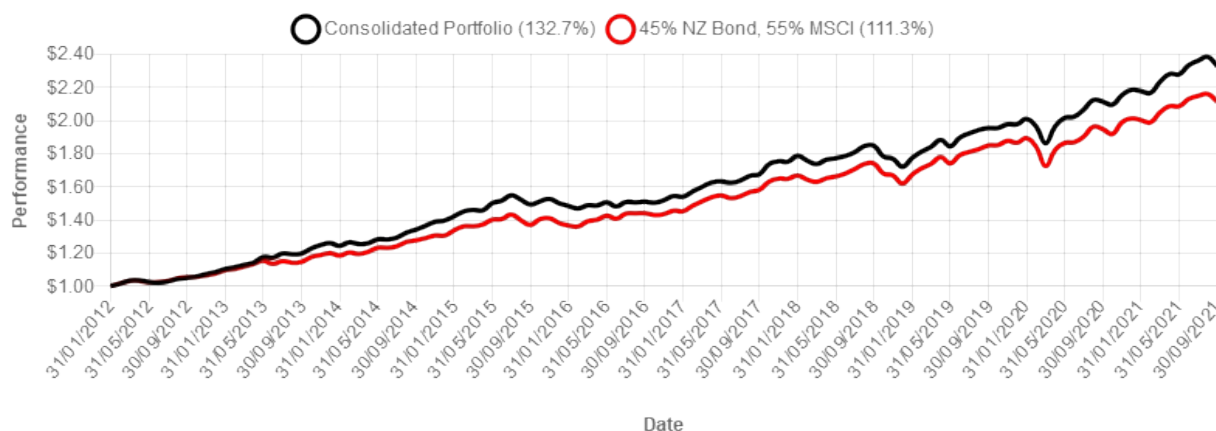


Portfolio Performance

The Kiwi Wealth Growth Fund returned -3.76% after tax and fees in September, 0.68% behind its benchmark, which returned -3.08%. The underlying equity strategies had a challenging month which contributed to the underperformance, the alternative assets on the other hand outperformed both cash & equities.

The Kiwi Wealth Fixed Interest Fund returned -0.56% after fees and taxes in September, outperforming its benchmark, which returned -0.83%. Outperformance was mostly due to having a lower average maturity than that of our benchmark. All things being equal, bond prices go down when interest rates go up and usually more so if the maturity of the bond is higher. September saw a marked increase in international long maturity rates which fed into New Zealand's longer rates.

Waikato District Community Wellbeing Trust Performance (Consolidated Portfolio - NZD)



Your return for the month of September was -2.4% against a benchmark of -2.2%. Your net contributions since 31 January 2012 have totalled \$2,063,333 (\$2,514,366 deposits less \$451,032 withdrawals). As of 30 September 2021 the total value of your portfolio is \$5,158,784. The total return on each dollar invested at inception is 132.7% (after withholding tax, brokerage, and fees), or 9.1% p.a. on an annualised basis.

	15 Loss/Gain				
	Last Month	Last 3 Months	Last 12 Months	Since Inception	Annualised
Consolidated Portfolio Inception date (31/01/2012)	-2.4%	-0.3%	10.1%	132.7%	9.1%
45% NZ Bond, 55% MSCI	-2.2%	-0.8%	8.5%	111.3%	8.0%
Cash Inception date (31/01/2012)	0.1%	3.1%	6.6%	51.2%	4.4%
Fixed Interest Inception date (31/01/2012)	-0.7%	-1.1%	-4.4%	58.9%	4.9%
100% NZ Bond	-1.1%	-1.4%	-7.6%	34.2%	3.1%
Growth Inception date (31/01/2012)	-3.6%	0.6%	24.3%	213.9%	12.6%
MSCI	-3.1%	-0.7%	21.8%	166.7%	10.7%

Investment Strategy

Market Review

Global equity markets fell 3.59% as measured by the NZD-hedged MSCI ACWI index. Domestically, the NZX 50, also bucked the global sell off, returning a moderate 0.43%. Interest rate on the US 10-year treasury jumped up 18 basis points from 1.30% to 1.48% after first cracking the 1.50% barrier. Commodity markets, particularly oil, coal, and natural gas, continued to rally strongly as the world grapples with energy shortages and supply constraints.

Portfolio Changes

Over September, Global Thematic increased its weighting in some large cap technology names (**Alphabet, Adobe**) to take advantage of the cheaper prices. We also lowered our weighting to US discount retailers (**Costco, Target**) after a long period of outperformance.

In Global Quantitative, our portfolio targets higher quality companies and sectors more suited to the current environment, having strong metrics across earnings quality, capital efficiency, valuations, sentiment, and sustainability. Over the month, we increased allocation to Tech (**Microsoft, Adyen**) and Financials (**Royal Bank of Canada, Raymond James Financial**), and reduced Industrials (**Booz Allen Hamilton, Trane Technologies**) and Materials (**Sika, Chemours**). Tech and Discretionary are our favoured sectors while Energy and Consumer Staples are our largest underweights

In the Fixed Income team, our core belief remains that disruption from Covid will not be transitory and therefore inflation will not either, however, without getting anywhere near the inflation levels of the past. We don't believe that longer maturity interest rates are compensating us for inflation risk. Therefore, our strategy is to continue to err on the side of shorter maturities with one caveat: there will be a time to lock in higher rates when they better reflect inflation expectations funded from cash released as shorter bonds mature.

Open Meeting

To	Waikato District Community Wellbeing Trust
From	Alison Diaz Chief Financial Officer
Date	15 December 2021
Prepared by	Lianne van den Bemd Community Led Development Advisor
Chief Executive Approved	Y
Reference #	CVN0102 / CDR0502 / 3317246
Report Title	Approved Grants Update 2020-2021

I. EXECUTIVE SUMMARY

This report provides a summary of grants uplifted, grants unpaid and details payments of completed projects. Status Updates and Accountability Forms are attached to the report.

Grants Uplifted

Organisation	Project	Amount Funded
Tuakau Youth Sports Trust	The project tender should be awarded in the coming weeks. Until then, timeframes for delivery won't be known. Commencement of project this summer.	\$20,000 Invoice paid in two instalments

Grants Unpaid

Organisation	Project	Amount Funded
The Glen Afton Citizens Sports Club	Glen Afton Club Community Venue Rebuild	\$50,000

Glen Afton funding application		Funds sought from	Amount
Funds sought from others		Trust Waikato	\$ 80,000
		WEL Energy Trust	\$ 70,000
		Total	\$150,000
Status Update date	Comment	Funds confirmed	Amount
29 September 2021	23 April 2021 – Approved for \$80,000	Trust Waikato	\$ 80,000
15 December 2021	27 May 2021 – Approved for \$25,000	WEL Energy Trust	\$ 25,000
		Total	\$105,000
Shortfall	See comment in December status update		\$45,000

Grants completed

The following groups have completed their respective projects, their project Accountability Forms have been received, checked against the criteria and registered in ECM.

Organisation	Project	Amount Funded
Te Kauwhata Emergency Trust Board	To purchase a new 4x4 Emergency First Response Vehicle.	\$25,000
Te Kauwhata Community Patrol	To purchase a new Safer Communities Patrol Vehicle.	\$10,000

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received.

3. ATTACHMENTS

Status Updates:

1. Glen Afton Citizens Sports Club – September and December 2021
2. Tuakau Youth Sports – December 2021

Project Accountabilities:

3. Te Kauwhata Emergency Trust Board
4. Te Kauwhata Community Patrol

Wellbeing Trust Grant Project Status Update

15 December 2021

Applicant Name: Glen Afton Citizen's Sports Club		Project name: Glen Afton Community Venue Rebuilt	
Total Cost of Project \$1,100,000 In Hand: \$900,000	Waikato Community Wellbeing Trust Grant: \$50,000	Other Funding Sought: \$150,000	
<p>Project Status: Full details of where your project is at to date (Please include timeframes for future progress of the project.)</p> <p>After what has been a stressful few months for the community, we are seeing off the year with some great news. Holah Homes have reviewed the build contract to make sure materials can be sourced and further locking in pricing. This has been a massive undertaking by Holah Homes as they are doing a lot of this work in kind and our committee have been working tirelessly through this time to make headway.</p> <p>A contract has been supplied by Holah Homes which the committee are reviewing. There are independents looking over this and all is hoped to be fully signed early in the new year. This process has taken longer than expected. Due to the ever-changing landscape of Covid and the pressure that has put on our volunteers, we are looking to ease that with more support from the local community in the new year.</p> <p>December's committee meeting is also discussing a donor from the community who would like to contribute to the cost of the build. This member of the community reached out to the committee after a community meeting was held to discuss the progress of the project. They have expressed serious interest in a philanthropic donation after hearing about the fundraising efforts done to date. The initial sum being considered is \$45,000 (to help with the shortfall from the WEL Energy application). This will be confirmed in an agreement and set to happen in the next month.</p> <p>The committee would like to invite the trust out for a site visit in the new year to kick off the start of the project.</p> <p>Note: If your project and funding plan have significantly changed from your original proposal we will require a written letter to the Trust explaining the reason for the change. The Trust will then make a decision as to whether the funds allocated still meet the requirement of the allocation criteria.</p>			
<p>Full list of what funders you are applying to or have applied for funding from – including timeframes (e.g. date you applied for the funding and what date you expect to hear the outcome – decline or other otherwise). If applicable</p> <ul style="list-style-type: none"> ○ Trust Waikato – successful application notified on Friday 23 April with a paid sum of \$80,000 ○ WEL Energy Trust – successful application notified on Thursday 27 May with a paid sum of \$25,000 			
<p>Issues i.e. consents. If you are having consenting issues that impair the project, please explain why.</p> <p>As stated in the previous report, lockdowns have created a lot of stress amongst the committee. This has had huge impacts on this project. We have been lucky to have the full support of Holah Homes throughout this process who have helped navigate this with us but due to demands, the priorities have had to shift. We are happy with where things are going and again, are getting people to share the load.</p>			
Staff Comments: Please see September update on next page			
Please return the completed form by email to funding@waidc.govt.nz			

Wellbeing Trust Grant Project Status Update

29 September 2021

Applicant Name: Glen Afton Citizen's Sports Club		Project name: Glen Afton Community Venue Rebuilt	
Total Cost of Project \$1,100,000 In Hand: \$900,000	Waikato Community Wellbeing Trust Grant: \$50,000	Other Funding Sought: \$150,000	
<p>Project Status: Full details of where your project is at to date (Please include timeframes for future progress of the project.)</p> <p>The project of the rebuild of the Glen Afton Club is tracking nicely. We submitted an application to Trust Waikato and got confirmation of those funds in the middle of last month. This has allowed us to now start moving forward with the other parts of our process. This puts our fundraising to date at \$130,000 of confirmed funds.</p> <p>We have been in constant contact with our builder, Holah Homes who have been revising materials that are 1. available due to demand and the after effects of Covid, and 2. a more sustainable product that require less maintenance. This is all part of us future proofing the building and allowing for a more sustainable final product.</p> <p>The committee are meeting regularly to start working through the process of managing the different aspects of the build (administration etc) and there will also be discussions had about appointing an external project manager to manage the full build process.</p> <p>Our timeline currently hinges on our resource consent which has the following timings:</p> <ul style="list-style-type: none"> ○ Lodge resource consent – the week of the 24th of May 2021 ○ Await the 20 working day period – the week of 21st of June 2021 ○ 6-8 weeks – the week of 16th of August 2021 <p>Note: If your project and funding plan have significantly changed from your original proposal we will require a written letter to the Trust explaining the reason for the change. The Trust will then make a decision as to whether the funds allocated still meet the requirement of the allocation criteria.</p>			
<p>Full list of what funders you are applying to or have applied for funding from –including timeframes (e.g. date you applied for the funding and what date you expect to hear the outcome – decline or other otherwise). If applicable</p> <ul style="list-style-type: none"> ○ Trust Waikato – successful application notified on Friday 23 April with a paid sum of \$80,000 ○ WEL Energy Trust – applied for \$35,000 on Wednesday 31 March and confirmation of decision is set for late May/early June 2021 			
<p>Issues i.e. consents. If you are having consenting issues that impair the project, please explain why.</p> <p>We have been working closely with BCD Group who are collating our last pieces for our final Resource Consent. Our original “existing use of rights” consent lapsed and unfortunately we are not able to extend this. This was due to miscommunication which we have now sorted and have systems in place to deal with the legislative side of the rebuild. That being said, we have had great feedback from the Consents team and know exactly what is required. We enlisted the help of professionals to ensure that all of our documents were of a certain standard and we have a full understanding of the requirements needed.</p>			
Staff Comments:			
Please return the completed form by email to funding@waidc.govt.nz			

Wellbeing Trust Grant Project Status Update

Applicant Name: Tuakau Youth Sports Trust		Project name: Tuakau Skate Park	
Total Cost of Project \$25,700.00 In Hand: \$1,000.00	Waikato Community Wellbeing Trust Grant: \$17,391.30	Other Funding Sought: \$	
<p>Project Status: Full details of where your project is at to date (Please include timeframes for future progress of the project.)</p> <p>Tuakau Skate Park Trustees advise: The project tender should be awarded in the coming weeks.</p> <p>Until then we will not know timeframes for delivery and ultimately spending of the money. However, we do anticipate that to be this summer.</p> <p>The Project Manager advises: COVID-19 restrictions continue to disrupt progress. The contract is not yet signed, therefore the successful tenderer has not been appointed, but the aim is to build the skate park through the summer period.</p> <p>Note: If your project and funding plan have significantly changed from your original proposal, we will require a written letter to the Trust explaining the reason for the change. The Trust will then make a decision as to whether the funds allocated still meet the requirement of the allocation criteria.</p>			
<p>Full list of what funders you are applying to or have applied for funding from – including timeframes (e.g. date you applied for the funding and what date you expect to hear the outcome – decline or other otherwise). If applicable</p>			
<p>Issues i.e. consents. If you are having consenting issues that impair the project, please explain why.</p>			
<p>Staff Comments:</p>			
<p>Please return the completed form by email to funding@waidc.govt.nz</p>			

Funding Project Accountability

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

Name of Board/ Committee: _____

Organisation/ Initiative name: Te Kauwhata Emergency Services Trust Board _____

Postal address: PO Box 112 Te Kauwhata _____

Physical address: C/- 7 Baird Ave, Te Kauwhata 3710 _____

Contact details: _____

Name: Nicola Patterson [REDACTED] _____

Email: [REDACTED] _____

Amount of funding you received from Waikato District Council \$ 25,000 _____

How the funding received was spent This money was spent purchasing a vehicle to be used as a First Response Vehicle by the Te Kauwhata Fire Brigade _____

NOTE:

- Provide receipts or bank statements for all associated cost.
- Tax invoices not acceptable.
- Please make sure that all receipts are clear and readable, *unclear* accountability will be returned.

When did your event/project take place? The vehicle has been paid for and is due for delivery at the end of June. _____

Comment on the success of your project and describe the benefits to the community

(Please provide photo documentation of project undertaken)

Thank you for your support with this project. As soon as vehicle is sign written, a photograph will be sent to Waikato District Council. We are delighted that the community will have a vehicle to respond quickly and efficiently to the many call outs in the area. _____

We are confident that the vehicle will make a huge difference to the way the Te Kauwhata Fire Brigade responds to calls and can increase the time frame to get more volunteers to incidents. _____

(continued)...

How did your project contribute to the Waikato District Community Outcomes
 (See below information)

Healthy Waikato – Part of the Response Vehicle’s tasks will to be supporting the Appliance with medical equipment. It will also mean the 1st Response vehicle can turn out to a medical incident and not the Appliance. This leaves the Appliance free to attend a fire or any other incident as it arises. _____

Safe Waikato – The 1st Response vehicle will make it easier and quicker to out to incidents including those in difficult terrain. It will also allow more volunteers to turn out for bigger incidents and training. Training is a big part of volunteering in the Brigade as it is important to be able to perform tasks ‘without thinking’ in cases of trauma. The Te Kauwhata Fire Brigade aims to provide a trained, competent service to assist all the area. _____

Waikato District Community Outcomes

Accessible Waikato – A district where the community’s access to transport infrastructure and technology meets its needs.

Sustainable Waikato – A district where growth is managed effectively and natural resources are protected and developed for future generations.

Thriving Waikato – A district that prides itself on economic excellence, where heritage and culture are protected and celebrated.

Healthy Waikato – A district with services and activities that promote a healthy community.

Safe Waikato - A district where people feel safe and supported within their communities.

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.

Please return the completed form to funding@waidc.govt.nz

Name Nicola Patterson _____

Position in organisation Treasurer/Secretary _____

Signature N Patterson _____ **Date** 9/6/2021 _____

TE KAUWHATA EMERGENCY SERVICES TRUST BOARD



IRD: 095 994 334

Charities number: CC10153

9.6.2021

Waikato District Council

Private Bag 544

Ngaruawahia 3742

Invoice: TKES2021-7

Donation to Te Kauwhata Emergency Services Trust Board – First Response Vehicle Project

\$12,500.00

Twelve thousand, five hundred dollars only

Resolution reference: WBT2012/4

Please deposit into bank account number:

02 0328 0103302 00

BNZ, Huntly

Te Kauwhata Emergency Services Trust Board

TE KAUWHATA EMERGENCY SERVICES TRUST BOARD



IRD: 095 994 334

Charities number: CC10153

9.6.2021

Waikato District Council

Private Bag 544

Ngaruawahia 3742

Invoice: TKES2021-8

Donation to Te Kauwhata Emergency Services Trust Board – First Response Vehicle Project

\$12,500.00

Twelve thousand, five hundred dollars only

Resolution reference: WBT2012/4

Please deposit into bank account number:

02 0328 0103302 00

BNZ, Huntly

Te Kauwhata Emergency Services Trust Board

TKES

ACCOUNT NAME
 THE TE KAUWHATA EMERGENCY SERV
 ICES TRUST BOARD

ACCOUNT NUMBER

STATEMENT NO. 154
 FOR THE PERIOD
 30 APRIL 2021 TO 31 MAY 2021

OPENING BALANCE

133,150.93

Name of Other Party	Type	Particulars	Code	Reference	Withdrawals	Deposits	Balance
			Donation			1,000.00	134,150.93
Carley's Transp	DC	Carleys Tspt	Donation	ute donation		3,000.00	
INLAND REVENUE	DC	GST			397.11		
McDonald Plumbing	BP	McDonald	Plumbing		3,920.33		132,833.49
	BP					400.00	133,233.49
	AP					250.00	133,483.49
	BP					400.00	133,883.49
	AP					250.00	134,133.49
	BP				1,501.03		132,632.46
Fire & Emergency NZ	BP	FENZ	1st respon.	Ute	31,082.02		101,550.44
	BP					400.00	101,950.44
	AP					250.00	102,200.44
	BP					400.00	102,600.44
	AP					250.00	102,850.44
	DD	Xero			31.63		102,818.81

CLOSING BALANCE

102,818.81

s base rate is currently 10.200 percent per annum. The interest rate on this account is 0.000 percent p.a above the base rate. There is no required payment applicable to this statement period provided the limit has not
 edded. These rates are less than the finance rate within the meaning of the Credit Contracts Act 1981. This only applies if you entered into your facility agreement prior to 1 April 2005. If you have any questions please
 ur nearest branch or call 0800 800 468.

TE KAUWHATA EMERGENCY SERVICES TRUST BOARD



Waikato District Council

Private Bag 544

Ngaruawahia 3742

To whom it may concern,

The Te Kauwhata Emergency Services would like to thank you for your support of our 1st Response Vehicle Project.

This vehicle will be a real asset to the district by giving the local Fire Brigade a way of attending incidents in an easier and quicker fashion. It will allow the Brigade to attend medicals without turning out an appliance and will assist with training the volunteers.

To date the spending has been:

Purchases:

Utility Vehicle \$31,082.02

Funding:

Waikato District Council Wellbeing Fund \$25,000

Lakeside Lions \$2,000

Private \$1,000

Carleys Transport \$3,000

Callavate \$1,000

Broughton Contracting \$1,500

Max Birt \$500

Lumbercorp \$5,000

Te Kauwhata Emergency Services \$10,000

We anticipate more funding will come in to do the finishing touches to the vehicle.

Thank you again for your support

Nga mihi

Nicola Patterson

Treasurer/ Secretary

Funding Project Accountability

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



Name of Board/ Committee:

Organisation/ Initiative name: Te Kauwhata Community Patrol Inc.

Postal address: 1 Eastfield Te Kauwhata Waikato 3710

Physical address: as above

Contact details:

Name: Jan White, Secretary

Email: [REDACTED]

Amount of funding you received from Waikato District Council **\$10,000**

How the funding received was spent.

The funding received was used towards the purchase of a replacement patrol vehicle and the associated fit out of the vehicle to enable safer patrolling for the volunteers undertaking the role. The vehicle purchased was a 2019 Toyota Corolla Hybrid vehicle with 16.500kms on the clock.

It has been signwritten with CPNZ livery standards and had new bespoke lightbars fitted which comply with NZ Police standards, a new two-way dashcam installed for use by the NZ Police if required, and upgraded aerial to ensure reception of the police radio when out in rural areas.

The arranged patrol car launch which had to be postponed due to Covid lockdown will now be held later in January or early February. We will advise when a new date is confirmed..

The vehicle is housed at the Te Kauwhata Police Station

NOTE:

- Provide receipts or bank statements for all associated cost.
- Tax invoices not acceptable.
- Please make sure that all receipts are clear and readable, *unclear* accountability will be returned.

When did your event/project take place? **August 2021**

The purchase was completed **August 2021**

Comment on the success of your project and describe the benefits to the community
(Please provide photo documentation of project undertaken)



The community benefits from regular community patrols in association with CPNZ and NZ Police. Volunteer patrollers observe any irregular occurrences or situations in the community and these are reported back to NZ Police for action as required. Both business and residential areas are monitored on a rostered basis.

How did your project contribute to the Waikato District Community Outcomes
(See below information)

The purchase of a replacement patrol car contributes to a safer Waikato. Te Kauwhata is a fast growing town with new residents arriving daily. In addition there is significant construction of new residential and commercial property in the district which benefit from regular monitoring after hours to deter theft of equipment and material.

Residents benefit from the security of knowing there are regular patrols in the area.

Waikato District Community Outcomes

Accessible Waikato – A district where the community's access to transport infrastructure and technology meets its needs.

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Thriving Waikato – A district that prides itself on economic excellence, where heritage and culture are protected and celebrated.

Healthy Waikato – A district with services and activities that promote a healthy community.

Safe Waikato - A district where people feel safe and supported within their communities.

Please return the completed form to funding@waidc.govt.nz

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 **Jan White**

Position in organisation **Secretary**

A large black rectangular redaction box covers the signature area.

Signature

Date **14 December 2021**

Please return the completed form to funding@waidc.govt.nz

Transactions Account details

Search transactions

Search

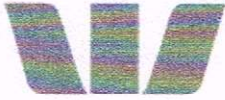
Transaction filters

[Learn more](#) about fees

Transaction Date	Processed Date	Description	Money Out	
21 May 2021	21 May 2021	Lions Club of Te Kau - Payment	\$3,738.54	
12 May 2021		End of day balance	\$4,345.30	
12 May 2021	12 May 2021	Lions Club of Te Kau - Payment	\$150.00	
12 May 2021	12 May 2021	Savour The Ta - BILL PAYMENT	\$30.00	
11 May 2021		End of day balance	\$4,165.30	
11 May 2021	11 May 2021	8100Brian and Jan Wh - BILL PAY...	-\$109.76	
10 May 2021		End of day balance	\$4,275.06	
10 May 2021	10 May 2021	The Buying Group Ltd - DIRECT D...	-\$72.10	
6 May 2021		End of day balance	\$4,347.16	
6 May 2021	6 May 2021	Community Patrols of - DIRECT C...	\$3,000.00	
5 May 2021		End of day balance	\$1,347.16	
5 May 2021	5 May 2021	1090Emerge nz - BILL PAYMENT	-\$500.00	Deposit for lightbar <i>lightbar deposit *</i>
30 Apr 2021		End of day balance	\$1,847.16	
30 Apr 2021	30 Apr 2021	Credit Interest - Credit Interest	\$0.22	
27 Apr 2021		End of day balance	\$1,846.94	
27 Apr 2021	27 Apr 2021	7030AMI Insurance - BILL PAYMENT	-\$430.16	
22 Apr 2021		End of day balance	\$2,277.10	
22 Apr 2021	22 Apr 2021	Savour The T - DIRECT CREDIT	\$30.00	
15 Apr 2021		End of day balance	\$2,247.10	
15 Apr 2021	15 Apr 2021	2080Puketoyota - BILL PAYMENT	-\$27,990.00	Purchase of vehicle <i>Car purchase *</i>
15 Apr 2021	15 Apr 2021	Lions Club of Te Kau - Payment	\$300.00	

12 Jul 2021	Balance at close of day	Balance at close of day			\$8,162.64
05 Jul 2021	2 Degrees Mobile	996499720615 Mobile 2degr	BILL PAYMENT	\$30.00	
05 Jul 2021	Balance at close of day	Balance at close of day			\$8,304.13
30 Jun 2021	Credit Interest	\$0.35 Less W/Tax	Credit Interest	\$0.19	
30 Jun 2021	Balance at close of day	Balance at close of day			\$8,334.13
25 Jun 2021	7110Signmax 17 ltd	signmax BILL PAYMENT	BILL PAYMENT	\$770.00	
25 Jun 2021	NZ Fuel Cards	NZFC F189483	DIRECT DEBIT	\$37.02	
25 Jun 2021	Balance at close of day	Balance at close of day			\$8,333.94
11 Jun 2021	Howard Trading Limit	2021Toyota Pukekohe	DIRECT CREDIT	\$1,000.00	
11 Jun 2021	Balance at close of day	Balance at close of day			\$9,140.96
10 Jun 2021	NZ Fuel Cards	NZFC F185787	DIRECT DEBIT	\$78.94	
10 Jun 2021	Balance at close of day	Balance at close of day			\$8,140.96
09 Jun 2021	Savour The T	20020	DIRECT CREDIT	\$30.00	
09 Jun 2021	Balance at close of day	Balance at close of day			\$8,219.90
08 Jun 2021	Lions Club of Te Kau	TeK Lions Donation	Payment	\$150.00	
08 Jun 2021	Balance at close of day	Balance at close of day			\$8,189.90
31 May 2021	Credit Interest	\$0.12 Less W/Tax	Credit Interest	\$0.07	
31 May 2021	Balance at close of day	Balance at close of day			\$8,039.90
25 May 2021	NZ Fuel Cards	NZFC F181146	DIRECT DEBIT	\$44.01	
25 May 2021	Balance at close of day	Balance at close of day			\$8,039.83
21 May 2021	Lions Club of Te Kau	Te K Lions Lightbar	Payment	\$3,738.54	
21 May 2021	Balance at close of day	Balance at close of day			\$8,083.84
12 May 2021	Lions Club of Te Kau	TeK Lions Donation	Payment	\$150.00	
12 May 2021	Savour The Ta	20018 2009	BILL PAYMENT	\$30.00	
12 May 2021	Balance at close of day	Balance at close of day			\$4,345.30
11 May 2021	8100Brian and Jan Wh	Janwhite sta BILL PAYMENT	BILL PAYMENT	\$109.76	
11 May 2021	Balance at close of day	Balance at close of day			\$4,165.30
10 May 2021	The Buying Group Ltd	9736 NZ Fuelcards	DIRECT DEBIT	\$72.10	
10 May 2021	Balance at close of day	Balance at close of day			\$4,275.06
06 May 2021	Community Patrols of	CPNZ	DIRECT CREDIT	\$3,000.00	
06 May 2021	Balance at close of day	Balance at close of day			\$4,347.16
05 May 2021	1090Emerge nz	WBC Internet Bill Payment	BILL PAYMENT	\$500.00	
05 May 2021	Balance at close of day	Balance at close of day			\$1,347.16
30 Apr 2021	Credit Interest	\$0.40 Less W/Tax	Credit Interest	\$0.22	
30 Apr 2021	Balance at close of day	Balance at close of day			\$1,847.16
27 Apr 2021	7030AMI Insurance	car ins BILL PAYMENT	BILL PAYMENT	\$430.16	
27 Apr 2021	Balance at close of day	Balance at close of day			\$1,846.94
22 Apr 2021	Savour The T	20017	DIRECT CREDIT	\$30.00	
22 Apr 2021	Balance at close of day	Balance at close of day			\$2,277.10
15 Apr 2021	2080Puketoyota	lwu562 r172002277	BILL PAYMENT	\$27,990.00	
15 Apr 2021	Lions Club of Te Kau	TeK Lions Inv-20015	Payment	\$300.00	
15 Apr 2021	Balance at close of day	Balance at close of day			\$2,247.10
14 Apr 2021	WDC	9999 9999	DIRECT CREDIT	\$10,000.00	

2 Signwriting ✕



Transaction list

Transactions for TKCP Inc 03 1570 0082874 000

Date	Description	Details	Type	Money out	Money in	Balance
20 Oct 2021	4140Corys Electrical	WBC Internet Bill Payment	BILL PAYMENT	\$68.77	(4)	
20 Oct 2021	Balance at close of day	Balance at close of day				\$4,439.02
13 Oct 2021	5130cpnz	WBC Internet Bill Payment	BILL PAYMENT	\$69.51	(8)	
13 Oct 2021	Balance at close of day	Balance at close of day				\$4,507.79
04 Oct 2021	4140Corys Electrical	WBC Internet Bill Payment	BILL PAYMENT	\$277.58	(3)	
04 Oct 2021	8100Brian and Jan Wh	vests BILL PAYMENT	BILL PAYMENT	\$68.00	(5)	
04 Oct 2021	Balance at close of day	Balance at close of day				\$4,577.30
01 Oct 2021	2 Degrees Mobile	996504878979 tkcp phone	BILL PAYMENT	\$30.00		
01 Oct 2021	Balance at close of day	Balance at close of day				\$4,922.88
29 Sep 2021	AMI Insurance	AMI Insuranc 4411400	DIRECT CREDIT		\$75.47	
29 Sep 2021	Balance at close of day	Balance at close of day				\$4,952.88
14 Sep 2021	CL Skinner	toy	BILL PAYMENT		\$1,700.00	
14 Sep 2021	Balance at close of day	Balance at close of day				\$4,877.41
23 Aug 2021	hotpoints Platinum Mastercard	cae reg funcargo	ONLINE BANKING	\$30.56		
23 Aug 2021	Balance at close of day	Balance at close of day				\$3,177.41
16 Aug 2021	5130cpnz	WBC Internet Bill Payment	BILL PAYMENT	\$981.91	(7)	
16 Aug 2021	hotpoints Platinum Mastercard	WBC Internet Transfer	ONLINE BANKING	\$109.16		
16 Aug 2021	6120tkmech	WBC Internet Bill Payment	BILL PAYMENT	\$84.24		
16 Aug 2021	Balance at close of day	Balance at close of day				\$3,207.97
10 Aug 2021	NZ Fuel Cards	NZFC F204402	DIRECT DEBIT	\$59.35		
10 Aug 2021	Balance at close of day	Balance at close of day				\$4,383.28
04 Aug 2021	Savour The T	20023	DIRECT CREDIT		\$60.00	
04 Aug 2021	Balance at close of day	Balance at close of day				\$4,442.63
03 Aug 2021	hotpoints Platinum Mastercard	tlcp	ONLINE BANKING	\$18.49		
03 Aug 2021	Lions Club of Te Kau	Te K Lions Donations	Payment		\$300.00	
03 Aug 2021	Balance at close of day	Balance at close of day				\$4,382.63
02 Aug 2021	8100Brian and Jan Wh	Janwhite sta BILL PAYMENT	BILL PAYMENT	\$16.98		
02 Aug 2021	Balance at close of day	Balance at close of day				\$4,101.12
30 Jul 2021	Credit Interest	\$0.16 Less W/Tax	Credit Interest		\$0.09	
30 Jul 2021	Balance at close of day	Balance at close of day				\$4,118.10
26 Jul 2021	NZ Fuel Cards	NZFC F198732	DIRECT DEBIT	\$42.34		
26 Jul 2021	Balance at close of day	Balance at close of day				\$4,118.01
15 Jul 2021	1090Emerge nz	WBC Internet Bill Payment	BILL PAYMENT	\$3,238.54		
15 Jul 2021	1090Emerge nz	WBC Internet Bill Payment	BILL PAYMENT	\$763.75	(1)	Lightbar and dashcam unit
15 Jul 2021	Balance at close of day	Balance at close of day				\$4,160.35
12 Jul 2021	8100Brian and Jan Wh	Janwhite sta BILL PAYMENT	BILL PAYMENT	\$100.91		
12 Jul 2021	NZ Fuel Cards	NZFC F193621	DIRECT DEBIT	\$40.58		

Open Meeting

To	Waikato District Community Wellbeing Trust
From	Alison Diaz Chief Financial Officer
Prepared by	Jean de Abreu Financial Accountant
Date	14 December 2021
Chief Executive Approved	Y
Reference #	CVN0102/ 2972338
Report Title	Transfer of Wellbeing Trust funds to Waikato District Council for the 2020/21 financial year

1. EXECUTIVE SUMMARY

Payments during the year are processed by Waikato District Council on behalf of the Trust with a resolution supporting reimbursement approved annually.

The attached workings support a transfer of \$81,954.91 for the 2020/21 financial year

2. RECOMMENDATION

THAT the report from the Chief Financial Officer be received;

AND THAT the Waikato District Community Wellbeing Trust approves a payment of \$81,954.91 from the Trust's investment portfolio account to reimburse Waikato District Council for 2020/21 expenditure on behalf of the Trust.

3. ATTACHMENTS

Workings to support payment for the year ending 30 June 2021

**Payments made by Waikato District Council
on behalf of Waikato District Community Wellbeing Trust
for the year ending 30 June 2021**

	2020/21
	Actual
	\$
Grants	72,000.00
Audit fees & Disbursements	8,627.30
Charities annual return fee	51.11
Insurance premiums	1,276.50
Total to be reimbursed	81,954.91
