# Partnership Fund 2019-20 Applications Book

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# Community Funding Application Form

**Application summary** 

If you need help to complete this application form or would like to discuss your application, please contact the Community Funding Officer well before the closing date of the round you are applying to. Call 09 430 4200 or email <a href="mailto:funding@wdc.govt.nz">funding@wdc.govt.nz</a> to make an appointment.

Organisation name	ABOUT TIME GROUP								
Amount requested	\$ 150,000								
Project name	WHANGAREI ROLLING	BALL CLOCK							
<u> </u>	<u> </u>								
Section 1: Applican Tell us about your organizatio	n/group								
Group's postal address	PO Box 3314 Onerahi								
	Whangarei								
Postcode	0110								
Group's bank account name:	N/A								
Group's bank account number:									
Group's GST number									
		ility aids for the disabled in Northland")							
To build a world unique technica	ally complex Rolling Ball C	lock as a Tourist Attraction for the Town Basin and							
promote the Claphams National	Clock Museum.								
Who are your group's main	contact(s) for this fund	ing application?							
Primary contact's name	VIC PITMAN								
Position in group	CHAIRMAN	CHAIRMAN							
Email	vicyvepit@gmail.com								
Daytime phone number(s)	09 434 3889. 021 927 20	0							
Second contact's name	WARREN THOMAS								
Position in group	PROJECT MANAGER								
Email	warrenkthomas@outlo	ok.com							
Daytime phone number(s)	09 436 0650. 021 084	4 2023							

Section 2: Eligibility							
Have you received funding for	om Whangarei District Council in the last three years?						
☐ No ☑ Yes – if yes, ensure you h	ave completed your grant reports and have met your grant obligations.						
Does your group have a lega	al status?						
Yes – please provide:							
	ciety or charitable trust registration number: statement of financial performance k account details.						
✓ No* – you will need to eith	ner:						
	e <a href="http://www.societies.govt.nz/cms/customer-support/faqs">http://www.societies.govt.nz/cms/customer-support/faqs</a> ), or rella of a group that does (refer below).						
umbrella group that is. An umbrella group knows the prepared to accept legal liab Grants are paid to the umbre agreement. If the grant conditions are no place restrictions on granting The following section is to be Umbrella group name  Society or trust number: Contact person	istered charitable trust or incorporated society must apply under an eapplicant well and is willing to vouch for them and their project, and are ility and responsibility.  Ella group for disbursement to the applicant in accordance with the grant of met, Council may request the grant monies to be returned and/or may funds to the applicant and the umbrella organisation in future.  Ecompleted by an authorised officer of the umbrella group.  NORTHLAND INC  VAUGHAN COOPER						
Email	vaughan.cooper@northlandnz.com						
Daytime phone number(s)	09 348 9175. 027 470 1051						
GST number (or n/a)							
I confirm that our organisation is willing to guarantee and receive any monies granted to:  Applicant organisation:  ABOUT TIME GROUP  Applicant organisation:  WHANGAREI ROLLING BALL CLOCK  Project name:							
Signature	Wille						
Date	01/07/19						
<u>Please provide</u> evidence of ustatements.	umbrella group's bank account details and a copy of the latest financial						

Section 3: The Pro	ect Who, What, When, Where, Why, How							
Describe your project in te								
Name of project WHANGAREI ROLLING BALL CLOCK								
Amount requested	<b>\$</b> 150,000							
When will this take place?	The construction of the clock can take place within one year of being fully funded							
Where will this take place?	The site allocated by the WDC is beside Claphams Clock Museum							
Who and how many people will benefit?	The clock offers a major tourist attraction at the east end of the Town Basin and stimulate interest in the adjacent Claphams Clock museum. It has strong educational and cultural values which will add to the visit experience and increase the potential local and international audience.							
Ethnicities of likely benefic that you think will benefit from thi	iaries of this project — tick as appropriate and include a percentage estimate for each s project:							
	Estimate %:							
☐ Maori	Estimate %:							
☐ Pacific Peoples	Estimate %:							
☐ Other European	Estimate %:							
☐ Asian	Estimate %:							
☐ Middle Eastern/Latin American/African	Estimate %:							
Other ethnicity	Please specify: N/A							
	Estimate %:							
Area of work								
To help us understand who most closely to your project	ere support is being requested, please select which of the following relate ct.							
	Projects and activities that facilitate education and enjoyment of the arts people of our District.							
	Heritage and Environment – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.							
· —	ort – Projects and activities that enable participation and engagement in for people in our district of all abilities, ages and life stages.							
· —	ctedness and Wellbeing – Projects and activities that strengthen and connectedness in ways that cultivate healthy, happy and positive our District.							

#### Tell us about your request in the following questions. Be succinct and clear.

#### The Idea - Briefly explain what it is that you want to do:

The project is a unique Rolling Ball Clock measuring 6m x 4m x 2.5m high with a striking wave form roof. This special glass enclosed kinetic sculpture comprises 35 "bowling balls" running on stainless steel tracks. They perform various physical motions like banked corners, loop the loop, ride in elevators etc as well as telling the time via timing racks. There will also be a strong cultural theme with a central carved Maori Pou story telling Maramataka, the moon calendar. This work is being led by master carver Te Warihi Hetaraka. The art work also includes a small model of the Te Matau a Pohe lifting bridge and a Mechanical Pedaling "Man". The whole clock is designed to be hugely entertaining and have great visual appeal. The site allocated by the Whangarei District Council is adjacent to the Claphams Clock Museum and beside the main walkway through the Town Basin. The Whangarei District Council has agreed to take ownership of the project when completed and undertakes to insure and maintain the clock after this ownership transfer. Refer to Appendix 1 for documentation of the WDC committment.

#### The Need - How do you know there is a need for your project, programme or service?

The purpose of the project will be to create a world unique kinetic sculpture which not only tells the time but also provides a major tourist attraction with educational and cultural values. The sculpture has the potential to provoke, galvanise and educate, is a unique cultural project anchored in the community, harnessing the raw medium of balance, equilibrium, movement, gears, wheels and chains. Encompassing concepts from mathematics to physics it is sparked by a "Whangarei" sense of adventure, genuine creativity and the Kiwi "number eight wire" approach. It will be one of the highlights when experiencing the Hatea Loop Walkway in Whangarei.

Its secondary purpose is to stimulate interest and highlight the adjacent National Clock Museum, providing a portal for additional interest in time and the other clocks inside the museum.

#### **The Impact** – What difference will your project make?

The clock will inspire tourists and Whangarei locals alike, exercising the ancient human need to explore and measure time, while featuring local Maori culture, highlights of our Whangarei landscape and celebrating the Kiwi idea of getting on with the do-able. Reading actual comments in our Visitor Book suggests that the Rolling Ball Clock will provide a worthwhile tourist attraction on its own. This authentic project will team perfectly with the Clapham's Clock Museum adding another drawcard that will enhance the popular Town Basin and Hatea Loop Walkway. The time duration required to fully experience and understand the clock operation would add to the stimulus of creating Whangarei as a worthy "Destination" in its own right. Thus there would be a significant contribution to the growth of tourism in Whangarei.

Additional outcomes have been documented. Refer to Appendox 2.for some extracts from the PGF application.

#### Your Readiness – What controls and checks do you have in place to manage the funding?

The enclosure and mechanical details have all been designed. There has been a geotechnical site investigation completed and piled foundations designed for the clock. A main contractor will be appointed to build the clock enclosure on its own base frame, fabricate and assemble the mechanical components and guide rails in an enclosed workshop. The electrical and controls, caultural elements will be added and the clock fully commissioned in the workshop.

The approximate project value to date comprises the WDC seed funding and payments for geotechnical investigations and enclosure engineering. local donations has been cash and payments of \$85,000 .Northland lnc has agreed to beome the financial entity that will contract to build the clock. The Proviincial Growth Fund has agreed to contribute \$750,000 towards the cost of construction. Refer to Appendix 3 for the funding agreement which covers the \$750,000. The estimated total cost of construction is \$900,000.

#### Your Readiness - How ready is your organisation to deliver the project, programme or service?

There would be a Project Control Group formed to execute the project with designated responsibilities allocated. The group members would be drawn from the team that has designed and built the clock. This group would operate under the governance of the Northland Inc as the financial controller.

The project team that has designed and built the clock have the skills necessary together with local contractors to construct the clock.

The project team has already built a full sized working model as a "proof of concept", and this has been market tested against local citizens, overseas tourists and school groups.

Refer to Appendix Four for a Management Chart of the project team.

#### Collaboration – Who will you work with to deliver your project, programme or service?

There wil be a sngle Main Contractor appointed. They are Absolute Stainless Steel a very experienced local contractor who has the right fabrication equipment including an automated computer controlled stainless steel bending machine for the stainless steel rails.

Sub-contractors

Piling and Foundations: GHK Piling. Transport & Craneage:

Culhams

Glass Enclosure

Metro Glass Electrical and Controls

Tui Technology

Solar Power & Battery Hubbands. Lighting **TBN** 

It would be built and fully commissioned and tested in the workshop before being transported to site and installed on a prepared piled foundation.. Proir to acceptance the clock will undergo an exhaustive 3 month

operational trial in the workshop

#### Your Approach - How will you demonstrate value for money and the impact of your work?

The origins of the project was an activity to support the promotion of Clapham's National Clock Museum but has now developed its own momentum and would become a significant attraction on the Hatea Loop Walkway in its own right. The educational value lies in the understanding of time and the physics of ball motion. The cultural values would be expressed in Te Warihi's carved central pou and the mechanism representing Maramataka (the maori moon calender) with the other gears being the earth, moon with the balls being stars moving in orbit.

The growth in tourism in Northland provides economic benefits to the wider community and this is being driven by the Hunderwasser Art Centre now under construction and the planned Hihiaua Cultural Centre. When these are combined with the existing sculpture park, Te Matau a Pohe, the planned Camera Obscura Whangarei becomes a tourist destination in its own right. The additive effect of these activities would create a unique visitor experience.

#### Your Approach - How does your project, programme or service meet best practice and is it evidence based?

The project has had substantial local government support though funding of the construction of a full sized working model, the allocation of a site, geotechnical investigations and the full detailed design of the clock enclosure. Other local donors have funded the detailed design of the clock mechanism and control system. The approximate project value to date comprises the WDC seed funding and payments for geotechnical investigations and enclosure engineering. local donations has been cash and payments of \$85,000. The merits of the project have been recognised by the Provincial Growth Fund who have agreed to contribute \$750,000 towards its construction.

The Whangarei District Council has a vision of the Hatea Loop Walkway being the "jewel in the crown" of Whangarei and providing a major tourist attraction with a number of discrete activities The Hunderwasser Art Centre, Hihiaua Cultural Centre, Te Matau a Pohe, Camera Obscura and Sculpture Park. The additive effect of another attraction would ensure that the "critical mass" could be reached to make Whangarei a "destination" in its own right.

Section 4: Project Bu Provide a full list of your project summary below and attach your	acome, fundraising and expenses.	If your budget is de	etailed, provide a
Are you registered for GST?	No – your budget figures	must <u>include</u> GS	T where applicable
	✓ Yes – your budget figure	s must <u>exclude</u> G	ST where applicable
GST number	•		
Project income e.g. ticket sa	s 50 x \$10 = \$500.		Amount
			\$
			\$
			\$
			\$
Total of other grants and dor	itions		\$
Own contribution / fundraisin			\$
	(A) Total inc	ome expected	\$
In-kind support – please lis e.g. volunteer numbers, estimat equipment	d hours work, plus any donated m	aterials.	
Volunteer Numbers:	Estimated Hours Work:		
	e.g. materials, venue hire, promot quotes, please attach them. You vidence of some costs.		
Refer to the detailed cost estimate	encosed as Appendix 5.		\$
			\$
Refer to Appeendix 6 for the Spo	sorship & Donation Brocure. This	has been	\$
created to support the fund raisir	].		\$
	•		\$
			\$
			\$
			\$
			\$
,	(B) Total expe	nses expected	\$
			\$

#### Section 6: Declaration

I undertake that I have obtained the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

We will submit an Impact Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications.

We consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send us relevant Council information.

We understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

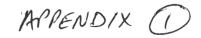
We are aware that we have the right to have access to this information held by Council. This consent is given under the Privacy-Act 1993.

Name	WARREN THOMAS
Signature *	6. KTKomai
Position in Group	PROJECT MANAGER
Date	28/06/19

<sup>\*</sup> We prefer to receive applications by email (send to <a href="mailto:funding@wdc.govt.nz">funding@wdc.govt.nz</a>). To include your signature, print and sign this page then attach a scan or photo of it to your application email. Alternatively, you can post or deliver the printed form to us or pop in to sign it.

Final c	heck – make sure you have:
	Checked that the budget balances and have accounted for GST
	Attached quotes where available
	Attached your group's (or the umb rella group's) bank account details e.g. Bank Deposit Slip
	Attached your group's (and the umbrella group's) most recent set of financial accounts

Send your completed application with supporting documents to funcing@wdc.govt.nz.





Private Bag 9023, Whangarei 0148, New Zealand
P +64 9 430 4200 | 0800 WDC INFO | 0800 932 463 F +64 9 438 7632
E mailroom@wdc.govt.nz www.wdc.govt.nz

17 January 2019

Matt Chisnall
Commercial & Procurement Leader
Ministry of Business, Innovation and Employment
15 Stout Street, Wellington 6011

Dear Mr. Chisnall,

#### Rolling Ball Clock About Time Project

I have been asked to provide a letter of support from Whangarei District Council for the Provincial Growth Fund Application by the Rolling Ball Clock About Time Project.

This exciting community project is part of our Whangarei 20/20 Momentum Inner City Revitalisation plan and will be an additional attraction next to the Clapham's Clock Museum. I can confirm that Council:

- Has allocated a site (between Clapham's Clock Museum and the children's playground) on which to build and install the Rolling Ball Clock;
- Will receive the clock as a gift from the About Time Project; and
- Will pay for the operation, maintenance and security of the Rolling Ball Clock.

If you require any further information about Councils support for the project, please do not he sitate to contact me.

Yours sincerely,

Sandra Boardman

General Manager - Community

Whangarei District Council

APPENDIX Z EXTRACT FROM PCF APPLICATION

18. How will your project lift productivity potential in the regions?

[We want to understand how your project will meet the primary objective of the fund: "to lift productivity potential in the regions". Please provide a description of this and where relevant, please cover how your project contributes to the following outcomes:

P	GF Outcome	1	How will the project positively or negatively impact this outcome in the region(s) identified?
1.	Increase economic output		[Insert your relevant commentary here]
2.	Enhance utilisation of and/or returns for Māori assets	~	The cultural values of the project lie with Te Warihi's carved central pou and the mechanism representing Maramataka. His son will be carving subsidiary features of the clock structural elements to combine and create a significant Maori Cultural Asset utilising local design and carving skills.
3.•	Increase productivity and growth	<b>✓</b>	Supporting the growth in tourism in Whangarei triggered by the construction of the Hundertwasser
4.	Increase local employment and wages (in general and for Maori)	✓	The link to tourism through increased hospitality and accommodation requirements by providing a unique tourist attraction for local and international visitors which highlights the adjacent national clock museum.
5.	Increase local employment, education and/or training opportunities for youth (in general and for Māori)	<b>✓</b>	Job creation through increased hospitality and accommodation demand. Education through school visits on the understanding of time and the physics of ball motion A 24/7 floodlit display of the carved pou and maramataka.
6.	Improve digital communications, within and/or between regions		[Insert your relevant commentary here]
7.	Improve resilience and sustainability of transport infrastructure, within and/or between regions		[Insert your relevant commentary here]
8.	Contribute to mitigating or adapting to climate change	<b>√</b>	The construction of all the attractions of the Hatea Loop Walkway are constructed well above any future elevated sea levels, and are effectively future proofed against climate change.
9.	Increase the sustainable use of and benefit from natural assets	✓	The WDC has created significant tourist attraction with the Town Basin based on the upper reaches of the Hatea River and its immediate physical surroundings. They have enhanced this by adding the Hatea Loop Walkway. The various other attractions under construction of the HAC, the HCC together with the existing Lifting Bridge, the National Clock Museum all provide additionality to this experience and increase the tourism visitor numbers and more importantly their duration of stay.
10.	Enhance wellbeing, within and/or between regions	<b>√</b>	This is a "world class" tourist attraction which is available at no visitor cost by simply walking around the Hatea Loop Walkway
	al number of outcomes project tributes to	7/10	

19. Has public consultation been conducted?	Yeş: ⊠	No: □
If yes, what were the results?		
If no, is there a plan to do so?		
Yes via the open days with the full sized working model built. There is a made by members of the public. They universally support the proposed		
20. Has any customer demand analysis been undertaken?  - If yes, please provide a description of the analysis and its outcomes.  - If no, please describe why, and how you are sure of the need for		No: 🗆
To fully demonstrate and evaluate the potential of the Rolling Ball Clock WDC building beside the Hatea Loop Walkway. This has been tested usi open days have drawn both local and international visitors, special schooprimary schools and a range of special interest groups (Lions, Rotarians, visits have been logged using visitor books for comments. See appendix universal admiration of the clock is expressed and reinforcement of the tourist attraction in its own right.  Good comments have also featured on social media outlets like facebooks.	ng a variety of visitor pol group visits have l , U3A, ) have also bee x for a selection of th belief in the significa	experiences. Monthly been conducted with local en given visitations. These e comments. Almost
21. Where the project utilises land, does the land have any other interest iwi/hapū ownership)		(i.e. Treaty claims, or : ☐ No: ⊠
[insert your commentary here]		
22. Is the land is owned by others, i.e. not solely by the applicant?		
If yes, then please describe the other interests and how will this be mana The land is owned and controlled by the WDC. They have allocated a sp		tallation of the Polling Ball
Clock that is compliant with all their planning and logistical requirement eastern end.		
23. Does the land have appropriate Resource Management Act consents?  I If no, how and when will this be addressed?	Yes	: ⊠ No: □
The project qualifies as an "Art Work Structure" under the Global Land associated with the Hatea Loop Walkway.	Use Consent issued b	by the WDC for areas

PGF Application Form

Page **8** of **17** 

16. How does this project demonstrate additionality within the region?
The origins of the project were an activity to support the promotion of Clapham's National Clock Museum but has now developed its own momentum and would become a significant attraction on the Hatea Loop Walkway in its own right. The educational value lies in the understanding of time and the physics of ball motion. The cultural values would be expressed in Te Warihi's carved central pou and the mechanism representing Maramataka ( the maori moon calendar
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The growth in tourism in Northland provides economic benefits to the wider community and this is being driven by the Hundertwasser Art Centre now under construction and the planned Hihiaua Cultural Centre. When these are combined with the existing sculpture park, Te Matau a Pohe, the planned Camera Obscura Whangarei becomes a tourist destination in its own right. The additive effect of these activities would create a unique visitor experience, which boosts the need for hospitality and accommodation through increasing the duration of the visits. The experience duration of ALL the Hatea Loop Walkway activities could soon be measured in days not hours. This in turn will increase the demand for hospitality services and the need for accommodation.
•
17. How is the project connected to regional (and sector) stakeholders and frameworks?
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COITR PAGÉ
AMENDIX 3



### **FUNDING AGREEMENT**

**BETWEEN** 

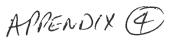
# MINISTRY OF BUSINESS, INNOVATION AND EMPLOYMENT

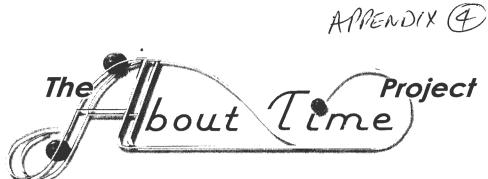
**AND** 

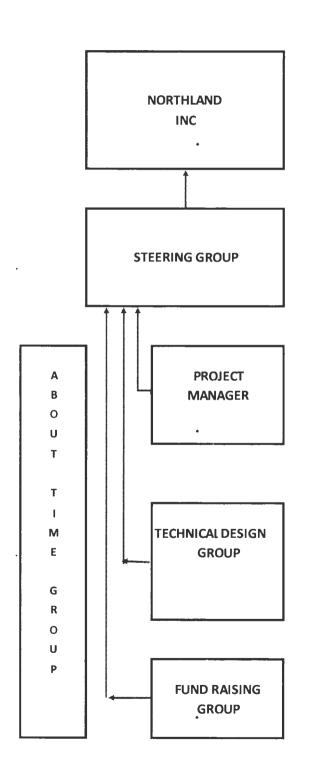
**NORTHLAND INC LIMITED** 

**FOR** 

THE ROLLING BALL CLOCK







#### **Key Responsibilities**

Entity to own and build clock Provide social media support Draws down PGF contract funds Receives Co-fund raising Pays app. invoices & payment claims Gifts clock to WDC

Authorises contract awards Approves payment claims Co-ordinates with WDC Makes any commercial decisions Monitors all progress reporting

All council consents Contract documents **Project Timetable** PGF reporting Financial reporting

Design of clock and mechanism Documentation of design Contractor selection Cost estimates/quotations Technical decisions Cultural components

Runs open days Fund raising of \$150,000 Runs promotional activities



# Whangarei Rolling Ball Clock Project Cost Estimate

(Revision C)

Prepared for Northland Inc

By . About Time Group

Jun-19

Action	Name	Signed /	Date
Prepared by :	W. Thomas	W themas	12/03/19
Reviewed by :	H. Oosterbroek		19/06/19
Reviewed by :			
Approved by :			

# WHANGAREI ROLLING BALL CLOCK ESTIMATE SUMMARY

CODE	. COST CENTRE	MOUNT NZD\$)
Α	SITE PURCHASE	\$ 
В	SITE PREPARATION	\$ 5,000
С	UTILITIES AND CONNECTION FEES	\$ -
. D	UNDERGROUND SERVICES (within site)	\$
E	CIVIL AND FOUNDATIONS AND BUILDING	\$ 220,815
F	PLANT & EQUIPMENT	\$ 432,700
G	SERVICES	\$ 61,500
Н	INSTALLATION	\$ 24,030
	FURNITURE FITTINGS & EQUIPMENT	\$ 24,000
	•	
J	VEHICLES AND MATERIALS HANDLING	\$ -
K	RELOCATION COSTS	\$ 
L	SPARES	\$ 5,000
<u>М</u>	COMMISSIONING	\$ -
N	START UP COSTS	\$ 2,500
0	STAFF RECRUITMENT & TRAINING	\$ 5,000
Р	CONSENT FEES,LICENCES,LEVIES,& INCENTIVES	\$ 500
Q	ENGINEERING/PROJECT IMPLEMENTATION	\$ 5,000
R	FINANCE CHARGES	\$ 7,500
	TOTAL ENGINEERING COSTS :	\$ 769,545
S	MISCELLANEOUS CLIENT COSTS	\$ 4,000
Т	INSURANCES	\$ 9,000
U	TAXES	\$
· v	PROJECT CONTINGENCY	\$ 76,955
W	ESCALATION PROVISION (FOREX)	\$
Х	PROFIT	\$ 
Υ	CREDIT FOR VAT /DUTY EXEMPTION	\$ 
	TOTAL ESTIMATED PROJECT COST	\$ 859,500
	nd Exclusions :	 
2	GST is excluded  Basis of estimate - all costs are based on current costs.	

											Rev:	
ode	Cost Centre	Estimated by	Unit	Qty	Rate	Bare Equipmen Cost	Lang	Installed Cost	AMOUNT, NZD	TAXES & DUTIES	TOTAL ESTIMATE NZD	REMARKS
	A					В	С	D	E = B+D			
GENERAL	REQUIREMENTS						-					
SITE PURC	CHASE	N/A				\$					\$ .	Nil. Council land
												Stomwater & Power Connection
B SITE PREP	PARATION	N/A				\$ 5,0	00		,	1	\$ 5,000	Local lighting ?
C UTILITIES	AND CONNECTION FEES	N/A				\$	•				\$ -	
D UNDERGR	OUND SERVICES (within site)	N/A				\$					\$ .	
E CIVIL/FOU	NDATIONS/BUILDING	-				\$ 220,8	15		-	1	\$ 220,815	
E1 Foundation Piled Found			!			25,1 18,0						GHK Piling
			( )			5,0						Get Quote to include seurity du glazing
Safety Fen	tions & PS4 Issue			-		2.1						Cook Costello
E2 Enclosure						195,	15					
Steel Frame	e I & Concrete Floor Glass (12mm) panels, door and locks					26,4	82					Absolute Stainless
Stainless F	ramework Structure					47,3 81,6						
Plywood Ro Arty Allo Ro	ood & water proofing					10,0						
	-											
F PLANT & E	QUIPMENT					\$ 432,	00			1	\$ 432,700	
1 Clock Inter Materials B	mels & Mechanism					415,2			-	1		Absolute Stainless
Machining i	& laser cutting					33,0	00					- DEVICE CHERITOR
	& Electro polishing Consumables					13,0			0	1		
Central Pou				ī		17,5						
Device sup Signage	port columns					5,0						Story Boards/signs inside enclo
												otory boards signs and of the
G SERVICES		N/A				\$ 61,5	00		0	1	\$ 61,500	
Solar Pane	h.					\$ 23,				1		lunka-da
Battery/Inve						12,0						Hubands Hubands
Roofing Ins	stall of panels					3,1	00		ļ			Watco work
G2 Controls						\$ 13,0				1		
All controls.	. Stepper motor, PLC & software					13,0	00		-			Tui Technology
G3 Lighting	aniona .		-			25,						TBN TBN
Lighting De						2,1	AUD .					IBN
H INSTALLA	TION					\$ 24,0	30			1	\$ 24,030	
H1 Transport						\$ 3,0				1		
Litting, tran	sport, crane, permits, pilots		-			3,0	30	-				Culhams
H2 Paving, Si Pedestirian	gnage, Exterior Lighting					\$ 21,0						
Signage						5,0	00					High & Low Level Signs
Exterior Lig Special En	hting graved Paving Slabs		-			7,5 5,0	00					Named paving slabs
I FURNITUR	E FITTINGS & EQUIPMENT	N/A				\$	-				\$ -	
J VEHICLES	AND MATERIALS HANDLING	N/A				\$					\$ -	
	01100670								ļ		*****	
K RELOCATI	ON COSTS	N/A				\$	•				\$	
L SPARES						\$ 5,0	00			1	\$ 5,000	Procure two sets of balls to issu- with commissioned clock
Procuremen	nt of two sets of balls for handover to council						00					
M COMMISSI	ONING					\$					\$ -	
Included in	project implementation							-	-			
N START UP						\$ 2,5				. 1	\$ 2,500	
Centranon	& Official Opening					\$ 2,5	OU.					Official Opening Function Costs
O STAFF REG	CRUITMENT & TRAINING		•			\$ 5,0	00			1	\$ 5,000	Write up menuals, assemble as drawings, warranties
	FEES, LICENCES, LEVIES, & INCENTIVES		•				00			1	\$ 500	
WDC Reso	urce Consent & Building Consent					\$					3 500	Free issue from WDC
Cook Cost	ello Documentation					\$ !	00					Copies dwgs, calcs etc
	IING/PROJECT IMPLEMENTATION					\$ 5,0	00				5,000	
Project mar Site visita	nagement / Preliminary Design / Commissioning /					\$ 5,0	00					Northland Inc Management Tim
Total Engir	neering Costs :						1					
Cherk						-						
R FINANCE C	CHARGES					8 7,1	00			1	\$ 7,500	Accounting/Banking Costs
										-	.,	
	CALC.			-								

	COST ESTIMATE							Date 18-Nov-09 Rev : 1						
Code	Cost Centre	Estimated by	Unit	Qty	Rate	Equ	Bare ipment Cost	Lang Factor	installed Cost	AMOUNT, NZD	TAXES & DUTIES		STIMATE IZD	REMARKS
	A						В	С	D	E = B+D				
	Social media maintenance costs					\$	2,500							
	Advertising						1,500							<u> </u>
Т	INSURANCES	N/A				\$	9,000					\$	9,000	
	Separate Insurance for project to meet MBIE Requirements					\$	9,000							Contractors All Risks: Estimated at 1% of capital cost
										ļ		ļ		
U	TAXES	N/A				\$	-			-		\$		GST refunds through entity
٧	PROJECT CONTINGENCY					\$	76,195					\$	76,955	Nominal 10% of capital spend
	Contingency Allowance													
w	ESCALATION PROVISION (FOREX)	N/A				\$						S		None. Prices fixed where possible
х	PROFIT	N/A				\$		-				\$		
Y	CREDIT FOR VAT /DUTY EXEMPTION	N/A				5						s		
												Ť		
	OVERALL PROJECT TOTAL :								1	<del>                                     </del>			859,500	

Notes and Assumptions :

Quotation

The above estimate is exclusive of GST
 Escalation - all values are based on current costs.
 No provision for pre-contract and contract escalation has
 been included
 No provision for currency fluctuations has been included

Estimate

Exchange Rates

Mulitplier

# THE WHANGAREI ROLLING BALL CLOCK



SPONSORSHIP and DONATION INFORMATION



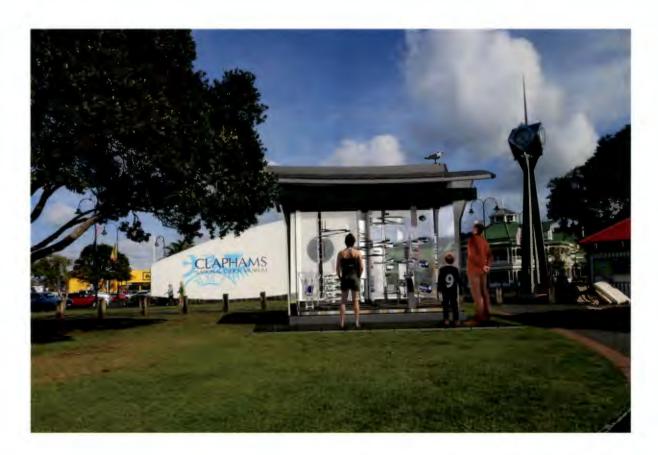


## WHANGAREI

### **ROLLING BALL CLOCK**

#### What is it?

The project is a unique Rolling Ball Clock measuring 6m x 4m x 2.5m high with a striking wave form roof. This special glass enclosed kinetic sculpture comprises 35 "bowling balls" running on stainless steel tracks. They perform various physical motions like banked corners, loop the loop, ride in elevators etc as well as telling the time via timing racks. There will also be a strong cultural theme with a central carved Maori Pou story telling Maramataka, the moon calendar. This work is being led by master carver Te Warihi Hetaraka. The art work also includes a small model of the Te Matau a Pohe lifting bridge and a Mechanical Pedaling "Man".



#### What will it do?

The purpose of the project will be to create a world unique kinetic sculpture which not only tells the time but also provides a major tourist attraction with educational and cultural values. The sculpture has the potential to provoke, galvanise and educate, is a unique cultural project anchored in the community, harnessing the raw medium of balance, equilibrium, movement, gears, wheels and chains. Encompassing concepts from mathematics to physics it is sparked by a "Whangarei" sense of adventure, genuine creativity and the Kiwi "number eight wire" approach. It will be one of the highlights when experiencing the Hatea Loop Walkway in Whangarei.

Its secondary purpose is to stimulate interest and highlight the adjacent National Clock Museum, providing a portal for additional interest in time and the other clocks inside the museum.

#### Where will it be?

The whole clock is designed to be hugely entertaining and have great visual appeal. The site allocated by the Whangarei District Council is adjacent to the Claphams Clock Museum and beside the main walkway through the Town Basin.



#### What stage are we at?

The clock enclosure and foundations have been designed. The project has an actual site with the geotechnical investigation completed, a Resource Consent and a Building Consent underway. The clock mechanism and guiding rails are almost completely designed and documented and a detailed cost estimate prepared.

#### How will the clock be funded?

The project has had substantial local government support though funding of the construction of a full sized working model, the allocation of a site, geotechnical investigations and the full detailed design of the clock enclosure. Other local donors have funded the detailed design of the clock mechanism and control system. The approximate project value to date comprises the WDC seed funding and payments for geotechnical investigations and enclosure engineering, local donations have been cash and payments of \$85,000.

The Provincial Growth Fund has agreed to contribute \$750,000 to help build the clock conditional upon our funding the final \$150,000 of the cost.

We now seek \$150,000 of co-funding to complete the funding total of \$900,000 to be able undertake construction.

These key sponsorships together with other lower level support will meet the \$150,000 cofunding requirement set by the agreement with the Provincial Growth Fund.

#### What exposure can we offer?

Permanent Signage Exposure

High Level (Platinum) \$10,000 Low Level (Gold) \$5,000 Ground Level (Silver) \$1,000

- Educational Tours of School Groups (with parents) for both Primary and Secondary Pupils
- Cultural Tours Story of Maramataka
- Night Time: Theatre style lighting giving an additional 4-5 hours of exposure.
- Tourists: Both local and international groups on the Hatea Loop
- Council Events: Social functions
   Time Events (daylight saving)
- Facebook and Social Media banners

The Whangarei District Council has a vision of the Hatea Loop Walkway being the "jewel in the crown" of Whangarei. We consider that the growth in tourism being driven by the Hunderwasser Art Centre now under construction, the planned Hihiaua Cultural Centre, the riverside hotel projects, and Camera Obscura and when these are combined with the existing sculpture park, Te Matau a Pohe, Whangarei becomes a tourist destination in its own right. The additive effect of these activities would create a unique visitor experience which should attract increasing numbers of both local and international visitors.

#### Indicative project timeframe: completion in 2020

Once funding is complete the fabrication of the clock could be completed within 12 months by local suppliers and contractors.

#### How do you donate?

There are several ways you can forward your donation to the Whangarei Rolling Ball Clock.

Cash Donation Box located at our full sized working model.

We have a cash donation box available at our working model. Open Days are held on the last Saturday of every month. The model is in a council workshop located opposite the sculpture park in Reyburn House Lane. A receipt can be given for all donations

Direct credit to a bank account.

We have banking arrange ments with the Northland Community Foundation. Their bank account number is  $02\ 0492\ 0042089\ 66$ 

Please document your transaction as follows: (Under Our Details)

Particulars	Code	Ref:				
Your surname here	Donation	About Tiime Clock				
Please also provide the donation receipt.	ne following details if y	ou would like a formal				
Contact Phone Number	er					
Forward these to Warren Thomas c/o warrenkthomas@outlook.com						
Cheques can be sent through the post to PO Box 3314, Onerahi.  Please make these payable to the : "About Time Rolling Ball Clock"						
Please also provide the donation receipt.	ne following details if ye	ou would like a formal				
Contact Phone Number	er					

SO THANKS TO YOUR GENEROUS

DONATION WE CAN ALL GET THE

BALLS ROLLING.



## **FUNDING AGREEMENT**

## **BETWEEN**

# MINISTRY OF BUSINESS, INNOVATION AND EMPLOYMENT

AND

NORTHLAND INC LIMITED

**FOR** 

THE ROLLING BALL CLOCK

#### **PART 1: KEY DETAILS**

1 Parties

The Sovereign in right of New Zealand, acting by and through the Chief Executive of the Ministry of Business, Innovation and Employment (Ministry)

Northland Inc Limited, company number 857377, with offices at 85 Cameron Street, Whangarei and is a council-controlled organisation of the Northland Regional Council (Recipient)

2 Funding Start Date

01 July 2019

3 End Date

01 July 2020

4 Background

Through the Provincial Development Unit, the Ministry is responsible for administering the Provincial Growth Fund, which aims to lift productivity potential in New Zealand's provinces. Its priorities are to enhance economic development opportunities, create sustainable jobs, enable Māori to reach full potential, boost social inclusion and participation, build resilient communities, and help meet New Zealand's climate change targets.

The Recipient is a NZ Limited Company.

Northland Inc has applied on behalf of the About Time Project Committee, who was originally formed in 2008 by a group of Whangarei based volunteers, to design and build a "Rolling Ball Clock" to support the promotion of Clapham's National Clock Museum as a tourist attraction in Whangarei.

The Project will contribute to a package of amenities aimed at enhancing Whangarei's reputation as a tourist destination in its own right by adding to the mix of existing attractions in the Town Basin and Hatea Loop Walkway such as the Hundervasser Art Centre, the Clock Museum and other existing and/or planned amenities in the area.

The Recipient has sought a funding contribution from the Ministry for the purposes of the Project described below. The Ministry has agreed to contribute funding on the terms and conditions of this Agreement (Agreement).

Key details of this Agreement are set out in this **Part 1**. The full terms and conditions are set out in **Part 2**. Defined terms and rules of interpretation are set out in **Part 3**.

5 Conditions Precedent

No Funding is payable under this Agreement until the Ministry has confirmed to the Recipient in writing that it has received, and found, in its sole discretion, to be satisfactory to it in form and substance, the following documents and evidence:

- A copy of a letter from the Recipient confirming any co-funding commitments and evidence of any co-funding commitments.
- Confirmation that the Recipient owns the design of the exhibit.
- Financial information a final, updated, funds flow statement/model and budget setting out the funding and application of funds in relation to the Project and the financing thereof, including all fees, costs and expenses (including taxes) in connection with the same.
- Evidence that the minimum co-funding contribution of \$150,000 has been secured.
- A copy of the extract of resolution of the Recipient's board of

directors confirming entry into the agreement.

- Construction Insurance certificates evidence, by way of letter, that the Recipient has (or its broker on its behalf has) addressed all insurance requirements as required
- Written evidence that the Whangarei District Council:
  - Owns the land for the proposed structure;
  - Will make the land available for the construction and permanent placement of the structure;
  - · Will take ownership of the structure; and
  - Will, after completion of the structure, meet all ongoing operating, security and maintenance costs for the same.

#### 6 Project Description

The Recipient will build a full scale version of an operational Rolling Ball Clock to support the promotion of Clapham's National Clock Museum as a tourist attraction in Whangarei. The About Time Project Committee has previously built a prototype Rolling Ball Clock sculpture which operates as a fully functional clock with the use of 35 "bowling balls" performing various physical motions via stainless steel tracks/timing racks.

The Project will build a full-scale version of the Rolling Ball Clock and house it in a purpose-built glass enclosure on a Whangarei District Council owned site adjacent to the Clapham's Clock Museum and other attractions located along the Hatea Loop Walkway in the Town Basin.

The Project, despite being free to visitors, will add to a range of local attractions in the region and act as a catalyst for tourism and economic revitalisation in the area.

In addition to the tourist amenity, a central component of the design of the building will include culturally significant carvings representing the Maramataka (the Māori moon calendar) which, coupled with the mechanics of the Rolling Ball Clock itself, which is expected to provide educational value.

A project delivery group will be established to deliver the project with governance oversite provided by Northland Inc. The Whangarei District Council will take over ownership and responsibility for operation and maintenance of the exhibit upon completion of the project.

Expected outcomes of the project which align with the PGF objectives:

- Delivers benefit to the community this project will act as an additional attraction for the Hatea loop to help drive an increase in visitor numbers to the region as well as a free community asset to help educate and engage the community about Māori and European history.
- Additionality primary value of the project is its addition to other attractions in the area to help drive an increase in visitor numbers and economic growth.

#### 7 Project Deliverables and Instalments

The Recipient is to complete the following Deliverables for the Project to the satisfaction of the Ministry by the following dates:

Completion date	Deliverable	Instalment payable on completion
Commencement Date	Funding Agreement executed by both parties	
Date	Co-funding by About Time Group	
Documentation	completed	
Contracts	Insurance cover commenced	\$ 80,000
	Main contractor appointed	
Baseplate &	Baseplate complete	
Enclosure	Enclosure complete ( minus glass)	\$100,000
1-2 months		
	Fabricate all clock components	
Major components		
made and installed	Fabricate cultural elements	\$165,000
1-2 months	Stainless steel rail supply	
	Install major clock components	
Clock	Bend stainless rails	
Rails	Install rails	\$200,000
2-3 months		
Clock	Make clock operational	- · · · · ·
Mechanism	Electrical controls & wiring	\$ 75,000
1 month	Lighting trials	
Testing	Extended trial and performance testing	
2-3 months	Complete lighting	\$ 60,000
Site Work	Piled foundations & Pile Caps	
1 month	Solar power & battery	\$ 70,000
	Onsite Glazing	
	GRAND	
	TOTAL	\$750,000

#### 8 Key Personnel

Key Personnel	Respective Roles		
Warren Thomas	Project Leader		

#### 9 Approved Contractors

Main Contractor:

Absolute Stainless Steel

Sub-Contractors:

Piling and Foundations: Transport & Craneage:

Glass Enclosure

**GHK** Piling Culhams Metro Glass Electrical and Controls Solar Power & Battery Lighting Tui Technology Hubbands To be confirmed

#### 10 Funding

The total Funding available under this Agreement is up to NZ\$750,000.00 plus GST (if any). This is the Total Maximum Amount Payable.

The Funding must be paid in instalments on the payment dates set out in item 7, subject to completion of the relevant Project Deliverable; receipt of a Payment Request in accordance with clause 1 of Part 2 and the terms and conditions of this Agreement.

#### 11 Co-Funding

The Recipient must have secured the following Co-Funding to be used for the Project, plus GST (if any):

Name	Amount					
Northland Inc.	\$150,000.00					

The Co-Funding must be contributed to Eligible Costs of the Project as they are incurred in proportion to the ratio between the Funding and Co-Funding.

#### 12 Reporting

The Recipient will provide the Ministry with the following reports:

- 1. A Project Phase Report as Deliverables.
- 2. A Final Report delivered with the final Deliverable.
- 3. Post Contract Outcomes Report within 12 months of the End Date

#### Each Project Phase report must include the following information:

- (a) description and analysis of actual progress of the Project against planned progress;
- (b) a summary of Funding and any co-funding received for the Project;
- (c) a summary of expenditure to date, actual against budgeted;
- (d) plans for the next stage;
- (e) any risks and/or issues arising or expected to arise with the Project, costs or performance of this Agreement including detail of any issues notified to the Ministry in accordance with clause 3.11 of Part 2;
- (f) an update on media, marketing and communication activities for the Project; and
- (g) any other information that is notified by the Ministry in writing to the Recipient.

#### The Final report must include the following information:

- (a) an analysis of how the Funding has enabled the Recipient to achieve the key outcomes of the Project;
- (b) how the Funding has accelerated regional development through increasing the productivity potential of and contributing to more and better paid jobs in the region;
- (c) the number of jobs that were created during and resulting from the Project;

- (d) how the Project has increased social inclusion and participation;
- (e) how the Project has contributed to Māori development;
- (f) how the Project has increased regional and national resilience by improving critical infrastructure and/or growth and diversification of the economy; and
- (g) any other information that is notified by the Ministry in writing to the Recipient.

#### The Post Contract Outcome report must include the following information:

- (a) An overview of how the Funding has contributed to an increase in visitor numbers, and average length of stay;
- (b) An overview on the economic impact that the Funding has had on the area surrounding the Project;

#### An update since the Final Report on:

- (c) how the Funding has enabled the Recipient to achieve the key outcomes of the Project;
- (d) how the Funding has accelerated regional development through increasing the productivity potential of and contributing to more and better paid jobs in the region;
- (e) the number of jobs that were created during and resulting from the Project;
- (f) how the Project has increased social inclusion and participation;
- (g) how the Project has contributed to Māori development;
- (h) how the Project has increased regional and national resilience by improving critical infrastructure and/or growth and diversification of the economy; and
- (i) any other information that is notified by the Ministry in writing to the Recipient.

The Recipient acknowledges that the Ministry is developing an evaluation framework for the Provincial Growth Fund and is likely to receive requests for additional information from the Ministry.

#### 13 Insurance

#### Refer to Part 2, section 3.16, and:

Prior to commencement of construction of the Project the Recipient must ensure that at all times insurances are maintained in full force and effect, which:

- a) insure in respect of its interests in the property and the plant and equipment on the property (including fixtures and improvements) for their full replacement value (being the total cost of entirely rebuilding, reinstating or replacing the relevant asset if it is completely destroyed, together with all related fees and demolition costs) and to:
  - i) provide customary cover against loss or damage, including by fire, storm, tempest, flood, earthquake, lightning, explosion, impact, aircraft and other aerial devices and articles dropped from them, riot, civil commotion and malicious damage, bursting or overflowing of water tanks, apparatus or pipes and all other normally insurable risks of loss or damage;
  - ii) provide cover for site clearance, shoring or propping up,

professional fees and tax;

- iii) provide for contractor's all risks insurance covering contractors and sub-contractors;
- iv) provide for professional indemnity insurance covering contractors, sub-contractors and consultants with a design responsibility;
- b) include public liability and third party liability insurance; and
- c) insure such other risks as a prudent person or entity in the same business would insure.

14 Contact Person

Ministry's Contact Person:

Recipient's Contact Person:

Name: Leah MacDonell

Name: Warren Thomas

Fmail:

Email:

leah.macdonell@mbie.govt.nz

warrenkthomas@outlook.com

Contract ID: R01.00278

15 Address for Notices

To the Ministry:

To the Recipient:

15 Stout Street,

85 Cameron Street, Whangarei

PO Box 1473

P O Box 1762 Whangarei 0140

Wellington 6140

Attention: Vaughan Cooper

Attention: Provincial Development

Email:

Unit

Vaughan.cooper@northlandnz.com

Email: monitorpgf@mbie.govt.nz

**SIGNATURES** 

SIGNED by the SOVEREIGN IN RIGHT OF NEW ZEALAND acting by and through the Chief Executive of the Ministry of Business,

Innovation and Employment or his or her authorised delegate:

SIGNED for and on behalf of the NORTHLAND INC LIMITED by the person named below, being a person duly authorised to enter into obligations on behalf of the Recipient:

Position: Act

Position: MANAGER,

REGIONAL DEVELOPMENT Date: 05/07/11 Date:

Name:

Position:

Date:

Each signatory warrants that the persons signing on behalf of the Recipient have the necessary authority to execute this Agreement on behalf of the Recipient.

#### FUNDING

- 1.1 The Ministry must pay the Funding (up to the "Total Maximum Amount Payable" specified in the Key Details) to the Recipient, subject to the terms of this Agreement. Unless stated otherwise in this Agreement, the Recipient may only claim the Funding to the extent necessary to cover Eligible Costs incurred by the Recipient. If the Recipient receives any Funding before it has incurred corresponding Eligible Costs, the Recipient must use the Funding solely on Eligible Costs.
- 1.2 The Recipient must submit a Payment Request to <a href="monitorpgf@mbie.govt.nz">monitorpgf@mbie.govt.nz</a> and copying in Ministry's Contact Person in accordance with item 7 (Project Deliverables and Instalments) of the Key Details.
- 1.3 Each Payment Request is to be signed by an authorised signatory of the Recipient and must be in the form set out in the Schedule and include the confirmations set out therein, and must include:
  - (a) the amount of Funding requested, which must not exceed the Instalment set out in item 7 of the Key Details;
  - (b) a breakdown of total Eligible Costs incurred by the Recipient and confirmation that such costs are Eligible Costs for the purpose of this Agreement and have been paid or are currently due and payable (not required for any initial payment to be paid on the Commencement Date);
  - (c) copies of invoices received by the Recipient from third parties in relation to the Eligible Costs where those Eligible Costs are more than \$1,000 (on an individual basis or when grouped by supplier or subject matter) and statements and accounts showing the Eligible Costs incurred;
  - (d) a valid GST invoice complying with the Goods and Services Tax Act 1985;
  - (e) confirmation that no Termination Event is subsisting and that each of the warranties under clauses 3 and 7 of this Agreement are correct as at the date of the Payment Request; and
  - (f) contain any other information required by the Ministry.
- 1.4 The Ministry is not required to pay any Funding in respect of a Payment Request if:
  - (a) where the Ministry is not satisfied with the progress of the Project;
  - (b) if any Project Deliverable(s) have not been completed by the relevant "Completion Date" specified in the Key Details;
  - (c) if the Ministry is not satisfied with the information that is contained within, or provided in connection with, the quarterly reports or the Payment Request noting that in the context of the Payment Request the Ministry may elect to pay the Recipient for certain Eligible Costs that are the subject of the Payment Request and withhold payment for other Eligible Costs that the Ministry disputes;
  - (d) if the Ministry is not satisfied that the Recipient has applied Co-Funding in accordance with clause 2(a)(ii) of this Agreement;

- (e) if payment will result in the Funding exceeding the "Total Maximum Amount Payable":
- (f) while there are one or more Termination Event(s);
- (g) if this Agreement has expired or been terminated; and/or
- (h) while the Recipient is in breach of this Agreement.
- 1.5 Subject to the terms of this Agreement, the Ministry must pay each valid Payment Request by no later than the 20th day of the month after the month the Payment Request is dated, and if such day is not a Business Day, on the next Business Day.

#### 2 CO-FUNDING

If specified at item 11 of the Key Details, the Recipient must:

- (a) ensure that during the term of this Agreement the Co-Funding:
  - (i) is and remains secured and available to the Recipient to be applied towards the Project on the same terms and conditions approved by the Ministry; and
  - (ii) is applied to Eligible Costs as set out in the Key Details; and
- (b) immediately notify the Ministry if it becomes aware of any circumstances that may result in the Co-Funding (or any part of the Co-Funding) not being secured and available to the Recipient to be applied towards the Project.

#### 3 RECIPIENT'S RESPONSIBILITIES

#### Standards and compliance with laws

- 3.1 The Recipient must undertake the Project as described in this Agreement.
- 3.2 In undertaking the Project, the Recipient must comply with all applicable laws, regulations, rules and professional codes of conduct or practice.

#### Project Deliverables, Key Personnel, Contractors and the Project

- 3.3 The Recipient must ensure that the Project Deliverables and the Project are carried out:
  - (a) promptly with due diligence, care and skill, and in a manner that meets or exceeds Best industry Practice;
  - (b) by appropriately trained, qualified, experienced and supervised persons; and
  - (c) in accordance with any directions of the Ministry, notified by the Ministry in writing from time to time.
- The Recipient must ensure that the Project Deliverables are completed by the relevant "Completion Date" specified in the Key Details.
- 3.5 The Recipient must ensure that the Key Personnel undertake their respective roles in connection with the Project as specified in the Key Details, except as otherwise approved in writing by the Ministry. If any Key Personnel become unavailable to

- perform their role, the Recipient must promptly arrange replacement Key Personnel acceptable to the Ministry.
- 3.6 The Recipient may not contract the delivery of the Project or any of its obligations under this Agreement except where:
  - (a) it has the Ministry's prior written approval (which may be given on any conditions specified by the Ministry);
  - (b) the contractors are named as "Approved Contractors" in respect of particular roles in the Key Details; or
  - (c) the subcontract is for less than \$20,000.00.
- 3.7 The Recipient is responsible for the acts and omissions of any contractors.
- The Recipient must ensure (and must procure that the head contractor when engaging with any other contractor ensures) that all agreements it enters into with contractors or any other party in connection with the Project are on an "arm's length" basis, provide value-for-money and do not give rise to any Conflict of Interest. The Recipient must provide the Ministry with reasonable evidence of compliance with this clause 3.8 in response to any request by the Ministry from time to time.

#### Information Undertakings

- 3.9 The Recipient must provide the Ministry with the reports (if any) specified in the Key Details, in accordance with the timeframes and reporting requirements set out in the Key Details.
- 3.10 The Recipient must provide the Ministry with any other information about the Project requested by the Ministry within the timeframe set out in the request.
- 3.11 The Recipient must promptly notify the Ministry if:
  - (a) the Recipient (or any of its personnel or contractors) becomes aware of, or subject to, a Conflict of Interest;
  - (b) the Recipient becomes aware of any matter that could reasonably be expected to have an adverse effect on the Project, or result in a Termination Event or a breach of any term of this Agreement by the Recipient.
- 3.12 The Recipient must not at any time do anything that could reasonably be expected to have an adverse effect on the reputation, good standing or goodwill of the Ministry. The Recipient must keep the Ministry informed of any matter known to the Recipient which could reasonably be expected to have such an effect.

#### Funding, records and auditors

- 3.13 The Recipient must receive and manage all Funding in accordance with good financial management and accounting practices and to a high standard that demonstrates appropriate use of public funds.
- 3.14 The Recipient must keep full and accurate records (including accounting records) of the Project, and retain them for at least 7 years after the last payment of Funding under this Agreement. The Recipient must permit the Ministry (or any auditor

nominated by the Ministry) to inspect all records relating to the Project and must allow the Ministry and/or the auditor access to the Recipient's premises, systems and personnel for the purposes of this inspection.

#### Capital Assets

- 3.15 If the Recipient uses the Funding to purchase or develop any Qualifying Capital Asset and, at any point during the term of this Agreement or during the 20 years after the End Date, either:
  - (a) the Recipient sells, disposes or transfers the Qualifying Capital Asset, without the Ministry's prior written consent; or
  - (b) the Qualifying Capital Asset will no longer be used for the purpose intended by the Ministry at the time this Agreement was entered into,

then the Recipient must immediately repay to the Ministry an amount equal to the amount of Funding used by the Recipient in the purchase or development of the Qualifying Capital Asset, as determined by the Ministry.

#### Insurance

3.16 The Recipient must effect and maintain insurance that is adequate to cover its obligations under this Agreement, plus any other insurance specified in the Key Details. The Recipient must, on request, provide the Ministry with evidence of its insurance cover required under this clause.

#### Health and Safety

- 3.17 Without limiting its other obligations under this Agreement, the Recipient must:
  - (a) consult, cooperate and coordinate with the Ministry to the extent required by the Ministry to ensure that the Ministry and the Recipient will each comply with their respective obligations under the Health and Safety at Work Act 2015 as they relate to this Agreement and the Project;
  - (b) perform its, and ensure that the contractors perform their, obligations under this Agreement and the Project (as applicable) in compliance with its and their obligations under the Health and Safety at Work Act 2015;
  - comply with all directions of the Ministry relating to health, safety, and security;
     and
  - (d) report any health and safety incident, injury or near miss, or any notice issued under the Health and Safety at Work Act 2015, to the Ministry to the extent that it relates to, or affects, this Agreement or the Project.

#### 4 PROJECT GOVERNANCE

- 4.1 If advised in writing by the Ministry the Recipient must:
  - (a) provide reasonable notice to the Ministry of all Project management group meetings and Project governance group meetings; and
  - (b) copies of all documents and notices to be tabled at the Project management group meetings and Project governance group meetings to the Ministry no later than a

- reasonable period prior to the meetings, and the minutes of those meetings within a reasonable period after each meeting
- 4.2 The Ministry may appoint observers who will be entitled to attend and speak at all Project management group meetings and Project governance group meetings (but will not be entitled to vote on any matter at those meetings).

#### 5 INTELLECTUAL PROPERTY

- 5.1 The Ministry acknowledges that the Recipient and its licensors own all pre-existing intellectual property which they contribute to the Project, and all new intellectual property which they create in the course of the Project.
- 5.2 The Recipient grants an irrevocable, perpetual, royalty-free, sub-licensable licence to the Ministry to use all reports, documents, information and other materials created or provided by the Recipient to the Ministry under or in connection with the Project and this Agreement.
- 5.3 The Recipient warrants that it has obtained (or will obtain, prior to creation of each relevant work) all rights and permissions necessary to enable the grant and exercise of the licence in clause 5.2 without infringing the intellectual property rights of any third party.

#### 6 TERM AND TERMINATION

- This Agreement will be effective on and from the Commencement Date, which will be the latest to occur of:
  - (a) the date this Agreement has been signed by both parties and
  - (b) the date on which the Ministry has provided written notice to the Recipient that the Conditions Precedent specified in the Key Details, if any, have either been satisfied (in the opinion of the Ministry) or waived by the Ministry.
- This Agreement will remain in force until the End Date, unless terminated in accordance with this Agreement (the **Term**).
- 6.3 The Ministry can terminate this Agreement with immediate effect, by giving notice to the Recipient, at any time while:
  - (a) the Ministry reasonably considers that the Recipient has become or is likely to become, insolvent or bankrupt;
  - (b) the Recipient is subject to the appointment of a liquidator, receiver, manager or similar person in respect of any of its assets;
  - (c) the Recipient has ceased to carry on its operations or business (or a material part of them) in New Zealand; or
  - (d) any one or more of the follow events or circumstances remains unremedied:
    - (i) the Recipient is materially in breach of any obligation, or a condition or warranty, under this Agreement;
    - (ii) the Recipient abandons the Project;

- (iii) the Recipient has provided the Ministry with information in connection with or under this Agreement that (whether intentionally or not) is materially incorrect or misleading, and/or omits material information;
- (iv) the Ministry reasonably considers that this Agreement or the Project has caused, or may cause, the Ministry and/or the New Zealand Government to breach any legal obligations (including its international trade obligations);
- (v) the Recipient is involved in any intentional or reckless conduct which, in the opinion of the Ministry, has damaged or could damage the reputation, good standing or goodwill of the Ministry, or is involved in any material misrepresentation or any fraud;
- (vi) the Recipient (or any of its personnel or contractors) is subject to a Conflict of Interest which cannot be managed to the Ministry's satisfaction; or
- (vii) any change in law, regulations, government policy or other circumstances materially affects the Ministry's ability to perform its obligations under this Agreement.
- 6.4 However, where the Ministry considers that a Termination Event set out in clause 6.3(d) can be remedied, the Ministry must give notice to the Recipient requesting a remedy, and must not exercise its right of termination unless the relevant event remains unremedied for at least 14 days (or any longer period agreed with the Recipient) after that notice has been provided by the Ministry.
- 6.5 The Ministry may recover Funding from the Recipient as follows:
  - (a) Misspent Funding. At any time the Ministry may recover the amount of any Funding that has been spent or used other than in accordance with this Agreement, together with interest on all such amounts calculated at 10% per annum from the date of the misspending to the date the money is repaid.
  - (b) **Uncommitted Funding.** On expiry or termination of this Agreement, the Ministry may recover any Funding paid to the Recipient, which the Recipient:
    - (i) has not spent or contractually committed to spend in accordance with this Agreement; or
    - (ii) has spent or contractually committed to spend in accordance with this Agreement but which the Recipient can have refunded or released from that commitment, provided the Recipient must use all reasonable endeavours to obtain such refund or release.
  - (c) Co-Funding not provided. If Co-Funding is required as set out in the Key Details, on expiry or termination of this Agreement, if the Co-Funding has not been used for the Project, the Ministry may recover an amount that represents the same proportion of the Funding as the proportion of Co-Funding that has not been used is of the total Co-Funding.
  - (d) **Project abandoned.** If the Recipient has abandoned the Project or stated an intention to abandon the Project, and does not within 10 Business Days of being requested to do so by the Ministry demonstrate to the Ministry's satisfaction that the Recipient will proceed with the Project, the Ministry may recover an amount up to the total value of the Funding, provided the Ministry may not recover under this

- subclause if the Recipient satisfies the Ministry that it acted on reasonable grounds in deciding to abandon the Project.
- (e) Excess Funding. On expiry or termination of this Agreement, where the total Funding paid under this Agreement and any other money received by the Recipient to carry out the Project exceeds the funding required to perform the Project, the Recipient must upon request refund to the Ministry the excess amount. The Recipient is not required to refund, under this clause 6.5(e), any amount that exceeds the total amount of Funding.
- 6.6 Clauses 1.4, 3.1, 3.13, 3.14, 3.15,5, 6, 7, 8, 9, 10, 11, 12 and 13 survive expiry or termination of this Agreement, along with any other parts of this Agreement necessary to give effect to those provisions. Expiry or termination of this Agreement does not affect any accrued rights, including any rights in respect of a breach of this Agreement or Termination Event that occurred before expiry or termination.

# 7 WARRANTIES

- 7.1 The Recipient warrants that, in the course of its activities in connection with the Project, it will not infringe any intellectual property or other rights of any third party.
- 7.2 The Recipient warrants that, as at the date of this Agreement:
  - (a) It has full power and authority to enter into and perform its obligations under this Agreement which, when executed, will constitute binding obligations on it in accordance with this Agreement's terms;
  - (b) all information and representations disclosed or made to the Ministry by the Recipient in connection with this Agreement are true and correct, do not omit any material matter, and are not likely to mislead or deceive the Ministry as to any material matter;
  - (c) it has disclosed to the Ministry all matters known to the Recipient (relating to Project, the Recipient, its contractors or its personnel) that could reasonably be expected to have an adverse effect on the reputation, good standing or goodwill of the Ministry; and
  - (d) it is not aware of any material information that has not been disclosed to the Ministry which may, if disclosed, materially adversely affect the decision of the Ministry whether to provide the Funding.
- 7.3 The Recipient acknowledges that the Ministry has entered into this Agreement in reliance on these warranties.
- 7.4 The Recipient acknowledges and agrees that the Ministry has made no warranty or representation that any funding or financial support is or will be available to the Recipient in respect of the Project other than the Funding.

#### 8 LIABILITY

8.1 The maximum liability of the Ministry under or in connection with this Agreement, whether arising in contract, tort (including negligence) or otherwise, is limited to the total amount of Funding paid or payable under this Agreement.

8.2 The Ministry is not liable for any claim under or in connection with this Agreement, whether arising in contract, tort (including negligence) or otherwise, where such claim is or relates to any loss of profit, loss of revenue, loss of use, loss of reputation, loss of goodwill, loss of opportunity (in each case whether direct, indirect or consequential) or any other indirect, consequential or incidental loss or damages of any kind whatsoever.

#### 9 CONFIDENTIALITY

- 9.1 Subject to clause 9.2 and 9.3, each party must keep the other party's Confidential Information in confidence, and must use or disclose that Confidential Information only to the extent necessary to perform its obligations, and/or take the intended benefit of its rights, under this Agreement. However, this will not prohibit:
  - either party from using or disclosing any information with the written prior consent
    of the other party;
  - (b) use or disclosure of information that has become generally known to the public other than through a breach of this Agreement;
  - (c) either party from disclosing information to its personnel or contractors with a need to know, so long as the relevant personnel and contractors use the information solely to enable that party to perform its obligations and/or take the intended benefit of its rights under this Agreement, and so long as they are informed of the confidential nature of the information and in the case of the Recipient, the Recipient receives an acknowledgement from its personnel or contractors that they acknowledge, and must comply with, the confidentiality obligations in this Agreement as if they were party to it;
  - (d) disclosure required by any law, or any compulsory order or requirement issued pursuant to any law; or
  - (e) the Ministry from using or disclosing to any party any documents, reports or information received in relation to this Agreement, provided that prior to any such disclosure the Ministry removes all information that is commercially sensitive to the Recipient from the relevant work.
- 9.2 The Recipient acknowledges and agrees that nothing in this Agreement restricts the Ministry's ability to:
  - (a) discuss, and provide all information in respect of, any matters concerning the Recipient, the Project or this Agreement with any Minister of the Crown, any other government agency or any of their respective advisors;
  - (b) meet its obligations under any constitutional or parliamentary convention (or other obligation at law) of or in relation to the New Zealand Parliament, the New Zealand House of Representatives or any of its Committees, any Minister of the Crown, or the New Zealand Auditor-General, including any obligations under the Cabinet Manual including the "no surprises" principle; and
  - (c) publicise and report on the awarding of the Funding, including the Recipient's and any of its subcontractor's names, the amount and duration of the Funding and a brief description of the Project, on websites; in media releases; general announcements and annual reports.

- 9.3 The Recipient acknowledges that:
  - (a) the contents of this Agreement; and
  - (b) information provided to the Ministry

may be official information in terms of the Official Information Act 1982 and, in line with the purpose and principles of the Official Information Act 1982, this Agreement and such information may be released to the public unless there is good reason, in terms of the Official information Act 1982 to withhold it.

# 10 MEDIA AND COMMUNICATIONS

- 10.1 Before making any media statements or press releases (including social media posts) regarding this Agreement and/or the Ministry's involvement with the Project, the Recipient will consult with the Ministry, and will obtain the Ministry's prior approval to any such statements or releases.
- 10.2 The Recipient will refer any enquiries from the media or any other person about the terms or performance of this Agreement to the Ministry's Contact Person.
- 10.3 The Recipient will acknowledge the Ministry as a source of funding in all publications (including any digital presence) and publicity regarding the Project in accordance with the PGF Funding Acknowledgement Guidelines on the website:

  www.growregions.govt.nz. The Recipient must obtain the Ministry's approval of the form and wording of the acknowledgement prior to including the acknowledgement in the publication or publicity (as the case may be).
- 10.4 If requested by the Ministry, the Recipient will establish or erect temporary and/or permanent signage (which may be in the form of a plaque) at the site of the Project acknowledging the Ministry as a source of funding for the Project. The Ministry may provide such signage and the Ministry will consult with the Recipient in respect of a suitable location for such signage.
- 10.5 The Recipient does not have the right to enter into any commitment, contract or agreement on behalf of the Ministry or any associated body, or to make any public statement or comment on behalf of the Ministry.
- 10.6 All correspondence with the Ministry under this clause 10 must be directed to the Ministry's Contact Person and copied to <a href="mailto:pducomms@mbie.govt.nz">pducomms@mbie.govt.nz</a>.

# 11 DISPUTES

- 11.1 In the event of any dispute, controversy or claim arising out of or in connection with this Agreement, or in relation to any question regarding its existence, breach, termination or invalidity (in each case, a Dispute), either party may give written notice to the other specifying the nature of the Dispute and requesting discussions under this clause 11. As soon as reasonably practicable following receipt of a Dispute Notice, the parties must meet (in person, or by audio or video conference) and endeavour to resolve the Dispute by discussion, negotiation and agreement.
- 11.2 A party must not commence any proceedings in connection with a Dispute unless at least 40 days have elapsed since the issue of a corresponding Dispute Notice, and that party has used reasonable endeavours to comply with this clause 11. However,

nothing in this clause will prevent either party from seeking urgent interim relief from a court (or other tribunal) of competent jurisdiction.

# 12 CONTACT PERSONS

- 12.1 All matters or enquiries regarding this Agreement must be directed to each party's Contact Person (set out in the Key Details).
- 12.2 Each party may from time to time change the person designated as its Contact Person on 10 Business Days' written notice to the other Party.

# 13 GENERAL

- 13.1 Each notice or other communication given under this Agreement (each a notice) must be in writing and delivered personally or sent by post or email to the address of the relevant party set out in the Key Details or to any other address from time to time designated for that purpose by at least 10 Business Days' prior written notice to the other party. A notice under this Agreement is deemed to be received if:
  - (a) Delivery: delivered personally, when delivered;
  - (b) **Post**: posted, 5 Business Days after posting or, in the case of international post, 7 Business Days after posting; and
  - (c) Email: sent by email:
    - (i) If sent between the hours of 9am and 5pm (local time) on a Business Day, at the time of transmission; or
    - (ii) If subclause (i) does not apply, at 9am (local time) on the Business Day most immediately after the time of sending,
    - provided that an email is not deemed received unless (if receipt is disputed) the party giving notice produces a printed copy of the email which evidences that the email was sent to the email address of the party given notice.
- 13.2 The Recipient agrees to execute and deliver any documents and to do all things as may be required by the Ministry to obtain the full benefit of this Agreement according to its true intent.
- 13.3 No legal partnership, employer-employee, principal-agent or joint venture relationship is created or evidenced by this Agreement.
- 13.4 This Agreement constitutes the sole and entire understanding with respect to the subject matter hereof and supersedes all prior discussions, representations and understandings, written or oral.
- 13.5 No amendment to this Agreement will be effective unless agreed in writing and signed by both parties.
- 13.6 The Recipient may not assign or transfer any of its contractual rights or obligations under this Agreement, except with the Ministry's prior written approval.
- 13.7 The Ministry may assign or transfer any of its contractual rights or obligations under this Agreement without the Recipient's prior approval. The Ministry may at any time

- disclose to a proposed assignee or transferee any information which relates to, or was provided in connection with, the Project or this Agreement.
- 13.8 No failure, delay or indulgence by any party in exercising any power or right conferred on that party by this Agreement shall operate as a waiver. A single exercise of any of those powers or rights does not preclude further exercises of those powers or rights or the exercise of any other powers or rights.
- 13.9 The exercise by a party of any express right set out in this Agreement is without prejudice to any other rights, powers or remedies available to a party in contract, at law or in equity, including any rights, powers or remedies which would be available if the express rights were not set out in this Agreement.
- 13.10 This Agreement is not intended to confer any benefit on or create any obligation enforceable at the suit of any person not a party to this Agreement.
- 13.11 Any provision of this Agreement that is invalid or unenforceable will be deemed deleted, and will not affect the other provisions of this Agreement, all of which remain in force to the extent permitted by law, subject to any modifications made necessary by the deletion of the invalid or unenforceable provision.
- 13.12 This Agreement is to be governed by the laws of New Zealand, and the parties submit to the non-exclusive jurisdiction of the courts of New Zealand.
- 13.13 This Agreement may be executed in any number of counterparts (including scanned and emailed copies). So long as each party has received a counterpart signed by each of the other parties, the counterparts together shall constitute a binding and enforceable agreement.

END OF PART 2

# **Defined terms**

In this Agreement, unless the context requires otherwise:

Agreement means this agreement including Parts 1, 2 and 3 and Schedule 1 (and any other annexures or attachments).

Approved Contractor means an "Approved Contractor" specified in the Key Details.

Best Industry Practice means that degree of skill, care and foresight and operating practice that would reasonably and ordinarily be expected of a skilled and competent supplier of services engaged in the same type of undertaking as that of the Recipient or any contractors (as applicable) under the same or similar circumstances as those contemplated by this Agreement.

Business Day means any day other than a Saturday, Sunday or public holiday within the meaning of section 44 of the Holidays Act 2003.

Co-Funding means the "Co-Funding" (if any) or any part of the Co-Funding (as the context requires), described in the Key Details.

Commencement Date has the meaning given in clause 6.1 of Part 2.

Confidential Information of a party (Owner), means any information in the possession or control of another party (Holder) that:

- (a) was originally acquired by the Holder in connection with this Agreement through disclosures made by or at the request of the Owner; and/or
- (b) was originally acquired by the Holder in connection with this Agreement through any access to, or viewing, inspection or evaluation of, the premises, facilities, documents, systems or other assets owned or controlled by the Owner; and/or
- (c) is derived from information of a kind described in paragraph (a) or (b) above;

but excludes any information which the Holder can show:

- (d) was lawfully acquired by the Holder, entirely independently of its activities in connection with this Agreement, and is free of any other obligation of confidence owed to the Owner; and/or
- (e) has been independently developed by the Holder without reference to the Owner's Confidential Information, and without breaching any other obligation of confidence owed to the Owner.

Notwithstanding the foregoing, the terms of this Agreement are Confidential Information of which each Party is both an Owner and a Holder.

Conflict of Interest means any matter, circumstance, interest or activity of the Recipient, its personnel or contractors, or any other person with whom the Recipient has a relationship that:

- (a) conflicts with:
  - (i) the obligations of the Recipient (or its personnel or contractors) to the Ministry under this Agreement; or
  - (ii) the interests of the Recipient in relation to this Agreement and/or the procuring of the Project; or
- (b) otherwise impairs or might appear to impair the ability of the Recipient (or any of its personnel or contractors) to diligently and independently carry out the Project in accordance with this Agreement.

Eligible Costs means the actual costs reasonably incurred by the Recipient:

- (a) on or after the Funding Start Date and no later than the End Date;
- (b) in good faith for the purpose of carrying out the Project or for purposes

incidental to the Project, including all internal costs, disbursements and expenses incurred by the Recipient for such purposes (and to the extent the Recipient is carrying out any other activities) reasonably and proportionately allocated towards such purposes; and

(c) to the extent that the expenditure relates to work performed by parties not at "arm's length", that expenditure is assessed at reasonable market value, and contains no unacceptable overhead and no element of "in group profit".

End Date means the "End Date" specified in the Key Details.

Funding means the funding or any part of the funding (as the context requires) payable by the Ministry to the Recipient in accordance with the terms of this Agreement, as described in the Key Details.

Funding Start Date means the "Funding Start Date" specified in the Key Details.

Key Details means Part 1 of this Agreement.

Key Personnel means the "Key Personnel" specified in the Key Details.

Payment Request means a request submitted to the Ministry by the Recipient seeking payment of Funding substantially in the form set out in the Schedule to this Agreement.

*Project* means the "Project" described in the Key Details.

*Project Deliverable* means a deliverable to be provided by the Recipient to the Ministry, as set out in the Key Details.

Qualifying Capital Asset means a capital asset (as determined in accordance with generally accepted accounting practice, as defined in the Financial Reporting Act 2013) purchased or developed by the Recipient using no less than \$50,000 of Funding.

Recipient means the Recipient specified in the Key Details.

Termination Event means any one or more of the events or circumstances set out in clause 6.3.

#### Construction

In the construction of this Agreement, unless the context requires otherwise:

Currency: a reference to any monetary amount is to New Zealand currency;

Defined Terms: words or phrases appearing in this Agreement with capitalised initial letters are defined terms and have the meanings given to them in this Agreement;

Documents: a reference to any document, including this Agreement, includes a reference to that document as amended or replaced from time to time;

Inclusions: a reference to "includes" is a reference to "includes without limitation", and "include", "included" and "including" have corresponding meanings;

Joint and Several Liability: any provision of this Agreement to be performed or observed by two or more persons binds those persons jointly and severally;

Parties: a reference to a party to this Agreement or any other document includes that party's personal representatives/successors and permitted assigns;

Person: a reference to a person includes a corporation sole and also a body of persons, whether corporate or unincorporate;

Precedence: if there is any conflict between the different parts of this Agreement, then unless specifically stated otherwise, Part 2 will prevail over the Key Details, and the Key Details will prevail over any Attachments;

Related Terms: where a word or expression is defined in this Agreement, other parts of speech and grammatical forms of that word or expression have corresponding meanings;

Stotutes and Regulations: a reference to an enactment or any regulations is a reference to that enactment or those regulations as

amended, or to any enactment or regulations substituted for that enactment or those regulations;

Writing: a reference to "written" or "in writing" includes email and any commonly used electronic document format such as .DOC or .PDF.

END OF PART 3

#### SCHEDULE: PAYMENT REQUEST

To: MINISTRY OF BUSINESS, INNOVATION AND EMPLOYMENT Dated: [•]

# PAYMENT REQUEST NO. [+]

- 1. We refer to the Funding Agreement dated [•] between [•] as recipient (Recipient) and The Sovereign in right of New Zealand, acting by and through the Chief Executive of the Ministry of Business, Innovation and Employment (Ministry) (the Agreement). Terms defined in the Agreement have the same meaning in this Payment Request.
- 2. This is a Payment Request for the purpose of clause 1.3 of the Agreement.
- The Project Deliverables which are the subject of this Payment Request are [insert description of Project Deliverables].
- The amount of Funding requested is \$[•] plus GST if any.
- 5. The Funding requested in this Payment Request is required to meet the Eligible Costs.
- 6. Invoices/statements and accounts evidencing the Eligible Costs incurred are attached.
- \*Note that for any Eligible Costs that are more than \$1,000 (on an individual basis or when grouped by supplier or subject matter) a copy of the original invoices received from third parties in relation to the Eligible Costs must be provided.
- 7. That each of the items referred to in paragraph 5 are Eligible Costs for the purpose of the Agreement have been paid or are currently due and payable.
- 8. [Co-Funding must be used to meet the following Eligible Costs that have been incurred by us:

[include breakdown description of Eligible Costs that Co-Funding must meet]

- 9. [Include valid GST invoice if relevant].
- 10. We confirm that:
  - (a) no Termination Event is subsisting; and
  - (b) each of the warranties set out in the Agreement are correct as at the date of this Payment Request.

Except to the extent otherwise agreed in writing by the Ministry, all those items forming part of the Eligible Costs identified in any previous Payment Request as due or becoming due and payable, have been paid in full.

the English costs identified in any previous rayment reduest as due of neconning due and	
payable, have been paid in full.	
By and on behalf of the Recipient by	

		<u>-</u>	
Position:			

Northland Inc Limited

# Added information to the Mangakahia Squash Club Application "Up with the Play"

Since the last application dead line I have acquired some more information to support our request for leverage funding of \$34,200.00 from the Whangarei District Council Partnership fund. This would help us to get full working plans to be drawn for a new entrance way, new Men's and Women's ablution facilities and a new squash court with viewing gallery.

The Mangakahia Sports Complex is now a registered Civil Defence centre. Currently if our complex needed to be used by large groups of people in an emergency the showering facilities available would be the rugby communal showers, or our squash showers. At our recent Mangakahia Squash tournament held May 3-5<sup>th</sup>, we received several comments regarding the poor standard of our showering and changing facilities. The majority of these comments were from Men complaining about the condition of the Men's showers. It would be a huge asset to have showering facilities that people enjoy and feel comfortable using, especially if they were away from home and in a stressed state, which is highly likely in an emergency situation. I am not sure if either the current Squash or the Rugby ablutions would be appropriate for a Civil Defence Centre. However, the new ablution facilities that we are trying to build would meet this need admirably.

Junior Squash has taken off at Mangakahia this season. We introduced and got funding to run the Kiwi Squash programme for school aged children. We have 27 registered and regular attending children. 12 in our small Niks group from age 5-8 years and 15 in our big Niks group from 9-13 years. We have split the groups to enable smaller group sizes and for skill level. However, with only the two courts, it makes it difficult to be productive with such large numbers. We have 4 children on at a time in the big Niks group, getting specialist coaching. On the other court they do skills, drills, and games (the remaining 10 kids). The lack of extra court space means less time for the children hitting the ball and getting the one on one coaching. We have 3 coaches using 2 courts with large group sizes. This issue would be solved with a third court. This is the first year running this programme and it has been very popular. We are at capacity, and are no longer promoting the activity, as we really can't fit any more children in. It would be great to have the third court and meet the demand for Squash within our community.

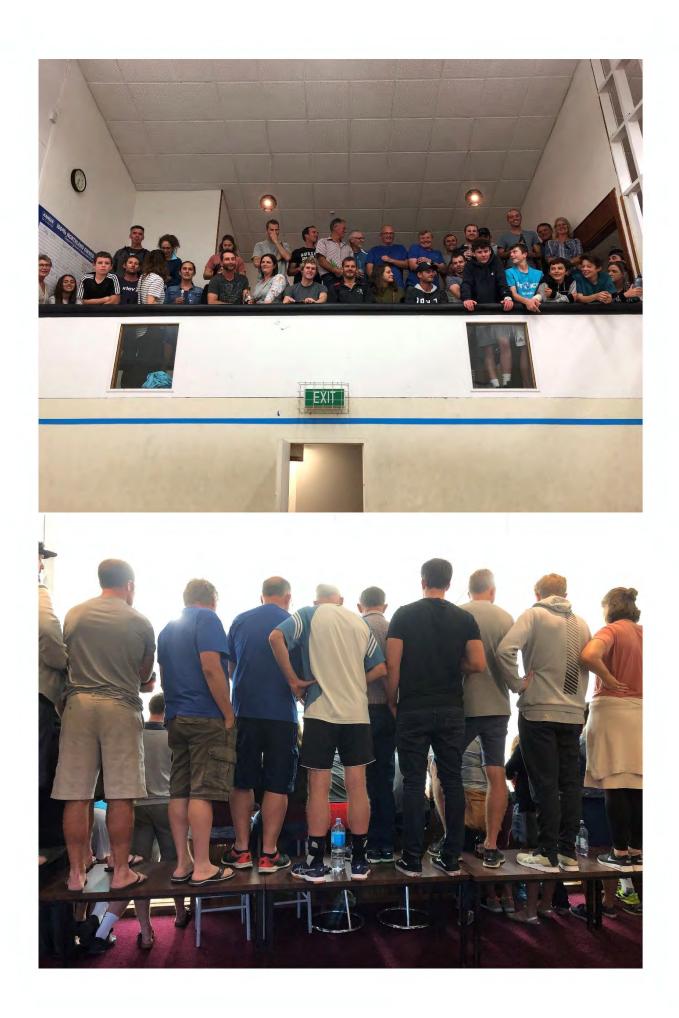
So far this year we have held several fundraising events for our Squash up-grades. In my proposal (the finance section) I stated at the time, we had fundraised \$13,047.22 of our own money to put towards this project. I was aiming to have \$15,000 by June. We have held three fundraising events so far this year and we now have \$17,041.95 to put towards our "Up with the Play" project.

We have read the Summary Report- Active Recreation and Sport strategy for the Whangarei District (Whangarei District Council). We are currently working closely with the Sports Complex committee and other affiliates, on the long-term vision for the Mangakahia Sports Complex as a facility and in terms of what we can offer our community. This will help ensure we "maintain fit-for-purpose facilities that are sustainable".

# Photos of court use at the Mangakahia Squash Club

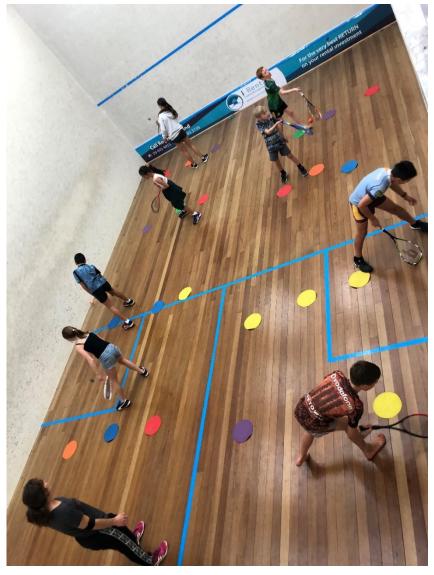
Squash photos of our recent Club tournament (3-5<sup>th</sup> May 2109). We had to construct an unsafe, culturally offensive, viewing gallery so players could watch the final games. As you can see this did not allow for all players who wanted to view the final matches. Many children and adults missing the opportunity to watch and learn from the top players and support them. See following page photos.

Our Kiwi Squash has taken off for our school aged children. We have 27 registered and regular attending children. 12 in our small Niks group from age 5-8 years and 15 in our big Niks group from 9-13 years. It is difficult to be productive with such large numbers and limited space available. We have 4 at a time the big Niks group on court getting specialist coaching. On the other court they do skills, drills and games. The lack of extra court space means less time for the children hitting the ball and getting one on one coaching. We have 3 coaches using 2 courts. This issue would be solved with a third court. See page 2 photos of the big Niks group only.











# Community Funding Application Form

If you need help to complete this application form or would like to discuss your application, please contact the Community Funding Officer well before the closing date of the round you are applying to. Call 09 430 4200 or email <a href="mailto:funding@wdc.govt.nz">funding@wdc.govt.nz</a> to make an appointment.

Application sumn	nary
Organisation name	Mangakahia Squash Club
Amount requested	\$ 34, 200.00
Project name	Mangakahia Squash "Up with the Play"

Section 1: Applica Tell us about your organizat	int Details ion/group
Group's postal address	Mangakahia Squash Club PDC Maungatapere
Postcode	0152
Group's bank account name:	Mangakahia Squash Club
Group's bank account number:	12-3115-0066214-00
Group's GST number	

# Describe your group's purpose (e.g. "to provide mobility aids for the disabled in Northland")

The Mangakahia Squash Club provide the facilities, structure and support which enable all community members to play the game of Squash. We provide the platform for our community to exercise and be active and our Club organisation, with it's positive community focus, helps maintain and build a healthy community spirit.

# Who are your group's main contact(s) for this funding application?

Primary contact's name	Hayley Taylor
Position in group	President
Email	hayleybethtaylor@gmail.com
Daytime phone number(s)	0212621674
Second contact's name	Michelle Ruddell
Position in group	Treasurer
Email	troyandshell@xtra.co.nz
Daytime phone number(s)	0212309713

Section 2: Eligibility	
Have you received funding	from Whangarei District Council in the last three years?
☑ No	non viviangara District Council in the last three years?
	have completed your grant reports and have met your grant obligations.
Does your group have a leg	al status?
Yes – please provide:	
<ul> <li>A copy of your latest</li> <li>Evidence of your bar</li> </ul>	
No* – you will need to eit	her:
<ul> <li>Gain legal status (se</li> <li>Apply under the umb</li> </ul>	e <a href="http://www.societies.govt.nz/cms/customer-support/faqs">http://www.societies.govt.nz/cms/customer-support/faqs</a> ), or rella of a group that does (refer below).
umbrella group that is.  An umbrella group knows th prepared to accept legal liab Grants are paid to the umbragreement.  If the grant conditions are no place restrictions on granting The following section is to be Umbrella group name  Society or trust number:  Contact person  Email  Daytime phone number(s)	e applicant well and is willing to vouch for them and their project, and are bility and responsibility.  ella group for disbursement to the applicant in accordance with the grant of met, Council may request the grant monies to be returned and/or may grants to the applicant and the umbrella organisation in future.  e completed by an authorised officer of the umbrella group.  Mangakahia Sports Ground Society (Mangakahia Sports Completed Science)  CC38545  Robin Grieve  mangakahiasportscomplex@gmail.com
GST number (or n/a)	017-563-386
Applicant organisation: Man	on is willing to guarantee and receive any monies granted to: gakahia Squash Club Squash "Up with the Play"
Signature	Show.
Date	20.2.19
Please provide evidence of ustatements.	umbrella group's bank acceunt details and a copy of the latest financial

2018-19

Community funding application form

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Section 3: The Project					
Tell us what you went to do – Who, What, When, Where, Why, How					
Describe your project in te	Describe your project in terms of the following:				
Name of project	Mangakahia Squash "Up with the Play"				
Amount requested	\$ 34,200.00				
When will this take place?	In stages, planning stage to take place June 2019.				
Where will this take place?	Mangakahia Squash Club, located inside the Mangakahia Sports Complex.				
Who and how many people will benefit?	75 Squash Club members (2018), all affiliate groups operating out of the Mangakahia Sports complex; approximately 300 touch players (female Rugby players included), 40 group fitness/yoga, other affiliate groups 40. Approximately 450 people presently.				
Ethnicities of likely benefic that you think will benefit from the	iaries of this project — tick as appropriate and include a percentage estimate for each is project:				
✓ NZ European	Estimate %: 60				
☑ Maori	Estimate %: 30				
☑ Pacific Peoples	Estimate %: 2				
Other European	Estimate %: 7				
☑ Asian	Estimate %: 1				
☐ Middle Eastern/Latin American/African	Estimate %:				
Other ethnicity	Please specify: Estimate %:				
Area of work  To help us understand where support is being requested, please select which of the following relate most closely to your project.					
Arts and Culture – Projects and activities that facilitate education and enjoyment of the arts and of culture for the people of our District.					
Heritage and Environment – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.					
Recreation and Sport – Projects and activities that enable participation and engagement in recreation and sport for people in our district of all abilities, ages and life stages.					
✓ Community Connectedness and Wellbeing – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.					

# Tell us about your request in the following questions. Be succinct and clear.

# The Idea - Briefly explain what it is that you want to do:

We want to build a new entrance way, men's and women's ablution facilities and a new third glass-backed court with a viewing gallery. In order to carry out this project we need to get working plans drawn up. We are applying to the WDC partnership fund for \$34,200. This will enable us to get our working plans drawn up, and our project underway.

# The Need - How do you know there is a need for your project, programme or service?

The Mangakahia Squash Club facilities were built in 1975, making our men's and women's ablution facilities 44 years old. They are no longer fit for the purpose they were built, as evidenced by our patrons opting out of using them. Club growth along with the growth of other affiliate groups within our sporting complex express a genuine need for a modern, functioning ablution facility. The third court will help ensure our club growth continues. Our numbers warrant the need for another playing surface as well as a much needed viewing gallery. As you will see in our proposal significant time has been spent in consultation with Club members and other affiliate groups within the Sports Complex. There is a clear need for new facilities within the complex and we have extensive community support.

# The Impact – What difference will your project make?

The new entry way will mean safe and direct access to our club for existing, new and visiting squash players. It should also promote the facility more and attract new membership, enhancing the physical wellbeing of those players. New men's and women's ablution facilities would allow players to enjoy a modern, practical and functional area to shower and change in. This will enhance physical well-being with members hygiene being improved. It will also improve emotional wellbeing, as affiliate groups and community groups using the Sports Complex will feel comfortable in a purpose-built facility (eg female Rugby players, touch players, group fitness) A third squash court will allow club nights to run to time and effectively. It will mean all members can play, watch games and support each other on the same night. This will help create community, keep us connected and support the sports complex.

# Your Readiness – What controls and checks do you have in place to manage the funding?

We have our own Treasurer who managers the financial accounts effectively for our Squash Club. As we are not a registered Society we are going under the umbrella of the Mangakahia Sports Complex. We therefore have a two level system of money management. Where all spending will be approved via the sports complex committee. Bills will be passed to pay at our squash meetings and again at the complex meetings, therefore avoiding any incorrect spending of funders money.

# Your Readiness - How ready is your organisation to deliver the project, programme or service?

We are extremely ready as this has been a project that has been planned for over a 5 year period. All club members are behind the "Up with the Play" project. We also have the support of the Mangakahia Sports Complex and all of the affiliate groups within. Northland Squash is also behind us, and all of these groups will benefit significantly from this new build. We have spent considerable time in the planning and preparation phase, along with the fundraising side of this project. We have established our "Up with the Play" sub-committee and are confident we have the people and skills to successfully complete our project.

# Collaboration - Who will you work with to deliver your project, programme or service?

We have created a "Up with the Play" sub committee, members have been selected with the skills, experience and motivation to see this project through to fruition. We will liase closely with Pete Noakes who is in charge of property for the Sports complex and with the Sports complex committee. We will also work collaboratively with the complex treasurer Kerry McMillan, when we get funding. We are keen to work with Hawthorn and Geddes to get our working plans drawn up.

# Your Approach - How will you demonstrate value for money and the impact of your work?

We have people within our team with the expertise to ensure that we will be spending our money appropriately and that we are getting value for our money. Having an architect on our team to oversee the planning phase, and qualified builders on-hand during the building stage. The value of our work will be evident in the continued growth of our club and the positive experiences that will be enjoyed by our community through our new facilities.

# **Your Approach** – How does your project, programme or service meet best practice and is it evidence based?

We have followed a business plan model with considerable time spent in the consultation phase of this project. All associated community groups have been invited to have input into the plans for the new building project. We are currently in the planning phase of this project, where we are seeking an architect to draw up our plans into working plans. Using the services of a club member who has worked as an architect ensures we will be meeting best practice. We have collated evidence that this project is necessary and by using qualified architects we will ensure it meets best practice.

summary below and attach you	udge et incom ur budge	ne, fundraising and expenses. If your budget is a	detailed, provide a
Are you registered for GST?		No – your budget figures must <u>include</u> G	ST where applicable
	Ø	Yes – your budget figures must <u>exclude</u> (	GST where applicable
GST number	017-5	63-386 (Sports Complex - umbrella group)	***************************************
Project income e.g. ticket sa	ales 50	x \$10 = \$500.	Amount
Mangakahia Sports Complex co	ontributio	on \$10,000 (pledged for building phase)	\$
Mangakahia Squash Club fundr	raising \$	13,047.22	\$
	***************************************		\$
	******************		\$
Total of other grants and do	nations	3	\$
Own contribution / fundraisi	ing		\$
	***************************************	(A) Total income expected	\$
volunteer Numbers:	Estir	nated Hours Work:	
Volunteer Numbers:  Dave Pope design of our new a  Total project costs	***********		
Dave Pope design of our new a  Total project costs Include all your project costs hire, personnel costs. If you ha	ablution	blocks and third court 100 hours  materials, venue hire, promotion, equipment tes, please attach them. You may be	
Dave Pope design of our new a  Total project costs  Include all your project costs hire, personnel costs. If you have requested to provide quotes as	ablution ts. e.g. i ave quoi s evider	materials, venue hire, promotion, equipment tes, please attach them. You may be noe of some costs.	\$ 34,200.00
Dave Pope design of our new a  Total project costs  Include all your project costs hire, personnel costs. If you have requested to provide quotes as	ablution ts. e.g. i ave quoi s evider	materials, venue hire, promotion, equipment tes, please attach them. You may be noe of some costs.	\$ 34,200.00 \$
Dave Pope design of our new a  Total project costs  Include all your project costs hire, personnel costs. If you have requested to provide quotes as	ablution ts. e.g. i ave quoi s evider	materials, venue hire, promotion, equipment tes, please attach them. You may be noe of some costs.	***************************************
Dave Pope design of our new a  Total project costs  Include all your project costs hire, personnel costs. If you have requested to provide quotes as	ablution ts. e.g. i ave quoi s evider	materials, venue hire, promotion, equipment tes, please attach them. You may be noe of some costs.	\$
Dave Pope design of our new a  Total project costs  Include all your project costs hire, personnel costs. If you have requested to provide quotes as	ablution ts. e.g. i ave quoi s evider	materials, venue hire, promotion, equipment tes, please attach them. You may be noe of some costs.	\$
Dave Pope design of our new a  Total project costs  Include all your project costs hire, personnel costs. If you have a provide quotes as	ablution ts. e.g. i ave quoi s evider	materials, venue hire, promotion, equipment tes, please attach them. You may be noe of some costs.	\$ \$ \$
Dave Pope design of our new a  Total project costs  Include all your project costs hire, personnel costs. If you have a provide quotes as	ablution ts. e.g. i ave quoi s evider	materials, venue hire, promotion, equipment tes, please attach them. You may be noe of some costs.	\$ \$ \$ \$
Dave Pope design of our new a  Total project costs  Include all your project costs hire, personnel costs. If you have requested to provide quotes as	ablution ts. e.g. i ave quoi s evider	materials, venue hire, promotion, equipment tes, please attach them. You may be noe of some costs.	\$ \$ \$ \$
Dave Pope design of our new a  Total project costs  Include all your project costs hire, personnel costs. If you have requested to provide quotes as	ablution ts. e.g. i ave quoi s evider	materials, venue hire, promotion, equipment tes, please attach them. You may be noe of some costs.	\$ \$ \$ \$ \$
Dave Pope design of our new a  Total project costs Include all your project cost	ablution ts. e.g. i ave quoi s evider	materials, venue hire, promotion, equipment tes, please attach them. You may be noe of some costs.	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$

# Section 6: Declaration

I undertake that I have obtained the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

We will submit an Impact Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications.

We consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send us relevant Council information.

We understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

We are aware that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.

Name	Hayley Taylor
Signature *	Han
Position in Group	President
Date	27/2/19

<sup>\*</sup> We prefer to receive applications by email (send to funding@wdc.govt.nz). To include your signature, print and sign this page then attach a scan or photo of it to your application email. Alternatively, you can post or deliver the printed form to us or pop in to sign it.

Finel o	check – make sure you have:
	Checked that the budget balances and have accounted for GST
0	Attached quotes where available
5	Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
	Attached your group's (and the umbrella group's) most recent set of financial accounts

Send your completed application with supporting documents to funding@wdc.govt.nz.

2018-19

Community funding application form

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Entrance way

Current entrance at front of field







Proposed new entrance at side of building/carpark



# Women's ablutions block











Men's ablution block





Communal shower





# Squash courts

Viewing gallery





Area for 3<sup>rd</sup> court to be added.

# Mangakahia Squash "Up with the Play" project – BUSINESS CASE

#### THE EXECUTIVE STORY

The Mangakahia Squash Club is applying to gain \$34,200.00 from the Whangarei District Council Partnership Fund. This Leverage funding will allow us to have full working plans drawn up for our building project, allowing us to progress our goal of creating a new entrance way, new men's and women's ablution facilities and a third squash court. We hope once you have read the following document you will understand the importance, value and the benefits associated with our building project and agree we have motivated members, the right people with the right skills and abilities, along with the support network required to see this project through to fruition. Getting "Up with the Play" will have a positive impact on not only our club members but our entire community. We hope you will partner with us the "Mangakahia Squash Club" as we contribute to keeping our local community fit and active and the community spirit alive and healthy.

## WHO ARE WE?

The Mangakahia Squash Club plays out of the Mangakahia Sports Complex which is situated in Poroti, 20 minutes from Whangarei. We neighbour the Maungarongo Marae and the Poroti School. We are rural-based and our club has a strong history amongst the local community and the wider Northland area.

The squash club became active in 1976 with the first club champs being held that year. Inaugural champions were Ron McKay and Barbara Barrell. Initially just the one court was built at the same time as the Sports Complex in 1975 – a joint council and community initiative. A second court was added in 1978 to assist with the demand for membership and the popularity of the game. Since then there have been no other structural changes to the courts or ablution facilities. Up-grades over the years include: upstairs and downstairs received new lino, carpet and paint in 1982; new toilets were installed in 2012.

# Membership

In the heyday of the 70's and 80's there was often in excess of 100 senior members. Our membership in 2018 was 75 and currently the club is seeing some new growth. It is

expected that a much-needed improvement to the ablution facilities and the addition of a new court will make our club more attractive to new members and better able to cater to the growing membership.

Our Squash Club membership is a melting pot of our local area and we welcome people of all ages and ethnicities. Over the past 3 years our membership has grown substantially and looks like it will continue to do so in the future. (Figures below include our junior players)

2016	2107	2018
15 Female	24 Female	26 Female
36 Male	40 Male	49 Male

Increasing club numbers is also a result of the changing demographics within our wider community, with more people moving into the area. Looking at the Whangarei District Council community profiles (.id community profile) our Mangakahia catchment falls into 3 different Zones, so it is difficult to give the exact population of our specific area. When you look at the growth of Whangarei since 2016, from 87,600 to 91,400 in 2018 (WDC community profiles) the role growth in all three surrounding schools, and the traffic congestion getting to and from town, it is obvious we are an area on the rise. With the growth in population in our local community and the rising cost of transport, there will always be a need for a quality sporting facility in the district.

# Club initiatives

Our club, in recent times, has teamed up with local schools (Maungatapere, Poroti, Kokopu and Mangakahia) to provide weekly coaching for young students (Squash in Schools Programme). In 2019 we have applied to deliver the Kiwi Squash Programme, which will take place on Monday afternoons (terms 2 & 3), along with a holiday programme in the July school holidays.

We have provided "beginners" nights which have been particularly popular with our local women, where they receive coaching and support before they join the club. In 2017, after our initiative started, our women's numbers increased by 60% from the previous year. The club has also recently started "social squash" on a Thursday night which runs throughout the year, targeting the younger adults in our district.

# Benefits of Squash

Long-time players of the game and fitness experts regard squash as perhaps the best sport for flexibility of game-time, general health and fitness. Squash also has an important social element, especially when playing through a club as opposed to a commercial facility. Mangakahia Squash has almost always been a vibrant rural club, as it certainly is today. Many members get their regular socialisation through their club involvement which is of huge importance in a rural community like ours. We strongly believe that facilities like ours play an invaluable role in supporting the collective mental health of the community, as the club fosters an inclusive and family environment.

Mangakahia Squash punches above its weight in talent. Our club has produced four A grade squash players over the past decade, and the families of these players are still stalwarts of the club. We have consistently had players gain Northland grade titles and representative honours for Northland. In 2018, Amy Brown played in the both the Under 15 and 19 representative teams, while Jacinta Matson was in the Northland Women's team. We had three club members compete at the NZ Masters tournament in 2018. We have had our Women's C-grade team win the Nationals in 2011.

Our E-Grade Men's team, inspired by these previous successes, won the Northland E-Grade Men's Team event in 2018. They competed in the National Men's E-Grade Tournament in Christchurch and were placed 6<sup>th</sup> overall. This team is a reflection of what our club promotes – the team members were aged from 27-52 years, two of the team members were of Maori decent, three NZ European and a European Englishman. The team manager was our president at the time, Denise, a NZ Maori woman. It's not often you see a competitive sports team with such a vast range of ages, so this is a positive example we are setting for participation in sport.

# **OUR STRUCTURE**

Mangakahia Squash Club is a non-profit sports club located within, and affiliated to, the Mangakahia Sports Complex (Mangakahia Sports Ground Society Inc). We do not own our Squash building or facilities, the Complex does. We pay a yearly affiliation levy which covers our insurance, electricity and water usage, basic building maintenance (electrical, plumbing) internet access, and use of amenities. We also gain approved access to the other Sports Complex facilities such as the lounge area and the kitchen. The complex (and affiliates

within) has a 66-year lease agreement with the Whangarei District Council, which is not up for renewal until 2040 (WDC lease agreement is attached). As an affiliate it is our responsibility to operate and fundraise independently for any capital works or extras we would like as a Sports Club.

As a non-profit Sports Club our members benefit from an organised weekly interhouse competition. We have Junior coaching and competition on Monday after school, interhouse on Wednesday and Social Squash on Thursday, along with our beginners coaching nights on Monday during the summer months. This is a weekly total of 12 hours of organised club contact (excludes tournaments and interclub events). We provide members the opportunities to receive coaching, play at their own leisure, enter club events and play in club championships. Members are also eligible to play in Interclub competitions and Whangarei, Northland and NZ tournaments.

We have a strong and dedicated Squash committee which meets every month to help ensure the club runs efficiently and continues to be successful. We keep our own financial records and accounts, but the club is not a registered Society. Please find attached our most recent financial records (Mangakahia Squash Financial records)

One of our committee members attends all monthly Complex meetings so the voice and needs of Squash are catered for within the Mangakahia Sports Complex. The Mangakahia Squash Club is registered to Northland Squash and Squash NZ. We are backed 100% by our club members, who are fully behind this project for the new entrance way, ablution blocks and third court.

# **OUR VISION**

- To have a Squash Club within the Mangakahia Community that allows and encourages
  people of all ages and ethnicity to become active and enjoy the game of Squash. We aim
  for a holistic approach, encompassing not only improved physical health, but having
  mental, emotional and social wellbeing enhanced through being connected with a wellfunctioning club that has a positive community focus.
- To have a club and facilities that allow players to reach their full potential.
- To have facilities that we are proud of and which meet the needs of current and future members.

#### **OUR OBJECTIVE**

To create a New:

- Entrance Way
- Men's and Women's ablution blocks
- Third glass-backed Squash Court, with viewing gallery.

Our facilities are 44 years old and are no longer fit for the purpose for which they were built. The ablution blocks are, to a large extent, mostly unusable (as evidenced by our patrons avoiding them) and could potentially pose a health risk. Upgrading our facilities would allow us to remain competitive within the squash community and to align ourselves with National Squash Standards. The "Up with the Play" building project, upon completion, would ensure we have a club with the facilities required for us to run effectively and successfully.

The New Entrance Way is required as the current entry point to our squash club is around the side of the building. People new to the club often "get lost" as they park in the carpark and then are uncertain where to go after that. If we make the entrance way straight off the end of the building, facing the carpark, then it would be obvious. It would also be a quicker and direct route from building to carpark. It would be much safer when leaving at night in the dark, as trying to find your way around the building to the carpark has resulted in the occasional rolled ankle! It makes sense to create the new entry way when doing the new ablution blocks for men and women.

New Ablution Blocks are required as the current ones no longer serve the purpose they were intended for. They are too small, unpractical, defective and unsightly. Currently behind the women's wall is another area that was once used as public toilets for the rugby and had an external access. As you can see by the plans drawn up by Dave Pope (a Club member) we could move the current wall right out to the exterior wall creating a larger, more spacious and efficient area. The same could be done in the current men's changing area. There is an old kitchenette/tuck shop (which used to be for the rugby games) that could be used to create a larger changing area. At present the layout and state of both changing rooms (including showers and toilets) does not work, to the point where the majority of women do not shower after games as they do not feel comfortable using the facilities. The men's facilities are worse, with hardly any room, a pungent smell and they

look revolting. This is not from lack of maintenance, care or cleaning (we have an employed cleaner through the complex who does a great job). They have done well for 44 years but have now past their used-by date and need to be upgraded — a complete overhaul is required.

A Third glass-backed court. With 75 members our club nights have become really difficult. We have a draw and set time-slots in which games are to be played, however, with about 30 games to be played and only 2 courts it has meant some long waits and late nights and has become very frustrating at times. Players are opting to play on different nights or earlier to avoid the long waits. This is not ideal as most people play, not just for the fitness benefits, but for the social interaction and being part of a club. It is hard to create and maintain the club and community spirit when we aren't all getting together. The bar and kitchen are open on our Club Night and this helps to create community and supports the Sports Complex. We host various tournaments throughout the year and having only the two courts has been problematic during these events too. Often, we have to use courts in town to help ease congestion in the draw. It is not ideal when hosting a tournament to have games that run late into the night, or that need to be played at other venues.

With our current setup of 2 courts, there is also no viewing area except for the width of the court at the top. Regularly having large numbers of people leaning against the upper railings, is becoming a serious health and safety concern. For big games, that more than 15 or so spectators want to watch, people try and construct other viewing opportunities. This usually involves people standing on tables and chairs. This is not only ineffective, it is also really dangerous and culturally insensitive.

We are fortunate to have a number of A-graders currently playing for our club (three, which is the most in Northland) who support our tournaments. They are much revered games to watch, but unfortunately very few people can actually view them from our current setup. The third court would provide not only a much-needed additional playing surface but a glass-backed court and a tiered viewing gallery so we can all enjoy watching matches and supporting and encouraging each other during games. It will also provide new viewing opportunities into our current court two.

# EVIDENCED COMMUNITY SUPPORT

We have hosted large regional events numerous times for Squash Northland as we are fairly centrally located to the Northland district as a whole. It has long been regarded that our bathroom/changing facilities are quite possibly the worst in the district — an opinion we are very eager to change through the modernisation of our aging facilities. Squash Northland supports our "Up with the Play" project as it would provide an excellent (rather than substandard) venue for regional tournaments.

The Squash club is part of the Mangakahia Sports Complex which is home to a positive and thriving community. The up-grades will be a valuable asset not just for our Squash members, but to the wider Mangakahia community. The many other affiliate groups of the Mangakahia Sports Complex (Touch, Rugby, Gardening Club, Yoga, Lions Club, Soccer and Group Fitness) have a genuine need for new ablution blocks, so a large number of people would benefit from being able to use our well-functioning facilities.

Please see the attached letters from some of the affiliated Clubs and Squash Northland that support our endeavour.

- Mangakahia Rugby Club
- Mangakahia Sports Complex (Mangakahia Sports Ground Society Inc)
- Squash Northland

# **PROGRESS**

This project has been under way since 2013. Discussions and meetings with club members and the complex committee have established the current building plans. These plans, after much consultation, were drawn up by club member Dave Pope, who has previously been a qualified architect, but no longer operates as such. The plans have been approved by the Mangakahia Sports Complex in consultation with the other affiliate groups operating at the venue.

We have brought in a qualified builder to look at the building and plans to see if the project is viable. Paul Karels Building (Paul's son is a member of our club) believed it would be a "straight-forward" build but without official working plans is unable to give us a quote. We have had two architects come out and look at our building and plans. They too were positive with their comments in regards to what we would like to achieve. I have spoken

with Aubrey Gifford at the council about our plans and he too is supportive of our project.

More details of progress and planning are below in the Business Plan.

#### **FINANCE**

The "Up with the Play" project will be broken into stages. The first stage being the **Planning**phase and the following stage being the **Building phase** which will also take place in stages.

# Planning phase

We are applying to the council Partnership Fund for \$34,200 to enable us to get our working plans drawn up. This seed funding would allow us to get our working plans completed and then gives the leverage required to source other funds from various charities.

Please find attached our two preferred options for architects and the quotes they have given to create our working plans. Dave Pope has studied the two quotes and has noted that the two architects are not quoting on the same services. Dawson Design, although cheaper, does not include as many costs or services as Hawthorn and Geddes. Dave has given us his professional advice and his comparisons between the architects (attached 'squash drawing quotes'). His preferred option being for us to go with the quote from Hawthorn and Geddes. Attached is Dave Popes 'Recommendations' letter, which explains his reasons for this decision.

We have 33% of the project cost, being \$13,047.22, already fundraised and available to use. I have looked at applying to other funders for this phase of our project. Unfortunately, we are not eligible to apply to most of the providers for this planning phase as they do not grant money for "working plans".

The Mangakahia Sports Complex has pledged \$10,000.00 towards our "Up with the Play" project. However, the Complex currently has several projects of its own underway and would like to see this money being used further along in our building project.

Fundraising \$13,047.22 has taken time (5 years), therefore we do not want to spend all of this on getting working plans drawn up and then have no money in the bank to carry on with our project. We are applying to the Partnership fund for the full cost of the working plans. Our money (\$13,047.22) and the pledged \$10,000 from the complex will be used to help source money from other funders and in the building phase (stage two).

#### **Building phase**

Once we have the working plans, we will be able to get official quotes for our "Up with the Play" project. In terms of our financial planning we are basing this project on costing \$300,000 (estimated by a builder). Should we be successful in our application to WDC partnership fund and receive our grant of \$34,200 to cover the Planning Phase, we would have \$23,047.22 available for the Building Phase, that is, \$10,000 pledged from the complex and over \$13,047.22 of our own contribution. We are holding more fundraising events in the coming months and expect to have \$15,000 by June for our own contribution.

Our Squash club is aiming to contribute \$30,000 to the Building Phase, through fundraising and the complex contribution. We are going to sell "life memberships to the club for \$5000. There will be six life memberships up for purchase, which will contribute another \$30,000 to our building fund.

We would also contribute our time to the demolition part of the build which would save the club a significant amount of money on this building project (\$10,000).

We would apply to other funding providers such as the ones I have listed below for a combined total of \$150,000 towards the building (Lotteries, Oxford trust, Foundation North, Pub Charity) and we would apply to the Whangarei District Council Partnership fund in late 2019 for \$90,000. If we had a shortfall, we would look at applying to the WDC for a community loan, if required.

It is necessary to undertake all three aspects of the "Up with the Play" project (New Entrance Way, New Ablution Facilities and Third Court) in the same plans as all parts are interlinked. As to are our 'future plans' to up-grade our existing courts, we would approach the actual physical build in stages.

#### Stage One:

New Entrance way and Women's ablutions

#### Stage Two:

Men's ablutions

#### Stoge Three:

The third court and viewing gallery

#### Stage Four:

Existing Court up-grades (long term plan, not part of this application)

See attached 'Mangakahia Squash Club Upgrades 2018'

By approaching the building in stages, we could begin the building process earlier. As we raise the money required to complete each stage, we would then be able to commence and complete that building stage. This would therefore minimise the disruption to the club and its members.

### "Up with the Play" - Business plan

#### i) Fundraising Plan

Fundraising has taken the shape of various activities and events over a 5-year period. We have had sausage sizzles, mountain run, raffles and a Fun Fiesta to name a few of our efforts. We have enlisted the help and advice from Pieter Van De Klundert (2018) @ the learning place, to help put in place a fundraising plan.

We have a total of \$13, 047.22 set aside in our Upgrade-52 account. We have already got 3 fundraising events confirmed at the start of 2019.

- February 8<sup>th</sup> Hosting a country meal (Mangakahia Sports Complex)
- February 9<sup>th</sup> Tug-of-war & Carnival games (Mangakahia Sports Complex Axemen's Carnival)
- March 30<sup>th</sup>- BBQ Food provider for the Maunga Mayhem Adventure Race Event

We are also planning, in conjunction with the Mangakahia Sports Complex, a fundraiser at the complex in August/September – possibly a Rugby World Cup event, Quiz Night or a Dinner & Dance type event. (still in the planning and brainstorming phase)

An extensive fundraising plan will be formulated once we have established the total cost of our project (for which we require full working plans in order to obtain a quote).

We have already done extensive research into gaining funds through various funding avenues. Below is a table of the charities and organisations that we will also apply to for funding for our project.

Name	Website	Frequency	Notes
Whangarei District Council Community funding	www.wdc.govt.nz/funding	Two rounds  March and  July	Seed funding and Capital Works funding available
Foundation North	https://www.foundationnorth.org.nz	On-going no set cut off times. Can apply every 12 months	Quick response up to \$25,000. Community grant for bigger projects over \$25,000
Lotteries	https://www.communitymatters.govt.nz	March and June	
Pelorus Trust	http://www.pelorustrust.net.nz/	Monthly meetings (sometimes twice)	
Pub Charity	http://www.pubcharitylimited.org.nz	Early each month, not December	
Oxford Sports Trust	http://www.oxfordsportstrust.org.nz/	5 <sup>th</sup> each Month	Northland based

The plan as it stands at present is to apply to the WDC Partnership fund for Leverage Funding by March 4<sup>th</sup>. If we are successful in our application to get the seed funding for working plans to be drawn up then we will get the plans drawn up. We would then get quotes from our two builders, based on these plans. Once we have the building quotes, we

would then be able to apply to the various funding providers and charity groups (mentioned above) for funding to assist with our building project.

We would also apply to the WDC Partnership fund for Capital Works funding to assist us with the "Up with the Play" building project. If successful we could be underway with stage one of our building project by early 2020 (depending on the availability of builders). If unsuccessful, we would continue to apply to various other trusts, charity groups and foundations and continue with our fundraising efforts until we had enough to complete the building stages.

#### ii) Project Management Plan

#### **Project Planner** – Hayley Taylor.

A Physical Education teacher by profession I am a dedicated member of the squash club and my community. I am on the Complex committee, so I am in a good position to communicate between the parties involved. I have experience in event management, fundraising and I have held and still hold a number of leadership positions. I believe I have the skills, energy and ability to enable our committee to gather the resources required to successfully complete our project. I am fortunate to have a committee around me to fill the gaps where my knowledge and abilities are lacking. We have formed a sub-committee for the "Up with the Play" building project.

#### **Design Manager** – Dave Pope

A Club member and architect in the past. Dave has been present throughout this project to date. Club members have been consulted over a 3-year period and Dave has drawn up plans for the rebuild that have been approved by Club members and the Complex Committee. When we have the funds available to go to architects then Dave will liaise with them to guarantee we get the plans that work best for us. Dave will ensure that this part of our building process is completed successfully. (Dave Pope designs have been included as an attachment)

#### Squash Expert - Linda Matson

Linda is a stalwart of the Club. She has extensive knowledge of all things squash and has already given advice and information required to get the plans drawn up and this proposal

underway. A wonderful wise woman, who is valuable during consultation and offers hands on support for fundraising initiatives.

### Squash Expert - Neil Lewis

Another stalwart of our club. Neil has built his own squash court, offers insight, ideas and advice for this project and is a huge supporter of the club.

#### Project Managers - Hayley Taylor/ Wayne Brown

Wayne is our club captain. Along with me he has already met with architects and builders to get a feel for what we are trying to achieve. Wayne has building experience and along with the members listed below will be able to work with our builders to ensure the build is keeping on track and being completed to the required standards.

#### **Demo Crew** – Lee Beeston

Lee is a qualified builder and happy to organise and lead the demolition crew. Members of our club have also indicated they would be happy to help with work on the project. The builder we have consulted suggested if we could clean the current facilities out into just the shell of the rooms it would save us a significant amount of money in labour. Under instruction from a builder our club members would do the preparation phase of the project.

#### Demo Crew - Emile Stevenson

Emile owns his own landscaping company and can supply equipment and expertise.

#### **Demo Crew** – Paul Karels

We also have the expertise of Paul Karels Building Ltd. Paul has already helped us with the consultation phase of this project.

#### Finance - Michelle Ruddell

Treasurer for the club, she would ensure the money was being allocated correctly and payments made on time. Michelle has been to the complex meetings and is able to work alongside Kerry McMillan who is the treasurer for the complex committee.

#### Governance - Peter Noakes

Peter is a member of the complex committee and is in charge of property and maintenance. Peter has looked through the plans and, along with Wayne and me, has been present for meetings the architects and builders who have inspected the building. Peter has plenty of building experience and has been involved in up-grades of the upstairs toilets in the lounge

and numerous other projects around the complex. His knowledge is invaluable and I (project manager) would liaise with him every month and have his expertise to call on when necessary.

#### iii) Timeline/Milestones

March 4th - Application to WDC for Seed Funding

June/July - Working Plans drawn up and builders to quote on the project

November/December – Apply to WDC for capital grant to complete the project. Applications to other funding providers.

Early 2020 - Start building stage one of the "Up with the Play" building project

Late 2020 – Start stage two of "Up with the Play" building project

2021 - Start stage three - building the third court

2022 – "Up with the Play" project is complete.

#### iv) Project completion deadline

We would anticipate that all three stages of our "Up with the Play" project would be completed within a four-year period.

#### v) Asset lock consideration to protect the community asset

Please refer to the attached copy of the Whangarei District Council lease agreement which shows that the complex owns the building but not the land so assets cannot be on-sold.

#### vi) 33% or more contribution to the project cost

The Mangakahia Squash Club has fundraised a total of \$13, 047.22 which is more than 33% of the cost of getting the working plans drawn up. As stated earlier in the finance section, we would prefer to use this money along with the \$10,000.00 allocated by the Mangakahia Sports Complex later in our building project. This money would also be of great value when applying to other funding providers who would also require us to have a percentage of the project cost, as part of the application.

### Mangakahla Squash Club End of Year Financial Report 1st October 2017 to 30th September 2018

INCOME	2018	2017	EXPENSES	2018	2017
	\$	\$	No. of the last	\$	\$
Subscriptions	12,540	8,285	Complex Affiliation	5,500	5,514
Tournaments	3,110	1,733	Affiliation Fees		
Country Meal	878	667	Squash NZ	2,027	2,285
Fundraising	804	1,400	Squash Northland	1,643	1,705
Grips		30	Funding Expenditure	5,000	
Sponsorship	1,540	880	Tournaments	2,783	1,298
Funding Received	5,000		Water Fountain m/c		161
Other	30	155	Cleaning	814	1,681
			Coaching		
			Prize Giving Expenses		461
			Clubrooms R & M		
Interest	162	48	RWT on Interest	28	8
			Other Expenses	621	1,592
TOTAL INCOME	24,063	13,198	TOTAL EXPENSES	18,416	14,705

Note: 2018 Complex Affiliation Levy and Pub Charity expenditure paid 2019 year.

I certify that this is a true and correct financial report.

Ukuddell Michelle Ruddell

Treasurer - wangakahia Squash Club.
26/2/2019

I certify that this is
a true and correct
financial report

Help

President of Mangakahia

Squash Club

23/2/19.

# Financial Report for Mangakahia Squash Club as at 20th February 2019

Cheque Account Internet Balance @ 20th February 2019		\$ 1,629.76
Cheque Account Internet Balance from 29th October 2018		\$ 1,387.30
Plus Deposits		
Country Meal Profits February 2019	\$683.21	
		\$683.21
		\$2,070.51
Less Payments Made		
Water 4 U	\$92.00	
Engraving Systems	\$274.00	
Fast Signz	\$74.75	
		\$440.75
Total Funds Available in Cheque Account		\$ 1,629.76
Funds Available in Other Accounts		
Savings-51	\$ 2,040.14	
Upgrade-52 (Deposit \$195.00 Axeman & \$260.90 Country Meal Raffle)	\$13,047.22	
		\$15,087.36
Total Funds Available @ 21st February 2019		\$16,717.12
Accounts to Pass for Payment		
Squash New Zealand Affiliation Levy 2019	\$1,941.32	

I certify that this
is a true 4 correct
financial report.

Thirddell
Michelle Ruddell
Treasurer - Mangakahia
Squrdsh Club.
26/2/2019

Total: \$1,941.32 invoices to pay

I Certify that this is a true and correct financial report.

Hlay

President Margakahia Squad

23/2/19.



05 February 2019

Whangarei District Council Forum North, Rust Avenue WHANGAREI

Dear Whangarei District Council Committee Members

I am writing on behalf of the Mangakahia Rugby Club in support of the Mangakahia Squash club's plans to upgrade their bathroom and changing room facilities.

The Mangakahia Rugby Club is based at the Mangakahia Sports Complex, in the same area as the squash club. We have approximately 150 active rugby players within our club that is spread across a Senior Mens team and nine Junior teams during the winter season. We also have approximately 300 active touch rugby members during the Summer Season.

The Rugby Club part of the complex, has a dedicated changing room facility which was designed many years ago and caters to predominately Mens teams [urinals / open showers]. These facilities are not suitable for our touch community to use after games, as there are children, men and women involved and open showers offer no privacy.

With the changing face of Rugby; in particular Womens Rugby we can see that our current facilities within the complex are not meeting the needs of these players. We currently do not have any showering facilities available for our female players.

Our vision is to encourage and promote Womens Rugby not only within our own club but also throughout the wider community. If there were separate Womens changing facilities for this, it would create a complex where both Men and Women's rugby games can take place collectively.

Overall, the upgrade of the squash facilities will not only benefit those who play squash but rugby and touch players who use the complex frequently throughout the entire year. If you require any further information, please do not hesitate to call me on 021813322.

Yours faithfully

Ian Leeuwenburg

President

Mangakahia Rugby Club

1 February 2019

To Whom it May Concern Whangarei District Council

On behalf of Squash Northland we would like to express our support for the Mangakahia Squash Club's application for a grant to get working plans done. These plans are for a new entrance way, new mcn's and women's ablution blocks and a third glass backed court with a viewing area.

The Mangakahia Squash Club plays an integral part in the Whangarei sporting system ensuring that squash is able to be played and enjoyed by the community of Mangakahia and surrounding areas. Having the club provide programmes and activities for all ages and abilities allows Squash Northland to meet our objectives of growth and ensure that squash events and competitions are accessible to all. According to Forbes Magazine Squash is the healthiest sport. "30 minutes spent on the squash court gives you 'an impressive cardio respiratory workout".

The club has hosted major tournaments recently (the Northland grade Championships in 2017 was very successful), they are a very supportive club in terms of interclub teams, events and regular tournaments. The current facilities are really becoming an issue making it difficult to host major tournaments although they are a club that is more than willing and capable od doing so.

One way Squash Northland measure success is hy an increase is club memhership and this has been evident over recent years with the Mangakahia Squash Club now having a membership of 75 (2018). Already this year they have had new players to the club so the growth looks set to continue.

The Mangakahia Squash club is a volunteer driven club whose strength is in its people. Enhancing its strong administration is the willingness of so many people beyond their hard working committee. The opportunities provided by the club ensures resources are available to a range of club members irrespective of ability and motivation with tournaments and club nights in particular for those who require a bit of organised sport. The squash club works in and with its community providing for all members and potential members to enrich their lives through sport.

In conclusion Squash Northland fully supports the Mangakahia Squash Cub seeking funding and believe the new facilities would be a huge asset, not just for the Mangakahia squash members and local community but for the wider Whangarei and Northland squash scene as well.

Yours sincerely

Gaye Trimble District Manager Squash Northland 021 465647



Squash Northland PO Box 451 Whangarei New Zealand

Tel: (09) 437 9626

www.squashnorthland.co.nz











### Mangakahia Squash Club Upgrades 2018

#### Women's & Men's Change rooms and Entry Way

- 1. Finalise and confirm sketch of proposed works.
- 2. Apply for funding for plan & specifications (full project including new court)
- 3. Full plans and specifications for multi stage building project
- 4. Obtain Quantity Survey or builders quotes (Tender)
- 5. Apply for funding for stage 1 (or complete build)
- 6. Apply for building consent
- 7. Select builder and commence construction

#### Possible staged construction

Stage1: Women's changing room and Entry way

Stage 2: Men's Changing room

Stag e3: New court

Stage 4: Existing court Upgrade

#### **Existing Court Upgrade**

- 1. Replace solid balustrade above both courts with aluminium/glass
- 2. Cut out rear Block wall and replace with glass (steel frame required)

RE: Application for Leverage Funding. To enable Mangakahia Squash Club to get working plans to up-grade their Ablution rooms, create a new entry and build a third Squash court.

To The Whangarei District Council Community Funding Board

I am writing on behalf of the Mangakahia Sports Ground Society Inc Committee in support of the Mangakahia Squash Clubs proposal to create a new entrance way, up-grade their ablution area, and build a third Squash court.

We agree that this is a high priority project. The shower and changing areas were part of the original build back in 1976 and have not been altered since then. The growth in club numbers and the use the new facilities could have from our other affiliate groups means this would become a valuable community asset. The proposed new rebuild would mean using the old external toilets that are no longer in use and creating a new and bigger, user friendly toilet, shower and changing area for both Men and Women.

At present there is no facility within the complex for affiliate groups other than Rugby to shower. It would be a huge asset to have other affiliate groups such as our; Group Fitness, Yoga, Gardening Club and Touch access to an ablution facility. We also hire out various venues within the complex to community groups and groups within the wider community. On occasion there have been over night groups and there has been no where for them to suitably shower. With this new facility we would be able to make this option more viable to school groups, sporting and cultural groups that have wanted to use it in the past.

The Entrance way to the Squash courts is around the side of the complex. People arriving from the carpark do not know where the Squash club is, many visitors wander around and get lost. Moving the entrance way to the front of the building, opposite the carpark would mean easy access to the club and safer exiting at night when it is dark.

The third Squash court would help future proof the club, as numbers have been steadily growing over the past 5 years. Squash provides our community with a great option to improve and maintain fitness and become part of a club. The Squash club plays a positive role within the Mangakahia community. The Squash club caters for a range of ages from our School aged children right through to adults of all ages. A third court is necessary to enable all games to be played on a single club night and to be able to view and support each other during matches. Having all the members together on the one night helps build a sense of community and allows the bar and kitchen facilities to be used. It would also help considerably when hosting tournaments.

The Mangakahia Sports Complex have a number of other projects underway at present; A new outdoors playground, A complete upstairs kitchen up grade, Bar alterations, A new Entrance way and stairwell, ventilation in the upstairs lounge, and bringing the balustrade up to standard. Due to the complex committee having their own projects to work on, the Squash committee lead by Hayley Taylor (also a member of the complex committee) will spearhead this project with our full support.

Financially, we have agreed to contribute \$10,000 to the Squash ablutions and 3<sup>rd</sup> Court project as funds permit, however we would like to contribute later in the project once the build is underway.

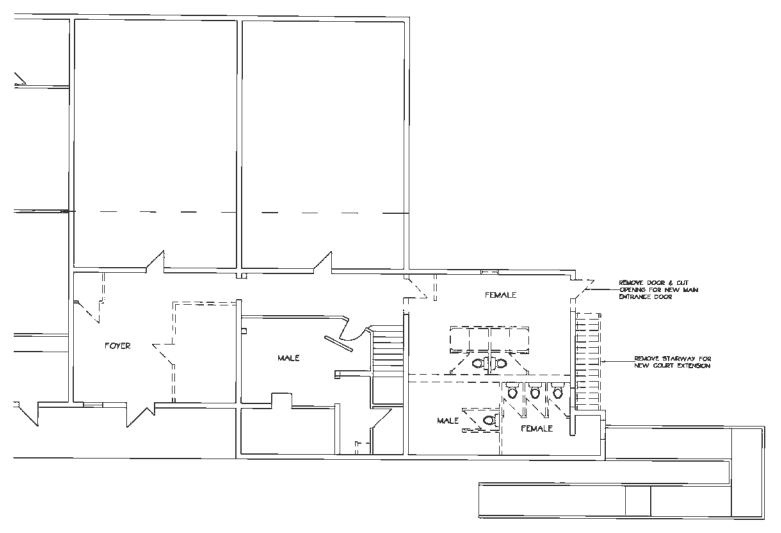
We have every confidence that they have the right people, motivation, skills and ability to accomplish this endeavour successfully and have our full support to help see this project through to completion.

Should you require anymore information please do not hesitate to contact me

Yours singerely

Robin Grieve

Chairman Mangakahia Sports Ground Society



GROUND FLOOR DEMOLITION PLAN



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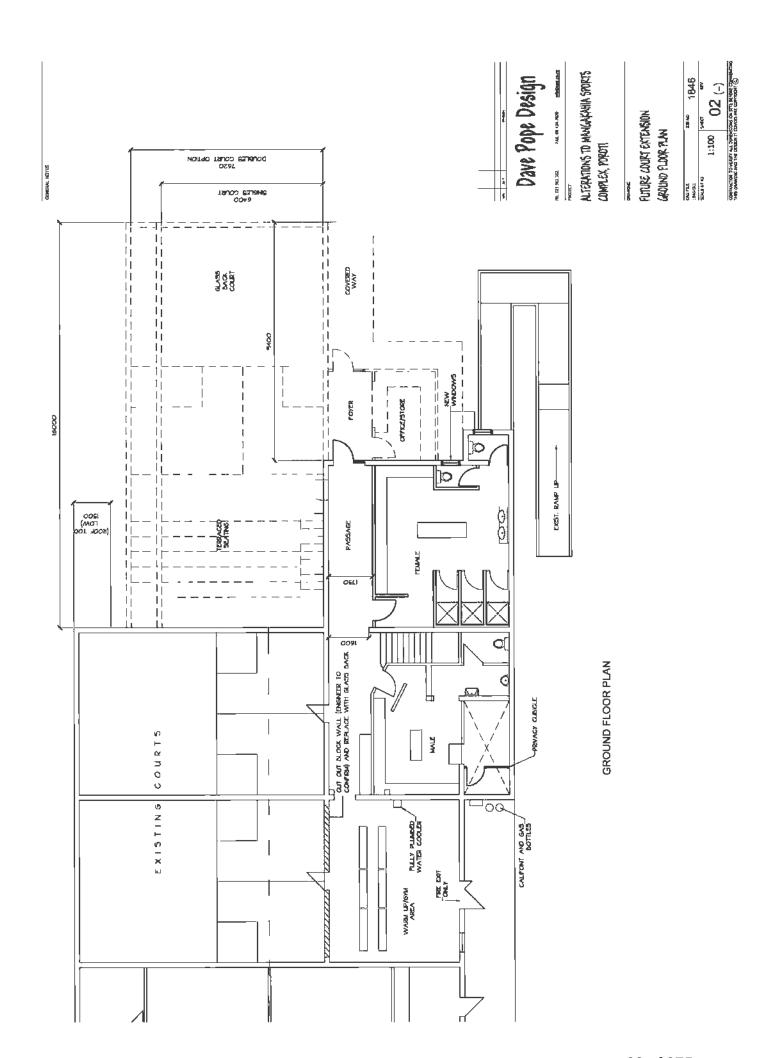
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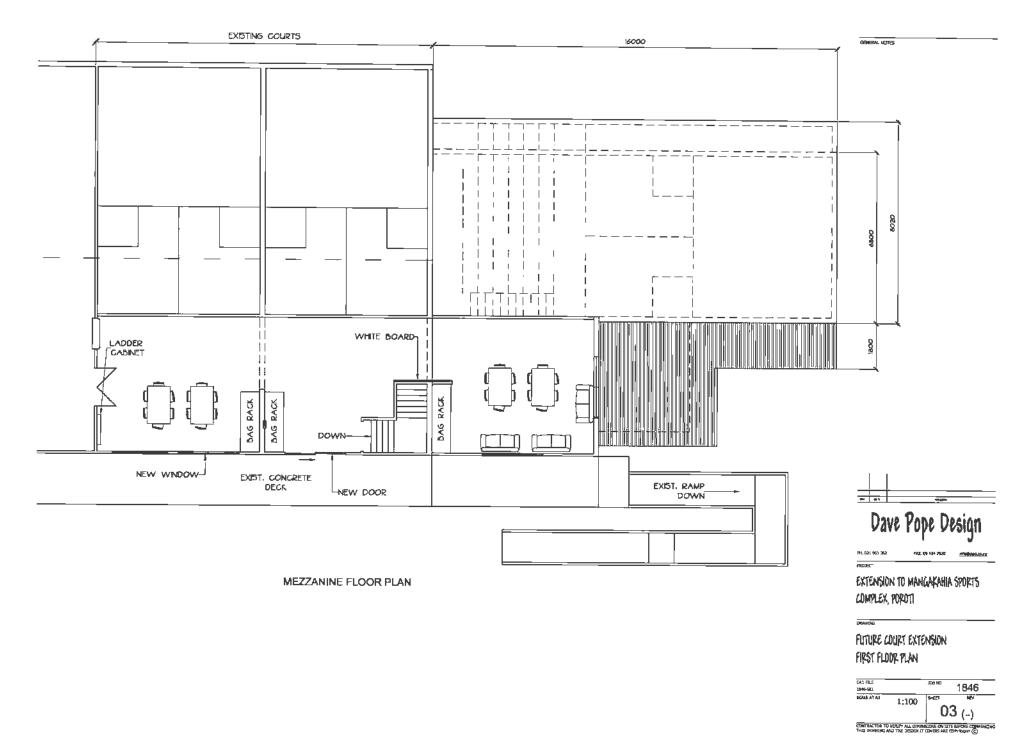
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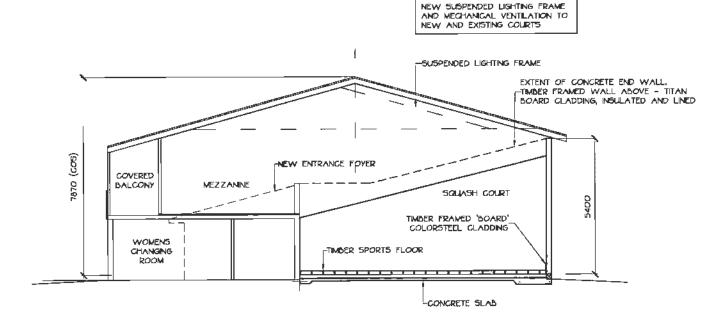
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TERRACED SEATING SQUASH COURT



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EXTENSION TO MANGAKAHIA SPORTS COMPLEX, POROTI

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GENERAL SECTIONS

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In reply please quote: 11305



30th January 2019

**EMAILED**✓ 190130

Mangakahia Squash Club Mangakahia Road Mangakahia

Attention: Dave Pope dandspope@gmail.com>

# MANGAKAHIA SQUASH CLUB: ADDITIONAL COURT & ASSOCIATED WORKS PROPOSAL FOR SERVICES AND FEES

Thank you for the opportunity to resubmit a fee proposal for our services. The purpose of this letter is to present a fee proposal for the above project to the successful issuing of a Building Consent.

Please note that in the 11months since our original fee proposal there have been several changes that have affected this proposal, they are summarised below and highlighted where appropriate:

- Due to staff changes, we are no longer able to complete Resource Consent Applications without the engagement of an external planning consultant.
- Compliance requirements now demanded by Whangarei District Council have significantly increased the workload at the 510 Detailed Design and Building Consent Documentation.
- We are now required to submit a design and a PS1 for emergency lighting from a suitably qualified consultant. We have obtained a quote from the person who we generally use and it is included.

#### **Project Description**

The project consists of:

- Construction of an additional squash court
- The removal of the back wall of the existing courts and the replacement with glass backs
- Alterations to remaining areas.

Please refer to the drawings 01-03. These have been used as a basis for this proposal.

Hawthorn Geddes will provide engineering and architectural services including, geotechnical site assessment, civil engineering for external works and drainage, structural analysis and detailed design, and the required documentation for consent application.

The materials and finishes are to be confirmed.



#### PROPOSED DEVELOPMENT FEE:

#### 501 Pre Concept Geotechnical Investigation

- Geotechnical assessment of site
- Foundation work based on hand investigation methods
- Provide site suitability report
- Written report including design parameters for the proposed construction site.
   Recommendations for the proposed foundation design.

Sub-Total \$2,000.00 + GST

#### 501 Pre Concept Measure Up and Checking of the Existing Structure

- Checking existing structures against the drawings supplied
- Checking of District Plan or Resource Consent restrictions.
- Access and parking design.
- Prepare documentation showing existing building to act as a base for future work

Sub-Total \$2,500.00 + GST

#### 502 Concept

- Initial concept design based 501 above
- Spatial planning & room layouts.

Provide preliminary design options for Principal approval including the following:

- Site and Floor Plans:
- Elevations;
- Cross Sections:
- Sketches and computer renderings of design options.
- Preliminary fire safety compliance.

Sub-Total \$4,000.00 + GST

#### 503 Resource Consent Application (If required by WDC)

Not covered by this proposal

#### 510 Detailed Design & Building Consent Documentation

Structural Analysis and Documentation

- Structural engineering analysis based on the outlined Project Description.
- Provide structural calculations and design for structural elements associated with the building.
- Results will be used in the building consent documentation:
- Foundation and framing plans, including bracing
- Precast panel details
- Structural steel details, including connections
- Construction details relating to structural items
- Structural specifications and schedules to be included in the building specification.
- Provide PS1 to support analysis for building consent application

Job No: 11305 January 30<sup>th</sup> 2019 Page 2 of 2

#### Architectural Documentation

- Architectural drawings & detailing based on the approved concept design:
- Building layout and set-out plans
- Building elevations
- Building sections, indicating construction method and materials
- Cladding, window and external door details
- Wet area detailing
- Accessible facilities layouts, including level entries, ablutions and reception counters
- Fire strategy layout including schedule of internal finishes for fire safety compliance
- Architectural specifications and schedules to be included in the building specification
- Drainage layout to AS/NZS 3500:2003.
- Water supply layout to NZBC G12/AS1
- Energy Efficiency compliance to NZBC H1/AS1 (not including lighting).
- Risk Matrix analysis to NZBC E2/AS1.

#### Fire Safety Analysis

- Fire Safety analysis to the relevant NZBC acceptable solution for part C Protection from Fire.
- Provide written fire safety report based on approved design, indicating minimum code requirements for the design of the fire safety systems by others. Conclusions will be used in the building consent documentation as noted below. Written fire safety report based on approved design, indicating required fire safety systems to be incorporated into drawings by others.

Hawthorn Geddes engineers & architects ltd are not Fire Engineers and can only provide analysis within the scope of the acceptable solutions.

#### Emergency Lighting Design and Certification. Fee \$1,200.00 + GST (included in 510)

#### Building Consent documentation package

- Design Features report outlining the characteristics of the project and site to support the consent application.
- Preparation of building consent application package
- Copy, collate and provide bundled package of the above documentation suitable to be submitted to the Council
- Electronic PDF copy of documents if required.
- Filling out the necessary building information on the required forms (to be completed and signed by Principal).
- Provide communication with the Council/ Territorial Authority as required during the consent process.

#### Project Co-ordination

- Co-ordination with other people in the design team including Principals, user groups, suppliers and other designers.
- Answer queries; analyse all aspects of project for inconsistencies and clashes and advise of resolution.
- Research and provide advice to other design team members as required.

#### **Exclusions**

This fee proposal does not include design of the following specialist services:

Job No: 11305 January 30<sup>th</sup> 2019 Page 3 of 3

- Mechanical services including HVAC. This would generally be carried out by a nominated specialist contractor
- Electrical services including lighting and emergency lighting. An emergency lighting design with a PS1 is required to be included with your building consent application.
- Sanitary drainage outside the scope of NZBC G13/AS1 and AS/NZS 3500:2003
- Fire safety analysis outside the scope of the NZBC acceptable solutions for part C Protection from Fire (specific fire engineering design).
- Fire safety systems design i.e. alarm and fire suppression systems. This would generally be carried out by a nominated specialist contractor
- Door and window hardware.

Sub-Total \$18,000.00 + GST

#### Summary

Fee Breakdown by Stage of Work

		TOTALS	
501	Pre-Concept	\$4,500.00	+GST
502	Concept	\$4,000.00	+GST
510	Detailed Design (Building Consent)	\$25,700.00	+GST
	TOTAL	\$34,200.00	+GST

#### Fee Breakdown by Discipline

	ni by bisopinic	AC 550 50	
	Architect	\$5,500.00	+GST
_ 480%			
Geotechnical	Engineer	\$2,500.00	+GST
	Technician	\$18,500.00	+GST
Structural	Engineer	\$4,000.00	+GST
Canaral P			
General &	Lightles (#)	\$1,200.00	+GST
Emergency	Lighting (#)	\$1,200.00	TG51
Fire	Engineer (&)	\$2,500.00	+GST
IIIG	Engineer (a)	φ2,000.00	,001
TOTAL		\$34,200,00	+GST
TOTAL		\$34,200.00	<b>†</b> 001

#### **TOTAL FEE PROPOSAL FOR SERVICES**

\$34,200.00 +GST

#### **Contract Administration & Inspection**

While we have not allowed for this in our fee proposal, there may be a Whangarei District Council requirement of the Building Consent for some mandatory inspections to be carried out by us.

This will not be fully known until the Building Consent is issued and a fee for this can be negotiated at the time.

#### **Estimated Timeframe**

By Agreement

Job No: 11305 January 30<sup>th</sup> 2019 Page 4 of 4

#### **Progress Payments**

Invoices will be made on a monthly basis for work in progress.

#### Terms of Engagement

- This fee proposal is valid for 3 months. We reserve the right to revise the above fees should the scope of the work change significantly.
- Fees quoted do not include GST, Territorial Authority or other fees. They do however include travel, copying and communication disbursements.
- This engagement shall be in accordance with the IPENZ ACENZ Short Form Agreement for Services and Fees (July 2011), which is enclosed.

Regards

Philip Higham BArch ANZIA Registered Architect (2357): Company Director ARCHITECT

Hawthorn Geddes engineers & architects ltd

Encl: IPENZ/ACENZ Short Form Agreement

Short Form Agreement for Consultant Engagement				
Between: Mangakahia Squash Club				
(Cli	ent)			
and: Hawthorn Geddes engineers and architects Ite	d			
(Cons	ultant)			
Collectively referred to herein as the "Parties" and i	ndividually as a "Party"			
Project:11305	Location: Mangakahia Squash Club			
Proposed Additions and Alteratiions	-Mangakahia Road			
	Mangakehia			
Scope & nature of the Services: Refer to letter da	ated 30th January 2019			
Programme for the Services: Refer to letter dated	d 30th January 2019			
Fees & timing of payments Refer to letter 30th Ja	anuary 2019			
Payment due within 20 days of invoice. Progress payment default interest rate is 3.25				
Information or services to be provided by the C	lient: Refer to letter dated 30th January 2019			
Existing Building Documentation, Car Park Design				
The Client engages the Consultant to provide the Services described above and the Consultant agrees to perform the Services for the remuneration provided above. Both Parties agree to be bound by the provision of the Short Form Model Conditions of Engagement (overleaf), including clauses 2, 3, 10 and 11 and any variations noted below. Once signed, this agreement, together with the conditions overleaf and any attachments, will replace all or any oral agreement previously reached between the Parties.				
Variations to the Short Form Model Conditions	of Engagement (overleaf): Nil			
Client authorised signatory (ies):  Consultant authorised signatory (ies):  Print name:  Print name: Philip Higham BArch ANZIA				



Date:



Date: 30th January 2019



plans for living

#### Quote

Mangakahia Sports Club Trust Cnr Kerehunga Rd and Mangakahia Rd Poroti, 0179 Date 5 December 2018

Quote Number Q000514 Dawson Design Ltd P O Box 1140 Whangarei 0140 New Zealand Phone 09 432 9188

#### **Quote description**

Mangakahia Squash Club

Quote for Addition of new squash court, stairs and entrance, and internal alteration of existing changing rooms/bathrooms and mezzanine kitchen bar

Quote based on sketch provided - dated 31/08/2000

Tasks	Quantity	Rate	Amount
Existing Orawings - Existing Structure Site measure and create base CAD Drawings	1:00	1,200.00	1,200.00
Concept Design - Take existing Concept drawings and complete to current requirements. Use for Prellminary Estimates	1:00	3,840.00	3,840.00
Developed drawings for use by consultants and approval by clients	1:00	3,240.00	3,240.00
Full working drawings for council and construction and quoting purposes	1:00	4,200.00	4,200.00
Council Permit Assistance Administration and documentation for council permitting process	1:00	500.00	500.00
		Subtotal	12,930.00
		GST	1,939.50
_		Total	14,869.50

#### Valid To: 6 March 2019

Changes to approved designs will incur a rate of \$150 +GST and be charged weekly - minimum fee \$250 Site visits and council meetings not quoted for are available at \$150 per hour for duration of meeting.

#### Please note:

- Consultants fees, e.g. engineers if required and council fees and charges are not included in our design fees.
- any specialist's reports, title documents, council property files etc. not supplied, and any paper printed plans, will be charged as
  disbursements on the final invoice if required.
- major deviations to the approved brief will be recorded as variations and will need to be approved by all stakeholders before
  altering the plans. We will supply a quote for the amendments.

Thank you for the opportunity to quote your project.

### AGREEMENT FOR PROVISION OF

#### PARTIES TO INITIAL

XCLIENT:

DESIGNER:

# **Architectural Services**

DETAILS OF DESIGNER						
Name	Colin Dawson, Dawson Design Ltd.					
Postal Address	PO Box 1140, Whangarei					
Contact Person	Colin	Position / Title	Principal designer			
Phone Number	(09) 432 9188	Fax Number	{ 09 } 432 2057			
Email Address	colln@dawsondesign.co.nz	Mobile	( 027 ) 695 7808			
DETAILS OF CLIE	NT					
Name	Mangakahia Sports Club Trust					
Postal Address						
Contact Person	Hayley Taylor	Position / Title	Mangakahia Squash Secretary			
Phone Number		Fax Number				
Email Address	hayleybethtaylor@gmail.com	Mobile	021 230 9713			
DESCRIPTION O	F PROJECT FOR WHICH THE ARCHITEC	TURAL SERVICES	ARE TO BE PROVIDED (the "Project")			
Quote for Addition kitchen bar	of new squash court, stairs and entrance, and	internal alteration	of existing changing rooms/bathrooms and mezzanine			
Quote based on ske	etch provided - dated 31/08/2000					
l	o be read in conjunction with Q000514 dated 9 ited's payment policy.	5 December 2018.	Full payment due upon invoice and due in accordance with			
DETAILS OF WHER	E PROJECT IS LOCATED					
Site Name	Mangakahia Squash Club					
Site Address	Mangakahia Sports Complex, Chr Kerehung	a Rd and Mangakah	ia Rd			
Side Addition	Poroti, 0179					
AGREEMENT						
The client agrees to acquire and the designer agrees to provide the Architectural Services (the "Services") on the terms and conditions set out in this Agreement. If not signed by the client or the designer the person signing warrants that the person so signing is authorised to sign this Agreement on behalf of the client or the designer with the intent that this Agreement binds the person(s) for whom it is so signed. Note: In addition to signing this page the parties should initial every other page (including schedules).						
SIGNED by ar for and on behalf of the Client:						
Client Names						
Position / Tide	x	Date	x			
Signature						

#### Dave Pope Design

262 Kokopu Block Road Maungatapere 021 961 362

Mangakahia Squash Club c/o Hayley Taylor hayleybethtaylor@qmail.com

Hi Hayley,

I have looked over the latest quotes from Dawson Design, House Design Northland and Hawthorn Geddes. As usual it is not just a straight price comparison, as they are not all quoting on the same services.

The proposed building addition is not within the scope of NZ3604 (NZ Standard for timber framed buildings) and will therefore require an engineer to design and/or approve the work. It will also require the architect to be a licensed building practitioner for commercial buildings. Neither Dawson Design nor House Design Northland appears able to provide the engineering services, which would then be required by a third party (engineer). There would be some consultation between architectural designer and engineer, and likely lead to re-drawing and therefore further costs from the architectural designer.

The work quoted from House Design would not be sufficient to obtain either a building consent or be able to be used to tender out the construction. There would appear to be no allowance for liaising with engineers etc and I am not confident that they understand the work that is required.

The work quoted from Dawson Design is similar to that of Hawthorn Geddes, but does not include the engineering, Geotechnical Report, Fire and emergency lighting design. As Hawthorn Geddes have not broken down their working drawing costs between architectural and engineering it is difficult to do a direct cost comparison.

I believe that if we can deal with one contractor that can supply all services in-house it will be far simpler in the long term to both obtain a building consent and put the construction out for tender (to obtain actual building costs). This will then avoid any cost over-runs or undue delays on getting the design work completed. We also will have sufficient tender documentation to get fixed price quotes for the construction.

I would therefore recommend that Hawthorn Geddes be selected as the contractor to use and their quote be used to obtain the necessary funding.

Regards

Dave Pope Dave Pope Design.

Drawing Quote Comparison:	Dawson Design	House Design Northland	Hawthorn Ge
Existing Building Drawings	\$1,200.00	x	\$4,500.00
Concept Design	\$3,840.00	\$650.00	\$4,000.00
Developed Design	\$3,240.00	x	\$5,500.00
Full Working Drawings	\$4,200.00	\$2,075.00	\$10,000.00
Engineering	X	x	\$4,000.00
Consent Application	\$500.00	incl.	incl.
Geotech Report	X	x	\$2,500.00
Site Measure	X	x	incl.
Carpark & Access Design	X	x	incl.
Emergency Lighting	X	x	\$1,200.00
Fire Report	Est 1700	X	\$2,500.00
Sub Total:	\$12,980.00	\$2,725.00	\$34,200.00
<b>G\$</b> T	\$1,947.00	\$408.75	\$5,130.00
Total:	\$14,927.00	\$3,133.75	\$39,330.00

( NEW SEARCH | PREVIOUS SEARCH )

Number 1358332 <u>View Certificate Of Incorporation</u>

Name MANGAKAHIA SPORTS GROUND

SOCIETY INCORPORATED

 Incorporated
 25-JUL-2003

 Current Status
 REGISTERED

 Organisation Type
 Incorporated Society

**Print This Page** 

[ EMAIL CERTIFICATE ]

#### **Previous Names**

No Previous Names on record

#### **Address Details**

**Registered Office** 

C/- 567 Mangakahia Road

RD9

Whangarei

#### Address for Communication

C/O Bob Jamieson

Maungatapere PDC

Private Bag

Whangarei 0152

#### Officers/Trustees

Name Date Appointed:

JAMIESON, Bob 07-FEB-2012

(Treasurer)

567 Mangakahia Road, Rd 9, Whangarei 0179

### **Documents Registered**

	Date	Barcode	Description	File Size Available
(A)	25-JUN-2012 15:32:36	10061128608	Change Of Address	52 Kb
	25-JUN-2012 15:32:33		Voluntary Organisation Details	
	25-JUN-2012 15:30:23	10061128619	Annual Accounts - 2011	583.3 Kb
	21-MAY-2012 16:58:21		Voluntary Organisation Details	
	21-MAY-2012 16:57:18		Particulars of Officers/Trustees	
	21-MAY-2012 16:54:36		Voluntary Organisation Details	
	07-FEB-2012 21:40:35		Particulars of Officers/Trustees	
	07-FEB-2012 21:36:40		Particulars of Organisation Address	
17	16-MAR-2010 14:54:52	10058938133		679.2 Kb

			Amended Accounts (society)		
	16-MAR-2010 14:32:59		Financial Statement AGM Details		
	16-MAR-2010 14:32:59		Upload of Financial Statement for 2009	43 Kb	
	23-APR-2009 11:43:31	10057611116	Annual Accounts - 2009	824.8 Kb	
	21-APR-2009 15:00:10		Particulars of Officers/Trustees		
	21-APR-2009 14:58:33		Particulars of Officers/Trustees		
	21-APR-2009 14:57:32		Voluntary Organisation Details		
	20-MAR-2008 11:07:49	10055637946	Annual Accounts - 2007	379.3 Kb	
	20-APR-2007 07:26:33	10053352209	Annual Accounts - 2006	288.6 Kb	
	27-APR-2006 12:40:06	10051054640	Annual Accounts - 2005	291.4 Kb	
2	20-MAY-2005 15:38:44	10048390130	Annual Financial Statements for 2004	301.3 Kb	
	07-MAR-2005 19:49:00		Particulars of Officers/Trustees		
B	06-OCT-2004 10:43:11	10046787303	Annual Financial Statements For 2003	293.2 Kb	
	07-AUG-2003 15:00:19	10044010077	Annual Financial Statements For 2002	153 Kb	
	25-JUL-2003 11:04:22	10043882385	New Incorporated Society	640.9 Kb	
		Click to download viewing software.			

Printed: Monday, 4th March 2019 14:07:42 NZDT





### **Charity Summary**

Registration Number:

CC38545

**Registration Date:** 

30/06/2008

**Charity Name:** 

Mangakahia Sports Ground Society Incorporated

# **Charity Details**

**Trading Name** 

Mangakahia Sports Complex

Registration Details

Registration Status:

Registered

Balance Date:

June 30

IRD Number:

Restricted

NZBN Number:

9429043106950

**Address for Service:** 

Charity's Postal Address:

C/- PDC

Maungatapere

Whangarei 0152

Charity's Street Address:

Mangakahia Road

Poroti

Maungatapere Whangarei

Charity's other details

Phone:

09 4346864

Fax:

Email:

mangakahiasportscomplex@gmail.com

Website:

www.mangakahiacomplex.org.nz

Facebook: Twitter:

WILLOIT.

Social Network Name:

mangakahiacomplex

# **Areas of Operation**

New Zealand:

Northland

Percentage spent overseas

0

### Purpose & Structure

#### Purpose

To provide buildings, facilities and open space for any member of the public, club or organisation, and specifically residents of Mangakahia Valley to use.

#### **Entity Structure**

Committee elected from the representatives of 6 wards:

Pakotai/Parakao, Titoki, Whatitiri, Poroti, Kara/Kokopu and Maungatapere/Maunu.

**Activities** 

Main Activity:

Provides buildings / facilities / open space

Activities:

Provides services, Provides advice / information / advocacy, Acts as an umbrella /

resource body, Provides buildings / facilities / open space

**Sectors** 

Main Sector:

Sport / recreation

Sectors:

Health, Community development, Emergency / disaster relief, Sport / recreation,

Fund-raising, Promotion of volunteering

**Beneficiaries** 

Main Beneficiary:

General public

Beneficiaries:

Children / young people, Voluntary bodies other than charities, Older people,

General public

# **Annual Returns**

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
28/11/2018	30/06/2018	103,146	98,213	AR011
27/11/2017	30/06/2017	166,756	96,015	AR010
08/12/2016	30/06/2016	113,547	97,224	AR009
23/11/2015	30/06/2015	109,723	94,113	AR008
16/01/2015	30/06/2014	83,905	88,221	AR007
11/11/2014	30/06/2013	116,601	63,908	AR006
08/04/2013	30/06/2012	21,569	54,116	AR005
19/07/2012	30/09/2011	70,990	48,175	AR004
06/09/2011	30/09/2010	96,248	86,168	AR003
16/03/2010	30/09/2009	71,170	80,100	AR002

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## **Officer Details**

<b>Current Officers</b>			
Name	Officer Type	Position	Position Appointment Date
Robin Grieve	Individual	President	30/06/2008
Gillian Leeuwenburg	Individual	Committee Member	22/11/2016
David Hodgson	Individual	Committee	20/11/2018
Gina Chapman	Individual	Committee	20/11/2018
Hayley Taylor	Individual	Committee	20/11/2018
Rosemary Grieve	Individual	Committee	20/11/2018
Craig McMillan	Individual	Committee member	20/02/2007
Gayle Farrell	Individual	Secretary	19/11/2014
Kerry McMillan	Individual	Treasurer	19/11/2013
Rowena Butterworth-Boord	Individual	Committee	19/11/2013
Peter Noakes	Individual	Elected Member	19/02/2008

Individual

Committee Member

17/11/2015

### Past Officers

Sharon Morgan

<u></u>				
Name	Officer Type	Position	Last Date as an Officer	
Ivan Chapman	Individual	Elected Member	31/12/2012	
James Gavin	Individual	Elected Member	31/12/2012	
Grant Harrison	Individual	Secretary	30/06/2015	
Sheryl Gavin	Individual	Treasurer	30/06/2015	
Trevor Holland	Individual	committee member	30/06/2015	
Stuart McMillan	Individual	Committee Member	30/06/2012	
Diedre Erceg	Individual	Manager	30/01/2012	
Maurice Taylor	Individual	Committee Member	30/01/2012	
Patricia Gavin	Individual	Committee Member	30/01/2012	
Darcy Ruddell	Individual	Committee Member	22/11/2016	
Robert Jamieson	Individual	Treasurer	22/11/2016	
Rodrick Blagrove	Individual	Elected Member	22/11/2016	
William Pederson	Individual	Elected Member	22/11/2016	
Royce Kokich	Individual	Committee Member	20/11/2018	
Katrina Wright	Individual	Elected Member	19/11/2013	

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# **Charity Summary**

**Registration Number:** CC38545

**Registration Date:** 30/06/2008

**Charity Name:** Mangakahia Sports Ground Society Incorporated

# **Charity Details**

**Trading Name** Mangakahia Sports Complex

**Registration Details** 

Registration Status: Registered June 30 Balance Date: IRD Number: Restricted

NZBN Number: 9429043106950

**Address for Service:** 

C/- PDC Charity's Postal Address:

Maungatapere

Whangarei 0152

Charity's Street Address: Mangakahia Road

Poroti

Maungatapere Whangarei

**Charity's other details** 

Phone: 09 4346864

Fax:

Email: mangakahiasportscomplex@gmail.com

Website: www.mangakahiacomplex.org.nz

Facebook: mangakahiacomplex

Twitter:

Social Network Name:

## **Areas of Operation**

New Zealand: Northland

Percentage spent overseas 0

### **Purpose & Structure**

#### **Purpose**

To provide buildings, facilities and open space for any member of the public, club or organisation, and specifically residents of Mangakahia Valley to use.

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Main Beneficiary: General public

Beneficiaries: Children / young people, Voluntary bodies other than charities, Older people,

General public

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## **Annual Returns**

<b>Date Submitted</b> 01/07/2019	For Year Ended 30/06/2019	Total Income	Total Expenditure	Reference AR012
		400 440	00.040	
28/11/2018	30/06/2018	103,146	98,213	AR011
27/11/2017	30/06/2017	166,756	96,015	AR010
08/12/2016	30/06/2016	113,547	97,224	AR009
23/11/2015	30/06/2015	109,723	94,113	AR008
16/01/2015	30/06/2014	83,905	88,221	AR007
11/11/2014	30/06/2013	116,601	63,908	AR006
08/04/2013	30/06/2012	21,569	54,116	AR005
19/07/2012	30/09/2011	70,990	48,175	AR004
06/09/2011	30/09/2010	96,248	86,168	AR003
16/03/2010	30/09/2009	71,170	80,100	AR002

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## **Officer Details**

CIII	rent	Offi	icers

Name	Officer Type	Position	<b>Position Appointment Date</b>
Robin Grieve	Individual	President	30/06/2008
Gillian Leeuwenburg	Individual	Committee Member	22/11/2016
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Gayle Farrell	Individual	Secretary	19/11/2014
Kerry McMillan	Individual	Treasurer	19/11/2013
Rowena Butterworth-Boord	Individual	Committee	19/11/2013
Peter Noakes	Individual	Elected Member	19/02/2008
Sharon Morgan	Individual	Committee Member	17/11/2015

## Past Officers

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Trevor Holland	Individual	committee member	30/06/2015
Stuart McMillan	Individual	Committee Member	30/06/2012
Diedre Erceg	Individual	Manager	30/01/2012
Maurice Taylor	Individual	Committee Member	30/01/2012
Patricia Gavin	Individual	Committee Member	30/01/2012
Darcy Ruddell	Individual	Committee Member	22/11/2016
Robert Jamieson	Individual	Treasurer	22/11/2016
Rodrick Blagrove	Individual	Elected Member	22/11/2016
William Pederson	Individual	Elected Member	22/11/2016
Royce Kokich	Individual	Committee Member	20/11/2018
Katrina Wright	Individual	Elected Member	19/11/2013

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#### 17 JUN 2019

WHANGAREI DISTRICT COUNCIL



## Community Funding Application Form

If you need help to complete this application form or would like to discuss your application, please contact the Community Funding Officer well before the closing date of the round you are applying to. Call 09 430 4200 or email funding@wdc.govt.nz to make an appointment.

Application sum mary		
Organisation name	Northland Vintage Machinery Club( Whangarei) Incorporated	
Amount requested	\$ 75,000.00	
Project name	Completion Of stage two of new display building	

Tell us about your organization	
Group's postal address	64 Austin Road  Maunu Whangarei
	Waunu vviiangarei
Postcode	0110
Group's bank account name:	Northland Vintage Machinery Club
Group's bank account number:	12 3101 0068446 01
Group's GST number	N?A
pading infrastructure and farm	the public machinery which was used in the development of Northlands land. To encourage school and other groups to visit.
oading infrastructure and farm	
who are your group's mair	land. To encourage school and other groups to visit.
Who are your group's mair  Primary contact's name  Position in group	n contact(s) for this funding application?  Richard ( Dick) Thorburn
Who are your group's main  Primary contact's name  Position in group  Email	n contact(s) for this funding application?  Richard ( Dick) Thorburn  Chairman
Who are your group's main  Primary contact's name  Position in group  Email  Daytime phone number(s)	land. To encourage school and other groups to visit .  n contact(s) for this funding application?  Richard ( Dick) Thorburn  Chairman  dickanddawnthorb@gmail.com
Who are your group's mair Primary contact's name Position in group Email Daytime phone number(s) Second contact's name	Iland. To encourage school and other groups to visit .  n contact(s) for this funding application?  Richard ( Dick) Thorburn  Chairman  dickanddawnthorb@gmail.com  09 9464439 021 957886
pading infrastructure and farm	Iland. To encourage school and other groups to visit .  n contact(s) for this funding application?  Richard ( Dick) Thorburn  Chairman  dickanddawnthorb@gmail.com  09 9464439 021 957886  Norm Nichols

Section 2: Eligibility	<i>f</i>
Have you received funding	from Whangarei District Council in the last three years?
☑ No ☐ Yes – if yes, ensure you l	have completed your grant reports and have met your grant obligations.
Does your group have a leg	al status?
✓ Yes – please provide:	
	ociety or charitable trust registration number: statement of financial performance nk account details.
☐ No* – you will need to eit	her:
	e <a href="http://www.societies.govt.nz/cms/customer-support/faqs">http://www.societies.govt.nz/cms/customer-support/faqs</a> ), or rella of a group that does (refer below).
An umbrella group that is.  An umbrella group knows the prepared to accept legal liab Grants are paid to the umbre agreement.  If the grant conditions are no place restrictions on granting	ella group for disbursement to the applicant in accordance with the grant of met, Council may request the grant monies to be returned and/or may g funds to the applicant and the umbrella organisation in future.
The following section is to be	completed by an authorised officer of the umbrella group.
Umbrella group name	
Society or trust number:	
Contact person	
Email	
Daytime phone number(s)	
GST number (or n/a)	
I confirm that our organisation Applicant organisation:	on is willing to guarantee and receive any monies granted to:
Project name:	·
Signature	
Date	
<u>Please provide</u> evidence of ustatements.	imbrella group's bank account details and a copy of the latest financial

**************************************		
Section 3: The Pro Tell us what you want to do-	<mark>ject</mark> - Who, What, When, Where, Why, How	
Describe your project in te		
Name of project	Completion of stage two of new display building	
Amount requested	\$ 75,000.00	
When will this take place?	When sufficient funds are available	
Where will this take place?		
Who and how many people will benefit?	Aproximately 3000 people many of them children visit the club annualy	
Ethnicities of likely benefic that you think will benefit from thi	ciaries of this project — tick as appropriate and include a percentage estimate for each is project:	
✓ NZ European	Estimate %: 65	
✓ Maori	Estimate %: 25	
Pacific Peoples	Estimate %: 5	
Other European	Estimate %:	
✓ Asian	Estimate %: 5	
☐ Middle Eastern/Latin American/African	Estimate %:	
Other ethnicity	Please specify: Estimate %:	
Area of work To help us understand whe most closely to your project	ere support is being requested, please select which of the following relate	
	Projects and activities that facilitate education and enjoyment of the arts people of our District.	
✓ Heritage and Environment - Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.		
Recreation and Sport	ort – Projects and activities that enable participation and engagement in for people in our district of all abilities, ages and life stages.	
Community Connectedness and Wellbeing – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.		

#### Tell us about your request in the following questions. Be succinct and clear.

#### The Idea - Briefly explain what it is that you want to do:

The clubs present buildings which display some of their collection are full of machines and other pieces of interest. To be able to display vintage machines which are stored off site more space is needed. The club has completed stage one of their new display building and are seeking funding to complete the second stage of the building

To date \$550,000.00 has been spent to complete stage one of the project and is now in use and with the clubs collection of crawler tractors displayed.

Attached are photos showing the work completed to date.

#### The Need - How do you know there is a need for your project, programme or service?

The Northland Vintage Machinery Club have some of their collection stored of site and not displayed to the public. To be able to display all of the clubs collection and also a collection of horse drawn equipment used in the late 1800s and early early 1900s owned by the Northland Museum and stored at Heritage Park but not displayed. It is important that machinery which the Vintage Machinery Club collect should not only be preserved for future generations to view but must also be displayed so that young children and older people can safely move around and fully understand the part which these items played in the development of Northland and New Zealand's history

#### The Impact - What difference will your project make?

The additional area will allow for the present collection to be spread out giving more room for visitors to move safely around the display particularly children and people with disability mobile help. It will also allow for some items not currently displayed to be able to form part of the total display

#### Your Readiness - What controls and checks do you have in place to manage the funding?

Invoices for work completed will be presented to a club meeting. Club accounts are subject to an annual audit. Dick Thorbum, club Chairman will manage the project for the club. Dick has a background in civil engineering contracting having worked for 40 years for McBreen Jenkins the last 6 years as contract manager.

Your Readiness – How ready is your organisation to deliver the project, programme or service?
All preliminary work such as building consent, costing for work, approval for the project from Heritage Park Trust Bord have been approved
Collaboration – Who will you work with to deliver your project, programme or service?
Other clubs on the Heritage Park will be invited to make use of display area if suitable. It is proposed to display a number of horse drawn transport items such as a gig, four wheel buggy, and tip dray owned by the Museum and not on public display. A collection of hamess such as collars, bridles, and reins will make up wall displays.
Your Approach – How will you demonstrate value for money and the impact of your work?
Value for money will be shown in the quality of the building part of which has already been completed and the next stage which funding is being requested for. The display of items of interest on display some of which are over 100 years old will be of extreme interest to all visitors and will be available for education purposes by school groups.
Your Approach – How does your project, programme or service meet best practice and is it evidence based?
Whangarei District Council can be assured that the Northland Vintage Machinery Club building will be managed and built to quality standards. Evidence of the success of the building project will be available to be seen by all who visit the Heritage Park. The building will have a life of in excess of 50 years and will continue to display items of machinery involved in the development of Northland,s and New Zealand's infrastructure and farmland.

summary below and attach you	r budg	ne, fundraising and expenses. If your budget is let separately.	detailed, provide a
Are you registered for GST?		No – your budget figures must <u>include</u> G	ST where applicable
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,		Yes – your budget figures must <u>exclude</u> (	GST where applicable
GST number			
Project income e.g. ticket sa	les 50	x \$10 = \$500.	Amount
Application to Whangarei District Council			\$ 75,000.00
Application to Lotto NZ (Yet to be submitted)		\$ 110,000.00	
	***************************************		\$
	***********		\$
Total of other grants and dor	ations	3	\$
Own contribution / fundraisin	g		\$ 17000.00
	***********	(A) Total income expected	\$ 202,000.00
Volunteer Numbers: 20 Donated material ( metal) \$ 150		nated Hours Work: 250  Machine hire \$ 800.00	
Total project costs Include <u>all</u> your project costs. hire, personnel costs. If you hav requested to provide quotes as	e quot	naterials, venue hire, promotion, equipment es, please attach them. You may be	
104455555		oo o, somo oosa.	\$
Totalspan building ( Quote attached)		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
otalspan building (Quote attac	:hed)		\$ 189.451.00
otalspan building (Quote attac	:hed)		\$ 189.451.00 \$
otalspan building (Quote attac	ched)		_
otalspan building (Quote attac	hed)		\$
otalspan building (Quote attac	hed)		\$
Totalspan building (Quote attac	:hed)		\$ \$ \$
Fotalspan building ( Quote attac	:hed)		\$ \$ \$
Fotalspan building (Quote attac	:hed)		\$ \$ \$ \$
Fotalspan building (Quote attac	:hed)	(B) Total expenses expected	\$ \$ \$ \$ \$

#### Section 6: Declaration

I undertake that I have obtained the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

We will submit an Impact Report <u>within two months</u> of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications.

We consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send us relevant Council information.

We understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

We are aware that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.

Name	Richard Thorburn
Signature *	M1 Hah
Position in Group	Club Chairman
Date	13/06/19

<sup>\*</sup> We prefer to receive applications by email (send to funding@wdc.govt.nz). To include your signature, print and sign this page then attach a scan or photo of it to your application email. Alternatively, you can post or deliver the printed form to us or pop in to sign it.

Final c	heck – make sure you have: Check ed that the budget balances and have accounted for GST
	Attached quotes where available
B	Attached your group's (or the umb rella group's) bank account details e.g. Bank Deposit Slip
V	Attached your group's (and the umbrella group's) most recent set of financial accounts

Send your completed application with supporting documents to funding@wdc.govt.nz.

## Northland Vintage Machinery Club (Whg) Inc

HeritagePark Maunu Whangarei 64 Austin Road Maunu Whangarei 0110



dickanddawnthorb@gmail.com

4/June/2019

#### Whangare District Council Community Funding Application

#### Additional information

The Northland Vintage Machinery Club are raising funds to complete stage two of their new display building.

At present stage one has been completed and has the clubs collection of crawler tractors displayed.

It is haped that with Council support and the clubs own funds that an application will be able to be made to Lotto to complete the funding for the project.

The clubs bank accounts and balances attached for the 12 of June are used as follows

123101 0068	446 00	\$ 4,423.73	For normal day to day club expenses
123191 0068	446 01	\$ 8841.60	For proposed building
123101 0068	446 51	\$ 7464.79	Savings account for building
123101 00684	446 72	\$ 7003.89	Savings account for emergency

Attached photos show the collection of crawler tractors in the new display building and some of the visitors who attended the opening.

P: +64 9 438 9630 E:admin@kiwinorth.co.nz 500 State Highway 14 PO Box 10135, Te Mai 0143 Whangarei, Northland, New Zealand



21 May 2019

Re Northland Vintage Farm Machinery Club:

To whom it may concern,

The Northland Vintage Farm Machinery Club is one of the resident tenant vintage restoration clubs on the Kiwi North property. This property is owned and administered by the Whangarei Museum & Heritage Trust.

The club and members participate in the overall community engagement of Kiwi North by contributing to the social history and technology programmes offered to all Northland schools by our education officer, and through their participation in the fundraising family event days we hold during the summer season. The recently completed first stage of their expansion project has added considerably to both the visitor and educational experience that they offer with much improved display space and interpretation material for the vintage machinery. The planned second stage of the project can only add further to that, while supplying a better facility to support and encourage the comradery of this older section of our community, and attracting new membership. Their skills and the collection of vehicles and machinery they maintain would be lost to the past without their dedication.

Although all tenancy agreements are currently being restructured, I can confirm that the Northland Vintage Farm Machinery Club is a long term, well-established tenant of the Whangarei Museum and Heritage Trust.

Best regards,

Allie

Allie Fry Director Operations Kiwi North

Northland Vintage Mac	ninery Club (Whangarei) Incorporated
Registration number: CC21891	
This is to certify that Northland Vinta charitable entity under the Charities	ge Machinery Club (Whangarei) Incorporated was registered as a Act 2005 on 17 March 2008.
Chair Charities Commission	Chief Executive Charities Commission

## NORTHLAND VINTAGE MACHINERY CLUB (WHANGAREI) 617046Receipts and PaymentsFor the year ended 30 June 2018

RECEIPTS	<u>2018</u>	<u> 2017</u>
Subscriptions	955.00	570.00
Donations	201,630.00	2,901.08
Sales	915.70	242.30
Tractor Rides	3,457.10	3,689.80
Raffles & Club BBQ	<b>4</b> 65.30	417.50
Firewood	3,790.00	3,875.00
Interest	1,064.18	1,174.74
Crankup	3,942.50	3,637.00
TOTAL RECEIPTS	216,219.78	16,507.42
PAYMENTS		
New Building	2,499.68	29,064.50
Donations	-	400.00
Power & Water	1,204.66	639.93
Crankup	1,751.27	
Lease/Audit	51.11	497.00
Advertising/Stationary	51.00	708.40
Restoration	3,690.96	4,217.00
Fuel	1,773.08	1,606.96
5ecurity	1,113.34	1,829.16
Maintenance	1,502.29	3,485.37
Sundries	<b>52</b> 1. <b>21</b>	1,218.66
TOTAL PAYMENTS	14,158.60	43,666.98
NET INCREASE/(DECREASE) IN FUNDS	202,061.18	(-27,159.56)
ASB Cheque - 00	207,574.13	6,777.13
A5B Cheque -01	10,668.09	10,468.09
ASB Savings - 51	<b>41,842</b> .54	40,913.98
ASB Term Deposit - 72	6,865.55	6,729.93
TOTAL BANK BALANCES	266,950.31	64,889.13
NET INCREASE/(DECREASE) IN BANK BALANCES	202,061.18	(-27,159.56)
The Kort		1 1
Chairperson	Date 23	19/18

AUDIT STATEMENT I have audited the bank statements, cash book and supporting records of the Club as presented to me and in my opinion the above Statement of Receipts and Payments correctly records the transactions of the Club during the year ended 30th June 2018.

FB Hardie CA, Bcom

#### Balances

ASB

Standard Accounts	Credit Cards	Money Market & Foreign Currency

#### **Standard Accounts**

Clicking an account number displays the transaction history or the details of that account

Account Number	Account Known As	Balance	Available Balance	Overdraft Limit
12-3101-0068446-00	Society Cheque	\$4,423.73	\$4,423.73	\$0.00
12-3101-0068446-01	Society Cheque	\$8,841.60	\$8,841,60	\$0.00
12-3101-0068446-51	Savings Plus	\$7,464.79	\$7,464.79	\$0.00
12-3101-0068446-72	Term Deposit	\$7,003.89	\$0,00	\$0,00
	Net Balance	\$27,734.01	\$20,730.12	

Export

Print

ASB			Deposit Date			
ASB Bank Limited			Notes	No.	Amount	
Whangarei			\$100			
Depositor's name			\$50			
Reference			\$20	1		-
Credit account of		.,	\$10	-		-
NORTHLAND VINTAGE MACHINERY CLUB	Life		Coln			
			Cheque	S (per hack)		

#123101# 0068446m01 # 50

# NORTHLAND VINTAGE MACHINERY CLUB (WHANGAREI) Incorporated

## BUSINESS PLAN 2016-2026

## History and development to date

The Northland Vintage Machinery Club (Whangarei )
Incorporated was formed by a group of people in 1991
who were anxious to retain and enhance the history of
machinery that had paid a big part in the roading
infrastructure, and agriculture development of Northland.
All of these people had spent a big part of their lives
working with the very machinery they hoped to be able to
collect restore and display to the public.

## **EXTRACT FROM CLUB RULES**

- 2 The objects for which the club is established will be restricted to New Zealand, and are
- a To acquire, restore, and display machinery, equipment and tractors as were once used by general, earthmoving or farming contractors, farmers and local authorities.
  - b To establish suitable premises for the restoration and display of machinery, equipment and tractors referred to in a above.

- c To arouse public interest in such displays.
- d To put members in touch with others who have an interest in vintage machinery equipment and tractors.
- e To raise funds for furtherance of the above objects.
- f To establish and maintain a library of historical memorabilia which may include photos, parts books, diaries, news clips, taped audio or video or written accounts which would be of interest to the club or public.
- g To establish and maintain a register of plant or equipment stating its description and date of receipt. The document and copy to be signed by both the donor/loaner and approved club representative.
- h To do such other charitable things as are incidental thereto.
- i To have the power to affiliate with other like approved charitable organisations to enhance club objects.

Having formed the club there was a need to be able to carry out restoration work and have display areas where visitors could view and reminisce about when they worked with these machines.

The club members entered into discussions with the Maunu Heritage Park Board and successfully negotiated a lease on a site at the Heritage Park grounds where they could establish a building suitable for their needs.

The next step was to raise funds for a building. This was successfully achieved by the donation of a building in Whangarei which was to be demolished for a new building to take its place. The building was demolished and reerected on the new site largely by members and some expert helpers all working on a voluntary basis. The club could now restore and display machinery in its new building which also had toilet facilities and a lunch room . The club soon outgrew this building and in 2004 funding for an additional building was raised by a generous grant from A S B Community Trust and the red shed shown in the photo was built.



Northland Vintage Machinery club's present buildings

The club has continued to operate successfully and will need to have more storage and display area to continue to be able to collect and restore machinery.



Some of the clubs machinery display

## Club financial position

Since the formation of the Northland Vintage Machinery Club funds have been raised by a variety of methods.

- a Membership subs
- b Donations
- c Public and corporate grants
- d Deceased members estate donations
- Fund raising activities

The club is in a strong financial position with its annual operating funding coming from membership subs, small donations and fund raising activities.

Larger capital expenses and some restoration projects are funded by donations, public and corporate grants and deceased estate donations.

The club will continue to be funded by the same methods with an emphasis being placed on Members subs and fund raising activities. Fund raising activities include such methods as sales of scrap metal, processing and selling firewood, using club's vintage tractors and trailers to give rides to the public around the Heritage Park grounds and at the Whangarei A&P summer show.

Future capital works will require funding largely from Public and Corporate grants.

It is expected that income from the sources mentioned will remain much the same and expenditure will be controlled to be within the income. Future capital work will require separate fundraising activities.



A fund raising activity, families enjoying a ride around the Heritage Park Grounds

On this day the club provided rides for a preschool Xmas picnic which included approximately 300 children and 200 adult helpers

## Planning for the future

To maintain the clubs building assets, some maintenance will be required on the present building. The building is of steel structure frame and a concrete floor so it is anticipated that there will be no requirement for maintenance expenditure with these two items. Part of the roof has been replaced and the remaining roof will need to be replaced within the next ten years. The exterior cladding will require painting within five years. As can be seen from the photo on page two the present buildings are all well presented and a credit to the club The remaining roof which needed replacing has now been completed (2017)

For the club to continue to grow and maintain the high standard of vintage machinery displays that it now has, there is a need for an additional building. At present the club has a number of items of machinery stored in private sheds and not on display.

Due to present day legislation which requires registered practioners for building work, it will not be possible for any additional building to be built by voluntary labour, but

it is expected that some material will be donated by members and helpful suppliers.

The greater part of building funding will be sought from large corporate businesses and charitable community funders.

The club is at present planning and seeking funds for a new display building which will give a further 588m2 of display area. Budget figures for this project have been given at \$400,000. To achieve this target the club will have to be successful in obtaining funds from various private and community funding organisations.

The success of this expansion will allow the club to continue to maintain the purpose for which it was formed by the group of dedicated people in the early 1990s.

The first stage of the proposed additional display building has been completed and funding is being saught for the second stage (February 2019)

Club membership which range in age from 16 To 90 has been maintained at similar numbers over the years but in more recent times there has been an endeavour to recruit new members including some younger members. As a result of this two youths from local secondary colleges and training centres have become members and attend weekly work days helping to restore items for display.

## **Summary**

Northland Vintage Machinery Club Members will continue to offer help in the running of the Heritage Park

The club will continue to make available equipment to entertain the visiting public whenever possible.

The club will continue with the collection and display of vintage machinery.

New members will be welcomed at all time.

Younger members from secondary schools and training organisations will be encouraged to join the club

Support to other organisations at the Heritage Park will continue.

Support to other like clubs within New Zealand will continue.

#### Extracts from visitors book.

F Batha	South Africa
Jan Rothmas	South Africa
Lydons	Kerikeri
Devanti	Otangarei
Rodney & Maureer	n Mangakaramea
Andrew & Robert	Devenport
Mike Ngakoti	Bay of Islands vintag
	railway
Carla	Germany
Felix Wrack	Glenfield
N Z History Group	Whangarei

Can't lose this place
Good old days
Sooo Coool we loved
this place
Fun
Amazing
Absolutely amazing
Had a great time

Keep donations coming I'm a tractor holick Congratulation on your magnificent restorations



Whangarei Heads children enjoying a ride around Heritage Park on their school learning and fun day



#### Building Budget Costings – Taranui Ltd Trading as Totalspan Northland

Totalspan Northland, 780 State Highway 1, Whangarei 0178
Phone: 09-4322054, Fax: 09-4322057, Mobile: 021656306, Email: danielp@totalspan.co.nz

#### **Customer Details**

Customer: Northland Vintage Machinery Club Att: Dick Thorburn

Mobile: 021 957886

Site Address: Maunu Heritage Park

#### **Building Specifications**

Your building will be fully erected, complete with a 25-year structural warranty, plus a 5-year workmanship warranty. Your building will be designed, engineered and manufactured to meet the building code for an IL1 (unlined non habitable) building

#### **Building Model**

Size 27m long x 12m wide x 3.6m stud height

Framing Totalspan Steel Framing

Roof 15 Degree pitch

0.4mm Corrugate profile colorsteel

Walls 0.4mm Corrugate profile colorsteel

#### Colours

Roof: Colorsteel (colour TBC)
Gutter: Colorsteel (colour TBC)
Barges: Colorsteel (colour TBC)
Walls: Colorsteel (colour TBC)

Aluminium Joinery: (colour TBC)
Downpipe: PVC (White)

#### **Building Consent**

- Totalspan will complete the Building Consent application forms on your behalf and lodge them with Council
- Totalspan will provide a set of Plans and Producer Statement to support the building consent application
- Council fees for Building Consent and Resource Consent are NOT included
- Any work for a Resource Consent application (if required) is NOT included

#### Engineer

- The Council will require one or more site specific engineer's reports (geotech, flooding, water attenuation, waste-water etc) The report/s and any resulting costs are NOT included in this budget costing
- Any additional materials and labour resulting from site specific design engineering will be additional to this budget costing

#### Site Works

- Site works completed by client.
- Client may have to trim trees or remove barriers for truck access.
- Client will provide suitable truck access to proposed site before construction takes place.

#### Concrete

A concrete slab is already in place.

#### **Gutters / Downpipes**

Includes steel gutters and PVC downpipes to ground level

#### **Main Access Doors**

Includes Installation of Roller Doors by a Totalspan approved installer

#### **Roof Ventilators**

Price includes wind-driven roof ventilators as per plan coloured to match the roof

#### **Ampelite**

Includes Ampelite translucent roof sheets to ROOF as per plan

#### **Vermin Flashing**

Includes vermin flashing to perimeter of building

#### **Building Paper**

Includes Thermakraft Covertek 405 white self supporting paper to roof area for control of condensation

#### **Aluminium Joinery**

- Totalspan will supply all Aluminium joinery and associated flashings as per floor plan attached
- Joinery is single glazed
- Joinery positions are indicative only actual positions to be confirmed on final plan

#### **Health & Safety**

Includes all compliance costs to meet our health & safety obligations

#### Delivery

Includes delivery of all materials in the budget costing to site.

#### Windspeed

This budget costings is based on a PRELIMINARY wind speed of Very High Wind (max 42.8m/s). Our engineers need to calculate
the wind speed specific to your building site. If this turns out to be higher than 42.8 m/s then we will need to revise our pricing

#### Scaffold

Includes all necessary scaffolding and edge protection ("Worksafe" Accredited).

#### Delivery

Includes delivery of the kitset and all other materials in the contract to site.

#### **Exclusions**

#### The following are NOT included in this budget costing

#### Council

- Council fees for Building Consent and Resource Consent are NOT included
- Any application work for Resource Consent (if required) is NOT included
- Council may require boundary pegs to be identified. If so, then it is the CLIENTS RESPONSIBILITY to locate the pegs.
- Any other engineering for site specific reports that may be required by Council and any specific design work or materials and labour resulting from those reports is NOT included
- Site specific design if required by Council are NOT included
- Firewalls if required by Council are NOT included

#### Other

- Any cutting of existing concrete are NOT included
- Generator Hire (If power is not available on site generator hire and fuel will be on-charged as an extra).

#### PC Sums

A PC Sum for Completion of Fire Retardant Coating on Beams in Lower Level is included to value of .......\$15,000 inc GST

#### **BudgetPrice**

#### SPECIAL NOTE:

Please remember, anything that has been discussed or implied that is not specifically covered in this budget costing has NOT been allowed for and therefore will not be supplied. If we have missed anything out that you require, just let us know and we will send you a revised budget costings.

NB: This budget costings remains available for acceptance for 30 days and is subject to our standard terms and conditions.











## **Charity Summary**

Registration Number: CC21891

Registration Date: 16/03/2008

Charity Name: Northland Vintage Machinery Club (Whangarei) Incorporated

## **Charity Details**

**Trading Name** 

**Registration Details** 

Registration Status: Registered Balance Date: June 30

IRD Number:

NZBN Number: 9429042694410

**Address for Service:** 

Charity's Postal Address: 11 Amy Kate Street

Tikipunga

Whangarei 0112

Charity's Street Address: 11 Amy Kate Street

Tikipunga

Whangarei 0112

**Charity's other details** 

Phone: 09 4370855

Fax:

Email: ngaireandnorm@gmail.com

Website:
Facebook:
Twitter:

Social Network Name:

## **Areas of Operation**

New Zealand: Northland

Percentage spent overseas 0

## **Purpose & Structure**

#### **Purpose**

The Northland Vintage Machinery Club (Whangarei) Incorporated was formed by a group of volunteers to collect, restore and display to the public machinery which was used by contractors, farmers and local authorities in the development and maintenance of Northlands infrastructure and farming.

#### **Entity Structure**

Northland Vintage Machinery Club (Whangarei) Incorportated is made up of volunteer members. Positions of Chairman, Vice-Chairman, Secretary and Treasurer are elected at annual meetings. A monthly meeting is held with members attending where accounts are approved and management decisions are made.

**Activities** 

Main Activity: Other (please state)

Activities: Provides advice / information / advocacy, Provides human resources, Provides

buildings / facilities / open space, Other: Restores Machinery

**Sectors** 

Main Sector: Other (please state)

Sectors: Education / training / research, Environment / conservation, Community

development, Arts / culture / heritage, Economic development, Other: Restoration

of machinery used on land development in entire region

**Beneficiaries** 

Main Beneficiary: General public

Beneficiaries: Children / young people, Other charities, Voluntary bodies other than charities,

Older people, General public

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## **Annual Returns**

Date Submitted 01/07/2019	<b>For Year Ended</b> 30/06/2019	Total Income	Total Expenditure	Reference AR012
04/12/2018	30/06/2018	216,220	11,659	AR011
28/11/2017	30/06/2017	16,507	14,602	AR010
13/12/2016	30/06/2016	103,453	13,209	AR009
13/12/2015	30/06/2015	162,000	23,992	AR008
20/12/2014	30/06/2014	19,689	12,782	AR007
17/11/2013	30/06/2013	10,702	16,216	AR006
14/12/2012	30/06/2012			AR005
16/11/2011	30/06/2011			AR004
22/11/2010	30/06/2010			AR003
28/01/2010	30/06/2009	5,795	5,795	AR002
09/01/2018	30/06/2008			

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## **Officer Details**

O			cc:	
Gur	ren	T C	)TTI	cers

Name	Officer Type	Position	Position Appointment Date
Neville Edge	Individual	Vice Chairman	25/09/2016
Michael Bent	Individual	Treasurer	24/09/2017
Dick Thorburn	Individual	Chairman	24/09/2011
Norman Nichols	Individual	Secretary	01/10/2015

## Past Officers

Name	Officer Type	Position	Last Date as an Officer
Athol Christensen	Individual	Chairman	30/11/2010
Brian Wrack	Individual	Treasurer	30/09/2015
Robert Mulder	Individual	Vice Chairman	30/09/2015
Kevin Kelly	Individual	Treasurer	30/09/2010
Kevin Wing	Individual	Vice Chairman	25/09/2016
Dawn Thorburn	Individual	Treasurer	24/09/2017
Allan King	Individual	Secretary	10/11/2011
Ben Beasley	Individual	Vice Chairman	10/11/2011

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# **Community Funding Application Form**

**Application summary** 

If you need help to complete this application form or would like to discuss your application, please contact the Community Funding Officer well before the closing date of the round you are applying to. Call 09 430 4200 or email <a href="mailto:funding@wdc.govt.nz">funding@wdc.govt.nz</a> to make an appointment.

i				
	Organisation name			
	Amount requested	\$		
	Project name			
	Section 1: Applican Tell us about your organization			
	Group's postal address			
	Postcode			
	Group's bank account name:			
	Group's bank account number:			
	Group's GST number			
	Describe your group's purpo	ose (e.g. "to provide mobil	ility aids for the disabled in Northland	")
	Who are your group's main	contact(s) for this fundi	ing application?	
	Primary contact's name			
	Position in group			
	Email			
	Daytime phone number(s)			
	Second contact's name			
	Position in group			
	Email			
	Daytime phone number(s)			

Section 2: Eligibility		
Have you received funding fr	om Whangarei District Council in the last three years?	
☐ No ☐ Yes – if yes, ensure you h	ave completed your grant reports and have met your grant obligations.	
Does your group have a lega	ıl status?	
☐ Yes – please provide:		
<ul> <li>Your incorporated society or charitable trust registration number:</li> <li>A copy of your latest statement of financial performance</li> <li>Evidence of your bank account details.</li> </ul>		
☐ No* – you will need to eith	ner:	
<ul> <li>Gain legal status (see <a href="http://www.societies.govt.nz/cms/customer-support/faqs">http://www.societies.govt.nz/cms/customer-support/faqs</a>), or</li> <li>Apply under the umbrella of a group that does (refer below).</li> </ul>		
*Umbrella Group Gua	ırantee	
Applicants that are not a regi umbrella group that is.	stered charitable trust or incorporated society must apply under an	
An umbrella group knows the prepared to accept legal liabi	e applicant well and is willing to vouch for them and their project, and are lility and responsibility.	
Grants are paid to the umbre agreement.	ella group for disbursement to the applicant in accordance with the grant	
If the grant conditions are no	t met, Council may request the grant monies to be returned and/or may funds to the applicant and the umbrella organisation in future.	
	completed by an authorised officer of the umbrella group.	
Umbrella group name		
Society or trust number:		
Contact person		
Email		
Daytime phone number(s)		
GST number (or n/a)		
I confirm that our organisatio	n is willing to guarantee and receive any monies granted to:	
Applicant organisation:		
Project name:		
Signature		
Date		
Please provide evidence of ustatements.	ımbrella group's bank account details and a copy of the latest financial	

Section 3: The Project Tell us what you want to do – Who, What, When, Where, Why, How			
	escribe your project in terms of the following:		
Name of project			
Amount requested	\$		
When will this take place?			
Where will this take place?			
Who and how many people will benefit?			
Ethnicities of likely benefic that you think will benefit from thi	iaries of this project — tick as appropriate and include a percentage estimate for each s project:		
☐ NZ European	Estimate %:		
☐ Maori	Estimate %:		
☐ Pacific Peoples	acific Peoples Estimate %:		
Other European	Estimate %:		
☐ Asian	Estimate %:		
☐ Middle Eastern/Latin American/African	Estimate %:		
Other ethnicity	y Please specify:		
	Estimate %:		
Area of work To help us understand who most closely to your project	ere support is being requested, please select which of the following relate		
. —	Projects and activities that facilitate education and enjoyment of the arts people of our District.		
Heritage and Environment – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.			
: <del></del> -	Recreation and Sport – Projects and activities that enable participation and engagement in recreation and sport for people in our district of all abilities, ages and life stages.		
community cohesion	<b>Community Connectedness and Wellbeing</b> – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.		

Tell us about your request in the following questions. Be succinct and clear.		
The Idea – Briefly explain what it is that you want to do:		
The Need – How do you know there is a need for your project, programme or service?		
The Impact – What difference will your project make?		
Your Readiness – What controls and checks do you have in place to manage the funding?		

Your Readiness – How ready is your organisation to deliver the project, programme or service?
Collaboration – Who will you work with to deliver your project, programme or service?
Your Approach – How will you demonstrate value for money and the impact of your work?
Your Approach – How does your project, programme or service meet best practice and is it
evidence based?

Section 4: Project Bu	udget	
Provide a full list of your project summary below and attach you	income, fundraising and expenses. If your budget is a budget separately.	detailed, provide a
Are you registered for GST?	☐ No – your budget figures must <u>include</u> G	ST where applicable
	Yes – your budget figures must <u>exclude</u> (	GST where applicable
GST number	i.	
Project income e.g. ticket sa	les 50 x \$10 = \$500.	Amount
		\$
		\$
		\$
		\$
Total of other grants and dor	nations	\$
Own contribution / fundraisin	g	\$
	(A) Total income expected	\$
In-kind support – please list e.g. volunteer numbers, estimate equipment	ted hours work, plus any donated materials,	
Volunteer Numbers:	Estimated Hours Work:	
Total project costs		
	. e.g. materials, venue hire, promotion, equipment re quotes, please attach them. You may be evidence of some costs.	
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
		\$
	(B) Total expenses expected	\$
	(C) Income less expenses	\$

#### Section 6: Declaration

I undertake that I have obtained the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

We will submit an Impact Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications.

We consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send us relevant Council information.

We understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

We are aware that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.

Name	
Signature *	
Position in Group	
Date	

Final o	check – make sure you have: Check ed that the budget balances and have accounted for GST
	Attached quotes where available
	Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
	Attached your group's (and the umbrella group's) most recent set of financial accounts

Send your completed application with supporting documents to <a href="mailto:funding@wdc.govt.nz">funding@wdc.govt.nz</a>.

<sup>\*</sup> We prefer to receive applications by email (send to <a href="mailto:funding@wdc.govt.nz">funding@wdc.govt.nz</a>). To include your signature, print and sign this page then attach a scan or photo of it to your application email. Alternatively, you can post or deliver the printed form to us or pop in to sign it.

#### 2019-20 Partnership Fund application – Taiharuru Marae

The application form was broken with some of the text hidden, so the text is copied here in full. It should be read in conjunction with the original application form for completion.

#### Request \$200,000

When will this take place? Excavation is planned to begin in early 2020, subject to obtaining all funds to build the Marae complex

#### The Idea

We want to build the Whare Wananga as part of building a new Marae at Taiharuru, to fulfil a generational desire to have a Marae in the Whangarei Heads area, to service local whanau, hapu and communities in the Whangarei Heads area. Taiharuru Marae will enable manawhenua to practice tikanga and kawa, our traditional practices, our reo maori and teach Tamariki and mokopuna these important concepts and principles to ensure the indigenous traditions of our land are secure for the future. The build will include typical Marae buildings of wharenui, wharekai and ablution block that can cater for between 250 - 350 people at any one time, as is typical of tangihanga etc. We see Taiharuru Marae as a valuable community asset for the future, for community events, to cater to visitors coming to Taiharuru/ Whangarei Heads area, potentially complete with EV charge stations in the car park. We would like to establish a tourism hub for local businesses to offer authentic experiences in the unique coastal area of Taiharuru. We also want Taiharuru Marae to be a kaitiaki site, to build knowledge and sustainable practices to manage our moana, whenua and waterways.

To do these things we are looking to secure funding from a number of sources, including WDC to leverage other funding from Oranga Marae, Lion Foundation, Ngati Wai Trust Board etc to complete the new build of all buildings that will become Taiharuru Marae.

#### The Need

Ngati Korora hapu have wanted, planned and fundraised for many years to build their Marae at Taiharuru. When the other coastal Ngati Wai Marae at Takahiwai, Ngunguru and Whananaki were built in the 50's, Taiharuru was on that list of newly built Marae, to be built by the combined labour of all the hapu that whakapapa to those Marae. Taiharuru in its humble attitude said they would be the last. However, by the time the last of those Marae was built, the labour force was depleted and tired and Taiharuru was not built then.

Taiharuru whanau and hapu have continued to fund raise for their Marae, keeping faith and hope that it would happen. In 2009 the Marae Committee paid for architectural and engineering drawings and plans and both resource consents and building consents, at a cost of more than \$100k, they paid for geo tech reports and even went to the environmental court after local non maori neighbours in Taiharuru challenged things like "the loud noise the karanga would make". Taiharuru Marae were successful in getting the Consent approved, with landscaping etc conditions. DIA declined their application saying they were not building new Marae. Several years after, Taiharuru applied again

and got the same response. That attitude has changed recently with Oranga Marae, where new build Marae can apply equally for funding to build.

Building Taiharuru Marae also provides Ngati Korora hapu the opportunity to lay their dead in their wharenui and hold tangihanga according to custom, rather than have to lay their dead in whanau garages or other Marae. It provides Ngati Korora the opportunity to share and teach their future generations of leaders for the Marae, in their Whare Wananga, also for the community and Whangarei district, to learn their tikanga and the kawa of Ngati Korora customs and traditional practice, in their whare, on their whenua amongst their traditional landscapes. This is a gift to the future. Confident knowledgeable young tangata whenua, comfortable to walk in two worlds and contribute to both.

There are no other sizeable, future proofed community facilities in Whangarei Heads for large gatherings and events, apart from the hapu events. So Taiharuru Marae could be the Council supported investment to provide this beautiful facility for an under invested rural coastal community, with multiple uses from SAR, to Civil Defence site, to community celebrations, down to school activities like Marae noho, that help to break down the barriers of ignorance and fear amongst non maori for maori culture they do not understand. Taiharuru Marae welcomes this opportunity to work with their local communities in Whangarei Heads.

#### The Impact

As has been stated already, the biggest impact will be for the Ngati Korora hapu, their kaumatua, kuia, pakeke, rangatahi, Tamariki and mokopuna to celebrate their Ngati Kororatanga. to learn their reo, their dialect, their places and traditional practices, so they carry on into future generations. It will also impact wider hapu from Whangarei to the Heads, to be able to use it for similar purposes. It will be a much needed community hub for many things. For future tourism and other local business and enterprise, to capitalise on the wave of tourists and visitors coming to Northland, as Northland is the recognised "top spot" recently as home of the Bay of Islands. It is our opportunity to work with Whangarei and maori tourism to divert that flow of travellers to wider, authentic experiences in our unique and beautiful coastal locations like Taiharuru. We believe such enterprise will bring jobs and businesses to the Heads and Taiharuru. Marae based training courses could be run from the Marae, such as eco cultural tourism sharing our Ngati Korora places and practices of gathering kaimoana, caring for our fragile biodiversity and regenerating threatened species and practices. We want to manage our moana so it is sustainable and able to continue to feed the people for generations, without threatening the coastal habitats they and the people live in.

#### **Controls and checks**

Taiharuru Marae has been fundraising for many years, as we have said. They have already twice had all the documentation including plans and consents to proceed to building. The funding was the missing element.

Taiharuru Marae have secured \$500,000 funding from Foundation North to complete the under ground excavation, building site platform and retaining walls for the Marae site, subject to getting funding to complete the rest of the project. Fulton Hogan is a nationally recognised Contractor who will complete this work for Taiharuru Marae We have building consent for this work, which WDC community fund assisted us with, by giving \$5,000 funding. Since the original plans were over 10

years old, to be built in corrugated zinculum, which is a coastally sensitive material that over time will need increasing maintenance to preserve, the Marae recently decided to change building suppliers and have now committed to a more durable material in pre cast concrete, all materials and contractors to be supplied locally to return the benefits to Whangarei businesses. The concept drawings are attached, as are resource and building consents etc

Oranga Marae will have funded Taiharuru Marae over \$100,000 for technical reports for this renewed application. We have had to renew Producer Statements for every aspect of the new build, including retaining walls, geo tech calculations and specifications, sewerage systems, etc WE are preparing to submit funding applications for the above ground building, by Oct 2019. We anticipate the total for buildings to cost approximately \$1.5 million, as the pre cast concrete panels alone will cost close to between \$800,000 and \$1 million. The balance will be the fitout of kitchen appliances, fitout of benches, sinks etc and sundry items such as pots, pans, crockery, cutlery etc are expected to be over \$120,000 including bespoke chiller. We are currently awaiting a CAD drawing from Southern Hospitality who is our preferred supplier for kitchen equipment. They will also have their approved contractors install all appliances to specification and compliance requirements. Once the new architectural and engineering drawings and plans are completed, we will be able to request new quotes for the new plans, even though the building footprint remains the same. We are working closely with an experienced local building supplier in Steelsheds who will provide all plans and drawings and local concrete forms to provide the pre cast concrete panels. The construction will be undertaken by experienced builders and contractors, who have the confidence of Steelsheds as having worked with them previously, providing evidence of their accreditation with relevant ITO's. We have identified a local experienced builder also, who has worked on other sizeable Marae building projects and produced excellent work to time and budget.

We are ready to begin excavations and site preparation, as soon as we can confirm funding for the above ground work, which will follow immediately after. We have Contractors prepared to carry out the work for the new build, once funding is confirmed. WE hope to start the work in early 2020, once funding is confirmed.

#### **Readiness**

Taiharuru Marae is ready to proceed to capital build stage. The Marae Committee will be supported by a paid Project Manager through each of the stages. Fulton Hogan will project manage the excavation site preparation work. Steelsheds will project manage the erection of the precast panels to lock up stage of the build. Bruce Mc Queen an experienced local builder who has a group of experienced tradesmen he works with on many projects, from marae, to commercial and domestic build projects here in Whangarei and further afield, will be the building project manager for building the internal timber frame walls for the toilet block, which has external pre cast concrete walls, the internal fitout of all buildings, where that is needed, eg the wharenui has electrical fitout of lighting, power and heat pumps only. The toilet block and kitchen will obviously require a range of tradesmen, such as plumbers, gas fitters, electricians, etc.

The Marae Committee has an experienced accountant who audits all Marae Committee accounts each year and an experienced accountant on the Marae Committee itself to manage all funds for the project and ensure accountability for the funders, the hapu and the project to completion. The Marae Committee has an experienced project manager who can advise throughout the project and provide the necessary Accountability Reports throughout the project.

#### Collaboration

Taiharuru Marae is collaborating with the whanau and hapu of Ngati Korora who live locally and further afield, in Whangarei and beyond, who will assist in completing many aspects of the new Marae build, including providing maori designs for the pre cast concrete and internal features that will reflect the histories and whakapapa to the area, landscaping and planting around the marae site, etc. We have many other collaborators, who are the funders who support the aspirations and outcomes the build will deliver now and in the future, including Foundation North, Oranga Mara, Ngati Wai Trust Board, WDC and others.

#### Value for money

Taiharuru Marae will demonstrate value for money with the quality of reporting to each stakeholder group and the completed Marae will speak for itself. The Marae Committee and its project team have worked hard to ensure "value for money" throughout the project. Quotes have been gathered and compared across similar suppliers to ensure not just best cost, but best cost for quality work. In some instances a higher quote is accepted because of our confidence in the supplier, eg Fulton Hogan and Steelsheds. Both were not the cheapest quotes but were preferred for other reasons, such as quality of their communication, timeliness and responsiveness to our requests for concepts, quotes etc and cost.

Regular reports are supplied to the Marae Committee who then report to the Ngati Korora hapu to critique the work. There is growing excitement within the hapu and amongst suppliers who have been a part of this journey in some cases for 10 years.

We hope that a big public celebration will be held on opening day and the Taiharuru community, WDC Councillors and staff will come and see their local facility and see the opportunities it will bring to the Whangarei Heads community. Funders of over \$250,000 will be acknowledged in all Marae activities, including a plaque recognising those funders.

#### Best practice approach

In preparing to build Taiharuru Marae, the project team include ab experienced Project Manager with ovr 20 years experience, who have worked with the Marae Committee, using Project Management best practices learned over 20 years of managing a wide variety of projects, including \$500,000 renovations of other Marae. Everything from confirming the project scope, including everything necessary to get consents, plans and quotes from all necessary sources, while keeping the Marae Committee informed through emailing and presenting monthly reports to the Committee, who then report to the stakeholder whanau and hapu members of project progress and activities and working from a project plan that is regularly updated and adjusted with any and all variations. Risk management is closely managed by the project team, working closely with the Marae Committee to identify risks and provide exposure scales and plans for mitigating those risks. Project planning is maintained by the experienced Project Manager and Project Worker. Complete documentation is maintained in an online/cloud based document cache. The Marae Committee maintain all financial records and Contracts for the project, as project sponsor.

### Section 6: Declaration

I undertake that I have obtained the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one
  month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

We will submit an Impact Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications.

We consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send us relevant Council information.

We understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

We are aware that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.

Name	Donnella Phillips	
Signature *	Kallin.	
Position in Group	Treasurer	
Date	30 June 2019	

<sup>\*</sup> We prefer to receive applications by email (send to <u>funding@wdc.govt.nz</u>). To include your signature, print and sign this page then attach a scan or photo of it to your application email. Alternatively, you can post or deliver the printed form to us or pop in to sign it.

Final	check – make sure you have: Check ed that the budget balances and have accounted for GST
	Attached quotes where available
	Attached your group's (or the umbrella group's) bank account details e.g. Bank Deposit Slip
	Attached your group's (and the umbrella group's) most recent set of financial accounts

Send your completed application with supporting documents to funding@wdc.govt.nz.

French Architecture

## TAIHARURU MARAE

Pt TAIHARURU 4B ML 10793

Project Reference: 1909 1 / 13



French Architecture

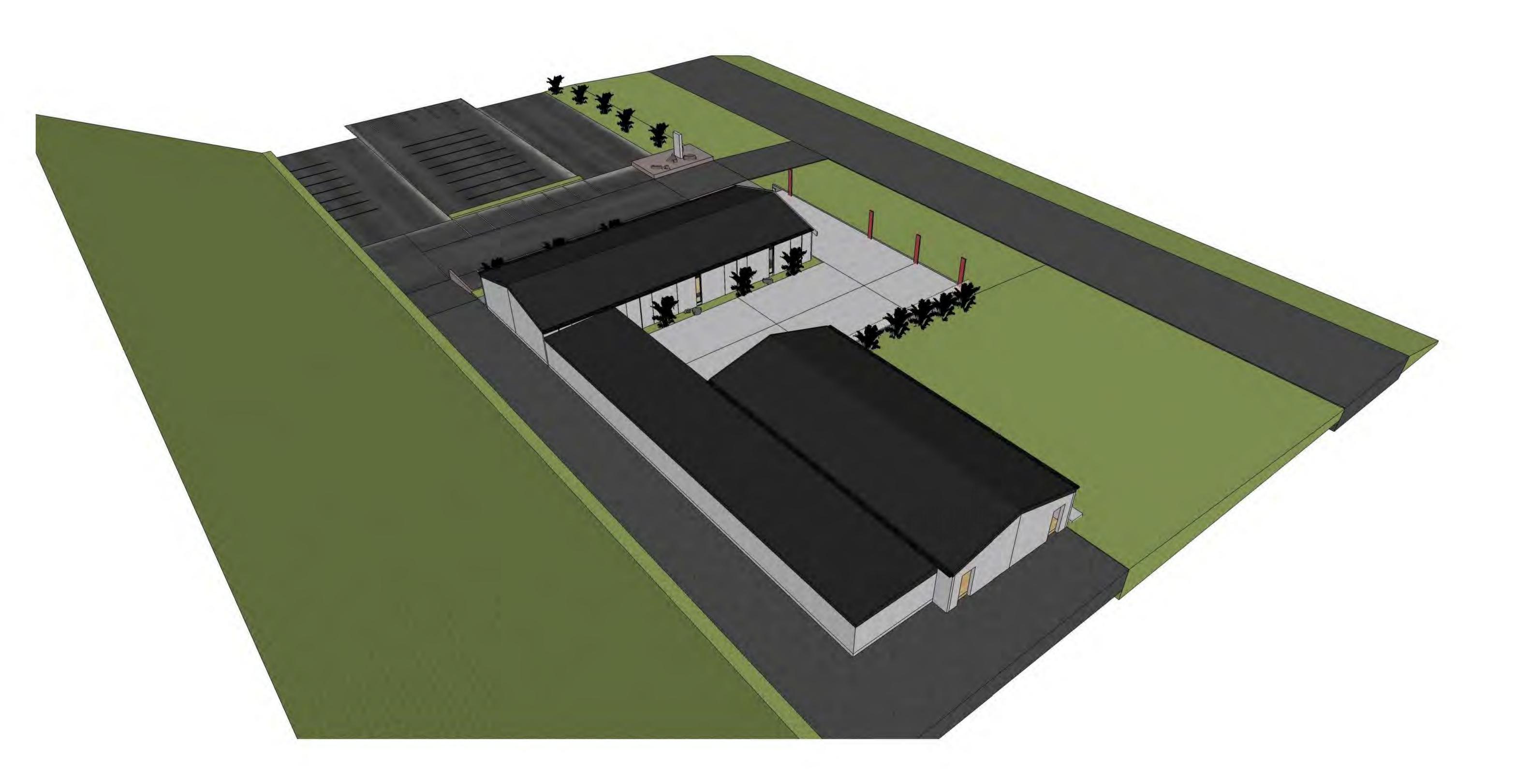
Project Reference: 1909

2 / 13



Project Reference: 1909

3 / 15



Project Reference: 1909

4 / 13



Project Reference: 1909

5 / 1



6 / 13



7 / 1 <del>3</del> 162 of 375

Project Reference: 1909



8 / 13 163 of 375



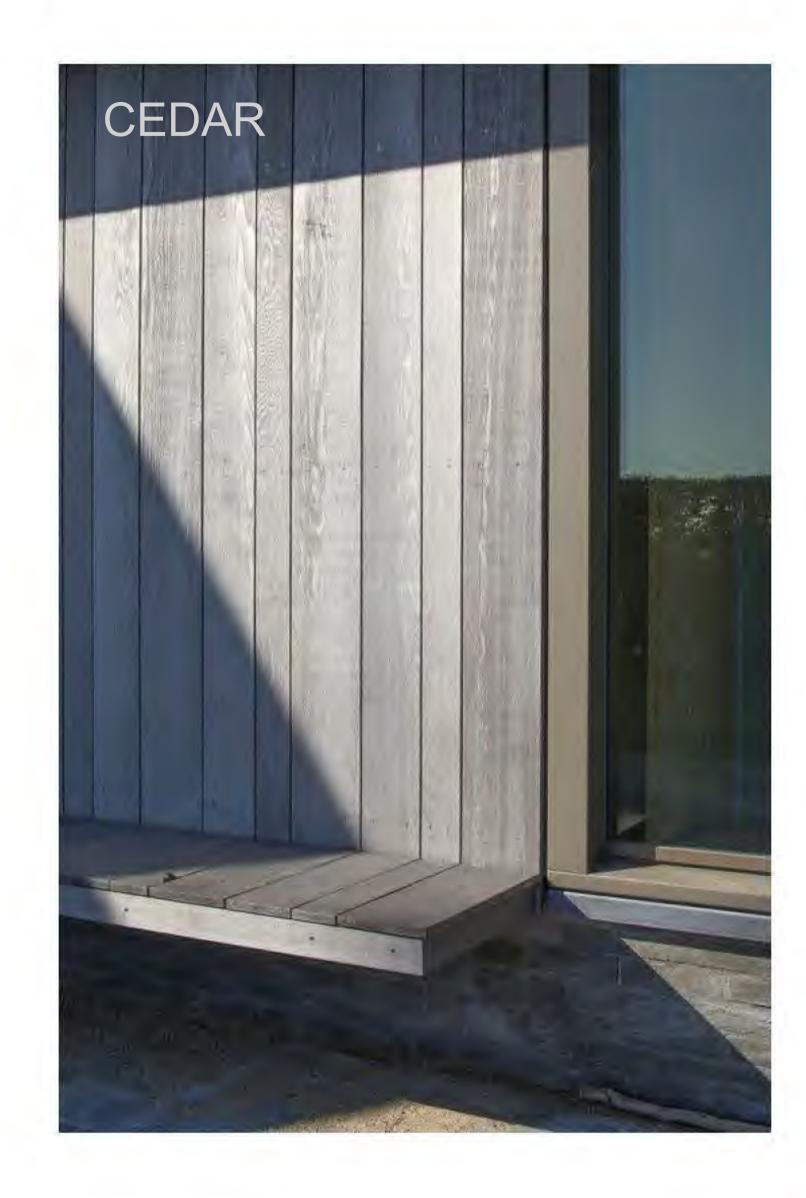


10 / 13

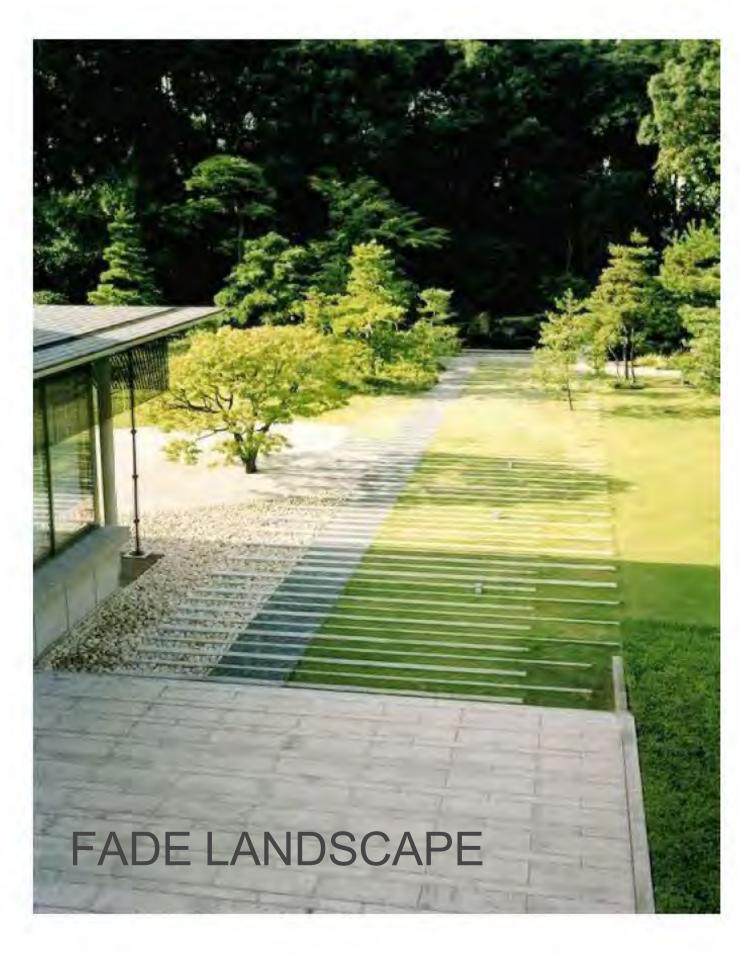


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## VISUALIZATION - SKETCH











12 / 13

Thank you!

French Architecture

Project Reference: 1909

13 / 13



30/04/2019

Quote 29407

Chantez Connor-Kingi Taiharuru Marae Taiharuru Rd Whangarie Heads

Customer Contact

Chantez Connor-Kingi

Sales Rep. Lynne Hyde

email lynne.hyde@carpetcourt.co.nz cell 021 500 222

Description

Property: Tiharuru Marae

Areas: Middle of the main room

Laminate Plank: Bharc Infinity Micro Bevel - Black HDF Glue down - colour Nevada

Preparation: Grind and feather the concrete floor

Description: To supply and install laminate flooring which will be glued down. This includes the profile bars.

IMPORTANT:

Floor must be flat to lay a floating floor

Floor (substrate) needs to be level / flat to 3mm over 3m and no more than +/- 2mm over 1 lineal meter straight edge.

Carpet is to be fitted AFTER laminate is installed by a Carpet layer - this is not included in the quote

Renovation:Laminate

This quote is valid for 14 days or while stocks last

Subtotal	\$17,871.50
Тах	\$2,680.72
GST Inclusive	\$20,552.22

A deposit of \$ 14386 is required on confirmation of this Quote Bank Account -06-0493-0345452-03

Customer Signature

Date

Rep Signature

Date

Terms: Please read our full Terms of Trade. A summary of the Payment Terms is below

\*Full Payment of the account is required upon completion of the job

<sup>\*</sup>Unpaid accounts may incur debt collection fees including but not limited to a fee equal to 25%+gst of the unpaid portion of the invoice and other legal costs for which you will be liable for.



Quote

29411

30/04/2019

Chantez Connor-Kingi Taiharuru Marae Taiharuru Rd Whangarie Heads

Customer Contact

Chantez Connor-Kingi

Sales Rep. Lynne Hyde

email lynne.hyde@carpetcourt,co.nz cell 021 500 222

#### Description

THIS QUOTE IS SUBJECT TO A SITE MEASURE

Site Address: Taiharuru Marae, Taihaururu Rd

Areas: Kitchen, Pantry, Storeroom and Cool room

Vinyl: Tarkett Granite Safe T Tarkett iQ Granite

Tarkett Safetred Universal Plus

Floor Preparation: Grind and feather the concrete floor

Description: To supply and install safety vinyl in the Cool room. To supply and install vinyl in the Store room and Kitchen. All the rooms will have coving 150mm.

Please note: In order to obtain a professional finish we require

\*stoves, dishwashers, kickboards, toilets and supertubs to be installed after installation.

\*the floor must be flat and free of debris prior to installation

	This quote is valid for 14 days or while stocks last
Subtotal	\$15,379.6
Тах	\$2,306.9
GST Indusive	\$17,686.5

A deposit of \$ 12158 is required on confirmation of this Quote Bank Account -06-0493-0345452-03

Customer Signature

Date

Rep Signature

Date

Terms: Please read our full Terms of Trade. A summary of the Payment Terms is below

\*Full Payment of the account is required upon completion of the job

<sup>\*</sup>Unpaid accounts may incur debt collection fees including but not limited to a fee equal to 25%+gst of the unpaid portion of the invoice and other legal costs for which you will be liable for.



Quote

29296

16/04/2019

Chantez Connor-Kingi Taiharuru Marae Taiharuru Rd Whangarie Heads

Customer Contact

Chantez Connor-Kingi

Sales Rep. Lynne Hyde

email lynne.hyde@carpetcourt.co.nz cell 021 500 222

#### Description

THIS QUOTE IS SUBJECT TO A SITE MEASURE

Areas: Two sides of the Marae, Pae Pae and Office

Carpet Tiles: Premium Statement Stone Daiing Drift 999

Description: To supply and install carpet to the above areas

Floor Preparation: Grind the concrete floor

Notes: Please ask your Carpet Court rep what height clearance is required for all interior doors.

This quote is valid for 14 days or while stocks last

Subtotal	\$2,781.89
Тах	\$417.28
GST Inclusive	\$3,199.17

A deposit of \$

2240

is required on confirmation of this Quote

Bank Account -06-0493-0345452-03

**Customer Signature** 

Date

Rep Signature

Date

Terms: Please read our full Terms of Trade. A summary of the Payment Terms is below

\*Full Payment of the account is required upon completion of the job

<sup>\*</sup>Unpaid accounts may incur debt collection fees including but not limited to a fee equal to 25%+gst of the unpaid portion of the invoice and other legal costs for which you will be liable for.



Quote

29405

#### 30/04/2019

Chantez Connor-Kingi Taiharuru Marae Taiharuru Rd Whangarie Heads

Customer Contact Chantez Connor-Kingi

Sales Rep. Lynne Hyde

email lynne.hyde@carpetcourt.co.nz cell 021 500 222

#### Description

THIS QUOTE IS SUBJECT TO A SITE MEASURE

Areas: Two sides of the Marae

Carpet: Rhino Smartstrand Manhattan 9989 Tribeca

Underlay: Health-plus - Dust mite protection 11mm (120kg) High Density Foam

Description: To supply and install carpet to the above areas including smoothedge and carpet bars (excludes laminate/ tile bars ).

Notes: Please ask your Carpet Court rep what height clearance is required for all interior doors.

This quote is valid for 14 days or while stocks last

Subtotal			\$16,792.01
Тах	-		\$2,518.80
GST Inclusive			\$19,310.81
A deposit of \$	13520	is required on confirmation of this Quote	Bank Account -06-0493-0345452-03

Customer Signature

Date

Rep Signature

Date

Terms: Please read our full Terms of Trade. A summary of the Payment Terms is below

\*Full Payment of the account is required upon completion of the job

<sup>\*</sup>Unpeid accounts may incur debt collection fees including but not limited to a fee equal to 25%+gst of the unpaid portion of the invoice and other legal costs for which you will be liable for.

#### THE LEN PARKER



#### **ON-SITE PASSIVE WASTEWATER TREATMENT SYSTEM**

Date: 08-08-18

Name: E-Bin Distributions

Address: PO Box 48. Awanui

Site: Taiharuru Marae

Address: Taiharuru Road. Taiharuru. Whangarei

Lot: Pt Taiharuru 4B. ML 10793

DP No: 0
CT No: 0
Job No: 08 28

#### **QUOTATION**

Thank you for your enquiry. We are pleased to provide a revised quotation for a Len Parker E-Bin effluent system suitable for your proposed building project.

In this quotation we have allowed for the following:

#### **E-BIN™ EFFLUENT TREATMENT SYSTEM**

Includes E-Bins + E-Bin Lids + E-Bin Media + 2 Engineer Site Visits.

E-Bin Effluent Treatment System \$ 18,068.50

E-Bin Installation Quote 01 - Gordon Breckon Drainage \$ 84,547.00

Please see separate Quote from Gordon Breckon 19th July 2018

for inclusions and exclusions.

**ALL QUOTES ARE SUBJECT TO:** 

RECEIPT OF A FULL SET OF APPROVED COUNCIL PLANS PRIOR TO COMMENCEMENT OF WORK.

FINAL SITE INSPECTION PRIOR TO WORKS COMMENCING.

TOTAL Price Shown Excluding GST \$ 102,615.50

TOTAL Price Shown Including GST \$ 115,442.44

#### **PLEASE NOTE:**

YOUR E-BIN SYSTEM HAS **NO** ANNUAL MAINTENANCE FEE AND ASSOCIATED TRAVEL COSTS.

This quotation is valid for 30 days from the date of this letter.

This quotation has been based upon information supplied for this site.

#### THE LEN PARKER



#### **ON-SITE PASSIVE WASTEWATER TREATMENT SYSTEM**

#### To Be Quoted Separately

**Local Authority Consent and Permits** 

#### **TERMS & CONDITIONS OF SALE**

- 1 50% Deposit is required with confirmation of order.
- 2 Payment of balance is due & required on final delivery or a 10% penalty will be incurred. Additionally, any debt collection fees and costs on overdue accounts will be charged.
- 3 Ownership of goods supplied will be transferred only after payment has been received in full. We reserve the right to repossess any items for which full payment has not been received by the due
- 4 Delivery of a portion of the goods shall render the buyer liable to pay for that portion of the goods.
- 5 This quotation is valid for thirty (30) days.

If you would like to proceed, please sign and date this form and return it to us. Deposits can be made to the following: Bank account number:

SERA GRUBB DESIGN - ANZ 06-0350-0854671-00

If you have any queries, please do not hesitate to contact us.

Yours faithfully, Sera Grubb

#### **Administration Manager**

Sera Grubb Design Limited

		Total (inclu GST)	\$ 115,442.44
		Deposit	\$ 57,721.22
O		(50% of Total incl GST)	
3			 
QUOTATI	ON 08-28-03 ACCEPTANCE	Deposit	\$ 57,721.22
Job No:	08 28	(50% of Total incl GST)	
Job Name:	Taiharuru Marae		
NAME:		SIGNED:	
		DATED:	



**QUOTE** 

Taiharuru Marae

**Date** 5 Jun 2019

Expiry 5 Jul 2019

Quote Number QU-00023

Reference Design Fees

**GST Number** 125977510

SmartSteel Buildings

Limited PO Box 5036 Whangarei Whangarei 0140 NEW ZEALAND

#### Taiharuru Marae Project

To provide engineering and architectural services including adjusted site plan and fire report for Stage 2 to consent application pack level.

Currently excluded are the commercial kitchen design, HVAC design, TP58 effluent design, civil design outside of the building footprint. Any other items not included in this quote are clearly not allowed for.

Should you have any questions - please feel free to contact Haemish Reid upon 021987460.

Thank you for the opportunity with SmartSteel Buildings.

Description	Quantity	Unit Price	Amount NZD
Engineering & Architectural Fees for building design to Stage 2	1.00	55,000.00	55,000.00
Site Plan adjustment	1.00	4,000.00	4,000.00
Fire Report to reflect design	1.00	3,000.00	3,000.00
		Subtotal	62,000.00
	TOTAL GST 15%		9,300.00
		TOTAL NZD	71,300.00

#### **Terms**

Quotes are valid for 30 days



#### **SCHEDULE OF PRICES**

CLIENT: CONTRACT NAME: DATE: REVISION:

NZTA Taiharuru Marae November-18

ITEM	DESCRIPTION	UNIT	QUANTITY		RATE		AMOUNT
A	PRELIMINARY & GENERAL						
^	TREEMINANT & SERENCE						
A1	Establishment	LS	100%	\$	18,938.93	\$	18,938.93
A2	Traffic Management	16	1000/	•	4 000 70	œ.	4 000 70
A2.1 A3	Level 1 Traffic Management Sediment & Erosion Control on Earthworks	LS LS	100% 100%	\$	4,088.70 2,175.50	\$ \$	4,088.70 2,175.50
A8	Cable location, exposure and protection	LS	100%	s s	596.53	\$	596.53
	, , ,			Ľ		·	
		SUB TOTAL A			\$	25,799.66	
В	<u>EARTHWORKS</u>						
B1	General site clearance (includes vegetation, fences etc) Strip Topsoil to stockpile for reuse later (Assume 100mm thick, Solid	LS	100%	\$	839.28	\$	839.28
B2	measure)	m3	500	\$	13.99	\$	6,995.00
B3	Cut to waste (Solid Measure)	m3	246	\$	10.21	\$	2,511.66
B4	Cut to fill (solid measure)	m3	679	\$	22.84	\$	15,508.36
B5	Repread topsoil, seed and mulch (solid measure)	m3	500	\$	29.77	\$	14,885.00
			SUB TOTAL	В		\$	40,739.30
	OTODAWATED DDAWAGE						
С	STORMWATER DRAINAGE						
C1	Form Unlined Water Channels	m	250	\$	7.33	\$	1,832.50
C2	Drainage - Supply and install fabric-wrapped subsoil drain	m	115	\$	72.15	\$	8,297.25
C3	Excavate, lay 100mm power duct and backfill	m	75	\$	30.67	\$	2,300.25
C4	Supply & install 450mm dia class 4 culverts	m	18	\$	358.78	\$	6,278.65
C8	Supply & install rock/concrete headwalls	each	4	\$	455.51	\$	1,822.04
C9	Concrete Channel in front of wall	LM	90	\$	131.18	\$	11,806.20
		SUB TOTAL C			\$	32,336.89	
D	PAVEMENT CONSTRUCTION						
D1	GAP65 Subbase (Assume 300mm thick)	m3	1,500	\$	82.78	\$	124,170.00
D2	GAP25 Running course on carpark and access roads (assume						
	100mm thick)	m3	500	\$	97.75	\$	48,875.00
D3	Chipseal Surfacing	m2	3,500	\$	10.73	\$	37,555.00
D4	Second establishment for pavement crew	LS	1	\$	2,151.46	\$	2,151.46
D5	Reprep for seal at later date	m2	3,500	\$	3.22	\$	11,270.00
		SUB TOTAL D			\$	224,021.46	
E	MISCELLANEOUS						
		SUB TOTAL E			\$	-	
F	STRUCTURES						
F1	Supply and install timber retaining wall (1.0-1.5m high)	LM	35	\$	667.67	\$	23.368.45
F2	Supply and install 7m long Dia 225 poles up to 4m embedment	Ea	76	\$	1,227.60	\$	93,297.60
F3	Supply and install timber lagging on rear retaining wall	m2	270	\$	223.54	\$	60,355.80
			SUB TOTAL	F		\$	177,021.85
			COD TOTAL			*	111,021.00

	SUMMARY					
Α	Preliminary and General		\$	25,799.66		
В	Earthworks		\$	40,739.30		
С	C Stormwater Drainage		\$	32,336.89		
D	D Carriageway Construction		\$	224,021.46		
E	E Miscellaneous		\$	-		
F	Structures		\$	177,021.85		
		TOTAL	\$	499,919.16		



# Taiharuru Marae Whare Kai

PREPARED FOR

PREPARED BY

Taiharuru Marae

**Haemish Reid** 

**SmartSteel Buildings** 

## **COVER LETTER**

#### Whare Kai

**Taiharuru** 

Kia ora tatou,

## SmartSteel Buildings is pleased to present our proposal for your project.

As experts in design and construction, we stand by our commitment to deliver projects on time and on budget. We believe you would benefit from our:

- Extensive experience in the development of commercial and industrial projects.
- · Experience working with private/public organisations
- Strong track record of planning and executing projects on time and within budget.

We have an extensive client-focused project management background and specialize in the front end of projects, managing all aspects of design and development processes through to full design and build options. We are confident that our experience suits your needs and are excited about the opportunity to work with you.

Sincerely,

**Haemish Reid** 

On behalf of SmartSteel Buildings SmartSteel Buildings operates primarily in the light commercial marketplace for steel buildings covering Auckland north.

We are committed to safely delivering each project on time and on budget. SmartSteel has a wealth of experience in constructing office space, retail space, industrial warehouses, as well as many other facilities. While the majority of our work is new construction, we have also completed many challenging reinstatement projects.

You can have faith that you are working with an honest and trustworthy team.



## Team Lead HAEMISH REID, Director/Project Manager

Haemish acts as the bridge between the construction site and the office. Haemish ensures that projects are coordinated from conception to close. His scope of work includes: estimating, proposals, scheduling and liaising between clients and subcontractors. His job is to ensure each project is completed on time and on budget. Haemish hails from the Hokianga where he was born and bred.

#### **Team Members**

#### **BRETT WALDRON**

Brett is also a joint director of the business and integral to the construction phase. Brett and his team have built more than 200,000sqm of buildings successfully over the past 10years. Brett is a steel building expert who is also a qualified LBP carpenter.

#### **JASON MORGAN**

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#### CHERIE WALDRON

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#### **Subcontractors**

#### **HFC Engineering**

A highly skilled team lead by Maurice Harris taking care of Architectural, Structural and Civil Design.

#### **Structural Steel**

Manufacture of the structural steel kitset using NZ Steel products from NZ merchants.

#### **SCAFF LTD**

Providing all aspects of edge protection.

## CONCRETE PLACER TBA

#### **ELECTRICAL**

Not included

#### PLUMBING / DRAINLAYER

Not included

# **BUILDING COST**

We are pleased to present the total value of the project to date given the scope provided. Please check through the specification and specific notes to understand all inclusions and exclusions within our offer.

#### Project Cost \$253,500.00 PLUS GST

# **Building Specification**

Building Type & Structural Specification	Gable building roll formed from galvanised steel
Wind Speed	42m/s
Width	12m
Length	25m
Knee Height	3.0m knee
Bay Spacings	Variable
Roof Pitch	15°
Roof purlins & wall girts	Galvanised
Roof cladding, Insulation & Netting	0.40mm Five Rib Profile Colorsteel Maxx with Covertek 407 paper and netting
Skylights	Yes
Wall Cladding	0.40mm Five Rib Profile Colorsteel Maxx vertical wall cladding with Watergate Plus paper
Vermin Flashings	Yes
Firewalls	N/A
Foundation Design	Pinned connection
Aluminium Joinery	Yes
Personal Access Doors	Yes
Roller Doors/Shutters	1 x 2.4 x 2.4 manual roller door

# **Specific Inclusions:**

- New Zealand manufactured cold formed steel sections with galvanised coating including all purlins and wall girts.
- 50yr design life with structural steel durability to NZ Steel warranty guidelines.
- Structure designed to Importance Level 2 & 42m/s wind speed.
- 0.40mm Five Rib Profile Colorsteel Maxx roofing with Covertek 407 paper & netting.
- 0.40mm Five Rib Profile Colorsteel Maxx vertical wall cladding with Watergate Plus paper.
- 0.55mm Colorsteel Maxx flashings, gutters with PVC pipes to ground level.
- Design and supply of 100mm thick concrete slab with 200mm wide perimeter footing with foundations and mesh subject to engineering.
- Labour to erect and clad structure inclusive of PA Doors and joinery installation.
- A provisional cost sum of \$40,500.00 for the floor and foundations.
- A provisional sum of \$14,600.00 for aluminium joinery.
- Fire Report.
- Edge protection.
- Engineered plans, structural drawings and calculations inclusive of Producer Statement (PS1) for consent.
- Architectural drawings to consent level.
- Full insurance for materials to site delivery address.
- Transport of all materials to site.

### Specific Exclusions:

- Site access/services driveway access, electrical and water provided by the owner.
- Site works.
- Council Building consent fee.
- Geotech Report.
- Site Survey.
- Drainage.
- Car Parking surfaces or marking.
- Concrete pump if required.
- Fire walls if required.
- Fire Sprinklers if required.
- Site Specific Engineering Foundation design for different ground conditions i.e. rock, peat, sand and related Producer Statements for these type of works PS2, PS3, PS4.
- PS4 Construction Monitoring.
- Water tanks and any associated connection.

- Council Fees Resource Consent, Development Contributions, roading levies or deposits. However, we can assist with building and resource consents on application.
- Any services required for the building i.e. electrical, plumbing, fire alarm etc.
   Unless otherwise specified above.

This proposal covers our offer entirely. Anything discussed or implied but not specifically referenced to in this proposal does not form part of our offer. Should there be any amendments to this quote, please contact us for a revision. All work outside the contract will be invoiced as a variation.

# Assumptions:

- All prices are subject to engineering, based upon a flat level site and 'good ground' as defined in NZS3604.
- All prices are plus GST.
- Good weather access for large truck deliveries with power to site.
- Unless otherwise discussed, a minimum 2 meters width of accessible flat ground is required to the perimeter of the building during the building process.
- Assumed that power and water will be available onsite.
- Assumed that concrete can be chuted into position we have not allowed for a concrete pump.
- No allowance for excavated material disposal.
- No allowance to locate or relocate any services.
- No allowance for unforeseen obstacles, services or water during excavation.

### Thank you!

We would like to thank you for the opportunity to price and provide specific advice for your project. Should you require specific clarification regarding anything within our offer, please let us know.

We would be proud to be involved with this exciting project and look forward to hearing from you soon.

Regards, Haemish Reid 021987460





# Taiharuru Marae Whare Wananga

PREPARED FOR

PREPARED BY

**Taiharuru Marae** 

**Haemish Reid** 

**SmartSteel Buildings** 

#### 27/3/19

# **COVER LETTER**

# **Whare Wananga**

**Taiharuru** 

Kia ora tatou,

SmartSteel Buildings is pleased to present our proposal for your project.

As experts in design and construction, we stand by our commitment to deliver projects on time and on budget. We believe you would benefit from our:

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#### **Structural Steel**

Manufacture of the structural steel kitset using NZ Steel products from NZ merchants.

#### **SCAFF LTD**

Providing all aspects of edge protection.

# CONCRETE PLACER TBA

#### **ELECTRICAL**

Not included

# PLUMBING / DRAINLAYER

Not included

# **BUILDING COST**

We are pleased to present the total value of the project to date given the scope provided. Please check through the specification and specific notes to understand all inclusions and exclusions within our offer.

#### Project Cost \$206,500.00 PLUS GST

# **Building Specification**

Building Type & Structural Specification	Gable building roll formed from galvanised steel
Wind Speed	42m/s
Width	12m
Length	29m
Knee Height	3.0m knee
Bay Spacings	Variable
Roof Pitch	15°
Roof purlins & wall girts	Galvanised
Roof cladding, Insulation & Netting	0.40mm Five Rib Profile Colorsteel Maxx with Covertek 407 paper and netting
Skylights	Yes
Wall Cladding	0.40mm Five Rib Profile Colorsteel Maxx vertical wall cladding with Watergate Plus paper
Vermin Flashings	Yes
Firewalls	N/A
Foundation Design	Pinned connection
Aluminium Joinery	Yes
Personal Access Doors	Yes
Roller Doors/Shutters	N/A

# **Specific Inclusions:**

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- A provisional cost sum of \$32,000.00 for the floor and foundations.
- A provisional sum of \$18,600.00 for aluminium joinery.
- Fire Report.
- Edge protection.
- Engineered plans, structural drawings and calculations inclusive of Producer Statement (PS1) for consent.
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- Transport of all materials to site.

### Specific Exclusions:

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- Council Building consent fee.
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- Site Survey.
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Regards, Haemish Reid 021987460





# Taiharuru Marae Wharepaku

PREPARED FOR

PREPARED BY

Taiharuru Marae

**Haemish Reid** 

**SmartSteel Buildings** 

#### 27/3/19

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# Wharepaku

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#### CONCRETE PLACER TBA

#### **ELECTRICAL**

Not included

# PLUMBING / DRAINLAYER

Not included

# **BUILDING COST**

We are pleased to present the total value of the project to date given the scope provided. Please check through the specification and specific notes to understand all inclusions and exclusions within our offer.

#### Project Cost \$74,000.00 PLUS GST

# **Building Specification**

Building Type & Structural Specification	Gable building roll formed from galvanised steel
Wind Speed	42m/s
Width	7m
Length	13m
Knee Height	3.0m knee
Bay Spacings	Variable
Roof Pitch	15°
Roof purlins & wall girts	Galvanised
Roof cladding, Insulation & Netting	0.40mm Five Rib Profile Colorsteel Maxx with Covertek 407 paper and netting
Skylights	Yes
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Regards, Haemish Reid 021987460





Allendale House, 50 Ponsonby Road, Ponsonby, Auckland 1011 PO Box 68-048, Newton, Auckland 1145 T. +64 9 360 0291 F.+64 9 378 6954 Freephone. 0800 272 878 foundationnorth.org.nz

29 April 2019

Chantez Connor Kingi Taiharuru Marae Incorporated 84 Church Street Ngararatunua Whangarei

*Tēnā koe Chantez* Dear Chantez

Your reference: CG-1911-811991

He mihi ki a koutou mō tā koutou pukapuka tono ki Te Kaitiaki Pūtea ō Tāmaki ō Tai Tokerau. We thank you for your application to Foundation North.

I am pleased to advise you that a grant of \$499,919 has been approved to Taiharuru Marae Incorporated. This approval, made by our Trustees, recognises the valuable contribution your organisation makes in our community and we look forward to keeping in touch.

The grant was approved for the following:

Approved Cost Item(s)	Description	Approved Amount	Payment Method
Project Costs	Stage one - site preparation and excavation	\$499,919	Payment schedule

Please note, this grant is not an indication of future funding from Foundation North. Each application is considered on its own merits and its alignment to Foundation North's outcomes and priorities.

**Terms & Conditions and Payment:** This approval is subject to the terms and conditions you agreed to when you first applied for this grant. If you need to remind yourself about these terms and conditions, you can find them by logging into the Funding Hub and looking at the 'Current Grants' section.

For this grant, there are additional conditions listed below. Payment will be made to your verified bank account within 4 weeks of these additional conditions being met.

- Balance of Funds: Provide evidence that the balance of funds has been raised for the project.
- Payment schedule (Building Projects) Please contact a Foundation North grants advisor when you are ready to set up a payment schedule.
- Bank deposit slip: we require a physical copy of an original pre-printed bank deposit slip or original documentation from your bank confirming your account details. Please post this information to Foundation North, PO Box 68-048, Newton, Auckland 1145

Reporting Back: The Funding Hub is our online grants management system. Please look at the 'Reports & Conditions Due' section in the Hub where you will find the conditions and reporting requirement for this

grant. At the conclusion of any grant, we require an Impact Report, your Impact Report is due by 29 April 2020.

**Acknowledging Foundation North:** When using this grant, we encourage you to acknowledge Foundation North's support by displaying our logo on your website and promotional material, and by tagging Foundation North in relevant social media posts. More information can be found at www.foundationnorth.org.nz/about-us/download-our-logo/

**Assistance:** We are here to help – the Funding pages on the Foundation North website are a very useful resource. If you require clarification on matters regarding this grant, call 0800 272 878 and ask to speak to a Funding Advisor.

He mihi anō ki a koutou. Thank you once again.

*Nāu te rourou*, *nāku te rourou*, *ka ora ai te Iwi*. With your gift, with my gift, people will prosper.

Nāku iti noa, nā Yours sincerely

Jennifer Gill

**Chief Executive Officer** 

A19990002584 MB Ruf: 90 WH 285-287

#### RECUMINENDATION THAT LAND HE SECAPART AS A MACRICE SERVATION

To Turo Wheen Mount Act 1993 Section 330(1)

IN THE MACRILAND COURT OF NEW ZEALAND
TAHOKERAU DISTRICT

IN THE MATTER of the part of the had known = TAHARIRULE

At a sitting of the Court hold at Whengami on 4 April 2000 before Andrew Dussess Spensor, Enquire, Judgo

WHRRAS upon application to the Court that the part of the land known as TAHARIBULES be not apart as a Massi preservation, the facts addressed in evidence were as follows:

The land is owned by March Mahanga and others

That at a meeting of owners hold at Whangarei on 27 September 1997 a resolution was passed to set exide part of the land as a Machi reservation

The hand is not subject to any manigage or charge 2

NOW THEREFORE, the Court, for the reasons set out above <u>DOTH HEREBY RECOMMEND</u> that a notice issue under the provisions of Section 338(1) of To Ture Whenus Maori Act 1993 setting apart part of the land as a Maori reservation for the purposes of Hui, Huinnate, and Religious Activities for the common use and benefit of To Wainski me Ngati Korum Hapu within the roles of Ngapuki-mi-tom

THE RESPRIVATION is to be known as the TAIHARURU 4B MACRI RESERVATION

AS WITNESS the hand of the Judge and the Seal of the Court



### CERTIFICATE OF INCORPORATION

of

# TAIHARURU MARAE INCORPORATED (AK/842375)

This is to certify that TAIHARURU MARAE INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 27th day of February 1997.

Neville Hams

Neville Harris
Registrar of Incorporated Societies
4 March 1997





#### **RECORD OF TITLE UNDER LAND TRANSFER ACT 2017 GAZETTE NOTICE**

Search Copy



Identifier

**Date Registered** 

515610

Land Registration District North Auckland

04 March 2010 09:00 am

**Prior References** 

515609

Type

Fee Simple

Instrument

MFGN 8432179.7

Area Legal Description Part Taiharuru No.4B Block

1.6188 hectares more or less

Purpose

Set apart as a Maori reservation for the

purposes of a hui, huimate, and religious activities, to be known as the Taiharuru 4B Maori Reservation for the common use and benefit of Te Waiariki me Ngati Korora Hapu within the role of Ngapuhi-nui-tonu

**Registered Owners** 

Ana Kake, Wiki May, Te Ratahi Harry Mahanga, Huia Georgina Mehana, Kenneth Aubrey Connor and Edith

Kuru as responsible trustees jointly, no survivorship

8432179.4 Status Order determining the status of the within land to be Maori Freehold Land - 4.3.2010 at 9:00 am



# Certificate of Registration

# Taiharuru Marae Incorporated

Registration number: CC21686

This is to certify that Taiharuru Marae Incorporated was registered as a charitable entity under the Charities Act 2005 on 11 March 2008.

Chair

Charities Commission

Dunn

Chief Executive Charities Commission



# Hora Hora School

22 Te Mai Road, Whangarei Phone 09 438 3080 Fax 09 438 9047 Email <u>office@horahora.school.nz</u> Website http://www.horahora.school.nz

Principal Pat Newman T.T.C. Dip Ed(Waikato) B.Ed(Massey) Dip.Tchg, ANZPF

6 Dec 2018

#### **To Whom It May Concern**

Tena koutou

Hora Hora School Board of Trustees and Staff totally support Taiharuru Marae to build their own Marae at Taiharuru.

We work with whanau who are part of the Taiharuru Marae Committee in a very close relationship, working in particular with dysfunctional whanau.

We know how much they want their own Marae on their own land so they don't need to have to use other Marae when they need one, and also to build on the very successful whanau programs.

They are an extremely hard working community minded whanau who will ensure that Taiharuru Marae is a great Marae for the whanau and the Taiharuru community and Whangarei district. They are committed to tamariki and mokopuna, to growing healthy strong kids for the future. They will teach them the important things about who they are and their special places at Taiharuru. We know that strong confident kids are the key to a great future for whanau. The Programme they have developed for dysfunctional whanau is based around this, and around outdoor pursuits such as waka ama, and the marae will become an integral part of this Programme, physically and spiritually.

We tautoko their dream to build Taiharuru area for their whanau, hapū and community. We look forward to our whanau's benefitting from its existence.

Arohanui

Pat Newman ANZPF

Principal

4 Brake Avenue
Otangarei
Whangarei

Monday 8th July 2019

To Whom It May Concern,

My name is Ani Ann Phillips and I am 84 years old and I reside at 4 Brake Avenue Otangarei Whangarei. I am of Te Waiariki Ngati Korora Hapu, and am the eldest in our Hapu.

I am in total support of the Taiharuru Marae being built, and have been in support of this for over 40 years. My whanau and I have actively helped support the Taiharuru Marae fundraising initiatives over the years and my late husband Henare Phillips was a Taiharuru Marae Committee member for many years. I hope to see our Marae built in my lifetime, and hope that this kaupapa is well supported by whanau, friends, the community, the Council and all other organisations that can help bring this kaupapa to fruition.

My parents, my husband, my children and whanau are all buried in Taiharuru Urupa and we need to have our Marae to take our people back to, to come together for whanaungatanga, various wananga, sports days and community events.

I will support this kaupapa to its full completion.

Kind regards,

Ani Ann Phillips Ami Am Phillips

8th 7 2019



6 December 2018

**RE: LETTER OF SUPPORT** 

Tena koe,

Ngāti Hau Health & Social Services supports Taiharuru Marae in their efforts to seek funding for their building project.

We have clients from Ngāti Kororā and whakapapa links and know the importance of connectivity and a sense of place in your ūkaipo. Having a Marae on your tupuna whenua will strengthen the hapū and whānau and for this reason we celebrate the work of the Marae committee in moving forward with the building project.

We wish the whanau the best in their endeavors.

Noho ora mai, na

**Lissa Davies** 

Chair, NHHSS

896 Taiharuru Road

R.D.1. Onerahi

Whangārei

0192

8/7/2019

To whom it may concern

Tēnā koe

My name is Pereri Mahanga and I reside at the above address 896 Taiharuru Road R.D.1 Onerahi Whangārei. I live in Taiharuru and have done for the last 19yrs. I moved home in the year 2000 where I was asked my my Kaumātua whom were a live around the late 90s to research our history and whakapapa to settle our Treaty issues with the Crown.

I have been in support of the proposed Marae project in Taiharuru for the last 40yrs and now I can see the hard work of many people whom have the same desire as myself. A project that for many years my ancestors had talked about. I'm here to continue that dream.

I will support this kaupapa to it's completion for those of our kaumātua off today our tamariki and mokopuna and our community wide.

Nā

Pereri Mahanga



Tau Henare Marae

Te Orewai te Hapū

Ngāti Hine te lwi

11 July 2019

Tena koe

From: Tau Henare Marae Committee

PO Box 4030

Kamo, Whangarei 0141

Thurs 11 July, 2019

To: WDC Partnership Fund

Re: Letter of support to Build Taiharuru Marae

Tena koe.

Tau Henare Marae supports the Rangatiratanga of the whanau and hapu of Ngati Korora and Te Waiariki, of Taiharuru, to build their own Marae. As Te Orewai we know the importance of having our own Marae to exercise our Rangatiratanga and be able to awhi whanau to do the many things they want and need to do as Te Orewai and Ngati Hine. Our Marae is a central part of our hapu and community as we expect and imagine Taiharuru Marae will be also.

We share Ngati Hine whakapapa with whanau from Taiharuru who will build and run the Taiharuru Marae. In fact Ngati Hine trees were used to build some of the Ngati Wai Marae, such as Takahiwai Marae, that were built when Taiharuru Marae should have been built too.

We know those whanau will work hard to ensure their Marae at Taiharuru is an asset to their hapu and community, too.

We tautoko Taihaururu Marae's build.

Len Bristow

Chairman, Tau Henare Marae Committee

B. Glernington Chappel



"SUCCESS
THROUGH
EFFORT

#### Parua Bay School Whangarei Heads Road Parua Bay RD 4, Whangarei

Phone: 436 5814 Fax: 436 3947 Email: tim@paruabay.school.nz

### TO WHOM IT MAY CONCERN

This letter is in support of an application to build a marae at Taiharuru for the local Maori people in the Whangarei Heads, Parua Bay and Pataua area, so that our area caters for their needs, and local Maori can have a sense of identity for these people

At present the nearest marae is Pehiaweri over at Glenbervie, or at Ngunguru but neither really has a strong attachment from our point of view.

It would be beneficial for our tupuna to have their own marae where they could meet regularly, and school would use it for our cultural activities, as well as a base for our consultation re matters on Maori Education at school.

In short we would welcome having a marae to improve children's identity of our own area and fully support the application.

Yours faithfully

Tim Hempleman Principal

thutlenden



# Pehiaweri Maori Church and Marae Inc

PO Box 7107 Tikipunga, Whangarei

To Whom it may concern,

#### Re: Taiharuru Marae Incorporated.

We are pleased and honoured to support the establishment of the abovenamed marae. Our whanau connections to the lwi, hapu and whanau of Taiharuru marae are strong and we support them in all their endeavours especially this, the establishment of their own marae.

We know only too well the hard work and commitment that it takes to build and develop a marae. We also know that it is only possible with the support of other marae, community organisations, lwi, hapu and whanau.

We take this opportunity to again wish the Taiharuru Marae Incorporated our very best for all their future endeavours.

Heoi ano,

Teina Kake Chairperson.

# OPTIONAL TEMPLATE FOR APPLYING PUBLIC BENEFIT ENTITY SIMPLE FORMAT REPORTING – CASH (NOT-FOR-PROFIT)

#### STEP ONE - BASIC INFORMATION

Please complete the following information for your entity, this will then flow into the Performance Report.

Full name of entity: Taiharuru Marae

For the year ended: 31 March 2018

This workbook contains a number of formulae and other features designed to make its completion as easy as possible. To avoid inadvertent overwriting of this functionality, the workbooks have been password protected. The password is noted below, so that entities that wish to modify the workbook can do so. However, it is recommended that extreme care be taken if any modification is undertaken.

PASSWORD: xrb (Note password is case-sensitive)

#### **Performance Report**

# For the year ended: 31 March 2018

#### Contents

	Page	
Non-Financial Information:		
Entity Information	1	
Statement of Service Performance	2	
Independent Auditors Report	5	
Financial Information:		
Statement of Receipts and Payments	7	
Statement of Resources and Commitments	8	
Notes to the Performance Report	10	

[If the entity has an Independent Auditors Report or Independent Review Report - add this to your contents and attach to the Performance Report]

#### **Entity Information**

"Who are we?", "Why do we exist?"

For the year ended: 31 March 2018

Legal Name of Entity:*	Taiharuru Marae Incorporate
Other Name of Entity (if any):	
Type of Entity and Legal Basis (if any):*	
Registration Number:	CC54551
Entity's Purpose or Mission: * To enhance and provide a structural foundation for the purpose of a Marae	e for Whanau, uri of Ngati Korora, Te Waiariki and the wider community.
Entity Structure: * To unhold and strongthen the tilenge of our Marco Whareve Hanvard has	i using our principles and values are he managhitangs. Initial/itangs
To uphold and strengthen the tikanga of our Marae, Whanau, Hapu and Iw whakawhanaungatanga, mana motuhake, wairuatanga, rangatiratanga, kol	

Page 1 213 of 375

#### **Entity Information**

"Who are we?", "Why do we exist?"

For the year ended: 31 March 2018

Maio Causan of the Catholic Cash and Danness
Main Sources of the Entity's Cash and Resources.*
Fundraising and koha
Main Methods Used by the Entity to Raise Funds:*
Fundraising
Entity's Reliance on Volunteers and Donated Goods or Services: *
Volunteers are required for all fundraising efforts.

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#### **Entity Information**

"Who are we?", "Why do we exist?"

For the year ended: 31 March 2018

Additional Information*	
Contact details	
contact actains	
Physical Address:	
,	103 Tokawhero Road, R D 1, Kaikohe 0474
Postal Address:	
	103 Tokawhero Road, R D 1, Kaikohe 0474
Phone/Fax:	
	09-4011486
Email/Website:	de
	dawnette1971@gmail.com
f	

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#### **Statement of Service Performance**

"What did we do?" For the year ended 31 March 2018

#### Description of the Entity's Outcomes:

Strategic planning hui (28/05/17) - main purpose to collaborate whanau ideas & aspirations into one document for future establishment of Taiharuru Marae. There were many positive outcomes from this hui and it helped to identify the vision and valves we aspire to for our Marae.

Taiharuru Marae Netball Tournament (14/10/17) - annual event of over 20 teams whom compete and we have seen recent growth in youth participation. We have made 2 additional sections which cater for 8-10 year olds and 12-16 year olds. The overall tournament is a success and aside from the two food stalls held by the committee, we are able to adverse and build relationships with the wider community.

Lotto-drop fundraisers (every 2nd Saturday) - 40 numbers sold at \$5 for \$100 prize and \$100 profit. A great little fundraiser which is advertised on our Taiharuru Marae Facebook page.

	Actual*	Budget	Actual*
Description and Quantification (to the extent practicable) of the Entity's Outputs:*	This Year	This Year	Last Year
Outputs.	Tills feat	THIS feat	Last feat
Additional Output Measures:			
Additional Information:			
Due to the sudden passing of our previous Secretary, Dawnette Neho, it has	provide to be quite d	ifficult to fulfil her n	osition. She was
an active committee member and had a huge impact on our committee and			
few months now, but have adjusted to the changes. We are currently in the			
funding applications on behalf of the Marae. Our Annual General Meeting w			

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#### INDEPENDENT AUDITOR'S REPORT

To the beneficiaries of Taiharuru Marae Incorporated.

# **Report on the Financial Statements**

I have audited the financial statements of Taiharuru Marae Incorporated on pages 7-15 which comprise the statement of receipts and payments for the year ended 31 March 2018, the statement of resources and commitments, the statement of accounting policies and notes to the financial statements.

## Committee's Responsibilities for the Financial Statements

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

# **Auditor's Responsibilities**

My responsibility is to express an opinion on these financial statements based on my audit. I conducted my audit in accordance with International Standards on Auditing (New Zealand). Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the financial statements that give a true and fair view of the matters to which they relate order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Committee, as well as evaluating the overall presentation of the financial statements.

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

Other than in my capacity as auditor I have no relationship with, or interests in, Taiharuru Marae Incorporated.

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#### INDEPENDENT AUDITOR'S REPORT

To the beneficiaries of Taiharuru Marae Incorporated.

## **Basis for Qualified Opinion**

In common with other organisations of a similar nature, control over cash income derived from fundraising for the year ended 31 March 2018, prior to its being recorded is limited and there are no practical audit procedures to determine the effect of this limited control.

In this respect alone, it was not practical to obtain any further information or explanations.

# **Qualified Opinion**

In my opinion, except for the possible effects of the matter described in the basis for qualified opinion paragraph, the financial statements on pages 7-15 present fairly, in all material respects, the statement of receipts and payments of Taiharuru Marae Incorporated for the year ended 31 March 2018 and its statement of resources and commitments for the year then ended in accordance with generally accepted accounting practice in New Zealand.

## Restriction on Distribution or Use

This report is made solely to the beneficiaries of Taiharuru Marae Incorporated, as a body. My audit work has been undertaken so that I might state to the beneficiaries those matters which I am required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the beneficiaries of Taiharuru Marae Incorporated as a body, for my work, for this report or for the opinions I have formed.

James K Nair

Chartered Accountant

WHANGAREI

Dated: 26-06-18

# **Statement of Receipts and Payments**

"How was it funded?" and "What did it cost?" For the year ended: 31 March 2018

	Notes	Actual*	Budget	Actual*
		This Year	This Year	Last Year
		\$	\$	\$
Operating Receipts				
Donations, fundraising and other similar receipts*				
Fundraising		6,456		4,667
Koha		1,367		838
Fees, subscriptions and other receipts from members*				
Receipts from providing goods or services*				
Interest, dividends and other investment income receipts*		1,834		1,721
Other operating receipts				
Total Operating Receipts		9,657	-	7,226
Operating Payments				
Payments related to public fundraising*		3,720		4,330
Volunteer and employee related payments*				
Payments related to providing goods or services*				
Grants and donations paid*				
Other operating payments				
Advertising		-		78
Bank fees		75		
Interest expense		3		
Office expenses				40
Office expenses		_		40
Total Operating Payments		3,798	-	4,448
Operating Surplus or (Deficit)		5,859	-	2,778
Capital Receipts				
Receipts from the sale of resources*				
Receipts from borrowings*				
Capital Payments				
Purchase of resources*		18,209		1,791
Repayments of borrowings*				
Increase/(Decrease) in Bank Accounts and Cash*		(12,350)	-	987
Bank accounts and cash at the beginning of the financial year*		80,706		79,719
Bank Accounts and Cash at the End of the Financial Year*		68,356	-	80,706
Represented by:*				
Cheque account(s)		2,862		17,045
Term Deposit - 73		14,191		13,724
Term Deposit - 75		51,303		49,937
Cash Floats		,		15,507
Petty Cash				
,				
Total Bank Accounts and Cash at the End of the Financial Year*		68,356	-	80,706
Total balls Accounts and Cash at the Life of the Findhcial fedi		00,330	<u>-</u>	00,700

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## **Statement of Resources and Commitments**

"what the entity owns?" and "what the entity owes?"

#### As at

## 31 March 2018

SCHEDULE OF RESOURCES	This Year	Last Year
	\$	\$
Bank Accounts and Cash (from Statement of Receipts and Payments)*	68,356	90.700
Bank Accounts and Cash (from Statement of Receipts and Payments)	08,330	80,706
Money Held on Behalf of Others*		
Description*	Amount*	Amount*
Description	Amount	Amount
Money Owed to the Entity*		
Description*	Amount*	Amount*
Other Resources*		
	Cast au	
	Cost or	Cost or
Description and Source of Value* (cost or current value required if practicable to obtain)	Current Value*	Current Value*
Description and Source of Value* (cost or current value required if practicable to obtain)  Land and Buildings at quotable value valuation		
	Current Value*	Current Value*
	Current Value* 86,583  This Year	Current Value* 68,374  Last Year
Land and Buildings at quotable value valuation	Current Value* 86,583	Current Value* 68,374
Land and Buildings at quotable value valuation  SCHEDULE OF COMMITMENTS	Current Value* 86,583  This Year	Current Value* 68,374  Last Year
Land and Buildings at quotable value valuation  SCHEDULE OF COMMITMENTS  Money Payable by the Entity*	Current Value* 86,583  This Year \$	Current Value* 68,374  Last Year
Land and Buildings at quotable value valuation  SCHEDULE OF COMMITMENTS	Current Value* 86,583  This Year	Current Value* 68,374  Last Year
Land and Buildings at quotable value valuation  SCHEDULE OF COMMITMENTS  Money Payable by the Entity*	Current Value* 86,583  This Year \$	Current Value* 68,374  Last Year
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Land and Buildings at quotable value valuation  SCHEDULE OF COMMITMENTS  Money Payable by the Entity*	Current Value* 86,583  This Year \$	Current Value* 68,374  Last Year

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## **Statement of Resources and Commitments**

"what the entity owns?" and "what the entity owes?"

#### As at

## 31 March 2018

Other Commitments*		
Description*	A	Amount*
Description	Amount*	Amount
Guarantees*		
Description*	Amount*	Amount*
Scottphon	Amount	Amount
SCHEDULE OF OTHER INFORMATION	This Year	Last Year
SCHEDOLE OF OTHER INFORMATION	\$	\$
	Ψ	Ψ
Grants or Donations with Conditions Attached (where conditions not fully met at balance date)*	Amount*	Amount*
Resources Used as Security for Borrowings*		
	-	

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## **Notes to the Performance Report**

For the year ended 31 March 2018

## Note 1: Accounting Policies "How did we do our accounting"

#### Basis of Preparation\*

Taiharuru Marae is permitted by law to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

#### Goods and Services Tax (GST)\*

Taiharuru Marae is not registered for GST. Therefore amounts recorded in the Performance Report are inclusive of GST (if any).

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## **Notes to the Performance Report**

For the year ended 31 March 2018

	Note 2 : Analysis of Receipts "How was it fur	nded?"	
		This Year	Last Year
Receipt Item	Analysis	\$	\$
Fundraising receipts	Tournament, raffles, etc	6,456	4,66
	Total	6,456	4,667
		This Year	Last Year
Receipt Item	Analysis	\$	\$
Grants and donations	Donations/koha from the public	1,367	838
	Total	1,367	838
		2,001	
		This Year	Last Year
Receipt Item	Analysis	\$	\$
Fees, subscriptions and other receipts from members			
	Total	-	-
		This Year	Last Year
Receipt Item	Analysis	\$	\$
Receipts from providing goods or services	Receipts from sales to the public		
	Total	-	
		This Year	Last Year
Receipt Item	Analysis	\$	\$
Interest, dividends and other investment income receipts	Interest	1,834	1,72:
	Total	1,834	1,72

## **Notes to the Performance Report**

# For the year ended 31 March 2018

## Note 2 : Analysis of Receipts "How was it funded?"

		This Year	Last Year
Receipt Item	Analysis	\$	\$
Other receipts			
	Takal		
	Total	•	
	Total		
		This Year	Last Year
	Analysis		
		This Year	Last Year
		This Year	Last Year
		This Year	Last Year
		This Year	Last Year
Receipt Item Capital receipts		This Year	Last Year
		This Year	Last Year
		This Year	Last Year
		This Year	Last Year

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## **Notes to the Performance Report**

For the year ended 31 March 2018

## Note 3 : Analysis of Payments "What did it cost?"

	Note 3 : Analysis of Payments "What did it co	st?"	
		This Year	Last Year
Payment Item	Analysis	\$	\$
Payments related to public fundraising	Tournament, raffles, etc	3,720	4,330
rayments related to public fundraising	Tournament, rames, etc	3,720	4,330
	Total	3,720	4,330
D	Taut de	This Year	Last Year
Payment Item	Analysis	\$	\$
Volunteer and employee related payments			
	Total	-	
	Total		
		This Year	Last Year
Payment Item	Analysis	\$	\$
Payments related to providing goods or	Administration and overhead costs	78	118
services	Other service delivery costs		
	Total	78	118
		This Year	Last Year
Payment Item	Analysis	\$	\$
Grants and donations paid			
	Total	-	-
I=		This Year	Last Year
Payment Item	Analysis	\$	\$
Other operating payments	Audit fees		
	Total	-	-

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## **Notes to the Performance Report**

For the year ended 31 March 2018

# Note 3 : Analysis of Payments "What did it cost?"

		This Year	Last Year
Payment Item	Analysis	\$	\$
Payment Item Capital payments			
	Total	-	-

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## Notes to the Performance Report

For the year ended 31 March 2018

		Notes 4-7				
Note 4: Correction of Errors*						
					-1 · v	
Note 5: Related Party Transactions*			This Year \$	Last Year \$	This Year \$	Last Year \$
Description of Related Party Relationship*	Description of the cash or amount in	Transaction (whether	in Value of Transactions*	Value of Transactions*	Amount Outstanding*	Amount Outstanding*
Description of Related Party Relationship	cash of amount in	Killuj	Transactions	Transactions	Outstanding	Outstanding
OR (Delete one not applicable to the entity)						
Note 5: Related Party Transactions						
There were no transactions involving related parties	during the financial	year. (Last Year - Nil)				
Note 6: Events After the Balance Date*						
		Father at all 11	16 -4 -11 4b	!- !!!!		
Nature of the Event*		Estimated H Amount*	ow, if at all, the event	is likely to affect th	ie continuing viabili	ty of the entity*
OR (Delete one not applicable to the entity)						
Note 6: Events After the Balance Date						
There were no events that have occurred after the b	alance date that wou	uld have a significant in	npact on the Performa	nce Report. (Last Ye	ear - Nil)	
Note 7: Additional Notes						

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# **Charity Summary**

**Registration Number:** CC54551

**Registration Date:** 09/06/2017

Taiharuru Marae Incorporated **Charity Name:** 

# **Charity Details**

Taiharuru Marae **Trading Name** 

**Registration Details** 

Registration Status: Registered Balance Date: March 31 IRD Number: Restricted

9429043029723 NZBN Number:

**Address for Service:** 

Charity's Postal Address: 20 Charles Street

Kamo

Whangarei 0112

Charity's Street Address: 20 Charles Street

Kamo

Whangarei 0112

**Charity's other details** 

021 296 3195 Phone:

Fax:

Email: taiharurumarae@gmail.com

Website: Facebook:

Twitter:

Social Network Name:

# **Areas of Operation**

New Zealand: Northland

Percentage spent overseas 0

# **Purpose & Structure**

## **Purpose**

To enhance and provide a structural foundation for the purpose of a Marae for Whanau , uri of Ngati Korora, Te Waiariki and the wider community

## **Entity Structure**

To uphold and strengthen the tikanga of our Marae, Whanau, Hapu and Iwi using our principles & values:

Aroha Manaakitanga Kaitiakitanga Whakawhanaungatanga Mana Motuhake Wairuatanga Rangatiratanga Kotahitanga

## **Activities**

Main Activity: Other (please state)

Activities: Other: A combination of all stated activities; A Marae facility for the community,

Caring for Kaumatua/Kuia,

**Sectors** 

Main Sector: Marae on reservation land

Sectors: accommodation / housing, Education / training / research, Health, Marae on

reservation land, Community development, Emergency / disaster relief, Religious activities, Arts / culture / heritage, Sport / recreation, Fund-raising, Disability,

Promotion of volunteering

**Beneficiaries** 

Main Beneficiary: General public

Beneficiaries: Children / young people, Voluntary bodies other than charities, Older people,

People with disabilities, General public, Family / whanau, Religious groups

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# **Annual Returns**

Date Submitted 01/04/2019

**For Year Ended** 31/03/2019

**Total Income** 

**Total Expenditure** 

Reference AR002

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# **Officer Details**

# **Current Officers**

Name	Officer Type	Position	<b>Position Appointment Date</b>
Kenneth Connor	Individual	Chairperson	27/06/2012
Ngaire Cooper	Individual	Treasurer	27/06/2012
Ana Kake	Individual	Trustee	20/11/2016
Ani Phillips	Individual	Trustee	20/11/2016
Aroha Mahanga	Individual	Trustee	20/11/2016
Chanceree Hadfield	Individual	Assistant Treasurer	20/11/2016
Isabella Mehana	Individual	Trustee	20/11/2016
Kaio Mahanga	Individual	Trustee	20/11/2016
Khalia Hadfield	Individual	Trustee	20/11/2016
Monique Puru	Individual	Trustee	20/11/2016
Samantha Mehana	Individual	Trustee	20/11/2016
Tatyana Te Hira	Individual	Assistant Secretary	20/11/2016
Terri Saunders	Individual	Trustee	20/11/2016
Dawnette Neho	Individual	Secretary	06/06/2013
Te Ratahi (Harry) Mahanga	Individual	Vice Chairperson	06/06/2013

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# Whangarei Marina

From: Whangarei Marina <info@whangareimarina.nz>

**Sent:** Monday, 1 July 2019 2:45 p.m.

To: 'funding@wdc.govt.nz'

Cc: 'cindy.velthuizen@wdc.govt.nz'

Subject: Partnership Fund Application - New Marina Civil Works Project Management
Attachments: Okara Marina Engineering and Project Management Proposal.pdf; Mangrove

Okara Marina Engineering and Project Management Proposal.pdf; Mangrove removal.docx; EIA Report ME - Summary.docx; New Marina business proposal at

removal docx, EIA Report IVIE - Summary docx, New Ivianna business prop

Okara SB 10319.docx; Marina WDC Partnership Fund application.docx

## Hi Cindy,

Attached is The Whangarei Harbour Marina Management Trust's application to the current Partnership Fund.

We are applying for assistance with the employment of professional project management of the civil works required to build a new marina in Okara. Once this design detail work and tender process is completed it will give a sound basis for further funding to be sought.

I will drop in a hard copy this afternoon to the front desk.

Please let me know if further documents are needed. We appreciate the time taken to consider our request and we look forward to hear the committee's decision.

# Sharron Beck

Whangarei Marina 37 Quayside Town Basin Whangarei 0110 New Zealand

Tel: +64 9 4382033 VHF 18 www.whangareimarina.com



Private Bag 9023, Whangarei 0148, New Zealand
P +64 9 430 4200 | 0800 WDC INFO | 0800 932 463 F +64 9 438 76
E mailroom@wdc.govt.nz www.wdc.govt.nz

# **Community FundingApplication Form**

If you need help to complete this application form or would like to discuss your application, please contact the Community Funding Officer well before the closing date of the round you are applying to. Call 09 430 4200 or email funding@wdc.govt.nz to make an appointment.

Funding information and closing dates are at www.wdc.govt.nz/funding.

Summary information	
Organisation name	The Whangarei Harbour Management Trust
Amount requested	\$129,000 ex GST
Project name	New Marina at Okara – Civil Works Project management.  Incl. Civil Works Design, Drawings, Geotechnical Testing, Contracts management, Construction Supervision, Site access and Pre-loading.
Which Fund you are applying to? Choose only one (tick or highlight). Check the Funding Guide for criteria and closing dates.	□ Community Fund □ Performing Arts Fund □ Community Halls Maintenance Fund □ Resident and Ratepayer Fund □ Partnership Fund (additional documentation required – refer to Guide) □ Community Loan(additional documentation required – refer to Guide) □ Other, please specify:

Section 1: Your Details	
Tell us about your organizat	tion/group
Group's postal address	Whangarei Marina
	37 Quayside, Town Basin, Whangarei 0110
	this application, who should we talk to? Please provide 2 contacts and ity of the group you are applying on behalf of.
* Note: We will use this ema	ail to ask questions and advise you of the outcome of this application.
Primary contact's name	Brian Caulton
Position in group	Marina Manager, Trust working group
Email*	brian@whangareimarina.nz
Daytime phone number(s)	09-4382033 0273388625
Second contact's name	
Position in group	Sharron Beck
Email	Assistant Marina Manager, Trust working group
Daytime phone number(s)	09-4382033 0273448911



Section 2: Eligibility
Is your group a not-for-profit legal entity?
es – please provide:
<ul> <li>Your incorporated society or charitable trust registration number: CC37579</li></ul>
☐ No* – you will need to:
<ul> <li>EITHER gain legal status (see <a href="http://www.societies.govt.nz/cms/customer-support/faqs">http://www.societies.govt.nz/cms/customer-support/faqs</a>),</li> <li>OR apply under the umbrella of a group that does meet this requirement (refer below).</li> </ul>
<b>Note: Community Loan applicants</b> must be a not-for-profit legal entity and cannot use an umbrella group.
*Umbrella Group Guarantee
Applicants that are not a registered charitable trust or incorporated society must apply under an umbrella group that is.
A suitable umbrella group knows the applicant well and is willing to vouch for them and their project, and are prepared to accept legal liability and responsibility.
Grants are paid to the umbrella group for disbursement to the applicant in accordance with the grant agreement.
If the grant conditions are not met, Council may request the grant monies to be returned and/or may place restrictions on granting funds to the applicant and the umbrella organisation in future.
The following section is to be completed by an authorised officer of the umbrella group.
Umbrella group name
Society or trust number:
Contact person
Email
Daytime phone number(s)
I confirm that our organisation is willing to guarantee and receive any monies granted to:
Applicant organization:
Applicant organisation:
Project name:
Signature
Date
Please provide a bank deposit slip or other evidence of umbrella group's bank account details.



Name of project	New Marina at Okara – Civil Works Project management.	
Amount requested	\$129,000 plus GST	
When and where will this take place?	RS Engineering Ltd, 2 Seaview Road, Whangarei Projected start September 2019 and over the 2 year marina construction period.	
Who will likely benefit from your project?	The additional berths available in the city will bring increased opportunity for the Whangarei marine trade industry and tourism businesses. This comes primarily from the overseas visiting yachts which stay for 6 months of the year repairing, refitting and restocking their yachts. Local recreational boat owners who are currently waitlisted for berths will also find a home for their boat with available car parking – which the current Town Basin Marina cannot provide.	
How many people will directly benefit?	Recreationally around 500 annually, based on 200 boats using the new marina with average 2.5 people per boat. It will also benefit a large public population within Whangarei by adding an attraction to the loop walkway and increase opportunities to a multitude of local businesses, of which 30 are in the Whangarei Marina Industry Group	
that you think will benefit from this		
Z European – estimate	%:55	
Naori – estimate %:10	- 0/.E	
acific Peoples – estimat		
ther European - estimate	te %:25	
sian - estimate %:2		
	erican/African – estimate %:2	
ther ethnicity – estimate	9 %:1 	
Area of work		
most closely to your project.	re support is being requested, please select which of the following relat	
	Arts and Culture – Projects and activities that facilitate education and enjoyment of the arts and of culture for the people of our District.	
	Heritage and Environment – Projects and activities that preserve and promote the heritage of our District and that protect and enhance the environment in which we live.	
Recreation and Spor	of our District and that protect and enhance the environment in which we live.  Recreation and Sport – Projects and activities that enable participation and engagement is recreation and sport for people in our district of all abilities, ages and life stages.	





Community Connectedness and Wellbeing – Projects and activities that strengthen community cohesion and connectedness in ways that cultivate healthy, happy and positive relationships across our District.

# Tell us about your request in the following questions. Be succinct and clear.

**The Idea** – Briefly explain what it is that you want to do:

The Trust is seeking funding for civil works design and management of the roading and land fill operations which will create car parking, a utility supply network, a facility building foundation and a public green space.

The local company of RS Eng Ltd has been appointed by the Trust as project manager for the construction of a new marina in Okara. This design and tender process component is the vital next step of the total marina build and will allow the exploration of the most economic process and provide a sound basis for further funding sourcing.

https://www.whangareimarina.com/node/128 See our website for an overview.



# The Need –What need is there for your project, programme or service?

The marina in the Town Basin is currently turning yachts away as berthage is limited. There is a waiting list of people moving to Whangarei wanting long term berths and opportunities are being lost in the high end tourism and local marine industry from losing large visiting overseas yachts. For Whangarei's expanding yacht refit industry it is these larger vessels who spend the most.

This demand is also likely to increase once the Hundertwasser Art Centre and Wairau Maori Arts gallery is constructed, as well as with events such as the Woman's Rugby World Cup in the neighbouring Stadium and the Americas Cup 2021. With 115 new berths, the new Okara Marina will add significant capacity to the Whangarei marine industry and support the growth of the tourism industry.

Support from local communities has been overwhelming. The resource consent process received only 2 negative submissions which is very unusual for this type of project.

Sports Community: As a Non-Profit organisation the WHMMT has a long history of distributing grants annually of around \$30,000 to local water sports groups such as the rowing club, sea scouts, waka ama, sailing clubs and individual youth racing sailors. This has given the Trust a lot of involvement and respect from the community. These community grants are planned to continue to grow once the new marina reaches a profitable level of occupancy.

Business Community: Many letters of support have been received from within the marine industry stating their belief in the existing demand for more berths in Whangarei and the increase in



- Business Community: Many letters of support have been received from within the marine industry stating their belief in the existing demand for more berths in Whangarei and the increase in employment it is expecting to bring. This includes small marine services businesses, NZ Marine, a large haul out boatyard and even a neighbouring privately run marina.
- Hapu/lwi: There is a good relationship with Te Pouwhenua o TiakiririKukapa Trust (T/A Parawhau Ki Tai), who consults with other Hapu/lwi groups on behalf of the marina trust. A relationship agreement has been signed.
- Local Government: The development is included in the WDC Whangarei 20/20 Momentum plan and the NRC has included it in the Tai Tokerau Northland Economic Action Plan. The Business development group Northland Inc has prioritised the marine sector development of the area and is thus advising the marina Trust on the process.

**The Impact** – What difference will your project make?

Developing the Okara marina is expected to contribute in to the following areas:

**Economic Performance** —Provide much needed capacity in order to increase the marine sector and tourism industry in the Whangarei.

**Liveable Community** – Contribute to the safe and inviting spaces in the City and on the waterfront, making the lower waterfront more accessible to the public.

Cultural and Heritage – by engaging with Iwi throughout the process of developing the Okara marina, a meaningful partnership has been formed and is being developed and the mana whenua (authority over land or territory) of Māori is preserved.

**Public Focus** – Contribute to the vibrant and attractive public spaces around the Loop walkway, enabling increased interaction with the water and green spaces.

**Well Connected**— The site has been chosen for the ease of movement between the city retailing, tourist entertainment and marine industry services.

Your Readiness – What controls and checks do you have in place to manage the funding?

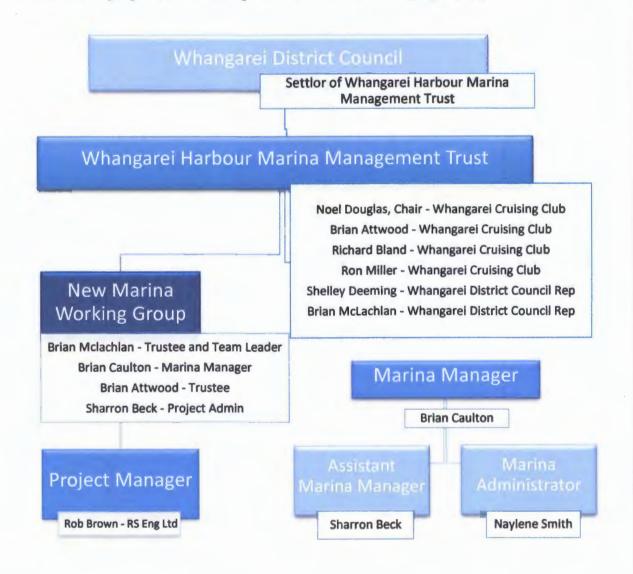
- Three potential project management companies were interviewed and accessed. Payment for the management services would be staged upon progress. Appointment of an independent risk assessor is in progress.
- Market Economics Limited has worked through a business plan and an economic assessment. An independent risk assessment has been done on the sustainability of repaying a proposed loan.
- The Whangarei Harbour Marina Management Trust, est.1991, is a Non-Profit Charitable Trust which provides and manages marina berths to the benefit of Whangarei City. It has a long standing history of conservative sound business practice. Multiple signatures are required on all payments, with major outgoings discussed at monthly board meetings.



Your Readiness –Tell us about your team's structure and how you will manage the funding to achieve the outcome.

The funding will be managed by the Construction supervisor of Civil works including providing advice to contractors, regular project meetings and certifying payment claims.

The New Marina Working Group includes Marina Management staff each with over 13 years experience of refurbishing the Town Basin marina, managing an annual dredging maintenance program and advising on the Hatea River dredging management.



Collaboration - Who will you work with to deliver your project, programme or service?

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Though the Trust and their employees are experienced in marina refurbishment works the Trust has decided to appoint RS Eng Ltd as an independent project manager for this larger scale and multi-faceted construction. A risk assessment specialist is being consulted with for further support. The Trust is working with the following groups on various aspects of the project: lwi (Te Pouwhenua o TiakiririKukapa Trust); Northland Inc.; Whangarei District Council; Northern Regional Council (Harbour Master). Your Approach - How do you demonstrate value for money and the impact of your work? The executive summary of an Economic Impact Report by Marketing Economics is attached. The full document is available upon request. The Cost benefit ratio of the project is estimated to be 1:33 with an annual \$9.5m generated for the Whangarei District as well as indirectly supporting the creation of 94 new jobs within the marina industry and general retail. The extension of the loop walkway into the new marina will also increase the attraction of this hugely successful community feature of the city. Your Approach - How does your project, programme or service meet best practice and is it evidence based? Resource Consent governs the management process and is filtered and monitored by NRC. For implementation of the new marina project we will be utilising processes that are in accordance with best practice similar to those used by other local large scale community projects. Section 4: Project Budget Provide a full list of your project income, fundraising and expenses. If your budget is detailed, provide a summary below and attach your budget separately. No - include GST where applicable Are you registered for GST? es – exclude GST from your budget 057-120-169 GST number Amount (A) Project income/contributions \$ Other grants and donations \$ 39.100 Own contribution / fundraising (A) Total income expected \$ 39.100 ex GST In-kind support - please list e.g. volunteer numbers, estimated hours of work, plus any donated materials, equipment etc. Volunteer Numbers: 6 **Estimated Hours Work:** 6 Trustees govern voluntarily. Professional contractors will do the work.

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	may considered to the long of the standard transforms from States when a game of any fine it can a become on their breather and
(B) Total project costs	
NB, The total Marina Construction Budget is \$12.5 to \$13 million.	
Fees for Project Management for the total project are \$352,480 as per the attached proposal. Plus the removal of the mangroves to allow site access is quoted at \$15,000.	
Design of Civil works	\$44,000
Drawings for Civil works	\$13,200
Geotechnical Testing (if required)	\$25,000
Prepare contract documents, manage tender process, including a pricing / quantity schedule and an engineer's estimate of construction costs.	\$26,400
Construction supervision of Civil works including providing advice to contractor, regular project meetings and certifying payment claims.	\$35,200
Site testing as required	\$10,080
Site access mangrove removal – Symbiosis Tree Services	\$15,000
	\$168 880
Plus GST	\$25,332
(B) Total expenses expected	\$194,212
(C) Income less expenses	- \$149,200 Incl. GST



## Declaration

On submitting this application for funding, you have deemed acceptance of these terms and conditions.

I declare that I have the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct.

If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within two
  months of being advised. I understand that grant payments will only be made to a bank
  account in the name of the applicant group or the umbrella group as appropriate.
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by Whangarei District Council
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur
- submit a Funding Report within two months of the completion of the project to Whangarei District Council (or as otherwise requested)
- keep all invoices and receipts accounting for the full amount of the grant or loan, and provide these if requested.

I/we consent to the Whangarei District Council recording the personal contact details provided in this application, and using this to send me community funding related information. I understand I can opt out anytime.

I/we understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I/we understand that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.

# Submitting your application

Send your application and any supporting material to <a href="mailto:funding@wdc.govt.nz">funding@wdc.govt.nz</a>. You can also drop it in to us at Forum North or Walton Plaza, or post it to us at:

Attention: Community Funding Whangarei District Council Private Bag 9023 Whangarei 0148

We will acknowledge receipt of your application by email. If you don't hear from us within 7 days, please call 430-4200 to check we have received it.

Most funding decisions are advised 6 weeks after the funding round closes.



# **About The Trust**

The Whangarei Harbour Marina Management Trust is a Non-profit charitable trust providing and managing marina berths for the benefit of the Whangarei region.

Currently managing 173 berths in the Town Basin and 109 pile moorings at Kissing Point. Our Charitable Trust allocates grants annually to local water sports organisations such as the Rowing Club, Sea Scouts, Waka ama, Sailing Clubs, School Sailing Teams and the Whangarei Waka Trust.

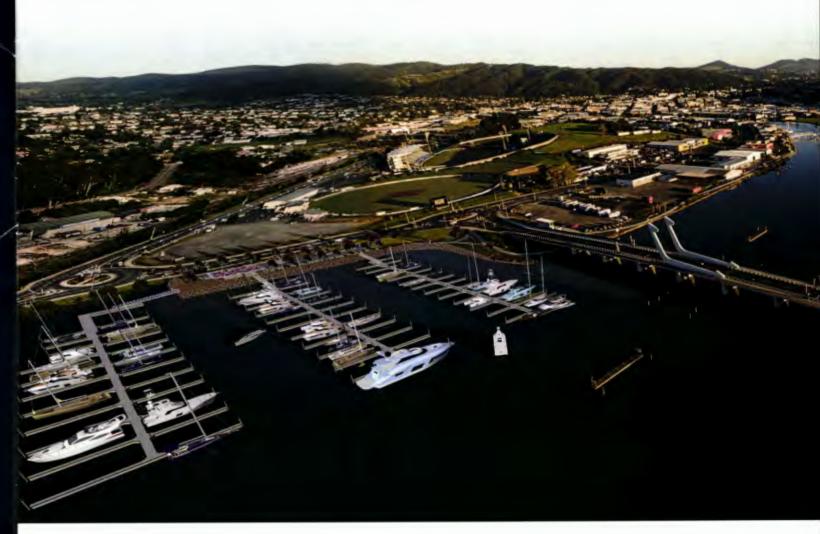
www.whangareimarina.com info@whangareimarina.com



# MARINA AT OKARA

Proposal

**UPPER HATEA RIVER, WHANGAREI** 

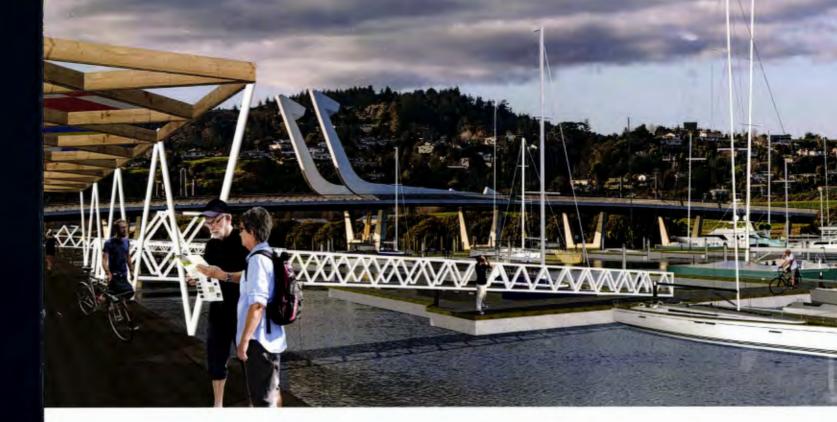


The Whangarei Harbour
Marina Management Trust
is planning to build a 115 to 130
berth marina in the upper
Hatea river, just downstream
of the Te Matau ā Pohe
bascule bridge.

The increased demand from visiting and long term vessels to berth in Whangarei, and in particular with the trend of larger yachts which the Town Basin cannot facilitate for, led The Trust to consider the construction of an additional marina.

Marina berths will accommodate boats from 10m to 40m in length on fully serviced floating pontoons. 20% will be designed for Multihulls. An Office and facility building, with ample parking for marina users, will be built on a land reclamation area. Dedicated access will be off Port Road.

The proposed marina at Okara will benefit the local boating public and also give more re-fit and servicing work opportunities to the expanding Marine Specialist Industry of our city. It will cater for a blend of permanent local boats and seasonal visitors, in particular welcoming the hundreds of overseas yachts who sail down to visit New Zealand. The timing of the new marina is optimal with the coming Hundertwasser Centre and the 2021 America's Cup increasing the numbers of visitors to the area.



# **Economic Impact**

The project is included in both the WDC 20/20 momentum plan, and due to its significant economic development benefits, also in the Tai Tokerau Northland Economic Action Plan.

It will be funded by cash reserves, grants and borrowings. An independent economic impact report has forecast that the marina, when fully occupied, will generate an annual economic impact of \$9.5m for the Whangarei district, as well as indirectly supporting the creation of 94 new jobs.

The ecology, archaeology, hydrology, traffic, topography, feasibility, engineering and landscaping reports are complete.
Resource consent has been lodged.

All going well, it is planned that the first boats will be able to berth in the summer of 2019/2020.

An extensive dredging program will be required. The dredged material would be placed into the current site at Kissing Point. Imported hard fill will be used for a land reclamation and 3 piers of floating berths will be built out over the water providing berths for 115 to 130 boats.

# The proposed site at Okara is;

- Sheltered from wind and waves
- Walking distance to shopping
- Walking distance to the marine industry
- On the sea-side of the bascule bridge (so will not require bridge openings)
- Already a significantly modified environment so the impact will be minor
- A visual extension to the popular Loop Walk of Whangarei
- A positive impression on a gateway road into the Whangarei City centre
- Offering increased public access to the waterfront.

Our objective is to help Whangarei prosper

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PROPOSAL FOR ENGINEERING DESIGN, PROJECT MANAGEMENT AND CONSTRUCTION MANAGEMENT SERVICES

PROPOSED OKARA MARINA
WHANGAREI



# **FEE PROPOSAL**

# Okara Marina, Whangarei

Proposal prepared for: Whangarei Marina Trust

Proposal prepared by: Rob Brown

Proposal reviewed by: Max Haag

Date: 02 April 2019



Details	Date
Proposal release	03 April 2019



# Contents

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03 April 2019

Issue: 1

# **FEE PROPOSAL**

# Okara Marina, Whangarei

## 1.0 Introduction

Whangarei Marina Trust has requested a fee proposal for the design, project management and construction management of the proposed new Okara Marina in Whangarei.

This fee proposal seeks to give the Whangarei Marina Trust some certainty in the consultant's experience, project fees and deliverables.

The Trust is seeking proposals from suitably qualified professionals who specialise in marina development projects to deliver stages of the works to a world class standard.

RSEng (formerly Richardson Stevens Consultants (1996) Ltd) is a multidisciplinary team of Consulting Engineers located in Whangarei with a team of over 20 staff covering Structural, Geotechnical and Civil Engineering.

Within the team are Rob Brown and Max Haag who specialise in marine structures and Rob provides a full project management service for the client.

## 2.0 Advantages to Whangarei Marina Trust

This proposal to the Whangarei Marina Trust for one consultancy to deliver the engineering investigation, engineering design and detailing, contract documentation, procurement management, project management and construction management of the project offers a real time and management fee advantage to the Trust as all of these processes interlink as well as overlap and can be delivered quickly and seamlessly by one small team will the skillset required to cover the range of disciplines involved in this project.

## 3.0 Project Lead

#### **ROB BROWN**

## Senior Civil Engineer



Rob has extensive experience in the pricing, tendering, design, construction management, project budget control and project management of marinas and marina components.

Rob prides himself in providing practical engineering solutions and enjoys the challenge of complex engineering projects and exceeding clients' expectations.

Rob has many years' experience in the design and construction management of marinas completing design and build projects for public and private clients

## Kev tasks include:

- Design of marinas and marine structures.
- Preparing budgets, contract documents and tender packages.
- Construction management including budget control and trades coordination.
- Competitive pricing and procurement of materials.

## **Key Projects:**

- Tairua Marina
- Whangarei Town Basin Pier C replacement
- Auckland Ferry terminals
- Fairway Bay Marina Auckland
- Opua Marina Stage 2
- Waitangi cruise ship terminal
- Whangaroa Marina extension and refurbishment

# Qualifications:

- Graduate Diploma of Engineering (Civil)
- CPEng (Chartered Professional Engineer)
- CMEngNZ (Chartered Member of Engineering New Zealand)
- NZCE (Mechanical)
- Diploma of Engineering (Mechanical)

## Professional Memberships:

- Engineering New Zealand (Chartered Member)
- NZ Coastal Society
- NZ Geotechnical Society
- International Society for Soil Mechanics and Geotechnical Engineering
- Structural Engineering Society
- NZ society for Safety Engineering
- Concrete NZ

## 3.1 Key Staff

#### MAX HAAG

Director / Civil and Structural Engineer

Max has practiced as a professional engineer in Northland for over 15 years, working at RS Eng Limited, Refining NZ and United Civil Construction and a further four years overseas with Kramer Ausenco. He has been Director at RS Eng since 2015.

Max prides himself in providing practical engineering solutions and enjoys the challenge complex engineering project and exceeding clients' expectations.

### Key skills

- Structural, civil, coastal and marine design
- Project/construction management
- Environmental assessment for resource consent applications.

# Max's recognised EngNZ practice areas are:

- Structural design of buildings and project management
- Civil and marine works design and project management
- Geotechnical and hazard assessments for building and civil works suitability, including foundations
- Environmental assessment for resource consent applications.

## Qualifications:

- Bachelor of Engineering Hons (Civil)
- CPEng (Chartered Professional Engineer)
- NZCE (Civil)

## Professional Memberships:

- Engineering New Zealand (Chartered Member)
- NZ Coastal Society

Max is an accepted Independent Qualified Person (IQP) by the Whangarei District Council (IQP No. 028), in the following areas: Roads and access, Stormwater, Wastewater, Site suitability including site hazards and Water.

## **4.0 Recent Completed Projects**

## 4.1 Opua Marina Stage 2

Opua Marina Stage 2 was constructed in 2016 - 2017 and included a large reclamation with boardwalk, 30,000m<sup>3</sup> of dredging, civil works, 149 marina berths (including the addition of berths on 2 x existing Pier and a large floating wave attenuator.



RSEng undertook the design of the seawall (with specialised detailed design by Tonkin and Taylor) nd dredging as well as preparing tender documents, schedule of prices and running the tender process, RSEng also provided project management services and construction management services on behalf of the client.

Rob Brown undertook the detailed design of the marina, preparation of shop drawings for the seawall construction, tender preparation and construction management as a contractor.

# 4.2 Whangarei Town Basin Marina C Pier replacement

C Pier in the Town Basin Marina was replaced in 2015 as part of a marina refurbishment plan, this included dredging the footprint of the new berths and providing a full replacement turn key package to the client.

Rob Brown undertook the detailed design of the marina, tender preparation, project management and construction management as a contractor.



## 4.3 Whangaroa Marina Northern Berths

Whangaroa Marina required the addition of 10 x 20 metre marina berths to cope with the demand for larger vessels and provide additional funding for the refurbishment of the break water structures.

Rob Brown worked with the marina trust organisation to develop a plan for the extension and refurbishment project that met their quality and funding goals.

Rob Brown undertook the budget analysis, detailed design of the extension, tender preparation, project management and construction management as a contractor.



## 5.0 Current projects

Rob Brown is currently undertaking the following Key projects in the Northland area:

Project	Capacity
Paihia Wharf Extension	Design of wharf extension and pontoon structures.
	Project Management services for client.
	Prepare all NZS 3910 contract documents and tender
	documents and run tender process.
	Construction Management Services
Oceania Marine 560 Ton	Design of travel lift runway structures
Travel lift	Prepare NZS 3910 contract documents for client.
Russell Wharf upgrades	Project Management services for client.
	Prepare all NZS 3910 contract documents and tender
	documents and run tender process.
	Construction Management Services
Opua Superyacht berth	Project Management services for client.
	Prepare all NZS 3910 contract documents and tender
	documents and run tender process.
	Construction Management Services
Mangonui Foreshore	Working with Community project group.
Development	Provide advice, construction methodology and engineers
	estimate for construction works.
	Provide engineering input for Resource Consent application.

# 6.0 Fee proposal

We recommend that the project is broken up into three smaller projects to suit the skills of suitable contractors as below:

# Project 1 – Civil Works

We recommend that this portion of the works is designed in house, including a full set of construction drawings, so that tenders can be prepared by contractors to a set out schedule of quantities, and in full compliance with the resource consent conditions. This will allow easy comparison of pricing and competitive tendering to be received. We do not recommend using a design and build model for this portion of the works as a large range of prices may be received with a significant amount of design assumptions and risk to the contract, a substantial amount of work will be required to verify the design (peer review) and ensure compliance with the resource consent conditions.

This portion of the works may be further broken up into two contracts, the first being the reclamation, rock armoring and services contract, the second being the carpark surfacing contract after a period of settlement for the reclamation area. This would have the benefit of using specialised earthworks and civil construction contractors.

We recommend that the design phase is undertaken as early as possible so that the reclamation can be built as early as possible and be allowed the maximum amount of time for settlement prior to the marina opening to reduce the overall construction costs as much as possible.

The scope of works we have allowed to deliver will be split into three phases

- 1) Design of the Civil works
- 2) Prepare contract documentation, pricing schedules and an engineer's estimate for the construction costs
- 3) Construction supervision of the works

#### Project 1, Civil Works - Design of the Civil works:

We understand that the scope of work is to design a 5,600 m<sup>2</sup> reclamation including staging of the works, rock armoring to slopes, stormwater management, wastewater management and water supply.

Component	Estimated Fee	
Design of Civil works	\$44,000	
Drawings for Civil works	\$13,200	
Geotechnical testing by others (if required)	\$25,000	

# Project 1, Civil Works Contract - Preparation of specifications, quantity schedules and contract documents:

We understand that the scope of work is to prepare specifications for the works, quantity schedules, NZS 3910 contract documents, manage the tender process, receive the tenders and prepare a tender report and recommendation.

Component	Estimated Fee
Prepare contract documents, manage tender process, including a pricing /	\$26,400
quantity schedule and an engineer's estimate of construction costs	

#### **Project 1, Civil Works - Construction supervision:**

We understand that the scope of work is to verify the works are constructed to the required specification, site testing as required, verify volumes, certify and process payment claims.

Component	Estimated Fee
Construction supervision of Civil works including providing advice to contractor, regular project meetings and certifying payment claims (Estimated 8 hours per week for 20 weeks)	\$35,200
Site testing (as required)	\$10,080

### **Project 2 - Dredging**

We recommend that this portion of the works is designed including a full set of construction drawings so that tenders can be prepared by contractors to a set out schedule of quantities and in full compliance with the resource consent conditions, this will allow an easy comparison of pricing and competitive tendering to be received.

Okara Marina Civil Design, Project Management and Construction Management Proposal

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The scope of works we have allowed to deliver will be split into three phases

- 1) Design and drawings for dredging works ensuring that the design works in with the reclamation design and construction phasing
- 2) Prepare contract documentation, pricing schedules and an engineer's estimate for the construction costs
- 3) Construction supervision of the works (verifying volumes and construction tolerances are met)

Component	Estimated Fee
Design checks for dredging works	\$3,520
Prepare drawings and volume calculations	\$2,400
Prepare contract and manage tender process, including a pricing / quantity schedule and an engineer's estimate of construction costs	\$6,600
Construction Supervision	\$5,280

### **Project 3 – Marina Construction**

We recommend that this portion of the works is let as a design and build contract based on overall layout drawings, a detailed specification and schedule of quantities. Contractors can prepare Tenders to a schedule of quantities and in full compliance with the resource consent conditions, this will allow competitive Tendering to be received based on different contractor's pontoon construction details.

The marina construction may be split into multiple phases dependent on funding availability.

The scope of works we have allowed to deliver will be split into two phases

- 1) Prepare contract documentation, pricing schedules and an engineer's estimate for the construction costs
- 2) Construction supervision of the works

#### Project 3, Marina Contract - Preparation of specifications, quantity schedules and contract documents:

We recommend that the scope of work is to prepare specifications for the works, quantity schedules, NZS 3910 contract documents, manage the tender process, prepare a tender review report and contractor recommendation.

Component	Estimated Fee
Prepare contract and manage Tender process	\$17,600

#### **Project 3, Marina Contract – Management of the Marina construction:**

We understand that the scope of work is to verify the works are constructed to the required specification, site testing as required, verify volumes, certify and process payment claims.

Component	Estimated Fee
Management of marina construction including attending regular meetings and certifying payment claims (Estimated 8 hours per week for 20 weeks)	\$35,200

The fee estimates provided are based on the following information being provided to RSEng at no cost:

- Topographical survey of the site and surrounding area including the seabed
- Survey of stormwater and waste water network appropriate to the site with lid levels for manholes, size, type, invert levels and grades for all pipes (as appropriate).

Okara Marina Civil Design, Project Management and Construction Management Proposal

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Sampling of dredged material (to confirm suitability for hydraulic dredging)

The following is excluded from the scope of supply:

- Surveying services
- Building consent applications and council fees

### 7.0 Fee Proposal Summary including Project Management

#### 1.0 Civil Works

Design of Civil works for marina	\$ 44,000.00
Drawings for Civil works for marina	\$ 13,200.00
Geotechnical Testing (if required)	\$ 25,000.00
Prepare contract documents, manage tender process, including a pricing / quantity schedule and an engineer's estimate of construction costs	\$ 26,400.00
Construction supervision of Civil works including providing advice to contractor, regular project meetings and certifying payment claims (Estimated 8 hours per week for 30 weeks)	\$ 35,200.00
Site testing (as required)	\$ 10,080.00
Total (excl GST)	\$ 153,880.00

### 2.0 Dredging Works

Design checks for dredging works		3,520.00
Prepare drawings and volume calculations		2,400.00
Prepare contract documents, manage tender process, including a pricing / quantity schedule and an engineer's estimate of construction costs		
	\$	6,600.00
Site testing (as required)	\$	10,080.00
Total (excl GST)	\$	22,600.00

### 3.0 Marina Construction

Total (excl GST)	\$	52,800.00
Note: Geotechnical testing scope to be confirmed		
certificates		35,200.00
Management of marina construction including payment		
Prepare Marina works contract and manage tender		17,600.00

### 4.0 Project Management

General project management including attending PCG	
meetings and chairing CCG meetings, project site	
meetings, provide project status reports and budget	
updates, health and safety management of the site	\$ 123,200.00

 $Note: Excludes \ GST, \ printing, \ general \ disbursement \ and \ vehicle \ mileage \ costs \ to/from \ site$ 

#### 8.0 Collaboration

Rob Brown has held a working relationship with Brian Caulton at the town basin marina for some years and we seek to work collaboratively on this project to use the skills of others within the team to deliver some of the QA and management tasks in the most cost-effective way to save the Whangarei Marina Trust costs on the project wherever possible.

This scope can be developed as the job progresses.

#### 9.0 Limitations

This fee estimate has been prepared solely for the benefit of the Whangarei Marina Trust. The purpose is to determine the engineering fees for the design and management of the marina construction covered in this proposal. The reliance by other parties on the information contained therein shall, without our prior review and agreement in writing, do so at their own risk.

The fees included in this estimate are based on our knowledge of the site and the information supplied by the Whangarei Marina Trust to date, any changes in conditions that are uncovered during the design investigation phase may require extra time and an adjustment to the fee estimate.

Prepared by:

Reviewed by:

**Rob Brown** 

Chartered Professional Engineer NZCE(Mech), GDipEng(Civil), CPEng, CMEngNZ

E. fran

Max Haag

Chartered Professional Engineer NZCE(Civil), BE(Civil), CPEng, CMEngNZ

**RS Eng Ltd** 

 $\textbf{From:} \ \underline{info@SymbiosisTreeServices.co.nz} \ \underline{[mailto:symbiosistreeservices@gmail.com]}$ 

**Sent:** Friday, January 12, 2018 8:25 PM

To: Brian Caulton, Whangarei Marina < brian@whangareimarina.nz>

Subject: Re: Proposed Okara Marina

### Brian,

Had a quick look at this today. My guess is about \$15k + gst. If you want me to put in a formal quote please let me know. I just don't want to put too much time into it if it's going to a wider tender later on anyway.



Cheers
Darren Saunders

www.SymbiosisTreeServices.co.nz info@SymbiosisTreeServices.co.nz 022 131 0 121

# **New Whangarei Okara Marina**

# **Economic Impact Assessment**

# **Northland INC**

Document reference: NLI 001.16 Whangarei Marina Expansion

Date of this version: 11 May 2017

Report author(s): Rodney Yeoman & Greg Akehurst

#### Disclaime

Although every effort has been made to ensure accuracy and reliability of the information contained in this report, neither Market Economics Limited nor any of its employees shall be held liable for the information, opinions and forecasts expressed in this report.

www.me.co.nz

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# **Executive Summary**

Whangarei Harbour Marina Management Trust operates a number of marina facilities in the Whangarei area, which combined provide the largest amount of marina capacity in the Northland region. The vast majority of the marina berths are leased on a permanent basis and consequently there is a limited pool available for leasing on a casual basis.

There are high levels of demand from both permanent and casual short term markets. Over the last few seasons a number of casual visitors wanting to rent space at the marina over the peak summer period (November to May) have been turned away.

The absence of sufficient capacity for both permanent and casual visiting yachts has been identified as a key operational constraint. To overcome this issue Whangarei Harbour Marina Management Trust has developed plans to build a new marina called Okara which could provide an additional 115 berths to help cater for demand. It is anticipated that a range of supporting commercial space will be developed once the new berthage activity stimulates enough additional activity to justify expanding the range of buildings at Okara.

The proposed development is expected to be a significant driver of economic growth in the Whangarei District due to the scale of the project. Northland Inc commissioned Market Economics to estimate the likely economic impacts of the proposed marina. There are two key areas of economic impact that will be generated by the marina expansion:

- Construction impacts will arise over the period that the marina, and associated buildings will be developed and are one off impacts for that timeframe.
- Once the marina is operational, on-going additional business and operating impacts will occur on an annual basis, reaching the maximum additional impacts once the berth space is fully occupied over the summer peak season (2022 June Y.E.).

Construction impacts are one off impacts that occur during the development period; once the development is completed, construction workers move onto other projects. The economic impact of the construction expenditure is expected to equate to a value added impact of  $\$_{2007}10$  million across the two years of development, generating the equivalent of an additional 133 jobs. Just under three quarters of the construction impact will be generated in the second year of development. The majority of the economic benefit will accrue to the Whangarei District economy, with 56% of the value added, employment household income impacts across the two year period.

The operational marina will provide the catalyst for Whangarei District to attract additional expenditure from those using the new berths, and frequenting the businesses onshore at Okara and in the wider economy. The key expenditure areas will be on boat maintenance and repair, berthage fees, and on tourism activities. This expenditure is expected to continue into the future on an annual basis, and therefore jobs that are sustained or created by the new activity, will continue into the future.



In the first year of operation, while not all berths are fully occupied, the value added impact is expected to be  $\$_{2007}3.21$  million. By year three (2021-22) when the marina berths are fully occupied over the summer season, the value added impact of the marina expansion is expected to be  $\$_{2007}9.43$  million. Approximately 60% of the net value added will accrue to the Whangarei District economy, with the proposed marina expansion contributing to a 0.4% increase in Whangarei District's value added. The economic sectors that directly benefit most from expenditure on berthage, repairs and maintenance and from increased tourism spending, include:

- Other store based retailing (this includes marine retail)—19 equivalent MECs
- Food and beverage services 12 equivalent MECs
- Transport equipment manufacturing 10 equivalent MECs
- Supermarket and grocery stores 9 equivalent MECs
- Fuel retailing 8 equivalent MECs.

The new equivalent employment generated by the on-going expenditure in the economy will boost the current levels of employment in the Whangarei District economy by 0.3%.

The proposed development presents a good opportunity to generate additional benefit by expanding an existing, regional asset to cater for a market that already exists. While the market currently exists, because of the current capacity and facility constraints, most of the expenditure is by-passing the District to other New Zealand regional economies which represents a lost opportunity to Whangarei District. The proposed development presents a good opportunity for additional market growth, taking advantage of the existing businesses clustered around the Marina, as well as the relatively easy access to a range of marine and tourism related activities in the wider region.





# Marina Development at Okara Proposal



www.whangareimarina.com

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Pro-forma Statements of Cash Flow & Financial Performance Letters of Support Current Operations Customer Feedback

WHMMT Trust Deed Resource Consent ME Economic Impact Assessment Whangarei Marine Promotions Guide Book

### **Executive Summary**

The Whangarei Harbour Marina Management Trust (WHMMT) is planning to build a new 115 marina berth structure downstream of the opening Te Matau ā Pohe bridge on the upper Hatea river in 2020/2021. This is to meet the demand from local boaties, international seasonal visitors and the growing marine service industry in Whangarei. Construction costs are estimated at 12 - 13 million, detailed in the Business Plan.

The project is included in both the WDC 20/20 momentum plan, and due to its significant economic development benefits, it is also in the Tai Tokerau Northland Economic Action Plan.

The WHMMT, established in 1991, is a Non-profit Charitable Trust providing and managing marina berths for the city of Whangarei, with currently 177 berths in the Town Basin and 109 pile moorings at Kissing Point. A steady surplus has allowed a gradual replacement of the old marina structures substantially increasing the value of the asset.

Whangarei Marina has attained an international reputation for the very high standard of service as a welcoming port of call or home base. Expanding the number of berths in Whangarei will enable opportunity for the city to prosper.



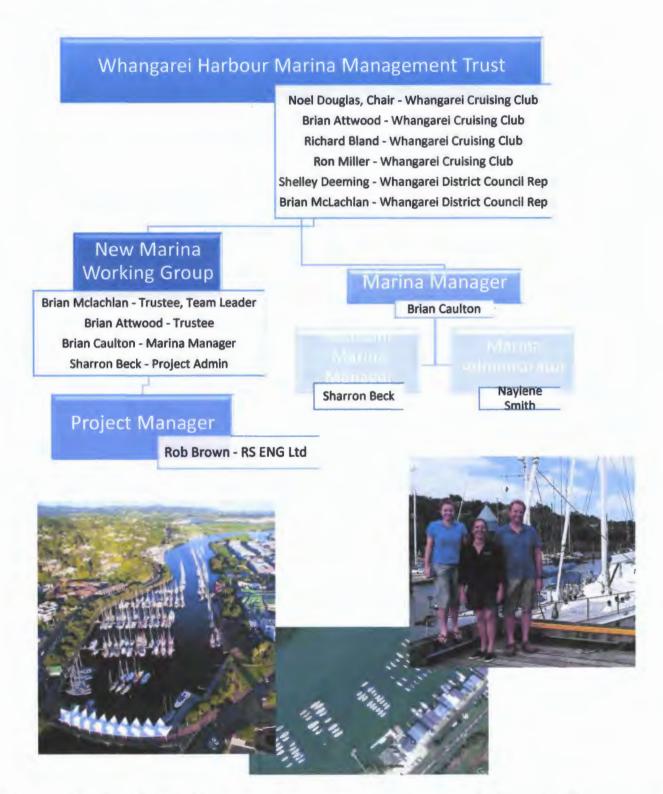
### **Development Concept**

- Dredging of approximately 135000 m3. Disposal at Kissing Point Bell block site.
- Dry fill land reclamation 3,275m2.
- Rock retention wall.
- Marina Office building: Office, Communal lounge area, Showers, Laundry, Toilets, Storage.
- 58 to 65 Car parks depending on the final berth plan design.
- Approximately 115 marina berths ranging in size from 11m to 40m in length.
   20% Multihull berths.
- Floating pontoons with water and electricity.
- A balance of long term berths for local boats and international visiting yachts.
- Financed by cash reserves, grants and borrowings.



### Organisation Description

The WHMMT has a governing board of volunteers consisting of four representatives from the Whangarei Cruising Club and two from the WDC Council. Three staff are employed to manage operations. It is a Non-profit Charitable Trust providing and managing marina berths that benefit the city of Whangarei. Currently we manage 177 berths in the Town Basin and 109 pile moorings at Kissing Point with a turnover of over \$850,000.



### Strategic Plan

### WHMMT Objectives

- 1. To encourage, establish, develop, provide and maintain recreation and leisure-time occupations and pursuits and in particular these associated with boating and aquatic activities for the benefit and wellbeing of members of the public in and around the Whangarei Harbour and elsewhere.
- 2. To promote, maintain and administer buildings, facilities and equipment for such recreation and leisure time occupations and pursuits in and around the Whangarei Harbour and elsewhere.
- 3. To co-operate with other recreational and cultural bodies and organisations for such purposes as may in the opinion of the Trustees further and benefit recreation and leisure-time occupations and pursuits and in particular these associated with boating and aquatic activities.
- 4. To support and be mindful of the local economy, development and growth in the Whangarei Region.
- 5. To carry out and perform all such other acts, matters or things as are incidental or conducive to the attainment of any of the foregoing objects.



### Situation Analysis

### The issue

In terms of demand, the Town Basin marina has a waiting list for long term pontoon berths at over 50 boats and in the summer staff are having to turn away visiting yachts, particularly multihulls and large 18 – 22m yachts. Sailing yachts and motor cruisers are rapidly becoming larger, more comfortable and easier to navigate across oceans. The maximum berth pen sizes in the Town basin are only 16m. For the refit industry it is also these larger vessels that spend most.



As Whangarei City has become busier the sailors and servicemen are struggling to find car parking spaces in the Town Basin.

### The competition

If we look at Northland marinas; Tutukaka marina has been full for a number of years. Marsden Cove Marina is now 80% full and the Opua Marina has quickly filled their additional 150 berths (opened in 2016). Riverside Drive Marina, being the closest neighbour and which would normally be considered as the strongest competitor, has due to the high demand, even written a letter of support for our expansion.

### The opportunity

Due to the annual dredging requirements it is necessary for 20% of the Whangarei marina berths to be kept empty in winter months to allow for the shuffling of boats. These berths are filled in the summer by visiting vessels who pay a higher short term rate and spend a lot on supplies and refit work in the city.

Traditionally it has been offshore cruising yachts who have sailed in November to May, however Northland marinas are also catering increasingly to the spill-over from Auckland. Many recent domestic enquiries are from people selling up in Auckland, buying a better home in the Whangarei area and having the time and ability to own a boat.

The lack of boat yard space in Auckland has also meant many are coming north to be serviced. The haul out facilities in Whangarei are expanding to meet this demand and they need the support of on water marina space pre and post haul out. Port Whangarei, a subsidiary of Oceania Marine purchased a large 100 ton travel lift 2 years ago and is planning for an even larger 560 ton lift. Marsden Cove Marina has just opened their own large haul out facility which is extremely busy. Once in the area many boat owners are discovering the attractions of boating in our waters and wanting to stay longer.

### Our advantages

The Whangarei Marina Town Basin site has a top reputation through the South Pacific for welcoming yachts into a very sheltered and convenient marina for the boat and crew to get rested, restocked and restored. It has a unique location being surrounded by supermarkets, marine services, a swimming pool complex, forest walks, a playground, a tourist information centre, the bus stop for buses to Auckland, art museums, restaurants and the Hatea Loop Walk. The town shopping centre is just 5-10 minutes' walk away. The number and choice of marine services close by makes it a great place to get work done on the boat.

Despite the beautiful Te Matau ă Pohe bridge being accused of becoming a deterrent it has actually provided an added attraction with the novel experience of having it open for your passage.

The great outcome of the America's Cup racing is expected to have the dual effect of increasing the interest of sailing within New Zealand and internationally keeping our country on the map as a top sailing destination for years after the actual event. 100 more offshore yachts are expected to arrive that season seeking berths in Whangarei. Also the build of the Hundertwasser Art Gallery with the Wairau Māori Art Gallery shall raise the profile of our city as an on water tourism destination, particularly amongst European yachts.



### **Options**

### Alternative Sites

### **Expand Existing Town Basin Marina**

Kissing Point (NW side of pile berths)

Kissing Point (SW side of pile berths)

**Kissing Point** (NW upstream of pile berths adjacent to Dave Culham Drive)

Kioreroa Reach (between Culham Engineering and Ship Repair)

Onerahi (northern end of Pah Road)

### Key Attributes considered -

- Capacity to accommodate the required number of berths.
- Proximity to general amenities (supermarkets, cafes, restaurants).
- Availability of Council reticulated infrastructure services.
- Susceptibility to natural hazards.
- Capital Dredging required.
- Mangrove removal.
- Connectivity with public walkways and other open spaces.
- Vehicle Access.
- Adjoining Land.
- Protected species present.
- Land available without need for reclamation.



### Proposed Site at Okara

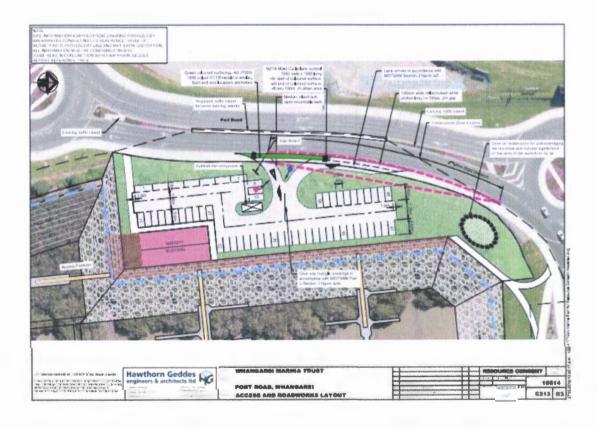
Following the consideration of geotechnical and land tenure constraints, it became apparent that all the sites being considered in the evaluation would require a reclamation to accommodate the land based marina facilities.

From a natural character perspective, most of the sites (except for Pah Road) adjoin reclaimed land. The proposed reclamation will therefore add to an existing reclamation, rather than modifying a natural coastline.

The Okara site scored the same as the Kissing Point sites in the Multi-Criteria Analysis. However, it is preferred over the Kissing Point sites because of the proximity to general amenities and being less susceptible to natural hazards and sedimentation.

### The proposed site at Okara is:

- Sheltered from wind and waves
- Walking distance to shopping
- Walking distance to the marine industry
- Not necessary to open the bascule bridge
- Already significantly modified environment so the impact will be minor
- A visual extension to the popular Hatea Loop Walk of Whangarei
- A positive impression on a gateway road into the Whangarei City centre
- Offering increased public connection with the waterfront



Mari. Ok

### **Earthworks**

Dredging will require 130,000 to 150,000m3 of mud to be transported to the Bell Block land fill area which is located on Riverside Drive, across the road from our Kissing Point Marina site. Depending on contractor processes it could continue for up to one year. The depths will be graded to the final configuration of berth sizes.

Land Reclamation: Initially it was thought to use the dredging material to create a reclamation. After learning from problems encountered recently on a similar project, it was determined to use imported dry fill. This will diminish risk and provide a solid foundation quicker for the required car parking and facility building.

### Berth construction

The final layout plan of berth sizes will be decided closer to construction date after promotion of the project and considering the types of boats on the enquiry list.

To create an area of pile moorings rather than pontoon berths was considered as a cheaper build option, at least for a temporary period. However, due to less demand for this mooring style and the high cost of dredging and land fill carpark construction compared to the lower income obtainable makes this option unfavourable.

#### **Facilities**

The design of the facility building has not yet been considered. Factors will include; number of toilets, showers and laundry machines required; access and viewing point from an office; a common room area; storage locker rental opportunities for berth holders and a style in keeping with the environment.

It has been decided not to build additional commercial rental buildings on the site. WHMMT will focus on its core business which will minimise the size of the required reclamation.

#### Lease vs rental

The WHMMT hopes to continue to provide berths as short or long term rentals rather than selling 30 year leases. Renting keeps the cost of boat ownership at an attainable level for all and allows berths to be available for visiting offshore international vessels for tourism and maintenance works, and provides a higher long term income.



### Risks

The following are examples of risk factors which are being considered.

- Drop in demand due to economic downturn
- Increased competition from more marina developments
- Management or governance changes
- Environmental issues such as a fanworm invasion, smell from the sewerage treatment facility
- Supplier delays
- Interest rate changes
- Staging of the construction pier by pier

Details of the risk minimisation processes are included in the Business Case.

### Stakeholder alignment

The Trust wishes to instil a feeling of local and community ownership of the marina as this is who it will benefit. To do this it is important to have an open door policy with ongoing meetings, publicity and direct approaches to the following groups. An information brochure outlining the project will be well distributed. The Whangarei Marina's website <a href="https://www.whangareimarina.com">www.whangareimarina.com</a> has a page dedicated to news on the project and Facebook interactions are encouraged. A permanent display will be in the marina office lounge.

### The General Public

Public Meetings will be publicised during the notified resource consent process to give the general public an opportunity to express their concerns or support.

Online feedback on a February 23<sup>rd</sup>, 2018 Northern Advocate front page article interestingly received 191 likes, 7 hates and 5 loves.



### Marine Industry

Feedback and letters of support have already been given from a variety of local marine businesses and a specific evening inviting them to come and discuss the plans will be arranged.

Letters of support from marine service suppliers are attached.

#### Local and Central Government

The two Whangarei District Council representatives on the Trust shall keep the WDC informed of the project's progress. Whangarei's minister of parliament Dr. Shane Reti has been kept informed and received support from an early stage of the project. The regional development minister and Northland MP, Shane Jones has been invited to meet with management at the Town Basin Marina.

### Surrounding occupants

Though there are no direct lying residential neighbours who will be affected, a door knock discussion and flyer drop to the businesses and those who will view the construction across from Riverside Drive will be planned. The owner of the neighbouring boat shed has been kept informed since the site was proposed.

### Iwi

Iwi were engaged with at an early stage of planning and are to be consulted throughout the process. A relationship agreement, (Te Hononga,) has been signed between the WHMMT and the Te Pouwhenua o Tiakiriri Trust. Three huis are booked at the Spire Cricket Stadium in March and April of 2018.



#### New Customers

Publicity prior to the consent allocation has already started a list of berthing enquiries who wish to be kept informed of progress. A marketing plan will be developed upon consent allocation. It is important that boat owners are given sufficient time to contemplate moving from their current arrangements.

#### Current Berth Holders

Newsletters go out to current berth holders and individual informal discussions happen daily. Some of these long term customers say they will chose to move to the new fascility which will open up more visitor berth opportunities in the town centre.

### **Boating Clubs**

The closest boat club is the Whangarei Cruising Club which has 4 representatives on the WHMMT board and are well informed. The other club in the town is the Onerahi Yacht Club. They will be given direct invitations to the public consultations or to see the display in the marina office.

### **Economic Evaluation**

Market Economics Ltd has written an economic Impact report. This has outlined:

- Direct economic income of \$21M
- Ongoing economic impact of \$9.5M/annum
- Construction will generate employment for 133 people over the two year period
- Indirect generation of 94 new jobs per annum once the berths are fully occupied

### Financial Plan

The Trust has engaged Market Economics Ltd to produce a comprehensive business case which includes a cash flow module allowing variables such as financing options and terms, occupancy rates, capital costings and rental rates to be modified as the project progresses. The Statement of Financial Performance covers the operations of all three marina sites as one operation going forward.

Financing is to be sought via cash reserves, grants and borrowings.



### **Project Plan**

The new marina will be constructed over a two year period and is estimated to cost \$11 to 12 million. Resource consent was lodged in March 2018. Once consenting and design has been completed and financing determined, construction of the site may begin.

Soon after dredging has begun the rock retention batter wall and land fill placement can begin so as to allow time for consolidation. The construction of the first berth pier should be timed in with the opening of the shore facilities. The following piers may be staged as demand and finances expand if it is not seen as viable to complete them simultaneously.

### Time line

	Months	Activity
Mar-19	3	Preparation of Land fill site - Completed
Aug-19		Resource Consent confirmation
Sep-19	2	Design and construction detail planning
Oct-19	14	Reclamation: Preloading landfill, rock batter walls
Dec-19	4	Roading & services
Feb-20	12	Dredging program start
Mar-20	3	Final marina design & procurement
Jun-21	4	Facility building construction
Jan-21	9	Marina Pier & Services Construction
Jun-21	3	Boardwalk & landscaping
Aug-21		Employment & staff training
Nov-21		Official opening in time for the Summer 2021

# Marketing Plan

A full marketing action plan will be developed upon the granting of resource consent.



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### **Annexes**

### Attached -

Pro forma Cash Flow & Statement of Financial Performance CONFIDENTIAL Letters of Support

- Riverside Drive Marina
- Gulf Group Marina Brokers
- Infracom
- Rudolfs

### **Current Customer Feedback**

### Please request links by email. info@whangareimarina.nz -

### **WHHMT Trust Deed**

32 pages

### **Resource Consent Application**

By Reyburn & Bryant is accessible by dropbox online 646 pages

### **ME Economic Impact Assessment**

39 pages

### **Whangarei Marine Promotions Guide Book**

32 pages

Mhangarai	Harbour Marina	Management Trust
AALEM INTELLER	Harvur Maink	INTERNATIONAL PROPERTY OF THE

Cash Flow	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Town Basin & Kissing Point Revenue	800,000	840,000	700,000	725,000	750,000	750,000	775,000	800,000
Okara Revenue note 1.		232,562	465,124	620,165	697,686	736,446	736,446	736,446
Total Activity Revenue	800,000	1,072,562	1,165,124	1,345,165	1,447,686	1,486,446	1,511,446	1,536,446
Okara Operating Expenditure	2,500	168,925	123,250	129,000	171,875	173,313	173,313	173,313
TB & KP Operating Expenditure	603,504	610,000	540,000	560,000	580,000	580,000	580,000	610,000
Interest 4.5%	34,396	146,807	184,365	179,756	175,147	170,537	165,928	161,319
Total Activity Expenditure	640,400	925,732	847,615	868,756	927,022	923,850	919,241	944,632
Total Activity Surplus/Deficit	159,600	146,830	317,509	476,410	520,664	562,596	592,205	591,815
Capital Expenditure	4,423,956	5,744,843	2,152,136	-	-	-	-	-
Replacement of existing Assets	-	-		50,000	44	**		100,000
Loan Repayments 40yr	-		-	102,425	102,425	102,425	102,425	102,425
Total to Fund Surplus/Deficit	(\$4,264,356)	(\$5,598,013)	(\$1,834,627)	323,985	418,239	460,171	489,781	389,390
Cash Reserves Surplus/Deficit	500,000	-	-	323,985	418,239	460,171	489,781	389,390
Grants	3,000,000	3,000,000	•	44	-	-	-	-
Lease Sales 10-12	-	100,000	1,000,000					
Borrowings	764,356	2,498,013	834,627			-	•	-
Funding Required	0	0	0	0	0	0	0	0

Notes		2018-19	_	2019-20		2020-21		2021-22		2022-23		2023-24		2024-25		2025-26
1. Okara Occupancy level		0%		30%		60%		80%		90%		95%		95%		959
Loan Amount	-\$	764,356	-\$	3,262,369	-\$	4,096,996	-\$	3,994,571	-\$	3,892,146	-\$	3,789,721	-\$	3,687,296	-\$	3,584,871
All ex GST, not adjusted to inflation																
Max Income Calculated	\$	775,207														
Total Cap Ex	\$1	2,479,935	_													

### Whangarel Harbour Marina Management Trust

Surplus/(Deficit) for the year	\$3,010,882	\$2,551,221	\$528,746	(\$197,327)	(\$51,365)	\$76,315	\$163,753	\$225,071
Total Expenses	809,118	1,621,341	1,636,378	1,548,971	1,507,416	1,419,335	1,357,489	1,319,163
Depreciation	168,718	695,610	788,763	680,216	580,394	495,485	438,248	374,531
Interest 4.5%	34,396	146,807	184,365	179,756	175,147	170,537	165,928	161,319
TB & KP Operating Expenditure	603,504	610,000	540,000	560,000	580,000	580,000	580,000	610,000
Okara Operating Expenditure	2,500	168,925	123,250	129,000	171,875	173,313	173,313	173,313
Total Revenue	3,820,000	4,172,562	2,165,124	1,351,645	1,456,051	1,495,650	1,521,242	1,544,234
Interest Received - ANZ	20,000		-	6,480	8,365	9,203	9,796	7,788
Lease Sales	-	100,000	1,000,000	-	-	-	~	-
Grants	3,000,000	3,000,000	-	-	-	-	-	-
Okara Revenue	-	232,562	465,124	620,165	697,686	736,446	736,446	736,446
Town Basin & Kissing Point Revenue	800,000	840,000	700,000	725,000	750,000	750,000	775,000	800,000
Statement of Financial Performance	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
	9							

52 Riverside Drive Marina PO Box 1709 Whangarei

Phone: 09 438 2248 Fax: 09 438 2261

Email: rdm@riversidedrivemarina.com



26/05/2017

To Whom It May Concern:

Re: Proposed Okara Marina Development,

This letter is show support for the proposed new Okara Marina Development in Whangarei.

We believe The Whangarei Harbour Marina Management Trust (The Trust) proposed Okara Marina Development will benefit our industry and am writing to express our support.

Riverside Drive Marina has successfully worked alongside the existing Whangarei Marina for many years. We are both supporters of The Whangarei Marine Promotions group which are dedicated to growing the Marine Industry in Whangarei. As a result the number of both overseas cruising vessels and local vessels have increased substantially and more often than not both our marinas are full from November through to June each year and we regrettably have to turn vessels away. This would indicate the demand for a new marina is there and would benefit the economy in Whangarei to an even greater extent.

If you have any queries, please contact me.

Yours Sincerely

Manager

Riverside Drive Marina

MARINA

TRAVEL LIFT

#### To whom it may concern

I have lived in Whangarei since 1989 and owned the Pembrooke Motor Lodge from then until 1994. Following that I owned the Water Street café until 1996 so have been involved with business in Whangarei for many years. I was also involved with the layout plans for the Marsden Cove Marina.

I started Bruce Leggatt Marine Brokers Ltd in 1994 having spent two years prior to then as the Sales Manager for Beacon Brokers Ltd in Whangarei. I then purchased Gulf Group Marine Brokers in 2003 and I am currently one of the two Directors.

I therefore feel that due to the significant experience I have working in the area and in the Marine industry I can wholeheartedly support the proposed Okara marina.

I believe that the marina offers great potential for business growth, in that it will attract larger vessels, both internationally and nationally, giving business owners the opportunity to employ more staff and to grow the wider business region.

The marina will also attract tourism and trade surrounding the tourism industry and will therefore increase employment which will provide the much needed attraction to and enhancement of district.

Gulf Group Marine Brokers Ltd have now moved offices in to Quayside Town Basin where we are dealing with both local and offshore boat owners on a much increased basis.

The shortage of berths in the current Marina make it sometimes impossible to satisfy the demand.

The proposed new Marina will certainly alleviate most of this pressure and will enable more of the boating fraternity to enjoy the close proximity of services and retail businesses right from their transom step.

The additional parking facilities adjacent to this new marina will also take a lot of pressure off the existing paring and that in itself will be most welcome.

This proposal has my total support and anything I can do to assist it's establishment would be gladly given.



### Whangarei Needs This Marina

N

To Whom it may concern

I bought "Infracom" 18mths ago. It is a Radio Telephone & Marine Electronic Sales & Service business. We have 10 staff with a huge amount of experience in both the technical & sales areas.

These markets are difficult at the best of times so to have this new Marina go ahead would be a great opportunity to ignite the potential I think we have.

Not only will it tidy up the entrance to Whangarei Town Basin, but we also have an iconic bridge that would be amplified with the new marina.

Access for service businesses / vehicles would be very beneficial.

I have been looking at how to market my business for growth and the marina would be the boost required to help mine and many other businesses grow.

I have mature staff and realise I must get new young blood on board to solidify the future of the business but growth is required to obtain the work flow required sustain these changes. Training and Apprenticeships are very costly but necessary to keep Northland trades & businesses growing and staying professional to keep attracting visitors with repairs, refurbishments or even buying boats and equipment.

This proposed development will benefit all Northlanders as well as providing tourists another reason to visit Whangarei.

Regards

Laurie Fraser

**Managing Director** 

**Infra**com

021 166 0676



209 Port Road, PO Box 11033. Whangarei 0148 New Zealand Pr 09 438 8637 E. info a rudeliphs, co.nz www.rudolphs.co.nz

30<sup>th</sup> May 2017

Mr Brian Caulton Marina Manager Whangarei Marina 37 Quayside, Town Basin Whangarei 0110

Dear Brian.

Re: Okara Marina Development - Proposed New Marina Whangarei Harbour Marina Management Trust

Rudolphs Ltd provides abrasive blasting and coating applications to the marine sector which is an integral part of our business. We have been operating in Northland for over 45 years specialising in the marine sector for the last 25 years and since 2002 have operated in a yard in Port Road adjacent to Dockland 5.

Our Company fully supports the new marina development proposal based on the following:

- Extra berth facilities to attract local, national and international vessels that can
  accommodate extra vessels and some larger size vessels is a huge plus. A dedicated
  marina parking area is also a significant plus.
- Excellent proximity to local marine associated businesses (Port Road) including ourselves. Excellent location to Okara Shopping Park.
- Excellent site location that we believe will only enhance Whangarei's image from water and land with our iconic bridge as a backdrop. Will significantly improve existing area and assist in linking and connecting the city.
- Potential to increase revenue for the region not only in the marine sector but throughout
  the community. Visitor \$ spend in tourism activities, food, entertainment, etc supports
  the local economy and should not be undervalued nor should the potential impact with
  increased employment and training opportunities directly within the diversity of the
  marine sector.

We believe this proposed development will give create an opportunity for Rudolphs to further grow our own business in the services we provide at the Port Road Yard. This in turn creates job opportunities, training and skill development.

Rudolphs have worked closely with Northland Inc and New Zealand Trade and Enterprise over the past five years through the Regional Business Partnership Programme investing in governance, capacity and capability, training and staff development.

Our total FTE has grown from 26.5 in March 2015 to 45 as at March 2017.

We would like to include recent email correspondence from one of our overseas clients that we shared with the Whangarei Marine Promotion Group. Relevant comments highlighted in yellow.

From: David 3 Haigh [mailto:haigh.diw@gmail.com]
Sent: Friday, 19 May 2017 3:16 p.m.
To: Fraser Johns - Rudolphs Ltd
Subject: SAhula

Hi Fraser

Sahula is now at the Whangarei Marina. She looks wonderful in her red and black "livery". It is a credit to the work done by Rudolphs.

Thanks to you, Wayne, Ray, and your team, office and yard, for the friendship and expertise that has guided Sahula's skipper, over the months she stood in the yard. It was quite exceptional. Very Kiwi and Whangarei.

I will have no hesitation in recommending Rudolphs to other yacht owners, I would also have no hesitation in complementing Whangarei as THE place to have maintenance done. The range of boating related services has, in my experience, no equal, internationally.

As you know I intend to remain in NZ till next summer completing the "job," then Sahula will cruise to the South Island fjords and Stewart Island before heading in the winter to Fift, Vanuatu and home.

Again my best to all.

And thanks.

David yacht "Sahulo" (Townsville Australia)

Blog www.travelpod.com/member subulg

- Whangarei already has the marine service provider infrastructure to support this marina
- · Whangarei needs this extra high quality marina facility.
- We would definitely LOVE IT HERE! refer Consultation Concept Layout B 160302-002.



Yours sincerely,

Wayne and Caroline Erceg Directors

P 021 458863

caroline@rudolphs.co.nz

### **Current operations Customer feedback**

Definitely the best marina we have kept our boat at, and sing your guys praises often! I once more wish to thank you both for world French Polish class service (I have been in many marinas!) during my stay in Town Basin. Furthermore, I have appreciated the competence and the Hey Sharron, thought we'd drop a very high service level of the marine industry line....we're in GoldCoast Australia, at The in Whangarei and Opua, including the very Boatworks...huge facility, real focused good services in the general stores/shops as people, all the trades you could want on one well as in the public sector. site....and it doesn't hold a candle to Frank H. Moncrieff Whangarei Marina. Stuck out in nowhere, hard to connect to transportation, one so-so restaurant - miss being there! "Don't know Just want to let you guys know that what you've got till you're gone... Whangarei marina has bent by far the most Norm & Wili, SV DreamCatcher enjoyable and helpful marina I've ever been Many thanks Tony Lawton Whangarei is a great marina to be in, not too big, so well run, and a magic location! We have really enjoyed our shift north. I just wanted you to know my satisfaction. I Bruce & Margaret Hunt have been sailing half the word since 1978, and I never met such a quality of life in any marina. Mainly, I want to present you my Once again, we had a fabulous time in NZ congratulation for the choice of the and staying with you at the Town management team of your marina. Always Basin, was one of the highlights of our trip efficient to keep a high standard of their so far. There will always be a warm welcome marina, friendly, and very helpful for for you both in UK. cruisers, they are the main value of Town Dee & Eric Basin Marina. So I thank you for the quality of your marina. Best regards. Happy to hear from you! Finding a word Michel Chasles, french S/Y Carmina, Noumea 'Whangarei' among the inbox messages brings back memories of the wonderful time we spend in New Zealand. Among all the

marinas we've been to your is definitely the

best.

Evgeny and Pauline Shkaruba





### **Charity Summary**

**Registration Number:** CC37579

**Registration Date:** 30/06/2008

**Charity Name:** The Whangarei Harbour Marina Management Trust

### **Charity Details**

**Trading Name** Whangarei Marina

**Registration Details** 

Registration Status: Registered June 30 Balance Date: IRD Number: Restricted

NZBN Number: 9429042892274

**Address for Service:** 

Charity's Postal Address: Whangarei marina

37 Quayside Town basin Whangarei 0110

Charity's Street Address: Whangarei marina

37 Quayside Town basin Whangarei 0110

**Charity's other details** 

Phone: 09 438 2033 Fax: 09 438 2036

Email: info@whangareimarina.nz

Website: http://www.whangareimarina.com

Facebook:

Twitter:

Social Network Name:

### **Areas of Operation**

New Zealand: Northland

0 Percentage spent overseas

### **Purpose & Structure**

#### **Purpose**

To encourage, establish, develop, provide and maintain recreation and leisure time occupations and pursuits and in particular those associated with boating and aquatic activities for the public benefit in and around the Whangarei Harbour and elsewhere.

### **Entity Structure**

The Whangarei Harbour Marina Management Trust has four elected Trustees from members of the Whangarei Cruising Club. In addition the Whangarei District Council appoint two Trustees. The Marina employs additional staff, being Marina Manager, Assistant Manager, an Administration employee and cleaners.

**Activities** 

Main Activity: Other (please state)

Activities: Other: Grants to maritime organisations, particularly youth education

**Sectors** 

Main Sector: Other (please state)

Other: Provides berthage for pleasure craft Sectors:

**Beneficiaries** 

Main Beneficiary: Children / young people

Beneficiaries: Children / young people, Voluntary bodies other than charities, Other: Youth

involved in maritime activities

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### **Annual Returns**

<b>Date Submitted</b> 01/07/2019	For Year Ended 30/06/2019	Total Income	Total Expenditure	Reference AR014
		000 004	740.004	
20/12/2018	30/06/2018	886,294	713,291	AR013
21/01/2018	30/06/2017	871,050	754,482	AR012
02/02/2017	30/06/2016	815,854	671,242	AR011
17/12/2015	30/06/2015	743,704	682,019	AR010
21/01/2015	30/06/2014	738,254	723,672	AR009
23/12/2013	30/06/2013	654,612	535,173	AR008
10/01/2013	30/06/2012	635,591	625,099	AR007
04/01/2012	30/06/2011	625,886	545,031	AR005
10/01/2011	30/06/2010	586,104	457,824	AR004
22/12/2009	30/06/2009	615,000	549,000	AR003

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# **Officer Details**

_			
Cur	rant	Offi	cers
$\sim$ u		$\sim$	6613

Name	Officer Type	Position	<b>Position Appointment Date</b>
Richard Bland	Individual	Trustee	27/01/2017
Brian Attwood	Individual	Trustee	10/11/2014
Noel Douglas	Individual	Chairman	10/11/2014
Shelley Deeming	Individual	Council Representative	05/01/2018
Brian McLachlan	Individual	Honorary Secretary/Treasurer Appointed Council Representative	01/02/2017
Ronald Miller	Individual	Trustee	01/01/2012

### Past Officers

Name	Officer Type	Position	Last Date as an Officer
Nigel Baddeley	Individual	Trustee	10/11/2014
Ronald Faber	Individual	Trustee	10/11/2014
Ian Grey	Individual	Trustee	09/12/2013
John Groves	Individual	Trustee Secretary	09/12/2013
Mervyn Williams	Individual	Trustee	09/12/2013
Gary Corkin	Individual	Trustee	01/12/2015
Brian McLachlan	Individual	Trustee	01/11/2016
Chriton Christie	Individual	Trustee	01/11/2016
Ron Miller	Individual	Trustee	01/07/2016
Ian Grey	Individual	Trustee	01/07/2015
Sheryl Mai	Individual	Trustee	01/01/2012

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Waipu Croquet Club

4B South Road

Waipu 0510

8<sup>th</sup> June 2019

### **Re Waipu Croquet Clubhouse Funding Application**

Thank you for the invitation to resubmit our application to the Whangarei Council Partnership Fund. There are some minor adjustments to reflect aspects of the project undertaken since the previous application.

Thank you also for the feedback about ensuring that partnership approaches, and sharing of club rooms with nearby sports clubs, have been explored. The privately owned Caledonian Park is host to a number of sports clubs. We considered a partnership approach with them, most notably with the Bowling Club next door. While it permits use of facilities when larger croquet tournaments are hosted, there are many times when both the Bowling Club and the Croquet Club are in action, and the bowling club is not available to croquet players. Shared development of the Bowling Clubhouse to accommodate both clubs was ruled out from both clubs at early stages of exploring the Croquet Clubhouse rebuild.

Membership of the Croquet Club has risen sharply in the last few years and it would be impractical for the Bowling Club premises to accommodate both croquet players and bowling players at the same time.

The Caledonian Society strongly support the redevelopment of the Croquet Clubhouse and have made additional land available to do this. This is with the understanding that the toilet facilities would be made available when major events take place. The Caledonian Society have previously unsuccessfully applied for funding for additional toilets on the park.

On hearing that a club room is proposed several social clubs have indicated that this facility would be suitable as a central point for their meetings.

A letter of support from the Waipu Bowling Club for the development of the Croquet Clubhouse is attached along with letters from other clubs that may wish to use these facilities

President. Gordon Walker waipucroquet@gmail.com

**Charity Registration Number CC55602** 





# WAIPU BOWLING CLUB INC 4A SOUTH ROAD WAIPU 0510 Ph. 09432 0392 Email bowlswaipu@xtra.co.nz

30th May 2019

The Board of the Waipu Bowling Club fully support the efforts of the Waipu Croquet Club to construct their own club room facilities.

The rationale behind this support is as follows

The Waipu Bowling Club currently share facilities as far as practical with the Waipu Croquet Club. When events clash, our first responsibility is to our own members which means during a large part of the season our club is not available for sharing as with 2 full greens we are at capacity most times.

The Croquet Club ground is located adjoining the Bowling Club, a portion of this ground is owned by the Bowling Club, and we allow use of this land and permit vehicular parking and access via our carpark.

A Croquet facility would add another asset to the Caledonian Park complex, which currently accommodates many small social clubs and events.

George Mutch Secretary



### Waipu School PTA

**Argyle Street** 

Waipu 0510

5 June 2019

Whangarei District Council

Private Bag 9023

Whangarei 0148

### TO WHOM IT MAY CONCERN

It is our pleasure to write to you in support of the application from the Waipu Croquet Club for funding for an upgrade to their current facilities.

The Waipu School PTA are users of the Caledonian Park each year for our annual fundraising carnival. At this very large event we are always supported by the Waipu Croquet Club with access to their grounds as well as their members assisting with volunteer hours.

As this is our main fundraiser each year we aim to keep costs of running the event as low as we can. Proceeds from our fundraiser go towards much needed resources for our school and surrounding community. As there are no council provided facilities in our town the support and use of facilities of groups like the Waipu Croquet Club are invaluable.

An upgrade of the club's facilities would provide additional power and toilet facilities for use at our event and other community events held at the site. We wholeheartedly support any improvements to the Waipu Croquet Club as it would be a great addition to what is available for our community to use.

Yours sincerely

**Janine Boult** 

Secretary, Waipu Primary PTA

M: 0276636802

E: waipupta@gmail.com



# 17. 8001ETY

### WAIPU CALEDONIAN SOCIETY INCORPORATED

### Established 1871

"You are at the heart of everything we do"

9th May 2019

To whom it may concern,

### Letter of support for the Waipu Croquet Club

The Waipu Caledonian Society purchased the land known as the Waipu Caledonian Park in 1906. The land was purchased by the Scottish settlers for the purpose of their sport and recreation. Approximately100 years ago, the Waipu Croquet Club was formed and the society provided the land they currently lease for them to construct two full size lawns for their competition and club days.

This arrangement between the two organisations has stood the test of time, with both parties very happy with the arrangements over that period.

Because their membership has expanded significantly over recent years, the club now requires a larger more modern building for their clubrooms. The club has approached the Caledonian Society seeking permission to build new clubrooms beside their current lawns, and remove the old building that is their current clubrooms.

The Waipu Caledonian Society wishes to advise that they are very supportive of this upgrade to a new clubroom for the Croquet Club, as helping the community by providing areas for sport and recreation is the reason why the land was purchased in the first place.

The Caledonian Society wish the Croquet Club all the very best in their new venture.

Kind Regards

David Moon

Waipu Caledonian Society Chairman

cc R. Guy,

Waipu Caledonian Charitable Trust

339 lakaniwai koad
Ruakaka
Whangarei 0171
9 June 2019
To whom it may concern
Re: Application for funding of Waipu Croquet Clubhouse
The Waipu Highland Dancing Association would like to endorse their support of the Waipu Coquet Club's funding application for their proposed new Clubhouse. It is envisaged that this facility will be of benefit to our organisation with toilets and changing rooms, as well as toilets for the public, at the Highland Games and other events.
Should you have any queries please contact the undersigned. We wish the Waipu Croquet Club every success in this application.
Yours sincerely,
Fiona Heiwari
President
Waipu Highland Dancing Association
Waipu
Ph: 0221834730

To whom it may concern,

Letter of support for the Waipu Croquet Club

The Bream Bay Bridge Club uses the Coronation Hall in Waipu as its venue for its twice weekly playing days. This hall is often needed for other uses from time to time and the Club is forced to move elsewhere or even to cancel a playing day. The proposed Waipu Croquet Club clubhouse would provide a convenient alternative venue and the Bridge Club supports their efforts to build the new clubhouse.

The new clubhouse would be an asset to the whole community.

Yours faithfully

Philippa Ross

President

**Bream Bay Bridge Club** 



Private 8ag 9023, Whangarei 0148, New Zealand
P +64 9 430 4200 | 0800 WDC INFO | 0800 932 463 F +64 9 438 7632
E mailroom@wdc.govt.nz www.wdc.govt.nz

### **Community Funding Application Form**

If you need help to complete this application form or would like to discuss your application, please contact the Community Funding Officer well before the closing date of the round you are applying to. Call 09 430 4200 or email <a href="mailto:funding@wdc.govt.nz">funding@wdc.govt.nz</a> to make an appointment.

Funding information and closing dates are at www.wdc.govt.nz/funding.

Summary information	
Organisation name	Waipu Croquet Club Incorporated
Amount requested	\$ 80,000
Project name	Proposed New Club Rooms
Which Fund you are applying to? Choose only one (tick or highlight). Check the Funding Guide for criteria and closing dates.	<ul> <li>Community Fund</li> <li>□ Performing Arts Fund</li> <li>□ Community Halls Maintenance Fund</li> <li>□ Resident and Ratepayer Fund</li> <li>☑ Partnership Fund (additional documentation required – refer to Guide)</li> <li>□ Community Loan (additional documentation required – refer to Guide)</li> <li>□ Other, please specify:</li> </ul>
Section 1: Your Details	
Tell us about your organiza	tion/group
Group's postal address	4B South Road
	Waipu 0510
ensure you have the author	this application, who should we talk to? Please provide 2 contacts and ity of the group you are applying on behalf of.  ail to ask questions and advise you of the outcome of this application.
Primary contact's name	Gordon Walker
Position in group	President
Email *	vidquip@hotmail.com
Daytime phone number(s)	0274 934030
Second contact's name	Desmond Heath
Position in group	Treasurer
Email	d.heath@xtra.co.nz
Daytime phone number(s)	09 432 1163



Section 2: Eligibility					
Is your group a not-for-profit legal entity?					
X Yes – please provide:					
Your incorporated society or charitable trust registration number: CC55602					
<ul> <li>(please make sure your register is up to date to be eligible).</li> </ul>					
□ No* – you will need to:					
<ul> <li>EITHER gain legal status (see <a href="http://www.societies.govt.nz/cms/customer-support/faqs">http://www.societies.govt.nz/cms/customer-support/faqs</a>),</li> </ul>					
OR apply under the umbrella of a group that does meet this requirement (refer below).  Note: Community Lean and contact must be a net for profit legal actifue and contact use an umbrella.					
<b>Note: Community Loan applicants</b> must be a not-for-profit legal entity and cannot use an umbrella group.					
*Umbrella Group Guarantee					
Applicants that are not a registered charitable trust or incorporated society must apply under an umbrella group that is.					
A suitable umbrella group knows the applicant well and is willing to vouch for them and their project, and are prepared to accept legal liability and responsibility.					
Grants are paid to the umbrella group for disbursement to the applicant in accordance with the grant agreement.					
If the grant conditions are not met, Council may request the grant monies to be returned and/or may place restrictions on granting funds to the applicant and the umbrella organisation in future.					
The following section is to be completed by an authorised officer of the umbrella group.					
Umbrella group name					
Society or trust number:					
Contact person					
Email					
Daytime phone number(s)					
I confirm that our organisation is willing to guarantee and receive any monies granted to:					
Applicant organisation:					
Project name:					
Signature					
Date					
Please provide a bank deposit slip or other evidence of umbrella group's bank account details.					



Describe your project in terr					
Name of project	Proposed New Club Rooms				
Amount requested \$80,000					
When and where will this take place?	2019/2020 Depending on funding and weather				
Who will likely benefit from	The Croquet Club members and visiting croquet players				
your project?	The Caledonian Society and visitors to events				
	The Waipu Community				
How many people will directly benefit?	50 existing members, any new members and whanau in the future plus many visitors and tourists that visit the area				
Ethnicities of likely beneficia that you think will benefit from this	ries of this project – tick as appropriate and include a percentage estimate for each project:				
NZ European – estimate unable to accurately report teleport telepo	%: We do not collect information about ethnicity at enrolment so are his				
☐ Maori – estimate %:					
Pacific Peoples – estimat	te %:				
Other European - estimat	te %:				
☐ Asian - estimate %:					
☐ Middle Eastern/Latin Ame	erican/African – estimate %:				
Other ethnicity – estimate	<del>)</del> %:				
Area of work					
To help us understand wher most closely to your project.	e support is being requested, please select which of the following relate				
Arts and Culture – Prand of culture for the p	rojects and activities that facilitate education and enjoyment of the arts people of our District.				
	nment – Projects and activities that preserve and promote the heritage protect and enhance the environment in which we live.				
	t – Projects and activities that enable participation and engagement in people in our district of all abilities, ages and life stages.				
	edness and Wellbeing – Projects and activities that strengthen				



relationships across our District.

### Tell us about your request in the following questions. Be succinct and clear.

The Idea - Briefly explain what it is that you want to do:

Waipu Croquet Club is a thriving community group battling with inadequate facilities. The current clubhouse is a very basic building without electricity, running water or toilet facilities. This means that it is inadequate as a facility for club events and the wider community.

The club committee has been mandated by the membership to initiate a project to replace the building with one that is fit for purpose and can accommodate the future needs of the club. This modernised building will also be a resource for smaller meetings and activities in the Waipu community. Concept drawings, architectural design and a geotechnical assessment and report have all been completed.

The proposed disabled-access facility has a larger building footprint than the existing shed with running water, electricity, a small kitchen facility, a small meeting area, an improved deck area, and two toilets, one being a disabled access toilet.

The Need - What need is there for your project, programme or service?



The current clubhouse is an old rudimentary wooden structure (about 17 square metre interior) with no electricity, no running water and no toilet facilities. The lawns and clubhouse are well removed from other buildings on the park so shared use of those facilities is not practical. The only access to toilet and washroom facilities is the nearby Waipu Hotel that allows the club members to use the toilets of their backpacker section. The Waipu Bowling club also permits use of their facilities when larger tournaments are hosted. Relying on nearby facilities is more than a little inconvenient for members and

visitors.

This photo shows the inside of the clubhouse during a recent committee meeting.

The Impact – What difference will your project make?

For all users, the provision of disabled access facilities including a disabled access toilet is a significant benefit. This will positively impact the utilisation of the facility for a range of activities.



### 1 The Croquet Club and Visiting Croquet Players.

The majority of our members and visiting croquet players are retirees. Croquet is an ideal sport for the older person as it conforms to the Green Prescription concept of providing significant but gentle non-contact physical exercise and is played outdoors all year round. Another benefit is mental stimulation as the game involves considerable tactical skills. The social interactions and mutual support of the croquet club does much to help people. Loneliness among older people, especially those who have lost a spouse or partner is a significant health issue. It would be ideal to enable the membership of the club to continue to grow to allow these benefits to an increasing number of people.

Having a clubhouse with running water, electricity, kitchen and toilet facilities would be of great benefit, and enable extensions of activities into the evenings. It will also provide opportunities for an increase in social events for members and their whanau.

### 2 The Caledonian Society and Visitors to Major events.

The site of the planned clubhouse would be of benefit to the Caledonian Society as it would provide changing facilities to the dancers at the Highland Games as well as additional toilet facilities (including a toilet for the disabled). These facilities would also be available for other major events held in the park.

### 3 The Waipu Community

Many members of the Waipu Croquet Club are part of a network of community activities such as the volunteer fire brigade, the community library, the bridge club, the Waipu museum, The Caledonian Society etc. Better Croquet Club facilities will help promote reciprocal activities within this network and help expand the network.

The planned clubhouse is modest in size and will be useful for small group activities in Waipu, complementing some of the larger meeting facilities in the township. Waipu is a very vibrant and active community with many clubs, societies, interests and gatherings. All the current facilities are heavily used. The size, disabled access and proximity to other facilities, including the school,

Your Readiness – What controls and checks do you have in place to manage the funding?

We are an incorporated society with charitable status. This gives us the structure and functions to manage a project of this nature. The Club Committee will oversee the delivery of the project.

We have a project team ready to work with identified professionals and trades people to deliver the project



Your Readiness – Tell us about your team's structure and how you will manage the funding to achieve the outcome.

The project will be managed by the Building Sub-Committee of the Croquet Club.

Name	Skills Relevant to the Building Project	
Brian Small	Civil Engineer Site Manager - Retired	
Gordon Walker	Business Owner	
Jean Kent	Business Owner	
Russell Lewis	Owner Driver - Retired	

The site will be viewed daily during construction by a member of the Building Sub-Committee ensuring that the build is progressing as planned, and that any variation or issue is identified and managed early.

Management of the finances for the Build will be overseen by the Croquet Club Treasurer, Desmond Heath assisted by Brian Small and Gordon Walker

Each professional and tradesperson will have been selected for their professional credentials and references from satisfied customers.

Collaboration - Who will you work with to deliver your project, programme or service?

We have approval from the Caledonian Society to build on their land

Maxtar Architecture have supplied concept drawings and presently doing building drawings Geotechnical have completed an investigation report.

There have been several discussions with Council regarding building consents.

A qualified builder and approved sub-contractors will be diligently selected and appointed.

P D Electrical will undertake electrical work at no labour costs

**Your Approach** – How do you demonstrate value for money and the impact of your work?

We have secured agreement from suppliers to provide materials at subsidized costs. Some suppliers have also advised that they will only charge for materials. Volunteers will be used to support the professionals and tradespeople where appropriate. We will report back to the Council at completion of the project showing the completed building. We can continue to report use of the buildings and growth in membership if required



Your Approach – How does your project, programme or service meet best practice and is it evidence based?

The croquet club has a strong identity within the Waipu Community, and contributes actively to Waipu events and activities. The club demonstrates strong values of manaakitanga, demonstrating hospitality, kindness, generosity and support of each other and the wider community. For example, the club helped to organise and cater for the New Year's Day Highland Games and Ceilidh, despite many of the members having taken other active volunteering roles during the Highland Games that day.

At Waipu Croquet Club there is a very strong sense of belonging and support amongst the members. Many are retired and living alone and find the support and friendships they develop at the club giving them a new lease on life. Members look out for each other especially where there are no family or other friends around. Examples abound of this altruistic behaviour.

During 2018 one club member (who lives on her own several kilometres outside Waipu) hurt her shoulder while gardening. She could not drive and asked a croquet friend to take her to the doctor. She had to have several assessments and every time a croquet club member was there to give moral support and to drive her to appointments. Then several months later she suffered a heart attack and was rushed to hospital and eventually airlifted to Auckland Hospital for an emergency operation. Her son lives in Dunedin and her daughter in Canada so the Croquet Club took over as her family. Members made sure that she was taken to doctor's appointments and that she had everything she needed.

When one widowed croquet club member lost her only daughter croquet club members again took it onto themselves to support her and drive her to her daughter's funeral in Auckland. The croquet club members rallied around her to support her during this difficult time.

There are many more stories of support and friendship which makes Waipu Croquet Club exceptional.

Club membership has grown considerably over the last eight years. Of the 50 club members 43 live in Waipu and Waipu Cove. The balance live further north mainly at Ruakaka and One Tree Point. About 10 members regularly walk or cycle to the club.

This increase in membership exceeds the general population growth in Waipu. Strong growth is likely to continue for the following reasons.

- 1 Croquet is mainly played by older people and it is an excellent form of outdoor exercise in which they are able to participate throughout the year.
- 2 There is an increasing number of retired people moving away from expensive, highly populated areas (such as Auckland) to country areas (such as Waipu).
- 3 The modern form of croquet is a much more sociable and easily learned game that is showing rapid growth around the country whilst the traditional form has been in decline.



The Waipu Club plays the modern game.

4 The Croquet club is a welcoming place with a stimulating social environment both on and off the croquet lawns. People come along to give the sport a try, and quickly form relationships and a sense of belonging with the other members.

The club currently has fifty members and this number is expected to grow. Club play takes place three times a week The Club is affiliated to the Northland Croquet Association and through them with Croquet New Zealand. The club also play in friendly tournaments with other clubs as well as participate in interclub and other more formal competitions. Some of the friendly tournaments draw more entrants than can be accommodated.

Section 4: Project Budg	et	
	ect income, fundraising and expenses. If your budg nd attach your budget separately.	get is detailed,
Are you registered for GST?	Are you registered for GST? X No – <u>include</u> GST where applicable	
	Yes – <u>exclude</u> GST from your budget	
GST number		
(A) Project income/contrib	utions	Amount
Other grants and donation consideration	s Sport grant for seed funding currently under	\$ 12,000
Own contribution / fundraising	ng including Pledges secured already	\$ 58,000
Other income (e.g. ticket sales)		
Whangarei council grant (this application\		
Lottery have advised that the		
Foundation North will be approached if we can secure initial funding		
Community Fundraising		
	(A) Total income expected	\$ 229,700
In-kind support – please li	st	
e.g. volunteer numbers, esti equipment etc.	mated hours of work, plus any donated materials,	
Volunteer Numbers:	Estimated Hours Work:	
Due to it being a building a required	project club volunteers are available if	



(B) Total project costs	
Include all your project costs. e.g. materials, venue hire, promotion, equipment hire, personnel costs. For items over \$500, please attach quotes.	
Consenting Process	\$ 12,000
Site Preparation	\$ 14,900
Construction	\$ 205,800
Finishing	\$ 7,000
Contingencies	\$ 10,000
	\$
	\$
(B) Total expenses expected	\$ 229,700
(C) Income less expenses	\$



### Declaration

### On submitting this application for funding, you have deemed acceptance of these terms and conditions.

I declare that I have the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct.

If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within two
  months of being advised. I understand that grant payments will only be made to a bank
  account in the name of the applicant group or the umbrella group as appropriate.
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by Whangarei District Council
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur
- submit a Funding Report within two months of the completion of the project to Whangarei District Council (or as otherwise requested)
- keep all invoices and receipts accounting for the full amount of the grant or loan, and provide these if requested.

I/we consent to the Whangarei District Council recording the personal contact details provided in this application, and using this to send me community funding related information. I understand I can opt out anytime.

I/we understand that my name and/or the name of my group/organisation and brief details about the project/event may be released to the media or appear in publicity material.

I/we understand that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.

### Submitting your application

Send your application and any supporting material to <a href="mailto:funding@wdc.govt.nz">funding@wdc.govt.nz</a>. You can also drop it in to us at Forum North or Walton Plaza, or post it to us at:

Attention: Community Funding Whangarei District Council Private Bag 9023 Whangarei 0148

We will acknowledge receipt of your application by email. If you don't hear from us within 7 days, please call 430-4200 to check we have received it.

Most funding decisions are advised 6 weeks after the funding round closes.

# Waipu Croquet Club

### Proposal for Funding for Clubhouse Rebuild

### Summary

Waipu Croquet Club is a thriving community group battling with inadequate facilities. The current clubhouse is a very basic building without electricity, running water or toilet facilities. This means that it is inadequate as a facility for club events and the wider community.

The club committee has been mandated by the membership to initiate a project to replace the building with one that is fit for purpose and can accommodate the future needs of the club. This modernised building could also be a resource for smaller meetings and activities in the Waipu community. Concept drawings, architectural design and a geotechnical assessment and report have all been completed at a cost of \$4736 which was raised by club members.

The club has had some initial engagement with philanthropic bodies including the Lottery Community Facilities Fund and Foundation North. Their response has been encouraging but has highlighted the need for resource and building consents before grants will be considered. We have applied to Whangarei District Council Sports and Recreation for funding for \$12,000 to cover this consenting process.

2019 is focussing on fundraising and planning for the build which we plan to commence by Monday the 6th January 2020 in order to have the building complete by Easter 2020.

This application is an appendix to the Community Funding Application Form and supplements the information requested. It gathers together all the key documents to demonstrate support for the construction of this essential community resource for reference.

### Brief History of Waipu Croquet Club

Croquet has been an important sports club for Waipu over many years. The sport was first established on a private property and then moved on to Caledonian Park. This land is owned by the Caledonian Charitable Trust and used for the Annual Highland Games on the 1<sup>st</sup> January as well as other local sports clubs including rugby, tennis, squash, netball and basketball. The Waipu Croquet Club was moved to its current location in Caledonian Park in 1921 and formalized rules for the Club were established in 1922.

Draft 3

### Current Club

The croquet club has a strong identity within the Waipu Community, and contributes actively to Waipu events and activities. The club demonstrates strong values of manaakitanga, demonstrating hospitality, kindness, generosity and support of each other and the wider community. For example, the club helped to organise and cater for the New Year's Day Ceilidh, despite many of the members having taken active volunteering roles during the Highland Games that day.

At Waipu Croquet Club there is a very strong sense of belonging and support amongst the members. Many are retired and living alone and find the support and friendships they develop at the club giving them a new lease on life. Members look out for each other especially where there are no family or other friends around. Examples abound of this altruistic behaviour.

During 2018 one club member (who lives on her own several kilometres outside Waipu) hurt her shoulder while gardening. She could not drive and asked a croquet friend to take her to the doctor. She had to have several assessments and every time a croquet club member was there to give moral support and to drive her to appointments. Then several months later she suffered a heart attack and was rushed to hospital and eventually airlifted to Auckland Hospital for an emergency operation. Her son lives in Dunedin and her daughter in Canada so the Croquet Club took over as her family. Members made sure that she was taken to doctor's appointments and that she had everything she needed.

When one widowed croquet club member lost her only daughter croquet club members took it on themselves to support her and drive her to her daughter's funeral in Auckland. The croquet club members rallied around her to support her during this difficult time.

There are many more stories of support and friendship which make Waipu Croquet Club exceptional.

Club membership has grown considerably over the last eight years. Of the 50 club members 43 live in Waipu and Waipu Cove. The balance live further north, mainly at Ruakaka and One Tree Point. About 10 members regularly walk or cycle to the club.

This increase in membership exceeds the general population growth in Waipu. Strong growth is likely to continue for the following reasons.

- 1 Croquet is mainly played by older people and it is an excellent form of outdoor exercise in which they are able to participate throughout the year.
- 2 There is an increasing number of retired people moving away from expensive, highly populated areas (such as Auckland) to country areas (such as Waipu).
- 3 The modern form of croquet is a much more sociable and easily learned game that is showing rapid growth around the country whilst the traditional form has been in decline. The Waipu Club plays the modern game.
- 4 The Croquet club is a welcoming place with a stimulating social environment both on and off the croquet lawns. People come along to give the sport a try, and quickly form relationships and a sense of belonging with the other members.

The club currently has fifty members and this number is expected to grow. Club play takes place three times a week The Club is affiliated to the Northland Croquet Association and through them with Croquet New Zealand.

The club also play in friendly tournaments with other clubs as well as participate in interclub and other more formal competitions. Some of the friendly tournaments draw more entrants than can be accommodated.

Waipu Croquet Club Inc is a registered charity (Registration Number CC55602).

The club is managed by a Management Committee, currently comprising 10 members, (see attached).

Building Committee, Brian Small (Civil Engineer Site Manager – Retired) Gordon Walker (Business Owner) Jean Kent (Business Owner) Russell Lewis (Owner Driver - Retired)

Funding Committee, Desmond Heath (Accountant-Retired) Lorna Murray, Roz Banbury, Alison Worthy, Christine Martin.

### **Current Facilities**

The club has two standard and one half sized lawns with a watering system and equipment shed.



The current clubhouse is an old rudimentary wooden structure (about 17 square metre interior) with no electricity, no running water and no toilet facilities. The lawns and clubhouse are well removed from other buildings on the park so shared use of those facilities is not practical. The only access to toilet and washroom facilities is the nearby Waipu Hotel that allows the club members to use the toilets of their backpacker section. The Waipu Bowling club also permits use of their facilities when larger tournaments are hosted. Relying on nearby facilities is more than a little inconvenient for members and visitors. *This photo shows the inside of the clubhouse during a recent committee* 

meeting.

The current facilities are owned by the Waipu Caledonian Trust and administered by the Waipu Caledonian Society. The dub is currently in discussions with the Society to formalise this arrangement through a lease in order to clarify ownership and responsibility for the facilities.

The club is impacted by the poor drainage in Caledonian Park, particularly access in the winter and the length of time that it takes to drain rainwater.

### **Proposed Facilities**

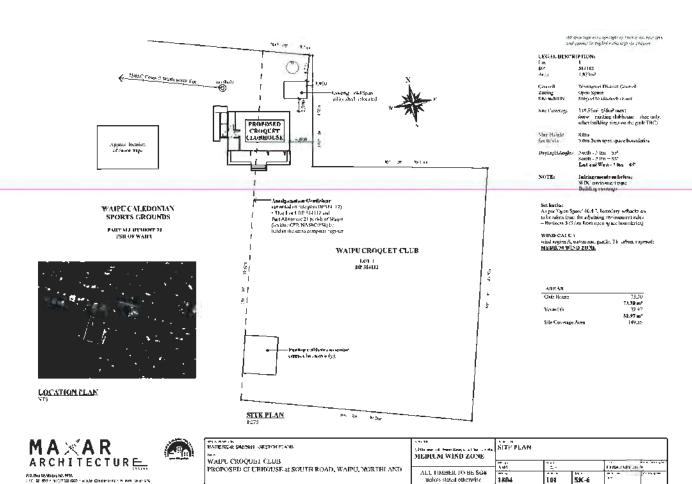
The proposed disabled-access facility has a larger building footprint than the existing shed with running water, electricity, a small kitchen facility, a small meeting area, an improved deck area, and two toilets, one being a disabled access toilet.

Cost Estimates have been completed and are as follows.

Consenting Process	\$12,000
Site Preparation	\$14,900
Construction	\$205,800
Finishing	\$7,000
Contingencies	\$10,000
Total	\$229,700

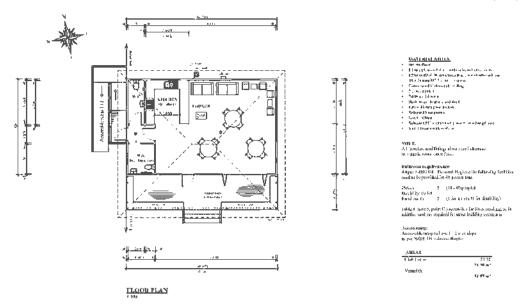
A geotechnical report has been completed and is available on request.

### **Building Plans**





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### Project Management of Build

The project will be managed by the Building Sub-Committee of the Croquet Club.

Name	Skills Relevant to the Building Project
Brian Small	Civil Engineer Site Manager - Retired
Gordon Walker	Business Owner
Jean Kent	Business Owner
Russell Lewis	Owner Driver - Retired

The site will be viewed daily during construction by a member of the Building Sub-Committee ensuring that the build is progressing as planned, and that any variation or issue is identified and managed early.

Management of the finances for the Build will be overseen by the Croquet Club Treasurer, Desmond Heath assisted by Brian Small and Gordon Walker

Each professional and tradesperson will have been selected for their professional credentials and references from satisfied customers.

Professionals and Tradespersons selected to date are

Name	Company	Registration
Adan Welford	Maxar Architecture	Licensed Building Practitioner
Evan Bucherer	Geoconsult	Engineering Geologist
Dean Halverson	Formable Fire Safety Design	Licensed Building Practitioner
Peter Dick	P D Electrical Ltd	Licensed Electrician

### Asset Management and Sustainability

Materials to be used have been specified by the Architects to comply with the requirements of a long term clubhouse. An asset management plan will be developed in collaboration with the architect and suppliers to ensure that these are maintained responsibly by the club over the life of the building.

A fire inspection will be undertaken by the fire service to ensure that the clubhouse is adequately provisioned for fire prevention and early warning of any fire incidents. The clubhouse will be insured. A Health and Safety plan including identification and early management of hazards will be developed.

A maintenance schedule will be developed as part of the asset plan ensuring that at a minimum, the fabric of the building will be reviewed annually, and proactive maintenance undertaken.

The new costs of power, rates and insurance will be met from club subscriptions. Agreement with The Caledonian Society means there will be no charge for the lease of the land.

### Anticipated Benefits to the Croquet Club and Waipu

For all users, the provision of disabled access facilities including a disabled access toilet is a significant benefit. This will positively impact the utilisation of the facility for a range of activities.

### 1 The Croquet Club and Visiting Croquet Players.

The majority of our members and visiting croquet players are retirees. Croquet is an ideal sport for the older person as it conforms to the Green Prescription concept of providing significant but gentle non-contact physical exercise and is played outdoors all year round. Another benefit is mental stimulation as the game involves considerable tactical skills. The social interactions and mutual support of the croquet club does much to help people. Loneliness among older people, especially those who have lost a spouse or partner is a significant health issue. It would be ideal to enable the membership of the club to continue to grow to allow these benefits to an increasing number of people.

Having a clubhouse with running water, electricity, kitchen and toilet facilities would be of great benefit, and enable extensions of activities into the evenings. It will also provide opportunities for an increase in social events for members and their whanau.

### 2 The Caledonian Society and Visitors to Major events.

The site of the planned clubhouse would be of benefit to the Caledonian Society as it would provide changing facilities to the dancers at the Highland Games as well as additional toilet facilities (including a toilet for the disabled). These facilities would also be available for other major events held in the park.

### 3 The Waipu Community Generally

Many members of the Waipu Croquet Club are part of a network of community activities such as the volunteer fire brigade, the community library, the bridge club, the Waipu museum, The Caledonian Society etc. Better Croquet Club facilities will help promote reciprocal activities within this network and help expand the network.

The planned dubhouse is modest in size and will be useful for small group activities in Waipu, complementing some of the larger meeting facilities in the township. Waipu is a very vibrant and active community with many clubs , societies, interests and gatherings. All the current facilities are heavily used. The size, disabled access and proximity to other facilities, including the school, makes it ideally suited to activities of all age groups including children.

# Project Plan

Task	Who	When	
Building drawings are presently being drawn up so that consents and builders fixed prices can be received	BS	Completed	
Seek Funding from Whangarei District Council Community Funding	GW	1/3/19	
Appoint builder	Building Committee	When quotes received	
Apply for Resource Consent	Building Committee	Awaiting outcome of funding application	
Secure agreement with Caledonian Society when access to building site can be permitted as this will be weather dependent due to having to cross the park	GW		
Seek Funding from Lottery Community Facilities Grant Funding	GW	Awaiting Resource Consent	
Seek Funding from Foundation North	GW	Awaiting Resource Consent	
Fundraising through local community events, sponsorship and donations	Management Committee	March - Dec 2019	
Clear building site	Caledonian Society	On or before 6/1/20	
Supply power and water to site	, and the second	01	
Install water tank			
Reposition existing tractor shed			
Procure and fit piles	Schedule at commencement of build		
Realign watering system			
Commence build			
Realign fencing when complete			
Supply and procure furnishings and fittings for clubhouse			
Clubhouse available for use			
Formal opening			



The 148th Waipu Highland Games Jan 1st 2019 A unique cultural celebration!

## WAIPU CALEDONIAN SOCIETY INCORPORATED 'COMUNN NA H-ALBA WAIPU'

'Established 1871'.

Tir nam Beann's nam Gleann's nam Gaisgeach - The country of the mountains, the glens and the heroes

Nemo Me Impune Lacessit - No one injures me with impunity

РО Вох 34 Waipu 0545

Northland

New Zealand

Petron - Stien S.J. McLean

Chief - Freser Sim

Chairman - Don Ewan

Website: www.waipugames.co.nz

1st May 2018

To Whom It May Concern

Re: Waipu Croquet Club Building Project

The Waipu Caledonian Society advises and confirms that it has granted approval to the Waipu Croquet Club to construct a new club rooms in the North Eastern corner of the Waipu Caledonian Park.

The plans have been developed in consultation with our Society, and the building will be a welcome addition to the facilities available to our fast growing community.

We wish the Waipu Croquet Club every success with this venture, and look forward to its successful completion.

Yours faithfully,

Jill Mutch

Secretary

Walpu Centennial Trust Secretary

c/- WAIPU MUSEUM 36 The Centre, WAIPU 0510 New Zealand

P: 09 432 0746 M
E: wjfau/kner@orcon net na
W: www.walpumuseum.com



### 21 February 2018

#### To Whom It May Concern

The Waipu Centennial Trust Board is writing in support of the Waipu Croquet Club's plan to build a new Clubhouse.

The Croquet Club has had a long and harmonious relationship with the Waipu Centennial Trust Board throughout the club's ninety five year old history. In recent years the Waipu Croquet Club has experienced rapid growth, due to the enthusiastic and welcoming energy of its members. The club caters for new and old Waipu residents, and leads a particularly strong role in encouraging older people living alone to exercise and socialize in a supportive, non-threatening environment. The Club now has the largest membership in Northland although unfortunately the current club facilities are not meeting the needs of this growing membership. The facilities are also not suitable for functions and inter-club tournaments.

The Waipu Centennial Trust Board and the Waipu Croquet Club enjoy a cooperative relationship, and have worked closely together on many community activities. The Waipu Centennial Trust Board is fully supportive of the Waipu Croquet Club building plan.

Regards,

Wendy Faulkner

Secretary

Waipu Centennial trust Board



# Waipu Croquet Club Incorporated Income Statement for the Year Ended 31 March 2018

	2017			2018
	\$	Income		\$
4-		Oxford Trust grants - Balls & hoops	2000.00	
-		Donation for clubhouse (Note 1)	2000.00	
		Club earnings for clubhouse (Note 1)	1500.00	
100.00		Donations - sundry	375.00	
3348.00		Membership subscriptions	3760.00	
2752.10		Green fees	3887.70	
1259.00		Tournament fees	1240.00	
736.40		Raffles and trading tables	649.20	
210.00		Sponsorship	-	
1.92	8407.42	Interest Received	2.44	15414.3
		Expenses		
		Croquet balls & hoops	2305.00	
		Clubhouse preliminary costs (Note 1)	4736.39	
3439.36		Lawn maintenance	1841.89	
1731.98		Building and equipment maintenance	955.23	
632.90		Mower & shed depreciation (Note 2)	672.90	
1295.00		Northland Croquet Association levies	1528.00	
486.88		Insurance	497.49	
255.00		Tournament costs, prizes & awards	160.30	
192.58	1	Refreshments	178.59	
51.60		Advertising	-	
70.00		Yearbooks	40.00	
69.58		Stationery	228.50	
-		Room hire /rates contribution	150.00	
181.00		Badges, keys and engravings	72.50	
		Defibrillator contribution	400.00	
39.50		Garden		
14.00		Competition fees	14.00	
	8459.38	Interclub travel	200.00	13980.79
	(51.96)	Surplus/(Deficit)		1433.59

### Waipu Croquet Club Incorporated

### Balance Sheet at 31 March 2018

	2017			2018
	\$	Assets		\$
2575.18		Westpac bank accounts	4300.33	
687.60	3262.78	Cash on hand	214.20	4514.53
6729.00		Equipment at cost (Note 2)	6729.00	
2828.70	3900.30	Less Accumulated depreciation	3501.60	3227.40
	7163.08	Total Assets		7741,93
		Equity and Liabilities		
	1178.82	Creditor		324.12
(51.96)		Surplus/(Deficit) for year	1433.55	
6036.22		Accumulated surplus brought forward	5984.26	
	5984.26	Accumulated surplus		7417.81
	7163.08	Total Equity and Liabilities		7741.93

#### Notes to the financial statements.

- Architect and geotechnical fees have been incurred for a proposed clubhouse building. A donation and earnings from assisting other organisations with catering have been earmarked for this project.
- 2 Depreciation on the mower, shed, and sprayer have been calculated at 10% p.a. on cost on a straight line basis.

	Mower	Shed	Sprayer	Total
Cost	3100.00	3229.00	400.00	6729.00
Accumulated depreciation	2170.00	1291.60	40.00	3501.60
Net book value	930.00	1937.40	360.00	3227.40

### Auditors Report to the members of the Waipu Croquet Club Incorporated.

I have examined the accounting records for the year ended 31 March 2018 and have received all the information and explanations I have required.

Control over income prior to receipt is limited, and there are no practical audit procedures to determine the effect of this limited control though the list of paid up Members does equate to revenue recorded in the accounts.

Subject to this qualification, in my opinion the Annual Accounts give a true and fair view of the financial position of the club.

Clarry Moffitt, CA (retired)

20 April 2018.

### **Clubroom Cumulative Income and Expenditure**

Income				Expenditure			
2017	Earnings from Waipu Museum	500.00	2018	Concept drawings	722.20		
	Anonymous Donation	2000.00		Architects fees	2059.19		
2018	Earnings from Caledonian Society	1000.00		Geotech report	1955.00		
	Earnings from Parking Management	200.00					
	Earnings from Funeral Catering	400.00					
	Anonymous Donations	4000.00					
		8100.00			4736.39		
				Available funds	3363.61		
	Not yet received - income re Highland games 2019 \$1200				8100.00		

### Waipu Croquet Club Incorporated

#### 1 Name

1.1 The name of the club shall be Waipu Croquet Club Incorporated ("the Club").

### 2 Registered Office

2.1 The Registered Office of the Club is 4b South Road, Waipu.

### 3 Objects of the Club

- 3.1 To promote physical activity by members of the Waipu community and surrounding districts through engaging in the game of croquet.
- 3.2 To promote physical, mental and social wellbeing of the older members of the Waipu community and surrounding districts through engaging in the game of croquet.
- 3.3 To support the foregoing object by means of the provision of croquet playing facilities and arranging croquet games and tournaments.
- 3.4 To engage in any other activity in support of the foregoing objects.

### 4 Powers

4.1 The Club will have the power to engage in financial transactions the Management Committee considers necessary or appropriate in order to meet the Objects of the Club.

### 5 Management of the Club

- 5.1 The Club shall have a managing committee ("the Committee"), comprising the following:
- (a) The President.
- (b) The Secretary.
- (c) The Treasurer.
- (d) The Club Captain; and
- (e) Such other additional persons as the Club shall decide, but not exceeding ten Committee Members in total. These additional Committee Members may be given specific designations as considered appropriate.

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- (f) The President, Secretary and Treasurer may also hold the office of Club Captain, in which case at least one additional Committee Member shall be appointed in order to have a minimum of four persons on the Committee.
- (g) A person holding two offices does not have an additional vote by virtue of holding two offices.
- 5.2 Only Members of the Club may be Committee Members.

### **6 Appointment of Committee Members**

- 6.1 At the Annual General Meeting ("the AGM"), the Members shall decide on the committee members by majority vote.
- 6.2 Absent members may only be appointed if they have given prior approval to be eligible for election.
- 6.3 A vacancy occurring before the next AGM may be filled for the balance of the period at the discretion of the remaining Committee Members.

### 7 Cessation of Committee Membership

- 7.1 Persons cease to be Committee Members when:
- (a) They are not re-elected at the next AGM.
- (b) They resign by giving notice to the Committee.
- (c) They are removed by majority vote of the Club at a Club General Meeting.
- (d) If incapacitation prevents a person from performing committee responsibilities, and the remaining committee members are of the opinion that a replacement is necessary, they may declare the position vacant.
- (e) If any Committee Member is absent from three consecutive meetings without leave of absence the President/Chairperson may declare that person's position to be vacant.
- 7.2 If a Committee Member ceases to be a Committee Member they shall hand over all Club documents and property to the replacement Committee Member.

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#### 8 Nomination of Committee Members

8.1 Nominations for members of the Committee shall be called for, be proposed and seconded in writing by Members and the completed nomination delivered to the Secretary. Nominations shall close on the day before the Annual General Meeting. All retiring members of the Committee shall be eligible for re-election.

### 9 The Role of the Committee

- 9.1 Subject to the rules of the Club ("The Rules"), the role of the Committee is to:
- (a) Control the affairs of the Club on behalf of Members.
- (b) Operate a bank account with any two of the following three Committee Members to authorise online transactions or to sign Club cheques: President, Secretary and Treasurer.
- (c) Delegate responsibility and co-opt members to carry out specific tasks where necessary.
- (d) Ensure that all Members follow the Rules.
- (e) Administer membership applications and terminations.
- (f) Decide the times and dates for Meetings, and set the agenda for Meetings.
- (g) Decide on procedures for dealing with complaints.
- (h) Make bylaws.
- 9.2 The Committee has all of the powers of the Club, unless the Committee's power is limited by these Rules, or by a majority decision of the Club in a General Meeting.
- 9.3 All decisions of the Committee shall be by a majority vote. In the event of an equal vote, the President/Chair shall have a casting vote.
- 9.4 Decisions of the Committee bind the Club, unless the Committee's power is limited by these Rules or by a majority decision of the Club in a General Meeting.

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### 10 The Roles of Committee Members

- 10.1 The President is responsible for:
- (a) Ensuring that the rules for meetings are followed.
- (b) Convening meetings and establishing whether or not a quorum is present.
- (c) Chairing meetings, deciding who may speak and when.
- (d) Overseeing the operation of the Club.
- (e) Providing a report on the operations of the Club at each Annual General Meeting.
- 10.2 The Secretary is responsible for:
- (a) Recording the minutes of meetings.
- (b) Keeping the Register of Members.
- (c) Holding the Club's records, documents, and books except those required for the Treasurer's function.
- (d) Receiving and replying to correspondence as required by the Committee.
- (e) Advising the Registrar of Incorporated Societies of any rule changes.
- 10.3 The Treasurer is responsible for:
- (a) Keeping proper accounting records of the Club's financial transactions to allow the Club's financial position to be readily ascertained.
- (b) Preparing annual financial statements for presentation at each Annual General Meeting. These statements should be prepared in accordance with generally accepted accounting practice.
- (c) Providing a financial report at each Annual General Meeting.
- (d) Providing financial information to the Committee as the Committee determines.
- (e) Forwarding the annual financial statements for the Club to the Registrar of Incorporated Societies upon their approval by the Members at an Annual General Meeting.

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- 10.4 The Club Captain is responsible for:
- (a) Determine whether or not the Club lawns are fit for play and, if so, what conditions, if any, be Imposed.
- (b) To make the draw for club days and to arrange all matches and teams for inter-club matches and tournaments.
- (c) To record all cup and badge holders.
- (d) To record results of games, matches and competitions.
- (e) To attend to, in conjunction with the Club Referee, if appointed, the handicapping of players.

### 11 Committee Meetings

- 11.1 Committee meetings may be held in person or via an electronic medium, or a combination, as the Committee may decide.
- 11.2 No Committee Meeting may be held unless there is a quorum.
- 11.3 A quorum for a Committee Meeting shall be four Committee Members.
- 11.4 The President shall chair Committee Meetings, or if the President is absent, the Committee shall elect a Committee Member to chair that meeting.
- 11.5 Decisions of the Committee shall be by majority vote.
- 11.6 The President or person acting as Chair has a casting vote.
- 11.7 Only Committee Members participating in a Committee Meeting may vote at that Committee Meeting.
- 11.8 Subject to these Rules, the Committee may regulate its own practices.
- 11.9 The President or acting Chair shall adjourn the meeting if necessary.
- 11.10 Adjourned Meetings: If within half an hour after the time appointed for a meeting a quorum is not present, the meeting shall stand adjourned to a day, time and place determined by the President /Chair of the Committee.

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11.11 Committee Meetings shall be called at the discretion of the President or at the request of two Committee Members.

### 12 Club Membership

- 12.1 Honorary member. An honorary member may be elected at an AGM in recognition to outstanding service to the Waipu Croquet Club. Membership fees of honorary members are waived.
- 12.2 Ordinary members.
- 12.3 Special membership. The Management Committee may create additional membership classes to accommodate special circumstances. Appropriate fees and conditions of membership shall be set at the time. The Special Membership class will only be valid until the next AGM, at which time the class conditions and fees will need to be approved, with or without amendment, in order for it to become established.

#### 13 Admission of Members

- 13.1 To become a Member, a person ("the Applicant") must:
- (a) Complete an application form if the Bylaws or the Committee requires this.
- (b) Supply any other information the Committee requires.
- (c) Pay a pro-rata membership fee.
- 13.2 The Committee shall have complete discretion when it decides whether or not to allow the Applicant to become a Member. The Committee shall advise the Applicant of its decision, and that decision shall be final.

### 14 The Register of Members

- 14.1 The Secretary shall keep a register of Members ("the Register"), which shall contain the names, the postal and email addresses and telephone numbers of all Members.
- 14.2 Members shall have reasonable access to the Register of Members.

### 15 Cessation of Membership

 $15.1\,\mathrm{Any}$  Member may resign by giving notice by letter or electronic communication to the Secretary.

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- 15.2 Membership may be terminated by the Committee if membership subscriptions are still unpaid 3 months after due date despite the member having been reminded that the subscription is due.
- 15.3 Membership may be terminated by majority vote of a Special General Meeting called for the purpose of terminating membership of a person or persons. The person or persons whose membership(s) are the subject of the meeting may speak at the meeting in person and/or through a representative.

### 16 Obligations of Members

- 16.1 Members shall inform the Secretary of any changes to their address and any other contact details.
- 16.2 Members are all expected to exercise good sportsmanship and to do nothing to bring the game or the Club into disrepute.

### 17 The Use of Money and Other Club Assets

- 17.1 The Club may only use money and other assets if:
- (a) It is for a purpose of the Club.
- (b) It is not for the sole personal or individual benefit of any Member.
- (c) That use has been approved by either the Committee or by majority vote of the Club.

### 18 Investing and Borrowing

- 18.1 Investment of surplus funds may only be made in registered financial institutions.
- 18.2 The Club may only enter into a borrowing arrangement if approved by Members in a General Meeting.

### 19 Financial Year

19.1 The financial year of the Club begins on the first of April each year and ends on 31 March of the next year.

### 20 Auditing of Financial Statements

20.1 An audit of the financial statements of the Club shall be carried out if required in terms of a resolution passed by:

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- (a) The Members in an Annual or Special General meeting, or
- (b) The Management Committee.
- 20.2 The resolution calling for the audit shall set out the scope of the audit and the qualifications of the auditor.

#### 21 Conduct of Meetings

- 21.1 A Club General Meeting is either an Annual General Meeting or a Special General Meeting.
- 21.2 The Annual General Meeting shall be held once every year no later than three months after the Club's balance date. The President shall determine when and where the Club shall meet within those dates.
- 21,3 The business of an Annual General Meeting shall be:
- (a) To receive any minutes of the previous Club Meeting.
- (b) To receive the President's report on the business of the Club.
- (c) To receive the Treasurer's report on the finances of the Club, and the Annual Financial Statements.
- (d) Election of Committee Members.
- (e) Motions to be considered.
- (f) General business.
- 21.4 Special General Meetings may be called by the Committee. The Committee must call a Special General Meeting if the Secretary receives a written request signed by at least 10% of the Members.
- 21.5 The Secretary shall give all Members at least 7 days notice, in writing or electronically, of the business to be conducted at any Club General Meeting.
- 21.6 All Members may attend and vote at Club General Meetings.
- 21.7 The quorum for a General Meeting shall be one third of eligible members.
- 21.8 If within half an hour after the time appointed for a meeting a quorum is not present the meeting, if convened upon requisition of members, shall be dissolved; in any other case it shall stand adjourned to

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a later date, time and place determined by the President. At the adjourned meeting the members present are be deemed to be a quorum.

- 21.9 All Club General Meetings shall be Chaired by the President. If the President is absent, the Club shall elect another Committee Member to chair that meeting. Any person who chairs a Club General Meeting has a casting vote.
- 21.10 On any given motion at a Club General Meeting, the President shall in good faith determine whether to vote by:
- (a) Show of hands; or
- (b) Secret ballot.

However, if any Member demands a secret ballot before a vote by a show of hands has begun, voting must be by secret ballot. If a secret ballot is held, the President has a casting vote.

#### 22 Common Seal

- 22.1 The Committee shall provide a common seal for the Club and may from time to time replace it with a new one.
- 22.2 The Secretary shall have custody of the common seal, which shall only be used by the authority of the Committee. Every document to which the common seal is affixed shall be signed by the President and countersigned by the Secretary or another member of the Committee.

#### 23 Altering the Rules

- 23.1 The Club may alter or replace these Rules at a Club General Meeting by a resolution passed by a majority of those Members present and voting.
- 23.2 Any proposed motion to amend or replace these Rules shall be signed by at least 2 Committee Members and given in writing to all Members at least 14 Days before the Club General Meeting at which the motion is to be considered.
- 23.3 When a Rule change is approved by a General Meeting no Rule change shall take effect until the Secretary has filed the changes with the Registrar of Incorporated Societies.

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#### 24 Bylaws

24.1 The Committee may from time-to-time make, alter or rescind bylaws for the general management of the Club, so long as these are not repugnant to these rules or to the provisions of law. All such bylaws shall be binding on members of the Club. A copy of the bylaws shall be posted in the Club Clubroom.

24.2 Matters not covered in these Rules or Bylaws shall be decided upon by the Committee.

### 25 Winding up

25.1 To wind up the Club the Members will need to pass a resolution to apply to the Registrar for the Club to be dissolved.

25.2 No distribution may be made to any Member.

25.3 After settling all liabilities, all surplus money and other assets of the Club shall be distributed to The Waipu Caledonian Charitable Trust.

These rules were approved at a duly convened Special General Meeting held for that purpose on 12 July 2018.

President

η..Secretary



Waipu Croquet Club 4B South Road Waipu 0510 29<sup>th</sup> January 2019

### Waipu Croquet Club Management Committee 2018/19

President - Gordon Walker,

Vice President - Jean Hilary Kent

Treasurer - Desmond John Alan Heath,

Secretary - Judith Marian Grey

Club Captain - Christine Martin,

Committee Members: Alison Lorraine Worthy,

Elizabeth Joan Hunt

Glenn Douglas Nicholson

Susanna Maria Faculin Heath

President. Gordon Walker, waipucroquet@gmail.com

Charity Registration Number CC55602

( NEW SEARCH | PREVIOUS SEARCH )

Number 2203402 <u>View Certificate Of Incorporation</u>

Name WAIPU CROQUET CLUB

INCORPORATED

 Incorporated
 16-JAN-2009

 Current Status
 REGISTERED

 Organisation Type
 Incorporated Society

Print This Page

( EMAIL CERTIFICATE )

### **Previous Names**

No Previous Names on record

### **Address Details**

### Registered Office

4B South Road Waipu 0510

### Address for Communication

4b South Road Waipu 0510

### Officers/Trustees

Name Date Appointed:

HEATH, Desmond 11-MAY-2013

(Treasurer)

29 Dundee Lane, Rd2, Waipu 0582

### **Documents Registered**

	Date	Barcode	Description	File Size Available
F	26-JUL-2018 14:59:29	10064945020	Alteration Of Rules	568.3 Kb
	<u>16-MAY-2018 11:10:06</u>		Particulars of Organisation Address	
<b>3</b>	16-MAY-2018 11:02:21		Upload of Financial Statement for 2018	850.1 Kb
	16-MAY-2018 11:02:21		<u>Financial Statement AGM</u> <u>Details</u>	
<b>Æ</b>	05-MAY-2017 19:11:16		Upload of Financial Statement for 2017	<u>261.3 Kb</u>
	05-MAY-2017 19:11:16		Financial Statement AGM Details	
	11-MAY-2016 10:47:33		Upload of Financial Statement for 2016	<u>868.2 Kb</u>
	11-MAY-2016 10:47:33		Financial Statement AGM Details	
<b>P</b>	15-MAY-2015 15:06:02	10063297832	Annual Accounts - 2015	115.8 Kb
	03-JUN-2014 15:51: <u>51</u>	10062632002	Annual Accounts - 2014	<u>171.2 Kb</u>

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	15-MAY-2014 19:05:02		Particulars of Organisation Address	
	14-APR-2014 11:11:23	<u>10062484970</u>	Alteration Of Rules	650.1 Kb
4	19-JUL-2013 15:22:11	<u>10061792852</u>	Annual Accounts - 2012	164.8 Kb
	17-JUL-2013 11:52:07		Particulars of Officers/Trustees	
	17-MAY-2013 10:50:02	10061754569	Change Of Address	230.4 Kb
	17-MAY-2013 10:50:01		Particulars of Organisation Address	
A.	17-MAY-2013 10:48:39	10061754729	Annual Accounts - 2013	202.3 Kb
	14-JUN-2010 11:37:56	10059322030	Annual Accounts - 2009	179.1 Kb
<b>3</b>	10-JUN-2009 10:13:10	10057701999	Annual Accounts - 2009	224.3 Kb
8	16-JAN-2009 09:48:16	10057050890	New Incorporated Society	744.4 Kb
		Click to downle	oad viewing software.	

Printed: Monday, 4th March 2019 11:04:15 NZDT

# Waipu Croquet Club Incorporated Income Statement for the Year Ended 31 March 2018

	2017			2018
	\$	Income		\$
-		Oxford Trust grants – Balls & hoops	2000.00	
-		Donation for clubhouse (Note 1)	2000.00	
-		Club earnings for clubhouse (Note 1)	1500.00	
100.00		Donations - sundry	375.00	
3348.00		Membership subscriptions	3760.00	
2752.10		Green fees	3887.70	
1259.00		Tournament fees	1240.00	
736.40		Raffles and trading tables	649.20	
210.00		Sponsorship	-	
1.92	8407.42	Interest Received	2.44	<b>1</b> 5414.3
		Expenses		
		,		
		Croquet balls & hoops	2305.00	
		Clubhouse preliminary costs (Note 1)	4736.39	
3439.36		Lawn maintenance	1841.89	
1731.98		Building and equipment maintenance	955.23	
632.90		Mower & shed depreciation (Note 2)	672.90	
1295.00		Northland Croquet Association levies	1528.00	
486.88		Insurance	497.49	
255.00		Tournament costs, prizes & awards	160.30	
192.58		Refreshments	178.59	
51.60		Advertising	-	
70.00		Yearbooks	40.00	
69.58		Stationery	228.50	
		Room hire /rates contribution	150.00	
181.00		Badges, keys and engravings	72.50	
de		Defibrillator contribution	400.00	
39.50		Garden	-	
14.00		Competition fees	14.00	
	8459.38	Interclub travel	200.00	13980.79
	(51.96)	Surplus/(Deficit)		1433,55

### Waipu Croquet Club Incorporated

### Balance Sheet at 31 March 2018

	2017			2018
	\$	Assets		\$
2575.18		Westpac bank accounts	4300.33	
687.60	3262.78	Cash on hand	214.20	4514.53
6729.00		Equipment at cost (Note 2)	6729.00	
2828.70	3900.30	Less Accumulated depreciation	3501.60	3227.40
	7163.08	Total Assets		7741.93
		Equity and Liabilities		
	1178.82	Creditor		324.12
(51.96)		Surplus/(Deficit) for year	1433.55	
6036.22		Accumulated surplus brought forward	5984.26	
	<u>5984.26</u>	Accumulated surplus		7417.81
	7163.08	Total Equity and Liabilities		7741.93

### Notes to the financial statements.

- Architect and geotechnical fees have been incurred for a proposed clubhouse building. A donation and earnings from assisting other organisations with catering have been earmarked for this project.
- Depreciation on the mower, shed and sprayer have been calculated at 10% p.a. on cost on a straight line basis.

	Mower	Shed	Sprayer	Total
Cost	3100.00	3229.00	400.00	6729.00
Accumulated depreciation	2170.00	1291.60	40.00	3501.60
Net book value	930.00	1937.40	360.00	3227.40

### Auditors Report to the members of the Waipu Croquet Club Incorporated.

I have examined the accounting records for the year ended 31 March 2018 and have received all the information and explanations I have required.

Control over income prior to receipt is limited, and there are no practical audit procedures to determine the effect of this limited control though the list of paid up Members does equate to revenue recorded in the accounts.

Subject to this qualification, in my opinion the Annual Accounts give a true and fair view of the financial position of the club.

Clarry Moffitt, CA (retired)

20 April 2018.





### **Charity Summary**

**Registration Number:** CC55602

**Registration Date:** 01/08/2018

**Charity Name:** Waipu Croquet Club Incorporated

### **Charity Details**

**Trading Name** 

**Registration Details** 

Registration Status: Registered Balance Date: March 31 IRD Number: Restricted

NZBN Number: 9429043184248

**Address for Service:** 

Charity's Postal Address: 4B South Road

Waipu 0510

Charity's Street Address: 4B South Road

Waipu 0510

**Charity's other details** 

Phone:

Fax:

Email: waipucroquet@gmail.com

Website: Facebook:

Twitter:

Social Network Name:

### **Areas of Operation**

New Zealand: Northland

Percentage spent overseas 0

### Purpose & Structure

### **Purpose**

As stated in the Club's constitution:

- 3.1 To promote physical activity by members of the Waipu community and surrounding districts through engaging in the game of croquet.
- 3.2 To promote physical, mental and social wellbeing of the older members of the Waipu community and surrounding districts through engaging in the game of croquet.
- 3.3 To support the foregoing object by means of the provision of croquet playing facilities and arranging croquet games and tournaments.

### **Entity Structure**

The Club is run by a Management Committee of members elected at each annual general meeting There is a minimum requirement of 4 specified officer positions and up to 10 in total.

**Activities** 

Main Activity: Provides buildings / facilities / open space

Activities: Provides human resources, Acts as an umbrella / resource body, Provides

buildings / facilities / open space

**Sectors** 

Main Sector: Sport / recreation

Sectors: Health, Sport / recreation, Other: Care of Aged

**Beneficiaries** 

Main Beneficiary: General public

Beneficiaries: Older people, General public

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### **Annual Returns**

**Date Submitted** 

For Year Ended

**Total Income** 

**Total Expenditure** 

Reference

06/06/2019 31/03/2019 63,019 14,196 AR001

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### **Officer Details**

Cur	ront	<b>∩</b> ffi	cers
Gur	rent	OTTI	cers

Name	Officer Type	Position	Position Appointment Date
Alison Worthy	Individual	Management Committee Member	29/04/2017
Christine Martin	Individual	Captain	29/04/2017
Desmond Heath	Individual	Treasurer	29/04/2017
Elizabeth Hunt	Individual	Commitee Member	29/04/2017
Gordon Walker	Individual	President	29/04/2017
Jean Kent	Individual	Vice President	29/04/2017
Glenn Nicholson	Individual	Committee member	12/05/2018
Judith Grey	Individual	Secretary	12/05/2018
Susanna Heath	Individual	Management Committee	12/05/2018
Lynne Stewart	Individual	Treasurer	11/05/2019

### **Past Officers**

Name	Officer Type	Position	Last Date as an Officer
Jean Tafa	Individual	Club Captain	12/05/2018
Joan Robinson	Individual	Management Committee Member	12/05/2018
John Lewis	Individual	Management Committee Member	12/05/2018
Rodney Christensen	Individual	Management Committee Member	11/05/2019

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# Community Funding

Application Form

If you need help to complete this application form or would like to discuss your application, please contact the Community Funding Officer well before the closing date of the round you are applying to. Call 09 430 4200 or email funding@wdc.govl.nz to make an appointment.

Application summ	nary
Organisation name	Whangarei Boys' High School
Amount requested	\$ 150 000
Project name	Whangarei Boys' High School Auditorium

Group's postal address	PO Box 5034 Whangarei		
Group's postal address	PO Box 5034 Whang	arei	
Postcode	0140	9140	
Group's bank account name:	ASB Whangarei Boys' High School		
Group's bank account number:	12 3115 0172332 00	12 3115 0172332 00	
Group's GST number	10-318-173	The state of the s	
	ng die amemonenen		
Who are your group's mair	ng die amemonenen		
Who are your group's mair Primary contact's name	n contact(s) for this fu		
Who are your group's mair Primary contact's name Position in group	contact(s) for this fu	Inding application?	
Who are your group's mair Primary contact's name Position in group Email	Contact(s) for this fu Karen Gilbert-Smith Principal	Inding application?	
Who are your group's mair Primary contact's name Position in group Email Daytime phone number(s)	Karen Gilbert-Smith Principal k.gilbert-smith@wbhs	Inding application?	
Who are your group's mair Primary contact's name Position in group Email Daytima phone number(s) Second contact's name	Contact(s) for this further Gilbert-Smith  Frincipal  k.gilbert-smith@wbhs	Inding application?	
o provide an outstanding educe Who are your group's mair Primary contact's name Position in group Email Daytime phone number(s) Second contact's name Position in group Email	Karen Gilbert-Smith Principal k.gilbert-smith@wbhs 0272024211 Yvonne Nees	inding application?	

Section 2: Eligibility	
Have you received funding from	om Whangarei District Council in the last three years?
☑ No ☐ Yes – if yes, ensure you ha	ave completed your grant reports and have met your grant obligations.
Does your group have a lega	status?
Yes - please provide:	Health III all all Southealth III all Southealth and III all and III all all all all all all all all all
	tiety or charitable trust registration number tatement of financial performance account details.
☐ No* - you will need to eith	er:
The second secon	http://www.societies.govi.nz/cms/customer-suppon/tags), or ella of a group that does (refer below).
*Umbrella Group Gua	rantee
Applicants that are not a regis umbrella group that is.	stered charitable trust or incorporated society must apply under an
prepared to accept legal liabil Grants are paid to the umbrei	applicant well and is willing to vouch for them and their project, and are ity and responsibility. Ia group for disbursement to the applicant in accordance with the grant
place restrictions on granting	met, Council may request the grant monies to be returned and/or may funds to the applicant and the umbrella organisation in future.
	completed by an authorised officer of the umbrella group.
Umbrella group name	
Society or trust number:	
Contact person	
Email	
Daytime phone number(s)	
GST number (or n/a)	
confirm that our organisation	is willing to guarantee and receive any monies granted to:
Project name:	
Signature	He mi sense direction is the missing and the m
Date	
Please provide evidence of un statements.	mbrella group's bank account details and a copy of the latest financial

Describe your project in te	Who, What, When, Where, Why, How rms of the following:
Name of project	Whangarei Boys' High School Auditorium rebuild
Amount requested	\$ 150 000
When will this take place?	Design from May 2019 and construction from June 2026
Where will this take place?	On site at Whangarei Boys, High School
Who and how many people will benefit?	1300 school students and additional members of the Wider community
Ethnicities of likely benefic that you think will benefit from thi	iaries of this project — lick as appropriate and include a percentage estimate for each is project
NZ European	Estimate %: 50
✓ Maori	Estimate %: 42
Pacific Peoples	Estimate %: 8
Other European	Estimate %:
☐ Asian	Estimate %:
Middle Eastern/Latin American/African	Estimate %:
Other ethnicity	Please specify: Estimate %:
Area of work To help us understand who most closely to your projec	ere support is being requested, please select which of the following relate t
	Projects and activities that facilitate education and enjoyment of the arts people of our District.
	onment – Projects and activities that preserve and promote the heritage at protect and enhance the environment in which we live.
	ort – Projects and activities that enable participation and engagement in for people in our district of all abilities, ages and life stages.
	ctedness and Wellbeing – Projects and activities that strengthen and connectedness in ways that cultivate healthy, happy and positive our District.



### The Idea - Briefly explain what it is that you want to do:

We want to build a community facility that will act as an, auditorium for Whangarei Boys' High School and, a community use facility for the wider Whangarei community. We have funding for an auditorium to seat 671 students at present. With our school roll at 1250, we want to build a facility that has capacity to house 1300.

### The Need - How do you know there is a need for your project, programme or service?

There are no facilities in Whangarei that can seat 1300 and in terms of a community space, we would like to see if used for all manner of performance. We will configure the space so that it can be used for conferences, social and formal events within the the school calandar and the community. The CHART review produced for WDC, had olear recommendations regarding a theatre venue of high specifications and increased capacity. Our facility would go some way to achieving these recommendations.

### The Impact - What difference will your project make?

From a school point of view we will not only be able to assemble our entire school community but also provide a venue for other schools in the wider region to share and use for their functions. Events such as showquest and Shakespeare festival will have a venue that will be of benefit to all schools from Bream Bay to Kaitaia. From a community perspective we will have a centralised venue that will be accessible to a multitude of groups for use. From theatre, to music to social events it will provide a meeting space that will bring our community together in one welcoming and accessible space.

### Your Readiness - What controls and checks do you have in place to manage the funding?

Our building fund is managed by the Ministry of Education and the Board of Trustees. Any funds received will be tagged to this project and be able to be accounted for as such

### Your Readiness - How ready is your organisation to deliver the project, programme or service?

100% ready. We have appointed a design team and quantity surveyor, we have completed all geotechnical and ground condition reports and we have a delivery schedule that takes us through to completion in January 2022. Our whole school build will start in mid 2020 and take 18 months to complete. We have all personnel in place now to start the concept design through to detailed design process and will be tendering for a building team later this year.

### Collaboration - Who will you work with to deliver your project, programme or service?

ASC architects as part of the Design Group, Ministry of Education, BBD quantity surveyors. Building tenders will be sought later this year

We also have the capacity to consult with local groups who may use the famility to ensure we incorporate the necessary specifications.

### Your Approach - How will you demonstrate value for money and the impact of your work?

We will ensure the facility is available outside of school usage for the local community and promote the facility widely. We will track usage both within school and the community and ensure equity of access for all community organisations. The ability to socialise and congregate as a community group with provide benefits that are less tangible but enhance a sense of community and connection to ane's local community.

### Your Approach - How does your project, programme or service meet best practice and is it evidence based?

The auditorium build is part of the wider rebuild of the school and as such will be benchmarked against Ministry of Education building standards and Green Star standards. From a school point of view, the New Zealand Centre for Educational Research (NZCER) produced a report in 2012 on what works will in successful boys schools. It was clearly identified that celebrating success in a whole school environment led to better outcomes for students and connection to the school community. We need a space to assemble the whole school and this would meet that brief. From a community perspective we anticipate wide usage as it will be purpose built and located centrally for easy access to the whole community.

Section 4: Project B Provide a full list of your project summary below and attach you	tincon	ne, fundraising and expenses. If your budget is	detailed, provide a
Are you registered for GST?		No – your budget figures must include G	ST where applicable
	Z	Yes - your budget figures must exclude	GST where applicable
GST number	10-31	8-173	
Project income e.g. ticket se	les 50	x \$10 = \$500	Amount
Unknown at this time		THE RESERVE OF THE PARTY OF THE	<b>\$</b> 0
			s
			\$
			\$
Total of other grants and dor	ations	5	\$ 4 350 000
Own contribution / fundraising	g	7	\$ 500 000
		(A) Total income expected	\$ 4850,000
In-kind support – please lis e.g. volunieer numbers, estima equipment		urs work, plus any donated materials,	
Volunteer Numbers: 0	Estin	nated Hours Work:	
The hire of this facility will be se and cleaning will be included in		ed on our existing staff and the maintenance ole school	the least the same th
Total project costs include <u>all</u> your project costs hire, personnel costs. If you hav requested to provide quotes as	e quot	naterials, venue hire, promotion, equipment es, please attach them. You may be ce of some costs.	
Total build and fit out costs			\$
Please note \$4.35million is the N	loE co	ntribution to the building.	\$
· · · · · · · · · · · · · · · · · · ·			\$
- HITTI			\$
		, , , , , , , , , , , , , , , , , , , ,	\$
			\$
			\$
			\$
			s
		(B) Total expenses expected	\$ 5 000 000
		(C) Income less expenses	\$ 150 000

### Section 6: Declaration

I undertake that I have obtained the consent of the group/organisation to make this application and provide these details.

I declare that the information supplied here is correct. If the application is successful, I/we agree to:

- provide a tax invoice to Whangarei District Council for the amount of the grant within one
  month of being advised of the grant for the event
- acknowledge Whangarei District Council in all publicity
- spend the grant on the purpose for which the application was made within 12 months of funding being approved
- return any unspent money to Whangarei District Council if the event is completed under budget
- meet any additional terms and conditions that may be set by the Community Funding Committee
- acknowledge that we will be liable to return any monies granted should any breach of the above conditions occur.

We will submit an Impact Report within two months of the completion of the project to Whangarei District Council attaching copies of all invoices and/or receipts accounting for the full amount of the grant. We understand that failure to do so will affect future funding applications.

We consent to the Whangarei District Council recording the personal contact details provided in this application, retaining and using this information to send us relevant Council information.

We understand that my name and/or the name of my group/organisation and brief details about the project/event may be raleased to the media or appear in publicity material.

We are aware that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.

Name	Karen Glibert-Smith
Signature *	
Position in Group	Principal WBHS
Date	23 May 2019

Final	check – make sure you have: Checked that the budget balances and have accounted for GST	
	Altached quotes where evallable	
	Attached your group's (or the umbrelle group's) bank account details e.g. Bank Deposit Slip	
	Attached your group's (and the umbrella group's) most recent set of financial accounts	

Send your completed application with supporting documents to funding@wdc.govt.nz.

<sup>\*</sup> We prefer to receive applications by small (send to <u>funding@wdc.govl.nz</u>). To include your signature, print and sign this page then attach a scan or photo of it to your application small. Alternatively, you can post or deliver the printed form to us or pop in to sign it.

ASB	Deposit
ASB BANK LANTED MALTON STREET	Date =
	phiates Ma. (Arriment
	\$100
	\$50
Depositor's Hanse	520
Reference	810
Credit secount of	5
WHANGAREI BOYS' HIGH SCHOOL	Storin
WHATCHES TO STATE STATES	Cheques person
Sends trettided in this deposit earnest be drawn against until proceeds how here	-5

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## WHANGAREI BOYS' HIGH SCHOOL

### ANNUAL REPORT

### FOR THE YEAR ENDED 31 DECEMBER 2018

### WHANGAREI BOYS' HIGH SCHOOL

Annual Report - For the year ended 31 December 2018

### School Directory

Ministry Number: 15

Principal: K Gibert-Smith

School Address: Kent Road, Regent, Whangarei

School Postal Address: P O Box 5034, Whangarei

School Phone: (09) 430-4170

School Email: y.nees@wbhs.school.nz (Executive Officer)

Members of the Board of Trustees

		How Position	
Name	Position	Gained	Term expires
G Atkins	Chair Person	Elected	May-19
K Gilbert-Smith	Principal	ex Officio	
D Robertson	Parent Rep	Elected	May-19
S McGunnigle-Trail	Parent Rep	Elected	Dec-18
B Smith	Parent Rep	Elected	May-19
S Varney	Parent Rep	Elected	Dec-18
T Robinson	Parent Rep	Elected	May-19
J Hewitt	Parent Rep	Co-opted	May-19
L Kuraia	Parent Rep	Co-opted	Sep-18
V Hill	Staff Rep	Elected	May-19
A George	Student Rep	Elected	Sep-18
F Symonds	Student Rep	Elected	Sep-19
	The second secon		

Accountant / Service Provider:



Auditor: UHY Haines Norton (Auckland) Ltd

# WHANGAREI BOYS' HIGH SCHOOL

### Annual Report - For the year ended 31 December 2018

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2	Statement of Comprehensive Revenue and Expense
ŝ	Statement of Changes in Net Assets/Equity
3	Statement of Financial Position
5	Statement of Cash Flows
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11- 20	Notes to the Financial Statements
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## Whangarei Boys' High School Statement of Responsibility

For the year ended 31 December 2018

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

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

It is the opinion of the Board and management that the annual financial statements for the financial year ended 31 December 2018 fairly reflects the financial position and operations of the school.

The School's 2018 financial statements are authorised for issue by the Board.

Full Name of Board Chairperson	Full Name of Principal
Signature of Board Chairperson	Signature of Principal
Date:	Date

### Whangarei Boys' High School Statement of Comprehensive Revenue and Expense

For the year ended 31 December 2018

		2018	2018 Budget	2017
	Notes	Actual	(Unaudited)	Actual
		5.	5	5
Revenue				
Sovernment Grants	2	9,881,055	9,163,313	9,932,463
ocally Raised Funds	3	765,581	802,000	718,660
nteresi Earned		38,181	24,000	33,124
fostel	- 3	667,552	695,090	651,458
International Students	4 5	161,421	174,750	120,875
		11,513,790	10,859,153	11,458,605
Expenses				
locally Raised Funds	3	486,187	428,364	416,850
Hoste)	10	535,143	613,366	554,335
nternational Students	5	148,239	149,950	114,352
earring Resources	Đ I	7,338,274	6,587,185	7,274,483
Administration	Ĩ.	837,171	744,563	566,064
Finance		49,401	52,500	60,618
Property	. 8	1,971,396	1,863,028	1.848,000
Depreciation	9	396,419	59,148	415,154
Loss on Disposal of Property, Plant and Equipment			13	1,500
		11,756,230	10,498,104	11,251,256
Not Surplus / (Deficit) for the year		(242,440)	361,049	205,350
Other Comprehensive Revenue and Expenses		-		-
Total Comprehensive Revenue and Expense for the Year		(242,440)	361,049	205,350

The above Statement of Comprehensive Revenue and Expense should be read in conjunction with the accompanying notes.

### Whangarei Boys' High School Statement of Changes in Net Assets/Equity

For the year ended 31 December 2018

	Adural 2018 3	Budgel (Unaudited) 2018 \$	Actual 2017 \$
Balance at 1 January	2,058,116	2,726,162	2,652,766
Total comprehensive revenue and expense for the year Capital Contributions from the Ministry of Education Contribution - Furniture and Equipment Grant	(242,440)	361,049	205,35(1)
Equity of 31 December	2,615,876	3,087,211	2,858,116
Retained Earnings Reserves	2,5\$7,324 58,352	3,087,211	2,799,764 58,352
Equity at 31 December	2,615,676	3,087,211	2,858,116

### Reserved Equity

The Reserved Equity relates to funds received by the school from bequests. These funds are not required to be repaid. In accordance with the terms in the bequests the funds are to be beld in term deposits with the interest being used for specific purposes relating directly in the students of WBHS and to assist families of students in the boarding hostel who are undergoing financial hardship.

Reserves	Balanca 31-12-17	Receipts	Payments	31/12/18
McLaughlin Scholarship	41,185	D	0	41,185
Kerr Scholarchip Prizegiving Truels	3,313 13,854	0	0	3,313 13,854
	58,352	0	U,	58,352
				_

The above Statement of Changes in Net Assets/Equity should be read in conjunction with the accompanying notes.

### Whangarei Boys' High School Statement of Financial Position

As at 31 December 2018

		2018	2016 Budget	2017
	Notes	Actual	(Unaudited)	Actual
	1,10,103	5	S	
Current Assets		*		
Cash and Cash Equivalents	10.	809,763	965.559	668,107
Accounts Receivable	3.1	395,104	537,497	537,A9T
GST Receivable			61,882	51,682
Prepayments		33,689	63,263	63,263
investments	. 18	500,000	558,352	558,352
	-	1,738,555	2,186,553	1,887,101
Current Liabilities				
GST Payable		14,216	100000	
Accounts Payable	18	518,672	892,740	892,740
Revenue Received in Advance	15	103,608	193,735	193,735
Provision for Cyclical Maintenance	18	51,788	41,241	41.241
Painting Contract Liability - Current Portion	4.4.	11,591	11,462	11,462
Finance Lease Liability - Current Portion	18	131,154	114,020	114,020
Funds held in Trust	19	191,490	238,821	238,821
Funds held for Capital Works Projects	720	190,761		(70,357)
	-	1,213,280	1,292,019	1,221,662
Working Capital Surplus/(Deficit)		525,278	894,534	665,439
Non-current Assets				
Properly, Plant and Equipment	121.	2,243,106	2,488,931	2,488,931
	-	2,243,108	2,488,931	2,488,931
Non-current Liabilities		7007		14.5.00
Provision for Cyclical Maintenance	15	100/717	717,687	117,687
Painting Contract Liability	17	6,547	16,764	16.764
Finance Lease Liability	(8	45,442	162,803	162,803
		152,706	298,254	296,254
Not Assets	1.3	2,615,676	3,087,211	2,858,116
Equity		2,515,676	3,087,211	2,858,116

The above Statement of Financial Position should be read in conjunction with the accompanying notes,

# Whangarei Boys' High School Statement of Cash Flows

For the year ended 31 December 2018.

		2018	2018 Budget	2017
	Note	Actual	(Unaudited)	Actual
A TO A TO A CONTROL OF A LONG TO THE OWNER OF THE OWNER OWNER.		2		3
Cash flows from Operating Activities		8333351	2486 (186	04.000
Government Grants		2,919,316	3,238,317	3,214,173
Locally Raised Funds		935,902	725,833	642.499
Hostel		654,224	670,024	626,392
International Students		88,117	176,904	123,029
Goods and Services Tax (net)		76,098	(64.613)	(64,613)
Payments to Employees		(2,441,353)	(2,473,791)	(2,291,351)
Payments to Suppliers		(2,037,872)	(1,891,045)	(1,748,981)
Cyclical Maintenance Payments in the		(51,788)	(81,182)	
Interest Paid		(48,401)	(52,500)	(60,518)
Interest Received		38,181	26,783	35,907
Nel cash from / (Io) the Operating Activities		131,426	274,730	476,537
Cash flows from Investing Activities				and the same
Proceeds from Sale of PPE (and Intangibles)		100000	x	(1,500)
Purchase of PPE (and Inlangibles)		(149,225)	264,930	(91,076)
Purchase of Investments		58,352	(500,000)	(500,000)
Net cash from / (to) the Investing Activities		(90,873)	(235,070)	(592,576)
Cash flows from Financing Activities				
Finance Lease Payments		(101,596)	(97,263)	(97,263)
Painting contract payments		(9,088)	(2,466)	(2,466)
Funds Administered on Behalf of Third Parties		(47.331)	9,028	9,028
Funds Held for Capital Works Projects		261,118	(142,412)	(212,759)
Net cash from Financing Activities		103,103	(233,113)	(303,470)
Net increase/(decrease) in cash and cash equivalents		143,656	(193-453)	FA19,509
Cash and cash equivalents at the beginning of the year	10	665,107	1,159,012	1,085,615
Cash and cash equivalents at the end of the year	10	809.763	985,559	666,107

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

The above Cash Flow Statement should be read in conjunction with the accompanying notes.

### Whangarei Boys' High School Notes to the Financial Statements For the year ended 31 December 2018

### 1. Statement of Accounting Policies

### al Reporting Entity

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

### b) Basis of Preparation

### Reporting Period

The financial reports have been prepared for the period 1 January 2018 to 31 December 2018 and in accordance with the requirements of the Public Finance Act 1989.

#### Basis of Preparation

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

#### Financial Reporting Standards Applied

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

### PBE Accounting Standards Reduced Disclosure Regime

The School qualifies for Tier 2 as the school is not publicly accountable and is not considered large as it talls below the expenditure threshold of \$30 million per year. All relevant reduced disclosure concessions have been taken.

#### Measurement Base

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

### Presentation Currency

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

### Specific Accounting Policies

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

### Critical Accounting Estimates And Assumptions

The preparation of financial statements requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, revenue and expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised and in any future periods affected.

### Useful fives of property, plant and equipment

The School reviews the estimated useful lives of property, plant and equipment at the end of each reporting date. The School believes that the estimated useful lives of the property, plant and equipment as disclosed in the Significant Accounting Policies are appropriate to the nature of the property, plant and equipment at reporting date. Property, plant and equipment is disclosed at note 13.

### Critical Judgements in applying accounting policies

Management has exercised the following critical judgements in applying accounting policies:

#### Classification of leases

The School reviews the details of lease agreements at the end of each reporting date. The School believes the classification of each lease as either operation or finance is appropriate and reflects the nature of the agreement in place. Finance leases are disclosed at note 18.

### Recognition of grents

The School reviews the grants monles received at the end of each reporting period and whether any require a provision to carry forward amounts unspent. The School believes all grants received have been appropriately recognised as a liability if required. Government grants are disclosed at note 2.

#### c) Revenue Recognition

### Government Grants

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

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

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

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

#### Other Grants

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

### Donations, Gifts and Bequests

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

#### Interest Revenue

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

### d) Use of Land and Buildings Expense

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

### e) Operating Lease Payments

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

### f) Finance Lease Payments

Finance lease payments are apportioned between the finance charge and the reduction of the outstanding liability. The finance charge is allocated to each period during the lease term on an effective interest basis.

### g) Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, bank balances, deposits held at call with banks, and other short term highly liquid investments with original maturities of 90 days or less, and bank overdrafts. The carrying amount of cash and cash equivalents represent fair value.

### h) Accounts Receivable

Accounts Receivable represents items that the School has issued invoices for or accrued for, but has not received payment for it year end. Receivables are initially recorded at fair value and subsequently recorded at the amount the School realistically expects to receive. A receivable is considered uncollectable where there is objective evidence the School will not be able to collect all amounts due. The amount that is uncollectable (the provision for uncollectability) is the difference between the amount due and the present value of the amounts expected to be collected.

#### i) Investments

Bank term deposits for periods exceeding 90 days are classified as investments and are initially measured at the amount invested. Interest is subsequently account added to the investment balance. After initial recognition bank term deposits are measured at amortised cost using the effective interest method less impairment.

Investments that are shares are categorised as "available for sale" for accounting purposes in accordance with financial reporting standards. Share investments are recognised initially by the School at fair value plus transaction costs. At balance date the School has assessed whether there is any evidence that an investment is impaired. Any impairment, gains or losses are recognised in the Statement of Comprehensive Revenue and Expense.

After initial recognition any investments categorised as available for sale are measured at their fair value without any deduction for transaction costs the school may incur on sale or other disposal.

The School has met the requirements of Schedule 6 para 28 of the Education Act 1989 in relation to the acquisition of investment securities.

### i) Property, Plant and Equipment

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

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

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

Property, plant and equipment acquired with individual values under \$500 are not capitalised, they are recognised as an expense in the Statement of Comprehensive Revenue and Expense.

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

#### Leased Assets

Leases where the School assumes substantially all the risks and rewards of ownership are classified as finance leases. The assets adquired by way of finance lease are measured at an amount equal to the lower of their fair value and the present value of the minimum lease payments at inception of the lease, less accumulated depreciation and impairment losses. Leased assets and corresponding liability are recognised in the Statement of Financial Position and leased assets are depreciated over the period the School is expected to benefit from their use or over the term of the lease.

### Depreciation

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

The estimated useful lives of the assets are:

Building improvements to Crown Owned Assets 10-75 years
Furniture and equipment 4-20 years
Information and communication technology 3 years
Motor véhicles 5 years
Textbooks 3 years
Leased assets held under a Finance Lease 3 years

Library resources 12.5% Diminishing value

### k) Impairment of property, plant, and equipment and intangible assets

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

### Non cash generating assets

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

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

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

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

#### I) Accounts Payable

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

### m) Employee Entitlements

Short-term employee entitlements

Employee benefits that are due to be settled within 12 months after the end of the period in which the employee renders the related service are measured based on accrued entitlements at current rates of pay.

These include salaries and wages accrued up to balance date, annual leave earned to but not yet taken at balance date.

### n) Revenue Received in Advance

Revenue received in advance relates to fees received from international, hostel students and grants received where there are unfulfilled obligations for the School to provide services in the future. The fees are recorded as revenue as the obligations are fulfilled and the fees earlied.

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

### c) Funds Held in Trust

Funds are held in trust where they have been received by the School for a specified purpose, or are being held on behalf of a third party and these transactions are not recorded in the Statement of Revenue and Expense. The School holds sufficient funds to enable the funds to be used for their intended purpose at any time.

### p) Provision for Cyclical Maintenance

The property from which the School operates is owned by the Crown, and is vested in the Ministry. The Ministry has gazetted a property occupancy document that sets out the Board's property maintenance responsibilities. The Board is responsible for

maintaining the land, buildings and other facilities on the School site in a state of good order and repair.

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

### q) Financial Assets and Liabilities

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

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

The School's financial flabilities comprise accounts payable, borrowings, finance lease liability, and painting contract flability. All of these financial flabilities are categorised as "financial flabilities measured at amortised cost" for accounting purposes in accordance with financial reporting standards.

### r) Goods and Services Tax (GST)

The financial statements have been prepared on a GST exclusive basis, with the exception of accounts receivable and account payable which are stated as GST inclusive.

The net amount of GST paid to, or received from, the IRO, including the GST relating to investing and financing activities, is classified as a net operating cash flow in the statements of cash flows.

Commitments and contingencies are disclosed exclusive of GST,

### s) Budget Figures

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

#### t) Services received in-kind

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

-				
-	-	والمناب	 the state of the state of	 and the state of the state of
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	2010	Budget.	2017
	Actual	(Unaudited)	Actual
	\$	\$	\$
Operational grants	2,507,883	2,597,968	2,485,874
Teachers' salaries grants	5,644,770	5,078,710	5,797,644
Use of Land and Buildings grants	1,317,030	1.179,917	1,254,297
Other MoE Grants	88,425	98,062	189,100
Other government grants	322,947	208,656	255,568
	9,881,055	9,163,313	9,932,483
1. Locally Raland Funds			
odal funds raised within the School's community are made up ht:			
	2018	2018 Budget	2017
	Actual	(Unaudited)	Actual
Revenue	\$	8	5
Qonations	155,280	165,000	139,900
Activities	281,319	292,000	235,390
Trading	173,809	180,000	168.692
Other Revenue	155,173	185,000	174,884
	765,581	802,000	718,666
	100,007	See #103/16	

320,670 165,517

486,187

279,394

250,000 178,364

428.364

373,636

257,574 159,278

416,85

301,81€

#### d. Unetal Revenue and Everences

Surplus/ (Deficil) for the year Locally raised funds

Expenses Activities Frading

4. Hostel Revenue and Expenses			
	2016	2018 Budget	2017
	Actual Number	(Unaudited) Number	Actual
Hustel Financial Performance	744,000		4,040,4414
Hostel Full Boarders	46	7.5	62
Hostel Weakly Boarders	0	0.	0.
	2018	2018 Budget	2017
	Actual	(Unaudited)	Actual
Revenue	5	•	5
Hostel Fees	618.448	628,690	\$66,596
Other Revenue	49,104	66,400	84.862
	667,552	695,090	651,458
Expenses			
Kitchen	99,701	132,000	171,342

Administration	40,664	60,239	41,329
Property	64,527	81,593	66,963
Employee Benefit - Salaries	330,251	349,534	334,709
	535,143	613,366	554,335
Surplus/ (Daticit) for the year Flostel	132,409	81,724	97,123

e and the state of			
5. International Student Revenue and Expenses	27/27		1777
The second secon	2018	2018	2017
	Wat (2)	Budget:	Aug at
	Actual	(Unaudited)	Actual
Jetosopaliscopi Študiosi Štali	Number	Number	Number
International Student Roll	8	10	15
	2018	2018	2017
	44.5	Budget	400
	Actual	(Unaudited)	Actual
Revenue	\$	5	5
International student fees	181,421	174,750	120,875
Expenses			
Commissions	10,668	10,000	7,239
Recruitment	11,533	25,000	19,689
International student levy:	1,530	4,700	4,811
Employee Benefit - Salaries	85,396	76,000	75,131
Other Expenses	39,112	34,250	7,482
	148,239	149,950	114,352
Surplus/ (Deficit) for the year International Students'	13,182	24,800	6,523
- Special and a Constant Constant			
6. Learning Resources			
o. Learning Resources	2018	2018	2017
		Budget	2.4
	Actual	(Unaudited)	Actual
	.5	9	1
Curricular	386,773	395,329	401,637
Equipment repairs	1,119	200,020	87
	30,426	28,040	30,997
Information and communication technology			15.821
Extra-curricular activities	27,094	13,500	A
Library resources	4,249	3,700	4,878
Employee benefits - salaries	6,833,629	6,101,716	6,776,853
Stalf development	54,984	44,900	44,209
	7,338,274	6,587,185	7,274,488
W. AND COURT			
7. Administration	2018	2018	2017
		Budget	
	Actual	(Unsudited)	Actual
		\$	5
Audil Fee	11,234	10,450	7,795
Board of Trustees Fees	2,850	5,150	4,250
Board of Trustees Expenses	12,563	8,700	3,880
Communication	23,732	18,000	17,787
Consumables	15,387	18,000	22,475
1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1			
Legal Fees	1,252	be see	20,020
Other	91,832	63,328	60,039
Employee Benefils - Salaries	635,523	588,935	435,201
Insurance	17,408	24,000	13,837
Service Providers, Contractors and Consultancy	19.390	000,8	1.000
	831,171	744,563	566,064
	-		

	- L
а.	Property
	1.100 000 000 000 000

	2018	2018 Budget	2017
	Actual \$	(Unaudited) \$-	Actual 5
Caretaking and Cleaning Consumables	10,449	11,000	36,046
Consultancy and Contract Services	186,206	158,477	158,322
Cyclical Maintenance Expense	45,365	54,000	(27:182)
Grounds	30,500	21,700	21,216
Heal, Light and Water	127,932	732,500	132,023
Rates	16,193	16.000	16,616
Repairs and Maintenance	98,403	139,442	71.007
Use of Land and Buildings	1,317,030	1,179,917	1,254,297
Security	35,326	26,000	30,874
Employee Benefits - Salaries	123,992	123,992	154,781
	1,971,396	1,863,028	1,848,000

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

-	200		7.50	Pro-	
α.	Division in	64 B	OF	25.0	ion
WV.	D 6	ы.		41	רוטו

v. a sp. samon.	2018	2018 Budget	2017
	Actual \$	(DelibuanU)	Actual \$
Buildings	74,629	10,503	75.004
Building Improvements	5,547	780	5.547
Furniture and Equipment	117,693	17,150	115.248
Information and Communication Technology	61.966	10,845	77,459
Motor Vehicles	24,198	3,390	24,198
Textbooks	22,238	4,750	29.631
Leased Assets	86,502	11,790	64.764
Library Resources	3,646	540	3,865
	398,419	58,148	415,154

#### 10. Cash and Cash Ecunvalems

id. Cash and Cash Equivalents	2018	2018 Budget	2017
	Actual 5	(Unaudited)	Autua)
Bank Current Account	732,869	941,803	642,351
Bank Call Account	76,894	23,756	,23,75%
Cash and cash equivalents for Cash Flow Statement	809,763	965,569	666,107

The carrying value of short-ferm deposits with majurity dates of 90 days or less approximates their lair value.

Of the \$809,763 Cash and Cash Equivalents, \$190,761 is held by the School on behalf of the Ministry of Education. These funds are required to be spent in 2019 on Crown owned school buildings under the School's Five Year Property Plan.

Of the \$809,763 Cash and Cash Equivalents, \$29,432 of unspent grant funding is held by the School. This funding is subject to restrictions which specify how the grant is required to be spent in providing specified deliverables of the grant arrangement.

11	Accounts	Receivable
	THE PARTY OF PARTY AND ADDRESS OF THE PARTY AN	LACCOLADION.

Actual		
werens)	(Unaudited)	Actual
\$	\$	\$
11,785	185,844	185,644
383,339	351.853	351,858
395,104	537,497	537,497
11.765	185,644	185,644
383,339	351,853	351,853
395,104	537.497	537 497
	383,339 395,104 11,765 383,339	383,339 351,853 395,104 537,497 11,765 185,644 383,339 351,853

# 12. Investments

The School's investment activities are classified as follows:			
and the second s	2018	2018	2017
	400	Budget	
	Actual	(Unaudited)	Actual
Current Asset	4	\$	2
Shad Jarry Book Denneite	507:000	550 252	559 353

# 13. Property, Plant and Equipment

2018	Opening Balance (NBV)	Addition:	Disposals	Impairment	Depréciation \$	Total (NBV)
Buildings	1,638,812				(74,629)	1,562,183
Building Improvements	153,032	9			(5,547)	147,485
Furniture and Equipment	415,363	70,724	- 1	0-0	(117,693)	368,394
Information and Communication Technology	50,884	70.446			(81,966)	59,364
Motor Vehicles	32,284	20 F.	140	100	(24, 198)	8,056
Textbooks	44,156	3,872	740	5-3	(22,239)	25,790
Leased Assets	140,289	1.369	-	-	(86,502)	35,156
Library Resources	16,131	4.183	-		(3,646)	16,668
Balance at 31 December 2018	2,488,931	150.594		-	(398.419)	2,243,106

	Cost or Valuation	Accumulated Depreciation	Net Book Value
2042	5	8	.5
Buildings	2,378,026	(815,843)	1,562,183
Building Improvements	242,018	(94,533)	147,486
Furniture and Equipment	7,070,229	(701,835)	368,394
Information and Communication Technology	388,154	(328,790)	59,364
Motor Vehicles	120,990	(712,924)	8,066
Textbooks	152,316	(426,526)	25,790
Leased Assets	259,735	(204,579)	55,156
Library Resources.	67,147	(50,479)	16,668
Balance at 31 December 2018	4,678,915	(2,435,509)	2,243,106

2017	Opening Balance (NBV) \$	Additions	Disposals	Impairment	Depreciation	Total (NBV)
Buildings	1,711,816	-		1.0	(75,004)	1,636,812
Building Improvements	158,579	100	-		(6,547)	153,032
Furniture and Equipment	459,257	72,354	(1,500)	1.00	(115,248)	415,363
Information and Communication			4		10000	
Technology	112,711	15,632	-	5-5	(77,459)	50,884
Molor Véhicles	56,462	100	-	-	(24,198)	32,264
Textbooks	71,374	2,433			(29,651)	44,158
Leased Assa(s	95,827	128,626	100		(84,164)	140,289
Library Resources	18,357	1,935	(278)	(*)	(3,883)	16,131
Balance at 31 December 2017	2,584,383	221,480	(1,778)		(415,154)	2,488,931

The net carrying value of equipment held under a finance lease is \$55,156 (2017; \$140,289)

2017	Cost or Valuation \$	Accumulated Depreciation §	Net Book Value \$
Buildings	2,378,026	(741,214)	1,636,812
Building Improvements	242,018	(88.986)	153,032
Furniture and Equipment Information and Communication	1,936,143	(620,780)	415,363
Technology	317,708	(265,824)	50,884
Molor Vehicles	120,990	(88,726)	32,264
Textbooks	148,445	(104,289)	44,150
Leased Assets	258,366	(118,077)	140,289
Library Resources	62,964	(46,833)	16,131
Balance at 31 December 2017	4,564,860	(2,075,729)	2,488,931

40.	Accoun	In 1	Sauce	bek.	
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	2018	2018 Budget	2017
	Actual	(Unaudited)	Acrual
		5	\$
Operating creditors	70.032	250.042	250,042
Acquals	51,788	1000	1.
Capital accruals for PRE items	1400		
Banking staffing overuse			1.0
Employee Entitlements - salaries	329,502	377,613	377,613
Employee Entitlements - leave accrual	67,350	65,085	65,085
	518,672	692,740	592,740
Payables for Exchange Transactions	510,067	892,740	691 7011
Payables for Non-exchange Transactions - Taxes Payable (PAYE and Rates)	8,135	200-11-20	1,840
Payables for Non-exchange Transactions - Other	470		- 10.30
	518,672	692,740	692,740

The carrying value of payables approximates their fair value,

15. Revenue	Received	in Advance
-------------	----------	------------

	Actual \$	Budget (Unaudited) \$	Actual \$
Grants in Advance - Ministry of Education	29,432	29,369	29,369
International Student Fees	56,826	130,130	130,130
Hostel Fees	9,566	22,894	22,894
Other	7,784	11,342	11.342
	103,608	193,735	193,73€

# 16. Provision for Cyclical Maintenance

Total and a second seco	2018	2018 Budget	2017
	Actual	(Unaudited)	Accusi
Provision at the Start of the Year	158,928	158,928	186,110
Increase/ (decrease) to the Provision During the Year	38,942	54,000	(27,182)
Use of the Provision During the Year	(45,365)	(54,000)	
Provision at the End of the Year	152,505	158,928	158,928
Cyclical Maintenance - Current	51,788	41,241	41,241
Cyclical Maintenance - Term	100,717	117,687	117,687
	152,505	158,928	158,928

## 17. Painting Contract Liability

The second secon	2018	2018 Budget	2017
	Actual	(Unaudited)	Actual
	\$	\$	\$
Current Liability Non Current Liability	71.591	11,462	11,462
	6.547	15,764	15,764
	.18 138	27,226	27.226

In 2008 the Board signed an agreement with Programmed Maintenance Services Ltd (the contractor) for an agreed programme of work covering a fourteen year period. The programme provided for an interior and exterior repaint of Caruth in 2008 and 2015, with regular maintenance in subsequent years. The agreement has an annual commitment of \$8,619. The liability is the best estimate of the actual amount of work performed by the contractor for which the contractor has not been paid at balance sheet date. The liability has not been adjusted for inflation and the effect of the time value of money.

#### 18. Finance Lease Liability

The School has entered into a number of finance lease agreements for computers and other ICT equipment. Minimum lease payments payable:

2016	2018	2017
	Budget	
Actual	(Unaudited)	Actual
\$	5	\$
133,903		134,144
50,058		223,013
	\$ 133,903	Budget

	183,961	- ×	357,157
19, Funds held in Trust	2018	2018 Budget	2017
Funds Held in Trust on Behelf of Third Panies - Current Funds Held in Trust on Behelf of Third Panies - Non-current	Actual \$ 191,490	(Unaudited) 238,821	Actual 3 238,821
y www.quy ar y ar y	191,490	238,821	238,821

These funds relate to arrangements where the school is acting as an agent. These amounts are not revenue or expenditure of the school and therefore are not included in the Statement of Comprehensive Revenue and Expense.

An optional History / Languages Trip to Japan was run by the school in 2016. This trip was fully funded by all etlending the trip, with the money paid into the school during 2017. For this reason the money was held in a designated fund. The purpose of the trip was to visit a school in Japan to immerse the students in the history and culture of the country. The trip was supervised by staff from the Social Sciences Faculty, with some parents also accompanying the students. Upon that reconcilitation the trip ran at a surplus, the total amount of the surplus was reimbursed were made to all attendees. The Income / Expenditure (including reimbursements) was \$112,841.

#### 20. Funds Held for Capital Works Projects

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

	2018	Opening Balances	Receipts from MoE	Payments	BOT Contributions	Closing Balances
671610	100 TV 15	8		2		\$
Roof Replacement	completed	780	She Was		_	780
Electrical Upgrade	completed	2,959	-	-	-	2,959
Heat & Ventilation	completed	(699)	W. Name of Street	1. ATV 2.15	-	(699)
Special Needs Modifications	completed	(157,268)	1,169,623	(975,894)		36,461
Laboratory Renovations	completed	2,816	~			2,816
Tech Block Statiwell	completed	(855)	×	(2,022)	-	(2,877)
Science Block Roof	completed	27,700	37,760	(65,981)	-	(521)
School Rebuild	in progress	52,765	24.348	(11,182)	·	65,931
Flood Repairs	completed	1,445	2.2	(2,886)		(2,441)
Technology Outdoor Workshop	completed	- 4	81.154	(75,603)		5,551
Weatherlightness	completed		52.730	(91,385)		(8,655)
Plasma Cutter	completed	-		(5,351)		(5,361)
5YA Projects	completed	-	-	(9,722)		(9,722)
K Block Roof Repairs	completed	-	135,000	(45,106)		89,894
Internal Refurbishment	completed		44,550	(26,484)		18,086
Science Block Lighting & Power	completed	~	9,624	(12,065)	-	(2,441)
Totals		(70,357)	1,584 789	(1,323,871)		190,761
Represented by: Funds Held on Behall of the Minis						222.478
Funds Due from the Ministry of E	Sucation					190,781

	2017	Dpening Balances S	Receipts from MoE &	Payments \$	BOT Contributions	Closing Balances
Roof Replacement	in progress	780			-	780
Electrical Upgrade	in progress	2,959		1.00	6	2,959
Heat & Ventilation	In progress	(699)		L. 15		(699)
Special Needs Modifications	In progress	136,556	189,000	(482,825)		(157,268)
Laboratory Renovations	In progress	2,816		70.50		2,816
Tech Block Stairwell	In progress	10,000	15,145	(18,000)		(855)
Science Black Ront	in progress	1.9	106,200	(78,500)		27,700
School Rebuild	in progress	1.8	58,000	(5,235)		52,765
Flood Repairs	in progress		15,603	(14,157)		1,445
Toilet Block Fire	completed	1.8	7,023	(7,023)		
HVAC Languages & Admin Block	. completed	1.0	49,721	(49,721)		*
Gymnasium Stairway	completed	-	7,100	(7,100)		*
Totals		142,412	447,792	(660,561)		(70,35)

#### 21. Related Party Transactions

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

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

#### 22. Remuneration

Key management personnal compensation

Key management personnal of the School include all trustees of the Board. Principal, Deputy Principals and Heads of Departments.

	2018 Actual \$	2017 Actual \$
Remuneration	2,850	4,250
Full-time aquivalent members	0.45	0.40
Leadership Team		
Ramuneration	1,515,354	1,447,795
Full-time equivalent members	16.00	15.00
Total key management personnel remuneration	1,518,204	1,452,045
Total full-time equivalent personnel	16.45	15.40

The full time equivalent for Board members has been determined based on attendance at Board meetings. Committee meetings and for other obligations of the Board, such as stand downs and suspensions, plus the estimated time for Board members to prepare for meetings.

#### Principal

The total value of remuneration paid or payable to the Principal was in the following bands:

e was a water a sure of the su	Actual	Actual
Salaries and Other Short-term Employee Benefits:	\$000	\$000
Salary and Other Payments	160 - 165	150 - 160
Benefits and Other Emoluments	15 - 20	10-15
Termination Benefits		100

#### Other Employees

The number of other employees with remuneration greater than \$100,000 was in the following bands:

Remuneration	2016	2017
\$000 100-110	FTE Mumber 4.00	FTE Number 4:00
	4,00	4.00

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

#### 23. Compensation and Other Benefits Upon Leaving

The total value of compensation or other benefits paid or payable to persons who ceased to be trustees, committee member, or employees during the financial year in relation to that dessation and number of persons to whom all or part of that lotal was payable was as follows:

	2018	2017
	Actual	Actual
Total	80	\$0.
Number of People	mil	mit

#### 24. Contingencies

There are no contingent (labilities (except as noted below) and no contingent assets as at 3.1 December 2016 (Common liabilities and assets at 3.1 December 2017; nill).

#### Holidays Act Compliance - schools payroll

The Ministry of Education performs payroll processing and payments on behalf of school boards of trustees, through payroll service provider Education Payroll Limited.

The Ministry has commenced a review of the schools sector payroll to ensure compliance with the Holidays Act 2003. The initial phase of this review has identified areas of non-compliance, however the potential impact on any specific school or individual and any associated historical liability will not be known until further detailed analysis has been completed.

To the extent that any obligation named reasonably be quantified at 31 December 2018, a contingent liability for the school may exist.

#### 25. Commitments

#### (4) Capital Commitments

As at 31 December 2018 the Board has entered into contract agreements for capital works as follows:

The school has 16 Capital Works projects entered into but not completed by the end of the 2018 school year. The majority of these projects are to be completed by early January 2019. The following are the most substantial projects.

- (a). S of these projects are due to waterlightness roof repairs, leaky building etc. And have been ongoing for more than one year. These projects will not be closed until, in extreme weather conditions, the building are deemed ift for purpose.
- (b) The school will be undergoing a rebuild / refurblehment. Prior to commencement of the physical reubild the MOE has provided funds for release of the Principal for conterences / meetings relating to new builds in schools and for staff to visit other. newly built / remodelled schools. To date we have received \$65,931 for this project. Some of these funds will carry forward into 2019
- (c) The school has received \$1,169,623 MOE project funding for Special Needs Modification. This includes the installation of an slevator. This project will be completed early 2019. (Capital commitments at 31 December 2017; nil)

#### (b) Operating Commitments

As at 31 December 2018 the Board has no operating commitments.

#### 26. Managing Capital

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

#### 27. Financial Instruments

Loans and receivables

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

		Budget	
	Actual	(Unaudited)	Actual
Cash and Cash Equivalents	809,763	965,559	666,107
Receivables	395,104	537,497	537,497
Investments - Term Deposits	500,000	558,352	558,352
#shall more and Banasankan	d and and	D.Dr.A. ADD	4 704 053

2018

2018

2017

Total Loans and Receivables	1,704,867	2,061,408	1,761,956
	-		

The first community and a second community of the			
Payables	510,537	692,740	691,700
Finance Leases	176,596	276,823	276,823

Total Financial Liabillies Measured at Amortised Cost	705,271	396,789	995,749
Painting Contract Liability	18,138	27,226	27,226

#### 28. Events After Balanca Date

Financial liabilities measured at amortised cost

There were no significant events after the balance date that impact these financial statements.

#### 29. Comparatives

There have been a number of prior period comparatives which have been reclassified to make disclosure consistent with the current year.

# Whangarei Boys' High School Kiwisport Statement

As at 31 December 2018

The 2018 Klwisport Funding of \$25,790 (2017: \$25,610) excluding GST, has been utilised by providing part of the salary of a Sports Coordinator. The primary ovjective of the Sports Coordinator is to enhance the profile of sports and physical recreation within the school, to faciliate the running of non curricular sports programmes and to increase student participation and parent involvment.

From: Karen Gilbert-Smith

To: **Funding** 

Subject: Re: Scan Data from FX-C829A1 Date: Monday, June 10, 2019 3:41:14 PM

Attachments: image002.png

image001.png

Kia ora Cindy, for your advice and approval.

Whangarei Boys' High School has been the recipient of a \$50 million cash injection into its school building programme. The vast majority of our buildings are past their useful life, have earthquake and weathertightness issues and are simply not fit for purpose in today's educational climate.

Unsurprisingly, we don't simply get carte blanche as far as which building remain and which go as the Ministry of Education has a very strict formula to address this called SPG (School Property Guide). Under this formula, we are entitled to a hall/auditorium that is 671m2 giving us capacity for seating around 650 students. With our school roll at 1250, this is far from ideal. We have negotiated with the Ministry of Education to build the footprint for the hall slightly larger than we are entitled to. This is because we have a master plan that shows the school will grow to 1600 students. With the increased footprint, we are able to build a mezzanine onto the hall allowing us to reach capacity seating for our whole school. This additional space is taken from what is labelled circulation space- used for things like corridors etc. However, we are still slightly short hence the application for \$150 000.

The plan has always been to have a facility locally that can house community groups, performances and other functions for the wider community. We are confident that we can achieve this in partnership with the WDC.

Nga mihi nui

Karen Gilbert-Smith **Principal** 

Whangarei Boys' High School | PO Box 5034 | Whangarei 0140

Telephone: (09) 430 4170 www.wbhs.school.nz

On Tue, 4 Jun 2019 at 11:31, Funding < funding@wdc.govt.nz > wrote:

Hi Karen

At the moment, your application is lacking information, particularly around the budget. Funding decisions are made by the Funding Committee of Council, based on the information provided in the application, so I do highly recommend you provide more clarity around the budget and the figure requested. As it is, our funding policy states schools are generally not eligible, so it really is in your best interest to provide as much information as possible to support your application.

Kind regards

# Cindy Velthuizen

**Community Funding Officer – Community Development** 

Whangarei District Council | Forum North | Private Bag 9023, Whangarei 0148 | www.wdc.govt.nz

P 09 430 4200 | DDI 09 945 4422 | E cindy.velthuizen@wdc.govt.nz

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My office is at Walton Plaza level 1.

**From:** Karen Gilbert-Smith [mailto:k.smith@wbhs.school.nz]

**Sent:** Tuesday, June 4, 2019 11:24 AM **To:** Funding < funding@wdc.govt.nz > **Subject:** Re: Scan Data from FX-C829A1

Hi Cindy this is tricky as we have a \$50 million dollar rebuild of the whole school, that includes the hall, that isn't clearly broken down by each building per se. I have spoken to Sandra Boardman about this project, I think she has a good understanding of the challenges but maybe it's easier if I call you?

Nga mihi nui

Karen Gilbert-Smith

#### **Principal**

Whangarei Boys' High School | PO Box 5034 | Whangarei 0140

Telephone: (09) 430 4170

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# On Tue, 4 Jun 2019 at 09:48, Funding < funding@wdc.govt.nz > wrote: Hi Karen Thanks for your application. Please see the Partnership Fund guide (page 9-10 in the attached) to see what other supporting documents are needed. In particular we will need a full budget for the build and what part of this the \$150k request would be going towards. The closing date for the Partnership Fund is 1 July. Kind regards **Cindy Velthuizen Community Funding Officer – Community Development** Whangarei District Council | Forum North | Private Bag 9023, Whangarei 0148 | www.wdc.govt.nz P 09 430 4200 | DDI 09 945 4422 | E cindy.velthuizen@wdc.govt.nz Like us on Facebook My office is at Walton Plaza level 1.

**From:** Karen Gilbert-Smith [mailto:k.smith@wbhs.school.nz]

**Sent:** Friday, May 31, 2019 3:21 PM **To:** Funding < <a href="mailto:funding@wdc.govt.nz">funding@wdc.govt.nz</a>>

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**Subject:** Fwd: Scan Data from FX-C829A1

Please find attached completed funding application. Full set of accounts have been submitted to the auditor and should be available early next week.

Nga mihi nui

Karen Gilbert-Smith

#### **Principal**

Whangarei Boys' High School | PO Box 5034 | Whangarei 0140

Telephone: (09) 430 4170

www.wbhs.school.nz

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

From: **ApeosPort-IV C5575** < <u>scanner@wbhs.school.nz</u>>

Date: Fri, 31 May 2019 at 11:42 Subject: Scan Data from FX-C829A1 To: <<u>k.smith@wbhs.school.nz</u>>

Number of Images: 8

Attachment File Type: PDF

Device Name: ApeosPort-IV C5575

Device Location:



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