

Community Funding Committee Agenda

Date: Wednesday, 9 May, 2018

Time: 9:00 am

Location: Council Chamber
Forum North, Rust Avenue
Whangarei

Elected Members: Cr Crichton Christie (Chairperson)
Her Worship the Mayor Sheryl Mai
Cr Gavin Benney
Cr Tricia Cutforth
Cr Sue Glen
Cr Greg Innes
Cr Greg Martin

For any queries regarding this meeting please contact
the Whangarei District Council on (09) 430-4200.

1. Declarations of Interest	
2. Apologies	
3. Confirmation of Minutes of Previous Community Funding Committee Meeting	
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4. Decision Reports	
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6. Public Excluded Business	
7. Closure of Meeting	

Community Funding Committee – Terms of Reference

Membership

Chairperson:	Councillor Crichton Christie
Members:	Her Worship the Mayor Sheryl Mai Councillors Gavin Benney, Tricia Cutforth, Sue Glen, Greg Innes and Greg Martin
Meetings:	As required.
Quorum:	4

Purpose

To disburse funds as determined by the Whangarei District Council Grants, Concessions and Loans Policy.

Key responsibilities include:

- To carry out the funding process in accordance with the Whangarei District Council Grants, Concessions and Loans Policy in an objective, fair and transparent way.
- To make recommendations on grants, concessions and loans over \$15,000 to Council.

Delegations

- Financial delegation to approve the payment of grants, concessions and loans to the value of \$15,000 or less.

Community Funding Committee Meeting Minutes

Date: Wednesday, 11 April, 2018
Time: 9:00 a.m.
Location: Council Chamber
Forum North, Rust Avenue
Whangarei

In Attendance Cr Crichton Christie (Chairperson)
Cr Tricia Cutforth
Cr Sue Glen
Cr Greg Innes
Cr Greg Martin

Not in Attendance Her Worship the Mayor Sheryl Mai
Cr Gavin Benney

Also present: Cr Shelley Deeming
Cr Phil Halse
Cr Cherry Hermon
Cr Anna Murphy

Scribe C Brindle (Senior Democracy Adviser)

1. Declarations of Interest

Item 4.1 c Tai Tokerau Emergency Housing Trust
Item 4.1 e Volunteering Northland

2. Apologies

Cr Benney (leave of absence)
Her Worship the Mayor (absent)

Moved By Cr Greg Innes

Seconded By Cr Greg Martin

That the apologies be sustained.

Carried

3. **Confirmation of Minutes of Previous Community Funding Committee Meeting**

Moved By Cr Sue Glen

Seconded By Cr Greg Innes

That the minutes of the Community Funding Committee meeting held on Wednesday 14 February 2018 having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.

Carried

4. **Decision Reports**

4.1 **Allocation of the 2018-19 Annual Operating Fund**

The motion was taken in parts.

1. The Community Funding Committee recommends to Council the allocation of grants from the 2018-19 Annual Operating Fund as follows:

Moved By Cr Tricia Cutforth

Seconded By Cr Greg Innes

- a. Whangarei Youth Space Trust \$15,000

Carried

Moved By Cr Greg Martin

Seconded By Cr Greg Innes

- b. Shiloah Christian Ministries Inc. \$10,000

On the motion being put Cr Cutforth called for a division:

Recorded	For	Against	Abstain
Cr Crichton Christie	X		
Cr Tricia Cutforth		X	
Cr Sue Glen			X
Cr Greg Innes			X
Cr Greg Martin	X		
Results	2	1	2

Carried (2 to 1)

Moved By Cr Greg Innes

Seconded By Cr Crichton Christie

b. Tai Tokerau Emergency Housing Trust \$8,000

On the motion being put Cr Martin called for a division:

Recorded	For	Against	Abstain
Cr Crichton Christie	X		
Cr Tricia Cutforth			X
Cr Sue Glen	X		
Cr Greg Innes	X		
Cr Greg Martin			X
Results	3	0	2
Carried (3 to 0)			

Declaration of interest: Cr Cutforth declared an interest and withdrew from discussions and voting on this item.

Moved By Cr Greg Martin

Seconded By Cr Sue Glen

d. SeniorNet Bream Bay \$1,215

Carried

Moved By Cr Greg Innes

Seconded By Cr Tricia Cutforth

e. Volunteering Northland \$17,500

Carried

Declaration of interest: Cr Hermon took no part in discussions on this item.

Moved By Cr Greg Innes

Seconded By Cr Crichton Christie

f. Anawhata Museum Trust \$7,080

Carried

Moved By Cr Greg Martin
Seconded By Cr Sue Glen

g. Hikurangi Historical Museum Trust \$6,000

Carried

Moved By Cr Greg Martin
Seconded By Cr Crichton Christie

h. Jack Morgan Museum Inc. \$4,000

Carried

Moved By Cr Greg Martin
Seconded By Cr Crichton Christie

i. Northland Society of Arts \$10,470

Amendment

Moved By Cr Tricia Cutforth
Seconded By Cr Sue Glen

That the grant to Northland Society of Arts be increased to \$20,000.

**The amendment was Carried
and subsequently Carried
as the substantive Motion**

Moved By Cr Tricia Cutforth
Seconded By Cr Sue Glen

j. Te Kowhai Print Trust \$7,080

Carried

Moved By Cr Greg Martin
Seconded By Cr Greg Innes

k. Whangarei District Brass Inc. \$800

Carried

Moved By Cr Crichton Christie
Seconded By Cr Greg Innes

l. Sistema Whangarei \$17,695

Carried

Moved By Cr Tricia Cutforth

Seconded By Cr Sue Glen

m. Northland Youth Theatre Trust \$13,505

Carried

Moved By Cr Greg Martin

Seconded By Cr Crichton Christie

n. Waipu Centennial Trust Board \$75,000

Carried

Moved By Cr Crichton Christie

Seconded By Cr Greg Martin

o. Citizens Advice Bureau Whangarei \$55,000

Carried

Moved By Cr Greg Martin

Seconded By Cr Sue Glen

p. Northland Craft Trust \$50,045

Carried

Moved By Cr Sue Glen

Seconded By Cr Greg Martin

q. Whangarei Quarry Gardens Trust \$38,205

Carried

Moved By Cr Tricia Cutforth

Seconded By Cr Crichton Christie

r. Mangakahia Sports Ground Society Inc. \$22,955

Carried

Cr Hermon left the meeting at 10.28am during discussions on this item.

Moved By Cr Greg Martin

Seconded By Cr Sue Glen

s. Ruakaka Recreation Centre Inc. \$34,860

Carried

Moved By Cr Tricia Cutforth
Seconded By Cr Greg Martin

t. Creative Northland \$133,000

Carried

Cr Innes requested his vote against be recorded.

Cr Innes requested it be recorded that he had concerns that the reduction in funding would affect the organisations ability to function.

Moved By Cr Crichton Christie
Seconded By Cr Greg Innes

u. Whangarei Art Museum Trust \$390,000

Carried

Moved By Cr Greg Innes
Seconded By Cr Greg Martin

v. Whangarei Museum and Heritage Trust \$424,450

Carried

2. Ruakaka Recreation Centre – request for grant

Moved By Cr Greg Innes
Seconded By Cr Greg Martin

That a report on this matter be brought back to the Community Funding Committee.

Carried

3. Moved By Cr Greg Innes
Seconded By Cr Crichton Christie

That the Committee endorses Council to commission a review of Whangarei Museum and Heritage Trust.

Lost

**4.2 Reassessment of 2017-18 Resident and Ratepayers
Administration Fund**

Moved By Cr Greg Martin

Seconded By Cr Sue Glen

That the Community Funding Committee:

Approve a grant of \$700 from the 2017-18 Resident and Ratepayer
Administration Fund to Whangaruru Coastal Community and Sports
Association.

Carried

5. Public Excluded Business

There was no business conducted in public excluded.

6. Closure of Meeting

The meeting concluded at 11.18am

Confirmed this 9th day of May 2018

Councillor Crichton Christie (Chairperson)

4.1 Parks and Recreation – 2017/2018 Mowing Grants

Meeting: Community Funding Committee
Date of meeting: 9 May 2018
Reporting officer: Aubrey Gifford (Senior Technical Officer Parks)

1 Purpose

To approve the Mowing Grants for the 2017-2018 financial year.

2 Recommendations

That the Community Funding Committee approve the mowing grants for 2017–2018 to the following organisations.

Organisation	Mowing Grant details	Recommended
Glenbervie Hall and Recreation Society Inc	Mowing and weed control on the Glenbervie Hall property	1,000
Kaurihohore Cemetery	Mowing and maintenance at the Kaurihohore Cemetery, Apotu Road	2,130
Kara Kokopu Hall	Mowing and maintenance of the hall grounds	1,200
Mangakahia Sports Ground Society	Maintenance of the sports ground at Poroti	6,000
Mangapai Hall Society	Mowing and maintenance of reserves at Mangapai	500
Mata Hall Society	Mowing the Mata Hall site.	200
Maungakaramaea Recreation Society	Mowing of local playing fields and hall in Maungakaramaea	7,000
Mid Northern Rugby Club	Mowing Hukerenui Domain, two fields and surrounds	2,200
Ngunguru Sport & Recreation Society	Mowing of local playing field and surrounds in Ngunguru	2,000
Parua Bay and Districts Community Centre	Mowing and maintenance around the Parua Bay Community Centre and Bowling Club	1,000
Parua Bay Cemetery	Mowing and maintenance of the local Parua Bay Cemetery	1,100
Pataua Outdoor E & R Trust	Mowing and maintenance of Trust grounds & Council land at Pataua North	750
Purua Hall Association	Mowing around the Purua Hall site	200
Purua Hall Association (Purua Cemetery)	Mowing and weed control at the Purua Cemetery	750

Springfield Domain Board	Mowing and maintenance of the Springfield Domain area	500
Taurikura Hall Reserve Board	Mowing around the Taurikura Hall and spraying weeds in the car park	600
Waikiekie Cemetery Board	Mowing of at Waikiekie Cemetery	500
Waikiekie Reserve Board	Mowing of the reserve at Waikiekie Hall, pool and courts	200
Waiotira Domain Board	Mowing the Waiotira domain area	730
Waipu 2000 and Beyond	Mowing of parks, plus road berm sites Waipu	8,000
Waipu Caledonian Society	Mowing of Caledonian Park, Waipu	3,000
Whananaki Beach Association Incorporated	Mowing around hall, library, toilets, etc.at Whananaki	1,000
Whangarei Heads Citizens Association	Mowing and spraying around the McLeod Bay Hall	400
Whangarei Saloon and Stockcar Club	Mowing the track grounds in Lower Port Road	2,500
Whatitiri Community Centre	Mowing around the Whatitiri Community Centre on Whatitiri Road	900
Taiharuru Urupa	Mowing, weed-eating and spraying at Taiharuru Urupa	800
	Total	\$45,160

3 Background

The Council gives an annual grant to mostly rural organisations to help maintain the grounds around various halls, sports grounds, cemeteries and reserves in the District. Some of these areas are Council land and some are community owned. Typically, the grounds have been maintained by local volunteers, but more recently, more and more organisations are using local contractors to do the work.

There have been two applications for increase or new grants.

Parua Bay Cemetery Committee has asked for an increase of \$300. Currently the Committee receives \$800 per year, and it has said that the increase will enable the mowing to be done two more times per year resulting in the cemetery appearance being improved

The Kara Kokopu Hall Committee have asked for a grant of \$1200 per year. This is a new grant, and is required as the person who has done this work entirely voluntarily for the past 15 years has notified the committee he is no longer able to do it.

4 Discussion

Financial/budget considerations

The total increase over last year's grants therefore is \$1500.

Note the grants are net if organisations are not GST registered, or GST exclusive if they are registered.

5 Significance and engagement

The decisions or matters of this report do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via report publication on the website.

4.2 Community loan request – Ngunguru Sports and Recreation Society

Meeting: Community Funding Committee
Date of meeting: 9 May 2018
Reporting officer: Cindy Velthuisen (Community Funding Officer)

1 Purpose

For consideration of a community loan allocation for the Ngunguru Sports and Recreation Society.

2 Recommendation

That the Community Funding Committee recommends to Council to approve an interest-free community loan of \$30,000 to the Ngunguru Sports and Recreation Society for carpark sealing.

3 Background

The Ngunguru Sports and Recreation Society has applied for a \$30,000 interest free community loan to go towards the sealing of their car park. The total project cost has been estimated at \$60,000 and an engineer's estimate and plan of works is attached (attachment 1).

The Infrastructure Committee has given its endorsement to this application at its update meeting on 10 April 2018. The amount requested is above the financial delegation of the Community Funding Committee, therefore it will need to go to Council for approval.

4 Discussion

The Ngunguru Sports and Recreation Society is a registered incorporated society that owns and manages the Ngunguru Sports and Recreation complex on Kopipi Crescent, Ngunguru. The sports complex is sited on Council land being Lot 7 on DP 135338 (7.5443 hectares) and Lot 1 on DP 90198 (6.3170 hectares). They have a grounds lease agreement with Council for this land for the term of 44 years commencing 23 October 2003. The lease allows for the ongoing maintenance of the carpark to be the responsibility of the Society.

The sports complex site comprises of; a main clubroom building with bar and restaurant facilities, lockable Gaming Room, men's and women's shower and toilet facilities; a hall which is situated at the southern end of the main complex building; community fitness gym, tennis courts, golf course, sports field, and an outdoor bowling green and clubrooms owned by the Ngunguru Bowling Club. The complex site also has a 2-bedroom cottage currently tenanted to an on-site caretaker.

The complex has seven associated clubs football, golf, tennis, bowling, badminton, pool, and fishing clubs. They aim to have a membership of 900 by 2021. They now employ a contractor to organise, co-ordinate and oversee one-off events such as Queens/King banquet, Vegas Night, Halloween dress up party.

4.1 Financial/budget considerations

The Ngunguru Sports and Recreation Society has requested a loan of \$30,000.

They currently have an existing loan of \$45,000 for a term of 8 years which has a balance owing of \$19,687.50 and expiry date 1 September 2021. This is re-paid in quarterly instalments of \$1,406.25.

Income for the organisation is mainly through bar revenue, rent, member subscriptions, and gaming revenue.

It should be noted that the Society has run at a loss in recent years.

The Society has current cash assets of \$160,605 and accumulated funds of \$772,089.

4.2 Policy

The purpose of Council's community loans is to provide assistance with developing community assets for recreation purposes on Council-owned land. Funding will generally be approved on a percentage basis. The funding limit for loans above \$15,000 is 50%. The interest free nature of the loans is generally reserved for the first \$100,000. Council's Grants, Concessions and Loans Policy and the community funding guide outline the funding conditions of these loans.

4.3 Other matters

The Society has provided their financial statements for the year ended 31 March 2017, but needs to update this on their incorporate societies' register.

A community loan application form was not completed; however, their letter and attachments provide most of the necessary information. Information to come includes:

- A cashflow statement for the term of the loan showing that the society can service the loan; and
- The names of 5 members of the Society willing to sign personal loan guarantees.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via agenda publication on the website.

6 Attachments

1. Engineer's Plan and Estimate of works
2. Letter of Application and financial statements



SITE LOCATION

ENGINEERS ESTIMATE

ESTABLISHMENT	
SITE SURVEY	\$ 2,500
GEO TECH	\$ 2,500
DESIGN CONSULTANT FEES	\$ 15,000
TOTAL	\$ 20,000

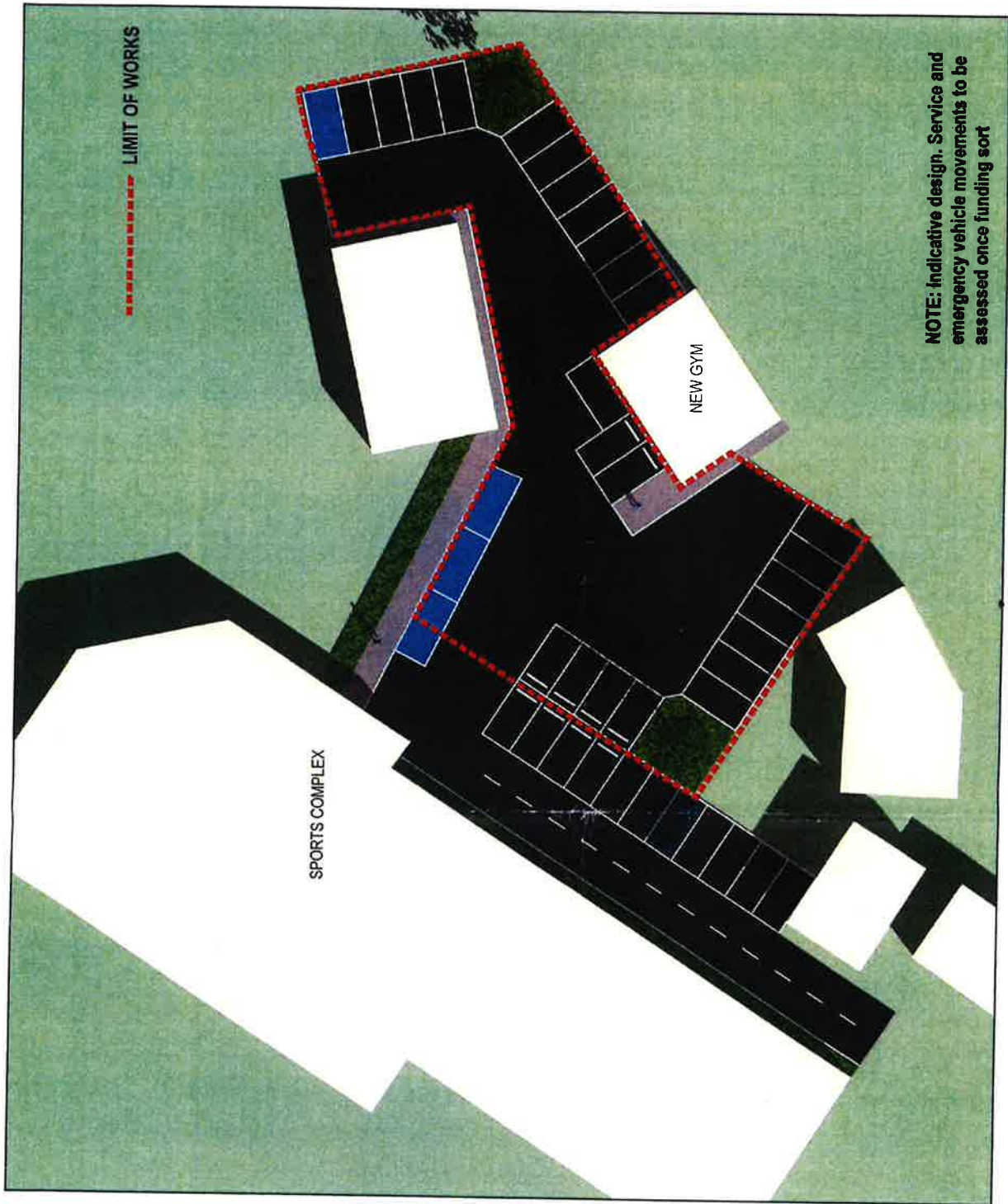
CONSTRUCTION	
PAVEMENT MAKEUP METAL	\$ 7,000
MACHINERY/LABOUR	\$ 8,000
STABILISATION/REPAIRS	\$ 20,000

CHIPSEAL SURFACING \$5M2 (CURRENT WDC RATE, WILL CHANGE IN JULY)
 - SITE AREA 1000M2 \$ 5,000

TOTAL \$ 40,000

TOTAL PROJECT ESTIMATE \$ 60,000

NOTE: Construction Estimate taken from WDC contract rates. If the work is Tendered the price will increase



NGUNGURU SPORTS COMPLEX CAR PARK SEAL-OPTION 2

PAGE 2 OF 2

05/03/2018



Ngunguru Sports and Recreation Society Inc.

Kopipi Crescent,
PO Box 403099,
Ngunguru 0154

Phone 09 434 3997

Email: ngungurusports@xtra.co.nz

Find us on Facebook

26th March 2018

Whangarei District Council
Private Bag 9023
WHANGAREI

Attention: Simon Weston
Sue Hodge

Dear Sir/Madam

Re: Car parking upgrade at Ngunguru Sports Complex

We wish to make an application to the Council for assistance with an upgrade to parking at the Complex.

Parking at the Complex has increasingly become a significant issue in recent years. This is primarily because of a rapid growth in membership. We currently have 7 (seven) adjunct Clubs – Golf, Bowls, Tennis, Fishing, Pool, Badminton and Football. In the last month a new Gymnasium has opened on our grounds. Furthermore, the complex facilities are being used by a very wide range of community groups (Attachment 1).

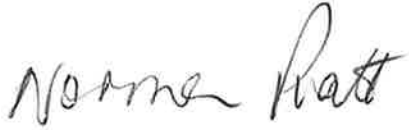
One of our key targets in our Strategic Plan, is to grow our membership to 900 by 2021.

Please find attached copies of the two options that have been prepared for us by Council Staff (Attachment 2). Given that we have a long term three stage parking plan, our preferred option at this stage is Option 1. However, as funding is a key factor for us, we will work with Option 2 in order to make progress with the long term in mind. We would like to submit to Council a funding proposal that would enable us to complete Option 2.

We currently have an interest free loan from Council which was used for the new floor in the Hall. The initial loan of \$45,000 was for a term of 8 years, and now has a balance owing of \$19687.50. Our request is for Council to refinance this loan. If this is agreed, then the Complex would fund the remaining funds required from our own term investment. We believe we can contribute \$30,000. For the Councils information, we have attached a copy of our most recent audited financial report (see Attachment 3).

We are most appreciative of the assistance we have had in progressing the plans to this point. We are very happy to meet with the Council and to provide any additional information they may require.

Yours faithfully

A handwritten signature in cursive script, reading "Norman Pratt". The ink is dark and the signature is fluid.

Norman Pratt
PRESIDENT

cc – Cr. Greg Martin
Cr. Anna Murphy

Attachment 1

Ngunguru Sports Complex (Car Parking Demands) March 2018

The Sports Complex at Ngunguru has become the focal point of the wider Tutukaka Coast community.

With an ever increasing population growth the demands on use of the Sports Complex facilities is increasing every year.

The following is an illustration of the demands being placed on the car parking facilities at the Sports Complex.

- Delivery vehicles / trucks using the Complex as a permanent drop off point to deliver goods to other commercial businesses in Ngunguru.(as a result of limited parking space available on the main Ngunguru Road)
- Patrons to "Salt Air" Café using Complex parking facilities, often delaying the lock-up of the Complex at night. **(non Complex members)**
- Staff at other commercial operations in Ngunguru using Complex parking spaces at the Complex for their vehicles. **(non Complex members)**
- Sunday market days: all parking spaces taken up.**(non Complex members)**
- Ngunguru School events / productions: increasing every year as school facilities unable to keep pace with growth in school roll **(non Complex Members)**
- Soccer (school age): every Sat morning and twice weekly practice sessions during soccer season. All car parking spaces taken up. **(non Complex members)**
- Soccer (adults): Every 2nd Sat afternoon during the soccer season additional demands on our car parking spaces from players and supporters **(non Complex members)**
- Touch rugby: weekly Nov/ Dec: All car parking spaces taken up **(non Complex members)**

- Coastal ANZAC service: All car parking spaces taken up **(non Complex Members)**
- Children's "Roller Disco" in Complex Hall: high use of parking spaces by parents **(non Complex Members)**
- School age netball: now being played at the Complex: Parents **(non Complex members)** needing to use Complex parking facilities.
- Increasing demand for use of Sports Complex Hall for Weddings, Funerals, resulting in all car parking spaces being taken up **(non Complex members)**
- New Gymnasium at the Sports Complex: casual users of the Gym requiring car parking spaces **(non Complex members)**
- Other volunteer groups making regular use of Complex parking facilities include Lions, Coastal Care, Coastal Gardening Club etc **(non Complex members)**

Performance Report

Ngunguru Sports and Recreation Society Inc
For the year ended 31 March 2017

Contents

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Entity Information

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2017

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

Legal Name of Entity

Ngunguru Sports and Recreation Society Incorporated

Entity Type and Legal Basis

Incorporated Society

Registration Number

224569

Entity's Purpose or Mission

To act as a unifying organisation for the purpose of promoting amateur sports and to foster, encourage, maintain and assist sporting, recreational or community activities in the Society's area.

Entity Structure

The members of the Committee shall be elected at each AGM and consist of the President, Treasurer, Secretary and not more than eleven or less than eight other members of the Society and the Riding member.

Main Sources of Entity's Cash and Resources

Membership Subscriptions

Bar Revenue

Gaming Revenue

Donations

Cottage Rental

Main Methods Used by Entity to Raise Funds

Raffles

Hire of hall for private functions

Membership sponsorship

Special events (Halloween, New Years Eve etc.)

Entity's Reliance on Volunteers and Donated Goods or Services

Committee members volunteer their time as needed throughout the year.



Entity Information

Contact Details

Physical Address: Kopipi Crescent, Ngunguru, New Zealand, 0173

Postal Address: PO Box 403099, Ngunguru, 0154

Phone: 09 434 3997

Email: ngungurusports@xtra.co.nz

Facebook: NgunguruSportsComplex



Approval of Financial Report

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2017


The Committee is pleased to present the approved financial report including the historical financial statements of Ngunguru Sports and Recreation Society Inc for year ended 31 March 2017.

APPROVED



Committee Member

Date 9/6/2017



Committee Member

Date 9/6/2017



Statement of Service Performance

Ngunguru Sports and Recreation Society Inc
For the year ended 31 March 2017

'What did we do?', 'When did we do it?'

Description and Quantification of the Entity's Outputs

Description of our Outcomes:	Description and Quantification of our Outputs:	Specifically
1) Update and install new "point of sale" operation hardware and software	New BEpoz "point of sale" operation hardware and software purchased and installed in September 2016	
2) Continue with the upgrade our Bar and Restaurant facilities for the enjoyment of our members and guests	Essential Bar and Kitchen equipment replaced / upgraded as required	Bar and Restaurant Improvements: additional EFTPOS terminal installed, new shelving installed, new water cooler installed, new Glycol machine installed, bar lounge and restaurant lighting upgraded, bar fridges repaired, new glass washer installed, new Bain Marie purchased, outside seating area beautified and sound system improved
3) Appoint a Contractor to organise, co-ordinate and oversee one-off events for the benefit of the Sports Complex and it's membership	Contractor appointed July 2016 and an Events Calendar finalised through to 31st March 2017	Events held during the 2016/17 year were: Queens/Kings banquet dinner, Vegas night, Halloween dress up party, Rock n Roll gig, 16 team touch rugby tournament, New Years Eve celebration party and St Pats Day celebration. The Live Vintage event scheduled for Anniversary Day 2017 was regrettably cancelled due to lack of organising support.
4) Complete essential maintenance and upgrading of the Complex Facilities	Essential R & M work has been completed as deemed necessary by the Maintenance Sub-Committee. Upgrading projects approved by the Board have either been completed or are currently in progress.	Maintenance and upgrading of Complex facilities during the 2016/17 year included: complete upgrade of women's main toilet, addition of a baby change table, repaint of restaurant toilets, upgrade of Complex's security system, upgrade of the Complex's water supply system, insect control treatment, lifting lights in hall, addition of a secure lock up storage area in the hall, revamp of the administrators office including installation of a heat pump and new PC and monitor and commencement of replacing ageing copper water pipes throughout the Complex.



Statement of Service Performance

Descriptions of our Outcomes:	Description and Quantification of our Outputs:	Specifically
5) Continue with the program of planting out our Complex gardens	Garden planting out program for 2016/17 completed	
6) Continue to promote our facilities to our wider community	Complex facilities and events promoted via our newsletters, facebook, the Coastie pamphlet and the main road public notice board	
7) Invest in our Employees and Board Members providing them with development opportunities	Complex Employees and Board Members have attended a range of training programs appropriate to their needs	Training undertaken in respect of: Health and Safety, First Aid, Customer Service, Frontline Bar operations and BEpoz point of sale training. Venue Manager and Complex Administration also attended a Gaming related workshop hosted by the Department of Internal Affairs in Wellington
8) Complex to enter into a formal working partnership arrangement with Lion Breweries	Formal contract signed with Lion Breweries in November 2016 for a period of 3 years	
9) Increase new membership by 60 in the year to 31st March 2017	73 new members joined the Sports Complex this financial year	



Statement of Financial Performance

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2017

'How was it funded?' and 'What did it cost?'

	NOTES	2017	2016
Revenue			
Donations, fundraising and other similar revenue	1	52,082	57,513
Fees, subscriptions and other revenue from members	1	28,316	27,044
Revenue from providing goods or services	1	311,511	301,578
Interest, dividends and other investment revenue	1	1,760	4,518
Other revenue	1	11,574	7,544
Gaming	3	133,399	146,099
Total Revenue		538,642	544,295
Expenses			
Volunteer and employee related costs	2	158,597	129,896
Costs related to providing goods or service	2	208,693	186,096
Grants and donations made	2	2,000	2,330
Other expenses	2	90,401	89,198
Gaming	3	137,677	147,738
Total Expenses		597,368	555,259
Surplus/(Deficit) for the Year		(58,726)	(10,964)

BDO Northland
ASSURANCE *BP*

This statement is to be read in conjunction with the attached Statement of Accounting Policies and Notes to the Performance Report

Statement of Financial Position

Ngunguru Sports and Recreation Society Inc
As at 31 March 2017

'What the entity owns?' and 'What the entity owes?'

	NOTES	31 MAR 2017	31 MAR 2016
Assets			
Current Assets			
Bank accounts and cash	5	147,202	180,878
Debtors and prepayments	5	-	526
Inventory	5	13,403	9,654
Total Current Assets		160,605	191,058
Non-Current Assets			
Property, Plant and Equipment	7	690,348	730,749
Total Non-Current Assets		690,348	730,749
Total Assets		850,954	921,807
Liabilities			
Current Liabilities			
Creditors and accrued expenses	6	46,514	53,673
Employee costs payable	6	7,039	6,120
Other current liabilities	6	5,625	5,886
Total Current Liabilities		59,177	65,679
Non-Current Liabilities			
Loans	6	19,688	25,313
Total Non-Current Liabilities		19,688	25,313
Total Liabilities		78,865	90,991
Total Assets less Total Liabilities (Net Assets)		772,089	830,815
Accumulated Funds			
Accumulated surpluses or (deficits)	8	772,089	830,815
Total Accumulated Funds		772,089	830,815

BDO Northland
ASSURANCE *BR*

This statement is to be read in conjunction with the attached Statement of Accounting Policies and Notes to the Performance Report

Statement of Cash Flows

Ngunguru Sports and Recreation Society Inc
For the year ended 31 March 2017

	2017	2016
Statement of Cash Flows		
Cash Flows from Operating Activities		
Cash was received from		
Donations, fundraising and other similar receipts	52,082	57,513
Fees, subscriptions and other receipts from members	21,794	25,305
Receipts from providing goods or services	311,250	305,486
Interest, dividends and other investment receipts	1,760	4,518
Cash receipts from other operating activities	11,574	7,231
GST	(119)	4,215
Gaming	133,399	146,099
Total Cash was received from	531,740	550,366
Cash was applied to		
Payments to suppliers and employees	(535,709)	(488,937)
Donations or grants paid	(2,000)	(19,966)
Total Cash was applied to	(537,709)	(508,903)
Total Cash Flows from Operating Activities	(5,969)	41,464
Cash Flows from Investing and Financing Activities		
Cash was applied to		
Payments to acquire property, plant and equipment	(22,081)	(54,099)
Repayments of loans borrowed from other parties	(5,625)	(5,625)
Total Cash was applied to	(27,706)	(59,724)
Total Cash Flows from Investing and Financing Activities	(27,706)	(59,724)
Net Increase/(Decrease) in Cash	(33,676)	(18,261)
Cash and cash equivalent at beginning of period		
Bank accounts and cash	180,878	199,138
Cash and cash equivalent at end of period	147,202	180,877
Bank Accounts and Cash	147,202	180,878

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This statement is to be read in conjunction with the attached Statement of Accounting Policies and Notes to the Performance Report.

Statement of Accounting Policies

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2017

'How did we do our accounting?'

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

No income tax liability has been provided for in the financial statements as the entity, being an amateur sports promoter, is exempt from all income tax pursuant to section CW 46 of the Income Tax Act 2007.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Fixed Assets

Fixed Assets are stated at cost less accumulated depreciation.

Depreciation is charged using rates that reflect their estimated useful life as follows:

Land is not depreciated	
Improvements	2.5% - 3.0% SL & 10% - 13% DV
Bar Equipment	10.00% - 20% DV
Plant & Equipment	9.0% - 67% DV
Gaming Equipment	10% - 20% DV
Restaurant	10% - 48% DV

Donations, Fundraising and Other Similar Revenue

Donations, Fundraising and Other Similar Revenue is recorded on receipt provided there is no "use or return" conditions attached. Where "use or return" conditions are attached the revenue is initially recorded as a liability, with revenue recognised as the conditions are met.

Fees, Subscriptions and Other Revenue From Members

Fees, Subscriptions and Other Revenue From Members is recorded evenly over the period in which the items are provided to members.

Revenue From Providing Goods or Services

Revenue From Providing Goods or Services is recorded when the goods are sold or the service is performed.



Interest, Dividends and Other Investment Revenue

Interest, Dividends and Other Investment Revenue is recorded when earned.

Other Revenue

Other Revenue is recorded when receivable. In the case of a gain on sale of an asset revenue is recorded when control of the asset transfers to the new owner.

Gaming

Gaming proceeds and interest are recorded when earned.

Volunteer and Employee Related Costs

Volunteer and Employee Related Costs are recorded when staff provide services and become entitled to wages, salaries and leave.

Costs Relating to Providing Goods or Service

Inventory is recorded when the goods are sold or distributed.

Other costs relating to provided goods or services are recorded when incurred.

Grants and Donations Made

Grants and Donations Made are recorded when approved and the recipient advised.

Other Expenses

Depreciation is recorded as stated in the Fixed Assets policy above.

Other costs are recorded when incurred.

Gaming

Wages are recorded when staff provide services and become entitled to wages and leave.

Depreciation is recorded as stated in the Fixed Assets policy above.

Distributions are recorded when approved and the recipient advised.

Other costs are recorded when incurred.

Stock on Hand

Stock on Hand is recorded at the lower of cost or net realisable value on a first in first out basis.

Debtors

Debtors are stated at estimated realisable value. Amounts not considered recoverable have been written off during the year.

Creditors and Accrued Expenses

Creditors and Accrued Expenses are recorded when an invoice has been received. Where goods have been received by the Society or services performed for the Society but no invoice has yet been received, an estimate of the amount to be paid has been accrued.

Employee Costs Payable

Employee Costs Payable are recorded as employees have earned the entitlement or the Society has withheld amounts from wages and salaries already paid.



Statement of Accounting Policies

Loans

Loans are recorded when the amount borrowed is received. Principal repayments during the period are deducted from the loan balance. Any interest owing at balance date but not yet paid is added to the loan balance.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.



Notes to the Performance Report

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2017

	2017	2016
1. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Donations Income	3,836	1,617
Grant Received - Gaming Division - Assets/Expenses	41,872	46,000
Grant Received - Whangarei District Council - Lawn Mowing	2,000	2,000
Raffle Income	4,373	3,487
Vintage Classic Day	-	4,410
Total Donations, fundraising and other similar revenue	52,082	57,513
Fees, subscriptions and other revenue from members		
Subscriptions	28,316	27,044
Total Fees, subscriptions and other revenue from members	28,316	27,044
Revenue from providing goods or services		
Bar	298,035	287,636
Hall Hire	1,952	3,202
Pool Tables	874	859
Rent - Cottage	9,880	9,880
Rock n Roll	770	-
Total Revenue from providing goods or services	311,511	301,578
Interest, dividends and other investment revenue		
Interest Received (complex investment)	1,760	4,518
Total Interest, dividends and other investment revenue	1,760	4,518
Other revenue		
Insurance Payout	8,723	-
Insurance Recovered	-	3,762
Jackpot Sponsorship	2,765	2,922
Sundry Income	86	860
Total Other revenue	11,574	7,544

2016: The society received a grant of \$35,000 from the ASB Charitable Trust during the year ended 31 March 2016 towards the completion of the Tennis Court project which was started last year. In addition \$17,636 recorded as unspent grants as at 31 March 2015 has been spent on this project during the 2016 financial year. This was not recognized as either income or expenditure within the financial statements of the society on the basis that the society applied for the funding on behalf of the sporting adjunct and hence has been treated as an agency based transaction within the financial statements.

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	2017	2016
2. Analysis of Expenses		
Volunteer and employee related costs		
Wages		
Administration Wages	79,891	67,946
Bar Wages	78,705	61,950
Total Wages	158,597	129,896
Total Volunteer and employee related costs	158,597	129,896
Costs related to providing goods or services		
Bar Gas Charges	1,428	1,060
Bar Purchases	120,959	112,563
EFTPOS Rental	879	629
GST Adjustment - Prior Year	2,757	-
Ice Purchases	1,047	964
Insurance & ACC Levies	15,373	15,704
Licences	1,481	905
Members Rewards	1,960	2,085
Membership - Jackpots	3,160	4,240
Plant Hire	-	4
Printing, Stationery & Postage	307	-
Raffle Expenses	2,569	1,919
Repairs & Maintenance - Beer Lines	1,477	1,345
Repairs & Maintenance - BEPOZ contract	1,335	-
Repairs & Maintenance - Buildings	26,353	18,354
Repairs & Maintenance - Glassware	628	695
Repairs & Maintenance - Grounds	2,497	6,596
Repairs & Maintenance - Plant	10,975	6,503
Repairs & Maintenance - Quest Contract	161	387
Repairs & Maintenance - Rubbish	2,435	2,529
Rock n Roll expense	1,800	-
Security Services	1,018	941
Seminars & Conferences	750	-
Sky Television	3,729	3,664
Telephone	3,222	3,084
Training	391	357
Vintage Classic Day Expenses	-	1,569
Total Costs related to providing goods or services	208,693	186,096
Grants and donations made		
Donations Expense	-	330
Grants - Lawn mowing	2,000	2,000
Total Grants and donations made	2,000	2,330
Other expenses		
Accounting Fees	2,370	3,500
Administration	5,695	5,042
Advertising	2,325	1,929
Audit Fees	3,788	5,280



Notes to the Performance Report

	2017	2016
Bank Charges	1,157	902
Cleaning - Supplies	6,442	5,235
Depreciation	41,278	38,336
Electricity	19,835	19,463
Entertainment	4,198	3,930
Freight	348	546
General	2,394	988
Loss/(Gain) on disposal of Assets	570	4,048
Total Other expenses	90,401	89,198

	2017	2016
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3. Gaming Trading Statement

Income

Gaming - Proceeds (Gaming)	133,333	145,924
Interest on Gaming Machine Funds	66	175
Total Income	133,399	146,099

Less Expenses**Direct Gaming Costs**

Accounting Fees	1,173	1,500
Administration	-	634
Audit Fees	2,200	3,000
Electricity	1,500	3,000
EMS - Administration costs	9,157	6,671
Gaming Machine Duty	30,665	33,562
Insurance	500	842
Licences	10,132	6,379
Problem Gambling Levy	1,991	2,198
Publications	539	-
Repairs & Maintenance	10,995	11,415
Gaming - Software	2,367	2,367
Wages	1,200	1,260
Total Direct Gaming Costs	72,417	72,829

Indirect Gaming Costs

Depreciation - Gambling Equipment	20,633	21,719
Total Indirect Gaming Costs	20,633	21,719

Total Less Expenses	93,050	94,548
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Undistributed Surplus Prior to Distribution	40,349	51,551
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Distributions Made During Year

Ngunguru Fishing Club	548	200
Ngunguru Bowls Club	334	1,147
Ngunguru Football Club	-	750
Ngunguru Golf Club	1,872	3,720
Ngunguru Sports & Recreation Complex - Assets/Expenses	41,872	46,000



	2017	2016
Ngunguru Tennis Club	-	1,373
Total Distributions Made During Year	44,627	53,190
Total Gaming Expenses	137,677	147,738
Net Surplus / (Deficit) For Year	(4,278)	(1,639)

The gaming deficit has been met from brought forward undistributed funds. Refer to note 14.

	2017	2016
4. Bar Trading Statement		
Income	295,692	286,731
Less Cost of Sales		
Purchases	120,632	112,190
Total Less Cost of Sales	120,632	112,190
Gross Surplus for Year	175,060	174,540
Less Expenses		
Bar Gas Charges	1,428	1,060
Ice Purchases	1,047	964
Repairs & Maintenance - Beer Lines	1,477	1,345
Repairs & Maintenance - Glassware	628	695
Bar Wages	78,705	61,950
Total Less Expenses	83,285	66,014
Net Surplus for Year	91,774	108,526

	2017	2016
5. Analysis of Assets		
Bank accounts and cash		
Cash on Hand/Floats	13,865	15,065
Complex 00 (General Cheque)	19,109	27,692
Complex 53 (Saver Plus)	86,062	102,919
Complex 54 (Fast Saver)	3,500	23,235
Gaming 00 (General Cheque)	1,553	2,462
Gaming 50 (Accelerator)	23,112	9,506
Total Bank accounts and cash	147,202	180,878
Debtors and prepayments		
Debtors	-	526
Total Debtors and prepayments	-	526
Inventory		
Stock on Hand	13,403	9,654
Total Inventory	13,403	9,654

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	2017	2016
6. Analysis of Liabilities		
Creditors and accrued expenses		
Creditors	29,134	30,003
Goods & Services Tax	3,249	3,017
Subscriptions in Advance	14,131	20,653
Total Creditors and accrued expenses	46,514	53,673
Employee costs payable		
Employee Entitlements	7,039	6,120
Total Employee costs payable	7,039	6,120
Other current liabilities		
Hall hire in Advance	-	261
Term Loan - Current Portion WDC	5,625	5,625
Total Other current liabilities	5,625	5,886
Loans		
Loan - WDC	19,688	25,313
Total Loans	19,688	25,313

Loan - WDC

An interest free loan of \$45,000 was secured from the Whangarei District Council. This principal amount is repayable in quarterly installments of \$1,406.25. The expiry date of this loan is 1 September 2021. A general security agreement has been entered into against the society property and all other property to the maximum priority sum of \$45,000.

	2017	2016
7. Property, Plant and Equipment		
Land		
Opening Balance	14,280	14,280
Total Land	14,280	14,280
Buildings		
Opening Balance	557,793	584,720
Depreciation	(26,849)	(26,927)
Total Buildings	530,944	557,793
Gaming		
Opening Balance	93,345	99,719
Additions	5,000	15,345
Depreciation	(20,633)	(21,719)
Total Gaming	77,711	93,345
Bar		
Opening Balance	9,080	6,288
Additions	3,169	6,830
Disposals	-	(2,654)
Depreciation	(1,643)	(1,384)
Total Bar	10,607	9,080

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Plant and Equipment

Opening Balance	40,012	25,902
Additions	11,531	22,129
Disposals	(569)	(244)
Depreciation	(9,979)	(7,775)
Total Plant and Equipment	40,995	40,012

Restaurant

Opening Balance	16,240	9,844
Additions	2,400	9,795
Disposals	(21)	(1,150)
Depreciation	(2,807)	(2,250)
Total Restaurant	15,811	16,239

Total Property, Plant and Equipment	690,348	730,748
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2017 2016

8. Accumulated Funds**General Equity**

Opening Balance	821,930	831,256
Accumulated surpluses or (deficits)	(54,448)	(9,325)
Total General Equity	767,482	821,930

Gaming Equity

Opening Balance	8,885	10,524
Accumulated surpluses or (deficits)	(4,278)	(1,639)
Total Gaming Equity	4,607	8,885

Total Accumulated Funds	772,089	830,815
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9. Commitments

There are no commitments as at 31 March 2017. (2016; nil)

10. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2017. (2016; nil)

2017 2016

11. Related Parties**Gaming Distributions**

Ngunguru Bowls Club	334	1,147
Ngunguru Fishing Club	548	200
Ngunguru Football Club	-	750
Ngunguru Golf Club	1,872	3,720
Ngunguru Tennis Club	-	1,373
Total Gaming Distributions	2,755	7,190

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There are some Committee members in common between the Society and the sporting adjuncts of the club. From time to time grants are made from the Society to the various sports clubs.

There were no further transactions involving related parties during the financial year.

12. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report.

13. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

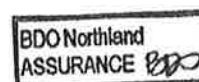
	2017	2016
14. Gaming Accumulated Funds		
Accumulated Funds Prior to Distributions		
Opening Balance	8,885	10,524
Current Year Undistributed Surplus	40,349	51,551
Total Accumulated Funds Prior to Distributions	49,233	62,075
Authorised Purpose Payments	14,627	53,190
Balance Remaining to be Distributed	4,607	8,885

Authorised purpose payments equate to 33.45% of turnover (2016; 36.41%). The Society licence requires at least 37.10% of gaming turnover to be distributed as authorised purpose expenditure (2016; 40%). Therefore the percentage distribution is a technical breach of legislation.

15. Goods or Services Provided to the Entity in Kind

On 18 March 2003 the Society entered into a 44 year lease commencing 23 October 2003 with the Whangarei District Council for approximately 14ha of land that makes up the Ngunguru Sports and Recreation grounds. A nominal lease of \$1 is payable each year for the use of this land provided a number of conditions are met. A summary of the main conditions are listed below.

1. The lease is paid by 1 June each year
2. The Society pays all costs for the land and buildings
3. The Society fences & maintains a fence around the perimeter of the property
4. No buildings are erected without consent of the Council
5. The land is used only for sports and recreation ground cultural activities and community facilities
6. The Society may not sublet the land without the consent of the Council
7. The Council may inspect the land at any time and may carry out works as deemed necessary
8. The Society must not undertake any earthworks
9. The Society must insure all buildings and structures



4.3 Allocation of the 2017-18 Community Fund Round 2

Meeting: Community Funding Committee
Date of meeting: 9 May 2018
Reporting officer: Cindy Velthuizen (Community Funding Officer)

1 Purpose

To determine allocation of grants from Round 2 of the 2017-18 Community Fund.

2 Recommendations

That the Community Funding Committee:

1. Approves grants from Round 2 of the 2017-18 Community Fund as follows:

a. Arthritis New Zealand	\$500
b. Creative Fibre Northland (under Whangarei Spinners and Weavers)	\$1,700
c. Deaf Action NZ	\$2,680
d. Dragonfly Springs Wetlands Reserve (under Whangarei Museum and Heritage Trust)	\$2,442
e. Kaianga Ora o Otangarei (under Te Hau Awhiowhio o Otangarei Trust)	\$3,000
f. Ngunguru Sandspit Protection Society Inc	\$878
g. NZ Family and Foster Care Federation Inc	\$1,700
h. Tikipunga Association Football Club	\$880
i. Waipu Business and Community Inc.	\$1,000
j. Whangarei Anglican Care Trust	\$2,760
k. Whangarei Riding for the Disabled	\$3,000
l. Whangarei Vegan Society Inc.	\$1,442

2. Declines grants from Round 2 of the 2017-18 Community Fund as follows:

a. Barnardos New Zealand

- b. Family Heart Connections
- c. Healthy Hikurangi Trust
- d. Literacy Whangarei Inc.
- e. Mt Manaia Bowling Club Inc.
- f. One Tree Point Brewery
- g. Project Litefoot Trust
- h. TEDxTutukaka
- i. Whangarei Malayalee Association
- j. Whangarei Rod and Custom Club Inc.
- k. Whangarei Senior Citizens and Beneficiaries Association

3 Background

The Community Fund is a contestable fund Council offers community groups.

The purpose of the Community Fund is to provide small grants for local projects or events that benefit the wider community or a sector of the community. Examples of ideal projects include festivals, community celebrations, workshops, or working bees that involve volunteer labour.

The maximum allowable grant is \$10,000.

4 Discussion

Twenty-three applications were received to Round 2. Eleven applications are recommended to be declined, of which 8 were assessed as not eligible. All applications are discussed in Attachment 1 and provided in full in Attachment 2.

As part of ensuring rigour in the funding process current policy requires organisations or applications that are non-compliant to be recommended by Staff for decline. Councillors can provide support outside of the policy guidelines at their discretion as has been the case historically.

4.1 Financial/budget considerations

The available budget for both funding rounds in 2017-18 is \$75,000. This is an increase on previous years' budgets of \$60,000. The total requested in Round 2 is \$105,950.

Budget for Round 2 (remainder of Fund)	\$42,312
Recommended allocation	\$21,982
Remaining underspend	\$20,330

This underspend will be carried over to 2018-19 and added to the available community funding budget for grant allocation.

4.2 Policy and planning implications

The Grants, Concessions and Loans Policy and the criteria of the Community Fund were applied in the assessment of funding applications.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

6 Attachments

1. Assessment of applications – 2017-18 Community Fund Round 2
2. Applications in full – 2017-18 Community Fund Round 2 (under separate cover)

COMMUNITY FUND 1718 Round 2 - assessment

Organisation	Project Details	Date of Event	Comment	Request	\$ Recommended
Arthritis New Zealand	Workshop for people with arthritis	TBA June-Dec 2018	A workshop in Whangarei focusing on self-management skills for sufferers of arthritis. Contribution to educator's salary to run this. The workshop is provided free to the public, and approximately 30 participants are expected. This is a local contribution to a local initiative, <u>organised by the national body. Good community well-being outcomes.</u>	500	\$ 500
Barnardos New Zealand	Whangarei Dad's Camp	28-29 April 2018	Event will have occurred before funding is approved. We cannot fund retrospectively.	1,806	Decline - retrospective funding
Creative Fibre Northland - <i>under Whangarei Spinners and Weavers Inc.</i>	Creative Fibre Northland Area Expo	5-8 July 2018	A three-day expo of heirloom arts and crafts, with exhibits, trade stalls, demonstrations, and activities. Open to the public at low cost. Application is for contribution to venue hire. Total project cost less expected income (excluding own funds) = \$1,695 project shortfall, <u>therefore \$1,700 recommended. Meets community outcomes around arts and culture, and 'things to do'.</u>	2,000	\$ 1,700
Deaf Action NZ	NZ Sign Language in the community	May-July 2018	To run three 10-week sign language courses in Whangarei, for up to 12 people in each (total reach 36). Meets community need and cohesion/inclusion outcomes. There are some free or low cost options for learning NZSL already. Main cost is tutor fees which are approximately \$90 per hour each (two tutors). Total per course cost is \$2,680. Recommend partial contribution.	8,050	\$ 2,680
Dragonfly Springs Wetlands Reserve - <i>under Whangarei Museum and Heritage Trust</i>	Ruud's Big Day Out	12-Oct-18	Workshops, tours and talks by celebrity environmental educationalist Ruud Kleinpaste. Expecting to reach 400 people over the events, and attendees include schools, interest groups, and the general public. Supported by NRC, Forest and Bird and other organisations, and umbrellaed by Kiwi North. Rare/unique opportunity for the district. Good environmental and educational outcomes, as well as of general interest.	2,442	\$ 2,442
Family Heart Connections	Family Health and Wellbeing Whananaki Retreat	21-28 April 2018	Event will have occurred before funding is approved. We cannot fund retrospectively.	4,720	Decline - retrospective funding
Healthy Hikurangi Trust	Healthy Hikurangi Project 2018-19	All year	To run two health related events. One is Tai Chi classes, however budget shows these would be self-funded. The second is suicide alertness training, two workshops for 20-25 people, plus associated advertising and hall hire. No information on need or expected impact for the community. Also unclear what the target market is for the workshop and how attendees will be selected given no ticket sales. Little information on the ability of the training provider, eg endorsements. Perhaps better suited to health providers. Recommend decline based on insufficient information	5,720	Decline - insufficient information
Kainga Ora o Otangarei - <i>under Te Hau Awhiowhio of Otangarei Trust</i>	Otangarei Matariki Festival	July TBC	An event to celebrate Matariki and the launch of the new playground and basketball court. Little detail given on the event itself, but a good initiative for and by the Otangarei community. Seeking funding for equipment hire, entertainment, and a paid event coordinator (from within the community). Recommend a contribution in line with similar events and to support community development objectives.	7,800	\$ 3,000
Literacy Whangarei Inc	Literacy Whangarei 40th Anniversary	Sep-18	An event to celebrate 40 years of providing literacy support to the Whangarei community and acknowledging the many volunteers over those years. The application doesn't provide a clear sense of what the event would look like. They are also applying for some ineligible expenses (\$200 travel). The Society is up to date with Charities Services filing, but not for their Incorporated Societies filing. Recommend that they resubmit in a future funding round with more detail on the event (there is sufficient time for this).	2,700	Decline - insufficient information
Mt Manaia Bowling Club Inc.	Renovations of club house	Winter 2018	Seeking funding for facility improvement. The majority of the request is for vanity, taps and plumbing which are ineligible under this Fund. The rest of the request is for paint supplies, and painting will be carried out by volunteers of the club - this component (\$733) is eligible. However, the Society is not up to date with their Incorporated Societies filing, with their last financial return submitted in 2011.	2,371	Decline - ineligible
Ngunguru Sandspit Protection Society Inc	Nest Fest	25-Nov-18	A community festival/education drive to raise awareness of shore bird nesting in the district and the need to protect these. Requesting funds for advertising, art supplies and fencing materials for demonstration. Limited detail on what the event would look like, but local solutions with <u>good environmental outcomes. Collaborative partner approach.</u>	878	\$ 878
NZ Family and Foster Care Federation Inc	Workshop/seminar - Teamwork towards healing using a therapeutic lens	27-Mar-19	A workshop/seminar for caregivers of foster children in Northland. Expected attendance is 50-100 people. Needs, impact and outcomes clearly identified in their proposal. Outcomes include individual and regional, immediate and long term. The workshop is free to participants, and the organisation's contribution level is good. Requesting support for venue, marketing, print costs, and registration support. Good outcomes for community well-being and safety, and strengthening cohesion in the local caregiver network.	1,700	\$ 1,700
One Tree Point Brewery	Purchase of a CEM 4 head manual filler	Nov-18	This is a limited liability company (ineligible entity) seeking funding for purchase of equipment (ineligible expense).	15,000	Decline - ineligible
Project Litefoot Trust	LiteClub's Whangarei Netball Waste Academy	April-July 2018	A waste minimisation programme incorporating recycling stations and education at Whangarei Netball Centre. No endorsement or evidence of support from Whangarei Netball. While worthwhile, waste management particularly at sportsgrounds is best managed in conjunction with <u>Council's waste management and parks teams.</u>	2,674	Decline
TEDxTutukaka	TEDxTutukaka 2018	7-Apr-18	Event will have occurred before funding is approved. We cannot fund retrospectively.	4,837	Decline - retrospective funding
Tikipunga Association Football Club	50th Anniversary	19 - 22 October 2018	An event to celebrate 50 years of the Football Club with a festival weekend of activities and games for all ages. Anticipating 300 people to attend. Applying for items noted as already purchased and our policy states that retrospective expenses are not eligible. However, this is a good event for the community and social cohesion, and the event itself has not yet occurred. On that basis, a grant is recommended for <u>general expenses relating to the festival.</u>	880	\$ 880
Waipu Business and Community Inc.	Winter in Waipu	Jul-18	Formerly Waipu in Tartan. Entity has changed its name from Waipu Business and Promotions Group and is recently incorporated. Same entity receives Annual Event Funding for Christmas Parade. This is currently outside policy for funding more than once, however it is a different event. Events over the month include a number of low/no-cost activities for active community participation. The grant is to pay for an events coordinator and some marketing. Recommending a contribution to marketing and other non-personnel costs only.	3,000	\$ 1,000
Whangarei Anglican Care Trust	Senior Chef cooking and nutrition course for seniors	21 June - 9 August 2018	A well-regarded and proven 8-week course for seniors in meal planning and preparation. The Trust applies annually for contribution to 1-2 courses of the 6 courses they run per year. This application is also for 2 courses, for 10 participants each. Good community well-being <u>outcomes, but regularly funded.</u>	2,760	\$ 2,760

Organisation	Project Details	Date of Event	Comment	Request	\$ Recommended
Whangarei Malayalee Association	Onam 2018	Aug-18	Onam is an annual Hindu festival with origins in the state of Kerala in India. Expecting 350 attendees. The Association became a registered trust in 2016 but has not filed a financial return in that time. They are requesting the grant for food only, which is an ineligible expense. Also no quotes provided. Recommend that they resubmit in a future funding round ensuring that they meet all requirements.	3,000	Decline - ineligible
Whangarei Riding for the Disabled	40th Anniversary	Jul-18	An event to celebrate 40 years of providing opportunities and skills to children and young adults with disabilities. It is a dinner and auction, and the auction is a fundraiser for the society which is not eligible under our Policy. However we can support the celebration, which meets social cohesion outcomes and acknowledges the work of the society. Therefore recommending this grant for venue hire and marketing costs.	3,000	\$ 3,000
Whangarei Rod and Custom Club Inc.	Rev Up Whangarei 2018	21-Apr-18	Event will have occurred before funding is approved. We cannot fund retrospectively.	4,000	Decline - retrospective funding
Whangarei Senior Citizens and Beneficiaries Association	Running costs	Ongoing	Seeking operating costs for this organisation, predominately wages. Operating costs are not eligible under this Fund. Also the organisation is not up to date with Charities filing.	24,670	Decline - ineligible
Whangarei Vegan Society Inc	Whangarei Vegan Expo 2018	25-Nov-18	This will be the third expo and it has proven to be popular, with over1400 attendees and participants. Good family event with outcomes for health, education, and local businesses. The budget is unusual in that they include 2018 and 2019 venue hire. But they are using existing funds to help pay for the 2018 hire, hoping to build up reserves to enable locking in venue hire in advance. Grant contribution would be for marketing and print costs.	1,442	\$ 1,442
				105,950	\$ 21,982
				budget	\$ 42,312
				remaining	\$ 20,330

4.4 Allocation of the 2018-19 Annual Events Fund

Meeting: Community Funding Committee
Date of meeting: 8 May 2018
Reporting officer: Cindy Velthuizen (Community Funding Officer)

1 Purpose

To determine the allocation of grants from the Annual Events Fund for 2018-19.

2 Recommendations

That the Community Funding Committee

1. Approves the allocation of grants from the 2018-19 Annual Events Fund as follows:

a. Te Ora Hou Northland Inc. – Children’s Day	\$2,035
b. Whangarei Migrant Centre – International Day of Families	\$4,000
c. Onerahi Resource Centre Trust – Waitangi Day	\$3,540
d. Hikurangi Lions Club Charitable Trust – Hikurangi Christmas parade	\$3,540
e. Kamo Community Inc. – Kamo Christmas parade	\$3,540
f. Onerahi Community Association – Onerahi Christmas parade	\$3,540
g. Waipu Business and Community Inc. – Waipu Christmas parade	\$3,000
h. Lions Club of Marsden – Ruakaka Christmas parade	\$2,000
2. Declines grants from the 2018-19 Annual Events Fund as follows:
 - a. Waipu Caledonian Society – Highland Games
 - b. Waipu Centennial Trust Board – Art’n’Tartan
 - c. Northland Pacific Islands Charitable Trust – Pasifika Fusion Festival
 - d. Opera North – Opera in the Gardens.

3 Background

The Annual Events Fund is a sub-set of the Annual Operating Fund.

In 2017, 18 organisations transferred from the Transition Fund to the Annual Operating Fund, making a total of 31 applications in the 2017-18 Annual Operating Fund round. This year, the nine organisations supported for events have been separated out into the Annual Events Fund, along with three new organisations:

- Lions Club of Marsden (Ruakaka Christmas Parade) – approved for the Transition Fund in 2017
- Opera North (Opera in the Gardens) – approved for the Transition Fund in 2017
- Northland Pacific Islands Charitable Trust (Pasifika Fusion Festival) – approved to apply for Annual Events Fund in 2017.

4 Discussion

The assessment of applications is provided in Attachment 1. As part of ensuring rigour in the funding process current policy requires organisations that are non-compliant to be recommended by Staff for decline. Councillors have the ability to provide support outside of the policy guidelines at their discretion as has been the case historically.

4.1 Financial/budget considerations

A budget of \$50,000 was set for this Fund. Indicative figures given for 2018-19 were \$45,510, excluding the three new entities.

The total requested was \$72,455.

The recommended allocation is \$25,195, leaving a surplus of \$24,805.

4.2 Policy and planning implications

The current Grants, Concessions and Loans Policy and the criteria for this Fund were applied in the assessment of these applications.

Some applicants did not meet the criteria of being a legal, not for profit entity and up to date with Charities/Incorporated Societies filing. These are noted as not eligible for funding. Applicants were advised last funding round that this would be a requirement and it was a key question on their report form.

5 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

6 Attachments

1. Annual Events Fund assessment
2. Annual Events Fund applications

2018-19 Annual Events Fund – application assessment

All twelve applicants currently receive less than \$20,000 per year from this Fund.

It is acknowledged that the revised, simplified reporting form is not obtaining the information we need to make good decisions. This will be looked into for next time.

Overall, these groups need to put more effort into articulating their value and the impact of the funding they receive, particularly if seeking additional funding. Some no longer require Council support and some are not meeting minimum obligations and criteria.

Event	Applicant	Recommended change	Recommended amount
Children's Day	Te Ora Hou Northland Inc.	A decrease of \$1,000	\$2,035 and exit from the Fund
Highland Games	Waipu Caledonian Society	A decrease of \$5,000	\$0 and exit from the Fund
International Day of Families	Whangarei Migrant Centre	A decrease of \$550	\$4,000
Waitangi Day	Onerahi Resource Centre Trust	No change – wage costs excluded	\$3,540
Art'n'Tartan	Waipu Centennial Trust Board	A decrease of \$15,170	\$0 and exit from the Fund
Pasifika Fusion Festival	Northland Pacific Islands Charitable Trust	<i>No previous provided</i>	\$0 and no entry to the Fund
Opera in the Garden	Opera North	A decrease of \$4,000	\$0
Christmas event – Hikurangi	Hikurangi Lions Club Charitable Trust	No change	\$3,540
Christmas event – Kamo	Kamo Community Inc	No change	\$3,540
Christmas event – Onerahi	Onerahi Community Association	No change	\$3,540
Christmas event – Waipu	Waipu Business and Community Inc (previously under Waipu Riding Residents and Ratepayers Association)	A decrease of \$540	\$3,000
Christmas event – Ruakaka	Lions Club of Marsden	An increase of \$110	\$2,000
	Totals for this group	A net decrease of \$26,150	\$25,195

Children's Day (Te Ora Hou Northland Inc.)

Te Ora Hou Northland Incorporated has requested no change to their funding levels for this year, and indicated a slight reduction in funding for 2019-20.

The Children's Day event this year was cancelled due to poor weather, and it was not feasible to arrange a postponement date given the number of contributing agencies and organisations involved.

Some of the grant was used on expenses already incurred, and the Society offered for the remainder to be returned. It was agreed that this could be used for a 5-day youth camp later this year. The camp's focus on youth development makes it a suitable substitute use of this grant, and will benefit over 200 youth.

The Society has not applied to other funding sources specifically for this event, but receives funding in general for its operations.

Te Ora Hou Northland is in a strong position with significant surpluses each year and accumulated funds.

For year ended 30 June (figures are rounded)	2017	2016
Income	\$2,190,000	\$2,098,000
Expenditure	\$1,706,000	\$1,789,000
Profit/loss	\$484,000	\$309,000
Current assets	\$1,672,000	
Current liabilities	\$140,000	
Accumulated funds	\$3,417,000	

Te Ora Hou has staff and volunteers to cover all their operations. It is not clear on the level of involvement for just this event.

	2017
Staff	30 (25.3 FTE)
Volunteers	33 (0.6 FTE)
Volunteer hours/week	50
Participation/patronage	Unknown

Recommendation

- **\$2,035 (a decrease of \$1,000)**

The Children's Day event and Te Ora Hou Northland have always been well regarded. The Society's financial performance and position is strong, indicating that Council support for this event is no longer required. Therefore, the recommendation is to reduce funding in 2018-19, and cease thereafter. Council would welcome applications from Te Ora Hou Northland for its contestable funding in the future, if and when required.

Highland Games (Waipu Caledonian Society Inc.)

Waipu Caledonian Society Incorporated are requesting to double their funding for this event, moving from \$5,000 to \$10,000 in 2018-19, and a further increase to \$11,000 in 2019-20. They cite an increase in expenses.

There are two Waipu Caledonian Society entities: the charitable trust and the incorporated society. According to their respective Companies Office reporting, both entities exist for the same purposes but report different financial transactions. Staff requested some clarification of this and their response is attached to their application.

The Incorporated Society is not up to date with its required Societies register reporting, also a requirement of this Fund, therefore it is currently not eligible for Council support. A draft copy of the 2017 accounts were provided, when requested.

For year ended 31 March (figures are rounded)	2017	2016
Income	\$81,000	\$28,000
Expenditure	\$66,000	\$93,000
Profit/loss	\$15,000	-\$65,000
Current assets	\$58,000	
Current liabilities	\$14,000	
Accumulated funds	\$57,000	

The difference in income from 2016 to 2017 is down to gate takings. The event expenditure breakdown is attached to their application. In summary:

Event only (rounded)	2017	2016
Income	\$86,000	\$83,000
Expenditure	\$60,000	\$55,000
Profit/loss	\$25,000	\$28,000

Points to note about the statement:

- The annual operating grant for 2017-18 is not listed as income for the 2018 event.
- The one-day event is paying for the full year's lease of the Caledonian Park, and full year total of water and land rates (\$11,599).
- Even without considering the above two points, a clear profit is made each year.

	2017/18
Staff	0
Volunteers	100
Volunteer hours on the event	2,000
Participation/patronage	Unknown/not provided

The report is lacking in detail, with no audience and participant numbers provided. This makes it difficult to determine value to the district.

Recommendation

- **\$0 (a decrease of \$5,000 on indicative figures and exit from the Fund)**

The Waipu Caledonian Society Incorporated is not up to date with Society obligations and therefore does not meet the criteria of this Fund.

They demonstrate in their accounts that a profit from the event continues to be made, therefore Council support is no longer required.

The impact reporting needs improvement. The accounts and the relationship between the two entities would require greater clarity if the Committee wish to reinstate funding in the future.

International Day of Families – Whangarei Migrant Centre Inc.

Whangarei Migrant Centre are requesting a continuation of their current funding level of \$4,550.

The grant has been used for venue hire, equipment hire, entertainment and activity costs. The Society's report is limited in detail, with no attendance numbers or evidence of growth and benefit. However, the financial statements state the event had 550 attendees in May 2017, down from 860 in 2016.

The Society's financial statements don't distinguish income and expenses relating to this event. A separate event expenditure statement was provided on request, and this shows a project underspend of \$587 (GST excluded).

For year ended 30 June (figures are rounded)	2017	2016
Income	\$104,000	\$104,000
Expenditure	\$104,000	\$86,000
Profit/loss	\$0	\$17,000
Current assets	\$58,000	
Current liabilities		Not stated/unknown
Accumulated funds		Not stated/unknown

The Society has staff and volunteers to cover all their operations. It is not clear on the level of involvement for just this event.

	2017
Staff	1 (0.75 FTE)
Volunteers	20 (0.9 FTE)
Volunteer hours/week	35
Event attendance numbers	550

Based on last year's event numbers, Council contributed \$8.27 per person to this event.

Recommendation

- **\$4,000 (a decrease of \$550)**

This level of funding is higher than other similar events that we fund, and the Society had an underspend, so a reduction in funding is recommended.

Waitangi Day in the Park – Onerahi Resource Centre Trust

Onerahi Resource Centre Trust are requesting an increase of \$1,000 to \$4,540, to cover costs of musical entertainment.

Their project expenditure statement for the 2018 event shows a total cost of \$5,150 to run this event, made up of:

- Event manager \$2,400
- Entertainment \$1,925
- Advertising \$175
- Other/unknown \$650 (includes \$92 for food which is an ineligible expense).

Council's grant of \$3,500 was 68% of total event budget.

Attendance numbers for 2017 is stated as 400 (350 in 2016). Numbers for 2018 were not provided.

The Trust's financial situation is modest and reasonably stable.

For year ended 31 March (figures are rounded)	2017	2016
Income	\$60,000	\$35,000
Expenditure	\$40,000	\$35,000
Profit/loss	\$20,000	\$0
Current assets	\$36,000	
Current liabilities	\$10,000	
Accumulated funds	\$27,000	

Recommendation

- **\$3,540 (no change to indicative figure)**

This is based on:

- \$3,000 entertainment costs (an increase of \$1,000)
- \$540 marketing and other eligible materials

The event manager wages are no longer an appropriate use of this grant and funding for this should be sourced elsewhere.



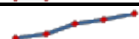
Art'n'Tartan – Waipu Centennial Trust Board

Art'n'Tartan are requesting no change to their current level of funding of \$15,170.

Waipu Centennial Trust Board manages Waipu Museum, and its two fundraisers, a biannual show and the annual Art'n'Tartan.

Waipu Centennial Trust receives a Council operating grant for Waipu Museum and a separate annual grant for the event Art'n'Tartan. As discussed previously, this conflicts with Council's Grants, Concessions and Loans Policy, which states we fund an organisation only once per financial year and that we do not fund for fundraising purposes.

For transparency and to be in line with our policy, it is recommended that these no longer be considered separately. As such, the recommendation for Council's annual operating grant for the Museum took this into account. At the 11 April meeting, the Community Funding Committee agreed to a reduction in operating grant to \$75,000 for the Museum.

Entity	2015-16	2016-17	2017-18	2018-19 request	2019-20 request	Change
Museum	\$57,459	\$63,867	\$75,080	\$ 80,000	\$ 90,000	
Art'n'Tartan	\$10,000	\$10,000	\$15,000	\$ 15,170	\$ 15,170	
Total	\$67,459	\$73,867	\$90,080	\$ 95,170	\$ 105,170	

For the Trust:

For year ended 31 March (figures are rounded)	2017	2016
Income	\$403,000	\$427,000
Expenditure	\$367,000	\$378,000
Profit/loss	\$36,000	\$49,000
Current assets	\$600,000	
Current liabilities	\$116,000	
Accumulated funds	\$1,126,000	

The Trust's financial accounts show rolled up event income and expenditure. For Art'n'Tartan specifically:

For year ended 31 March (figures are rounded)	2017	2016
Income	\$84,000	\$71,000
Expenditure	\$62,000	\$61,000
Profit/loss	\$22,000	\$10,000

Overall, the production manager's report shows that the event is ready to take on a more professional, self-sustaining model.

For this event	2017
Staff	2 (0.3 FTE) – paid by Waipu Museum
Volunteers	17 (3 FTE) core team, plus 50 for the shows
Event attendance numbers	Not stated

Recommendation

- **\$0 (a decrease of \$15,170 from indicative figure, and exit from the Fund)**

Acknowledging that this event should and can stand on its own, and to be consistent with Council policy and practice, it is recommended that funding for this event ceases.

Pasifika Fusion Festival – Northland Pacific Islands Charitable Trust

At their 11 October 2017 meeting, the Community Funding Committee approved staff inviting Northland Pacific Islands Charitable Trust (NPICT) to apply to the Annual Events Fund.

NPICT is requesting \$15,000 from Council this time, plus in-kind support.

The Trust has previously received support from Council via contestable grants, concessions and in-kind support. In 2016-17, Council's support was:

- \$3,500 (Performing Arts Fund)
- \$2,000 in-kind support (graphic design and print – Communications team)
- \$10,000 maximum in-kind support (marketing and infrastructure – Venues and Events team)

The Trust also received \$5,600 from the Creative Communities Scheme in 2017-18, administered by Council.

Each year, the Trust has struggled with providing accurate event expenditure and therefore a robust budget for the next year. The event budget does not match with the Trust's financial statements, presumably due to the level of in-kind support. Venues and Events staff advise the budget is comparable with similar events.

The \$66,000 operating budget for the event can be broken down to:

\$9,730 – wages, volunteer koha, and other organisers' costs (includes catering)
 \$8,850 – performer fees/koha
 \$13,000 – marketing
 \$6,000 – staging
 \$6,500 – infrastructure
 \$11,400 – building rent and phone
 \$10,520 – bus hire, contingency, and miscellaneous.

Income is \$2,400 from stall holder fees. The remainder is made up by sponsorship (\$4,000) and grants (unconfirmed).

The Trust's operating budget has been steadily decreasing, from \$209,000 in 2009 to \$13,000 in 2015. This then increases again in 2016 and 2017 in line with the introduction of the festival.

For year ended 31 May (figures are rounded)	2017	2016
Income	\$122,000	\$79,000
Expenditure	\$100,000	\$87,000
Profit/loss	\$23,000	-\$8,000
Current assets	\$35,000	
Current liabilities	\$5,000	
Accumulated funds	\$34,000	

The Trust is not up to date with its Charities register filing.

Recommendation

- **\$0 (no entry to the Fund)**

As the Trust is not up to date with Charities Services filing, they are not eligible for this Fund.

In addition, due to ongoing concerns with their budget and financials, entry into this Fund is not advised. In-kind support will continue to be provided, and the Trust can continue to apply

for Council's contestable funding. However, staff advice would be to increase the level of sponsorship and stallholder fees.

Opera in the Gardens – Opera North

Opera North are requesting a continuation of their current funding level of \$4,000.

They receive ticket sales of approximately \$17,000, plus sponsorship of \$5,000, and a grant of \$9,450 for staging.

Council's contribution goes towards the guest artist fee.

This event has been running for 22 years, and audience numbers remain steady with 750 at this year's event.

Opera North is not up to date with its Charities register filing. The 2016 return was filed late, and the 2017 return is overdue.

The most recent financial statements don't separate out the event income and expenditure. Previous statements suggest a \$23,000 operating budget.

For year ended 30 June (figures are rounded)	2017	2016
Income	\$47,000	\$47,000
Expenditure	\$44,000	\$44,000
Profit/loss	\$2,000	\$3,000
Current assets	\$26,000	
Current liabilities	\$5,000	
Accumulated funds	\$48,000	

	2017
Staff	0
Volunteers	130
Volunteer hours/week	Unknown/variable
Event attendance numbers	750

Council's contribution works out at \$5.33 per audience member.

Recommendation

\$0

Opera North is not up to date with Charities register filing so is not eligible for this Fund.

While the Trust is vulnerable to income fluctuations, this grant is specifically for the guest artist fee at this event. By not receiving this grant, Opera North could choose to amend its event programme without a negative impact on their overall operating budget.

The Christmas Parades

Organisation	Request	Comment	Recommendation
Hikurangi Mountain Lions Club Charitable Trust	No change to \$3,540	Appears positive. The Trust is looking for sponsorship to enable the children's entertainment to be free, as well as seeking additional grant funding elsewhere.	\$3,540
Kamo Community Inc.	No change to \$3,540	Appears positive. The Society is introducing stallholder charges and is seeking additional sponsorship.	\$3,540
Onerahi Community Association	No change to \$3,540	Appears positive.	\$3,540
Waipu Business and Community Incorporated	No change to \$3,540 in 2018-19. Looking for \$4,000 for 2019-20 for additional entertainment.	<p>Name change and now incorporated.</p> <p>Some concern that previous grant was not fully used: expenditure was \$3,043, and the Society generated income of \$1,578 from raffle sales. This means an event surplus of \$2,075.</p> <p>The Society's overall operating surplus for the year ended 31 March 2017 was \$1,858. This suggests Council's grant for the Christmas Parade is supporting other activities.</p> <p>As such a decrease of \$540 is recommended.</p>	\$3,000
Lions Club of Marsden Incorporated (Ruakaka parade)	Requesting increase from \$1,890 to \$2,000	Appears positive. The Society comments that sponsorship is increasing because of Council's support.	\$2,000

2018-19 Annual Events Fund Applications

1.	Te Ora Hou Northland Inc – Children’s Day	001
2.	Waipu Caledonian Society Inc. – Highland Games	029
3.	Whangarei Migrant Centre Inc. – Int. Day of Families	063
4.	Onerahi Resource Centre Trust – Waitangi Day	093
5.	Waipu Centennial Trust Board – Art’n’Tartan	125
6.	Northland Pacific Islands Charitable Trust – Pasifika Festival	155
7.	Opera North – Opera in the Garden	181
8.	Hikurangi Lions Club Charitable Trust – Christmas Parade	213
9.	Kamo Community Inc. – Christmas Parade	227
10.	Onerahi Community Association – Christmas Parade	251
11.	Waipu Business and Community Inc. – Christmas Parade	273
12.	Lions Club of Marsden – Christmas Parade	297

Te Ora Hou Northland Inc

Children's Day



Annual Events Fund

Application form for the 2018-19 funding year

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

Full name of group	Te Ora Hou Northland Inc – Children's Day		
Postal address	PO box 1136		
	Whangarei	Postcode	0140

Who is your group's main contact for this application?

Contact name	Lou Davis
Position in group	Manager
Email	ldavis@teorahou.org.nz
Daytime phone number(s)	094380004; 0272037078

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

**Chairperson/
President** Ken Thompson

Phone &
email 021 991560
pataua303@gmail.com

**Manager/
Director/CEO**

Phone &
email Lou Davis
ldavis@teorahou.org.nz

Secretary Janet Atkinson

Phone &
email 021 1580976
savak@xtra.co.nz

List the names of the remaining governance members

Mike Edmonds

Rhonda Kaire

Eunice Roberts

Paul Atkinson

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?	30	25.3
How many volunteer workers does your group have?	33	0.6
What is the average total number of volunteer hours per week?	50	

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC **\$3,035**

Are you requesting a different amount to what's indicated? **\$ No**

If so, please state how much you are seeking and the reason.

Reason for any variance:

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request **\$3000**

Reason for any difference:

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive for this event from 1 July 2017 to 30 June 2018.

Funder (e.g. ASB, Lotteries)	Purpose	\$ Amount
Nil		

Tell us about **any other income** your group has received or will receive for this event from 1 July 2017 to 30 June 2018.

Other Income e.g. donations, subscriptions, sales	\$ Amount

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name

Donna Blyth

Position in Group

Operations Manager

Date

28 March 2018

Signature (if posting)

By sending this form in electronically, Council will consider this application 'signed'.





Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation

1. Did you find this application form easy to understand and complete?

Yes

If No, what could we change or do better?

2. Have you visited the Funding and Grant's page on Council's website?

No

If Yes:

a) why did you visit the page, what information were you looking for?

b) how user friendly was it?

Poor 1 2 3 4 5 Great

Any Comments?

3. Any other comments or suggestions for improvement for this application process?



Annual Events Fund Performance Report (Level 1)

2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Te Ora Hou Northland Inc

Event: Children's Day

Date of event: Sunday 4 March 2018

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer: Unfortunately the event was cancelled due to the weather. This is the first time in the history of running Children's Day that we have had to cancel. Please see attached list of expenses incurred in organising the event up to the day of cancellation.

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer: As discussed with the grant's advisor, the remaining unused funds will be utilised for a 5 day youth camp. We have just over 200 young people registered to attend the camp. The programme will focus on positive youth development through workshops, sports, team building and a range of guest presenters

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer: No

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer: Yes, we are up to date. *✓confirmed.*

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer: No

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer: We were fortunate this year to receive contributions from some of the stallholders, however, these either been refunded or deferred to the 2019 event.

Attach:

- 1. Your organisation's latest financial statements. Attached*
- 2. Customer/visitor satisfaction survey results – if applicable. Not applicable this year.*

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature: 

Name and Position: Donna Blyth

Date: 28/03/2018

Te Ora Hou Northland Incorporated
Performance Report
For the year ended
30 June 2017

Contents

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Entity Information	3
Statement of Service Performance	4,5
Financial Information:	
Statement of Financial Performance	6
Statement of Financial Position	7
Statement of Cash Flows	8
Statement of Accounting Policies	9
Notes to the Performance Report	10-12



INDEPENDENT AUDITORS REPORT

To the Members of Te Ora Hou Northland Inc

Opinion

We have audited the accompanying performance report of Te Ora Hou Northland Inc on pages 3 to 12, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 30 June 2017, the statement of financial position as at 30 June 2017, the statement of accounting policies and other explanatory information.

In our opinion:

- a) the reported outcomes and outputs, and quantification of the outputs to the extent practicable, in the statement of service performance are suitable;
- b) the performance report on pages 3 to 12 presents fairly, in all material respects:

- the entity information for the year ended 30 June 2017;
- the service performance for the year then ended; and
- the financial position of Te Ora Hou Northland Inc as at 30 June 2017, and its financial performance, and cash flows for the year then ended in accordance with Public Benefit Entity Simple Format Reporting Accrual (Not-For-Profit).

Basis for Opinion

We conducted our audit of the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report in accordance with International Standards on Auditing (New Zealand) (ISAs (NZ)), and the audit of the entity information and statement of service performance in accordance with the International Standard on Assurance Engagements (New Zealand) ISAE (NZ) 3000 (Revised). Our responsibilities under those standards are further described in the Auditors Responsibilities for the Audit of the Performance Report section of our report. We are independent of Te Ora Hou Northland Inc in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other than in our capacity as auditor we have no relationship with, or interests in, Te Ora Hou Northland Inc.

Executive Board Responsibility for the Performance Report

The Executive Board are responsible on behalf of the entity for:

- (a) identifying outcomes and outputs, and quantifying the outputs to the extent practicable, that are relevant, reliable, comparable and understandable, to report in the statement of service performance;
 - (b) the preparation and fair presentation of the performance report which comprises:
 - the entity information;
 - the statement of service performance; and
 - the statement of financial performance, statement of financial position, statement of cash flows, statement of accounting policies and notes to the performance report
- in accordance with Public Benefit Entity Simple Format Reporting Accrual (Not-For-Profit) issued in New Zealand by the New Zealand Accounting Standards Board, and



FINANCIAL
AUDITS



SYSTEM
REVIEWS



FRAUD
INVESTIGATION



GAMING
AUDITS

(c) for such internal control as the Executive Board determine is necessary to enable the preparation of a performance report that is free from material misstatement, whether due to fraud or error.

In preparing the performance report, the Executive Board are responsible on behalf of the entity for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Executive Board either intend to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

Auditors Responsibilities for the Audit of the Performance Report

Our objectives are to obtain reasonable assurance about whether the performance report is free from material misstatement, whether due to fraud or error, and to issue an auditors report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the decisions of users taken on the basis of this performance report.

As part of an audit in accordance with ISAs (NZ), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the performance report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of the use of the going concern basis of accounting by the Executive Board and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors report to the related disclosures in the performance report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the performance report, including the disclosures, and whether the performance report represents the underlying transactions and events in a manner that achieves fair presentation.
- Perform procedures to obtain evidence about and evaluate whether the reported outcomes and outputs, and quantification of the outputs to the extent practicable, are relevant, reliable, comparable and understandable. We communicate with the Executive Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Orbit Audit
Whangarei
18 October 2017

Orbit Audit

Te Ora Hou Northland Incorporated

Entity Information

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

For the year ended
30 June 2017

Legal Name of Entity: Te Ora Hou Northland Inc

Type of Entity and Legal Basis: Incorporated Society & Registered Charity

Registration Number: AK/860557
CC20635

Entity's Purpose or Mission:

Young people reconnected into sustainable whole communities.

Entity Structure:

The Governance Board of Te Ora Hou Northland is appointed by the members at the Annual General Meeting. The Board is responsible for the long-term health and prosperity of Te Ora Hou. The primary responsibilities of the board include:

- Defining the purpose, direction and priorities of the organisation
- Setting Governance Policies.
- Monitoring Financial performance and legal compliance.
- Demonstrating accountability as steward of the organisation's assets through communication and reporting to stakeholders.
- Managing Risk by ensuring Te Ora Hou has adequate systems of internal control together with appropriate compliance monitoring.

The board meets a minimum of four times per year and aims at bi-monthly meetings. The Day to day management function is delegated by the Board to the Manager. Te Ora Hou Northland Inc is affiliated to six other Te Ora Hou organisations in New Zealand. Each organisation is an autonomous entity. While there are main areas of activity carried out by all organisations, each organisation is free to fulfil its local role as it sees fit.

Main Sources of the Entity's Cash and Resources:

Te Ora Hou Northland's activities are funded by a mixture of government contracts, grants and client fees for service.

Main Methods Used by the Entity to Raise Funds:

Hangi Sales, Car wash and cake bake competition.

Entity's Reliance on Volunteers and Donated Goods or Services:

Every week volunteers provide transport, assist with evening mentoring programmes and provide a range of support to our teen parents. The governance board all volunteer their time.

Additional Information: Feedback

"Helped me to be more confident, also to activate my goals. I wasn't working, now on a course to fulltime work. Thank you for your over and above mahi". - Teenage Dad

"You have changed how I see the world. The wise words you have shared has opened my mind up. I can honestly say thank you for helping mend together who I am and how I am today. You make sure us girls have a blast and feel loved". - Youth Services Participant, Girls Mentoring Programme.

Contact details

Physical Address:

59 Raumanga Valley Road
Whangarei 0110

Postal Address:

PO Box 1136
Whangarei 0140



Te Ora Hou Northland Incorporated
Statement of Service Performance
"What did we do?", When did we do it?"
For the year ended
30 June 2017

Description of the Entity's Outcomes:

Te Ora Hou Northland is a not-for-profit community of workers who are committed to journeying with young people who are navigating the tricky and sometimes difficult teenage years.

We disrupt negative cycles and create positive futures by developing strong relationships and reconnecting young people back into a village of support which includes people in their whanau, school, community and peer group.

We offer this in a variety of ways with a range of youth focused programmes and services that are creative, fun and supportive. This includes: weekly after-school youth club programmes, one-to-one relationship mentoring, adventure-based learning experiences in the outdoors, small group programmes like Childbirth Education Classes for pregnant teenagers, Healthy Relationships and Parenting Toolbox, holiday programmes and camps, a Teen Dad's programme, a quality Early Learning Centre, noho marae and cultural experiences, graffiti removal, a social services team for individual and whanau wrap-around support and a residential home for teenage mothers and their babies.

Description and Quantification (to the extent practicable) of the Entity's Outputs:	This Year	Last Year
<p>Youth Work Services</p> <p>Trained youth workers who provide group and 1 to 1 mentoring, home visitation support and group programmes for young people. These include holiday programmes, camps, wananga and after school/evening programmes involving a variety of engaging activities. These include team building, team sports, creative problem solving tasks, self-care, outdoor adventures and character development initiatives. Emphasis is placed on supporting and equipping young people with knowledge and skills to work towards a healthy transition into adulthood. We encourage a long-term positive relationship between youth workers, young people and their whanau. These programmes are offered to young people aged 11-17. Underpinning the youth work services is a model of practice that has a focus on Belonging, Mastery, Independence and Generosity.</p>		

Number of Engagements:	154	96
------------------------	-----	----



Te Ora Hou Northland Incorporated
Statement of Service Performance
"What did we do?", When did we do it?"
For the year ended
30 June 2017

Description and Quantification (to the extent practicable) of the Entity's Outputs:	This Year	Last Year
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Teen Parent Services

We provide support options for teen parents who are pregnant or parenting. These options include; access to dedicated support workers, teen antenatal classes, parenting education with other young parents, connecting with helpful community resources, teen dad support and a focus group which supports teen fathers to gain information and skills to prepare for the birth of their child, to parent well and to respond to their child's social, health and educational needs. We facilitate access to schooling or training opportunities.

We also provide a residential home for pregnant or parenting teenage mums in a safe and caring environment, encouraging early attachment while promoting good health, education, social and economic wellbeing to enable them to successfully transition to independent living in the community.

Volunteers are a vital part of our work. We aim to mobilise and support volunteers to engage with young people and whanau- including our teen parent families. We believe in the "it takes a village to raise a child" approach and this involves equipping and connecting good, everyday people with opportunities to serve and mentor young people.

Number of engagements	70	44
-----------------------	----	----

Family Support

Qualified Social workers facilitate change for young people and their whanau who face high-risk issues in their lives, including housing, domestic violence and abuse. Social workers provide help by exploring positive, alternative and constructive solutions that are strength-focused by working collaboratively with others in the community. In this way a range of practical options are forged which whanau can implement.

Number of Engagements:	109	106
------------------------	-----	-----

He Kaakano Early Learning Centre

He Kaakano Early Learning Centre delivers quality care and education to the children of teenage parents and the community.

Number of Enrolments:	71	33
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Te Ora Hou Northland Incorporated
Statement of Financial Performance
"How was it funded?" and "What did it cost?"
For the year ended
30 June 2017

	Note	This Year \$	Last Year \$
Revenue			
Donations, fundraising and other similar revenue		14,056	148,617
Fees, donations and other revenue from members		200,810	3,739
Revenue from providing goods or services		1,920,106	1,885,346
Interest, dividends and other investment revenue		55,426	57,041
Other revenue		0	2,837
Total Revenue		2,190,397	2,097,580
Expenses			
Expenses related to public fundraising		106	1,555
Volunteer and employee related costs		1,326,049	1,349,362
Costs related to providing goods or services		308,605	352,130
Grants and donations made		1,756	3,942
Other expenses		69,633	81,905
Total Expenses		1,706,149	1,788,894
Surplus/(Deficit) for the Year		484,249	308,686



Te Ora Hou Northland Incorporated
Statement of Financial Position
"What the entity owns?" and "What the entity owes?"
As at
30 June 2017

	Note	This Year \$	Last Year \$
Assets			
Current Assets			
Bank accounts and cash		1,512,546	1,063,457
Debtors and prepayments		133,027	85,873
Inventory			
Other current assets		26,319	
Total Current Assets		1,671,892	1,149,330
Non-Current Assets			
Property, plant and equipment	1	884,488	918,631
Investments		1,000,000	1,000,000
Other non-current assets			
Total Non-Current Assets		1,884,488	1,918,631
Total Assets		3,556,380	3,067,961
Liabilities			
Current Liabilities			
Bank overdraft			
Creditors and accrued expenses		43,971	33,134
Employee costs payable		91,915	102,517
Unused donations and grants with conditions		3,935	
Other current liabilities			
Total Current Liabilities		139,821	135,651
Non-Current Liabilities			
Loans			
Other non-current liabilities			
Total Non-Current Liabilities		-	-
Total Liabilities		139,821	135,651
Total Assets less Total Liabilities (Net Assets)		3,416,559	2,932,310
Accumulated Funds			
Capital contributed by owners or members	2	-	-
Accumulated surpluses or (deficits)		3,374,473	2,860,225
Reserves		42,086	72,086
Total Accumulated Funds		3,416,559	2,932,310



Te Ora Hou Northland Incorporated
Statement of Cash Flows
"How the entity has received and used cash"
For the year ended
30 June 2017

	This Year \$	Last Year \$
Cash Flows from Operating Activities		
Cash was received from:		
Donations, fundraising and other similar receipts	17,142	127,503
Fees, subscriptions and other receipts from members	201,010	3,738
Receipts from providing goods or services	1,879,628	1,912,988
Interest, dividends and other investment receipts	55,474	50,035
Other		2,838
Net GST	8,492	-
Cash was applied to:		
Payments to suppliers and employees	1,670,664	1,727,358
Donations or grants paid	1,756	3,942
Net GST	-	11,287
Net Cash Flows from Operating Activities	489,326	354,515
Cash flows from Investing and Financing Activities		
Cash was received from:		
Receipts from the sale of property, plant and equipment		
Receipts from the sale of investments		
Proceeds from loans borrowed from other parties		
Capital contributed from owners or members		
Cash was applied to:		
Payments to acquire property, plant and equipment	40,237	27,952
Payments to purchase investments/term deposits	-	1,000,000
Repayments of loans borrowed from other parties		
Capital repaid to owners or members		
Net Cash Flows from Investing and Financing Activities	(40,237)	(1,027,952)
Net Increase / (Decrease) in Cash	449,089	(673,437)
Opening Cash	1,063,457	1,736,894
Closing Cash	1,512,546	1,063,457
This is represented by:		
Bank Accounts and Cash	1,512,546	1,063,457



Te Ora Hou Northland Incorporated
 Statement of Accounting Policies
 "How did we do our accounting?"
 For the year ended
 30 June 2017

Basis of Preparation

Te Ora Hou Northland Incorporated has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST, with the exception of some transactions relating to residential rental properties.

Income Tax

Te Ora Hou Northland Incorporated is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Interest Received

Interest is recognised on an accrual basis.

Tier 2 PBE Accounting Standards Applied (if any)

No Tier 2 PBE accounting standards have been applied.

Changes in Accounting Policies

There have been no changes in accounting policies this year.



Te Ora Hou Northland Incorporated
Notes to the Performance Report
For the year ended
30 June 2017

Note 1 : Property, Plant and Equipment

This Year

Asset Class	Opening Carrying Amount	Purchases / Additions	Sales/ Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Land	210,099			-	210,099
Buildings	565,418			8,367	557,051
Motor Vehicles	67,199			20,041	47,158
Plant & Equipment	75,914	15,047		20,783	70,178
	-				-
	-				-
	-				-
Total	918,630	15,047	-	49,191	884,486

Last Year

Asset Class*	Opening Carrying Amount	Purchases/ Additions	Sales/ Disposals	Current Year Depreciation and Impairment	Closing Carrying Amount
Land	210,099			-	210,099
Buildings	565,524	8,629		8,735	565,418
Motor Vehicles	95,002	791		28,594	67,199
Plant & Equipment	61,691	37,809		23,586	75,914
					-
					-
					-
Total	932,316	47,229	-	60,915	918,630

Significant Donated Assets Recorded - Source and Date of Valuation
Nil

Significant Donated Assets - Not Recorded
Nil



Te Ora Hou Northland Incorporated

Notes to the Performance Report

For the year ended
30 June 2017

Note 2: Accumulated Funds

This Year

Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	2,860,225	72,086	2,932,310
Capital contributed by owners or members	-	-	-	-
Capital returned to owners or members	-	-	-	-
Surplus/(Deficit)	-	484,249	-	484,249
Distributions paid to owners or members	-	-	-	-
Transfer to Reserves	-	-	-	-
Transfer from Reserves	-	30,000	(30,000)	-
Closing Balance	-	3,374,473	42,086	3,416,559

Last Year

Description	Capital Contributed by Owners or Members	Accumulated Surpluses or Deficits	Reserves	Total
Opening Balance	-	2,623,624	-	2,623,624
Capital contributed by owners or members	-	-	-	-
Capital returned to owners or members	-	-	-	-
Surplus/(Deficit)	-	308,686	-	308,686
Distributions paid to owners or members	-	-	-	-
Transfer to Reserves	-	(72,086)	72,086	-
Transfer from Reserves	-	-	-	-
Closing Balance	-	2,860,225	72,086	2,932,310

Breakdown of Reserves

Name	Nature and Purpose	This Year \$	Last Year \$
Donation from Whangarei Youth One Stop Shop on dissolution.	Donation with a restricted purpose and amount. This donation has no 'Use or Return' condition, however there is a directive on the amount per year to be spent on community events and facilities and on general operating expenses.	42,086	72,086
Total		42,086	72,086



Te Ora Hou Northland Incorporated
Notes to the Performance Report
For the year ended
30 June 2017

Notes 3-6

Note 3 : Commitments and Contingencies

Commitments

Te Ora Hou Northland has a commitment to purchase property in order to gain security of premises for the future. The commitment is for \$380,000 as at balance date. (Last Year - nil)

Contingencies

There are no contingent liabilities or guarantees as at balance date (Last Year - nil)

Note 4 : Other

Significant Grants and Donations with Conditions which have not been Recorded as a Liability

Description	Original Amt	Not Fulfilled Amt
Nil		

Note 4: Goods or Services Provided to the Entity in Kind

Description

Te Ora Hou receives the benefit of people's time and services, carried out free of charge. This donation cannot be readily quantified and therefore is not recorded in the financial statements.

Note 5: Related Party Transactions

Description of Related Party Relationship	(whether in cash or amount in kind)	This Year \$ Value of Transactions	Last Year \$ Value of Transactions	This Year \$ Amount Outstanding	Last Year \$ Amount Outstanding
The Board Chairman is also a director of a plumbing business.	Provided Plumbing Services at discounted rate on both labour and materials.	1,196	468	-	-
Employees closely related to Board member or Manager	Employed on salary and wages	122,277	137,264	-	-

Note 6: Events After the Balance Date:

There were no events that have occurred after the balance date that would have a material impact on the Performance Report. (Last Year Nil)





Charity Summary

Registration Number: CC20635
Registration Date: 24/01/2008
Charity Name: Te Ora Hou Northland Incorporated

Charity Details

Trading Name

Registration Details

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

Address for Service:

Charity's Postal Address: PO Box 1136
 Whangarei 140

Charity's Street Address: 55 Raumanga Valley Road
 Raumanga
 Whangarei 110

Charity's other details

Phone: (09)4385556
Fax:
Email: northland@teorahou.org.nz
Website:
Facebook:
Twitter:
Social Network Name:

Areas of Operation

New Zealand: Northland
Percentage spent overseas 0

Purpose & Structure

Purpose Purpose

Young People reconnected into sustainable, whole communities

Entity Structure

The Governance Board is appointed by the members at the AGM. The board meets a minimum of four times per year and aims at bi-monthly meetings. The Day to day management function is delegated by the Board to the Manager. Te Ora Hou Northland is affiliated to six other Te Ora Hou organisations in New Zealand. Each organisation is an autonomous entity. While there are main areas of activity carried out by all organisations, each organisation is free to fulfill its local role as it sees fit.

Activities

Main Activity: Provides services (e.g. care / counselling)
 Activities: Provides services, Provides advice / information / advocacy, Provides religious services / activities

Sectors

Main Sector: Social services
 Sectors: accommodation / housing, Education / training / research, Community development, Social services, Religious activities, Promotion of volunteering

Beneficiaries

Main Beneficiary: Children / young people
 Beneficiaries: Children / young people, People of a certain ethnic / racial origin, Family / whanau

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
30/10/2017	30/06/2017	2,190,398	1,706,149	AR011
03/11/2016	30/06/2016	2,097,580	1,788,894	AR010
17/11/2015	30/06/2015	1,962,236	1,633,434	AR009
25/09/2014	30/06/2014	1,834,336	1,679,050	AR008
23/10/2013	30/06/2013	1,768,582	1,582,576	AR007
05/11/2012	30/06/2012	1,873,718	1,481,928	AR006
03/10/2011	30/06/2011	1,719,944	1,434,758	AR005
16/09/2010	30/06/2010	1,424,528	1,268,990	AR004
27/08/2009	30/06/2009	1,435,259	1,216,526	AR003
16/09/2008	30/06/2008	689	591	AR002

Officer Details

Current Officers

Name	Officer Type	Position
Eunice Roberts	Individual	Member
Kenneth Thompson	Individual	Chairman

Michael Edmonds	Individual	Member
Janet Atkinson	Individual	Secretary
Louis Henry Davis	Individual	Manager
Maureen Thompson	Individual	Administrator
Paul Atkinson	Individual	Board Member
Rhonda Kaire	Individual	Treasurer
Donna Blyth	Individual	Administrator

Past Officers

Name	Officer Type	Position
Alison Stewart	Individual	Member
Danette Abraham-tiatia	Individual	Board Member
Jonathon Campbell	Individual	Member / National Representative

Waipu Caledonian Society Inc.

Highland Games



Annual Events Fund

Application form for the 2018-19 funding year

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

Full name of group	Waipu Caledonian Society Inc – Highland Games		
Postal address	PO Box 34		
	Waipu		
	Whangarei	Postcode	0545
Who is your group's main contact for this application?			
Contact name	John Draper		
Position in group	Treasurer		
Email	Johndraper19@gmail.com		
Daytime phone number(s)	094320015; 0212028573		

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

Chairperson/
President

DON EWEN

Phone &
email

09 432 0185 donewen@xtra.co.nz

Manager/
Director/CEO

FRASER SIM

Phone &
email

09 432 1482 frasersim@xtra.co.nz

Secretary

JILL MUTCH

Phone &
email

027 482 1967 waipusecretary@gmail.com

List the names of the remaining governance members

GORDON WALKER, TED HART, TERRY DENT, GORDON BROWN

PLUS FIVE
OTHERS

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?	—	—
How many volunteer workers does your group have?	100	0.096
What is the average total number of volunteer hours per week?	0.38	0.096

- THE 15 COMMITTEE MEMBER VOLUNTEERS ARE ACTIVE ALL YEAR ROUND
- THE 85 OPERATIONAL VOLUNTEERS ARE ENGAGED FOR ~ THREE DAYS CENTRED AROUND GAMES DAY. THE EVENT TAKES 2000 HOURS TOTAL BY 100 VOLUNTEERS

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC

\$5,055

Are you requesting a different amount to what's indicated?

\$ 10,000.00

If so, please state how much you are seeking and the reason.

Reason for any variance:

INCREASE IN ELIGIBLE EXPENSES

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request

\$ 11,000.00

Reason for any difference:

ALLOW FOR INFLATION

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Funder (e.g. ASB, Lotteries)	Purpose	\$ Amount
—	—	—

Tell us about **any other income** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Other Income e.g. donations, subscriptions, sales	\$ Amount
GATE SALES, SPONSORSHIP, SITE FEES, DONATIONS	85,000.00

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name

JOHN DRAPER

Position in Group

TREASURER

Date

23/3/2018

Signature (if posting)

By sending this form in electronically, Council will consider this application 'signed'.

John Draper



Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation

THE WAIPU CALEDONIAN SOCIETY
INCORPORATED

1. Did you find this application form easy to understand and complete?

☒ Yes / ☐ No

If No, what could we change or do better?

2. Have you visited the Funding and Grant's page on Council's website?

☒ Yes / ☐ No

If Yes:

a) why did you visit the page, what information were you looking for?

GUIDANCE ON FUNDING AND GRANTS APPLICATIONS

b) how user friendly was it?

Poor 1 2 3 ☒ 4 5 Great

Any Comments?

3. Any other comments or suggestions for improvement for this application process?

Cindy Velthuisen

From: Cindy Velthuisen
Sent: Thursday, 5 April 2018 4:11 PM
To: 'John Draper'
Subject: RE: Highland Games - annual events fund application

Follow Up Flag: Follow up
Flag Status: Flagged

Hi John

Could you please clarify some things for me?

- 1) I'm confused about the two entities under Waipu Caledonian Society – the Charitable Trust and the Incorporated Society. The CT states that it runs the Highland Games, but we fund the Incorporated Society, and the financial statements for each differ. Can you explain the distinction and relationship between the two? Please also provide the incorporated society's financial statements for the year ended March 2017, as these aren't on the societies' website.
- 2) In section 4 of the application, you've said that you get other income of \$85,000 for the event. This isn't reflected in either of the financial statements, so please clarify.
- 3) You've requested double the amount currently provided, but given no evidence of why this is needed. Please provide a project budget and/or business case to support your request.

This is now getting very late in the assessment process, so I will need these by 11 April at the very latest.

Other matters:

Can you let me know how you have acknowledged Council's support of this event over the last several years? I couldn't see this on your website under sponsors or elsewhere.

And FYI, on the charities register you've got your website link points to snoring devices, so you may want to correct this ;)

Charity Summary



Charity Details

Purpose & Structure

Annual Returns

Officer Details

Charity Updates

Charity Documents

Charity Details

Legal name of the Charity: **Waipu Caledonian Charitable Trust**

Registration number: CC48177

Current Status: Registered

Registration details

Date of Registration: 20/04/2012

Balance Date: March 31

Address for service

Charity's Postal Address: 3 Settlers View
Waipu
0510

Charity's Street Address: St Marys Road
Waipu
0545

Charity's other details

Phone: 027 4320351

Email: riguy@xtra.co.nz

Website: <http://www.highlandgames.co.nz>

Areas of Operation: Northland

Thank you

Cindy Velthuisen

Community Funding Officer | Whangarei District Council
Extension: 8422

From: John Draper [mailto:johndraper19@gmail.com]

Sent: Friday, 23 March 2018 10:12 PM

To: Cindy Velthuisen <cindy.velthuisen@wdc.govt.nz>

Subject: Re: Highland Games - annual events fund application

Hi Cindy,

Please find attached our application for the 2018/2019 Annual Events Fund grant.

The Performance Report is not included here because I overlooked getting the form endorsed by an authorised person. If it is okay, I will get that form endorsed at our next committee meeting to be held on 9th April 2018, or earlier if I can, and email you a scanned copy.

Slainte,

John Draper

Treasurer

Waipu Caledonian Society Inc.

PO Box 34, Waipu 0545

09 432 0015

021 202 8573

On 28 November 2017 at 16:19, Cindy Velthuisen <cindy.velthuisen@wdc.govt.nz> wrote:

Hi John

Attached are your annual events funding application and reporting forms, due 23 March. Please don't hesitate to be in touch if you have any questions.

Regards

Cindy Velthuisen

Community Funding Officer - Community Development | Whangarei District Council

Private Bag 9023 | Whangarei 0148 | www.wdc.govt.nz

P: 09 430 4200 Ext: 8422 | E: cindyv@wdc.govt.nz

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Cindy Velthuisen

From: John Draper <johndraper19@gmail.com>
Sent: Wednesday, 11 April 2018 1:13 PM
To: Cindy Velthuisen
Subject: Re: Highland Games - annual events fund application
Attachments: waipucaledoniansociety.financials.2017.pdf; AEF.performance report.2017-18.waipu
 caledonian society.pdf; games day financial report.2018.pdf

Hi Cindy,

Thank you for your patience.

Please find attached our AEF Performance Report (Level 1) for 2017/18, our latest financial statements (2017, subject to review) and our Games Day financial report for 2018.

Answers to your questions:

1. The Waipu Caledonian Charitable Trust and The Waipu Caledonian Society Incorporated are two distinct entities. The Society is the settler of the Trust and the Trust must have five Society members as trustees. The Trust is a charity and the Society isn't. The Trust is the asset holder and administrator of those assets, with the main asset being the Caledonian Park and more recently the Celtic Barn. The Society pays a lease to the Trust for the Park to run the annual Waipu Highland Games and maintains the Park throughout the year. The Trust has no involvement in the annual Waipu Highland Games.

2. The attached 2018 Games Day financial report shows the income of \$85,000 including GST for the day. The annual Waipu Highland Games is essentially the only source of revenue for the Society. At the time this report was generated costs for first aid and waste management were not available, the actual costs are higher than reported. We expected sponsorship for uniforms, worn by volunteers and heavyweight competitors, but this didn't eventuate and cost us a further \$2k+. Also, we are anticipating that "eligible expenditure" items will increase in cost and that rules and regulations, eg health & safety, will increase costs of running the event.

3. The 2018 Games Day financial report is what we use as our project budget for the 2019 Games. We would like to spend more on advertising and promotion to encourage more punters and generate more income. Also, parking in Waipu for the Games is becoming increasingly scarce and we are looking at hiring more space from local landowners. Essentially, we have requested double the amount to improve the promotion of this iconic cultural event to a wider audience via all avenues available to ensure it's long term viability for generations to come.

While we certainly acknowledge the Councils support at committee meetings, the lack of public acknowledgement on our website is definitely an oversight. This was discussed at our last committee meeting (Monday 9th) and will be redressed. I was told by some long term committee members that the Council's support had been acknowledged publicly in the past, but that was before my involvement.

Thanks for the heads up on the website link, I will let the Trust know.

I trust you find all the above in order.

Cheers,

John Draper

Treasurer

Waipu Caledonian Society Inc.

PO Box 34, Waipu 0545

09 432 0015

021 202 8573

On 5 April 2018 at 16:10, Cindy Velthuisen <cindy.velthuisen@wdc.govt.nz> wrote:

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Website: <http://www.highlandgames.co.nz>

Areas of Operation: **Northland**

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Community Funding Officer | Whangarei District Council
Extension: 8422

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Cindy Velthuisen

Community Funding Officer - Community Development | Whangarei District Council

Private Bag 9023 | Whangarei 0148 | www.wdc.govt.nz

P: 09 430 4200 Ext: 8422 | E: cindyv@wdc.govt.nz

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Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: THE WAIPU CALEDONIAN SOCIETY INC.

Event: THE 147th WAIPU HIGHLAND GAMES

Date of event: 1ST JANUARY 2018

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer: A BIG CONTRIBUTION, USED FOR VENUE HIRE, SOUND SYSTEM, ADVERTISING AND MATERIALS FOR TASKS CARRIED OUT BY VOLUNTEERS

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer: BY KEEPING A LONG TERM HISTORIC AND CULTURAL ICONIC EVENT CONTINUING FOR GENERATIONS TO COME

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer: NO

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer: YES

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer: YES

SPONSORS FOR SPECIFIC EVENTS, \$5,160.00

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer: WE LOOK TO EXPAND THE RANGE OF SCOTTISH THEMED ACTIVITIES AND COMPETIONS

Attach:

1. Your organisation's latest financial statements.
2. Customer/visitor satisfaction survey results – if applicable.

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature:

DJ Ewen

Name and Position:

DONALD EWEN- CHAIRMAN

Date:

10-4-2018

WAIPU CALEDONIAN SOCIETY

Games Day

1/01/2018

GST inclusive

		2018	Last year
Income		\$	
Bar takings and door entry		6,525.00	5,885
Ceilidh raffle		-	205
Donations		-	115
Event entry fees		3,447.00	3,367
Gate takings		64,500.00	61,105
Kids Area		819.80	-
Raffle		332.10	-
Scottish food		-	-
Site fees		4,963.50	2,327
Souvenirs		-	758
Sponsorship		5,160.00	4,300
WDC grant		-	5,000
TOTAL INCOME		85,747.40	83,061
Expenditure			
Advertising	Radio	-	518
	Newspaper, magazine	115.00	456
	Flyers	-	
Bar stock		2,011.53	2,080
Catering for HMM, Games Day, Ceilidh		2,611.22	2,707
Ceilidh entertainment		600.00	750
Cleaning - Celtic Barn		67.60	428
Competitor travel assistance		1,200.00	500
Electricity		30.00	100
Equipment hire*	Marquee, table & chair, etc. hire	3,819.60	3,820
	LJ Hooker tents	240.00	240
	EftPos machines & access	454.25	463
Fees	Dancing judges	300.00	300
	Dancing pipers	300.00	300
	Drumming judges	500.00	500
	Gate management	1,000.00	1,000
	Heavyweights management	1,000.00	500
	Judges travel & accommodation	2,664.00	1,094
	PA gear management	-	100

WAIPU CALEDONIAN SOCIETY

Games Day

1/01/2018

GST inclusive

		2018	Last year
	Parking	405.00	405
	Piping judges	600.00	600
<i>First Aid*</i>		656.00	656
Food supplies	Scottish food stall	591.95	-
Games medals, awards, trophy engraving		801.09	874
Insurance		1,638.75	-
Kids Area		834.98	200
Liquor licence		937.00	750
Miscellaneous	Bunting		73
	Administration	212.00	449
	General	488.72	428
Park hire, rates, water		11,599.41	12,017
Photography		402.50	-
Printing	Parking passes	215.05	-
	Uniforms	-	-
	Programmes	632.50	668
	Photocopying	42.00	-
Prizes		16,705.00	18,190
Repairs & maintenance		474.88	1,400
Security		1,438.94	1,138
Signage		3,159.64	-
Souvenirs purchased		-	-
Stationery	Stamps, envelopes, etc.	762.63	409
Telephone, internet		100.00	100
Volunteers BBQ		-	-
<i>Waste management*</i>		656.00	656
TOTAL EXPENDITURE		60,267.24	54,865
SURPLUS		\$ 25,480.16	\$ 28,196

*= not finalised

**WAIPU CALEDONIAN SOCIETY
INCORPORATED**

Financial Statements

2017

SUBJECT TO REVIEW

WAIPU CALEDONIAN SOCIETY INCORPORATED**Contents**

Directory

Divisional statement of financial performance

Combined statement of financial performance

Statement of movement in general funds

Statement of financial position

Notes to and forming part of the financial statements

Depreciation schedule

WAIPU CALEDONIAN SOCIETY INCORPORATED

Directory

as at 31 March 2017

Nature of business

The objectives of the Society shall be:

(a) To foster, promote and encourage the continuance of the Scottish National heritage in any manner the Society thinks fit, including the offering of prizes for excellence in the performance of National Feats, games and exercises to be exhibited at the gatherings of the Society.

(b) To promote facilities for the teaching of youth in such manner and under such conditions as may be approved by the Society.

(c) To support and subscribe to or establish or aid in the establishment and support of Associates, Charitable Institutions, Provident and Benefit Funds, Trust and Societies which may either directly or indirectly be for the benefit of the Society or be in keeping with its objectives and ideals.

Committee members

Don Ewen - Chair	Ted Hart
Jill Mutch - Secretary	Bain McGregor
John Draper - Treasurer	Terry Dent
James MacGregor	Gordon Walker
Fraser Sim	Don Fraser
Gordon Brown	Pat Hadlee
Thomas Robertson	Jean Baxter
Brendan Rogers	Kirsty Rogers

Registration

Incorporated under the Incorporated Societies Act 1908 on 30 April 1987

Incorporated Society Number

445662

Tax status

The Society is exempt from income tax under section CW 46 of the Income Tax Act 2007 - Amateur Sports Clubs - general tax exemption. The Society promotes amateur game and sport conducted for recreation and entertainment of the general public.

IRD number

55-073-473

Bankers

Westpac Bank Ruakaka

Solicitors

Henderson Reeves Connell Rishworth
Whangarei

WAIPU CALEDONIAN SOCIETY INCORPORATED

Divisional statement of financial performance

for the year ending 31 March 2017

	2017	Last year
BAR and DOOR		
Sales	5,639	3,290
Less cost of sales		
Purchases	1,487	2,339
Gross surplus from trading	<u>4,151</u>	<u>952</u>
Direct costs		
Wages	-	-
Licence fees	652	500
Total expenses	<u>652</u>	<u>500</u>
GROSS SURPLUS	<u><u>3,499</u></u>	<u><u>452</u></u>
 SOUVENIRS		
Sales	659	91
Less cost of sales		
Opening stock	2,278	1,954
Purchases	-	394
Less closing stock	1,878	2,278
GROSS SURPLUS	<u><u>259</u></u>	<u><u>21</u></u>
 SCOTTISH FOOD		
Sales	-	1,127
Less cost of sales		
Purchases	-	1,231
Stall personnel	-	-
GROSS SURPLUS	<u><u>-</u></u>	<u><u>(104)</u></u>

This statement has not been reviewed and is to be read in conjunction with the accompanying Notes to the financial statements.

WAIPU CALEDONIAN SOCIETY INCORPORATED

Combined statement of financial performance

for the year ending 31 March 2017

	2017	Last year
	\$	\$
Divisional income		
Surplus from Bar and Door	3,499	452
Surplus from Scottish food	-	(104)
Surplus from Souvenirs	259	21
Surplus from Celtic Fyre	3,424	-
Total divisional income	7,182	369
Operating revenue		
Children activities	348	-
Donations	9,205	7,501
Event entry fees	5,487	3,170
Games gate entry	44,706	-
Grants received	5,000	8,000
Park rental	435	939
Raffles	178	189
Site rental fees	2,877	739
Sponsorship received	4,300	2,900
Subscriptions received	1,517	2,144
Sundry income	-	1,426
Total operating revenue	74,055	27,008
TOTAL GROSS SURPLUS	81,237	27,377
Other income		
Interest received	90	277
Profit on sale of fixed assets	-	-
Total other income	90	277
NET REVENUE	81,327	27,653
Less expenses		
Accountancy fees	-	-
Administration fees and honoraria	2,969	2,420
Advertising	1,198	387
Audit fees	-	-

This statement has not been reviewed and is to be read in conjunction with the accompanying Notes to the financial statements.

WAIPU CALEDONIAN SOCIETY INCORPORATED

Combined statement of financial performance

for the year ending 31 March 2017

	2017	Last year
	\$	\$
Bank charges	32	65
Catering expenses	1,942	1,179
Celtic Barn expenses paid	-	33,597
Depreciation	2,424	3,041
Donations	250	250
Electricity	1,093	1,326
Games expenses	11,668	12,684
Games prizes	17,540	9,279
Hall hire	-	-
Insurance	2,358	2,407
Interest expense	6	-
Judges fees and expenses	2,970	4,801
Legal fees	-	-
Park lease	10,000	10,000
Park mowing expenses	3,261	2,300
Permits, licences, fees	-	78
Postage, printing and stationery	342	1,103
Rates, water rates	1,505	1,096
Repairs & maintenance - general	3,824	5,064
Subscriptions	76	26
Sundry expenses	1,244	1,109
Telephone	956	880
Website expenses	600	-
Total expenses	66,260	93,092
NET SURPLUS (DEFICIT)	15,067	(65,439)

This statement has not been reviewed and is to be read in conjunction with the accompanying Notes to the financial statements.

WAIPU CALEDONIAN SOCIETY INCORPORATED

Statement of movements in general funds

for the year ending 31 March 2017

	Note	2017 \$	Last year \$
General funds at the start of the year			
Retained surplus		(11,295)	54,144
Asset revaluation reserve		-	-
Society funds		53,198	53,198
Total general funds at the beginning of the year		41,903	107,342
Revenues, expenses and movements			
Net surplus		15,067	(65,439)
Movement in asset revaluation reserve	8	-	-
Movement in Society funds	8	-	-
Total recognised revenues and expenses		15,067	(65,439)
General funds at the end of the year			
Retained surplus		3,772	(11,295)
Asset revaluation reserve		-	-
Society funds		53,198	53,198
TOTAL GENERAL FUNDS AT THE END OF THE YEAR		56,970	41,903

This statement has not been reviewed and is to be read in conjunction with the accompanying Notes to the financial statements.

WAIPU CALEDONIAN SOCIETY INCORPORATED

Statement of financial position

as at 31 March 2017

	Note	2017	Last year
		\$	\$
General funds			
Retained surplus	7	3,772	(11,294.68)
Asset revaluation reserve	8	-	-
Society funds	8	53,198	53,198
TOTAL GENERAL FUNDS		56,970	\$ 41,903
Current assets			
Westpac cheque account	2	46,741	22,091
Westpac saver account	2	1,827	973
Westpac term deposits	2	-	-
Accrued income	3	-	-
Souvenirs stock on hand	3	1,878	2,278
Trade debtors	3	4,048	4,696
Waipu Caledonian Charitable Trust	4	3,871	3,871
Total current assets		58,366	33,910
Fixed assets			
Plant and equipment	5	12,437	14,862
TOTAL ASSETS		70,803	48,771
Current liabilities			
Trade creditors	6	3,360	3,681
Accruals	6	-	-
Waipu Joint Venture Trust	4	2,253	2,253
GST payable		8,220	934
Total current liabilities		13,833	6,868
TOTAL LIABILITIES		13,833	6,868
NET ASSETS		56,970	41,903

This statement has not been reviewed and is to be read in conjunction with the accompanying Notes to the financial statements.

WAIPU CALEDONIAN SOCIETY INCORPORATED

Notes to and forming part of the financial statements

for the year ending 31 March 2017

1 Statement of accounting policies

Reporting entity

The WAIPU CALEDONIAN SOCIETY INCORPORATED is a society.

The financial statements of the WAIPU CALEDONIAN SOCIETY INCORPORATED are general purpose financial statements which have been prepared according to Generally Accepted Accounting Practice in New Zealand (NZ GAAP).

Statement of compliance and basis of preparation

The Society qualifies for differential reporting as it is not publicly accountable and is not large as defined in the Framework for Differential Reporting. The Society has taken advantage of all available differential reporting exemptions.

The accounting principles recognised as appropriate for the measurement and reporting of the Statement of financial performance and Statement of financial position on an historical cost basis are followed by the Society. The information is presented in New Zealand dollars.

Specific accounting policies

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

(a) Revenue

Revenue primarily comprises games entry income, grants, donations, community contributions and special project income. Other revenue includes interest income received on investments. Revenue is recognised when earned and when any conditions attached have been met. Donations and other community contributions are recognised when received.

(b) Expenses

Expenses have been classified on their business function.

(c) Property, plant and equipment

Plant & equipment is depreciated at a rate of 25% using the diminishing value method.

Except for the MF75 tractor, which is depreciated at 10% using the diminishing value method.

(d) Income tax

The Society is exempt from income tax under section CW 46 of the Income Tax Act 2007.

(e) Goods and services tax (GST)

Revenues and expenses have been recognised in the financial statements exclusive of GST except that irrecoverable GST input tax has been recognised in association with the expense to which it relates. All items in the Statement of financial position are stated exclusive of GST except for receivables and payables which are stated inclusive of GST

(f) Changes in accounting policies

There have been no changes in accounting policies. All policies have been applied on a basis consistent with those from previous financial statements.

WAIPU CALEDONIAN SOCIETY INCORPORATED

Notes to and forming part of the financial statements

for the year ending 31 March 2017

2 Cash and bank balances	2017	Last year
	\$	\$
Bank account balances		
Westpac cheque account	46,741	22,091
Westpac saver account	1,827	973
Westpac term deposits	-	-
Total cash and bank balances	48,568	23,064
3 Other current assets	2017	Last year
	\$	\$
Accounts receivable		
Trade debtors	4,048	4,696
Other receivables		
Accrued interest income	-	-
Souvenirs stock	1,878	2,278
Total other current assets	5,927	6,975
4 Related parties	2017	Last year
	\$	\$
Waipu Joint Venture Trust	(2,253)	(2,253)
<p>The Waipu Caledonian Society Incorporated (WCSI) and the Waipu Public Coronation Hall and Library Association Incorporated are both beneficiaries of the Waipu Joint Venture Trust (WJVT)</p> <p>There are two main objectives of the WJVT:</p> <ol style="list-style-type: none"> 1. To raise funds and project manage the upgrade of the heritage Waipu Coronation Hall. Upon completion, the Waipu Coronation Hall and Library Association shall continue to own and run the Hall for the benefit of the Waipu community. 2. To raise funds and project manage the construction of a new 850sqm multi-purpose barn in the Caledonian Park. Upon completion the barn shall be owned by the WCCT for the benefit of the Waipu community. 		
Waipu Caledonian Charitable Trust	3,871	3,871
<p>The Waipu Caledonian Society Incorporated is the Settler of the Waipu Caledonian Charitable Trust (WCCT). The ourpose of the Trust is:</p> <ol style="list-style-type: none"> (a) The ownership, operation and management of the Caledonian Park in Waipu for activities and events for the benefit of the public. (b) The advance of education by teaching Scottish heritage and culture, and the history of the Waipu area. (c) Incidental matters; all things incidental to the charitable purposes described. 		
Total receivables from related parties	1,618	1,618

WAIPU CALEDONIAN SOCIETY INCORPORATED

Notes to and forming part of the financial statements

for the year ending 31 March 2017

5 Property, plant and equipment

	Cost	Depreciation charged	Accumulated depreciation	Closing book value
	\$	\$	\$	\$
Property, plant and equipment				
Plant & equipment	121,513	2,649	107,828	13,685
Implement shed & storeroom contents	6,840	82	6,594	246
Dancing stage contents	4,200	50	4,049	151
Piping stage contents	2,400	29	2,315	86
Clubroom equipment	9,505	232	8,809	696
Total property, plant and equipment	144,458	3,041	129,595	14,863

	Cost	Depreciation charged	Accumulated depreciation	Closing book value
	\$	\$	\$	\$
Property, plant and equipment				
Plant & equipment	121,513	2,130	109,958	11,555
Implement shed & storeroom contents	6,840	61	6,656	184
Dancing stage contents	4,200	38	4,087	113
Piping stage contents	2,400	21	2,336	64
Clubroom equipment	9,505	174	8,983	522
Total property, plant and equipment	144,458	2,424	132,019	12,439

6 Payables and accruals

	2017	Last year
	\$	\$
Accounts payable		
Trade creditors	3,360	3,681
Other payables & accruals		
Accruals	-	-
Total payables and accruals	3,360	3,681

7 Retained surplus

	2017	Last year
	\$	\$
Opening balance	(11,295)	54,144
Plus		
Surplus for the year	15,067	-
Less		
Deficit for the year	-	65,439
Total retained surplus	3,772	(11,295)

WAIPU CALEDONIAN SOCIETY INCORPORATED

Notes to and forming part of the financial statements

for the year ending 31 March 2017

8 Reserves

	2017 \$	Last year \$
Asset revaluation reserve		
Opening balance	-	-
Movements for the period Gifting	-	-
Closing balance	<u>-</u>	<u>-</u>
Society funds		
Opening balance	53,198	53,198
Movements for the period	-	-
Closing balance	<u>53,198</u>	<u>53,198</u>
Total reserves	<u>53,198</u>	<u>53,198</u>

9 Events occurring after balance date

There were no events after balance date

10 Contingent liabilities

The Society has no contingent liabilities as at 31 March 2017. (2016: nil)

11 Capital commitments

The Waipu Caledonian Society Incorporated is a beneficiary of the Waipu Joint Venture Trust. One of the Trust's objectives is to raise funds and project manage the construction of a new multi-purpose barn in the Caledonian Park, which is now completed, the costs and liabilities are currently carried in the financial statements of the Waipu Joint Venture Trust (WJVT). The Society's share of the joint venture transactions for the year have not been included in the financial statements, but will be recognised as a distribution from the Waipu Joint Venture Trust at the completion of the project.

WAIPU CALEDONIAN SOCIETY INCORPORATED

FIXED ASSETS & DEPRECIATION SCHEDULE for the year ending 31 March 2017

Asset	Date	Cost price	Opening book value	Additions	Disposals	Month	Depreciation method	YTD depreciation	Accum. depn	Closing book value
Plant and machinery										
Plant and equipment		109,304	4,051			12	25.0% D	1,013	106,266.08	3,037.92
Implement shed & store room contents		6,840	246			12	25.0% D	61	6,655.64	184.36
Dancing stage contents		4,200	151			12	25.0% D	38	4,086.94	113.06
Piping stage contents		2,400	86			12	25.0% D	21	2,335.88	64.13
Clubroom equipment		9,505	696			12	25.0% D	174	8,983.14	521.86
HP Probook computer	May-14	1,774	1,026			12	25.0% D	256	1,004.76	769.16
Massey Ferguson MF75	Jun-14	10,435	8,609			12	10.0% D	861	2,686.95	7,747.83
Total plant and machinery		144,458	14,863	-	-			2,424	132,019	12,438

This statement has not been reviewed and is to be read in conjunction with the accompanying Notes to the financial statements.

Whangarei Migrant Centre Inc.

International Day of Families



Annual Events Fund

Application form for the 2018-19 funding year

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

Full name of group	Whangarei Migrant Centre Inc – Intl Day of Families		
Postal address	Municipal Building		
	71 Bank Street		
	Whangarei	Postcode	0110

Who is your group's main contact for this application?

Contact name	Jessie Manney
Position in group	Centre Manager
Email	whangareimc@gmail.com
Daytime phone number(s)	094300571; 0273858097

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

Chairperson/ President	Leah Peacock
Phone & email	0272737301 Peacock.elms@xtra.co.nz
Manager/ Director/CEO	Jessie manney
Phone & email	0273858097 or 094300571 whangareimc@gmail.com
Secretary	Astrid Kelly
Phone & email	0277029990 Abckelly8@gmail.com

List the names of the remaining governance members

Nitin Khurana, Suzette Monroe, Sharon Ho, Eden Donald, Sandeep Diwan, Marian Kerepedi

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?	1	.75
How many volunteer workers does your group have?	20	Varies per volunteer- all are part time
What is the average total number of volunteer hours per week?	35	

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC **\$4,550**

Are you requesting a different amount to what's indicated?

\$

If so, please state how much you are seeking and the reason.

Reason for any variance:

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request

\$

Reason for any difference:

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Funder (e.g. ASB, Lotteries)	Purpose	\$ Amount
none		

Tell us about **any other income** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Other Income e.g. donations, subscriptions, sales	\$ Amount
Donations on the day	

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name	Jessie Manney
Position in Group	Centre Manager
Date	07/02/2018
Signature (if posting) <i>By sending this form in electronically, Council will consider this application 'signed'.</i>	



Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation

1. Did you find this application form easy to understand and complete?

Yes / No

If **No**, what could we change or do better?

2. Have you visited the Funding and Grant's page on Council's website?

Yes / No

If **Yes**:

a) why did you visit the page, what information were you looking for?

To find out what funds are available

b) how user friendly was it?

Poor 1 2 3 4 5 Great

Any Comments?

3. Any other comments or suggestions for improvement for this application process?



Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Whangarei Migrant Centre Inc.

Event: International day of Families

Date of event: May 13, 2017

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer:

The annual events fund has been instrumental in us being able to provide the International Day of Families Event. The event takes place at Forum North each May.

The event includes performers from many different ethnic backgrounds. Ethnic food vendors, a place for parents to sit and have a coffee, as well as many children's activities from arts and crafts to henna to a place for young toddlers to just move around. We try to have activities for all interests.

It is not uncommon to see everyone up dancing at these events.

With the funds we are able to pay for the venue rental, equipment rental, entertainment fees and many of the activity costs. Some of the activities and entertainment are provided by different organizations at no cost but some have a fee to provide their service on the day and so we are able to cover those costs with this events fund.

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer: It provides a glimpse into many different cultures that reside in our community as well as it brings everyone together under one roof to share the day and celebrate families from all over the world who have made Whangarei their home.

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer:

No changes

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer:

Yes we are up to date.

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer:

no

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer:

This year we will be reaching out to more organizations to have them provide more of the activities so that the event can grow but we will be able to keep the costs from rising.

Attach:

- 1. Your organisation's latest financial statements.*
- 2. Customer/visitor satisfaction survey results – if applicable.*

We will implement a customer/visitor satisfaction survey at our event on May 19, 2018

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature:

**Name and Position: Jessie Manney
Centre Manager**

Date: 07/02/2018

Whangarei Migrant Centre Incorporated

Performance Report

For the year ended:
30 June 2017

Contents

	Page
Non-Financial Information:	
Entity Information	1
Statement of Service Performance	4
Financial Information:	
Statement of Receipts and Payments	5
Statement of Resources and Commitments	6
Notes to the Performance Report	8

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

AUDIT REPORT

To the readers of the financial report of the Whangarei Migrant Centre (Inc)

I have audited the financial report pages 5 to 13. The financial report provides information about the past financial performance of the Centre and its financial position as at 30 June 2017. This information is stated in accordance with the accounting policies set out in Page 8.

Responsibilities of the Management Committee:

The Committee is responsible for the preparation of a financial report which gives a true and fair view of the financial position of the Centre as at 30 June 2017 and the results of operations for the year ended 30 June 2017.

Auditors Responsibilities:

It is my responsibility to express an independent opinion on the financial report presented by the Committee and report my opinion to you.

Basis of Opinion:

An audit includes examining on a test basis, evidence relevant to the amounts and disclosures in the financial report. It also includes assessing:

- the significant estimates and judgements made by the Committee in the preparation of the financial report, and
- whether the accounting policies are appropriate to the Centre's circumstances, and adequately disclosed

I conducted my audit in accordance with generally accepted auditing standards in New Zealand. I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient evidence to give reasonable assurance that the financial report is free from material mis-statements, whether caused by fraud or error. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial report.

Other than my capacity as auditor I have no relationship with or interest in the Centre.

Qualified Opinion:

I have obtained all the information and explanations I have required. In common with other organisations of a similar type control over income prior to its being recorded is limited and there are no practical audit procedures to determine the effect of this limited control.

In my opinion, apart from the effect of the limited control referred to above, proper accounting records have been kept by the Centre as far as appears from my examination of those records, and the financial report (on pages 5-13) complies with generally accepted accounting practice, and is a true and fair view of the financial position of the Centre as at the 30 June 2017 and the results of its operations for the year ended on that date.

My audit was completed on the 6th September 2017 and my qualified opinion is expressed on that date.



Alan D Martin BBM

Retired Member of the Accountants & Tax Agents Institute of NZ

Whangarei Migrant Centre Incorporated

Entity Information

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

**For the year ended:
30 June 2017**

Legal Name of Entity: * Wangarei Migrant Centre Incorporated

Other Name of Entity (if any): Multicultural Whangarei Centre

Type of Entity and Legal Basis (if any): * Charitable Trust

Registration Number: CC37124

Entity's Purpose or Mission: *

To provide advice, information and advocacy for migrants and newcomers to Whangarei.

Entity Structure: *

The organisation is governed by a voluntary management committee, elected at the AGM. The Centre's business and goals are achieved through the partnership between the committee and the co-ordinator, who is a paid employee. The co-ordinator also manages the day to day business for our migrants and newcomers

Whangarei Migrant Centre Incorporated

Entity Information

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

**For the year ended:
30 June 2017**

Main Sources of the Entity's Cash and Resources:*

Grant income from charitable sources and contract income from the Ministry of Social Development for our Migrant Employment Assistance Programme (ceasing in May 2017)

Main Methods Used by the Entity to Raise Funds:*

Applications for grants and contract negotiations. Entrance money to events. Membership fees.

Entity's Reliance on Volunteers and Donated Goods or Services: *

Our committee is made up of volunteers and our Centre relies on volunteers at all times to help the co-ordinator with the day to day running of our Centre. Our major events and social gatherings are all run by volunteers. Up to 20 volunteers help in all aspects of our organisation's services and community activities. We depend on donated services for our workshops and sponsorship for portable items required at our events.

Whangarei Migrant Centre Incorporated

Entity Information

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

For the year ended:

30 June 2017

Additional Information*

Grants are the lifeblood of our Centre for our various programmes for Migrants, for our events and for our operational costs. We apply for these throughout the year.

Contact details

Physical Address:

SUITE 12
71 Bank Street
Whangarei 0110

Postal Address:

SUITE 12
71 Bank Street
Whangarei 0110

Phone/Fax:

09 430 0571

Email/Website:

whangareimc@gmail.com/whangareimigrantcentre.co.nz



whangareimigrantcentre



Whangarei Migrant Centre Incorporated
Statement of Service Performance
"What did we do?"
For the year ended
30 June 2017

Description of the Entity's Outcomes:

Building on information provided, social service contracts, friendship groups, workshop information, employment assistance, counselling and advocacy our migrants and newcomers become confident and independent members of our community. Family members feel that they belong, and this gives them the emotional strength to support the spouse who has come here as a skilled worker. A future for their families becomes a positive option here in Whangarei. They appreciate that they are valued members who can contribute to our community.

Description and Quantification (to the extent practicable) of the Entity's Outputs:*	Actual*	Budget	Actual*
	This Year	This Year	Last Year
Migrant employment assistance programme	25		25
Intercultural Awareness Seminar	7		10
English Language Classes	30		
International Day of Families Event	550		860
Mid Winter Celebration	40		25
Football Festival	10 teams		

Additional Output Measures:

Our biggest growth has come in the area of newcomers (both Migrants and people moving from other areas of New Zealand) visiting our rooms. They come for many reasons - assistance to open a bank account, direction for specific services, to network, to volunteer, for training and to meet people. In the 6 months from January to June 2017 we had 879 people visit the centre, a 70% increase in the same period last year.

Additional Information:

The upcoming events in our coordinators report for our Committee meeting in July 2017 gives an indication of the activities at the centre - Korean culture, food and story presentation, Shared lunch, Compost connection seminar, Parent/caregiver coffee group, English classes, St John's driving talk, 90 overseas students from Northtec visiting and Midwinter Christmas celebration.

Whangarei Migrant Centre Incorporated**Statement of Receipts and Payments****"How was it funded?" and "What did it cost?"****For the year ended:****30 June 2017**

	Notes	Actual* This Year \$	Budget This Year \$	Actual* Last Year \$
Operating Receipts				
Donations, fundraising and other similar receipts*		78,126		80,448
Fees, subscriptions and other receipts from members*		409		217
Receipts from providing goods or services*		5,605		654
Interest, dividends and other investment income receipts*		163		522
Other operating receipts		6,493		11,207
GST on Income		13,518		10,452
Total Operating Receipts		104,314		103,500
Operating Payments				
Payments related to public fundraising*				
Volunteer and employee related payments*		30,602		19,882
Payments related to providing goods or services*				
Grants and donations paid*				
Other operating payments		59,331		58,004
GST on Expenses		6,115		5,998
GST Payments		7,797		2,508
Total Operating Payments		103,845		86,392
Operating Surplus or (Deficit)		469		17,108
Capital Receipts				
Receipts from the sale of resources*				
Receipts from borrowings*				
Capital Payments				
Purchase of resources*		1,739		
Repayments of borrowings*				
Increase/(Decrease) in Bank Accounts and Cash*		(1,270)		17,108
Bank accounts and cash at the beginning of the financial year*		59,400		42,292
Bank Accounts and Cash at the End of the Financial Year*		58,130		59,400
Represented by:*				
Cheque account(s)		3,188		2,773
Savings account(s)		54,829		56,627
Term Deposit account(s)				
Cash Floats				
Petty Cash		113		
Total Bank Accounts and Cash at the End of the Financial Year*		58,130		59,400

Whangarei Migrant Centre Incorporated
Statement of Resources and Commitments
"what the entity owns?" and "what the entity owes?"

As at
30 June 2017

SCHEDULE OF RESOURCES

	This Year \$	Last Year \$
Bank Accounts and Cash (from Statement of Receipts and Payments)*	58,130	59,400
Money Held on Behalf of Others*		
Description*	Amount*	Amount*
Money Owed to the Entity*		
Description*	Amount*	Amount*
MSD - MEAP Event	10,063	
WDC - IDOF Event	5,195	
Other Resources*		
Description and Source of Value* (cost or current value required if practicable to obtain)	Cost or Current Value*	Cost or Current Value*
Portable Heat Pump	2,308	2,308
Projector	1,022	1,022
Computer - HP Notebook & Printer	1,199	1,199
Computer - 22" LCD package	1,333	1,333
Blinds	1,188	1,188
Free Standing Cupboard	940	940
Wall Hung Display Unit	946	946
Computer - HP 23-R018A AIO x2	2,242	2,242
Notebook - HP 15-AC017TU 15.6"	1,216	1,216
Chairs x15	1,739	

SCHEDULE OF COMMITMENTS

	This Year \$	Last Year \$
Money Payable by the Entity*		
Description*	Amount*	Amount*
GST Payable	4,584	5,046
Unpaid Invoices	458	5,824
Grants Received in Advance	21,839	25,151

Whangarei Migrant Centre Incorporated
Statement of Resources and Commitments
"what the entity owns?" and "what the entity owes?"

As at

30 June 2017

Other Commitments*

Description*	Amount*	Amount*
--------------	---------	---------

Guarantees*

Description*	Amount*	Amount*
--------------	---------	---------

SCHEDULE OF OTHER INFORMATION

	This Year \$	Last Year \$
Grants or Donations with Conditions Attached (where conditions not fully met at balance date)*	Amount*	Amount*

Resources Used as Security for Borrowings*

Whangarei Migrant Centre Incorporated
Notes to the Performance Report
For the year ended
30 June 2017

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

Basis of Preparation*

Whangarei Migrant Centre Incorporated 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)*

Whangarei Migrant Centre Incorporated is registered for GST. Therefore amounts recorded in the Performance Report are exclusive of GST (if any). GST owing, or GST refunds due as at balance date are shown in the Statement of Resources and Commitments.

Whangarei Migrant Centre Incorporated
Notes to the Performance Report
For the year ended
30 June 2017

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

Receipt Item	Analysis	This Year \$	Last Year \$
Fundraising receipts			
	Total		
		This Year \$	Last Year \$
Receipt Item	Analysis		
Grants and donations	Contract - MDS MEA	37,500	33,750
	Donations	515	1
	Grant - Foundation North	17,391	20,000
	Grant - Lottery Bond	20,000	20,000
	Grant - Pub Charity	720	4,891
	Grant - WDC Community Event		2,848
	Grant - OEA		(1,043)
	Grant - COGS	2,000	
	Total	78,126	80,447
		This Year \$	Last Year \$
Receipt Item	Analysis		
Fees, subscriptions and other receipts from members	Memberships	409	217
	Total	409	217
		This Year \$	Last Year \$
Receipt Item	Analysis		
Receipts from providing goods or services	Events Income	5,605	654
	Total	5,605	654
		This Year \$	Last Year \$
Receipt Item	Analysis		
Interest, dividends and other investment income receipts	Interest - ASB Business Saver	163	522
	Total	163	522
		This Year \$	Last Year \$
Receipt Item	Analysis		

Whangarei Migrant Centre Incorporated
Notes to the Performance Report
For the year ended
30 June 2017

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

Other receipts

Office Rental		
Permanent Sublet	4,800	2,161
Other	63	8,969
Room Rent	1,630	77

Total	6,493	11,207
--------------	--------------	---------------

Receipt Item
Capital receipts

Analysis	This Year \$	Last Year \$
----------	-----------------	-----------------

Total

Whangarei Migrant Centre Incorporated
Notes to the Performance Report
For the year ended
30 June 2017

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

Subscriptions		86
Telephone/Internet	1,529	1,719
Training	259	225
Travel	809	315
Total	59,331	58,004

Whangarei Migrant Centre Incorporated
Notes to the Performance Report
For the year ended
30 June 2017

Notes 4-7

Note 4: Correction of Errors*

Note 5: Related Party Transactions*

Description of Related Party Relationship*	Description of the Transaction (whether in cash or amount in kind)*	This Year \$ Value of Transactions*	Last Year \$ Value of Transactions*	This Year \$ Amount Outstanding*	Last Year \$ Amount 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*

Nature of the Event*	Estimated Amount*	How, if at all, the event is likely to affect the continuing viability 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 balance date that would have a significant impact on the Performance Report. (Last Year - Nil)

Note 7: Additional Notes

Whangarei Migrant Centre Incorporated**Notes to the Performance Report****For the year ended****30 June 2017****Note 3 : Analysis of Payments "What did it cost?"**

<u>Payment Item</u>		This Year	Last Year
Capital payments	Analysis	\$	\$
	Asset Purchase - Chairs x15	1,739	
	Total	1,739	

Cindy Velthuisen

From: Multicultural Whangarei <jessie@multiculturalwhangarei.co.nz>
Sent: Monday, 16 April 2018 9:41 AM
To: Cindy Velthuisen
Subject: Re: Event grant query
Attachments: 0537_001.pdf

Hi Cindy

There were about 550 people who attended Intl Day of Families in 2017.

I've attached the breakdown of expenses

Warm Regards,

Jessie Manney | Centre Manager | Phone: (09) 430-0571

71 Bank Street, Whangarei, 0110

www.multiculturalwhangarei.co.nz

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**Multicultural
Whangarei**



**New Zealand
Newcomers Network**
Connecting People

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On Thu, Apr 5, 2018 at 4:35 PM, Cindy Velthuisen <cindy.velthuisen@wdc.govt.nz> wrote:

Hi Jessie

Could you please let me know how many people attended the Intl Day of Families this year? And do you have a breakdown of the income and expenses for the event, as it is hard to distinguish in the financial statements.

Thanks,

Cindy Velthuisen

Community Funding Officer - Community Development | Whangarei District Council

Private Bag 9023 | Whangarei 0148 | www.wdc.govt.nz

P: 09 430 4200 Ext: 8422 | E: cindyv@wdc.govt.nz

WHANGAREI: LOVE IT HERE!

International Day of Families 2017 Statement of Grant and expenses					
No.	Particulars	Gross Amount	GST	Net Amount (gst exclusive)	grant (gst exclusive)
1	Annual Operating Grant from Whangarei District Council				4500.00
2	Less: Invoice No.2017065510 / WDC	851.50	115.00	740.43	
	Deposit paid on 07/09/2016	115.00		115.00	
	Countdown Bill dt 13/05/17	80.00	10.43	69.57	
	PAKn SAVE Bill dt 13/05/17	12.36	1.61	10.75	
	Spotlight Bill dt 12/05/17	88.31	11.52	76.79	
	The Warehouse Bill dt 07/05/2017	30.94	4.04	26.90	
	Bunnings Warehouse dt 07/05/17	19.90	2.59	17.31	
	Warehouse stationery Bill dt 12/05/17	31.17	4.07	27.10	
	Arthurs Emporium Inv No.3008625/11.05.17	136.80	17.84	118.96	
	Speedy Signs Bill No.00001895 - Banner	635.95	72.13	553.00	
	Paper plus Bill dt 12/05/17	21.99	2.87	19.12	
	The Warehouse Bill dt 12/05/2017	29.99	3.91	26.08	
	Invoice No.001/18.05.17 - Spin Art	250.00		250.00	
	Giggle Bill-Dt 08/05/17	100.00	13.04	86.94	
	Fruit & Veggies Bill dt 12/05/17	19.90	2.60	17.30	
	Fairfax Media - Advertisement	633.65	82.65	551.00	
	Tauraroa Area School Receipt No.17605	160.00		160.00	
	Cowledys Hire Centre Ltd Invoice No.568528	259.10	33.80	225.30	
	Calders Design & print	201.97	26.34	175.63	
	Arthurs Emporium	69.90	9.12	60.78	
	Kumari Production Trust	442.75	57.75	385.00	
	Design to print	115.00	15.00	100.00	
	Mana o te Hula	100.00		100.00	
	Total of Invoices	\$4,406.18	486.31	3912.96	
	Balance of grant remaining				587.04

Onerahi Resource Centre Trust

Waitangi Day

Cindy Velthuisen

From: Melanie Closs <mjcloss2014@gmail.com>
Sent: Thursday, 5 April 2018 1:10 PM
To: Cindy Velthuisen
Subject: Re: AEF application form - Waitangi Day

Categories: [SharePoint] You saved this message in 'Grants and Loans > Applications > 1819 AEF'

From: Cindy Velthuisen
Sent: Thursday, April 5, 2018 9:23 AM
To: Melanie Closs
Subject: AEF application form - Waitangi Day

Hi Melanie

As discussed, I'm happy to receive your application in email form as you've had problems opening the Word document.

Section 1 – contact details update.

Any changes to the following:

Onerahi Resource Centre Trust, PO Box 3031, Onerahi – yes this is correct

Main contact is Agnes Herman trustee home ph 4362145/027 202 6077

Section 2 – governance details

Please provide names and contact details for the chair (if different to above), manager and secretary. NB the charities site shows the following. If this is out of date, please have someone update it soon.

The above information is correct

Charity Summary



Charity Details

Purpose & Structure

Annual Returns

Officer Details

Charity Updates

Charity Documents

Officer Details

Officers

Officer Name	Position	Effective Date
Wendy Jones	Secretary	1/05/2017
David Harris	Treasurer	7/07/2014
Agnes Hermans	Trustee	1/04/2014
Mariameno Kapa Kingi	Chairperson	1/04/2014
Melanie Jane Closs	Trustee	23/07/2010

The above information is correct

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?	1 on projects as required	
How many volunteer workers does your group have?	5	
What is the average total number of volunteer hours per week?	2	

Section 3 – funding request

If you would like to request an increase in funding from the current proposed \$3,540, please state how much and why.

We would like an increase of \$1000 to assist with the presentation of music and to cover costs of the artists who perform.

Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Kind Regards

Melanie Closs

That's all I really need.

Thanks

Cindy Velthuisen

Community Funding Officer - Community Development | Whangarei District Council

Private Bag 9023 | Whangarei 0148 | www.wdc.govt.nz

P: 09 430 4200 Ext: 8422 | E: cindyv@wdc.govt.nz

WHANGAREI: LOVE IT HERE!



Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Onerahi Resource Centre Trust

Event: Waitangi Day in the park (Onerahi)

Date of event: 6th February 2018

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer: The grant made up one of several funding sources that enabled the event to take place. Unfortunately the grant was insufficient to cover all costs, although we knew this from the outset. As such some of the costs were effectively funded directly from Onerahi Resource Centre Trust (ORCT) reserves.

See attached for details of how the grant was spent. Expenditure includes amounts funded by ORCT reserves as noted above.

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer:

The Onerahi Community had the opportunity to have a Whanau day for Waitangi Day which was enjoyed by children and parents. There was the opportunity to have music, food, Maori Carving and information on the Treaty of Waitangi.

This event encourages Onerahi to develop community spirit and encourages sharing and networking within the community.

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer: No changes

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer: Yes, up to date

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer: Manatu Taonga Ministry for Culture and Heritage, successful, \$1,000+GST received. Funding contributed towards band/entertainment costs.

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer: Applied for funding as above.

Attach:

1. Your organisation's latest financial statements.
2. Customer/visitor satisfaction survey results – if applicable.

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature:



Name and Position:

Melanie Closs Board Member

Date: 13/3/18

Waitangi Day 2018

Onerahi Resource Centre Trust

Date	Description	Gross	GST	Income	Expenditure
WDC: Waitangi Day 2018					
23 Aug 2017	WDC - 2017/18 Annual Events Funding - as per letter dated 12 June 2017	4,025.00	525.00	3,500.00	0.00
23 Jan 2018	Rebecca Hooker - Onerahi Waitangi Day Event Plan Contract - Progress Payment	600.00	0.00	0.00	600.00
30 Jan 2018	ABC Hire - Bouncy Castle & Face Painter for Waitangi Day	475.00	0.00	0.00	475.00
30 Jan 2018	APN Media - Waitangi Day advertising	200.00	26.09	0.00	173.91
31 Jan 2018	The SoundCave - Hire of PA system and stage, setup costs	805.00	105.00	0.00	700.00
31 Jan 2018	Onerahi Community Association - House & Hall Account - Hall Hire - Waitai	60.00	7.83	0.00	52.17
04 Feb 2018	Skyworld Trading Zone - Waitangi Day Expenses	57.98	7.56	0.00	50.42
04 Feb 2018	Save Dollar Zone - Waitangi Day Expenses	56.00	7.30	0.00	48.70
05 Feb 2018	Save Dollar Zone - Waitangi Day Expenses	15.00	1.96	0.00	13.04
05 Feb 2018	Maungatapere Transport - Waitangi Day Expenses - hay bales	150.00	19.57	0.00	130.43
05 Feb 2018	BP Riverside - Waitangi Day Expenses	38.99	5.09	0.00	33.90
05 Feb 2018	Skyworld Trading Zone - Waitangi Day Expenses	32.89	4.29	0.00	28.60
05 Feb 2018	Arthurs Emporium - Waitangi Day Expenses	12.50	1.63	0.00	10.87
05 Feb 2018	Mad Butcher - Waitangi Day Expenses	106.00	13.83	0.00	92.17
05 Feb 2018	The Warehouse - Waitangi Day Expenses	57.00	7.43	0.00	49.57
06 Feb 2018	DJ Joe - Waitangi Day costs	500.00	0.00	0.00	500.00
06 Feb 2018	Natasha Judd - reimburse sunblock (cancer society)	48.00	6.26	0.00	41.74
06 Feb 2018	Jaelyn Joyce - Waitangi Day costs	100.00	0.00	0.00	100.00
06 Feb 2018	Fat32 - Entertainment Waitangi Day - portion funded by WDC	250.00	0.00	0.00	250.00
16 Feb 2018	Rebecca Hooker - Final payment for Waitangi Day contract	1,800.00	0.00	0.00	1,800.00
Total WDC: Waitangi Day 2018		9,389.36	738.84	3,500.00	5,150.52

WAITANGI DAY 2018









Charity Summary

Registration Number: CC45463
Registration Date: 30/09/2010
Charity Name: Onerahi Resource Centre

Charity Details

Trading Name

Registration Details

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

Address for Service:

Charity's Postal Address: PO Box 3031
 Onerahi
 Whangarei 142

Charity's Street Address: 130 Onerahi Road
 Onerahi
 Whangarei 0110

Charity's other details

Phone: 09 436 3203
Fax:
Email: onerahirt@gmail.com
Website:
Facebook:
Twitter:
Social Network Name:

Areas of Operation

New Zealand: Northland
Percentage spent overseas 0

Purpose & Structure

Purpose Purpose

Onerahi Resource Centre:

- helps people get to know each other and the resources available to them in the community
- provides support and educate individual families and residents about healthy lifestyles
- provides support to youth in sports and other activities
- provides printed information relating to law, community activities and welfare organisations
- organises local events for encouraging a positive community

Entity Structure

The board is made up of between four and ten trustees, which includes a chairperson, a secretary and a treasurer among others. The board is able to appoint further members to fill any vacancies as it sees fit. From time to time a co-ordinator / event manager is employed or contracted to carry out the functions of the Trust.

Activities

Main Activity: Provides services (e.g. care / counselling)

Activities: Provides services, Provides advice / information / advocacy, Provides human resources, Acts as an umbrella / resource body

Sectors

Main Sector: Community development

Sectors: Education / training / research, Health, Environment / conservation, Community development, Emergency / disaster relief, Social services, Sport / recreation, Economic development, Fund-raising, Disability, Promotion of volunteering

Beneficiaries

Main Beneficiary: General public

Beneficiaries: Children / young people, Older people, People with disabilities, People of a certain ethnic / racial origin, General public, Family / whanau

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
01/04/2018	31/03/2018			AR009
11/09/2017	31/03/2017	59,747	40,132	AR008
14/11/2016	31/03/2016	39,458	36,758	AR007
07/08/2015	30/06/2015	37,788	35,836	AR006
07/08/2015	30/06/2014	24,215	28,575	AR005
10/01/2014	30/06/2013	32,465	32,701	AR004
25/10/2012	30/06/2012	17,027	17,215	AR003
06/02/2012	30/06/2011	13,217	8,861	AR002

Officer Details

Current Officers

Name	Officer Type	Position
Melanie Closs	Individual	Trustee
David Harris	Individual	Treasurer
Wendy Jones	Individual	Secretary
Agnes Hermans	Individual	Trustee
Mariameno Kapa Kingi	Individual	Chairperson

Past Officers

Name	Officer Type	Position
Graham Waipouri	Individual	Trustee
Merlyn Ngaau	Individual	Trustee
Paul Doherty	Individual	Secretary
Wendy Giffen	Individual	Trustee
John Ross	Individual	Trustee
Rosalie Tantau	Individual	Trustee
Bridget Harris	Individual	Secretary
Bronwyn Coulten	Individual	Board member
Susan Da Silva	Individual	Trustee
Ann Shaw	Individual	Trustee
Paul Henderson	Individual	Trustee

Annual Report

Onerahi Resource Centre Trust
For the year ended 31 March 2017

Contents

3	Entity Information
4	Approval of Financial Report
5	Statement of Service Performance
6	Statement of Financial Performance
7	Statement of Financial Position
8	Statement of Cash Flows
9	Statement of Accounting Policies
12	Notes to the Performance Report

Entity Information

Onerahi Resource Centre Trust For the year ended 31 March 2017

Legal Name of Entity

Onerahi Resource Centre Trust

Entity Type and Legal Basis

Onerahi Resource Centre Trust is a Charitable Trust registered under the Charities Act 2005.

Registration Number

CC45463

Mission Statement or Purpose

Onerahi Resource Centre:

- helps people get to know each other and the resources available to them in the community
- provides support and educate individual families and residents about healthy lifestyles
- provides support to youth in sports and other activities
- provides printed information relating to law, community activities and welfare organisations
- organises local events for encouraging a positive community

Entity Structure

The board is made up of between four and ten trustees, which includes a chairperson, a secretary and a treasurer among others. The board is able to appoint further members to fill any vacancies as it sees fit. From time to time a coordinator / event manager is employed or contracted to carry out the functions of the Trust.

Main Sources of Entity's Cash and Resources

The main source of the Trust's cash and resources is grant funds received from local and central government funding bodies, along with community and lottery/pokie related funding organisations.

Physical Address

C/- 130 Onerahi Road, Onerahi, Whangarei

Postal Address

PO Box 3031, Onerahi, Whangarei

Approval of Financial Report

Onerahi Resource Centre Trust For the year ended 31 March 2017

The Trustees are pleased to present the approved financial report including the historical financial statements of Onerahi Resource Centre Trust for year ended 31 March 2017.

APPROVED



Mariameno Kapa-Kingi (Chairperson)

Date



David Harris (Treasurer)

Date 22/05/2017

Statement of Service Performance

Onerahi Resource Centre Trust For the year ended 31 March 2017

Description of Entity's Outcomes

Key strategic objectives Onerahi Resource Centre Trust aims to achieve, influence and deliver include:

Onerahi Resource Centre fosters connections between and seeks to help improve wellbeing of members and groups within the Onerahi community. It supports the aspirations and goals of Onerahi groups and individuals.

During the 2017 financial year it organised an event held in the Onerahi park on Waitangi Day, progressed the community-led development of a play area at the Cresta reserve and published a book celebrating stories from locals about their memories of Onerahi.

Description and Quantification of the Entity's Outputs

Waitangi Day attendees: 400 (2016: 350)

Community build days held at Cresta reserve: 6 (2016: 2)

Installation of Ki O Rahi area at Cresta reserve: Complete (2016: In progress)

Further beautification and facilities at Cresta reserve: Ongoing (2016: not started)

True Tales of Onerahi books printed: 1,500 (2016: nil)

Statement of Financial Performance

Onerahi Resource Centre Trust For the year ended 31 March 2017

	NOTES	2017 (12 MONTHS)	2016 (9 MONTHS)
Revenue			
Donations, fundraising and other similar revenue	1	42,363	34,608
Revenue from providing goods or services	1	16,967	-
Interest, dividends and other investment revenue	1	365	451
Other revenue	1	52	52
Total Revenue		59,748	35,112
Expenses			
Volunteer and employee related costs	2	8,619	771
Costs related to providing goods or service	2	30,884	33,416
Grants and donations made	2	-	40
Other expenses	2	629	742
Total Expenses		40,132	34,969
Surplus/(Deficit) for the Year		19,615	143

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Accounting Policies and Notes.

Statement of Financial Position

Onerahi Resource Centre Trust

As at 31 March 2017

	NOTES	31 MAR 2017	31 MAR 2016
Assets			
Current Assets			
Bank accounts and cash	3	30,536	18,321
Debtors and prepayments	3	410	-
Inventory	3	5,123	-
Total Current Assets		36,070	18,321
Non-Current Assets			
Property, Plant and Equipment	5	1,187	1,790
Total Non-Current Assets		1,187	1,790
Total Assets		37,257	20,111
Liabilities			
Current Liabilities			
Creditors and accrued expenses	4	1,499	(3,670)
Unused donations and grants with conditions	4	8,994	16,632
Total Current Liabilities		10,493	12,962
Total Liabilities		10,493	12,962
Total Assets less Total Liabilities (Net Assets)		26,764	7,149
Accumulated Funds			
Accumulated surpluses or (deficits)	6	26,764	7,149
Total Accumulated Funds		26,764	7,149

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Accounting Policies and Notes.

Statement of Cash Flows

Onerahi Resource Centre Trust For the year ended 31 March 2017

	2017 (12 MONTHS)	2016 (9 MONTHS)
Cash Flows from Operating Activities		
Donations, fundraising and other similar receipts	37,950	39,498
Receipts from providing goods or services	23,890	-
Interest, dividends and other investment receipts	365	451
Cash receipts from other operating activities	60	60
GST	1,666	(525)
Payments to suppliers and employees	(51,920)	(36,743)
Donations or grants paid	-	(40)
Total Cash Flows from Operating Activities	12,011	2,701
Cash Flows from Investing and Financing Activities		
Receipts from sale of property, plant and equipment	174	-
Cash Flows from Other Investing and Financing Activities	30	-
Total Cash Flows from Investing and Financing Activities	204	-
Net Increase/ (Decrease) in Cash	12,216	2,701
Cash Balances		
Cash and cash equivalents at beginning of period	18,368	15,667
Cash and cash equivalents at end of period	30,583	18,368
Net change in cash for period	12,216	2,701

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Accounting Policies and Notes.

Statement of Accounting Policies

Onerahi Resource Centre Trust For the year ended 31 March 2017

Basis of Preparation

The entity has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total annual expenses equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

In the 2016 year it had elected to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit). Comparative figures in these financial statements have been re-stated under PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit).

Period Reported

Onerahi Resource Centre changed its balance date from 30 June to 31 March with effect for the March 2016 period. As such the figures presented in these financial statements are for twelve months to the end of March 2017, while comparative figures are shown for the interim period of nine months to the end of March 2016.

Goods and Services Tax (GST)

The entity is registered for GST. All amounts are stated exclusive of goods and services tax (GST) except for accounts payable and accounts receivable which are stated inclusive of GST.

Income Tax

The Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Revenue

Revenue is accounted for as follows:

Fundraising and grants

Fundraising and Grant income is accounted for depending on whether or not it has a "use or return" condition attached. Where no use or return conditions are attached, the revenue is recorded as income when the cash is received. Where income includes a use or return condition, it is initially recorded as a liability on receipt. The income is then subsequently recognised within the Statement of Financial Performance as the performance conditions are met.

Donations

Donations are accounted for depending on whether they have been provided with a "use or return" condition attached or not. Where no use or return conditions are attached to the donation, revenue is recorded as income when the cash is received. Where donations include a use or return condition, the donation is initially recorded as a liability on receipt. The donation is subsequently recognised within the Statement of Financial Performance as the performance conditions are met.

Donated goods or services (other than donated assets) are not recognised.

Where significant donated assets are received with useful lives of 12 months or more, and the fair value of the asset is readily obtainable, the donation is recorded at the value of the asset obtained. Where the fair value of the asset is not readily obtainable, the donation is not recorded. Donated assets with useful lives less than 12 months are not recorded.

Event income

Entrance fees for functions and events are recorded as revenue when the function or event takes place.

Interest and dividend income

Interest income is recognised on a cash basis. Dividend income is recognised when the dividend is declared.

Other income

All other income is accounted for on an accruals basis and accounted for in accordance with the substance of the transaction.

Debtors

Debtors are carried at estimated realisable value after providing against debts where collection is doubtful.

Inventory

Inventories are stated at the lower of cost and net realisable value. Cost is determined on a first in, first out basis and in the case of manufactured goods, includes direct materials, labour and production overheads. Certain inventories are subject to restriction of title clauses, including Romalpa Clauses.

Property, Plant and Equipment

Property, plant and equipment Property, plant and equipment are shown at cost or valuation less any accumulated depreciation and impairment losses.

Depreciation

Depreciation is provided on a straight-line basis on all property, plant and equipment, at rates that will write off the cost of the assets to their estimated residual values over their useful lives. The depreciation rates and useful lives associated with major classes of assets have been estimated as follows:

Account	Method	Rate
Plant & Equipment	Diminishing Value (100%)	12% - 50%

Employee Costs

Employee entitlements are measured at undiscounted nominal values based on accrued entitlements at current rates of pay. These include salaries and wages accrued up to balance date, annual leave earned but not taken at balance date, and long service leave.

The Trust recognises a liability and an expense for bonuses it is contractually obliged to pay, or where a past event has created a constructive obligation.

Provisions

The Society recognises a provision for future expenditure of uncertain amount or timing when there is a present obligation (either legal or constructive) as a result of a past event, from which the probability that an outflow of future economic benefits will be required to settle the obligation and the ability to determine a reliable estimate of the amount of the obligation both exist.

Loans

Loans are recognised when the amount borrowed has been received. The loan is recognised at the principal value plus accrued interest less repayments made.

Changes in Accounting Policies

Under the previous reporting framework used (PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting - Cash (Not-For-Profit)) all transactions were accounted for on a cash basis. Under the current reporting framework all transactions have been accounted for on accruals basis. Comparative figures have been re-stated using the current reporting framework.

Apart from this there have been no changes in accounting policies, and policies have been applied on a consistent basis with those of the previous reporting period.

Notes to the Performance Report

Onerahi Resource Centre Trust For the year ended 31 March 2017

2017 (12 MONTHS) 2016 (9 MONTHS)

1. Analysis of Revenue

Donations, fundraising and other similar revenue

Donations Received	320	2,414
Fundraising	171	100
Grant - Lotteries	8,000	10,000
Grant - Manaia Health PHO	-	20
Grant - OCA	500	-
Grants - Pub Charity	5,465	17,871
Grant - Southern Trust	5,000	-
Grant - Te Puni Kokiri	2,000	-
Grant - The Trusts Community Foundation	2,168	5,000
Grants - WDC	9,100	3,500
Grant - COGS	2,000	2,000
Less Closing Unspent Grant Funds	(8,994)	(16,632)
Plus Opening Unspent Grant Funds	16,632	10,335
Total Donations, fundraising and other similar revenue	42,363	34,608

Revenue from providing goods or services

Sale of Books and Resources	16,967	-
Total Revenue from providing goods or services	16,967	-

Interest, dividends and other investment revenue

Interest Income	365	451
Total Interest, dividends and other investment revenue	365	451

Other revenue

Sundry income	52	52
Total Other revenue	52	52

2017 (12 MONTHS) 2016 (9 MONTHS)

2. Analysis of Expenses

Volunteer and employee related costs

Contractors	8,400	-
Travel	60	-
Volunteer costs	159	30
Wages & Salaries	-	741
Total Volunteer and employee related costs	8,619	771

Costs related to providing goods or services

Accident Compensation Levy	(207)	394
Advertising	438	250
Bank Charges	85	31
Computer & Software Costs	352	144

Notes to the Performance Report

Event Expenses	5,713	3,256
General Expenses	39	70
Hospitality	51	-
Insurance	256	256
Licences & Registrations	44	89
Printing, Stationery & Office Expenses	401	33
Rent	43	20
Repairs & Maintenance	-	30
Resource Materials	-	48
Subscriptions	52	52
Telephone - Mobile	-	87
Telephone, Power & Other Facility Costs	647	572
True Tales - Event and Book Costs	8,824	-
Vehicle Running Reimbursement	22	280
Whanau Ora @ Cresta	14,123	27,804
Total Costs related to providing goods or services	30,884	33,416

Grants and donations made

Donations	-	40
Total Grants and donations made	-	40

Other expenses

Accountancy & Audit	200	206
Depreciation	374	537
Loss on Disposal of Assets	55	-
Total Other expenses	629	742

2017 (12 MONTHS) 2016 (9 MONTHS)

3. Analysis of Assets**Bank accounts and cash**

Kiwibank - Eftpos Account	1,127	-
Kiwibank - Savings Account	26,395	17,029
Kiwibank - Transaction Account	3,015	1,291
Total Bank accounts and cash	30,536	18,321

Debtors and prepayments

Accounts Receivable	410	-
Total Debtors and prepayments	410	-

Inventory

True Tales - Books	5,123	-
Total Inventory	5,123	-

2017 (12 MONTHS) 2016 (9 MONTHS)

4. Analysis of Liabilities**Creditors and accrued expenses**

Accounts Payable	35	-
GST	1,434	(3,670)

Sundry Accruals	30	-
Total Creditors and accrued expenses	1,499	(3,670)

Unused donations and grants with conditions

Unspent Grant Funds	8,994	16,632
Total Unused donations and grants with conditions	8,994	16,632

2017 (12 MONTHS) 2016 (9 MONTHS)

5. Property, Plant and Equipment**Plant and Equipment**

Plant and machinery owned	5,438	7,036
Accumulated depreciation - plant and machinery owned	(4,251)	(5,246)
Total Plant and Equipment	1,187	1,790
Total Property, Plant and Equipment	1,187	1,790

Significant Donated Assets Recorded

There are no significant donated assets recorded.

Significant Donated Assets - Not Recorded

There are no significant donated assets unrecorded.

2017 (12 MONTHS) 2016 (9 MONTHS)

6. Accumulated Funds**Accumulated Funds**

Opening Balance	7,149	7,006
Accumulated surpluses or (deficits)	19,615	143
Total Accumulated Funds	26,764	7,149
Total Accumulated Funds	26,764	7,149

7. Breakdown of Reserves

There are no reserves as at balance date.

8. Commitments

There are no commitments as at balance date (Last year - nil).

9. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last year - nil).

10. Significant Grants and Donations with Conditions not Recorded as a Liability

Any significant grants or donations with conditions attached which remained unfulfilled at balance date were recorded as a liability.

11. Goods or Services Provided to the Entity in Kind

Significant goods or services donated to the entity in kind during the financial year include:

- Governance and trustee services - by the Trustees during the year
- Volunteer time - provided for the True Tales book collation and launch
- Volunteer time - provided for the Waitangi Day event
- Volunteer time - provided for the community build days
- Building materials and food - donated by local businesses including Mitre10, Pak'N'Save, New World, Countdown

12. Assets Used as Security for Liabilities

The entity has not used any of its assets as security for borrowings as at balance date.

13. Assets Held on Behalf of Others

The entity did not hold any assets on behalf of others as at balance date.

2017 (12 MONTHS) 2016 (9 MONTHS)

14. Related Parties**Receivables**

Nil	-	-
Total Receivables	-	-

Payables

Nil	-	-
Total Payables	-	-

Sales

Board members - sale of True Tales books (all sold at value available to the public)	183	-
Total Sales	183	-

Purchases

Agnes Hermans, a board member: Co-ordinator costs for collation and organisation of True Tales of Onerahi book publishing. Cost well below market value.	6,000	-
Russell Turner Chartered Accountants, employer of David Harris, a board member: Software Expenses. Cost at or below market value.	326	144
Korotangi Kapa-Kingi, husband of Mariameno Kapa-Kingi, a board member: Carving cost for pou at Cresta reserve. Cost at well below market value.	3,000	-
Various board members: Time and volunteer hours in governance and projects as noted in the note for Goods or Services Provided to the Entity in Kind. Nil cost.	-	-
Total Purchases	9,326	144

15. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (Last year - nil).

16. Ability to Continue Operating

The entity will continue to operate for the foreseeable future.

17. Correction of Errors

There were no significant prior period errors corrected.

Waipu Centennial Trust Board

Art'n'Tartan



Annual Events Fund

Application form for the 2018-19 funding year

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

Full name of group	Waipu Centennial Trust Board – ArtnTartan		
Postal address	C/- Waipu Museum		
	36 The Centre		
	Waipu	Postcode	0510

Who is your group's main contact for this application?

Contact name	Helen Frances
Position in group	Production Manager, Art 'n Tartan
Email	hfrances54@gmail.com
Daytime phone number(s)	021-285-2192

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

Chairperson/ President	Ken Couper
Phone & email	0272920524 becken@xtra.co.nz
Manager/ Director/CEO	Fiona Mohr
Phone & email	09-4320746 manager@waipumuseum.com
Secretary	Wendy Faulkner
Phone & email	021-420-164 wjfaulkner@orcon.net.nz

List the names of the remaining governance members

As per Waipu Museum Operating Grant application

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
<p>How many paid workers does your group employ?</p> <p>Art 'n Tartan does not employ anyone, but two employees from the Museum work on the production team in their paid time.</p>	2	.3
<p>How many volunteer workers does your group have?</p> <p>The 2018 Production Team is comprised of 17 volunteers (in addition to 2 paid museum staff). Total FTE equivalent is an estimate.</p> <p>Approximately 5 additional volunteers work with the Director on the creative team, working half time for about 6 weeks, and full time for 2 weeks.</p> <p>Approximately 50 volunteers will assist with stage and venue set up, the dressing room, backstage, front of house, catering and pack out. They each work for an estimated average of 16 hours.</p> <p>Approximately 50 people are entrants and/or models, along with about 15 children with the necessary involvement of at least one parent.</p>	<p>17 in the core team that works all year.</p> <p>Approx. another 50 for set up and shows.</p>	3
<p>What is the average total number of volunteer hours per week?</p> <p>It is not possible to calculate a meaningful average per week – the workload fluctuates hugely through the year and between roles. Total volunteer hours for the 2018 show are estimated at about 8,000.</p>		

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC

\$15,170

Are you requesting a different amount to what's indicated?

If so, please state how much you are seeking and the reason.

Reason for any variance:

NB: In 2017 A'nT predicted the need for additional funding for 2018-19. However, with changes to GST negotiated with sponsors, plus projected additional sponsorship we think we can continue to break even without an increase.

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request

\$15,170

Reason for any difference:

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Funder (e.g. ASB, Lotteries)	Purpose	\$ Amount

Tell us about **any other income** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Other Income e.g. donations, subscriptions, sales	\$ Amount
Sponsorship	\$22,000
Ticket sales	\$48,954

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name	Helen Frances
Position in Group	Production Manager, Art 'n Tartan
Date	14 Feb 2018
Signature (if posting) <i>By sending this form in electronically, Council will consider this application 'signed'.</i>	



Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation

1. Did you find this application form easy to understand and complete?

Easy to understand but not easy to use for our event.

If **No**, what could we change or do better?

The "average volunteer hours per week" is not very meaningful for an event like this as they fluctuate hugely over the year. Total volunteer hours per year would be more meaningful.
It is very difficult to align the

2. Have you visited the Funding and Grant's page on Council's website?

Yes

If **Yes**:

a) why did you visit the page, what information were you looking for?

Just general information on the range of funds that the Council administers and the rules around applying for them.

b) how user friendly was it?

Poor 1 2 3 4 5 😊 Great

Any Comments?

"Useful websites" are very useful! Clear and helpful.

3. Any other comments or suggestions for improvement for this application process?



Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Waipu Centennial Trust Board

Event: Art 'n Tartan

Date of event: 21st and 22nd July 2017

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer:

This grant has contributed to the costs of running the event and specifically has helped with the strategy towards sustainability for the show by enabling us to maintain a generous prize pool, build in additional costs for performers, and provide honorariums for key production roles that work voluntarily all year, and reimbursements and recognition for general volunteers.

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer:

Art 'n Tartan provides an opportunity for people to express their creativity and be part of a theatrical event without having to be artists or actors or performers. The production team makes a particular effort to link with schools to encourage young people to participate, and we see youngsters "growing up" with the show, gaining confidence in many different ways. It provides a focus for people's creativity over the year, and we have seen people's artistic skills developing year after year. It also provides an opportunity for local performance artists to perform. Because the show requires such a huge volunteer effort it has become a significant vehicle for community-building. It now has a reputation for being a very professional, entertaining show, providing a great night out in the middle of winter, and attracting people into the region for the event.

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer:

No

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer:

Yes, up to date.

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer:

All our other funding comes from sponsorship and ticket sales.

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer:

We are working on growing our sponsorship.

Attach:

- 1. Your organisation's latest financial statements.*
- 2. Customer/visitor satisfaction survey results – if applicable.*

Financial Statement attached in email. NB: The gap between AiT income and AiT costs is the cost of staff time and printing. These costs were not journaled.
Survey results attached in email.

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature:

**Name and Position: Helen Frances, Deputy Chair Waipu Centennial Trust Board;
Production Manager Art 'n Tartan**

Date: 14 Feb 2018

Art 'n Tarian 2017

Summary of participant and audience survey

Introduction

The team recognises that it has several different, though overlapping stakeholder groups, and that the successful engagement of each of these is critical to the success of the show: the entrants and models without whom there would be no show; the volunteers who make it happen; the sponsors; and of course the audience. At its formal debrief process after the show the Production Team brings all the informal feedback received from all its stakeholders to the table to inform improvements and changes for the following the year. The team decided as part of its 2017 debrief, and in line with its sustainability strategy, to seek feedback in a more formal way from the contestants and models. The team was keen to understand their experience of both the competition and the show to make sure that we continue to be attract their participation. Using Survey Monkey, thirty people responded to questions about the competition, support from the team, their experience of the show, and how we might improve.

The team also included a few questions for the audience on the People's Choice form to help inform our marketing strategies. Approximately 55% of the audience responded to these questions.

Summary of contestant and model survey results

- 100% of respondents found the categories very, or moderately inspiring.
- 92% understood what was required of them, either entirely, or mostly
- 92% felt well supported. The remainder felt that support was not consistent.
- 78% thought the amount of rehearsal was about right. 12% would have liked more rehearsal and preparation.
- Only 1 model said he/she was unlikely to model again. Otherwise all designers and models said they would definitely or probably be involved again.
- The things people said they most enjoyed was meeting other designers, the whole creative design process, the great atmosphere of the dressing room and the show, the sense of community, being part of something so professional and accomplished, the fun and camaradie.

Summary of audience survey

Where did people come from?

30% Waipu

44% rest of Northland

21% Auckland

5% overseas and other places in New Zealand.

Number of shows attended:

1st show 54%

2nd show 21%

3rd or 4th show 25%

How did people find out about the show?

70% Word of mouth

24% Advertising

6% the museum and social media

Conclusion

The team is pleased that the philosophy of the show as a fun, creative, inclusive community event is reflected in the feedback from contestants and models. Interest in returning is also high, which is important for the ongoing sustainability of the event. Despite predominantly positive feedback the team identified a number of improvements to make in its relationship with contestants and models including information about how to use black light most effectively; coaching to the models and designers about the prize-giving process; targeted communications and support for first time participants; and additional coaching for models during rehearsals.

In relation to audience it is interesting to see the numbers that are coming from all over Northland and Auckland. The event is clearly putting Waipu on the map, and we are reaching our core Waipu and Northland audiences. The number of people coming some distance for the show indicates that there are opportunities to market the event as part of a package weekend and potentially increase business for the town. The mix of new and returning audience suggest that we are being successful in both attracting new audience and bringing people back, and the team feels comfortable with the mix.

Helen Frances
Production Manager

WAIPU CENTENNIAL TRUST**PERFORMANCE REPORT****For the year ended 31 March 2017****Page****Non Financial Information**

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Financial Information

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WAIPU CENTENNIAL TRUST**ENTITY INFORMATION****For the year ended 31 March 2017**

Legal Name of Entity:	Waipu Centennial Trust
Other Name of Entity:	Waipu Museum
Type of Entity:	The entity is a registered Charitable Trust
Registration Number:	CC20691
Entity's Purpose:	Our vision is a community that is proud of and enriched by its heritage; a place where history and culture are celebrated to make the township a more attractive place to live and visit.
Entity Structure:	The Trust is controlled by a Board appointed under the terms of the Trust Deed. Day to day operations are run by a small number of paid part-time staff supported by a large body of volunteers.
Main sources of cash and resources:	The entity derives funds from: <ul style="list-style-type: none"> - Admission entry fees from the museum - Takings from the museum gift shop - Grants - Specific events - Donations of cash and goods
Main methods of raising funds:	The entity raises funds from: <ul style="list-style-type: none"> - Grants - Subscriptions - Donations
Reliance on volunteers and donated goods and services:	The entity has a high reliance on volunteers. The museum shop is run by a rostered group of between 30 and 40 volunteers. The Board members are all voluntary and receive no remuneration. Donated goods and services include input to events, building projects and maintenance, and professional services.

Contact details:

Street and Postal Address:

Waipu Museum
36 The Centre
Waipu 0510

Telephone:

09 4320746

Email:

admin@waipumuseum.com

Websit www.waipumuseum.com



WAIPU CENTENNIAL TRUST**STATEMENT OF SERVICE PERFORMANCE****For the year ended 31 March 2017**

Description of the entity's outcomes:

Promote the story of the great migration.
 Promote the history of the development of
 Waipu.
 Involve all age groups.
 Run events to promote growth and welfare
 of Waipu community values.

Description and quantification of Entity outputs:

	2017	2016
Number of museum admissions	6100	5208
Number of community events	5	3
New genealogy requests	2435	25



WAIPU CENTENNIAL TRUST**STATEMENT OF FINANCIAL PERFORMANCE****For the year ended 31 March 2017**

	Note	Actual 2017	Actual 2016
Revenue			
Donations, Fund Raising and similar	1	238955	184362
Fees, Subscriptions and other from members	1	2992	3902
Revenue from goods and services	1	138851	114552
Interest, Dividends and other investments	1	13779	11606
Other Revenue	1	8261	112536
Total Revenue		402838	426958
Expenses			
Expenses Related to public fundraising	2	61554	62434
Volunteer and employee related costs	2	138595	138557
Costs related to providing goods and services	2	166800	159427
Grants and donations made	2	116	17400
Total Expenses		367065	377818
Surplus/ (Deficit) for the Year		35773	49140



This statement is to be read in conjunction with the Notes and the review report.

WAIPU CENTENNIAL TRUST

STATEMENT OF FINANCIAL POSITION

As at 31 March 2017

	Note	Actual 2017	Actual 2016
Assets			
Current Assets			
Bank accounts and cash	3	176120	122923
Prepayments and Accrued Interest	3	8433	3954
Inventory	3	40103	45775
Investments	3	375153	396735
Total Current Assets		599809	569387
Non-Current Assets			
Property, plant and equipment	4	642561	637028
Total Non-Current Assets		642561	637028
Total Assets		1242370	1206415
Liabilities			
Current Liabilities			
Creditors and accrued expenses	3	30228	43726
Employee costs payable	3	11560	7947
Unused donations and grants with conditions	3	65967	64050
Income Received in Advance		8150	0
Total Current Liabilities		115905	115723
Total Liabilities		115905	115723
Total Assets less Total Liabilities (Net Assets)		1126465	1090692

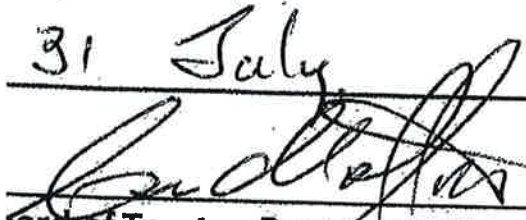


This statement is to be read in conjunction with the Notes and the review report.

Accumulated Funds

Accumulated Surpluses or (deficits)	5	957744	921971
Revaluation Reserve	5	112807	112807
Capital Expenditure Reserve	5	55914	55914
Total Accumulated Funds		1126465	1090692

Representatives of the Board of Trustees authorised this performance report
for issue on

31 July

 Board of Trustee Representative

2017


 Board of Trustee Representative



This statement is to be read in conjunction with the Notes and the review report.

WAIPU CENTENNIAL TRUST**STATEMENT OF CASH FLOWS****For the year ended 31 March 2017**

	Actual 2017	Actual 2016
Cash Flows from Operating Activities		
Cash was Received from:		
Donations, fundraising and other similar receipts	238955	228862
Fees, Subscriptions and other from members	3902	3902
Receipts from providing goods or services	141988	128672
Interest, dividends and other investment receipts	11037	7929
 Net GST	 -7521	 9951
 Cash was applied to:		
Payments to suppliers and employees	-305395	-324372
Donations or grants paid	-116	-17400
Repayment of short term advance	-20000	-
 Net Cash Flows from Operating Activities	 62850	 37544
 Cash flows from Investing and Financing Activities		
Cash was received from:		
Receipts from sale of property, plant and equipment	-	174000
Proceeds from short term advance	-	20000
Proceeds from sale of investments	50000	-
 Cash was applied to:		
Payments to acquire property, plant and equipment	-31235	-7489
Payments to purchase investments	-28418	-181141
 Net Cash Flows from Investing and Financing Activities	 -9653	 5370
 Net Increase/(Decrease) in Cash	 53197	 42914
Opening Cash	122923	80009
Closing Cash	176120	122923
 This is represented by:		
Bank Accounts and Cash	3 176120	122923

This statement is to be read in conjunction with the Notes and the review report.

WAIPU CENTENNIAL TRUST**STATEMENT OF ACCOUNTING POLICIES****For the year ended 31 March 2017****Basis of Preparation**

The entity has elected to apply Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) on the basis that it does not have public accountability and has total expenses to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Tier 2 PBE Accounting Standards applied

The Trust has elected to apply the relevant requirements of PBE IPSAS 17 Property, Plant and Equipment. In line with provisions of this standard the Trust has elected to use current rateable or government valuation.

Income Tax

The entity is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank Accounts and Cash in the Statement of Cash Flows comprise cash balances and bank balances.

Changes in Accounting Policies

There have been no changes in accounting policies.

Inventory

Inventory is stated at the lower of cost and net realisable value determined on a first-in first-out basis.

Investments

Investments consist of Term Deposits and are recorded at cost.

Debtors and Prepayments

Debtors are stated at estimated realisable value. Amounts not considered recoverable have been written off during the year.

Property, Plant and Equipment

Property, Plant and Equipment are stated at cost less accumulated depreciation, except for Land and Buildings. Both Land and Buildings are revalued using current rateable or government valuation.

Depreciation is charged using rates that reflect their estimated useful lives as follows:

Land is not depreciated	
Buildings	1% - 8% SL
Plant and Equipment	7% - 40% SL
Furniture and Fixtures	8% - 40% SL
Heritage Assets	1% SL

Creditors and Accrued Expenses

Creditors and Accrued Expenses are recorded when an invoice has been received. Where goods have been received by the Trust or services performed for the Trust but no invoice has yet been received, an estimate of the amount to be paid has been accrued.

Employee Costs Payable

Employee costs payable are recorded as employees have earned the entitlement or the Trust has withheld amounts from wages and salaries already paid.

Unused Grants and Donations with Conditions

This is represented by grant income from various sources with either use or return conditions or that cover a specific period. The current liability represents grant funding for services for future periods,

Donations, Fundraising and other similar revenue

Donations, Fundraising and other similar revenue is recorded on receipt provided there is no 'use or return' conditions attached. Where 'use or return' conditions are attached the revenue is initially recorded as a liability, with revenue recognised as the conditions are met.

Fees, Subscriptions and other revenue from members

Fees, Subscriptions and other revenue from members are recorded as revenue when received.

Revenue from providing Goods and Services

Revenue from providing Goods and Services is recorded when the goods are sold or the service is performed.

Interest and other Investment Revenue

Interest and other Investment revenue is recorded when earned. Outstanding interest at balance date has been accrued.

Rental revenue

Rental revenue is recorded when earned.

Other Revenue

This revenue is derived from participation in community activities.
Prior year also included profit from the sale of land.



WAIPU CENTENNIAL TRUST

NOTES TO THE PERFORMANCE REPORT

For the year ended 31 March 2017

Actual
2017 Actual
2016

Note 1: Analysis of Revenue

Fundraising Revenue

Art 'n Tartan Income

84100 71221

84100 71221

Donations and other similar revenue

Donations

M and D Smith

32000 -

D Craig

10000 7000

Other Various

6385 10182

Total Donations

48385 17182

Bequests

0 12000

Grants

John Logan Cambell

- 5000

Foundation North (ASB Community Trust)

- 20000

Mazda

2290 -

Lotteries Grant

22230 -

Crown Payment - Volunteers

- 1500

Whangarei District Council

81950 57459

Total Grants

106470 83959

Total Donations and other similar revenue

154855 113141

Total Donations, Fundraising and similar

238955 184362

Fees, Subscriptions and other member revenue

Newsletters

2768 3422

Family Research

224 480

2992 3902

Revenue from providing goods and services

Shop sales

88737 80333

Museum Admissions

41060 31563

Internet Sales

197 1009

Photocopy Fees

1941 1025

Miscellaneous

6916 622

138851 114552

	Actual 2017	Actual 2016
Interest and other investment revenue		
Interest received	13779	11606
Other Revenue		
Rents received	8261	14120
Gain on sale of land	-	44000
Revaluation increase	-	54416
	8261	112536

Note 2: Analysis of Expenses

Expenses related to public fund raising		
Art'n Tartan costs	61554	60871
Exhibition development	-	1144
Theatre Production	-	419
	61554	62434
Volunteer and employee related costs		
ACC levies	606	452
Wages and salaries	137474	134601
Contract workers	515	3504
	138595	138557
Costs related to providing goods and services		
Shop purchases	48045	51368
Advertising	12512	15432
Bank and credit card fees	3802	2825
Computer costs	1549	3042
Electricity	6405	7071
Photocopier costs	7431	6186
Accounting and review fees	10266	4310
Insurance	11565	5503
Stationery	2721	3135
Telephone	2246	2191
Rates	907	2703
Repairs and maintenance	17625	14251
Lodge relocation	0	3852
Depreciation	25702	25114
Miscellaneous	14417	8998
Security services	1607	3446
	166800	159427
Grants and donations made	116	17400



Actual 2017	Actual 2016
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Note 3: Analysis of assets and liabilities**Asset items****Bank accounts and cash**

ANZ Bank - cheque account	75724	70973
ANZ Bank - other accounts	100196	51750
Cash floats	200	200
	176120	122923

Debtors and prepayments

Accounts Receivable	1223	-
Accrued interest	2742	3954
Prepayments	1774	-
GST refund due	2694	-
	8433	3954

Inventory

Shop stock on hand	40103	45775
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Investments

ANZ Bank - short term deposits	343153	396735
Foundation North Investment	32000	-
	375153	396735

\$32000 was invested with Foundation North on 2 August 2016.

Liability items**Creditors and accrued expenses**

Accounts payable	30228	38260
GST payable	-	5466
	30228	43726

Employee costs payable

Wages and holiday pay accrued	11560	7947
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Unused donations and grants with conditions

Grant - Art n Tartan funds	-	-
WDC operating grant	15967	14050
WW1 display - Lotteries	50000	50000
	65967	64050



Note 4: Property, Plant and Equipment

	Cost /		Opening	Additions	Sales	Gain on sale	Revaluation	Current Year Depreciation	Closing	
	Valuation	Balance							Balance	Balance
This Year										
Land										
Buildings	549761	583000						20881	562119	
Plant and equipment	115893	11169						3611	7558	
Furniture and fixtures	62826	743						743	0	
Heritage assets	46714	42116						467	41649	
Work in Progress				31235					31235	
Total	775194	637028		31235				25702	642561	
Last Year										
Land	130000	130000			-174000	44000				
Buildings	549761	549761					54416	21177	583000	
Plant and equipment	115893	5208		7489				1528	11169	
Furniture and fixtures	62826	2686						1943	743	
Heritage assets	46714	42582						466	42116	
Total	905194	730237		7489	-174000	44000	54416	25114	637028	

Land and Buildings have been revalued using government valuation as at 1 September 2015.



	2017	2016
Note5: Accumulated Funds		
Published opening surpluses	921971	927247
Surplus/(deficit) less revaluation increment	35773	-5276
Closing Balance	957744	921971
Revaluation Reserve	2017	2016
Published opening Balance	112807	58391
Revaluation increment	-	54416
Closing Balance	112807	112807
Capital Expenditure Reserve		
Published Opening Balance	55914	55914
Closing Balance	55914	55914
Total Equity Funds	1126465	1090692

Note 6: Commitments and Contingencies

There are no commitments as at balance date (2016 - nil)

There are no contingent liabilities or guarantees as at balance date (2016 - nil)

Note 7: Other

Significant grants and donations with conditions which have not been recorded as a liability



The Trust received a grant from Whangarei District Council several years ago to be applied towards capital expenditure. Some of this was spent with the remaining \$55914 yet to be applied toward capital expenditure. This has not occurred as at balance date. This amount is now disclosed within the capital expenditure reserve.

Goods or services provided to the entity in kind

The organisation is predominantly voluntary and relies on volunteer services to run the shop. In addition, maintenance work and some capital projects are undertaken by voluntary labour from time to time.

Assets used as security for liabilities

There are currently no assets used as security for liabilities (2016 - Nil).

Note 8: Assets held on behalf of others

There are no significant assets held on behalf of others (2016 - Nil)



Note 9: Related party transactions

In 2016, the Trust received an advance of \$20,000 from The Waipu 150 Trust during the year. The Trust has two trustees in common with the Waipu 150 Trust. This advance was repaid during the current year.

D Craig, a trustee, donated \$10000 during the year (2016 - \$7000

There were no other transactions involving related parties during the financial year \$2016 - Nil).

Note 10: Events after the balance date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report (2016 - Nil).

Note 12: Review

This Performance Report has been subjected to an assurance review. Refer to the review report attached. An audit has not been conducted.





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 49 John Street
 PO Box 448, Whangarei 0140
 New Zealand

Kerikeri Office
 Tel: +64 9 407 7250

INDEPENDENT ASSURANCE PRACTITIONER'S REVIEW REPORT TO THE BENEFICIARIES OF THE WAIPU CENTENNIAL TRUST

Report on the Performance Report

We have reviewed the accompanying performance report of the Waipu Centennial Trust ("the Trust") that comprise the statement of financial position as 31 March 2017, the statement financial performance, statement of cash flows, entity information and statement of service performance for the year ended 31 March 2017, and notes comprising a summary of significant accounting policies and other explanatory information.

Trustees' Responsibility for the Performance Report

The Trustees are responsible for the preparation and fair presentation of this performance report in accordance with Public Benefit Entity Simple Format Reporting - accrual (NFP) and for such internal control as it determines is necessary to enable the preparation of the performance report that is free from material misstatement, whether due to fraud or error.

Assurance Practitioner's Responsibility

Our responsibility is to express a conclusion on the accompanying performance report based on our review. We conducted our review in accordance with International Standard on Review Engagements (New Zealand) (ISRE (NZ)) 2400, *Review of Historical Financial Statements Performed by an Assurance Practitioner who is not the Auditor of the Entity*. ISRE (NZ) 2400 requires us to conclude whether anything has come to our attention that causes us to believe that the performance report, taken as a whole, is not prepared in all material respects in accordance with the applicable financial reporting framework. This Standard also requires us to comply with relevant ethical requirements.

A review of the performance report in accordance with ISRE (NZ) 2400 is a limited assurance engagement. It consists primarily of making inquiries of management and others within the entity involved in financial and accounting matters, applying analytical procedures, and evaluating the sufficiency and appropriateness of evidence obtained. A review also requires performance of additional procedures when the practitioner becomes aware of matters that cause the practitioner to believe the performance report as a whole may be materially misstated.

The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing (New Zealand). Accordingly, we do not express an audit opinion on this performance report.

We believe that the evidence we have obtained in our review is sufficient and appropriate to provide a basis for our conclusion.

Other than in our capacity as assurance practitioner we have no relationship with, or interests in, the Trust.

Conclusion

Based on our review, nothing has come to our attention that causes us to believe that this performance report does not present fairly, in all material respects, the financial position of the Trust as at 31 March 2017, its financial performance and cash flows for the year then ended and the reported outcomes and outputs in the statement of service performance, in accordance with Public Benefit Entity Simple Format Reporting - accrual (NFP).

BDO Northland

BDO NORTHLAND
 31 July 2017
 Whangarei
 New Zealand

Northland Pacific Islands Charitable Trust

Pasifika Fusion Festival



Annual Events Fund

Application form for the 2018-19 funding year

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

Full name of group	Northland Pacific Islands Charitable Trust – Pasifika Fusion Festival		
Postal address	PO Box 821		
	Whangarei	Postcode	0140

Who is your group's main contact for this application?

Contact name	May Seager
Position in group	Event Manager
Email	managernpict@outlook.com
Daytime phone number(s)	0212385328; (09) 430 2717

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

Chairperson/ President	Johnny Kunitau
Phone & email	(021) 0464 989 johnnykunitau@gmail.com
Manager/ Director/CEO	
Phone & email	(021) 238 5328 managernpict@outlook.com
Secretary	Acting Secretary – Alice Uale
Phone & email	(022) 404 5517 alice.uale@gmail.com

List the names of the remaining governance members

Manea	BIGNELL
Alice	UALE
Mele	TUKULA
Paula	TABAKINABOU
Soro	RAMACAKE
John	Ka'o
Ligimamilli	PAKIETO-JOHNSTONE
Kaelani	HAMILTON

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?	3	1.175
How many volunteer workers does your group have?	4	.2
What is the average total number of volunteer hours per week?	5	

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC

No amount indicated

2016-17 grants were
\$9,100 + in kind support

Are you requesting a different amount to what's indicated?

\$15,000

If so, please state how much you are seeking and the reason.

Reason for any variance:

We would like to feature a guest artist to help attract people to the event. The people we have had in the past have been in a koha capacity but in order to secure a quality artist who would be committed to featuring at our event, we believe it would be better to book an artist in well ahead of time and to be able to feature them adequately in our marketing collateral.

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request

Reason for any difference:

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Funder (e.g. ASB, Lotteries)	Purpose	\$ Amount
Creative Communities	Radio advertising	5,600
Foundation North	General operations	17,000
Lotteries Commission	General operations	3,571
Oxford Trust,	Utilities, newspaper advertising	5,000
Southern Trust,	Utilities, security, traffic management	3,800
Performing Arts Fund, Whangarei District Council	Stage and sound equipment and labour	3500

Tell us about **any other income** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Other Income e.g. donations, subscriptions, sales	\$ Amount
WDC, donations in kind – printing of billboards, posters, fliers	2,000
Fale Pasifika, (in kind) use of building as headquarters for festival coordination, equivalent of rental for six months	11,100
Fale Pasifika (in kind) telephone, equivalent of phone rental for six months	1,200
Stallholders' fees	2500

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name	May Seager
Position in Group	Manager
Date	22/2/18
Signature (if posting) <i>By sending this form in electronically, Council will consider this application 'signed'.</i>	



Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation

Fale Pasifika

1. Did you find this application form easy to understand and complete?

No

If **No**, what could we change or do better?

Parts of it were a bit ambiguous. Two lots of questions asking the same thing.

2. Have you visited the Funding and Grant's page on Council's website?

Yes

If **Yes**:

a) why did you visit the page, what information were you looking for?

Looking for the dates for deadlines and specific criteria

b) how user friendly was it?

Poor 1 2 3 4 5 Great

Any Comments?

3. Any other comments or suggestions for improvement for this application process?

Creative New Zealand Project Budget Template

Applicant name:

Fale Pasifika

Payee name (if different from applicant):

Is payee registered for GST? (Y/N)

Y

If the Payee is registered for GST make your budget GST exclusive.

If the Payee is not registered for GST make your budget GST inclusive.

IMPORTANT: Insert the costs requested from Creative New Zealand in the CNZ Request column.

PROJECT COSTS	Description	Quantity	@	Item Cost	Total
PERSONNEL COSTS (e.g. wages, salaries, fees, allowances, per diems, stipends). Please provide a breakdown of these costs by job title or role for creative work, administration, management, marketing or promotion, and production/technical work.					
Festival director	wages (5 hrs, 36 weeks from July to March)	180	@	\$20.00	\$3,600.00
Festival administrator	wages (5 hrs, 36 weeks from July to March)	180	@	\$16.00	\$2,880.00
Koha to MC artists	koha	2	@	\$500.00	\$1,000.00
Guest artist fee	fee	1	@	\$5,000.00	\$5,000.00
Accommodation	For MCs and guest artist	3	@	\$150.00	\$450.00
Contractor	installation and removal of billboards	25	@	\$30.00	\$750.00
Volunteer expenses	petrol vouchers for planning committee	12	@	\$50.00	\$600.00
Feedback/ appreciation events (post event)	Catering -- events for volunteers, PI leaders, sponsors	3	@	\$300.00	\$900.00
Koha to tangata whenua	Part of whakatau proceedings/ official welcome	4	@	\$50.00	\$200.00
Gifts to dignitaries	Part of whakatau proceedings/ official welcome	5	@	\$100.00	\$500.00
Coordinators dinner	Thank you dinner for the coordinating team	1	@	\$750.00	\$750.00
Koha to interns for coordination	Interns providing specific skills	5	@	\$100.00	\$500.00
Performers fees	Koha to each performing group	16	@	\$150.00	\$2,400.00
TOTAL PERSONNEL COSTS					\$19,530.00
PRODUCTION COSTS Please provide a breakdown of the project's production, exhibition, event and material costs.					
APRA		1	@	\$500.00	\$500.00
stage and sound		1	@	\$5,598.30	\$5,598.30
Security	night and day security, traffic management plan	1	@	\$2,600.00	\$2,600.00
Contingency	postponement payment due to weather	1	@	\$5,300.00	\$5,300.00
Spot prizes, activity resources	cultural sports activities and prizes	1	@	\$1,200.00	\$1,200.00
Catering, water stations	Providing water and food for performers	1	@	\$1,000.00	\$1,000.00
Health and safety	first aid, shade hire, donation to surf-life saving	1	@	\$700.00	\$700.00
Utilities	rubbish, generators, portable toilets		@	\$1,430.00	\$1,430.00
TOTAL PRODUCTION COSTS					\$18,328.30
ADMINISTRATION COSTS (e.g. audit fees, electricity, insurance, legal services, licence fees, office supplies, photocopying, postage, rent, stationery, telephone, etc). Please provide a breakdown of the project's administrative and overhead costs.					
printing and stationery	letters, posters	1	@	\$200.00	\$200.00
rent (base for festival coordination) IN KIND	Provided by Fale Pasifika (equal to 6 months' rent)	1	@	\$9,916.67	\$9,916.67
Telephone (at base for festival coordination) IN KIND	Provided by Fale Pasifika (six months x \$200)	6	@	\$200.00	\$1,200.00
Mobile calls by director		1	@	\$200.00	\$200.00
Transport from outlying areas	Hirage of buses	1	@	\$3,000.00	\$3,000.00
Cash-out service	Cash-out service at festival	1	@	\$500.00	\$500.00
TOTAL ADMINISTRATION COSTS					\$14,516.67
MARKETING COSTS Please provide a breakdown of the marketing and promotion costs for the project.					
Installation of billboards	Timber for billboards	1	@	\$200.00	\$400.00
Billboards and posters (Whangarei District Council)	IN KIND	1	@	\$2,000.00	\$2,000.00
Banners	for additional villages if needed	1	@	\$100.00	\$100.00
Advertising	Radio, newspaper advertising	1	@	\$11,200.00	\$11,200.00
					\$0.00
TOTAL MARKETING COSTS					\$13,700.00
TOTAL PROJECT COSTS (A)					\$66,074.97
PROJECT REVENUE					
EARNED REVENUE (e.g. admission fees, box office takings, sales of publications or merchandise, subscription fees, contract or artist fees, estimated sales of (for example) recordings/ books/ artwork, workshop or conference fees). Please provide a breakdown of your earned revenue. Note: please include information on the per seat subsidy (see the Guide to Preparing an Application) if appropriate.					
Stall holders	Fees for stalls, registrations	20	@	\$120.00	\$2,400.00
Business sponsorship (unconfirmed)	sponsorship	4	@	\$1,000.00	\$4,000.00
TOTAL EARNED REVENUE					\$6,400.00
OTHER CASH SUPPORT Please be clear which part or parts of your budget each item of support relates to, and whether the support is confirmed or unconfirmed.					
Whangarei District Council	unconfirmed	1	@	\$15,000.00	\$15,000.00
Creative Communities	unconfirmed	1	@	\$3,500.00	\$3,500.00
Foundation North	unconfirmed	1	@	\$10,000.00	\$10,000.00
Lotteries Commission	unconfirmed	1	@	\$3,000.00	\$3,000.00
Oxford Trust	unconfirmed	1	@	\$5,000.00	\$5,000.00
Southern Trust	unconfirmed	1	@	\$5,000.00	\$5,000.00
Fonterra Grass Roots Trust	unconfirmed	1	@	\$2,500.00	\$2,500.00
TOTAL OTHER CASH SUPPORT					\$44,000.00
OTHER IN-KIND SUPPORT Please ensure any IN-KIND support appears both in PROJECT COSTS and PROJECT REVENUE. Be clear which part or parts of your budget each item of support relates to, and whether the support is confirmed or unconfirmed.					
rent (base for festival coordination) IN KIND	Provided by Fale Pasifika (equal to 6 months' rent)	1	@	\$11,100.00	\$11,100.00
Telephone (at base for festival coordination) IN KIND	Provided by Fale Pasifika (six months x \$200)	6	@	\$200.00	\$1,200.00
Whangarei District Council (IN KIND)	Production of marketing collateral	1	@	\$2,000.00	\$2,000.00
					\$0.00
					\$0.00
TOTAL OTHER IN-KIND SUPPORT					\$14,300.00
TOTAL PROJECT REVENUE (B)					\$64,700.00
REVENUE (B) LESS COSTS (A) = (DEFICIT/SURPLUS)					-\$1,374.97

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Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Fale Pasifika

Event: Northland Pasifika Fusion Festival

Date of event: 24 February, 2018

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer:

The \$3500 we received from the WDC community fund paid for our newspaper advertising. This was a very important factor in our marketing plan.

The support we received from the WDC by way of design work, printing of and installing the billboards, producing posters and fliers was hugely appreciated. That assistance was valued at around \$2000, perhaps more.

We also received \$5600 through the Creative Communities fund which paid for the stage and sound aspect of the event. The stage is an integral part of the festival with the performances taking place there throughout the entire day. The local business which provides the stage and sound has been working with us for the past four years and has given a sizeable discount to help grow the event.

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer:

The festival fulfils a need in the community to cater for the growing Pacific Islands community to be involved in something that celebrates their culture and highlights their identity.

The event has become a catalyst for community development for the Pasifika communities throughout Northland with groups becoming stronger and initiating new ideas and activities, eg. holding regular dance practices, language classes, as well as providing an opportunity to raise funds for the communities and learning about the preparation of traditional and contemporary good, arts and crafts. It also benefits the wider community, exposing them to aspects of the Pacific cultures that they might not have experienced. eg. last year, the opening ceremony was a Fijian kava ceremony. This year, we saw how the Tuvalu community welcomes people when they agreed to be the hosting nation.

The festival attracted about 12,000 people for the day with people coming from Auckland (and possibly further afield) to Kaitia. Children in the local area were involved in performances (Hikurangi and Te Horo Schools), bringing the total of on-stage performers to around 300 people. There were also 90 stalls – 60 of which focussed on the nations of Aotearoa, Cook Islands, Fiji, Niue, Samoa, Tokelau, Tonga and Tuvalu, selling food, handcrafts, artefacts and teaching people about their homes. The other stalls were for services and organisations.

At least 400 people from the Pacific Islands community actively participated in the activities of the event – prepared and sold food and crafts at the stalls, ran activities, performed on the stage, coached performers.

Businesses also benefitted from the increased number of people in the city who would have used the ATMs, hotels, parks, eateries, visiting the town and friends and family, many staying for the whole day and extending to the whole weekend.

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer:

No

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer:

Yes – No. Last filed in 2015.

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer:

To date we have not applied for any funding for the 2019 festival. They will happen later in the year.

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer:

We have engaged a consultant to look at ways that we can attract relevant sponsorship and other income streams.

We hope to get more sponsorship on board and also find other ways for businesses or individuals to contribute in kind. We realise there are some parts of the community we have not engaged with which could contribute by providing volunteer help and materials – these all need further investigation.

We also contribute to the festival in other ways – as shown in the “in kind” part of our budget, our organisation’s building becomes the hub for all the festival’s operations and increased community usage. In real terms, this means that our building gets used more often for dance practices, cultural activities, community and festival meetings and for marketing meetings, photo opportunities etc.

Attach:

- 1. Your organisation’s latest financial statements.*
- 2. Customer/visitor satisfaction survey results – if applicable.*

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature:

Name and Position:

Date:

**NORTHLAND PACIFIC ISLANDS
CHARITABLE TRUST**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MAY 2017

Draft

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**NORTHLAND PACIFIC ISLANDS CHARITABLE TRUST
STATEMENT OF ACCOUNTING PRINCIPLES
FOR THE YEAR ENDED 31 MAY 2017**

Notes to the Financial Statements for the Year Ended 31 May 2017

1 Statement of Accounting Policies

The financial statements presented are for the Northland Pacific Islands Charitable Trust. The financial statements are general purpose financial statements which have been prepared in accordance with generally accepted accounting practices.

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

Differential Reporting

The Northland Pacific Islands Charitable Trust qualifies for differential reporting exemptions as the entity is not publicly accountable and does not meet the definition of a large entity under the Financial Reporting Act. Northland Pacific Islands Charitable Trust has taken advantage of differential reporting exemptions.

a) Changes in Accounting Policies

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

b) Fixed Assets and Depreciation

The entity has the following classes of fixed assets:

- *Furniture & Fittings
- *Office Equipment
- *Vehicles

All fixed assets are initially recorded at cost with depreciation being deducted on all fixed assets mentioned above in accordance with rates set out in the Income Tax Act 1994.

c) Goods and Services Tax (GST)

All statements have been prepared so that all components are stated exclusive of GST.

d) Receivables

Receivables are stated at their estimated realisable value.

e) Taxation

The Trust meets the charitable requirements and is exempt from Income Tax under section CB 4(1)(c) of the Income Tax Act 1994.

f) Contingent Liabilities

There are no contingent liabilities at Balance Date.

	<u>2017</u>	<u>2016</u>
2 <u>Contract Income:</u>		
Ministry of - Health Information Program	\$23,339	\$21,200
- Breast & Cervical Screening Program	\$8,581	\$21,200
3 <u>Grants Income:</u>		
Community Organisational Grants Scheme	\$3,000	\$3,000
Creative NZ	\$5,000	\$3,000
Foundation North	\$66,000	\$21,000
Lotteries Commission		\$20,000
Manaia PHO	\$5,000	\$3,462
Oxford Sports Trust	\$4,000	\$3,462
Southern Trust	\$3,800	\$5,000
	<u>\$86,800</u>	<u>\$52,462</u>
4 <u>Accounts Receivable comprises:</u>		
Pasefika Fusion Festival	\$2,248	\$1,600
Manaia PHO	\$5,750	\$2,216
Ministry of Health	\$2,238	\$2,216
	<u>\$10,236</u>	<u>\$3,816</u>
5 <u>Accounts Payable comprises:</u>		
Pasefika Fusion Festival	\$616	
Sundry Creditors	\$4,519	\$16,862
Employee Entitlements		\$1,504
	<u>\$5,135</u>	<u>\$18,366</u>
6 <u>Related Party Disclosure</u>		
Board trustee M Bignell is paid an annual honorarium of \$1,515 to prepare the annual financial statements.		

Draft

NORTHLAND PACIFIC ISLANDS CHARITABLE TRUST
STATEMENT OF FINANCIAL PERFORMANCE
FOR THE YEAR ENDED 31 MAY 2017

	<i>notes</i>	<u>2017</u>	<u>2016</u>
<u>Income</u>			
Contracts	2	31,920	21,200
Grants	3	86,800	52,462
Festival		2,826	4,613
Interest Received		12	126
Donations			-
Sundry Income		630	1,008
		<u>122,188</u>	<u>79,409</u>
<u>Less Expenditure</u>			
ACC Levies		133	25
Accounting/Audit Fees		985	2,000
Advertising		404	370
Bank Fees & Interest		5	34
Catering		737	355
Festival Expenses		29,880	17,980
Furniture & Equipment		1,286	453
Insurance		2,177	2,160
Power		1,559	1,395
Printing, Photocopying		1,570	1,513
Program Expenses		1,137	
Rates		3,955	3,707
Rent/Room Hire		12,000	12,217
Repairs & Maintenance		2,168	587
Stationery & Office Supplies		857	995
Subscriptions		669	68
Telephone, Tolls & Internet		2,623	2,098
Vehicle Expenses		3,429	5,008
Wages		32,567	35,080
		<u>98,140</u>	<u>86,045</u>
<u>Less Non Cash Item</u>			
Current Depreciation as per Schedule		1,467	642
Provision for annual leave			540
		<u>1,467</u>	<u>1,182</u>
Total Expenses for the year		<u>99,607</u>	<u>87,226</u>
<u>Net (Deficit)/Surplus for the year</u>		<u>22,581</u>	<u>(7,818)</u>

NORTHLAND PACIFIC ISLANDS CHARITABLE TRUST
STATEMENT OF TRUST FUNDS
FOR THE YEAR ENDED 31 MAY 2017

	<u>2017</u>	<u>2016</u>
Opening Balance	11,907	19,725
Net (Deficit)/Surplus for the year	22,581	23,007 *
Closing Balance	<u>34,488</u>	<u>42,732</u>

Assets

Current Assets

Current Account - ASB Bank	13,807	18,445
Business Saver - ASB Bank	4,181	2,954
Accounts Receivable	4 10,961	3,779
GST Receivable	3,483	-
Prepayments	<u>2,707</u>	<u>2,534</u>
	35,138	27,712

Non-Current Assets

Cost as per schedule	42,419	40,126
Accumulated Depreciation	<u>(37,945)</u>	<u>(37,565)</u>
Net Book Value	4,474	2,561

Liabilities

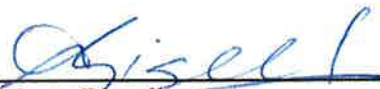
Current Liabilities

Accounts Payable	5 5,124	18,366
Receipts in Advance	<u>-</u>	<u>-</u>
	5,124	18,366

Net Assets

<u>34,488</u>	<u>11,907</u>
---------------	---------------

 Johnny Kunitau
 Chairman



 Manea Bignell
 Treasurer

____/____/____

17/9/17

Draft

NORTHLAND PACIFIC ISLANDS CHARITABLE TRUST
SCHEDULE OF FIXED ASSETS & DEPRECIATION
FOR THE YEAR ENDED 31 MAY 2017

<u>Asset</u>	<u>Cost</u>	<u>Pch</u>	<u>Opening</u> <u>Book Value</u>	<u>+Additions</u> <u>-Disposals</u>	<u>Depreciation</u> <u>Rate</u>	<u>Amount</u>	<u>Closing</u> <u>Book Value</u>
<u>Building</u>							
Leasehold Improvements	6,923	Oct-10	1,966		20.0% SL	393	1,573
<u>Computer Equipment</u>							
Computer	3,018	Apr-01			48.0% DV		
Computer	2,548	Mar-04	1		48.0% DV	1	0
Software	329	Jun-04			48.0% DV		
Printer - Brother	1,239	Feb-06	2		48.0% DV	1	1
Laptop	2,347	Jan-07			40.0% SL		
Projector	1,099	Aug-07			48.0% SL		
Printer - OKI	1,150	Jun-10	54		40.0% SL	54	0
Laptop	510	Apr-11	37		40.0% SL	15	22
Computer - Compucon	1,460	Sep-17		1,460	40.0% SL	438	1,022
Laptop - HP Pro book	1,414	Sep-17		1,414	40.0% SL	424	990
Printer - OKI	513	Feb-17		513	40.0% SL	68	444
	<u>15,626</u>		<u>93</u>	<u>3,386</u>		<u>1,001</u>	<u>2,478</u>
<u>Equipment</u>							
Whiteboard	140	Jul-00	6		18.0% DV	1	5
Whiteboard - easel	160	Jul-00	7		18.0% DV	1	6
Stereo - Aiwa	799	Aug-00			39.6% DV		
Televideo - Sharp	799	Aug-00			39.6% DV		
Document Shredder	132	Dec-03			100.0% SL		
LTSA resources	375	Jul-04	59		14.4% DV	8	50
CD Player	111	Sep-05			100.0% SL		
Projector Screen	448	Aug-07	5		39.6% DV	2	3
Gazebo + Accessories	3,015	Feb-09/Apr-09			30.0% SL		
	<u>5,979</u>		<u>77</u>	<u>0</u>		<u>13</u>	<u>64</u>
<u>Furniture</u>							
Storage Cabinet	579	Aug-00			39.6% DV		
Computer Desk	300	Apr-01	29		14.4% DV	4	25
Filing Cabinet	240	Apr-01	23		14.4% DV	3	19
Office Chair	150	Apr-01			100.0% SL		
Desk	610	Sep-04	98		14.4% DV	14	84
Storage Cabinet	470	Oct-04	1		39.6% DV	1	1
Cane Suite	343	Mar-06	71		14.4% DV	10	61
Chair	89	Jun-06			100.0% SL		
Sofa	799	Aug-06			17.5% SL		
Fridge	1,724	Oct-06			17.5% SL		
Sofa bed	264	Dec-06			100.0% SL		
Linen	158	Jan-07			100.0% SL		
4Xdesks for boardroom	281	Apr-07			100.0% SL		
Mobile drawers	214	Apr-07			100.0% SL		
Workstation	310	Apr-07			100.0% SL		
Shelving Units (6)	693	May-08	197		14.4% DV	28	169
	<u>7,224</u>		<u>419</u>			<u>61</u>	<u>358</u>
<u>Vehicles</u>							
Kia Sportage	6,667	Jan-07			21.0% SL		
Total	<u>42,419</u>		<u>2,555</u>	<u>3,386</u>		<u>1,468</u>	<u>4,474</u>

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Charity Summary

Registration Number: CC29875

Registration Date: 30/06/2008

Charity Name: The Northland Pacific Islands Charitable Trust

Charity Details

Trading Name

Registration Details

Registration Status: Registered

Balance Date: May 31

IRD Number: Restricted

Address for Service:

Charity's Postal Address: PO Box 821
Whangarei 140

Charity's Street Address: 152 Cameron Street
Whangarei 110

Charity's other details

Phone: 09 430 2717

Fax:

Email: npict@xnet.co.nz

Website:

Facebook:

Twitter:

Social Network Name:

Areas of Operation

New Zealand: Northland

Percentage spent overseas 0

Purpose & Structure

Activities

Main Activity: Provides services (e.g. care / counselling)

Activities: Provides services, Provides advice / information / advocacy, Provides human resources, Acts as an umbrella / resource body, Provides buildings / facilities / open space

Sectors

Main Sector: Health

Sectors: accommodation / housing, Education / training / research, Health, Community development, Emergency / disaster relief, Social services, Employment, Religious activities, Arts / culture / heritage, Sport / recreation, Economic development, Fund-raising, Disability, Other: Law/Law Observance + Moral and Desirable Conduct

Beneficiaries

Main Beneficiary: People of a certain ethnic / racial origin

Beneficiaries: Children / young people, Voluntary bodies other than charities, Older people, People with disabilities, People of a certain ethnic / racial origin, General public, Family / whanau, Migrants / refugees

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
09/01/2018	31/05/2017			
22/12/2015	31/05/2015	13,007	38,254	AR008
28/12/2014	31/05/2014	28,571	46,603	AR007
28/12/2014	31/05/2013	44,608	47,684	AR006
28/11/2012	31/05/2012	44,181	64,710	AR005
11/03/2012	31/05/2011	172,710	116,600	AR004
21/04/2011	31/05/2010	170,090	123,686	AR003
17/02/2010	31/05/2009	209,000	217,000	AR002

Officer Details

Current Officers

Name	Officer Type	Position
Te Hiwi Preston	Individual	Trustee
Manea Bignell	Individual	Treasurer
Johnny Kumitau	Individual	Chairman
Layla Lyndon-Tonga	Individual	Trustee
Sapi-Merata Iuliano	Individual	Trustee

Past Officers

Name	Officer Type	Position
Johnny Wilkinson	Individual	Individual
Noela Remmerswaal	Individual	Trustee

Johnny Seve	Individual	Trustee
Mo'oso'i Esau	Individual	Individual
Margarita Smithson	Individual	Trustee
Osaia'i Tukumoeatu	Individual	Trustee
Paie Uiese	Individual	Trustee
Clive Fremlin	Individual	Trustee
Toa Luka	Individual	Chairperson
Falesiu Fotu	Individual	Trustee
Moto'Otua Brown	Individual	Trustee
Tafailagi Feagai	Individual	Trustee
Ken Tavui	Individual	Trustee
Alee Talava	Individual	Trustees
Nancy Kareroa	Individual	Secretary/Treasurer
Andrew Telea	Individual	Trustee
Louise Macedru	Individual	Trustee
Tanya Wishart	Individual	Treasurer
Manea Bignell	Individual	Treasurer
Maria Lawton	Individual	Deputy Chairperson
Tereora-o-naku Simona	Individual	Trustee
Virisila Challenger	Individual	Trustee
Motootua Brown	Individual	Trustee
Prem Hoko	Individual	Trustee/Secretary
Louise Phillips	Individual	Trustee

Opera North

Opera in the Garden



Annual Events Fund

Application form for the 2018-19 funding year

SCANNED

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

Full name of group	Opera North Inc.		
	– Opera in the Gardens		
Postal address	643 Ngunguru Road		
	Glenbervie		
	Whangarei	Postcode	0173
Who is your group's main contact for this application?			
Contact name	Don Saunders		
Position in group	Chairman		
Email	dfandbcs@gmail.com		
Daytime phone number(s)	4351069 or 0211829815		

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

Chairperson/ President	Don Saunders
Phone & email	4351069, 0211829815, dfandbcs@gmail.com
Manager/ Director/CEO	
Phone & email	
Secretary	Maria Quin
Phone & email	4323807 mariajq13@gmail.com

List the names of the remaining governance members

Eleanor Ashby
Dave Mandeno
Dave Brown
Chris alves
Rick Kennaway
Maria Satterfield

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?	0	
How many volunteer workers does your group have?	130	

What is the **average** total number of volunteer hours per week? See below

Opera North does not have volunteers who work on a regular basis. Volunteers give their skills and time as required to enable Opera North to plan, organise and manage its various concerts and any additional concert activities undertaken on behalf of other charitable organisations.

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC **\$4,000**

Are you requesting a different amount to what's indicated? **\$**

If so, please state how much you are seeking and the reason.

Reason for any variance:

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request **\$**

Reason for any difference:

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Funder (e.g. ASB, Lotteries)	Purpose	\$ Amount
Foundation North	Staging and technical support	9450

Tell us about **any other income** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Other Income e.g. donations, subscriptions, sales	\$ Amount
Concert sales	17453
Local sponsorship	5000
Member subscriptions	1840

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.


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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name	Don Saunders
------	--------------

Position in Group	Chairman
-------------------	----------

Date	22nd March 2018
------	-----------------

Signature (if posting)	
------------------------	---

By sending this form in electronically, Council will consider this application 'signed'.



Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation

Opera North Inc.

1. Did you find this application form easy to understand and complete?

Yes

If No, what could we change or do better?

2. Have you visited the Funding and Grant's page on Council's website?

No

If Yes:

a) why did you visit the page, what information were you looking for?

b) how user friendly was it?

Poor

1

2

3

4

5

Great

Any Comments?

3. Any other comments or suggestions for improvement for this application process?

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For more information, call (212) 854-2400

Open to all

No charge

192

For more information, call (212) 854-2400



Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Opera North

Event: 2018 Opera in the Garden

Date of event: 10th March

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer:

The grant has been used to assist payment of costs of managing the Opera in the Garden concert - specifically payment of our guest artist.

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer:

This event is extremely popular with the Whangarei community who return year-after-year for the past 22 years. Our audience was approximately 750 people.

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer:

NO

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer:

Yes - No. 2016 return filed late. 2017 return overdue.

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer: Opera North received \$9450 from Foundation North which covered the staging and technical support costs for the concert.

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer:

No additional sources of funding have been undertaken, though some cost saving measures have been implemented.

eg publication deal with NZME.

Attach:

1. Your organisation's latest financial statements. ✓
2. Customer/visitor satisfaction survey results – if applicable. ✓

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature:

Don Saunders

Name and Position:

Don Saunders

Date:

22 - 3 - 2018



21 March 2018

Community Funding Officer
Whangarei District Council
Private Bag 9023
Whangarei 0148

Attention: Cindy Velthuisen

Dear Cindy

Further to the completed documentation, Opera North would like to bring to your attention that despite the passing of Joan Kennaway, despite the inclement weather, despite there being several events – the Fritter Festival, St Francis Gala, fishing competitions – occurring throughout the Whangarei district, Opera in the Garden 2018 was a success; as indicated by the attached reports and the community satisfaction survey results.

Kind Regards,

A handwritten signature in black ink, appearing to be "Maria Quin", with a long horizontal stroke extending to the right.

Maria Quin

Secretary
Opera North



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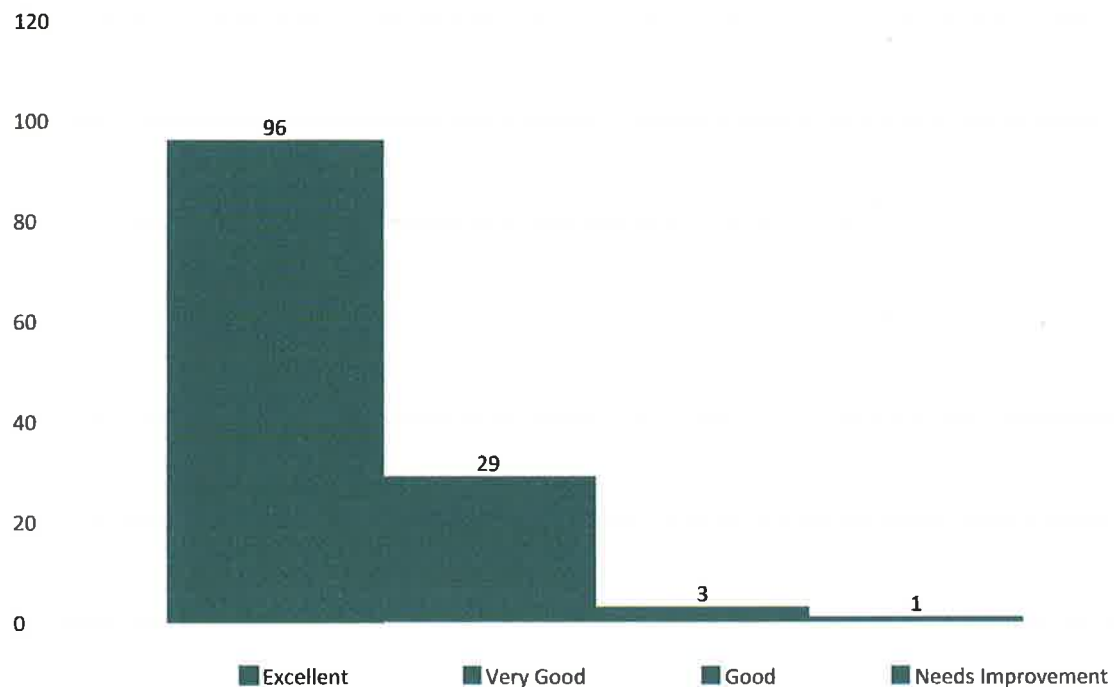
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Opera in the Garden

Audience Satisfaction Survey Results March 2018

Numbers:



Comments:

- "Keep it as it is please!"
- "It's Perfect as it is"
- "Just such a glorious treat"
- "Another wonderful concert – so lucky with the weather"
- "Beautiful setting & Lovely singing"
- "Everything just amazing and thank god for the wonderful weather. God Bless!"
- "Truly wonderful"
- "This is my first time at the opera in the garden, it was lovely and I don't think it needs improving"
- "Great as always"
- "Maybe a few LIGHTER song in the first half"
- "More seating please, especially for the elderly"
- "First time being here thought it was well done"
- "Outstanding"
- "Nothing, beautiful day"

- "It is just excellent"
- "Better seating"
- "Enjoyed everything, in particular the soloist, but from centre audience they were often standing unseen behind the conductor!" Sophie moved about but others needed to as well"
- "Seating arrangement not ideal"
- "First item was way too loud, Sophie sparrows & Sopranos' mic set too high"
- "On hot days more shade"
- Generally the whole show is admirable
- "Wonderful event! As always. Perhaps the aisle for anyone needing toilets could be down the side rather than down the middle"
- "Beautiful Singing! Young mums with children perhaps walk to back on side aisle. NOT middle aisle, especially when performers in action on stage. Very hard however when it is an outdoor concert, just consideration for others could be pointed out!"
- "Sound system a bit loud and raspy, soloist delightful"
- It's great, really enjoyed having it in the garden"
- "I love the outdoor relaxed feel. Next I'll bring better chairs. The whole experience is fabulous & I'll be coming again next year"
- I can't think of anything. I absolutely love the atmosphere, the amazing talent. I travel from Auckland and each year bring more people with me to enjoy this wonderful event!"
- Right now I can't think of anything. We come up from Auckland every year for this event. Love the atmosphere"
- "Nothing!!!"
- "Thoroughly enjoying"
- "Emma Couper was amazing, love to see more of her"
- "Possibly a slight Sibilance on soloist audio system??"
- "Tables at sponsors tent"
- "Small tables in sponsor tents!"
- "None whatsoever!! Tables in the sponsors tents!!"
- "Tables under sponsors tents☺"
- "I love the heavy opera, otherwise it's perfect"
- "A comment which relates to the past few years – the music played before the concert is perhaps not so appropriate for the audience"
- "We missed the coffee van, more overhead shading"
- "First time so all good"
- "Not really an occasion for young children"
- "The musical part was excellent, we came very early to get a park near the entrance & were horrified that we (despite requesting otherwise) were forced to park at the other side of the paddock. Please consider you older patrons who although not disabled don't want to do a half marathon."
- "No! Excellent planning & attention to detail to the extreme! Congratulations"
- "We love the Aussie DIVA"
- "No lovely"

"The first thing I noticed when I stepped out of the car was the cold. It was a sharp, biting cold that seemed to seep into my bones. I shivered as I walked towards the entrance of the building, my hands tucked into my pockets. The air was thick with the scent of old books and the faint, sweet smell of incense. I had heard that the library was a place of great knowledge, but I had no idea it would be so... alive.

As I entered the main hall, I was struck by the sheer scale of the place. The ceiling was high, with intricate carvings and a series of chandeliers that cast a warm, golden light. The floor was made of polished stone, reflecting the light and creating a shimmering effect. In the center of the room, there was a large, ornate table covered with a dark red cloth. On the table, several books were open, and a small, flickering candle provided light.

I approached the table, my heart racing. I had heard that the library was a place where secrets were kept, and I was determined to uncover them. I reached for one of the books, my fingers brushing against the cold, leather cover. As I opened it, I was greeted by a familiar sight: a page of handwritten text in a language I had never seen before. The script was elegant and flowing, and I felt a strange sense of connection to the words.

I continued to read, my mind racing as I tried to decipher the meaning of the text. The words seemed to dance before me, and I felt a growing sense of urgency. I had to know what this was all about. I turned the page, and there it was: a map. A map of a place I had never heard of, a place that seemed to be hidden away from the world. The map was detailed, showing roads, rivers, and a large, fortified city.

I looked up, my eyes wide. This was it. This was the secret I had been searching for. I had found the map to the hidden city. I felt a surge of excitement and a sense of adventure. I had to go there. I had to see it with my own eyes. I turned to leave, but as I did, I noticed a shadow in the corner of the room. A shadow that seemed to be watching me.

I turned back, my heart pounding. The shadow was gone, but I knew it was there. I knew it was watching me. I knew it was waiting for me. I knew it was ready to reveal its secrets to me. I knew it was ready to show me the way to the hidden city.

I took a deep breath and stepped forward. I was ready. I was brave. I was determined. I was going to find the hidden city. I was going to uncover the secrets that had been kept hidden for so long. I was going to see the world from a new perspective. I was going to change everything.

I walked towards the door, my steps firm and confident. I was going to do this. I was going to make it. I was going to become a legend. I was going to be remembered. I was going to be the one who discovered the hidden city. I was going to be the one who changed the world.

I reached the door, and I opened it. I stepped out into the night, my heart racing. I was alone. I was on my own. I was going to do this. I was going to make it. I was going to become a legend. I was going to be remembered. I was going to be the one who discovered the hidden city. I was going to be the one who changed the world.

I walked down the street, my steps firm and confident. I was going to do this. I was going to make it. I was going to become a legend. I was going to be remembered. I was going to be the one who discovered the hidden city. I was going to be the one who changed the world.

I reached the end of the street, and I turned. I looked back at the library, at the place where it all began. I felt a sense of closure, a sense of peace. I had found what I was looking for. I had uncovered the secrets that had been kept hidden for so long. I had seen the world from a new perspective. I had changed everything.

I turned and walked away, my steps firm and confident. I was going to do this. I was going to make it. I was going to become a legend. I was going to be remembered. I was going to be the one who discovered the hidden city. I was going to be the one who changed the world.

- "Soloist could perhaps move to several spots on stage during their performance, to allow audience attendances (who are sitting behind taller people) to see them for at least part of the time"
- Thoroughly enjoyed have always wanted to come, been on my bucket list, Lovely Setting"
- "No"
- "No, it's amazing ☺"
- "Nothing we can think of"
- "Very well organized & set up"
- "Great concert don't change anything"
- "Coffee Truck, more men solo"
- "Wonderful"
- "Great"
- "Coffee cart would have been great"
- "Two set of speakers would be better"
- "Just perfect, no impairment needed"
- "so good to see children involved – I would like to have heard another item by these young ones"
- "I did not like the music before the show started. Silence would be better"
- "Loved Shaan and Sophie's song – was happy!"
- "Please amplify the choirs at the back of the gardens"
- "Outstanding effort"
- "We'll be back again next year. It was exciting to hear Sophie Sparrow live"
- "Choirs could be louder"
- "Sound system – catching wind"
- "Amplifier much too loud! (I have been choral singing for 75 years)"
- "No – Fantastic experience. Cheers"
- "Sound balance – something not quite right"
- "Better parking. i.e. more space between rows"
- "Very good. Soloist need to stand closer so that the audience can see them and closer to the centre"
- "I would love to have heard more music I knew"
- "Well organised"
- "Excellent day out, different, well organised. Much talent on show, great Weather"
- "Good assistance to carry shift"
- "Enjoyed but prefer more popular and well known opera experts"
- "Coffee"
- "Acoustics could be improved, great atmosphere, nice setting"
- "Sound was very one sided"
- "Poor sound system, too loud especially with Sopranos"

OPERA NORTH INCORPORATED
Balance Sheet
As of May 31, 2017

	<u>May 31, 17</u>
ASSETS	
Current Assets	
Chequing/Savings	
OPERA NORTH ANZ 00	26,269.14
OPERA NORTH INC.ASB 00	53.50
Total Chequing/Savings	<u>26,322.64</u>
Total Current Assets	26,322.64
Fixed Assets	
0200 Gazebos & Umbrella	1,231.66
0201 Lights	69.90
0202 Music	7,949.72
0203 Printers	306.29
0204 Sound Equipment	4,782.00
0205 Staging	7,065.00
0206 Uniform Racks	100.00
0207 Urn	154.24
Total Fixed Assets	<u>21,658.81</u>
TOTAL ASSETS	<u>47,981.45</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	5,000.00
Total Accounts Payable	<u>5,000.00</u>
Total Current Liabilities	<u>5,000.00</u>
Total Liabilities	5,000.00
Equity	
Opening Bal Equity	41,595.05
Performing Arts Fund	-6,000.00
Retained Earnings	4,996.83
Net Income	2,389.57
Total Equity	<u>42,981.45</u>
TOTAL LIABILITIES & EQUITY	<u>47,981.45</u>

3:58 PM

21/07/17

Accrual Basis

OPERA NORTH INCORPORATED
Profit & Loss
 June 2016 through May 2017

	<u>Jun 16 - May 17</u>
Ordinary Income/Expense	
Income	
100 Subscriptions	1,915.00
101 Grant Foundation North	5,000.00
102 Grant Whangarei D.Council	3,000.00
103 Grant Oxford Trust	4,080.63
104 Donations	100.00
105 OIG Sponsorship	5,500.00
106 OIG Ticket/Programme Sales	24,282.03
107 Concert Ticket Sales	551.65
108 Interest ANZ	19.26
111 Other Income	317.50
112 Performing Arts Fund	2,000.00
Total Income	<u>46,766.07</u>
Expense	
1001 Accompanists	1,300.00
1002 Advertising	4,651.43
1005 Catering	1,085.62
1006 Cleaning	390.02
1009 Equipment Hire	556.50
1010 Flowers	565.00
1012 Guest Artist	2,600.00
1014 Licenses and Permits	155.32
1015 Music	879.12
1016 Musical Direction	5,000.00
1017 Opera in the Garden	177.00
1018 Other Expenses	224.12
1019 Performing Arts Fund	240.00
1020 Presentations	145.99
1021 Printing and Reproduction	223.90
1022 Programmes	2,403.50
1024 Scholarships	2,000.00
1025 Showcase	631.93
1027 Sound/Lighting	9,450.00
1028 Sponsorship	350.00
1029 Stationery	274.47
1030 Subscriptions/Levies	1,132.00
1032 Uniforms	38.45
1033 Venue Hire	4,675.82
1034 Website	2,726.31
1035 Depreciation	2,500.00
Total Expense	<u>44,376.50</u>
Net Ordinary Income	<u>2,389.57</u>
Net Income	<u><u>2,389.57</u></u>

Date	Description	Amount	Balance
1890			
Jan 1	Balance forward		100.00
Jan 15	Received from John Doe	50.00	150.00
Feb 1	Received from Jane Smith	25.00	175.00
Feb 15	Received from Mr. Brown	75.00	250.00
Mar 1	Received from Mrs. White	100.00	350.00
Mar 15	Received from Mr. Green	50.00	400.00
Apr 1	Received from Mr. Black	150.00	550.00
Apr 15	Received from Mr. Grey	100.00	650.00
May 1	Received from Mr. Blue	200.00	850.00
May 15	Received from Mr. Red	150.00	1000.00
Jun 1	Received from Mr. Yellow	100.00	1100.00
Jun 15	Received from Mr. Purple	50.00	1150.00
Jul 1	Received from Mr. Pink	100.00	1250.00
Jul 15	Received from Mr. Brown	50.00	1300.00
Aug 1	Received from Mr. Green	100.00	1400.00
Aug 15	Received from Mr. Black	50.00	1450.00
Sep 1	Received from Mr. Grey	100.00	1550.00
Sep 15	Received from Mr. Blue	50.00	1600.00
Oct 1	Received from Mr. Red	100.00	1700.00
Oct 15	Received from Mr. Yellow	50.00	1750.00
Nov 1	Received from Mr. Purple	100.00	1850.00
Nov 15	Received from Mr. Pink	50.00	1900.00
Dec 1	Received from Mr. Brown	100.00	2000.00
Dec 15	Received from Mr. Green	50.00	2050.00
Total			2050.00



Charity Summary

Registration Number: CC32393
Registration Date: 30/06/2008
Charity Name: Opera North Incorporated

Charity Details

Trading Name

Registration Details

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

Address for Service:

Charity's Postal Address: 643 Ngunguru Road
 RD 3
 Whangarei 173

Charity's Street Address: 643 Ngunguru Road
 RD 3
 Whangarei 173

Charity's other details

Phone: 0272928353
Fax:
Email: operacado@xtra.co.nz
Website: www.operanorth.co.nz
Facebook:
Twitter:
Social Network Name:

Areas of Operation

New Zealand: Northland, Auckland
Percentage spent overseas 0

Purpose & Structure

Purpose Purpose

Opera North is committed to creating opportunities for Northland singers to perform opera, classical and musical theatre. It showcases the talents of individual singers and encourages the growth and development of young aspiring singers. Opera North also supports and trains its members in vocal technique and presentation, language tutoring and drama in order to raise the standard of performance for the benefit of local audiences.

Entity Structure

Opera North is managed in accordance with the terms of its Constitution by a committee of up to ten members, including a Chairman, Deputy Chairman, Secretary, Treasurer, Music Manager, Events Manager and Communications Manager and Opera North has approximately sixty members.

Activities

Main Activity: Provides advice / information / advocacy
 Activities: Makes grants / loans to individuals, Makes grants to organisations, Provides advice / information / advocacy, Provides human resources, Other: Provide Advice / Information / Advocacy / Education

Sectors

Main Sector: Arts / culture / heritage
 Sectors: Education / training / research, Community development, Arts / culture / heritage

Beneficiaries

Main Beneficiary: General public
 Beneficiaries: Children / young people, Other charities, Voluntary bodies other than charities, Older people, General public

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
21/03/2018	31/05/2016	47,396	44,338	AR010
23/11/2016	31/05/2015	42,165	40,226	AR008
28/10/2014	31/05/2014	55,628	53,794	AR007
17/02/2014	31/05/2013	50,369	39,697	AR006
08/12/2012	31/05/2012	41,738	41,278	AR005
23/02/2012	31/05/2011	40,272	46,602	AR004
12/01/2011	31/05/2010	40,077	35,617	AR003
07/12/2009	31/05/2009	41,550	53,256	AR002

Officer Details

Current Officers

Name	Officer Type	Position
Donald Saunders	Individual	Deputy Chairman
David Brown	Individual	Committee member

Ian Shaw	Individual	Committee member
Maria Quin	Individual	Secretary
David Mandeno	Individual	Treasurer
Eleanor Ashby	Individual	Committee Member
Richard Kennaway	Individual	Chairman

Past Officers

Name	Officer Type	Position
Carine Lange	Individual	Committee Member
John Swinney	Individual	Committee member
Emma Parry	Individual	Committee Member
Margie Matthews	Individual	Secretary
Sharon Stainton	Individual	Committee Member
Jessie Bell	Individual	Other
Ngapoko Ashford	Individual	Committee Member
Tracey Barnier-Willis	Individual	Committee Member
Maygan Cook-holland	Individual	Committee member
Susan Alves	Individual	Secretary

Hikurangi Lions Club Charitable Trust

Christmas Parade



Annual Events Fund

Application form for the 2018-19 funding year

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

Full name of group	^{Mountain} Hikurangi Lions Club Charitable Trust – Hikurangi Christmas Parade		
Postal address	c/-Secretary 78 Cairnfield Rd, Kensington Whangarei		
	Postcode	0112	

Who is your group's main contact for this application?

Contact name	Lindsay Caley		
Position in group	projects		
Email	lindsaycaley@outlook.com		
Daytime phone number(s)	094356355	02102583737	

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

Chairperson/ President	Colin Twyman
Phone & email	09 4350717 colin@twyman.kiwi
Manager/ Director/CEO	
Phone & email	
Secretary	Peter Lightbody
Phone & email	09 4373059 plightbody@xtra.co.nz

List the names of the remaining governance members

Gordon Campbell Treasurer

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?	2for traffic managementon day	
How many volunteer workers does your group have?	23	
What is the average total number of volunteer hours per week?	4	

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC **\$3,540**

Are you requesting a different amount to what's indicated? **\$**

If so, please state how much you are seeking and the reason.

Reason for any variance:

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request **\$3,540**

Reason for any difference:

Not sure of any possible increases in costings for hie equipment

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive **for this event** from 1 July 2017 to 31

Oxford sports trust for the amount of \$2500 for sound system and stage

Tell us about **any other income** your group has received or will receive **for this event** from 1 July 2017 to 31

Other Income e.g. donations, subscriptions, sales

Lions club \$ 1200

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name	Lindsay Caley
Position in Group	Projects team
Date	16 Febuary 201818
Signature (if posting) <i>By sending this form in electronically, Council will consider this application 'signed'.</i>	



Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation

Hikurangi Mountain Lions club

1. Did you find this application form easy to understand and complete?

Yes /

If **No**, what could we change or do better?

2. Have you visited the Funding and Grant's page on Council's website?

Yes /

If **Yes**:

a) why did you visit the page, what information were you looking for?

To see what we can learn about funding

b) how user friendly was it?

Poor

5

Great

Any Comments?

Easy to follow tricky about volunteer hours as we do so much over the year but on this one day the whole community groups come together and help put this event on. We know that in a small community it would be impossible with out council funding and help

3. Any other comments or suggestions for improvement for this application process?



Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Hikurangi Lions Club

Event: Christmas Carnival and parade

Date of event: December 2nd 2017

Always held on the first Saturday in December

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer: With out the grant this event simply would not happen ,from traffic management planning to all the childrens rides ,advertising the event to the back up emergency services it all costs money . This event brings our community together from all the stalls and the local organisations to the school groups that preform on the stage leading up to the parade time

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer: It brings the community together and way back in the beginning Hikurangi was considered not part of main stream Whangarei and these sorts of events bonded all of the community together now with the development of our area all Whangarei residents come and attend the carnival and enjoy the day. We work closely with all the other organisations in our community , Fire service , Masons ,Moari wardens and the schools and play centresto make this agreat event.

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer: No

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer: Yes we are ✓

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer: Not as yet we will be applying to Oxford trust for extra funding .

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer: We are looking at the commercial sector and trying to get sponsorship for certain items on the day (bouncy castle etc)

It has always been our intention to have all childrens entertainment totally free as many families just do not have the funds to provide this.

Attach:

- 1. Your organisation's latest financial statements.*
- 2. Customer/visitor satisfaction survey results – if applicable.*

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature: Lindsay CALEY

Name and Position: Projects Hikurangi Lions Club

Date: 04 April 2018



Charity Summary

Registration Number: CC24976
Registration Date: 27/05/2008
Charity Name: Hikurangi Mountain Lions Club Charitable Trust

Charity Details

Trading Name Lions Club of Hikurangi

Registration Details

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

Address for Service:

Charity's Postal Address: 78 Cairnfield Road
 Otangarei
 Whangarei 0112

Charity's Street Address: 78 Cairnfield Road
 Otangarei
 Whangarei 0112

Charity's other details

Phone: 09 4373 059
Fax: 09 4373 057
Email: plightbody@xtra.co.nz
Website:
Facebook:
Twitter:
Social Network Name:

Areas of Operation

New Zealand: Nationwide
Percentage spent overseas 0

Purpose & Structure

Purpose Purpose

The Hikurangi Lions Club relies on donations from local businesses charitable trusts and Local Body Government to fund specific projects and support from local businesses with machinery free of charge To fund its other day to day operations the club undertakes several fundraising projects and contracts out its services

Entity Structure

Hikurangi Lions Club is a not for profit organisation governed by its Five Board of Trustees Within the Board the Treasurer is responsible for maintaining the accounting records of the Trust All members of the Club are responsible for the day to day operations on a voluntary basis

Activities

Main Activity: Provides human resources (e.g. staff / volunteers)
 Activities: Makes grants to organisations, Provides human resources, Acts as an umbrella / resource body

Sectors

Main Sector: Fund-raising
 Sectors: Education / training / research, Health, Environment / conservation, Community development, Emergency / disaster relief, Arts / culture / heritage, Fund-raising, Disability, Promotion of volunteering

Beneficiaries

Main Beneficiary: Voluntary bodies other than charities
 Beneficiaries: Children / young people, Other charities, Voluntary bodies other than charities, Older people, People with disabilities, General public

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
12/09/2017	30/06/2017	26,875	27,137	AR010
18/10/2016	30/06/2016	24,473	24,072	AR009
18/08/2015	30/06/2015	28,678	26,938	AR008
12/08/2014	30/06/2014	18,795	19,822	AR007
29/10/2013	30/06/2013	25,818	25,799	AR006
07/02/2013	30/06/2012	24,187	22,131	AR005
08/09/2011	30/06/2011	18,469	19,646	AR004
27/01/2011	30/06/2010			AR003
25/11/2009	30/06/2009	40,832	27,465	AR002
09/01/2018	30/06/2008			

Officer Details

Current Officers

Name	Officer Type	Position
Peter Lightbody	Individual	Secretary

Cyndy Verryr	Individual	Trustee
Dennis Langman	Individual	Trustee
Gordon Campbell	Individual	Treasurer
John Wilkinson	Individual	President

Past Officers

Name	Officer Type	Position
Lindsay Caley	Individual	Trustee
Marc Head	Individual	Chairperson
Robert Brydon	Individual	Trustee
Robbie Brydon	Individual	President

Kamo Community Inc.

Christmas Parade



Annual Events Fund

Application form for the 2018-19 funding year

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

Full name of group	Kamo Community Inc.		
	– Kamo Christmas Parade		
Postal address	PO Box 4234		
	Kamo		
	Whangarei	Postcode	0148
Who is your group's main contact for this application?			
Contact name	Rebecca Reynolds		
Position in group	Treasurer		
Email	reb.reynolds@xtra.co.nz		
Daytime phone number(s)	0275135076		

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

**Chairperson/
President** Lindsay Caley

Phone & email 02102583737 Lindsay Caley <lindsaycaley@outlook.com>

**Manager/
Director/CEO**

Phone & email

Secretary Paulette Crowther

Phone & email info@onlineassistant.co.nz

List the names of the remaining governance members

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?	0	0
How many volunteer workers does your group have?	10	10
What is the average total number of volunteer hours per week?	1	

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC **\$3,540**

Are you requesting a different amount to what's indicated? **\$**

If so, please state how much you are seeking and the reason.

Reason for any variance:

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request **\$**

Reason for any difference:

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive for this event from 1 July 2017 to 30 June 2018.

Funder (e.g. ASB, Lotteries)	Purpose	\$ Amount
Oxford Sports Trust	Traffic Management and Sound System	\$1,713.50

Tell us about **any other income** your group has received or will receive for this event from 1 July 2017 to 30 June 2018.

Other Income e.g. donations, subscriptions, sales	\$ Amount
Sponsorship for prizes for best float and stall holder fees (redistributed to prizes and associated costs)	\$2,270

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name Rebecca Reynolds

Position in Group Treasurer

Date

13/2/2018

Signature (if posting)

By sending this form in electronically, Council will consider this application 'signed'.

Reynolds.



Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Kamo Community Inc

Event: Kamo Christmas Parade

Date of event: Saturday 26th November 2017

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer: The funds have been spent on the insurance costs, St Johns Ambulance, safety fencing, a sound system for performers at the event, Rubbish Bins to keep the event tidy and incidentals

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer: The Kamo Christmas Parade is Whangarei's biggest parade – this included street entertainment and market stalls

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer: No – we did a change of constitution in 2017 however this was uploaded to the societies website on the 23/06/2017

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer: Yes all up to date -next balance date 28/02/2018 – not completed yet ✓

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer: Oxford Trust – successful \$1,713.50 not including GST – would not have applied for so much through them but was told we were not getting any council funding at the time

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer: We have started charging stall holders and trying to get more sponsorship – This year we had the stage supplied by Northland Scaffolding – We try and get businesses to help where possible.

Attach:

- 1. Your organisation's latest financial statements.*
- 2. Customer/visitor satisfaction survey results – if applicable.*

No satisfaction report available – financials attached

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature:



Name and Position: Rebecca Reynolds, Treasurer

Date:

13/2/2018



Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation

Kamo Community Inc

1. Did you find this application form easy to understand and complete?

☒ Yes / No

If No, what could we change or do better?

2. Have you visited the Funding and Grant's page on Council's website?

☒ Yes / No

If Yes:

a) why did you visit the page, what information were you looking for?

b) how user friendly was it?

Poor 1 2 3 ☒ 4 5 Great

Any Comments?

3. Any other comments or suggestions for improvement for this application process?



Kamo Community Incorporated

Financial Statements

For the Year Ended 28th February 2017

EMAIL

office@coastalaccounting.co.nz

PHONE 09 435 3426

FAX 09 435 7325

WEBSITE

www.coastalaccounting.co.nz

ADDRESS

2a Grant Street, Kamo,
Whangarei 0112

Kamo Community Incorporated
Financial Reports
For the Year Ended 28th February 2017

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Statement of Movements of Equity	4
Statement of Financial Position	5
Notes to the Accounts	6
Schedule of Fixed Assets and Depreciation	8
Audit Report	9

Kamo Community Incorporated
Society Directory
As at 28th February 2017

Registered Office Coastal Accounting Limited
 2a Grant Street
 Kamo, Whangarei

Chairperson Brett Hogan

Secretary Derryn Williamson

Treasurer Rebecca Reynolds

Company Number 1237260

Auditors Alan Martin

Accountants Coastal Accounting Limited
 2a Grant Street
 Kamo
 Whangarei

Bankers Kiwi Bank

Date of Formation 30th August 2002



Kamo Community Incorporated
Trading Account
For the Year Ended 28th February 2017

	2017	2016
	\$	\$
REVENUE		
Advertising Sales	2,472	16,256
Advertising - Tiki Pride	-	1,285
Total Sales	<u>2,472</u>	<u>17,541</u>
LESS COST OF SALES		
Printing & Design	945	13,379
Editor Fees	-	3,004
Distribution Expenses	-	1,015
Total	<u>945</u>	<u>17,398</u>
GROSS SURPLUS FROM TRADING	<u><u>\$1,527</u></u>	<u><u>\$143</u></u>
GROSS SURPLUS MARGIN	61.8%	0.8%

The accompanying notes form part of these financial statements.

These financial statements should be read in conjunction with the attached Compilation Report.

Kamo Community Incorporated
Statement of Financial Performance
For the Year Ended 28th February 2017

	2017	2016
	\$	\$
Gross Surplus from Trading	1,527	143
SUNDRY INCOME		
Grant Income (excl)	6,200	5,053
Interest Received	201	232
Fundraising Income	1,250	2,005
Book Sales	-	600
Subscription Income	1,496	855
Total Income	<u>10,675</u>	<u>8,888</u>
Less Operating Expenses		
AGM Meeting Expenses	409	339
Advertising	1,541	1,245
Book Expenses	-	1,225
Christmas Parade	4,181	5,092
Donations	-	400
General Expenses	569	71
Insurance	295	295
Meeting Expenses - Kamo Connect	177	196
Scholarship Expenses	500	500
Total Operating Expenses	<u>7,670</u>	<u>9,363</u>
Less Administration Expenses		
Administration Expenses	556	934
Bad Debts	250	195
Postage	152	148
Total Administration Expenses	<u>958</u>	<u>1,277</u>
Less Depreciation		
Plant & Equipment	29	39
NET SURPLUS/(DEFICIT)	<u><u>\$2,017</u></u>	<u><u>(\$1,791)</u></u>

*The accompanying notes form part of these financial statements.
These financial statements should be read in conjunction with the attached Compilation Report.*

Kamo Community Incorporated
Statement of Movements in Equity
For the Year Ended 28th February 2017

	2017 \$	2016 \$
EQUITY AT START OF PERIOD	19,086	20,878
SURPLUS/DEFICIT		
Net Surplus After Tax	<u>2,017</u>	<u>(1,791)</u>
Total Recognised Revenues & Expenses	2,017	(1,791)
OTHER MOVEMENTS		
EQUITY AT END OF PERIOD	<u><u>\$21,104</u></u>	<u><u>\$19,086</u></u>

The accompanying notes form part of these financial statements.

These financial statements should be read in conjunction with the attached Compilation Report.

Kamo Community Incorporated
Statement of Financial Position
As at 28th February 2017

	2017	2016
	\$	\$
CURRENT ASSETS		
Kiwi Bank - Cheque Account	6,187	8,201
Kiwi Bank - Online Call Account	8,453	5,841
Kiwi Bank - Project Account	5,859	4,407
GST Refund Due	444	-
Accounts Receivable	23	1,030
Total Current Assets	<u>20,965</u>	<u>19,479</u>
NON-CURRENT ASSETS		
Fixed Assets as per Schedule	86	115
Intangibles		
Preliminary Expenses	52	52
Total Non-Current Assets	<u>138</u>	<u>167</u>
TOTAL ASSETS	<u>21,104</u>	<u>19,646</u>
CURRENT LIABILITIES		
GST Due for payment	-	160
Accounts Payable	-	400
Total Current Liabilities	<u>-</u>	<u>560</u>
TOTAL LIABILITIES	<u>-</u>	<u>560</u>
NET ASSETS	<u><u>\$21,104</u></u>	<u><u>\$19,086</u></u>
Represented by;		
TOTAL EQUITY	<u><u>\$21,104</u></u>	<u><u>\$19,086</u></u>

The Financial Statements have been audited. The accompanying notes form part of these Financial Statements and should be read in conjunction with the reports contained herein.
 For and on behalf of the Society ;

Chairperson _____

Treasurer _____

Date ____/____/____

Kamo Community Incorporated

Notes to the Financial Statements

For the Year Ended 28th February 2017

1. STATEMENT OF ACCOUNTING POLICIES

The financial statements presented here are for the entity Kamo Community Incorporated, a registered Society under the Incorporated Societies Act 1908. Kamo Community Incorporated was established by trust deed dated 30th August 2002. The principal activity of the trust is to promote the Kamo Community and surrounding areas.

These financial statements have been prepared in accordance with the Financial Reporting Act 1993 and the Financial Reporting Order 1994. Further, the society has provided additional information in accordance with the framework for Differential Reporting issued by the New Zealand Institute of Chartered Accountants.

The entity has taken advantage of all exemptions available to it with the exception that the statements have been prepared exclusive of GST.

Measurement Base

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

Changes in Accounting Policies

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

Specific Accounting Policies

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

(a) Goods & Services Tax

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

(b) Receivables

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

2. AUDIT

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

3. CONTINGENT LIABILITIES

At balance date there are no known contingent liabilities (2016:\$0). Kamo Community Incorporated has not granted any securities in respect of liabilities payable by any other party whatsoever.

Kamo Community Incorporated
Notes to the Financial Statements
For the Year Ended 28th February 2017

4. OPERATING REVENUE

	2017	2016
	\$	\$
Sales	2,472	16,256
Grant Income (excl)	6,200	5,053
Interest Received	201	232
Fundraising Income	1,250	2,005
Book Sales	-	600
Subscription Income	1,496	855
Total Other Income	<u>9,148</u>	<u>8,745</u>
Total Operating Revenue	<u>11,620</u>	<u>25,001</u>

5. RELATED PARTIES

There were no transactions with related parties requiring disclosure.

6. SECURITIES AND GUARANTEES

There was no overdraft as at balance date nor was any facility arranged.

Kamo Community Incorporated **Depreciation Schedule** **For the Year Ended 28th February 2017**

Asset	Private Use	Cost Price	Book Value 01-Mar-2016	Additions Disposals	Gain/Loss on Disposal	Capital Profit	--- Depreciation --- Mth Rate \$	Accum Deprec 28-Feb-2017	Book Value 28-Feb-2017
246									
PLANT & EQUIPMENT									
Camera - Car Park		1,528	115				12.25.0% DV	1,442	86
Sub-Total		1,528	115				29	1,442	86
TOTAL		1,528	115				29	1,442	86

Kamo Community Incorporated
Audit Report
For the Year Ended 28 February 2017

Auditors Report

I report that I have reviewed the attached Statement of Financial Performance and Statement of Financial Position of Kamo Community Incorporated as at the 29th February 2017.

The Statements appear fairly stated on a basis consistent with the previous year.



Alan Martin BBM
Retired Chartered Accountant
Hon Auditor

17 / 4 / 2017

[NEW SEARCH](#) | [PREVIOUS SEARCH](#)

Number 1237260
Name KAMO COMMUNITY INCORPORATED
Incorporated 30-AUG-2002
Organisation Type Incorporated Society

[View Certificate Of Incorporation](#)[EMAIL CERTIFICATE](#)[Print This Page](#)**Status Details**

Current Status	Registered		
Previous Status	Struck Off	From	To
	Registered	23rd November 2006	25th July 2008
		30th August 2002	23rd November 2006

Previous Names

No Previous Names on record

Address Details**Registered Office**

C/O Coastal Accounting Limited
 2a Grant Street
 Kamo
 Whangarei 0112


Address for Communication

PO BOX 4234
 KAMO
 Whangarei

Officers/Trustees

Name	Date Appointed:
CALEY, Lindsay Paul (President/Chairperson) 11 Kaiaua Lane, Kamo 0112	20-MAY-2015
CROWTHER, Paulette (Secretary) 103 Marua Road, R D 1, Hikurangi	05-MAY-2016
ELEY, Lesley (Committee) 5 Mcainch Place, Kamo, Whangarei	06-MAY-2016
REYNOLDS, Rebecca (Treasurer) 7 Barclay Place, Kamo, Whangarei	30-MAY-2015
TWYMAN, Colin (Vice Chairperson) 16 Bush Haven Drive, Kamo, Whangarei	05-MAY-2016

Documents Registered

Date	Barcode	Description	File Size	Available
16-JUL-2017 10:15:24		Voluntary Organisation Details		
 16-JUL-2017 10:11:56		Upload of Financial Statement for 2017	766.2 Kb	
16-JUL-2017 10:11:56		Financial Statement AGM Details		

	23-JUN-2017 11:52:27	10064347754	Alteration Of Rules	316.3 Kb
	22-MAY-2016 11:09:39		Particulars of Officers/Trustees	
	16-MAY-2016 18:55:31		Particulars of Officers/Trustees	
	15-MAY-2016 13:51:17		Particulars of Officers/Trustees	
	15-MAY-2016 13:21:29		Financial Statement AGM Details	
	15-MAY-2016 13:21:29		Upload of Financial Statement for 2016	1371.7 Kb
	06-JUN-2015 11:57:19		Upload of Financial Statement for 2015	460.4 Kb
	06-JUN-2015 11:57:19		Financial Statement AGM Details	
	06-JUN-2015 11:48:46		Particulars of Officers/Trustees	
	30-MAY-2015 12:12:32		Particulars of Officers/Trustees	
	30-MAY-2015 12:04:52		Particulars of Organisation Address	
	26-MAY-2014 12:14:21		Financial Statement AGM Details	
	26-MAY-2014 12:14:21		Upload of Financial Statement for 2014	1089.5 Kb
	25-JUL-2013 11:33:52		Financial Statement AGM Details	
	25-JUL-2013 11:33:52		Upload of Financial Statement for 2013	178.7 Kb
	17-JAN-2013 14:03:42	10061571820	Annual Accounts - 2012	184.1 Kb
	08-JUN-2012 13:35:30	10061113542	Annual Accounts - 2011	164.2 Kb
	24-JUN-2010 11:11:45	10059361869	Change Of Address	53.9 Kb
	24-JUN-2010 11:11:43		Particulars of Organisation Address	
	24-JUN-2010 07:39:11	10059361541	Annual Accounts - 2010	393.2 Kb
	01-AUG-2008 15:03:13	10056328379	Annual Accounts - 2008	567.1 Kb
	01-AUG-2008 15:02:30	10056328368	Annual Accounts - 2007	717.1 Kb
	01-AUG-2008 15:01:52	10056328357	Annual Accounts - 2006	501.6 Kb
	01-AUG-2008 09:50:05	10056078191	Certificate of Registration	27.2 Kb
	18-OCT-2004 10:52:04	10046365663	Annual Financial Statements for 2004	120.4 Kb
	30-AUG-2002 15:04:29	10042236920	New Incorporated Society	483.2 Kb

[Click to download viewing software.](#)

Printed: Monday, 9th April 2018 15:31:50 NZST

Onerahi Community Association

Christmas Parade



Annual Events Fund

Application form for the 2018-19 funding year

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

Full name of group	Onerahi Community Association – Onerahi Christmas Parade		
Postal address	PO Box 3031		
	Onerahi		
	Whangarei	Postcode	0142

Who is your group's main contact for this application?

Contact name	Rose Tantau
Position in group	Treasurer
Email	rosetan@xtra.co.nz
Daytime phone number(s)	0211570980; 094363203

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

Chairperson/ President	Nicholas Connop
Phone & email	021436575 nconnop@hotmailcom
Manager/ Director/CEO	
Phone & email	
Secretary	Leonie Robertson
Phone & email	0274141257 russleo@xtra.co.nz

List the names of the remaining governance members

Julie Dennis	Brian McLachlan
Sue Glen	Jacque Lowe
Spence Penney	Wendy Giffin
Buchanan Cullen	Tony Gill

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?	2	1.00
How many volunteer workers does your group have?	10	5.0
What is the average total number of volunteer hours per week?	40	

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC **\$3,540**

Are you requesting a different amount to what's indicated?

\$

If so, please state how much you are seeking and the reason.

Reason for any variance:

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request

\$3,600

Reason for any difference:

Due to inflation costs will be more in December 2019 to put on the Xmas parade.

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Funder (e.g. ASB, Lotteries)	Purpose	\$ Amount
Pub Charity	Xmas Parade Band and Advertising	\$2,440.00

Tell us about **any other income** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Other Income e.g. donations, subscriptions, sales	\$ Amount
Raffle sales	137.00

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name	Rose Tantau
Position in Group	Treasurer
Date	20/2/18
Signature (if posting) <i>By sending this form in electronically, Council will consider this application 'signed'.</i>	RJ Tantau



Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation **Onerahi Community Assn**

1. Did you find this application form easy to understand and complete?

Yes

If **No**, what could we change or do better?

2. Have you visited the Funding and Grant's page on Council's website?

Yes

If **Yes**:

a) why did you visit the page, what information were you looking for?

Just to see when this application is closing.

b) how user friendly was it?

Poor 1 2 3 4 5 **Great**

Any Comments?

3. Any other comments or suggestions for improvement for this application process?



Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Onerahi Community Assn

Event: Onerahi Xmas Parade 2017

Date of event: 2nd December 2017

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer:

Cowley Hire – Stage and Marquee	\$ 585.10
Cowley Hire – Hire Trailer	\$ 234.60
Fairfax Media – Leader Advert	\$ 586.50
Mediaworks – Radio Advert	\$1,135.67
Balloon Heaven – Balloons	\$ 109.00
Kidzone – Bouncy Castle	\$ 250.00
Speedy Signs – Banner Advert	\$ 138.00
Incognito Costume Hire – Santa Suite	\$ 50.00
OCA Orbit – Advertising	\$ 325.00
Mighty Ape – Lolly Scramble	\$ 98.85

Total **\$3,512.72**

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer:

To hold our annual Xmas parade 2/12/17. This bought the Onerahi Community together for a wonderful family day out. Great participation from locals and outside areas entering floats and a group of motor bikes enter in the parade. People lined the streets. Had a live band called Kiwi Breeze entertaining the crowd with music, Elvis show and Xmas carols. Empire Dance Studio performed. Foodstalls sold sausages and cakes and preserves. There were ham Raffles, Treasure hunt, Craft stalls, and the lolly scramble for all the children was very exciting. Thanks to the fire Brigade for carrying Santa in his hired costume. Prizes and ribbons were given out to the winners of the floats and the best dressed bike.

The winners were: 1st Onerahi Playcentre, 2nd Skatescool, 3rd Simply Kids Best dressed bike went to Scout Lusty. Best Mobility Scooter Adele Cowie, Special Prize Luke with a motorbike.

The excellent help we had from the Lions, and OCA members enabled the smooth running of this event. Nick Connop led an excellent ray of events. The treasure hunt kept the kids entertained.

This year we had a programme on display to show people the procedure of the day. The judges announced the winners before the parade and a sign on the float was placed to show the public who the winners were. The parade went around twice this year and everyone enjoyed that. Lots of photos were also taken this year.

We had survey questions for the people as requested by WDC.

Would like to see how else we can get the stage and marquee out there. We rely someone with a large vehicle to tow the trailer. Need more stall holders.

The WDC Grant contributor to the costs to run this event. We thank them for this.

Enclosed are some Photos .



Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer: No

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer: Yes ✓

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer: Yes

Pub Charity \$2,440.00

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer: We run ham raffles on the day to cover the prizes we give out. We also apply to Pub Charities. We operate the hall for hire as our other income to meet any shortfall for labour and prizes.

Attach:

- 1. Your organisation's latest financial statements.*
- 2. Customer/visitor satisfaction survey results – if applicable.*

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature:

Name and Position: Rose Tantau, Treasurer

Date: 19 February 2018

**Onerahi Community Assoc Inc
Financial Report 31/1/18**

Page 1

O.C.A. Inc.

Balance as at 17/11/17

\$ 226.08

Expenses paid

R Tantau-Admin 13/11/17-24/11/17	\$ 160.00
R Tantau-Admin 27/11/17-22/12/17	\$ 320.00
R Tantau-Admin 25/12/17-31/1/18	\$ 400.00
Xmas Parade Expenses	
Speedy Signs	\$ 138.00
Kiwi Breeze - Band Xmas Parade	\$ 1,840.00
Expenses- Phse Hams Cash*	\$ 210.70
Expenses Cards & Medals Cash*	\$ 15.80
Expenses Postage Pub Charity Cash*	\$ 3.50
Balloon Heaven - Xmas Parade	\$ 109.00
Nick Exps - Lollies	\$ 98.85
MA Crosado - Bouncy Castle	\$ 250.00
OCA Onerahi Orbit-Advert Xmas	\$ 600.00
Cowley Hire - Stage Xmas Parade	\$ 585.10
Cowley Hire - Trailer Xmas Parade	\$ 234.60
Fairfax Media - Xmas Parade	\$ 586.50
Mediaworks - Xmas Parade	\$ 1,135.67
Incognito Costume Hire Santa Suite	\$ 50.00
OCA Orbit - advertising	\$ 300.00
Onerahi Playcentre	\$ 150.00
Skatescool	\$ 100.00
Simply Kids	\$ 50.00
Decorated Bike-Scout Lusty	\$ 25.00
Decorated Mobilty bike -Adele Cowie	\$ 25.00
Special Prize Luke - Motorbike Cash*	\$ 20.00

Total Payments \$ 7,407.72

Total in Kiwibank Cheque a/c to 31/1/18

Receipts

Facilities - Admin 13,27/10 3/11	\$ 240.00
Facilities - Admin 17,24/11, 15,22/12	\$ 320.00
Orbit - Admin 6,20/10,10/11	\$ 240.00
Orbit - Admin 1,8,29/12	\$ 240.00
Pub Charity - Xmas Parade Grant	\$ 2,440.00
Raffles Sales Xmas Parade	\$ 137.00
Refund Ham money \$74.Less Expense	\$ 34.70
Interest earned on Call	\$ 12.00
Facilities - Support Xmax Parade	\$ 352.58
Cowleys Hire - Hire Refund Stage	\$ 28.70

Total Deposits \$ 4,044.98

Withdraw from On Call \$ 3,500.00

\$ 363.34

Current Balances of Bank accounts:

O.C.A.General account	\$ 363.34
Onerahi Orbit account	\$ 1,189.91
Onerahi Orbit On Call	\$ 4,016.37
O.C.A. Facilities Hall & House a/cs	\$ 5,747.80
O.C.A. Facilities On Call Hall	\$ 16,822.91
O.C.A. Facilities On Call House	\$ 11,724.67
Facilities Rent Paid in Advance	<u>-\$ 3,523.00</u>
TOTAL FUNDS HELD	<u>\$ 36,342.00</u>

Accounts for approval 20/2/18 meeting

OCA account

OCA Orbit account

Rose Admin - 5/1/18 \$ 80.00

OCA Facilities Hall & House

Spark -Jan a/c	\$ 149.86	Pd
Meridian-Hall Power Feb a/c	\$ 102.71	Pd
Meridian-House Power Jan a/c	\$ 74.88	Pd
WDC Water Rates - Hall	\$ 67.01	Pd
WDC Water Rates - House	\$ 141.59	Pd
Northland Cleaning Supplies	\$ 186.76	
Sutherland Security-Jan a/c	\$ 106.38	
Jae Northland - Clean carpet house	\$ 156.00	Pd
Rose Admin 12,19,26/1	\$ 240.00	
Global Dance - Refund Bond	\$ 65.00	Pd

Onerahi Community Assoc Inc (Hall & House)
Financial Report 31/1/18

Page 2

O.C.A. Inc. Facilities

Opening Balance as at 17 Nov 2017 for Community Hall

\$ 4,187.53**Expenses paid for Community Hall****Receipts**

John- Cleaning 13/11/17-26/1/18	\$ 550.00
Meridian-Power Nov/Dec a/c	\$ 200.25
Spark-Nov/Dec a/c	\$ 116.90
OCA Admin-13,27/10,3,17,24/11,15,22/12	\$ 560.00
Northland Cleaning - Supplies	\$ 122.68
Petty Cash -	\$ 36.80
Petty Cash - plus ink for Rose printer	\$ 61.80
OCA - Support costs for Xmas Parade	\$ 352.58
Flames Xmas Dinner expense	\$ 377.00
Dekker Domain Name	\$ 47.73
Wyvern Baker Toilet Hall	\$ 56.06
Global Dance - Refund Bond& Key Depos	\$ 65.00

Hall Hire	Group Hirers	\$ 3,097.40
	Misc Hirers	\$ 356.00
	Hire paid in Advance	\$ 1,624.00

Total Payments	\$ 2,546.80
-----------------------	--------------------

Total Deposits	\$ 5,077.40
-----------------------	--------------------

Less Deposit to Call account	\$ 1,624.00
------------------------------	--------------------

Total in Kiwibank Cheque a/c to 31/1/18**\$ 5,094.13****Total in Kiwibank On Call a/c to 31/1/18****\$ 16,822.91****TOTAL BALANCE HELD****\$ 21,917.04**

Opening Balance as at 17 Nov 2017 for Community House

-\$ 532.34

Expenses paid for Community House**Receipts**

Meridian-Power Nov/Dec a/c	\$ 96.63
Spark -Nov/Dec a/c	\$ 185.10
Sutherland Security-Dec/Jan a/c	\$ 120.76
Faith King	\$ 275.00
Petty Cash	\$ 19.00
Jae Northland Cleaning carpet	\$ 156.00

House Hire	\$ 2,038.50
Hire paid in Advance	\$ 1,092.00

Total Payments	\$ 852.49
-----------------------	------------------

Total Deposits	\$ 3,130.50
-----------------------	--------------------

Less Deposit to Call account	\$ 1,092.00
------------------------------	--------------------

Total in Kiwibank Cheque a/c to 31/1/18**\$ 653.67****Total in Kiwibank On Call a/c to 31/1/18****\$ 11,724.67****TOTAL BALANCE HELD****\$ 12,378.34****Balance held in Cheque Account \$ 5,747.80****Debtors to 30/1/18**

Paid Feb 18

Holiday Programm Dec/Jan	\$ 5.00	
Holiday Programm 29/3/16	\$ 44.00	
Holiday Programm 29/4/16	\$ 396.00	
Breakfast Club to 19/12/17	\$ 117.00	
Patu Fitness	\$ 19.25	
Patu Fitness	\$ 46.00	
M Bevis	\$ 48.00	48.00
	\$ 675.25	\$ 48.00

Onerahi Community Assoc Inc (Orbit Account)
Financial Report 31/1/18

Page 3

O.C.A. Onerahi Orbit

Balance as at 17/11/17

\$ 2,162.98**Expenses**

OCA - Admin 6,20/10,10/11,1,8,29/12	\$ 480.00
Jacqui Lowe - Nov 17 Orbit	\$ 2,200.00
JOP -Nov 17 Orbit	\$ 3,705.96
B Harris - Nov 17 Orbit	\$ 605.00
Rose -Home expenses Nov	\$ 45.00
Sandi Adams - Nov 17 Orbit	\$ 40.00
Beca Contractors -Nov 17 Orbit	\$ 141.45
Jodi Bryant - Nov 17 Orbit	\$ 311.20
Jacqui Lowe - Sept & Nov Phone & Milage	\$ 313.16
Bob Smith - Distributors gifts	\$ 272.44
Advertising expense In Nov 17 Orbit	\$ 144.00

Total Payments **\$ 8,258.21**

Receipts

Advertisers payments **\$ 6,732.00**

Total Deposits **\$ 6,732.00**
Plus Withdrawal TD **\$ 553.14**

Total in Kiwibank Cheque a/c to 31/1/18

\$ 1,189.91

Total in Kiwibank On Call a/c to 31/1/18

\$ 4,016.37

TOTAL BALANCE HELD

\$ 5,206.28

Debtors

Outstanding Advert payments due for March 16	\$ 234.00	Making Faces
Outstanding Advert payments due for Nov 16	\$ 80.00	Just a Cut
Outstanding Advert payments due for May 17	\$ 80.00	Kiwikids
Outstanding Advert payments due for Sept 17	\$ 80.00	Just a Cut
Outstanding Advert payments due for Nov 17	\$ 448.00	You Travel, Just a Cut, Beauty Spot, CleanSlate
	\$ 922.00	\$ -

Survey on Xmas Parade by OCA 2/12/17

Gender Female

Age 27

Ethnicity

What did you think of this year's even? **Excellent** / **Good** / PoorHow did it compare to previous year's event? Better / Same / Worse / **Did not attend previously**Will you attend again? **Yes** / No / Maybe

What did you like best? Treasure Hunt

What did you like least? Weather Intermittent rain

Any suggestions for improvement?

No

Survey on Xmas Parade by OCA 2/12/17

Gender Female

Age 59

Ethnicity Fiji

What did you think of this year's even? **Excellent** / Good / PoorHow did it compare to previous year's event? Better / Same / Worse / **Did not attend previously**Will you attend again? **Yes** / No / Maybe

What did you like best? Music

What did you like least?

Any suggestions for improvement?

No Excellent job done to entertain old and children

Survey on Xmas Parade by OCA 2/12/17

Gender Female

Age 30

Ethnicity NZ European

What did you think of this year's even? **Excellent** / Good / PoorHow did it compare to previous year's event? Better / Same / Worse / **Did not attend previously**Will you attend again? **Yes** / No / Maybe

What did you like best? Great stuff for the kids

What did you like least? Area to sit in shade / or if it rains

Any suggestions for improvement?

Survey on Xmas Parade by OCA 2/12/17

Gender Female

Age 73

Ethnicity NZ European

What did you think of this year's even? **Excellent** / Good / PoorHow did it compare to previous year's event? Better / Same / Worse / **Did not attend previously**Will you attend again? **Yes** / No / Maybe

What did you like best? All of it

What did you like least? Nothing yet

Any suggestions for improvement?

Survey on Xmas Parade by OCA 2/12/17

Gender Female

Age

Ethnicity

What did you think of this year's even? Excellent / **Good** / PoorHow did it compare to previous year's event? Better / **Same** / Worse / Did not attend previouslyWill you attend again? **Yes** / No / Maybe

What did you like best? Friends attending

What did you like least? Bass in music / Stalls

Any suggestions for improvement?

Combine Markets



Charity Summary

Registration Number: CC36679
Registration Date: 30/06/2008
Charity Name: Onerahi Community Association Incorporated

Charity Details

Trading Name

Registration Details

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

Address for Service:

Charity's Postal Address: PO Box 3031
 Onerahi
 Whangarei 142

Charity's Street Address: 130 Onerahi Road
 Onerahi
 Whangarei

Charity's other details

Phone: 09 4363203
Fax:
Email: ccoca@xtra.co.nz
Website: <http://www.onerahi.org.nz/nav/welcome.php>
Facebook: <https://www.facebook.com/onerahicomunityassociation/>
Twitter:
Social Network Name:

Areas of Operation

New Zealand: Northland
Percentage spent overseas 0

Purpose & Structure

Purpose Purpose

To foster, protect and promote the interests of the community of Onerahi. To assist residents and ratepayers of Onerahi. To own and administer facilities. To liaise with the WDC and other organisations in the interests of the suburb.

Entity Structure

To hire out the Hall and House on behalf of the WDC. To issue The Onerahi Orbit magazine. To liaise with other groups. To put on the Annual Christmas Parade.

Activities

Main Activity: Provides buildings / facilities / open space
 Activities: Makes grants to organisations, Acts as an umbrella / resource body, Provides buildings / facilities / open space, Other: Community Welfare

Sectors

Main Sector: Community development
 Sectors: Community development, Sport / recreation, Fund-raising

Beneficiaries

Main Beneficiary: General public
 Beneficiaries: Voluntary bodies other than charities, Older people, People with disabilities, General public, Religious groups, Other: General Public of Onerahi

Annual Returns

Date Submitted	For Year Ended	Total Income	Total Expenditure	Reference
01/04/2018	31/03/2018			AR011
21/08/2017	31/03/2017	68,136	67,723	AR010
06/02/2017	31/03/2016	65,952	59,061	AR009
08/11/2015	31/03/2015	54,772	54,237	AR008
08/01/2015	31/03/2014	64,292	57,938	AR007
30/09/2013	30/03/2013	62,673	63,498	AR006
25/10/2012	30/03/2012	56,071	47,638	AR005
21/09/2011	31/03/2011	52,561	49,157	AR004
28/09/2009	30/03/2010	49,987	49,643	AR003
10/09/2009	31/03/2009	48,000	46,000	AR002

Officer Details

Current Officers

Name	Officer Type	Position
Brian McLachlan	Individual	Vice President
Nicholas Connop	Individual	President
Rosalie Tantau	Individual	Treasurer

Spencer Penney	Individual	Board Member
Jacqueline Gavey	Individual	Orbit Editor
Buchanan Cullen	Individual	Committee member
Leonie Robertson	Individual	Secretary
Tony Gill	Individual	Committee
Wendy Giffin	Individual	Committee member
Julie Dennis	Individual	Committee member
Susan Glen	Individual	WDC Member

Past Officers

Name	Officer Type	Position
Brian MacIachlan	Individual	Committee
Peter Torckler	Individual	Vice President
Sue Baker	Individual	Chairperson
Alfred Moselen	Individual	Committee Member
Shirley Royds	Individual	Committee member
Vivien Marchant	Individual	Committee Member
Mike Dunn	Individual	Committee member
Robert Adams	Individual	Management Committee member
Brian McLauchlan	Individual	Vice President
Jacque Lowe	Individual	Orbit Editor
Jacqueline Lowe	Individual	Orbit Editor
Nick Connop	Individual	President
Rose Tantau	Individual	Treasurer
John Ross	Individual	Secretary
Andrew Field	Individual	Board Member
Melanie Closs	Individual	Committee member
Paul Henderson	Individual	Committee
Robert Smith	Individual	Committee Member
Sophie Short	Individual	Committee
Ann Shaw	Individual	Committee
Madelaine Reid	Individual	Secretary
Melina Perkins	Individual	Committee
Rebecca Overeem	Individual	Committee
William Reed	Individual	Committee Member
Brent Mawson	Individual	Board Member
Maxine Connop	Individual	Secretary
John Clark	Individual	Committee Member
Tom Irvine	Individual	Vice President
Spencer Penny	Individual	Board member
Paul Doherty	Individual	Secretary Treasurer
Barry Tetley	Individual	President
Beatrice Foote	Individual	Vice President
Gillian Haworth	Individual	Committee Member

Waipu Business and Community Inc.

Christmas Parade



Annual Events Fund

Application form for the 2018-19 funding year

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

new name

Full name of group	Waipu Business and Community Incorporated – Waipu Christmas Parade		
Postal address	C/- Shane Samtani, Goodground Real Estate		
	3 The Centre		
	Waipu	Postcode	0510

Who is your group's main contact for this application?

Contact name	Shane Samtani
Position in group	Secretary
Email	shane@goodground.com
Daytime phone number(s)	094321077; 0223604444

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

Chairperson/ President	Bruce Larsen
Phone & email	02744988701 bruce.larsen@northpine.co.nz
Manager/ Director/CEO	N/A
Phone & email	
Secretary	Shane Samtani
Phone & email	0223604444 shane@goodground.com

List the names of the remaining governance members

Treasurer – Chantelle Murray. Other committee members – Graham Boulton, Judy Boulton, Jenni Carr, Jeff Bedwell, Jan Francis.

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?	0	
How many volunteer workers does your group have?	8	
What is the average total number of volunteer hours per week?	15/16	

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC **\$3,540**

Are you requesting a different amount to what's indicated?

\$

If so, please state how much you are seeking and the reason.

Reason for any variance:

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request

\$4,000

Reason for any difference:

Will be endeavouring to "make a day" of the Xmas parade by staging additional entertainment, music with a small market etc.

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Funder (e.g. ASB, Lotteries)	Purpose	\$ Amount
None		

Tell us about **any other income** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Other Income e.g. donations, subscriptions, sales	\$ Amount
Raffle ticket sales	\$1,587

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name	Shane Samtani
Position in Group	Secretary
Date	7 th March 2018
Signature (if posting) <i>By sending this form in electronically, Council will consider this application 'signed'.</i>	



Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation **Waipu Business and Community Inc.**

1. Did you find this application form easy to understand and complete?

Yes

If **No**, what could we change or do better?

2. Have you visited the Funding and Grant's page on Council's website?

Yes

If **Yes**:

a) why did you visit the page, what information were you looking for?

Clarification of dates which I am unfortunately still uncertain of for Waipu in Tartan.

b) how user friendly was it?

Poor

3

Great

Any Comments?

3. Any other comments or suggestions for improvement for this application process?



Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Waipu Business and Community Inc.

Event: Waipu Xmas parade

Date of event: 24th December 2017

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer: The annual parade is one of the highlights of the year attracting a large number of locals and visitors alike. The grant was essential to assist in paying for newspaper advertising, flyers, and payments to the local Fire Brigade, ambulance, pipe bands. Also money was spent on float prizes, hamper foodstuffs for the Xmas raffle. Expenditure was \$3,043.

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer: This event brings in thousands of visitors into Waipu and many of these visitors do spend in the local shops and retailers bringing much needed cash into the local economy. It is the only parade to be held on Xmas Eve for miles around and as such has achieved an 'iconic' status. We do have visitors from Auckland and beyond and they invariably will spend the weekend touring the Bream Bay area and Whangarei.

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer: Yes, incorporated since 13th July 2017 and change of name from Waipu Business and Promotions Group to **Waipu Business and Community Incorporated.**

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer: Yes.

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer: No

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer: We are endeavouring to organise more fee paying events to increase our income. Also we are having some success in attracting more stall holders to our long weekend markets thereby increasing our market income.

Attach:

- 1. Your organisation's latest financial statements.*
- 2. Customer/visitor satisfaction survey results – if applicable.*

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature:



Name and Position: Shane Samtani – Secretary.

Date: 7th March 2018.

Performance Report

Waipu Business & Promotions Group
For the year ended 31 March 2017

Prepared by Accomplish Accountants Limited

Contents

3	Compilation Report
4	Entity Information
6	Approval of Financial Report
7	Statement of Receipts and Payments
8	Statement of Resources and Commitments
9	Statement of Accounting Policies
10	Notes to the Performance Report

Compilation Report

Waipu Business & Promotions Group For the year ended 31 March 2017 Cash Basis

Compilation Report to the Directors of Waipu Business & Promotions Group.

Scope

On the basis of information provided and in accordance with Service Engagement Standard 2 Compilation of Financial Information, we have compiled the financial statements of Waipu Business & Promotions Group for the year ended 31 March 2017.

These statements have been prepared in accordance with the accounting policies described in the Notes to these financial statements.

Responsibilities

The Governing body are solely responsible for the information contained in this financial report and have determined that the accounting policies used are appropriate to meet your needs and for the purpose that the financial statements were prepared.

The financial statements were prepared exclusively for your benefit. We do not accept responsibility to any other person for the contents of the financial statements.

No Audit or Review Engagement Undertaken

Our procedures use accounting expertise to undertake the compilation of the financial statements from information you provided. Our procedures do not include verification or validation procedures. No audit or review engagement has been performed and accordingly no assurance is expressed.

Independence

We have no involvement with Waipu Business & Promotions Group other than for the preparation of financial statements and management reports and offering advice based on the financial information provided.

Disclaimer

We have compiled these financial statements based on information provided which has not been subject to an audit or review engagement. Accordingly, we do not accept any responsibility for the reliability, accuracy or completeness of the compiled financial information contained in the financial statements. Nor do we accept any liability of any kind whatsoever, including liability by reason of negligence, to any person for losses incurred as a result of placing reliance on this financial report.

Waipu Business & Promotions Group

Dated: 23 July 2017

Entity Information

Waipu Business & Promotions Group For the year ended 31 March 2017 Cash Basis

Legal Name of Entity

Waipu Business & Promotions Group

Entity Type and Legal Basis

Non Profit Group

Entity's Purpose or Mission

- (a) Provide a vehicle to communicate with local bodies and governmental agencies.
- (b) Promote Waipu Business via events and promotions.
- (c) Provide a forum for business to network both with other businesses and with the wider community.
- (d) Encourage and support business collaboration.

Entity Structure

Unincorporated Group

Main Sources of Entity's Cash and Resources

Membership Fees

Grants

Fundraising

Main Methods Used by Entity to Raise Funds

Market Stalls

Christmas Raffles

Council Grants

Website

Physical Address

C/- Bruce Larsen

Northpine Ltd

34 Cove Road

Waipu



Postal Address

C/- Bruce Larsen

Northpine Ltd

34 Cove Road

Waipu

Approval of Financial Report

Waipu Business & Promotions Group

For the year ended 31 March 2017

Cash Basis

The Governing body are pleased to present the approved financial report including the historical financial statements of Waipu Business & Promotions Group for year ended 31 March 2017.

APPROVED

Bruce Larsen

Chairman

Date

Statement of Receipts and Payments

Waipu Business & Promotions Group For the year ended 31 March 2017

	NOTES	2017	2016
Operating Receipts			
Donations, fundraising and other similar revenue	1	5,000	2,500
Fees, subscriptions and other receipts from members	1	396	4,625
Receipts from providing goods or services	1	6,339	7,430
Interest, dividends and other investment receipts	1	12	96
Total Operating Receipts		11,747	14,651
Operating Payments			
Payments relating to providing goods or services	2	9,889	17,621
Total Operating Payments		9,889	17,621
Operating Surplus or (Deficit)		1,858	(2,970)
Capital Receipts			
Receipts from sale of resources	3	3,240	-
Receipts from borrowings	3	1,072	7,778
Total Capital Receipts		4,312	7,778
Capital Payments			
Purchase of resources	3	3,240	-
Total Capital Payments		3,240	-
Increase/(Decrease) in Bank Accounts and Cash		2,931	4,808
Cash Balances			
Cash and cash equivalents at beginning of period		4,808	-
Cash and cash equivalents at end of period		7,738	4,808
Net change in cash for period		2,931	4,808

This statement has been prepared without conducting an audit or review engagement, and should be read in conjunction with the attached Compilation Report.

Statement of Resources and Commitments

Waipu Business & Promotions Group

For the year ended 31 March 2017

Cash Basis

	2017	2016
Bank Accounts and Cash		
Bank and cash/(bank overdraft)		
Westpac Simple Savings Account	5,866	2,616
Westpac Current Account	1,872	2,192
Total Bank and cash/(bank overdraft)	7,738	4,808
Total Bank Accounts and Cash	7,738	4,808
	2017	2016
Commitments		
Current		
Creditors and Accrued Expenses		
Accounts Payable 1	1,072	-
Total Current	1,072	-
Total Commitments	1,072	-
	2017	2016
Equity		
Current year earnings	1,858	(2,970)
Retained earnings/Accumulated funds	4,808	7,778
Total Equity	6,666	4,808

Statement of Accounting Policies

Waipu Business & Promotions Group

For the year ended 31 March 2017

Cash Basis

Basis of Preparation

The entity 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)

The entity is not registered for GST. Therefore all amounts are stated inclusive of GST (if any).

Income Tax

Waipu Business & Promotions Group is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Receipts and Payments comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Changes in Accounting Policies

There have been no changes in accounting policies. Policies have been applied on a consistent basis with those of the previous reporting period.

Notes to the Performance Report

Waipu Business & Promotions Group

For the year ended 31 March 2017

Cash Basis

	2017	2016
1. Analysis of Receipts		
Donations, fundraising and other similar receipts		
WDC - Grants	5,000	2,500
Total Donations, fundraising and other similar receipts	5,000	2,500
Fees, subscriptions and other receipts from members		
Subscriptions Received	396	4,625
Total Fees, subscriptions and other receipts from members	396	4,625
Receipts from providing goods or services		
Bag Sales	373	-
Christmas Raffle Sales	1,572	1,468
Market Stalls Income	2,300	2,660
Website Income	2,000	2,500
Art n Tarn Income	95	802
Total Receipts from providing goods or services	6,339	7,430
Interest, dividends and other investment receipts		
Interest Income	12	96
Total Interest, dividends and other investment receipts	12	96
	2017	2016

2. Analysis of Payments

Payments relating to providing goods or services		
Advertising	1,626	985
AGM Expenses	250	-
Art n Tarn Expenses	1,879	3,013
Bank Fees	1	-
Christmas Parade Expenses	2,587	3,005
Christmas Raffle Expenses	607	-
General Expenses	151	-
Printing & Stationery	1,694	2,015
Telephone & Internet	185	-
Website Expenses	910	6,118
Total Payments relating to providing goods or services	9,889	15,135

	2017	2016
3. Capital Receipts & Payments		
Other Liabilities		
Accounts Payable 1	1,072	-
Total Other Liabilities	1,072	-
Equity		
Opening Balance	4,808	-
Current year earnings	1,858	(2,970)
Retained earnings/Accumulated funds	-	7,778
Total Equity	6,666	4,808

4. Events After the Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report

([NEW SEARCH](#) | [PREVIOUS SEARCH](#))

Number 2675831
Name WAIPU BUSINESS & COMMUNITY INCORPORATED
Incorporated 13-JUL-2017
Current Status REGISTERED
Organisation Type Incorporated Society

[View Certificate Of Incorporation](#)

([EMAIL CERTIFICATE](#))

[Print This Page](#)

Previous Names

No Previous Names on record

Address Details

Registered Office

C/O Northpine
 34 Cove Rd
 Waipu
 0510

Address for Communication

C/-Northpine Ltd
 34 Cove Road
 Waipu
 0510

Officers/Trustees

Name	Date Appointed:
BEDWELL, Jeffrey (Committee Member) 34 Cove Rd, Waipu	01-AUG-2017
BOULT, Judy (Committee Member) 34 Cove Rd, Waipu	01-AUG-2017
CARR, Jenni (Committee Member) 34 Cove Rd, Waipu	01-AUG-2017
CLARK, Maria (Committee Member) 34 Cove Rd, Waipu	01-AUG-2017
FRANCIS, Jan (Committee Member) 34 Cove Rd, Waipu	01-AUG-2017
LARSEN, Bruce (Chairman) 34 Cove Rd, Waipu	01-AUG-2017
MURRAY, Chantelle (Treasurer) 34 Cove Rd, Waipu	01-AUG-2017
SAMTANI, Shane (Secretary) 3 The Centre, Waipu	01-AUG-2017

Documents Registered

Date	Barcode	Description	File Size	Available
16-AUG-2017 15:41:35		Voluntary Organisation Details		
16-AUG-2017 15:40:34		Particulars of Officers/Trustees		
16-AUG-2017 15:30:23		Particulars of Organisation Address		
16-AUG-2017 15:28:47		Particulars of Organisation Address		
16-AUG-2017 15:26:20		Voluntary Organisation Details		
16-AUG-2017 15:22:15		Financial Statement AGM Details		
 16-AUG-2017 15:22:15		Upload of Financial Statement for 2017	549.5 Kb	
 13-JUL-2017 10:48:55	10064282976	New Incorporated Society.	1222.7 Kb	

[Click to download viewing software.](#)

Printed: Monday, 9th April 2018 15:35:53 NZST

Lions Club of Marsden

Christmas Parade



Annual Events Fund

Application form for the 2018-19 funding year

Applications Close: 23 March 2018

Submitting your application

Please type into the grey boxes. Fields will expand as you type.

Email your application form along with your performance report to mailroom@wdc.govt.nz.

All applications will be referred to the Community Funding Committee for consideration at their meeting in May 2018. The Community Funding Committee will make decisions for those grant requests that fall within its delegated authority and/or make recommendations for funding to the Community Development Committee for decision.

Final grant amounts for 2018-19 will be ratified by Council's 2018-19 Annual Plan process in June. Council's decision is final and cannot be contested.

Section 1: Your Details

Please add any missing information, and cross out and replace any information that has changed.

Full name of group	Lions Club of Marsden Inc – Ruakaka Christmas Parade		
Postal address	PO Box 107		
	Ruakaka		
	Whangarei	Postcode	0116

Who is your group's main contact for this application?

Contact name	Andrea Bradley
Position in group	Secretary
Email	marsdenlions@gmail.com
Daytime phone number(s)	0211203633; 094327245

Section 2: Governance/Management Details

Provide contact details for the following governance/management positions

Chairperson/ President	Gladys Rowsell
Phone & email	094328661 wlandb@xtra.co.nz
Manager/ Director/CEO	
Phone & email	
Secretary	Andrea Bradley
Phone & email	0211203633 marsdenlions@gmail.com

List the names of the remaining governance members

--

Please include both the number and the FTE of paid and volunteer workers. FTE is Full Time Equivalent – a person who works 20 hours a week is 0.5 FTE; full time is 1.0 FTE (total FTE 1.5).

	Number	FTE
How many paid workers does your group employ?		
How many volunteer workers does your group have?	27	
What is the average total number of volunteer hours per week?	30	

Section 3: Funding Request

2018-2019 grant amount already indicated by WDC **\$1,890**

Are you requesting a different amount to what's indicated? **\$2,000**

If so, please state how much you are seeking and the reason.

Reason for any variance:

To allow for increased costs

Do you anticipate a change in your circumstances that may mean an increase or decrease in funding required for 2019-2020? If so, please state below.

2019-2020 grant amount request **\$**

Reason for any difference:

Section 4: Funding Received During 2017-2018

Tell us about **any other grants** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Funder (e.g. ASB, Lotteries)

Purpose

\$ Amount

Tell us about **any other income** your group has received or will receive **for this event** from 1 July 2017 to 30 June 2018.

Other Income e.g. donations, subscriptions, sales

\$ Amount

We will receive income for this event from sponsors but not within the period stated. We expect our 2018 sponsors contributions to be approx \$2,400, in line with 2017.

2,400

Section 5: Performance Measures Reporting

Attach the completed 2017-2018 Performance Measures Report for the organisation, including all requested information.

Section 6: Declaration

I declare that the information supplied here is true and correct.

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

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

I understand that my name and/or the name of my group/organisation and brief details about the Annual Operating Grant may be released to the media or appear in publicity material.

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

As a regular grant recipient known to Council, I acknowledge that by sending this form in electronically I consider this application 'signed' and accept this declaration.

Name	Andrea Bradley
Position in Group	Secretary
Date	13th March 2018
Signature (if posting) <i>By sending this form in electronically, Council will consider this application 'signed'.</i>	



Annual Operating Fund Feedback Form

To assist us in ensuring our application process to Whangarei District Council's Annual Operating Fund is appropriate, we would appreciate your feedback by answering the following questions.

Organisation

Marsden Lions Club

1. Did you find this application form easy to understand and complete?

Generally the form was easy to understand and complete. I was unsure how to relate the FTE to our organisation because our members all contribute hours as and when they can so there is no full time benchmark for us. Also, in question 2b below I was unsure how to record my rating of the user friendliness of the Funding & Grants page on the web site. I'm also unsure how to submit it by email from Google Drive as per the instructions at the beginning of the form as I'm not too familiar with Google Drive.

If **No**, what could we change or do better?

2. Have you visited the Funding and Grant's page on Council's website?

Yes

If **Yes**:

a) why did you visit the page, what information were you looking for?

Looking for information about the Community Fund

b) how user friendly was it?

Poor	1	2	3	4	5	Great
------	---	---	---	---	---	-------

Any Comments?

3. Any other comments or suggestions for improvement for this application process?



Annual Events Fund Performance Report (Level 1) 2017/18

Level 1 reports are for those organisations that receive less than \$20,000 p.a. from Council in annual operating/event grants. This needs to be presented along with your application to the Annual Events Fund (2018 closing date to be confirmed).

Type your answers directly into this document in the spaces provided (expand the space as you need). Email your report to mailroom@wdc.govt.nz attention Community Funding.

Organisation name: Marsden Lions

Event: Ruakaka Christmas Parade

Date of event: Sat 16th December 2017

Question 1: For the period 1 July 2017 to present, how has this grant contributed to the event and what has it been spent on? Receipts are not required.

Answer: The grant has significantly improved the Ruakaka Christmas Parade by allowing us to considerably expand this community event. The grant was used for a bouncy castle and a merry-go-round. The funding allowed us to eliminate an admission fee for these - which is important to us so that our event does not become a financial burden for attendees. The grant was also used to pay for a band performance & a fire show at the post parade event. By covering these costs with granted funds, we were able to use money from our sponsor for other things - this year we added a name draw to win a christmas present (3 prizes; one each for pre-school age, primary age & college age) and we were able to increase the float prize money as an incentive to enter the parade.

Question 2: How has the Whangarei community benefited from your organisation having this grant and this event?

Answer: The event was very well attended by the Bream Bay community, who all enjoyed a great day of free family fun. This year we had the biggest number of people entering the parade - again, great fun for everyone involved! The community benefited financially as we spent our money locally wherever possible - the bouncy castle hireage, the band performance and the fire show performance were all Bream Bay or Whangarei based. Additionally, the local band were able to do a sausage sizzle at the event as a fundraiser.

Question 3: Have your organisation's circumstances or legal status changed in any way since July? If so, please provide details.

Answer: No

Question 4: As a trust or incorporated society, you are required to keep the relevant Register up to date with accounts and trust/society details. Are you up to date with this filing? If not, please provide a reason. (Refer to the [Charities Services](#) or [Companies Office](#) websites).

Answer: Yes ✓

Question 5: Have you applied to any other organisations this year for funding for this event? Please state who, whether successful and how much you received.

Answer: No

Question 6: What steps have you taken to diversify your income sources and become more self-sufficient?

Answer: Our main sponsors have significantly increased the amount of money they donate to the event since we have received WDC grant funding - they have seen the benefit of the hard work Marsden Lions are doing to grow this event and have supported our efforts. We are now working toward increasing the money we generate from minor sponsors so we can take the event to the next level. ✓

Attach:

- 1. Your organisation's latest financial statements.*
- 2. Customer/visitor satisfaction survey results – if applicable.*

To be endorsed by the Chairperson, President or other authorised person for your organisation.

Signature: *Andrea Bradley*

Name and Position: Andrea Bradley, Secretary

Date: 1st January 2018

[NEW SEARCH](#) | [PREVIOUS SEARCH](#)

Number 459191
Name LIONS CLUB OF MARSDEN
 INCORPORATED
Incorporated 29-AUG-1983
Current Status REGISTERED
Organisation Type Incorporated Society

[View Certificate Of Incorporation](#)[EMAIL CERTIFICATE](#)[Print This Page](#)**Previous Names** (Names changed prior to 1992 may not be recorded)

No Previous Names on record

Address Details**Registered Office**

C/O R.D. Neal
 150b Onetree Point Road
 One Tree Point 0118

Address for Communication

PO BOX 107
 RUAKAKA

Officers/Trustees**Name****Date Appointed:**

CANN, Bruce
 (Secretary)

03-DEC-2006

C/ Po Box 107, Ruakaka











HEWLETT, Graeme
 (President)

03-DEC-2006










C/ Po Box 107, Ruakaka

Documents Registered

(not all documents registered before 1-DEC-1996 will be listed in this summary.)

Date	Barcode	Description	File Size Available
 08-AUG-2017 14:15:32	10064387464	Annual Accounts - 2017	73.8 Kb
 20-SEP-2016 13:40:00	10063967550	Annual Accounts - 2016	60.5 Kb
 22-SEP-2015 12:53:22	10063526758	Annual Accounts - 2015	58.3 Kb
 13-AUG-2014 14:13:29	10062858956	Annual Accounts - 2014	118.1 Kb
 07-AUG-2013 09:52:10	10061356555	Annual Accounts - 2013	107.2 Kb
 07-SEP-2012 11:28:38	10061253290	Annual Accounts - 2012	49 Kb
 04-APR-2012 21:06:39		Upload of Financial Statement for 2010	15 Kb
04-APR-2012 21:06:39		Financial Statement AGM Details	
 18-SEP-2011 12:02:45		Upload of Financial Statement for 2011	15 Kb
18-SEP-2011 12:02:45		Financial Statement AGM Details	
 22-SEP-2009 11:01:02	10058245013	Annual Accounts - 2009	84.4 Kb
 14-JUL-2008 13:33:34	10056056574	Change Of Address	131 Kb
14-JUL-2008 13:33:28		Particulars of Organisation Address	

[14-JUL-2008 13:32:19](#)[Voluntary Organisation Details](#)

	14-JUL-2008 13:31:06	10056056585	Annual Accounts - 2008	185.5 Kb
	06-DEC-2006 14:01:38	10052925718	Annual Accounts - 2006	23.8 Kb
	06-DEC-2006 14:01:11	10052925707	Annual Accounts - 2005	21.7 Kb
	11-MAR-2005 15:48:25	10047717584	Annual Financial Statements for 2004	55.2 Kb
	26-SEP-2003 09:36:51	10044778618	Annual Financial Statements For 2003	48.1 Kb
	10-JUN-2003 16:26:55	10043970595	Change of Registered Office	41.7 Kb
	17-SEP-2002 08:15:34	10042590486	Annual Financial Statements For 2002	52.5 Kb
	23-AUG-2002 15:57:05	10042275456	Alteration Of Rules	176.6 Kb
	13-NOV-2001 16:28:45	10039880954	Annual Financial Statements For 2001	42 Kb

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Printed: Monday, 9th April 2018 15:38:39 NZST

5.1 Ruakaka Recreation Centre update report

Meeting: Community Funding Committee
Date of meeting: 9 May 2018
Reporting officer: Cindy Velthuisen (Community Funding Officer)

1 Purpose

To inform the committee of the history and maintenance needs of Ruakaka Recreation Centre.

2 Recommendation

That the Community Funding Committee notes the information presented by Ruakaka Recreation Centre.

3 Discussion

At the meeting of 11 April 2018, the Community Funding Committee requested that staff bring back a report on Ruakaka Recreation Centre (RRC).

This was in response to staff recommending a one-off grant of \$10,000 for immediate maintenance needs, alongside the Centre's operating grant. Councillor Halse also requested information on previous funding decisions for the Centre that may not have been fulfilled, which he advised RRC would be able to provide.

Attached are RRC's commentary on their status and their top 3 maintenance jobs, as requested.

The RRC states there are two unfulfilled LTP commitments: \$90,000 for the skateboard park and \$76,000 for the sealing of the carpark. There is provision for works proposed in the 2018-28 Long Term Plan. Long Term Plan priorities are revised every 3 years, and from time to time projects are deferred or changed to meet arising needs in the community.

4 Significance and engagement

The decisions or matters of this Agenda do not trigger the significance criteria outlined in Council's Significance and Engagement Policy, and the public will be informed via Agenda publication on the website.

5 Attachments

- 1 – Ruakaka Recreation Centre history and facts
- 2 – Ruakaka Recreation Centre maintenance needs



Ruakaka Recreation Centre
PO Box 123, Ruakaka 0151
Bream Bay

Phone: 09 432 7962
email: ruakakarec@xtra.co.nz

Ruakaka Recreation Centre new committee elected in September 2011

- Inherited a totally run down centre with a debt of \$23,000
- Spend thousands of volunteer work hours to restore the centre to provide a community facility to the Ruakaka residents and surrounding areas.
- From September 2011 to April 2018 the RRC has raised grant funds of \$289,093 exclusive of GST and in kind donations (generally from local businesses) of \$108,000 exclusive of GST
- The Ruakaka Recreation Centre has proven to Council and to the community that they can deliver high class community projects, like the Ruakaka Skate Park, upgrading playing fields, (under a contract with council for the contouring, levelling and seeding two fields) new roof for the RRC (a total replacement at a cost of around \$106,000) and new picnic area. That in true cost is \$600,800 exclusive of GST in new assets.
- In this time the RRC has lobbied successfully for grants from the WDC. Two projects were included in WDC LTPs \$ 90,000 for the skate board park and around \$76,000 for sealing the carpark in front of this building and public building. Neither project funds have been paid out by council.
- The members of the RRC's committee are very skilled people. They are: Boat Builder, Farmer, Architect, Project Manager, Retired Farmer/ politician, Computer Specialist and have years of experience in running successful businesses.
- The RRC's committee is always looking for ongoing income streams as suggested in the annual operating fund summery. One of the Rec Centres ongoing income streams is the tenant Educare childcare centre. By co-incident the RRC found out that Educare is in breach of the sublease. They pay a very low rent as it was always believed in all those years that this

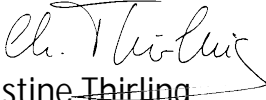
childcare facility was a community facility. (this business is run in a totally commercial way) There was no benefit for the families and they are paying full commercial rates. The clear use under the Headlease held by WDC is for sports, recreational and community facilities only and not for operating a commercial business. There was no help from the WDC as the headlessor to get this sorted and the RRC had to involve a lawyer at a great cost which could have been used for other maintenance and repair jobs.

- To increase gym membership we offer a loyalty card program and have introduced online payments and Eftpos facility for paying their gym membership. To make the REC Centres gym more attractive we regularly update gym equipments with grants received from funders. We also offer concession cards and a loyalty card to casual gym users as well. We had a sharp drop in gym membership/usage when the new commercial gym started to operate. The situation is not as bad anymore and the Rec Centre is slowly increasing gym membership/usage again.
- Visitor numbers have doubled for the facility from last year. Facility usage is not only the gym, we are hiring out the lounge, meeting room and the Squash courts as well. The 44440.00 annual facility users are not all paying customers. They belong to either a club or come to activities or meetings or use the gym. The RRC is also home to the Squash Club, the soccer Club, the Rate Payers Association and the 60's up club. That means if the clubs or activity groups have increasing membership numbers and those people use our facilities it doesn't mean the RRC earns more money. The RRC is a community facility providing facilities to activity groups, Sports Clubs and for public meetings.
- The RRC has been criticised for not spending enough of their own funds for building maintenance & repair/ general maintenance & repair. As mentioned before the great skills of our committee members and the help of other volunteers enabled us to save a lot of money on labour charges by undertaking maintenance/repair jobs ourselves. As an example, the Rec Centre has saved a huge amount of money by painting the exterior walls of the Rec Centres building by themselves.

- It is very important to the committee of the RRC to make sure there is always a sufficient emergency fund available in case of unexpected bills to be paid, like last year the \$5000 bill for the insurance excess due to vandalism and the legal battle with Educare. That means we are careful how much and where to spend the money.
- In the last three years the RRC is working on a new concept to extend their recreational facilities. Bookings for the big hall have increased and the RRC is getting more inquiries from other sport activities wanting to hire the facilities. Unfortunately, the RRC wasn't able to capitalize on that due to limited facilities available. The RRC applied successfully to Lottery Grants to pay for a feasibility study. This was the first step required by WDC and funders to be able to apply for grants. The RRC has already presented this project to the WDC last year in December and asked to have it included in the LTP 2018-2028. The new generational Facility would enable the Rec Centre to generate more income. Because this project was not included in the draft LTP 2018-2028 the RRC handed in another submission together with 1005 letters of support.

On behalf of the Ruakaka Recreation Centres committee

Kind regards


Christine Thirling
Secretary/Treasurer

From: Rec-Centre
Sent: 18 Apr 2018 10:14:17 +1200
To: Cindy Velthuisen
Subject: Re: Maintenance grant

Hi Cindy,

1. The most urgent job is to replace the carpets and vinyl. It is a big area and the estimated cost \$22,000.

I don't have quotes but we paid \$8,000 for the new carpet in the lounge and this was only 1/3 of the size what needs to be replaced now.

2. Three windows need to be replaced in the ladies upstairs toilet and at least 4 windows repaired. Estimated cost \$7,000. The RRC had a window replaced in the soccer changing room and the cost was \$2000 with grill.

3. All lights in both Squash courts need to be replaced. Estimated cost \$7,000

I can't provide quotes until Friday, companies need more notice to schedule us in.

The roof was leaking for many years. No insurance company pays for any damage if the reason why the damage arose is not completely eliminated.

There was never enough money to pay for a repair nor to replace the roof. Since I started my job at the RRC I always pointed out in my report to the WDC

that we need more money to fix the roof. The roof was leaking on different places and it was a losing battle for the RRC. To apply for funding in this price

range of \$106,000 exclusive of GST we needed to have 1/3 of the cost either saved up or provided by other funders before we could apply for the 2/3 of the cost to funders

like Foundation North. Most funders don't pay GST so we had to make sure to have enough funds available to pay for the GST too. When the new committee inherited

the Rec Centre it was so run down that the committee members and volunteers didn't know where to start first. The roof was already leaking before September 2011 and the carpet and vinyl were already damaged at this time.

Kind Regards,

Christine Thirling
 Secretary / Treasurer



9 Takutai Place, Ruakaka 0116
 PO Box 123, Ruakaka 0151

P: 09 432 7962 or 027 252 9612

E: ruakakarec@xtra.co.nz

On 18/04/2018 8:38 AM, Cindy Velthuisen wrote:

Hi Christine

At the committee meeting last week, the recommendation of a one-off grant for maintenance was turned down. They've asked me to come back with more information. Can you provide me with the following by Friday morning? This is when I need to get my report in. We don't need a lot of detail, just what you can provide.

- A list of the top 3 maintenance jobs that you would feel are most urgent and their approximate cost (if you have quotes – fantastic)
- What the story is with insurance cover for the carpet that was affected by the leaking roof.

I will also provide the information you sent in yesterday.

Thanks,

Cindy Velthuisen

Community Funding Officer - Community Development | Whangarei District Council

Private Bag 9023 | Whangarei 0148 | www.wdc.govt.nz

P: 09 430 4200 Ext: 8422 | E: cindyv@wdc.govt.nz

WHANGAREI: LOVE IT HERE!

RESOLUTION TO EXCLUDE THE PUBLIC

That the public be excluded from the following parts of proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under Section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

1.	The making available of information would be likely to unreasonably prejudice the commercial position of persons who are the subject of the information. {Section 7(2)(c)}
2.	To enable the council (the committee) to carry on without prejudice or disadvantage commercial negotiations. {(Section 7(2)(i))}.
3.	To protect the privacy of natural persons. {Section 7(2)(a)}.
4.	Publicity prior to successful prosecution of the individuals named would be contrary to the laws of natural justice and may constitute contempt of court. {Section 48(1)(b)}.
5.	To protect information which is the subject to an obligation of confidence, the publication of such information would be likely to prejudice the supply of information from the same source and it is in the public interest that such information should continue to be supplied. {Section 7(2)(c)(i)}.
6.	In order to maintain legal professional privilege. {Section 2(g)}.
7.	To enable the council to carry on without prejudice or disadvantage, negotiations {Section 7(2)(i)}.

Resolution to allow members of the public to remain

If the council/committee wishes members of the public to remain during discussion of confidential items the following additional recommendation will need to be passed:

Move/Second

"That _____ be permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of Item _____.

This knowledge, which will be of assistance in relation to the matter to be discussed, is relevant to that matter because _____.

Note:

Every resolution to exclude the public shall be put at a time when the meeting is open to the public.