

Whangarei District Council Meeting Agenda

Date:	Thursday, 26 July, 2018
Time:	10:30 am
Location:	Council Chamber
	Forum North, Rust Avenue
	Whangarei
Elected Members:	Her Worship the Mayor Sheryl Mai (Chairperson)
	Cr Stu Bell
	Cr Gavin Benney
	Cr Crichton Christie
	Cr Vince Cocurullo
	Cr Tricia Cutforth
	Cr Shelley Deeming
	Cr Sue Glen
	Cr Phil Halse
	Cr Cherry Hermon
	Cr Greg Innes
	Cr Greg Martin
	Cr Sharon Morgan
	Cr Anna Murphy

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

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1.	Kara	kia/Prayer	
2.	Decl	arations of Interest	
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8.	Publ	ic Excluded Business	
	8.1	Closed Minutes Whangarei District Council 28 June 2018	

9. Closure of Meeting



4 Public Forum

Meeting:Whangarei District CouncilDate of meeting:26 July 2018Reporting officer:C Brindle (Senior Democracy Adviser)

1 Purpose

To afford members of the Community an opportunity to speak to Council and to report on matters raised at previous public forums when appropriate.

2 Background

Public Forum

Standing Orders allow for a period of up to 30 minutes to be set aside for a public forum at the commencement of each monthly council meeting.

The time allowed for each speaker is 5 minutes.

Members of the public who wish to participate should send a written application setting out the subject matter and the names of the speakers to the Chief Executive at least 2 working days before the day of the meeting.

Speaker:

At the time of the agenda closure no applications to speak at public forum had been received.

3 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 Council's website.





Item 5.1

Whangarei District Council Meeting Minutes

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Date: Time: Location:	Thursday, 28 June, 2018 10:30 a.m. Council Chamber Forum North, Rust Avenue Whangarei
In Attendance	Her Worship the Mayor Sheryl Mai (Chairperson) Cr Stu Bell Cr Crichton Christie Cr Vince Cocurullo Cr Tricia Cutforth Cr Shelley Deeming Cr Sue Glen Cr Shelley Deeming Cr Sue Glen Cr Phil Halse Cr Cherry Hermon Cr Greg Innes Cr Greg Martin Cr Sharon Morgan Cr Anna Murphy Cr Gavin Benney
Scribe	C Brindle (Senior Democracy Adviser)

1. Karakia/Prayer

Cr Sue Glen opened the meeting with a karakia/prayer.

The resolution to consider Item 6.5.2 Adoption of the 2018-2028 Long Term Plan – Audit Opinion as extra ordinary business, was taken after the karakia/prayer.

2. Declarations of Interest

Item 1.4 – IT Contract Extension (public excluded section)

3. Apology

Cr Gavin Benney (absent)

That the apology be sustained.

Carried

4. Public Forum

There were no speakers at public forum.

5. Confirmation of Minutes of Previous Meeting of the Whangarei District Council

5.1 Minutes Whangarei District Council 31 May 2018

Moved By Cr Sharon Morgan **Seconded By** Cr Vince Cocurullo

That the minutes of the Whangarei District Council meeting held Thursday 31 May 2018, including the confidential section, having been circulated, be taken as read and now confirmed and adopted as a true and correct record of proceedings of that meeting.

Carried

6. Decision Reports

6.1 Revenue and Financing Policy

Moved By Cr Shelley Deeming Seconded By Cr Sharon Morgan

That Council:

- 1. Receive the information.
- Adopt the Revenue and Financing Policy (having undertaken the Special Consultative Procedure, in accordance with sections 82, 82A and 102 of the Local Government Act 2002).
- 3. Authorises the Chief Executive to make minor amendments, drafting, typographical or presentation corrections necessary to the Revenue and Financing Policy.

Carried

6.2 2018-2019 Fees and Charges

Moved By Cr Greg Innes Seconded By Cr Cherry Hermon

That Council

a. Adopt Table A: 2018-19 fees and charges subject to the Special Consultative Procedure

	Refer Attachment 2: Statement of Proposal
Resource Management fees and charges	Page 24
Food Act and Health Act fees and charges – relating to food businesses	Pages 15,16
Gambling Act and Racing Act consent fees and charges	Page 17
Cemetery fees and charges	Page 10

b. Adopt Table B: 2018-19 fees and charges not subject to the Special Consultative Procedure

	Refer Attachment 1: Proposed Fees and Charges
Dog, Stock Control and Impounding fees and charges	Page 4
Food Premises – Other registered premises	Page 16
Swimming Pool Inspection fees and charges	Page 27
Building Control fees and charges	Page 5 – 9
Rubbish Disposal fees and charges	Page 25
	Refer Attachment 1: Proposed Fees and Charges
Drainage fees and charges	Page 14
Transport fees and charges	Page 27
Library fees and charges	Page 18-20
Parks and Reserves fees and charges	Page 22,23
Water fees and charges	Page 27 -28

Laboratory fees and charges	Page 17, 18
Official Information fees and charges	Page 21
Photocopying fees and charges	Page 23
Searches fees and charges	Page 26
Bylaw Enforcement fees and charges	Page 9
Land Information Memorandum fees and charges	Page 9
Cameron Street Mall Permits	Page 11

- Approve and adopt the discounted fee of \$615 for Certificates of Acceptance and Building Consents for swimming pools up to a value of \$19,999 and incorporate it into the Fees and Charges Schedule for 2018-2019.
- d. Exempt schools and after-school care facilities in Whangarei District from annual fees for registration and verification of Food Control Plans under the Food Act 2014.

Carried

6.3 Adoption of the Development Contributions Policy 2018

Moved By Cr Greg Innes Seconded By Cr Shelley Deeming

That Council;

- 1. Adopt the Development Contributions Policy 2018 in accordance with Section 102 of the Local Government Act 2002.
- Authorises the Chief Executive to make any necessary drafting, typographical, or presentation changes, or corrections to the Development Contributions Policy 2018 prior to the document being published.

Carried

6.4 Rates Remission and Postponement Policies

Moved By Cr Shelley Deeming Seconded By Cr Greg Martin

That Council:

 Adopts the rates remission and postponement policies, including changes, as required under Sections 85-90 of the Local Government (Rating) Act 2002 and Sections 109-110 and Schedule 11 of the Local Government Act 2002.

- 2. Adopts the policy for early payment of rates, as required under Section 55 of the Local Government (Rating) Act 2002.
- 3. Authorises the Chief Executive to make any necessary drafting, typographical, presentation changes, or corrections to the rates remission and postponement policies.

Carried

5

Extra ordinary business – Item 6.5.2 Adoption of the 2018-2028 Long Term Plan – Audit Opinion

Subsequent to the agenda being circulated Item 6.5.2 was distributed separately but not within the timeframe specified in LGOIMA.

The audit opinion was not included in the agenda for the reason that Audit NZ had not completed their review at the time of the agenda closure.

Council are asked to consider this matter at today's meeting so that the 2018-2028 Long Term Plan can be updated with the audit opinion prior to adoption.

Moved By Cr Sue Glen Seconded By Cr Greg Innes

That council consider Item 6.5.2 Adoption of the 2018-2028 Long Term Plan - Audit Opinion, at this meeting to enable the Plan to be updated prior to adoption.

CARRIED

Cr Bell requested his vote against be recorded.

6.5 Adoption - 2018-2028 Long Term Plan

Moved By Cr Phil Halse Seconded By Cr Stu Bell

That Council does not adopt the 2018-2028 Long Term Plan whilst it contains \$37m worth of debt funding.

Her Worship gave notice of her intention to move the recommendation as stated in the agenda report if the motion was lost.

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

Recorded	For	Against	Abstain
Her Worship the Mayor		Х	
Cr Stu Bell	Х		

Cr Crichton Christie	Х		
Cr Vince Cocurullo	Х		
Cr Tricia Cutforth		Х	
Cr Shelley Deeming		Х	
Cr Sue Glen		Х	
Cr Phil Halse	Х		
Cr Cherry Hermon		Х	
Cr Greg Innes		Х	
Cr Greg Martin		Х	
Cr Sharon Morgan		Х	
Cr Anna Murphy		Х	
Results	4	9	0

The motion was Lost (4 to 9).

6

<u>Motion</u>

Moved By Her Worship the Mayor Seconded By Cr Greg Innes

That Council:

- 1. Adopt the 2018 2028 Long Term Plan.
- Authorise the Chief Executive to make any necessary minor drafting, typographical or presentation corrections to the 2018 – 2028 Long Term Plan.

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

Recorded	For	Against	Abstain
Her Worship the Mayor	Х		
Cr Stu Bell		Х	
Cr Crichton Christie		Х	
Cr Vince Cocurullo		Х	
Cr Tricia Cutforth	Х		
Cr Shelley Deeming	Х		
Cr Sue Glen	Х		

Cr Phil Halse		Х	
Cr Cherry Hermon	х		
Cr Greg Innes	Х		
Cr Greg Martin	Х		
Cr Sharon Morgan	Х		
Cr Anna Murphy	Х		
Results	9	4	0

The motion was Carried (9 to 4)

7

Cr Benney was absent.

Cr Cocurullo was absent from the meeting from 11.54am to 11.58am during discussions on Item 6.5.

6.6 Rates Resolution 2018-2019

Moved ByCr Cherry HermonSeconded ByCr Shelley Deeming

That Council resolves:

1. Having adopted the 2018-2028 Long Term Plan, including the 2018-2019 Funding Impact Statement, Council sets the following rates and charges in accordance with the Local Government (Rating) Act 2002 for the financial year 1 July 2018 to 30 June 2019:

General Rates

Rate	Basis of assessment	Including GST
General Rates	Basis of Assessment – Sec 13,	
	14, 15 & Schedule 2	
Uniform Annual General Charge	Per separately used or	\$458.00
	inhabited part of a rating unit	
Residential category		
Multi – Unit category	Per \$ of land value	\$0.0034605
Rural category	Per \$ of land value	\$0.0069211
Commercial and Industrial	Per \$ of land value	\$0.0032835
category	Per \$ of land value	\$0.0224932
Miscellaneous category	Per \$ of land value	\$0.0034605

Targeted Rates

Rate	Basis of assessment	Including GST
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District Wide Refuse	Pagia of Assessment Sec 16	
Management Rate	Basis of Assessment – Sec 16, 17,18 & Schedule 2 & 3	
Management Nate		
District Wide Refuse	Per separately used or	\$179.00
Management Rate (All rateable	inhabited part of a rating unit	,
properties)		
Sewerage Rates	Basis of Assessment – Sec 16,	
(Connected to wastewater	17,18,19 & Schedule 2 & 3	
system)		
	Per separately used or	\$709.00
Residential	inhabited part of a rating unit	<i></i>
		• • •
Other – non-residential	Per pan or urinal	\$457.00
Water Rates	Basis of Assessment – Sec 16, 17,18 & Schedule 2 & 3	
	17,10 & Schedule 2 & S	
Consumption charge	Volume of metered water	\$2.26
Note: where an invoice for water	consumed per cubic metre	
by meter relates to a period that		
spans two financial years, the		
consumption over the period will		
be pro-rated (i.e. the amount of water consumed or supplied in		
the first year will be charged at		
the first year's amount per cubic		
metre, and the amount consumed		
or supplied in the second financial year will be charged at		*• • • •
the second year's amount per	Provision of service per separately used or inhabited	\$34.50
cubic metre).	part of a rating unit	
Annual supply charge (metered)	Availability of service per	\$34.50
	separately used or inhabited	,
	part of a rating unit	
		\$474.00
Annual availability charge	Provision of service per	ψ- <i>τ</i> -τ.00
	separately used or inhabited	
	part of a rating unit	
Annual Uniform charge	Provision of service per	
Annual Uniform charge (unmetered)	connection based on the nature	
(of connection	
		\$78.62
Backflow preventer charge	15/20mm connection 25mm connection	\$78.62 \$79.69
	32mm connection	\$94.27
	40mm connection	\$96.47
		\$100.09

Roading Scheme	50mm connection 80/100mm connection 150mm connection 200mm connection Basis of Assessment – Sec 16, 17, 18 & Schedule 2 & 3	\$252.09 \$295.11 \$488.77
Whangaruru North Road Seal Extension (Year 4 of 5)	Per rating unit in a specified and defined area of benefit (see funding impact statement)	\$575.00
McKinley Road Seal Extension (Year 4 of 5)	Per rating unit in a specified and defined area of benefit (see funding impact statement).	\$575.00
Flood Protection - Hikurangi Swamp Hikurangi Swamp Major Scheme Rating District	Per hectare of land in the Hikurangi Swamp Special Rating area	
Hikurangi Swamp Drainage	Class A approx 2,935 ha Class B approx 1,443 ha Class C approx 1,472 ha Class D approx 1,767 ha Class E approx 983 ha Class F approx 31,058 ha	\$188.08 \$168.92 \$131.67 \$18.85 \$9.48 \$3.79
Rating District	Per hectare of land in the Hikurangi Swamp Drainage Rating District	
	Class A approx 5,037 ha Class F approx 11,755 ha	\$21.76 \$2.18

2. Council resolves that it approves the due dates, discount allowed and penalties set out as follows:

Discount for full payment of annual rates

Council agrees to apply a policy for early payment of rates under Section 55 of the Local Government (Rating) Act 2002. Where the total year's land rates and any arrears are paid in full by the due date of the first instalment 20 August 2018 a discount of two percent (2%) will apply.

Penalty dates for rates paid in instalments

Penalties added to unpaid rates are exempt from GST.

Due dates and penalty dates for land rates

Council agrees the following due dates and to add penalties to rates not paid by the due

date under Section 57 of the Local Government (Rating) Act 2002. A penalty of ten percent (10%) will be added to the amount of each instalment which remains unpaid after the due date for payment, in accordance with the table below:

Instalment	Due Date	Date penalty applied
One	20 August 2018	23 August 2018
Тwo	20 November 2018	23 November 2018
Three	20 February 2019	25 February 2019
Four	20 May 2019	23 May 2019

Due dates and penalty dates for water rates

Water accounts are processed monthly, two-monthly or six-monthly. Council agrees that the due dates of these accounts will be relative to the consumer's cyclic billing period and will show on the water rates invoice in accordance with the following table:

Month water rates invoice issued	Due date for payment
July 2018	20 August 2018
August 2018	20 September 2018
September 2018	23 October 2018
October 2018	20 November 2018
November 2018	20 December 2018
December 2018	21 January 2019
January 2019	20 February 2019
February 2019	20 March 2019
March 2019	22 April 2019
April 2019	20 May 2019
May 2019	20 June 2019
June 2019	22 July 2019

A penalty of ten percent (10%) will be applied to amounts of water rates unpaid after the due date, in accordance with the following table:

Month water rates invoice issued	Date penalty will be added
July 2018	23 August 2018
August 2018	25 September 2018
September 2018	26 October 2018
October 2018	23 November 2018
November 2018	24 December 2018
December 2018	24 January 2019
January 2019	25 February 2019

February 2019	25 March 2019
March 2019	26 April 2019
April 2019	23 May 2019
May 2019	25 June 2019
June 2019	25 July 2019

Additional penalty charges

Additional penalty on arrears for land and water rates

In accordance with section 58 of the Local Government (Rating) Act 2002 Council agrees that a penalty of ten percent (10%) will be added to any unpaid rates (including penalties previously added and water rates) from the previous rating years that remain unpaid as at 5 July 2018. This penalty will be added on 3 September 2018.

Carried

6.7 2018 LGNZ Annual General Meeting Remits

Prior to a formal resolution being put forward, Her Worship sought direction from the Members (show of hands) as to which remits were supported or opposed.

Remits supported

Moved By Cr Tricia Cutforth Seconded By Cr Anna Murphy

That Council support the remits:

Drug testing in the community

That recommend that Local Government New Zealand works with central government to develop a nationally consistent regime of waste water testing, to enable a solid basis for testing drug use in our communities.

Heritage Buildings

That recommends that Local Government New Zealand lobbies for greater support for, and protection of, heritage buildings via the following mechanisms:

 Revision of the Building (Earthquake-Prone Buildings) Amendment Act

to change the '25% building work' clause instead to trigger earthquake strengthening once a threshold of "25% of the Capital Value or \$200,000, whichever is the greater" is reached to make this a more equitable provision for regional centres

- An increase in the heritage fund
- Provision of tax relief for heritage building upgrades.

Climate Change – advocate to banks

That recommends that Local Government New Zealand, consistent with the Local Government Position Statement on Climate Change 2017 and the Local Government Leaders' Climate Change Declaration 2017, advocate to all major banks that they transition away from investments in fossil fuel industries, and consider opportunities for long-term investments in low or zero-carbon systems.

Climate Change Adaptation Fund

That recommends that following on from the findings and recommendations of the Climate Change Adaptation Technical Working Group, that Local Government New Zealand calls on central government to establish a Climate Change Adaptation Fund to improve local level and community participation in responding to climate change.

Local Alcohol Policies

That recommends that Local Government New Zealand seeks the Government's agreement to:

- Amend the Sale and Supply of Alcohol Act 2012 so that Local Alcohol Policies can more accurately reflect local community views and preferences.
- Review policy levers it can apply to reduce alcohol-related harm that will complement Local Alcohol Policy provisions established by Territorial Local Authorities and include consideration of mechanisms for addressing the density and location of off-licensed premises.

Biofuels

That recommends Local Government New Zealand encourages the Government to investigate options to support the use of bio-diesel such as financial incentives; tax offsets; subsidies to bio-diesel manufacturers; and/or subsidies to renewable fuel manufacturers; and/or subsidies at the pump, in order to support the valuable New Zealand industries developing alternative and low carbon fuels.

Walking the talk – single use plastics

That recommends that Local Government New Zealand:

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 Encourage member councils to take steps to phase out the use of single-use plastic bags and plastic straws at council facilities and events.

A mandatory register of cooling towers

That recommends that:

- 1. Local Government New Zealand acknowledges the potentially fatal risks posed by legionella bacteria in industrial water cooling towers used for air conditioning and manufacturing.
- 2. Local Government asks central government to resume its work related to reducing the risks posed by legionella bacteria in industrial water cooling towers.

This could include:

- Amending the Building Act 2004 and/or the Building (Specified Systems, Change the Use, and Earthquake-prone Buildings) Regulations 2005 to collect information for a mandatory register of cooling towers and a mandatory testing and reporting regime.
- Providing enforcement powers to councils to address the risks associated with cooling towers such as requiring regular testing, reporting and compliance with specified standards under Building Warrant of Fitness certification.
- Requiring medical professionals to report cases of legionellosis (Legionnaires Disease) to local District Health Boards' Medical Officers of Health (as is required with Campylobacter outbreaks).

Reducing the waste stream

That recommends that Local Government New Zealand asks central government to address the China National Sword issue (action 1) and implement the local government waste manifesto (actions 2 - 6), to reduce New Zealand's waste by:

- 1. Adopting a New Zealand wide strategic approach to the collection, and processing of recyclable materials within New Zealand;
- 2. Reviewing the New Zealand Waste Strategy and align, where practicable, with the "Local Government Waste Management Manifesto" to set a clear programme for action;
- 3. Expanding the Waste Disposal Levy and progressively raise the

levy rate in order to reduce total waste to landfills;

- 4. Officially adopting the National Waste Data Framework and oversee its implementation to enable better planning and monitoring;
- 5. Establishing a container deposit scheme in consultation with local government in order to lift recycling rates; and
- 6. Declaring tyres, e-waste, agricultural chemicals and plastics, as priority products under the Waste Minimisation Act 2008, to address problem waste streams.

Tyres stewardship

That recommends that Local Government New Zealand requests that the Government urgently implements a comprehensive and mandatory product stewardship programme for tyres.

Carried

Remits opposed

The motion was voted on in parts.

Moved By Cr Phil Halse Seconded By Cr Crichton Christie

That Council do not support the remits:

Heavy Commercial Vehicles (HCV) – Rural roads policy

That recommends that Local Government New Zealand pursue investigation of a Road Pricing Policy Statement for Land Transport to incentivise route selection for Heavy Commercial Vehicles that encourages the most economically efficient use of the transport network over both Local Roads and the State Highway network.

Carried

Copper in brake pads

That recommends that Local Government New Zealand calls for central government to introduce legislation to limit or eliminate the copper content of vehicle brake pads to reduce contaminants in our urban waterways.

Carried

The meeting adjourned from 12.45pm to 1.15pm following Item 6.7. Cr Innes left the meeting following the break. Cr Innes re-joined the meeting at 2.19pm during the closed meeting.

Cr Morgan did not re-join the meeting immediately following the break.

6.8 Community Funding Proposal June 2018

Moved By Cr Crichton Christie Seconded By Cr Shelley Deeming

That Council;

- adopts the new Funding Principles of Accessibility, Consistency, Diversity, Effectiveness, Efficiency, Equity, Flexibility, Inclusion and Transparency; and
- 2. adopts an enhanced status quo model for Community Funding to be reviewed after 18months from 1 July 2018 in line with the Community Development Framework; including:
 - a. Improved single application form and process
 - b. Introduction of Impact Reporting template
 - c. Increased flexible eligibility criteria for operational expenses, facility improvements and capital purchases
 - d. Distribution of increases in funding arising from the 2018-2028 Long Term Plan across existing fund categories.

Carried

Cr Morgan re-joined the meeting at 1.17pm during Item 6.8.

6.9 Recommendation for Increase in Contract Value of Contract CON12001 – North Area Maintenance

Moved By Cr Phil Halse Seconded By Cr Greg Martin

That the Council approves the contract value for North Area Maintenance (Contract 12001) to be increased by the sum of \$750,000 and the total contract value increased to \$26,929,588.75 exclusive of GST.

Carried

6.10 CON17085 - Whangarei North Road Maintenance and Renewals

Moved By Cr Greg Martin Seconded By Cr Sharon Morgan

That the Council awards the Whangarei North Road Maintenance and Renewals contract CON18085 to Fulton Hogan Ltd, for the sum of \$37,000,707.36 excluding GST (thirty seven million, seven hundred and seven dollars and thirty six cents, excluding GST).

Carried

6.11 CON17086 - Whangarei South Road Maintenance and Renewals

Moved By Cr Greg Martin Seconded By Cr Sharon Morgan

That the Council awards the Whangarei South Road Maintenance and Renewals contract, CON18086, to Downers NZ, for the sum of \$47,885,554.97 excluding GST.

Carried

6.12 CON16020 - Kamo Shared Path Stage 1 - Rust Avenue to Cross Street - Variation to Contract

Moved By Cr Cherry Hermon Seconded By Cr Tricia Cutforth

That Council approves the value of contract CON16020 Kamo Shared Path Stage 1 be increased from \$2,501,448.46 to \$2,896,283.46 (Two Million, Eight Hundred and Ninety-Six Thousand, Two Hundred and Eighty-Three Dollars and Forty-Six Cents) excluding GST.

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

Recorded	For	Against	Abstain
Her Worship the Mayor	Х		
Cr Stu Bell	Х		
Cr Crichton Christie	Х		
Cr Vince Cocurullo	Х		
Cr Tricia Cutforth	Х		
Cr Shelley Deeming	Х		
Cr Sue Glen	Х		
Cr Phil Halse	Х		
Cr Cherry Hermon	Х		
Cr Greg Martin	Х		
Cr Sharon Morgan	Х		

Cr Anna Murphy	Х
Results	12

Carried (12 to 0) Unanimous

0

Crs Benney and Innes were absent.

7. Information Reports

7.1 2018 Local Government New Zealand Conference

Moved By Cr Phil Halse **Seconded By** Her Worship the Mayor Sheryl Mai

That the Council note that;

- a) the Local Government New Zealand Conference is being held 15 17 July 2018 in Christchurch.
- b) the Mayor, Deputy Mayor Sharon Morgan, Councillors Gavin Benney and Crichton Christie and General Manager Dominic Kula will represent Council at the Conference.

Carried

7.2 Correction to Council decision - Annual Operating Fund Moved By Cr Stu Bell Seconded By Cr Shelley Deeming

That the Council note the decision made on 26 April 2018, to increase funding to the Jack Morgan Museum Inc and Whangarei Brass Band Inc; is not valid.

Carried

8. Public Excluded Business

Moved By Cr Cherry Hermon Seconded By Cr Greg Martin

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:

General subject of each matter to be considered	Reason for passing this resolution in relation to	Ground(s) under Section 48(1) for
	each matter	passing this resolution

1.1	Minutes Whangarei District Council 31 May 2018	Good reason to withhold information exists under	Section 48(1)(a)
1.2	Civic Honours Selection Committee – Approval of Minutes and Recommendations	Section 7 Local Government Official Information and Meetings Act 1987	
1.3	Trustee Appointments - NECT		
1.4	IT Contract extension		

This resolution is made in reliance on Section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or the relevant part of the proceedings of the meeting in public, are as follows:

ltem	Grounds	Section
1.1	For the reasons as stated in the previous minutes	
1.2	To protect the privacy of natural persons including that of a deceased person.	Section 7(2)(a)
1.3	To protect the privacy of natural persons including that of a deceased person.	Section 7(2)(a)
1.4	To enable the council to carry on without prejudice or disadvantage commercial negotiations	Section 7(2)(h)

Carried

9. Closure of Meeting

The meeting concluded at 2.49pm

Confirmed this 26th day of July 2018

Her Worship the Mayor Sheryl Mai (Chairperson)



6.1 Fires in the Open Air Bylaw revocation

Meeting:	Whangarei District Council
Date of meeting:	26 July 2018
Reporting officer:	Shireen Munday (Strategic Planner)

1 Purpose

To revoke the Whangarei District Council Fires in the Open Air Bylaw 2015.

2 Recommendation

That Council revokes the Fires in the Open Air Bylaw 2015 and publicly notifies its resolution.

3 Background

The New Zealand Government introduced the Fire and Emergency New Zealand Act 2017 (the Act) in May 2017. This Act repealed the Fire Service Act 1975 and the Forest and Rural Fires Act 1977 and amalgamated the New Zealand Fire Service and New Zealand Rural Fire Authority into what is now known as Fire and Emergency New Zealand (FENZ).

Several functions previously required to be provided through local authority bylaws are now covered by FENZ. This includes issuing fire permits, and opening and closing fire seasons. The Act has come into force over time, with some remaining provisions coming into force on 1 July 2018.

The Act also amended the Local Government Act 2002 on these matters, requiring councils to address any inconsistencies with the new legislation, as well as providing a framework to amend or revoke bylaws without a requirement to consult with the community.

Council's current Fires in the Open Air Bylaw 2015 (Attachment 1) primarily addresses the relevant matters under the previous legislative framework, with a focus on fire permits and seasons in the urban areas of the District.

4 Discussion

4.1 Overview

Section 152B of the Local Government Act 2002 covers the effect of the Act on any relevant bylaws. The section provides generally for two matters to be addressed:

1. Where a bylaw contains provisions that are inconsistent with the Act, the Act prevails and those provisions have no effect, and these provisions should be revoked.

2. Where a bylaw contains matters that relate to specific matters that are now covered under the Act, Council can consult with FENZ to determine whether it is appropriate to amend or revoke those provisions.

S152B also specifically provides that where these two provisions apply, councils may be resolution publicly notify amend or revoke their bylaws, without the requirement to consult with the community under s82 or s83 of the Local Government Act 2002.

4.2 Analysis

Staff have analysed the Bylaw in relation to the Act. Together with representatives from Kaipara District Council staff held a meeting with FENZ staff to consult with them in February 2018.

The feedback from FENZ staff was that they consider it is appropriate for Council to revoke the Fires in the Open Air Bylaw 2015 (Attachment 1). This is supported by the letter from the Chief Executive of Fire Emergency New Zealand as provided in Attachment 2.

Table 1 below provides a brief overview of the analysis, together with the recommendations as agreed with FENZ staff in February.

Bylaw clauses	Relevant FENZ Act provisions	Comments	Recommendation
(1), (2), (3), (13)	NA	Administrative clauses.	Revoke clauses.
(4) Fires in the open	Now provided for in ss 38, 43, 60 & 61 FENZ Act.		Matters covered by
(a) Danger to persons or property;			FENZ Act, revoke clauses.
(b) Out of control			
(4) Fires in the open	Smoke or ash	Both Council and Northland	Matter(s) can be
(c) Smoke or ash nuisance	nuisance is not addressed under the FENZ Act as FENZ can only act where a fire threatens persons or property.	Regional Council have existing responsibilities and powers to address smoke (and ash) nuisance under the Health Act and the Regional Air Quality Plan for Northland (and any replacement Plan). All three Northland TLAs and NRC have met, together with FENZ representatives, to agree to a consistent and region-wide approach to smoke and ash nuisance complaints.	covered under other regulatory tools, revoke clause.
(5), (6), (7), (8), (9), (10) Restricted/ Prohibited Fire Seasons/ Permits/ extinguishing fires	Now provided for in ss52-59 FENZ Act	Clauses are inconsistent with the Act.	Matter superseded by FENZ Act, revoke clauses.
(10.1.a) Extinguishing fires in an open season	see clause (4).	Clause is inconsistent with the Act.	Matter superseded by FENZ Act, revoke clause.

 Table 1 – Comparison of WDC Bylaw and FENZ Act provisions

Bylaw clauses	Relevant FENZ Act provisions	Comments	Recommendation
(11) Live Ashes	Now provided for in S61 FENZ Act		Matter covered by FENZ Act, revoke clause.
(12) Storage of combustible material	Now provided for in S65 & 159 FENZ Act		Matter covered by FENZ Act, revoke clause.

4.3 Summary of analysis and consultation with FENZ

Clauses 1,2,3 and 13 are administrative and therefore do not require any further consideration.

Clauses 5 to 9 and most of clause 10 are inconsistent with the Act and are required to be revoked.

Clauses 4.a, 4.b, 10.1.a, 11 and 12, while not necessarily inconsistent with the Act, are now duplicated under the various provisions of the Act. For consistency and completeness, it is recommended that these clauses are also revoked. This approach was also recommended by FENZ.

Clause 4.c is not covered by the Act. However, there are other regulatory provisions in place that address this matter and the retention of this clause would retain an existing duplication of regulatory tools.

4.4 Recommendation

Staff recommend that Council revokes the Fires in the Open Air Bylaw 2015, in accordance with section 152B of the Local Government Act 2002.

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.

A public notice will be published in print media and on Council's website to formally advise the community of Council's decision. This will include an explanation on how these matters are now regulated, together with appropriate contact details.

Council's website will be appropriately updated. A joint education programme with Northland Regional Council and FENZ is being developed to ensure consistent messages are being provided by all relevant organisations.

6 Attachments

Attachment 1: Whangarei District Council Fires in the Open Air Bylaw 2015 Attachment 2: Letter from Chief Executive of Fire Emergency New Zealand



Attachment 1



Fires in the Open Air Bylaw





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1 Introduction

- 1.1 This bylaw is made in accordance with the Local Government Act 2002 and the Rural Fires Act 1977.
- 1.2 This bylaw shall come into force on 17 December 2015.
- 1.3 This bylaw should be read in conjunction with Council's Rural Fire Plan.
- 1.4 This bylaw should be read in conjunction with the Regional Air Quality Plan produced by the Northland Regional Council, which requires that resource consent be sought for most burning activities within the Whangarei airshed.

2 Purpose

The purpose of this bylaw is to protect public health and safety from the start or spread of fire by regulating the use of fires in the open air and other fire hazards.

Explanatory Note: While the bylaw applies to both the urban and rural areas of the Whangarei District, the Forest and Rural Fires Act 1977 and its regulations also apply in rural areas.

3 Definitions and interpretation

In this bylaw, unless the context otherwise requires:

Acceptable means of fire suppression means a hose connected to a reticulated water supply or an alternative means of fire suppression approved in writing in a particular area by the CE or delegate.

Barbecue means any fixed or portable gas or solid fuel burning equipment or device designed or intended for the cooking of food in the open air that is not certified to the standards specified in NZS/AS 3645:2010 Part 2

CE or delegate means the person appointed as the Chief Executive of the Whangarei District Council and includes the Principal Rural Fire Officer and any other officer acting under the delegated authority of the Chief Executive.

Ethnic cooking fire means any hangi, umu or similar fire in the open air and used for the preparation of food using ethnic cooking methods.

Fire permit means a permit to light a fire in the open air granted in accordance with clauses 5.2 and 6.2 of this bylaw.

Open air, in relation to fires, means in the open air whether on or above ground level, excluding:

- commercially constructed barbeques or incinerators that comply with NZS 5262, 5435 and/or 5442.
- fireplaces (including any enclosed fireproof place or incinerator for combustion by fire) constructed and maintained in a dwelling or other structure or in any other place to the approval of the public or local authority having jurisdiction to issue the relevant permit to build such dwelling or structure or to authorise the construction or installation of the fireplace.
- domestic gas barbecues that are certified to the standards specified in NZS/AS 3645:2010 Part 2.

Open fire season means a period of time, whether fixed or indefinite during which the lighting of fires in the open air is permitted.

Prohibited fire season means a period of time, whether fixed or indefinite during which the lighting of fires in the open air is prohibited in accordance with clause 6 of this bylaw.

Restricted fire season means a period of time whether of fixed or indefinite duration during which period permits of authorities are required for the lighting of fires in the open air in accordance with clause 5 of this bylaw.

4 Fires in the open

No person shall in any open fire season light any fire in the open air where the location, wind or other conditions cause or are likely to cause the fire to become:

- a. A danger to any person or property; or
- b. out of control or spread beyond the limits of the premises on which it is lit; or
- c. a smoke or ash nuisance to any person.

Fires in the Open Air Bylaw 2015



5 Restricted fire season

5.1 The CE or delegate may at any time prescribe a restricted fire season or seasons within the District or in any specified part or parts thereof, and may at any time cancel or vary such a prescription.

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- 5.2 Any person wishing to obtain a fire permit during a restricted fire season shall apply to the CE or delegate.
- 5.3 The CE or delegate may from time to time prescribe a form of application for the purposes of clause 5.2
- 5.4 On written application under clause 5.2 the CE or delegate may issue a fire permit and may impose such conditions and restrictions in respect of the permit as the CE or delegate considers reasonably necessary having regard to:
 - a. Any cultural requirements or practices;
 - b. the location, terrain, natural vegetation, and the existence of buildings, infrastructure assets including transmission line or substation assets, or other structures and any other fuels; and
 - c. protection of the health, safety and convenience, of persons on the premises in respect of which the permit is used and adjoining lands and premises;
 - d. weather and any other fire danger.
- 5.5 Ethnic cooking fires, barbecues and incinerators are exempt from clause 5.2 providing they are undertaken in compliance with any conditions set out in the public notice announcing the relevant restricted fire season.
- 5.6 Notwithstanding Clause 5.5, in periods of elevated fire danger the CE or delegate may temporarily ban ethnic cooking fires, incinerators and barbecues.
- 5.7 Unless permitted by the CE or delegate, no person shall, in a restricted fire season light any fire in the open air and no person, being the occupier of any premises shall cause, permit or suffer any fire to be lit or continue to burn in the open air on those premises.

6 Prohibited fire season

- 6.1 The CE or delegate may at any time prescribe a prohibited fire season or seasons within the district or in any specified part or parts thereof, and may at any time cancel or vary such a prescription.
- 6.2 Unless permitted by the CE or delegate, no person shall, in a prohibited season, light any fire in the open air and no person, being the occupier of any premises shall cause, permit or suffer any fire to be lit or continue to burn in the open air on those premises.
- 6.3 On written application the CE or delegate may issue a fire permit to prevent, reduce, or overcome any hazard to life or health or in other serious emergency or where weather or other conditions have so temporarily reduced the fire hazard so as to make it apparently safe to light a fire and may impose such conditions and restrictions in respect of the permit as the CE or delegate considers reasonably necessary having regard to:
 - a. Any cultural requirements or practices;
 - b. the location, terrain, natural vegetation, and the existence of buildings, infrastructure assets including transmission line or substation assets, or other structures and any other fuels; and
 - c. protection of the health, safety and convenience, of persons on the premises in respect of which the permit is used and adjoining lands and premises;
 - d. weather and any other fire danger.
- 6.4 Ethnic cooking fires, barbecues and incinerators are exempt from clause 6.2 providing they are undertaken in compliance with any conditions set out in the public notice announcing the relevant prohibited fire season.
- 6.5 Notwithstanding Clause 6.4, in periods of elevated fire danger the CE or delegate may temporarily ban ethnic cooking fires, incinerators and barbecues.



7 Public notice of restricted or prohibited fire season

7.1 Public notice of the prescription of a restricted or a prohibited fire season made under clause 5 or clause 6 or the cancellation of such a prescription shall be made by:

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- a. Broadcast or other similar means within the district; or
- b. by a notice inserted in a daily or community newspaper circulating within the district; or
- c. by any effective means.

8 Revocation or suspension of permits

- 8.1 Subject to clause 8.2 every fire permit issued in accordance with clause 5 shall remain in force from the date of issue until the date of expiry of the period, date or time specified in the permit, unless a prohibited fire season is declared.
- 8.2 Notwithstanding any other provisions in this bylaw, any permit issued under this part of the bylaw may be revoked or suspended by the CE or delegate at any time, or suspended for such periods of time on such terms and conditions, as the CE or delegate may consider reasonable in the circumstances.

9 Fees for permits

9.1 Council may, from time to time, by resolution publicly notified, specify the fee or fees payable in respect of the issue of any permit under this bylaw. Any fee prescribed shall be paid upon uplifting the permit.

10 Council may extinguish fires

- 10.1 Where a fire has been lit or allowed to burn in:
 - a. An open fire season in breach of clause 4; or
 - b. a restricted fire season in breach of the conditions or a fire permit issued in accordance with clause 5; or
 - c. a prohibited fire season in breach of clause 6; or
 - d. a contravention of the Regional Air Quality Plan.

Any officer or agent of Council (including the New Zealand Fire Service) may extinguish any such fire or direct the occupier of the premises on which the fire is located, or the person who lit the fire, to extinguish such fire.

- 10.2 Where the CE or delegate has extinguished a fire pursuant to clause 10.1 Council may recover the costs incurred in extinguishing the fire from the occupier of premises on which the fire was located, or the person who lit the fire.
- 10.3 Where any occupier of premises upon which a fire in the open air is located, or a person who lit such fire, disregards a Council direction under clause 10.1 to extinguish the fire, the CE or delegate may authorise an agent of the Council (including the New Zealand Fire Service) to extinguish the fire and to take such other steps as may be necessary to ensure the safety of any person or to protect the premises, or any other property.
- 10.4 Council may recover from the occupier of the premises, or the person who lit the fire, any costs incurred by it as a result of its officer or agents taking any action authorised by the CE or delegate under clause 10.3.

11 Live ashes

- 11.1 No person shall place any live cinders, embers or ashes in or upon any premises other than:
 - a. In a container made and constructed of concrete or other similarly fire resistant material to prevent the transmission of heat to any combustible material; or
 - b. in a pit or upon a fire resistant substance in a manner which will prevent the spreading of fire or heat by the action of wind or otherwise.
 - c. as part of an ethnic cooking process including hangi or umu.

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12 Storage of combustible materials

Attachment 1

- 12.1 Except as provided in clause 12.2 and clause 12.3, no occupier of any premises shall permit the storage or stacking in the open of any combustible material, unless the distance of the stack from any boundary other than a street boundary is at least equal to the height of the stack, but in any case not less than 1.4 metres.
- 12.2 A stack may be placed closer to the boundary than the distance specified in clause 12.1 if a brick, stone or concrete wall extending not less than 450 millimetres beyond the length of the stack, is situated between the stack and the boundary.
- 12.3 A stack may, with the written approval of the owner and of the CE or delegate, be placed closer to the boundary than the distance specified in cause 12.1 where any of the following conditions continue to exist:
 - a. Where there is a brick, stone or concrete wall as defined in clause 12.2 without openings situated on the adjoining property and within 1.4 metres of the common boundary; or
 - b. Where there are no buildings on the adjoining land; or
 - c. Where there is no danger of a stack adjacent to a boundary increasing the risk of the spread of fire.

13 Offences

13.1 Every person who breaches this bylaw commits an offence.

Attachment 2



14 February 2018

Rob Forlong Chief Executive Whangarei District Council Private Bag 9023 Whangarei 0148 New Zealand

Dear Mr Forlong,

Urban Fire Control Bylaws

In 2017, the New Zealand Fire Service Commission wrote to you regarding the Fire and Emergency New Zealand Act 2017 (the Act) and its impact on Councils' relevant fire bylaws.

Under the Act, from 1 July 2017, Fire and Emergency New Zealand gained a number of powers covering areas controlled by Councils under the Local Government Act 2002 (the LGA).

The Act also made amendments to the LGA under which Councils must amend or revoke any bylaws that are inconsistent with the Act or any regulations or notice under the Act. In addition, the Councils may, after consultation with Fire and Emergency New Zealand, amend or revoke a relevant fire bylaw.

In relation to both inconsistent bylaws, and relevant fire bylaws that a Council decides to amend or revoke after consultation with Fire and Emergency New Zealand, the necessary amendments or revocations may be done without being required to consult under section 82 of the LGA, or use the special consultative procedure set out in section 83 of the LGA.

I am satisfied that Whangarei District Council has consulted with Fire and Emergency New Zealand with regard to its relevant fire bylaws as required under section 152B(1) of the LGA.

Fire and Emergency New Zealand will continue to work closely with Council representatives in relation to arrangements for Fire and Emergency New Zealand exercising fire control within your district.

Kind regards,

Rhys Jones Chief Executive







6.2 Community loan change request - Ngunguru Sports and Recreation Society

Meeting:	Whangarei District Council
Date of meeting:	24 July 2018
Reporting officer:	Cindy Velthuizen, Community Funding Officer

1 Purpose

To seek approval for increasing the community loan allocation for the Ngunguru Sports and Recreation Society.

2 Recommendation/s

That Council approve an increase of the interest-free community loan from \$30,000 to \$40,000 for Ngunguru Sports and Recreation Society for carpark sealing, subject to the outcome of any community grant allocation made before loan drawdown.

3 Background

On 31 May 2018, Council approved an interest-free community loan of \$30,000 for Ngunguru Sports and Recreation Society for the sealing of their car park.

The Society had two options for carpark sealing, being a chip-seal or an asphalt finish. For the initial loan request, the Society wanted to go for the lower cost chip-seal finish.

Following further discussions with the contractor, the Society would like to go ahead with the more permanent, higher cost asphalt finish.

4 Discussion

The asphalt finish option is estimated at \$81,000 plus GST, compared to an estimate of \$60,000 for the chip-seal.

The previous approved loan amount of \$30,000 was a 50% contribution to the project, which the Society would match from its own funds.

The Society expressed an interest in applying for a new contestable grants fund proposed in the LTP. As this has not been finalized and they would like to commence works in October, the Society is instead requesting an increase in the approved loan amount from \$30,000 to \$40,000.

4.1 Loan terms

Ngunguru Sports and Recreation Society have requested a loan drawdown date of 1 October 2018, and a loan term of 7 years with 28 quarterly payments of \$1,428.58 commencing 1 April 2019.

In line with our Community Loans criteria, this is an interest-free loan.

4.2 Assessment of loan

Ngunguru Sports and Recreation Society already have an existing Community Loan through Council, due to be fully repaid on 1 September 2021. The Society is confident in their ability to service both loans. A cashflow statement is provided demonstrating this.

This application was reviewed by staff with finance, legal, and leases expertise and no issues were noted.

4.3 Alternative option

An alternative option for support is for the Community Funding Committee to consider this extra \$10,000 as a grant from the Community Fund.

At their 29 June meeting, Council approved some changes to Council's community funding. This included the adoption of funding principles and a broadening of criteria to allow for consideration of modest facility development up to \$10,000. Ngunguru Sports and Recreation Society meets the criteria for this Fund and could apply.

The decision date for this Fund is mid-October, which is approximately when the work is expected to start.

Our funding criteria states that Council "generally will not support activities/projects that start before funding decisions are made" nor support applicants "for an activity that Council is already providing financial support for".

A revised Grants, Concessions and Loans Policy will be put to the Community Funding Committee for approval in September. No change to these criteria is proposed.

Our newly adopted funding principles – particularly *flexibility*, *consistency* and *equity* – would encourage us to consider the Society's request as a grant.

Consideration of a grant is outside of the scope of this loan request and of this Committee. However, the Committee could determine that any loan approval be subject to any grant approval made before loan drawdown in October 2018.

The Community Funding Committee determines Community Fund allocations based on assessment of all applications to the Fund in comparison to each other, and irrespective of any decision made on this loan increase request.

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. Community loan application and supporting documentation - Ngunguru Sports and Recreation Society


Ngunguru Sports and Recreation Society Inc.

Kopipi Crescent, PO Box 403099, Ngunguru 0154

Phone 09 434 3997 Email: <u>ngungurusports@xtra.co.nz</u>

Find us on Facebook

1st July 2018

The CEO, Whangarei District Council, Private Bag 9023, Whangarei.

Re: Car parking upgrade at the Ngunguru Sports Complex

Further to the recent emails we have received from Cindy Velthuizen dated 19th June and from Sue Hodge dated 25th June, we confirm the following.

- Our organization was recently approved for an interest free loan of \$30K from the WDC to assist us with the car parking upgrade at the Ngunguru Sports Complex. Please refer to copy of our letter to Council of 26th March **(attachment A)** seeking this assistance.
- WDC management prepared 2 options for our consideration, the first being a chip seal finish, and the second being an asphalt finish. Each option was costed separately.
- After discussing these two options with Alan Johnston from Robinson Asphalts we decided that the most preferred option was the permanent asphalt finish.
- Alan Johnston from Robinson Asphalts has provided us with his estimate for the asphalt option at \$81K plus GST. Refer copy of his email quote dated 1st July (attachment B)
- To enable us to proceed with this option, a further \$20K of funds will be required.
- We have approached WDC management to ascertain if our organization might be eligible for a grant of \$20K from their **"Contestable Facility Partnership Fund"** to cover this shortfall. This obviously would be our preferred method to fund the shortfall for this project. We do understand however from talking to Sue Hodge that the first allocation of these funds will not be available until September 2018 at the earliest, and that the policy for this grant fund has yet to be developed.

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- Our other option to fund this \$20K project shorefall is to ask Council to consider increasing their current loan offer from \$30K to \$40, and we in turn would fund the additional finance needed from our cash reserves.
- We understand from Cindy Velthuizen that the WDC will require the necessary completed loan application and cashflow forecast to consider the increased loan option, and that this information is required by 9th July. This documentation is included as part of our proposal.
- Could we suggest the following arrangements / terms for the requested increased loan amount of \$40K be considered by Council.
 - that the total loan amount of \$40K be made available to ourselves say on 1st Oct 2018, which is when we expect work on the car parking upgrade project would be ready to commence. We expect that we will be required to make progress payments to Robinson Asphalts as the project proceeds. We are confident that the car parking upgrade will be completed before Xmas this year.
 - 2) that this new loan be repaid over seven (7) years by twenty-eight (28) quarterly payments of \$1428.58,, the first payment commencing on 1st April 2019 with the final payment made on 31st December 2025. We are confident that our expected trading income will allow to service both this new loan proposal for the car parking upgrade as well as enabling us to repay the balance of our existing WDC interest free loan which stood at \$14,063 as at 31st March 2018, and is due to be fully repaid on 1st Sept 2021.

Given that this car parking upgrade is seen as a priority in terms of our strategic objectives, we trust that Council will see fit to assist us complete this essential project which will benefit our local community.

Yours faithfully

Norman Pratt President

cc Greg Martin and Anna Murphy



Ngunguru Sports and Recreation Society Inc.

tazzhrnent "A" - Page 1

Kopipi Crescent, PO Box 403099, Ngunguru 0154

Phone 09 434 3997 Email: <u>ngungurusports@xtra.co.nz</u>

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).

this Page 2

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

Norman Pratt PRESIDENT

cc Greg Martin Anna Murphy

Attach392nt "B"

Ngunguru Sports Center

From:	Erica Wellington <eroica51@xtra.co.nz></eroica51@xtra.co.nz>
Sent:	Monday, 2 July 2018 10:38 AM
То:	Ngunguru Sports Complex; Ces
Subject:	Fwd: Ngunguru Sports Complex carpark

FYI

NDP

------ Original Message ------From: Alan Johnston <<u>alan@robinsons.net.nz</u>> To: "<u>eroica51@xtra.co.nz</u>" <<u>eroica51@xtra.co.nz</u>> Date: 01 July 2018 at 22:15 Subject: Ngunguru Sports Complex carpark

Hi Norman,

My estimate of \$81000.00+gst was based on your supplied plan option 2 (dated 05/03/2018) 1000m2 plus another 80m2 of failed pavement just out from front enterance The estimate allows for -excavate and remove to a depth of 250mm of unsuitable material -supply and compact 250mm base course to the same area -shaping and compacting existing metal base -supply, compact extra base metal to these areas -finish prepping the whole area ready for Hotmix -supply laying 30mm Hotmix to whole area This would once excavation completed ,require approx 250m3 solid of metal,once shaped compacted ready for seal then the Hotmixing of 1080m2 This estimate does not allow for- any drainage (have assumed would over and flow into open drain) -any kerbing -any linemarking

Regards Alan

Regards Alan Johnston Sent from my iPad

Norman

Ngunguru Sports Center

From: Sent: To: Subject:

Erica Wellington <eroica51@xtra.co.nz> Monday, 2 July 2018 10:38 AM Ngunguru Sports Complex; Ces Fwd: Ngunguru Sports Complex carpark

FYI

NDP

----- Original Message ------From: Alan Johnston alan@robinsons.net.nz> To: "eroica51@xtra.co.nz" <eroica51@xtra.co.nz> Date: 01 July 2018 at 22:15 Subject: Ngunguru Sports Complex carpark

Hi Norman,

My estimate of \$81000.00+gst was based on your supplied plan option 2 (dated 05/03/2018) 1000m2 plus another 80m2 of failed pavement just out from front enterance The estimate allows for -excavate and remove to a depth of 250mm of unsuitable material -supply and compact 250mm base course to the same area -shaping and compacting existing metal base -supply, compact extra base metal to these areas -finish prepping the whole area ready for Hotmix -supply laying 30mm Hotmix to whole area This would once excavation completed ,require approx 250m3 solid of metal, once shaped compacted ready for seal then the Hotmixing of 1080m2 This estimate does not allow for- any drainage (have assumed would over and flow into open drain) -any kerbing

-any linemarking

Regards Alan

Regards Alan Johnston Sent from my iPad

Norman



Community Loans Application Form

1. Applicant Details

Name of group/organisation Ngunguru Sports a Recreation Sarety
Postal Address PO Box 403099
Ngunguru
Postcode 0154
Street Address Kopipi Cics, Ngunguru
Email Address ngungurusportsextra.co.nz
Website Address
Legal status ☐ Trust ☐ Incorporated Society ☐ Other (<i>specify</i>) Are you GST Registered? No ☐ Yes ☑ GST number:
Name two people Council can contact if we need further information regarding this application (One name should be the person completing this application form)
Name Norman Pratt Position President
Address PO Box 7153, Tikipunga
Email eroicaslextra.co.nz Phone 0275554613
Name Ces Burke Position Treasurer
Address 51 Motel Road, R.D.3, Whangelei
Email <u>cburkecbusinessservices</u> . Phone <u>4343066</u> <u>co.72</u> Provide a brief overview of your group/organization: <u>Refer attached background information</u> <u>"Attached C"</u>

2. The Project

Ngunguru Sports Complex Parking Project Project Name

Tell us about your project in full (attach additional sheets if you wish)

Refer our covering	letter dated	lst	July 2018
	7		

What are the	e expected start /	finish dates c	of your proj	ect?	
Start:	October	2018	Finish:	December	2018

Where is the project to take place? (Please attach a location plan and legal description)

1.	Is the land a public reserve?	Yes		No	$\mathbf{\nabla}$
2.	Is the land vested in or controlled by Council? If 'Yes', please provide a copy of your lease/License to Occupy	Yes	ď	No	
3.	Does your organisation have buildings or facilities on the land? If 'Yes', please provide brief details below:	Yes		No	
F	Refer Background information (A of this application	Hact	vme.	nt (

Briefly explain how this project/event benefits the community Demand for car parking at the Ngunguru Sports Complex has become ain urgent priority. Please refer our paper of March 2018 "Carparking demands" (Allachert D)

Please indicate which of the following Community Outcomes your project contributes to:

Outcome	Tick
Easy and safe to move around	V
A growing, resilient economy	
Clean, healthy and valued environment	
Vibrant and healthy communities	\checkmark
Well managed growth	\checkmark

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3. The Budget

Work out below the amount of money you should apply for:

Project Costs List all project costs		\$ Amount
Robinson Asphalts project	ct estimate	93150
		a.
	(A) Total Project Cost	93150

Income - how will your group contribute financially to the project? e.g. own contribution, existing funds

\$ Amount

Ngunguru Sports Complex cash Contribution	53150

Other sources of income e.g. other grants, donations, discounts on services, expected fundraising

	(B) Total Contribution	53150

Subtract your contribution (B) from the total cost of the project (A). The answer is the amount of money you need for your project to go ahead. **Projects need to be at least 50% self-funding.**

A: Total cost of project	\$ 93150
B: Less total funds available	\$ 53150
C: Difference	\$ 40000

How much funding are you requesting from the Whangarei District Council?

\$ 40000

 $x \in \mathbb{N}$, so a

4.

What permanent income does your organisation have? (You must be able to demonstrate the ability to pay loan instalments)

Reter attached and ted cash statements for the year ended 31 mar 17 , 31 mar 18 and forecasted cash projections b, the years 2015 - 2026.

Please provide a cash flow forecast for the term of the loan which demonstrates your ability to repay.

What security can you offer for the loan? (if applicable)

A general security agreement against the Societys property to a maximum priority sum of \$55000 (which would incorporate both WDC interest free loans).

Are there up to five members of your organisation who will be prepared to sign personal loan guarantees for the organisation? *(if required)*

Yes No & NOT CONSIDERED NECESSARY Refer letter dated 29 June 2018 from au Auditors BDD supporting our ability to pay our bills and loan repayments as Declaration they fall due (Attachment E).

- I declare that the information supplied here is correct. If the application is successful, I/we agree to:
 meet all legal expenses in relation to the loan, including those related to releasing security once the loan is repaid
- provide financial statements to Council annually within three months of completion of audit
- work with Council to remedy the situation as quickly as possible where a default in repayments occurs
- accept that the name of the group/organisation may appear in Council material accessible to the public where a default in repayments occurs
- acknowledge that we will be liable to return any monies granted should any breach of the conditions occur
- agree to acknowledge Whangarei District Council in all publicity

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 undertake that I have obtained the consent of my group/organisation to provide these details. I understand that my name and/or the name of my group/organisation and brief details about the project may be released to the media or appear in publicity material. I am aware that we have the right to have access to this information held by Council. This consent is given under the Privacy Act 1993.

Name:	Norman Pratt	
Signature	ND hast	

Position: President Date: 5/07/18

5. Final Check

Make sure you have

- Completed all sections
- Provided a copy of your group/organisation's Certificate of Incorporation or Trust Deed
- Provided the group/organisation's last two years' financial accounts audited by a member of the New Zealand Society of Accountants
- Provided bank account details (attach a bank generated deposit slip)
- |V| Attached a location plan and legal description of where the project is to take place
- Attached a copy of your Lease/Licence to Occupy (if the land where the project is to take place is vested in or controlled by Council)
- Attached quotes or schedules of materials and relevant plans and details (A4 size please)
- Provided a cash flow forecast for the term of the loan which demonstrates your ability to repay
- Attached any other information you consider relevant or helpful to your case e.g. management plan, strategic plan, aims and objectives, organisation's history, maps etc

Ngunguru Sports & Recreation Society

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Cashflow as per audited accounts

f	2017	2018
Cash Flows from Operating Activities		
Cash was received from		
Donations, fundraising and other similar receipts	E2 002	EE 441
Fees, subscriptions and other receipts from members	52,082	55,118 18,701
Receipts from providing goods or services	21,794	
Interest, dividends and other investment receipts	311,250	331,047
Cash receipts from other operating activities	1,760	1,060
GST	11,574	3,023
Gaming ²⁴	-119	938
Total Cash was received from	133,399	131,160
	531,740	541,05
Cash was applied to	505 700	540.400
Payments to suppliers and employees	-535,709	-512,130
Donations or grants paid	-2,000	-6,020
Total Cash was applied to	-537,709	-518,15
Total Cash Flows from Operating Activities	-5,969	22,906
Cash Flows from Investing and Financing Activities		
Cash was received from		
Sale of property, plant and equipment	0	3,565
Total Cash was received from	0	3,565
Cash was applied to		
Payments to acquire property, plant and equipment	-22,081	-51,941
Repayments of loans borrowed from other parties	-5,625	-6,663
Total Cash was applied to	-27,706	-58,604
Total Cash Flows from Investing and Financing Activities	-27,706	-55,039
Net Increase/(Decrease) in Cash	-33,676	-32,133
Cash and cash equivalent at beginning of period	1	5
Bank accounts and cash	180,878	147,202
Cash and cash equivalent at end of period	147,202	115,069

Signed on behalf of the Ngunguru Sports and Recreation Society Inc;

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C.J. Burla

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Ngunguru Sports & Recreation Society

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Cashflow forecast 2019 - 2026	For the years ended 31 March	irs ended	31 March						
85	2019	2020	2021	2022	2023	2024	2025	2026	
Opening Combined Bank Balances & cash	115069	56428	54611	55106	58951	63037	66123	66209	
Projected Cash Flows from Operating Activities									
Cash will be received from:									
Donations, fundraising and other similar receipts	63,000	63,500	64,000	64,500	65,000	65,000	66,000	66,000	
Fees, subscriptions and other receipts from members	30,000	42,000	45,000	48,000	51,000	54,000	54,000	54,000	
Receipts from providing goods or services	380,000	390,000	400,000	410,000	420,000	430,000	440,000	440,000	
Interest, dividends and other investment receipts	800	800	800	800	800	800	800	800	
Cash receipts from other operating activities	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	
Receipt of new loan from WDC (stage 1 Carpark)	40,000	0	0	0	0	0		0	
Gaming	130,000	130,000	130,000	130,000	130,000	130,000	130,000	130,000	
Estimated Total Cash available	761,869	685,728	697,411	711,406	728,751	745,837	759,923	760,009	
Cash is to applied to:									
Payments to suppliers	-400,000	-400,000	-410,000	-420,000	-430,000	-440,000	-450,000	-450,000	
Payments to employees & Caretaker	-163,630	-168,000	-172,000	-176,000	-180,000	-184,000	-188,000	-188,000	
Donations or grants paid	-4,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	-2,000	
Construction of Stage 1 Carpark (\$81K plus GST)	-93,150	0	0	0	0	0	0	0	
Loan Repayment WDC existing loan (exp 1 Sept 21)	-5,624	-5,624	-2,812	0	0	0	0	0	
Gaming Software loan	-1,037	-1,779	-1,779	-741	0	0	0	0	
New loan repayments WDC (stage 1 Carpark)		-5,714	-5,714	-5,714	-5,714	-5,714	-5,714	-5,714	
Payments to acquire plant, equipment & facility upgrades	-30,000	-30,000	-30,000	-30,000	-30,000	-30,000	-30,000	-30,000	
GST	-8,000	-18,000	-18,000	-18,000	-18,000	-18,000	-18,000	-18,000	
Estimated total cash applied	-705,441	-631,117	-642,305	-652,455	-665,714	-679,714	-693,714	-693,714	
Cash and cash equivalent available at end of period	56,428	54,611	55,106	58,951	63,037	66,123	66,209	66,295	

The above cashflow statement has been prepared by the Executive Committee of the Society and is based upon the following assumptions;

1 This cashflow forecast has been prepared on a GST inclusive basis

2 We have been conservative in terms of our income projections

3 Membership projections based on an additional 50 new members per year. Members sub fees to increase from \$50 pa to \$60 pa from 1 April 2019 4 We expect that our Bar revenue will increase by a minimum of 5% pa over this cash flow period

5 That our gaming operation revenue is unlikely to increase beyond 2018 level

Signed on behalf of the Ngunguru Sports and Recreation Society Inc;

いこのとう C. J. Burker

Background: In March 2003 our Society entered into a 44 year lease with your 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. This land is only to be used for Sports and Recreational activities beneficial to our local community.

Attachment "C"

As a result of a substantial community effort over many years the "Sports Complex" has now very much become the focal point of the wider Tutukaka Coast community. With the current boom taking place in the Tutukaka Coast population, the demands on the use of the "Sports Complex" facilities are increasing every year.

Our Society currently has 7 adjunct Clubs, all of which are run by their own management committee. These Clubs, under the umbrella of the Society, have been responsible for developing their own facilities. They consist of Golf (a 9 hole course), Outdoor Bowls (an artificial green with its own Clubhouse), Tennis (4 high quality floodlit carpeted courts), Fishing, Pool, Badminton and Football (soccer). In March of this year a new high quality Gymnasium has also opened on our grounds.

All members of the adjunct Clubs must also be a member of the Society. As at 31st March 2018 the Society had 640 fully paid financial members.

The "Common Area" shared by all members of the Society consists of a major building housing a Bar Lounge, a Restaurant, 3 Kitchens (including a commercial operation), a sizeable Entertainment Hall, Ablution blocks, Changing rooms, Offices, Storage Facilities and a Gaming Room. The Society also has its own Caretakers cottage.

Ngunguru Sports Complex (Car Parking Demands) March 2018

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

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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)

52 rouchment "D" Page 2

- 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)

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Tel: +64 9 430 0471 Fax: +64 9 430 0671 northland@bdo.co.nz www.bdo.co.nz

BDO NORTHLAND 49 John Street P O Box 448 Whangarei 0140 NEW ZEALAND

25 June 2018

Whangarei District Council Private Bag 9023 Whangarei 0148

THE NGUNGURU SPORTS & RECREATION SOCIETY INCORPORATED

We are the auditors for the above named entity. We have acted for the Society for over ten years.

We are not currently aware of any matters that cause us to believe that the Society cannot pay its bills including loan repayments as they fall due.

Regards BDO Northland

Adelle Allbon Partner Audit & Assurance Services

Email: adelle.allbon@bdo.co.nz

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BDO New Zealand Ltd, a New Zealand limited liability company, is a member of BDO International Limited. a UK company limited by guarantee, and forms part of the international 800 network of independent member firms, BDO New Zealand is a national association of independent member firms which operate as separate legal entities



CERTIFICATE OF INCORPORATION

NGUNGURU SPORTS & RECREATION SOCIETY INCORPORATED 224569

This is to certify that NGUNGURU SPORTS & RECREATION SOCIETY INCORPORATED was incorporated under the Incorporated Societies Act 1908 on the 3rd day of April 1979.

Tent

Registrar of Incorporated Societies 28th day of June 2018

For further details visit www.societies.govt.nz



Certificate printed 28 Jun 2018 13:43:38 NZT

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<u>THE WHANGAREI DISTRICT COUNCIL</u> (hereinafter called "the lessor") being registered as proprietor of an estate in fee simple subject to such encumbrances liens and interests as are notified by memoranda underwritten or endorsed hereon in those pieces of land situated in the Land Registration District of North Auckland as are more particularly described in the schedule hereto ("the said land") <u>IN PURSUANCE</u> and exercise of the powers conferred on it by the Local Government Act 2002 and of every other power and authority enabling it in behalf <u>AND IN CONSIDERATION</u> of the rent hereinafter reserved and of the covenants conditions and stipulations on the part of the lessee herein expressed or implied <u>DOTH</u> <u>HEREBY LEASE</u> unto <u>NGUNGURU SPORT AND RECREATION SOCIETY</u> (<u>INCORPORATED</u>) a duly incorporated Society having its registered office at Ngunguru (hereinafter called "the lessee") the said land to be held by the lessee for a term of forty four (44) years commencing on the 23rd day of October 2003 <u>SUBJECT</u> to the following conditions and stipulations

AND the lessee **DOTH HEREBY COVENANT** with the lessor as follows:

<u>1. THAT</u> the lessee shall not later than the 1st day of June in each year pay to the lessor as rent the sum of <u>ONE DOLLAR</u> (\$1.00)

2. <u>THE</u> lessee will pay and discharge all taxes, water supply and electricity charges, insurance premiums and/or other outgoings levied taxed assessed or payable in respect of the said land or any buildings or structures erected thereon and will pay the costs of installation of all water and sewage services.

<u>3.</u> <u>THE</u> lessee will fence and keep fenced the said land with a good and substantial wall or fence to the requirements of the lessor without making any claim for any contribution therefor from the lessor.

<u>4. THE</u> lessee will not erect any building on the said land without first obtaining the written consent of the lessor which consent may be-given subject to conditions and the lessee will comply with any such conditions.

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5. THE lessee will use the said land only for the purposes of a sports and recreation ground cultural activities and community facilities and will not use the said land or permit the same or any portion thereof or any buildings erected thereon to be used for any dangerous or noisome or illegal or noxious or offensive business or undertaking and will not do or permit any act or omission that may cause annoyance or which shall be a disturbance or nuisance to the lessor or members of the public or the owners or occupiers of adjacent land or buildings and shall indemnify and keep indemnified the lessor from and against all actions claims suits costs of and demands arising out of the use of the said land and buildings by the lessee its members invitees licensees servants and workmen.

<u>6. THE</u> lessee will throughout the said term repair and keep and maintain in good order repair and condition to the satisfaction of the lessor the said land and all buildings and erections pathways gates fences bridges drains and sewers now or hereafter erected constructed or being upon bounding or under the said land and will so yield and deliver up the same at the expiry or sooner determination of the said term and will keep the said, land clean and tidy and free from refuse and rubbish of all and every kind.

7. <u>THE</u> lessee will not during the term hereof assign transfer sublet or part with possession of the said land or any buildings or structures erected thereon or any part thereof without the consent of the Lessor.

8. THE lessor shall not be liable to erect or maintain or contribute towards the cost of the erection or maintenance or any dividing or boundary fence or portion thereof between the said land and any adjoining land the property of the lessor but this provision shall not enure to the benefit of any purchaser or lessee of such adjoining land.

<u>9.</u> THE lessor may at all reasonable times during the term hereof by its officers employees agents or contractors enter upon the said land to view and inspect the state thereof and the state of repair of any buildings or structures erected thereon and serve upon the lessee notice of any repairs required by the lessor and within two calendar months from the date of service of such notice all repairs specified in such notice shall be carried out by the lessee at the lessee's expense to the satisfaction of the lessor AND the lessor may at all reasonable times during the term hereof by its officers employees agents or contractors with such equipment as

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they may require lay drainpipes or other pipes or construct sewers (without however thereby incurring any obligation whatsoever so to do) or do all such other works as the lessor may require through under or upon any part of the said land without making any compensation to the lessee therefor provided that no damage shall be caused to any building structures or improvements erected thereon by the lessee with the consent of the lessor.

<u>10.</u> <u>THE</u> lessee will at all times during the term hereof comply with all Public Acts and Regulations and in particular the requirements of the Local Government Act 2002 and all bylaws made or which apply thereunder and the Resource Management Act 1991, the Health Act 1956, and every other Act imposing restrictions or duties on an owner or occupier in respect of the said land and of any buildings or structures erected thereon and of any activities conducted therein and will also comply with the lawful requisitions of any inspector or other official appointed under the said Acts and will keep the lessor indemnified against all liability and expense in respect thereof. Without derogating from the generality of the foregoing provision if any buildings erected on the said land and used for functions requiring the said building to be licensed the lessee will ensure such building is so licensed before being used for such purposes.

<u>11.</u> <u>THE</u> lessee will not during the term hereof make or permit or allow to be made any excavation on or in the said land or alter the level thereof or remove stop up or otherwise interfere with any pipes drains or sewers which may now or at and time hereafter be laid constructed or be in or upon the said land or any part thereof without the consent in writing of the lessor first had and obtained.

<u>12.</u> THE lessee will at all times during the term hereof at its own cost and expense insure and keep insured against loss or damage by fire all buildings or structures of an insurable nature now or at any time hereafter erected on the said land in the full insurable value thereof in the names of the lessor and the lessee in some insurance office to be approved by the lessor and will whenever required deliver to the lessor the policy of every such insurance and will whenever required produce to the lessor the receipt for the premium for the current year at least seven days before the due date for payment of such premium and that in default thereof the lessor may insure the said buildings or structures and pay the premiums in respect thereof but without being under any obligation to do so and recover the same and all incidental

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charges and expenses from the lessee by action or distress or otherwise in like manner as if the same had been rent in arrears and in case the said buildings or structures or any part thereof shall be damaged or destroyed by fire then and so often as this shall happen all moneys received in respect of such insurance shall with all convenient speed be laid out in rebuilding or reinstating the said buildings or structures or any part thereof in a good and substantial manner or in case the moneys received in respect of such insurance shall be insufficient for that purpose the lessee will make good the deficiency.

AND IT IS HEREBY AGREED AND DECLARED by and between the lessor and the lessee:

<u>13. AT</u> the expiry of the term hereby created or any renewed term or the sooner determination thereof all buildings and structures now or at any time hereafter erected by the lessee on the said land shall become the sole property of the lessor and that the lessee shall not be entitled to any compensation for the same.

<u>14.</u> <u>THAT</u> if the lease hereby granted is determined by forfeiture re-entry or otherwise all buildings structures and improvements on the said land shall absolutely vest in and become the property of the lessor free from any payment or compensation whatsoever.

15. IN case the rent hereby reserved or any part thereof shall be in arrear and unpaid for the space of twenty-one days after any of the days hereby appointed for payment thereof the lessor may thereupon or at any time thereafter levy the same or the unpaid portion thereof by distress.

<u>16.</u> IN case the lessee shall make default in the observance or performance of any of its obligations hereunder the lessor shall be at liberty at any time or from time to time to enter upon the said land and to do execute and perform or procure to be done executed or performed all such acts deeds matters and things as may in its opinion be necessary or expedient for the complete or (at its option) partial observance and performance of the said obligations or any of them and all moneys paid and costs and expenses incurred in or about so

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doing shall be recoverable by the lessor from the lessee by action at law or otherwise and in the same manner as rent in arrear.

<u>17.</u> IF and whenever the rent hereby reserved or any part thereof shall be in arrear or unpaid for more than thirty days after any of the days whereon the same ought to have been paid whether the same shall have been legally demanded or not, or if and whenever there shall be a breach, non-observance or non-performance of any covenant condition stipulation or agreement herein contained or implied and on the part of the lessee to be performed or observed then and in such case the lessor may forthwith, or at any time thereafter without suit, re-enter the said land or any part thereof in the name of the whole and thereupon this lease and the term hereby created shall immediately cease and determine without releasing the lessee in respect of any breach non-observance or non-performance of any covenant condition or stipulation herein contained or implied.

<u>18.</u> <u>THE</u> covenants and provisions implied in leases by the Property Law Act 1952 and the Land Transfer Act 1952 or any statutory amendment thereof shall be negatived or modified in respect of this lease insofar as the same are or may be inconsistent with the covenants and provisions herein expressed and in particular the proviso to subsection (a) of Section 106 of the Property Law Act 1952 shall not be implied herein.

<u>19. THIS</u> lease is granted on the express condition that the lessee continues to function actively as a Sport and Recreation Society and in the event of the lessee at any time ceasing to function actively as a Sport and Recreation Society during the term hereof such failure shall be and shall be deemed to be a breach of this lease entitling the lessor to exercise the powers to re-enter as set out in Clause 17 hereof <u>PROVIDED HOWEVER</u> if the lessee shall first obtain the consent in writing of the lessor to the change to another activity then the active carrying on of such last mentioned activity shall be deemed to be compliance with this clause.

<u>20. THAT</u> in case of any difference or dispute arising as to any clause matter or thing herein contained or implied or the construction of these presents or arising in any way in respect of this lease such difference or dispute shall be decided by an arbitrator if the parties can agree upon the appointment of one person and if otherwise then by the arbitration of two indifferent persons one to be: appointed by each party hereto or of the umpire to be chosen by

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the arbitrators before entering on the consideration of such difference or dispute AND if in any such dispute either party shall neglect to appoint an arbitrator within fourteen days after a notice in writing shall have been given to such party by the other party or left at the last known place of business or abode of such party or shall appoint an arbitrator who shall refuse to act then the arbitrator appointed by the other party shall make a final decision alone AND every such arbitration shall be subject to the provisions in that behalf contained in the Arbitration Act 1996 or any then subsisting statutory modification thereof.

NWITNESS WHEREOF these presents have been executed this 18th day of March

THE SCHEDULE HEREINBEFORE REFEREED TO

- (i) Area 7.5443 hectares more or less being Lot 7 on Deposited Plan 135338 and being all the land comprised in Certificate of Title NA79D/506.
- (ii) Area 6.3170 hectares more or less being Lot 1 on Deposited Plan 90198 and being all the land comprised in Certificate of Title NA47B/828.

THE COMMON SEAL of THE)WHANGAREI DISTRICT)COUNCIL was hereto affixed)this IDAL day of Maria2003 in the presence of :



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THE NGUNGURU SPORTS AND RECREATION SOCIETY (INCORPORATED) the abovenamed lessee DOTH HEREBY ACCEPT this lease of the abovedescribed land TO BE HELD by it as tenant upon and subject to the covenants conditions and stipulations above set forth.

THE COMMON SEAL of NGUNGURU SPORT AND **RECREATION SOCIETY** (INCORPORATED) was hereunto affixed in the presence of;

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.....President \swarrow

Secretary

Radamson WITNESS POBORTONG TIKPONGA





Performance Report

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

Contents

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- 3 Entity Information
- 5 Approval of Financial Report
- 6 Statement of Service Performance
- 8 Statement of Financial Performance
- 9 Statement of Financial Position
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- 11 Statement of Accounting Policies
- 14 Notes to the Performance Report
- 21 Schedule of Property, Plant and Equipment
- 26 Independent Auditors Report

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

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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

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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

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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

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Committee Member 911 201 ~~ Date. **Committee Member** 2017 Date 9/6/2

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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
 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.
he Complex Facilities		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.



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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) I ncrease 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	201
Revenue			
Donations, fundraising and other similar revenue	1	52,082	57,51
Fees, subscriptions and other revenue from members	1	28,316	27,04
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
xpenses			
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
		00.401	
Other expenses	2	90,401	89,198
	2	137,677	
Other expenses Gaming Total Expenses			89,198 147,738 555,259

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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?'

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	NOTES	31 MAR 2017	31 MAR 201
Assets			
Current Assets			
Bank accounts and cash	5	147,202	180,87
Debtors and prepayments	5	5 4 5	52
Inventory	5	13,403	9,65
Total Current Assets		160,605	191,05
Non-Current Assets			
Property, Plant and Equipment	7	690,348	730,74
Total Non-Current Assets		690,348	730,74
Total Assets		850,954	921,80
iabilities			
Current Liabilities			
Creditors and accrued expenses	6	46,514	53,67
Employee costs payable	6	7,039	6,12
Other current liabilities	6	5,625	5,88
Total Current Liabilities		59,177	65,67
Non-Current Liabilities			
Loans	6	19,688	25,31
Total Non-Current Liabilities		19,688	25,31
Total Liabilities		78,865	90,99
otal Assets less Total Liabilities (Net Assets)		772,089	830,81
ccumulated Funds			
Accumulated surpluses or (deficits)	8	772,089	830,81
Total Accumulated Funds		772,089	830,815

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

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Statement of Cash Flows

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

	2017	2010
itatement 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)
let Increase/(Decrease) in Cash	(33,676)	(18,261)
ash and cash equivalent at beginning of period		
Bank accounts and cash	180,878	199,138
ash and cash equivalent at end of period	147,202	180,877
ank 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 live as follows:

ated
2.5% - 3.0% SL & 10% - 13% DV
10.00% - 20% DV
9.0% - 67% DV
t 10% - 20% DV
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.



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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.



Loans

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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 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	201
. 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 Total Fees, subscriptions and other revenue from members	28,316 28,316	27,044 27,0 44
Revenue from providing goods or services Bar Hall Hire Pool Tables	298,035 1,952 874	287,636 3,202 859
Rent - Cottage	9,880	9,880
Rock n Roll	770	3 -
Total Revenue from providing goods or services nterest, dividends and other investment revenue	311,511	301,578
Interest Received (complex investment)	1,760	4,518
Total Interest, dividends and other investment revenue	1,760	4,518
Dither 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
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2. Analysis of Expenses

Volunteer and employee related costs		
Wages		
Administration Wages	79,891	67,94
Bar Wages	78,705	61,9
Total Wages	158,597	129,8
Total Volunteer and employee related costs	158,597	129,8
Costs related to providing goods or services Bar Gas Charges		
Bar Purchases	1,428	1,0
EFTPOS Rental	120,959	112,5
	879	63
GST Adjustment - Prior Year	2,757	
Ice Purchases	1,047	9(
Insurance & ACC Levies	15,373	15,70
Licences	1,481	90
Members Rewards	1,960	2,08
Membership - Jackpots	3,160	4,24
Plant Hire		
Printing, Stationery & Postage	307	
Raffle Expenses	2,569	1,91
Repairs & Maintenance - Beer Lines	1,477	1,34
Repairs & Maintenance - BEPOZ contract	1,335	
Repairs & Maintenance - Buildings	26,353	18,35
Repairs & Maintenance - Glassware	628	69
Repairs & Maintenance - Grounds	2,497	6,59
Repairs & Maintenance - Plant	10,975	6,50
Repairs & Maintenance - Quest Contract	161	38
Repairs & Maintenance - Rubbish	2,435	2,52
Rock n Roll expense	1,800	
iecurity Services	1,018	94
ieminars & Conferences	750	
iky Television	3,729	3,66
elephone	3,222	3,08
raining	391	35
intage Classic Day Expenses		1,56
otal Costs related to providing goods or services	208,693	186,09
ants and donations made		
onations Expense	-	33
irants - Lawn mowing	2,000	2,00
otal Grants and donations made	2,000	2,33
ier expenses		
ccounting Fees	2,370	3,50
dministration	5,695	5,042
dvertising	2,325	1,929
udit Eoog		

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3,788

Audit Fees

5,280

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	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
Fotal Other expenses	90,401	89,198

	2017	201
. Gaming Trading Statement		
Income		
Gaming - Proceeds (Gaming)	133,333	145,92
Interest on Gaming Machine Funds	66	17
Total Income	133,399	146,09
ess 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	
Problem Gambling Levy	1,991	6,379
Publications	539	2,198
Repairs & Maintenance	the state of the call and the second state of the second state of the	71 415
Gaming - Software	10,995	11,415
Wages	2,367	2,367
Total Direct Gaming Costs	1,200 72,417	1,260 72,829
Indirect Contine Costs	· - , · - ·	12,023
Indirect Gaming Costs Depreciation - Gambling Equipment	20.022	01 710
Total Indirect Gaming Costs	20,633 20,633	21,719 21,719
otal Less Expenses		
	93,050	94,548
distributed Surplus Prior to Distribution	40,349	51,551
tributions Made During Year		
Igunguru Fishing Club	548	200
gunguru Bowls Club	334	1,147
lgunguru Football Club	•	750
gunguru Golf Club	1 070	2 7 2 0

Ngunguru Golf Club	1,872	3,720
Ngunguru Sports & Recreation Complex - Assets/Expenses	41,872	46,000



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	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	201
I. Bar Trading Statement		
Income	295,692	286,73
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
Analysis of Assets	2017	2016
	2017	2016
	2017	
Bank accounts and cash		15,065
Bank accounts and cash Cash on Hand/Floats	13,865	15,065 27,692
Bank accounts and cash Cash on Hand/Floats Complex 00 (General Cheque)	13,865 19,109	15,065 27,692 102,919
Bank accounts and cash Cash on Hand/Floats Complex 00 (General Cheque) Complex 53 (Saver Plus)	13,865 19,109 86,062	15,065 27,692 102,919 23,235
Bank accounts and cash Cash on Hand/Floats Complex 00 (General Cheque) Complex 53 (Saver Plus) Complex 54 (Fast Saver)	13,865 19,109 86,062 3,500 1,553	15,065 27,692 102,919 23,235 2,462
Bank accounts and cash Cash on Hand/Floats Complex 00 (General Cheque) Complex 53 (Saver Plus) Complex 54 (Fast Saver) Gaming 00 (General Cheque)	13,865 19,109 86,062 3,500	15,065 27,692 102,919
Bank accounts and cash Cash on Hand/Floats Complex 00 (General Cheque) Complex 53 (Saver Plus) Complex 54 (Fast Saver) Gaming 00 (General Cheque) Gaming 50 (Accelerator) Total Bank accounts and cash	13,865 19,109 86,062 3,500 1,553 23,112	15,065 27,692 102,919 23,235 2,462 9,506
Bank accounts and cash Cash on Hand/Floats Complex 00 (General Cheque) Complex 53 (Saver Plus) Complex 54 (Fast Saver) Gaming 00 (General Cheque) Gaming 50 (Accelerator) Total Bank accounts and cash	13,865 19,109 86,062 3,500 1,553 23,112	15,065 27,692 102,919 23,235 2,462 9,506
Bank accounts and cash Cash on Hand/Floats Complex 00 (General Cheque) Complex 53 (Saver Plus) Complex 54 (Fast Saver) Gaming 00 (General Cheque) Gaming 50 (Accelerator) Total Bank accounts and cash Debtors and prepayments	13,865 19,109 86,062 3,500 1,553 23,112 147,202	15,065 27,692 102,919 23,235 2,462 9,506 180,878
Bank accounts and cash Cash on Hand/Floats Complex 00 (General Cheque) Complex 53 (Saver Plus) Complex 54 (Fast Saver) Gaming 00 (General Cheque) Gaming 50 (Accelerator) Total Bank accounts and cash Debtors Debtors Total Debtors and prepayments	13,865 19,109 86,062 3,500 1,553 23,112 147,202	15,065 27,692 102,919 23,235 2,462 9,506 180,878 526
Bank accounts and cash Cash on Hand/Floats Complex 00 (General Cheque) Complex 53 (Saver Plus) Complex 54 (Fast Saver) Gaming 00 (General Cheque) Gaming 50 (Accelerator) Total Bank accounts and cash Debtors	13,865 19,109 86,062 3,500 1,553 23,112 147,202	15,065 27,692 102,919 23,235 2,462 9,506 180,878 526

	2017	201
. 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	201
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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Opening Balance	40,012	25,90
Additions	11,531	22,12
Disposals	(569)	(244
Depreciation	(9,979)	(7,775
Total Plant and Equipment	40,995	40,01
Restaurant		
Opening Balance	16,240	9,844
Additions	2,400	9,79
Disposals	(21)	(1,150
Depreciation	(2,807)	(2,250
Total Restaurant	15,811	16,239
Total Property, Plant and Equipment	690,348	730,748
(*)		
	2017	2016
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
aming Equity		
Opening Balance	8,885	10,524

Opening Balance	8,885	10,524
Accumulated surpluses or (deficits)	(4,278)	(1,639)
Total Gaming Equity	4,607	8,885
otal Accumulated Funds	772,089	830,815

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
. Related Parties		
Caming 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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Performance Report | Ngunguru Sports and Recreation Society Inc

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	44,627	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



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Schedule of Property, Plant and Equipment

Ngunguru Sports and Recreation Society Inc

For the year ended 31 March 2017

										C														
	Sign at Entrance	Fence	Extensions	corrage - carper	Cottana - Carpot	Cottage	Buildings	Additions	Buildings	Assets	Total Bar Fixed	Starline Glasswasher		Starline Glass Washer	Skope 2 Door Chiller	Dishwasher (Glass) Starline	Unit	Chiller Condensing	Chiller	Bar Tills x2	Bar Taps	Bar Fixed Assets		NAME
	2,955	2,343	233,276	2,830		77.503	668,785	16,630			42.681	3,150	000.0	008 E	3,445	578	6,830		10.143	10,925	4,310			COST
	2,460	1,771	145,801	1,603	cc,cc	58 202	335.811	9,644		ددەرد	0 000		4,140	1 1	474	19	6,147		470	478	362			OPENING VALUE
		8	R	//*			•			0.CT'S	0 4 70	3,150					<u>.</u>		e la		•		FURCHASES	סווסרשאכבכ
	EP	•	1.	×	-							1	i i i				×			•			SALE PRICE DEP RECOVERED	777777
			ĩ		•			•		(141)			;	e 		•	*				÷		EP RECOVERED	
				:		8		6		ï						340	щ.						Loss	
10%	060T	1000	206	13%	3%	3%	570	200			04.07	250%	20%	19%		20%	10%	20%	20%		150%		RATE	
DV	VU	Υ Υ	<u>5</u>	אס	7S	SL	¥	2	0.00				DV	DV		DV	DV	DV	UV				METHOD	
246	177	866'9	807		1,938	16,720	499			1,643	459	067	NCC	91	-	4	513	94	96	54			DEPRECIATION	
741	749	94,474	1,435		21.047	349,693	7,485			32,074	459	2,381	2	3,062	sac	+,+	20C 1	9,767	10,542	4,002			CLOSING ACCUM DEP	
D1C C	1,594	138,802	1,395	00+100	ת תת	319,092	9,145			10,607	2,691	616		383	15	200,0		376	383	308			CLOSING VALUE	

_Performance Report | Ngunguru Sports and Recreation Society Inc

Total Buildings

1,006,843 1,154 1,367

557,793 1,002 1,307

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Wall and Door Gaming Smokers Screen

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NAME	COST	OPENING VALUE	PURCHASES	SALE PRICE DEP RECOVERED	OVERED	LOSS	RATE	METHOD	DEPRECIATION	CLOSING ACCUM	CLOSING VALUE
Gaming Fixed Assets										DEP	
Coin Counter	1,700	169	,				10%	DV	17	1.548	152
Coin Scales	1,390	239	30				10%	DV	24	1.175	217
Gaming EMS Cabling	2,729	876	e			•	10%	DV	88	1 941	788
Jackpot	26,026	19,780			•	•	20%	DV	2 056	10 000	1000
M/S Gold Fever s/n 1920815	29,995	12,542	•	5	a :		20%	DV	2,508	19,961	10.034
MegaStar 2 s/n 1970192	28,533	3,889	•			•	20%	DV	778	25.422	3.111
Megastar 3 s/n 1921490	33,995	16,245	1•1 1		•	•	20%	DV	3,249	20,999	12.996
MegaStar s/n 1970191	29,532	3,532			•	Đ	20%	DV	706	207 20	300 C
MegaStars/n 1970194	33,532	4,449			•		20%	DV	008	20,100	2,020
Money Storm s/n 1970193	23,532	2,739			•	•	20%	DV	548	23,313	5,101 101
MultiStar 11.15 s/n 1954295	11,033	1,750	•	•			20%	DV	350	559 5	1 400
Multistar 12 s/n 063731	24,232	2,015	÷	•	•	3	20%	DV	403	22 520	1 610
Multistar Foxy Fortune 6 s/n 1953410	17,037	2,488	ĸ	0+8	1.2	•	20%	DV	498	15 047	1 000
Multistar Lucky Jewels s/n 1953408	17,037	2,488		(1)	3	•	20%	DV	498	15 047	
Multistar Maximum Action game SN 1921490	5,000	200	5,000		ř.	•	20%	DV	750	750	4,250
Multistar Pacific Paradise 6 s/n 1953409	17,037	2,488	•0	:•)		×	20%	DV	498	15,047	1,990
MultiStar Safari s/n 1954294	13,037	2,214	()		•	(9 5	20%	DV	443	330 11	1 1 1 1
Mystic Multistar s/n 063732	24,232	2,015			9	(•)	20%	DV	40.2	11,200	1,//1
Note Acceptor	15,345	13,427		•			7000	2	TOD	22,020	1,612
Total Gaming Fixed	354,954	93,345	5.000				30%	DV	4,028	5,946	9,399
Assets Land	ວວ າ ,ອວ າ	93,345	5,000		X				20,633	277,243	77,711
Land	14,280	14,280	e					Nono			
Total Land	14,280	14,280		÷	•			NOTE			14,280
										ž	14,280

Schedule of Property, Plant and Equipment

Schedule of Property, Plant and Equipment

NAME	COST OF	OPENING VALUE	PURCHASES	SALE PRICE DEP REC	DEP RECOVERED	Loss	RATE	METHOD	DEPRECIATION C	CLOSING ACCUM	CLOSING VALUE
Plant & Equipment										DEP	
40 Chairs for Hall	1,015	360	<u>.</u>				200%	N	77	1	
Alarm System Upgrade	1,475	100	8	•	•		22%	DV S	22	1.397	788
Back Pack Vacuum	500	45					67%	DV	20	105	1
BEpoz Point of sale software	7,005		7,005		x	•	50%	DV	2,043	2.043	4 962
Clothes Dryer	248	4	•	•)	•		20%	DV	-		5
Coffee Table	311	112	3	•	•		16%	DV	10	210	2 0
Compaq Computer	1,523		140	•	•		60%	DV	OT	9T7	56
Computer	1,000	320					60%	DV	100	070	
Computer Monitor 17"	227	1	×	ĸ	×.		480%		761	718	128
Cottage Oven - Fisher & Paykel	739	601	5	1.	ş (25%	DV	150	227	
Cottage Washing Machine - Fisher & Pykel MW60	651	602	ä	,	ł	·	30%	DV	181	230	450 422
Curtains	1,212	34	n				26%	DV	D	1 107	2
Cylinder HWC MP ELEC 31218015	1,258	395			•	•	16%	DV :	s u	1,187	25
Daikin Airconditioner - Office	2,726	3	2,726	÷	•	•	20%	DV	100	120	333
Desktop PC and LG monitor - Office	1,209	a	1,209	8	•	1	50%	DV .	20 201	EU T20	2,590
Dining Table	700	54	3 (1•0)		•	54	24%	DV	•		Critter Contraction
Filing Cabinet	133	25	x	100			10%	DV	J.J.	110	2
Fridge Freezer - Samsung SR28INW	711	24					26%	DV	ט ת	EU4	23
Furniture & Fittings	42,990	5,326			•		1002		c	94	7.1
Griddle gas	1,940	262	•			,	0%DT	UV	533	38,196	4,794
Heat Pump- Gaming Room	3,239	1,865		•	•		10%	DV DV	50	1,728	212
Heat Pumps - 2 in Sports Bar, 2 in Restaurant	14,500	12,808		•		E.	20%	DV 2	186 2.562	1,561	1,678
Heavy Duty Step Ladder	560	467		•	ē		25%	2		.,	147
Lounge Suite	1,420	513	100 A	1.		513	16%	DV :	171	210	350
										в	ŝ

Performance Report
 Ngunguru Sports and Recreation Society Inc

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Schedule of Property, Plant and Equipment

								DEPRECIATION		CLOSING VALUE
494	G	2.0			•	48%	DV	c		
1,092	250	×.	() F			10%	אַמ	л (491 202	ω
1,888	80	•	ŝ	•5	•	100%	2 9	3 (3	867	225
321	317				6 9	40%		32	1,840	48
1,079	64		•	•	ě	100%	2 2	41	45	276
12,162	594			0		1020		6	1,021	58
5,300	619					10%	DV	59	11,627	535
3,700	1.383					18%	DV	111	4,792	508
2,237	1,240	• 68				16%	DV	221	2,539	1,161
1 771	р Л С				()	13%	VU	161	1,158	1,079
1.050	UKE					%6	DV	59	1,176	595
5,670	1.027					16%	DV	59	729	321
				18		24%	DV	246	4,890	780
525	464	•	200		ï	20%	DV	93	154	371
550	203			•		24%	DV	49	205	ופא
1,150	358	•	а	8	•	20%	DV			104
629	9			•		750%		7.	864	286
3,974	2,782	-				25%		2	622	7
860'£	130		•			40%	V	1,113	2,305	1,669
44	9					20%	DV	26	2,994	104
480		•		2 11		10%	DV	1	36	8
442	19	•				67%	DV			
591	•	591				20%	DV	4	427	15
234	11					25%	DV	37	37	554
859	869				()	20%	DV	2	225	9
390	-	•				25%	DV	174	335	523
433	2					40%	DV		389	1
					0	40%	DV	ц	432	1
			$\begin{array}{cccccccccccccccccccccccccccccccccccc$	$\begin{array}{cccccccccccccccccccccccccccccccccccc$	$\begin{array}{cccccccccccccccccccccccccccccccccccc$	$ \begin{array}{cccccccccccccccccccccccccccccccccccc$	$ \begin{array}{ccccccccccccccccccccccccccccccccccc$	$ \begin{array}{cccccccccccccccccccccccccccccccccccc$		

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Performance Report
 Ngunguru Sports and Recreation Society Inc

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Indication Intervalue Interv	010 003	900 000	61.912			570			22,081	730,749	1,616,131	Total
	15,811	36,729	2,807			2	2		2,400	16,220	TG7'SC	Fixed Assets
	85	1,521	27	DV	24%		,					Total Restaurant
	1,440	1,453	274	UV	04GT						1 606	Zip Heater
							•	14		1,714	2,893	Vee Ray Fryer
	БТ	2,100	4.1	אַק	48%	2		•	90	2	750	Till Sharp XE A212
COD Dependency (CI) Dependency (CI) SALE PRICE EPPENCIONED LOSS RATE NET DEPENDENTION DEPENDENTION DEPENDENTION DEPENDENTION CLOSMIND	-	2CI C		DV	36%	•				29	2,155	l elephone system
	16	562	σ	DV	26%		•0	Ű.		21	578	Stove
CM3 DEFINITION BALE PARCY SALE PARCY DEPRECUATED LOS AFT INTED DEPRECUATION	2,176	224	224	DV	16%	8		8	2,400		2,400	Stand - Model E26
CM3 DEFININGAL DURCHASES SALE PRIC DEPRECIVERD LOSS RATE METHOD DEPRECIVITION	94	1,314	62	DV	40%	à		÷		156	1,408	Restaraunt Pager Roband Bain Marie on
Image: constraint of presentation Image: constraint of presentation	2,635	474	293	DV	10%	R	•	1	•	2,928	3,110	Convection
Cury Dependenci (Depence) Depence (Depence) LOSS RATE METHOD DEPEnce/ATION DEPEnce/ATION <th< td=""><td>184</td><td>1,568</td><td>58</td><td>DV</td><td>24%</td><td></td><td></td><td>×.</td><td>r</td><td>242</td><td>1,752</td><td>Microwave Menumaster</td></th<>	184	1,568	58	DV	24%			×.	r	242	1,752	Microwave Menumaster
	26	806	23	DV	20%		1.1	ñ.		114	868	Mesn Cage for Gas Bottles
LOS DEFINING VALUE PURCHASES SALE PRICE LOSS RATE METHOD DEPRECIATION DEPRECIATION <td>S</td> <td>7 709</td> <td>71</td> <td>DV</td> <td>10%</td> <td></td> <td></td> <td></td> <td></td> <td>708</td> <td>3,346</td> <td>Kitchen Equipment</td>	S	7 709	71	DV	10%					708	3,346	Kitchen Equipment
CUS DENNITY ALLE PURCHASES SALE PRIC DEPRECOVERED LOS RATE METHOD DEPRECIATION COSINGACIDE DEPRECIATION COSINGACIDE DEPRECIATION COSINGACIDE DEPRECIATION	1,03	8,431	245	DV	19%		5			1,277	9,463	cooktop Fargo
		1.080	8	DV	20%	•		я	•	39	1,111	Freezer F&P
CUS1 OPENING VALUE PURCHASES SALE PRICE DEF RECOVERED LOSS RATE METHOD DEFRECATION COSING ACCUM DEF DEF DEF DEF DEF DEF DEF DEF COSING ACCUM DEF COSING ACCUM DEF	н.	632	4	DV	20%	5	3			22	649	Fire Extinguisher & Fire Blankets
CDS OPENNIGYALUE PURCIASES SALE PRICE DEPRECOVERED LOSS RATE METHOD DEPRECIATION	1,08	3,884	272	DV	20%		•		1	1,358	4,970	Dishwasher Commercial
CDS1 OPENING VALUE PURCHASES SALE PRICE LOSS RATE METHOD DEPRECIATION CLOSING ACCUM DEP 4,348 3,246 - - - 20% DV 649 1,751 144,082 40,012 11,531 - - 569 V 649 1,751 red Assets 560 168 - - - 569 V - 9,979 98,964 560 168 - - - - 50 12% DV - 90 412 6,686 6,240 - - - 12% DV - 998 1,444 800 61 - - - 24% DV 15 754 1,869 252 - - - 19% DV 48 1.665	53 63	5 660	149	DV	19%		2	æ		776	6,287	Deep Fryers x2
CDS OPENNIQ VALUE PURCHASES SALE PRICE DEPRECOVERED LOSS MATE METHOD DEPRECIATION CLOSING ACCUM DEP CLOSING ACCUM DEP CLOSING ACCUM DEP DEPRECIATION DEP	00	1.665	48	D	19%		4	50-2		252	1,869	Chargrill gas
COSI OPENNIGVALUE PURCHASES SALE PRICE DEPRECOVERED LOSS RATE METHOD DEPRECIATION CLOSING ACCUM DEP CLOSING ACCUM DEP CLOSING ACCUM DEP CLOSING ACCUM DEP DEPRECIATION DEPRECIATION <t< td=""><td></td><td>754</td><td>15</td><td>DV</td><td>24%</td><td></td><td>÷</td><td></td><td></td><td>61</td><td>800</td><td>Buffet</td></t<>		754	15	DV	24%		÷			61	800	Buffet
COSI OPENING VALUE PURCHASES SALE PRICE DEP RECOVERED LOSS RATE METHOD DEPRECIATION CLOSING ACCUM DEP CLOSING ACCUM DEP CLOSING ACCUM DEP CLOSING ACCUM DEP CLOSING ACCUM DEP CLOSING ACCUM DEP CLOSING CLOSING 4,348 3,246 - - - 20% DV 649 1,751 144,082 40,012 11,531 - 569 569 99,979 98,964 ed Assets 560 168 - - 12% DV 20 412	л 94.	1.444	866	DV	16%	•:				6,240	6,686	Big Dipper
COSI OPENNIQ VALUE PURCHASES SALE PRICE DEP RECOVERED LOSS RATE METHOD DEPRECIATION CLOSING ACCUM DEP 4,348 3,246 - - - - 20% DV 649 1,751 144,082 40,012 11,531 - 569 569 9,979 98,964	14	417	20	Q	12%	200	10	ž	,	168	560	Bench splashback
OPENING VALUE PURCHASES SALE PRICE DEP RECOVERED LOSS RATE METHOD DEPRECIATION CLOSING ACCUM DEP CLOSING 3,246 - - - 20% DV 649 1,751 40,012 11,531 - 569 569 9,979 98,964											sets	Restaurant Fixed Assets
3,246 - 3,246 - 3,751 - 20% DV 649 1,751	40,99	98,964	9,979	(a)		569	(*)	•0	11,531	40,012	144,082	Fotal Plant & Equipment
OPENING VALUE PURCHASES SALE PRICE DEP RECOVERED LOSS RATE METHOD DEPRECIATION CLOSING ACCUM	2,59	1,751	649	DV	20%				ň	3,246	4,348	Zip Tracks (4)
	CLOSING VALU			METHOD	RATE	LOSS	RECOVERED	SALE PRICE DEP	PURCHASES	OPENING VALUE		NAME

Schedule of Property, Plant and Equipment

Performance Report

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2018

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Kerikeri Office Tel: +64 9 407 7250

INDEPENDENT AUDITOR'S REPORT TO THE COMMITTEE MEMBERS OF NGUNGURU SPORTS AND RECREATION SOCIETY INC.

Report on the Performance Report

Opinions

We have audited the performance report of Ngunguru Sports and Recreation Society Inc, which comprises the entity information, the statement of service performance, the statement of financial performance and statement of cash flows for the year ended 31 March 2018, the statement of financial position as at 31 March 2018, and the statement of accounting policies and other explanatory information.

Opinion on the entity information, the statement of service performance, the statement of cash flows and the statement of financial position

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 accompanying performance report presents fairly, in all material respects:
 - the entity information for the year ended 31 March 2018;
 - the service performance for the year then ended; and
 - the financial position of the Ngunguru Sports and Recreation Society Inc. as at 31 March 2018, and its cash flows for the year then ended

in accordance with Public Benefit Entity Simple Format Reporting - Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board.

Qualified Opinion on the statement of financial performance

In our opinion, except for the effects of the matter described in the *Basis for Qualified Opinion* section of our report, the performance report presents fairly, in all material respects, the financial performance of the Ngunguru Sports and Recreation Society Inc. for the year ended 31 March 2018 in accordance with Public Benefit Entity Standards Simple Format Reporting - Accrual (Not-For-Profit) issued by the New Zealand Accounting Standards Board.

Basis for Qualified Opinion

In common with other similar organisations, control over cash revenues prior to being recorded is limited and there are no practical audit procedures to determine the effect of this limited control. Accordingly, the completeness of income from bar revenue is unable to be determined. Consequently, we were unable to determine whether any adjustments should be made to the reported amounts for income from bar revenue.

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) *Assurance Engagements Other than Audits or Reviews of Historical Financial Information* ("ISAE (NZ) 3000 (Revised)").



Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Performance Report section of our report. We are independent of the Ngunguru Sports and Recreation Society 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.

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Our firm assisted with the formatting of the financial statements. Other than in this and in our capacity as auditor, we have no relationship with, or interests in, the Ngunguru Sports and Recreation Society Inc.

Responsibilities of the Committee Members for the Performance Report

The Committee Members are responsible 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 on behalf of the Ngunguru Sports and Recreation Society Inc. 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 by the New Zealand Accounting Standards Board; and

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

In preparing the performance report, the Committee Members are responsible on behalf of the Ngunguru Sports and Recreation Society Inc. for assessing the Ngunguru Sports and Recreation Society Inc.'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 Committee Members either intend to liquidate the Ngunguru Sports and Recreation Society Inc. or to cease operations, or have no realistic alternative but to do so.

Auditor's 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 auditor's 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 economic decisions of users taken on the basis of this performance report.

As part of an audit in accordance with ISAs (NZ) and ISAE (NZ) 3000 (Revised), 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 Committee Members and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Ngunguru Sports and Recreation Society Inc.'s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's 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 auditor's report. However, future events or conditions may cause the Ngunguru Sports and Recreation Society Inc. 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 Committee Members 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.

Who we Report to

This report is made solely to the Ngunguru Sports and Recreation Society Inc.'s Committee Members, as a body. Our audit work has been undertaken so that we might state those matters which we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Ngunguru Sports and Recreation Society Inc. and the Ngunguru Sports and Recreation Society Inc.'s Committee Members, as a body, for our audit work, for this report or for the opinions we have formed.

BR Nathland

BDO Northland Whangarei New Zealand 7 June 2018

Entity Information

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2018

'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 **consi**st 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

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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

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Approval of Financial Report

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2018

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 2018.

APPROVED

Committee Member 106/18 Date ..

> BDO Northland Assurance Bpo

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Statement of Service Performance

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2018

'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) Overhead review to determine how to minimise costs relating to gaming	Parked up 3 of the lower performing Gaming machines	A reduction in licensing costs allowed more monies to be available for distribution under authorised purposes. Our licence requires 30% to be distributed- we achieved 37%
2) Update and install new gaming operation hardware and software	Install smart oper ator system including till dra wer and flo at balancing system at a cost of \$6000	Live feedback to bar advising when cancelled credits and refills are required. This has enabled staff more time to focus on other tasks and members.
3) To enhance areas for member comfort	Upgrade of gaming room	Improvements made were: by reducing machine numbers the room was less cramped. Walls & ceilings painted, floor lighting installed at base of cabinets, new base cabinetry installed, upgraded 3 gaming machines, 10 padded swivel chairs purchased, jackpot TV installed.
4) Complete essential naintenance and opgrading 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 2017/18 year included: completion of replacing all copper water pipes, modernisation of the power switchboard to allow for the future, urgent spouting repairs, replacement of server doors in the restaurant, replacement of HWC, new power saving lighting in the Bar.

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Descriptions of our Outcomes:	Description and Quantification of our Outputs:	Specifically
5) Continue with maintaining the Complex gardens	Arrangement with the Tutukaka Coast Garden club to weed gardens on a needs basis.	
6) Continue to promote our facilities to our wider community	Improve marketing and awareness of the club and its facilities.	Promotion of events and complex facilities via: newsletters, facebook, Coastie, Focus. New and improved signage. Engaged in a business mentor session. Further exposure achieved through opening the gymnasium on Complex grounds and the monthly Ngunguru Craft & produce market held in the Hall.
7) Implement a Strategic Plan	Strategic Plan developed to include 5 year and short term goals.	Committee more positive about planned direction.
8) Continue to offer the events co-ordinator practical support in organising events for the benefit of the Sports Complex and its members.	Events calendar finalized through to 31st March 2018	Events held during the 2017/2018 year were: St Patricks Day celebration, Halloween, Melbourne Cup, along with several bands and the hire of a big screen on 2 occasions for members to view games during the Lions Tour.
9) Increase new membership by 75 in he year to 31st March 2018	88 new members joined the Sports Complex this financial year	
10) Improve?Enhance systems and echnologies for member benefit	Better entertainment facilities in place, with positive feedback from members	Installation of 2 large screen HD TV's in the bar area, rewiring of 2 HD TV's with HD cabling, added in a multi room which allows the splitting of channels. Continued improvement on sound system between Bar & restaurant.

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Statement of Financial Performance

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2018

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

(1,1)

	NOTES	2018	2017
Revenue			
Donations, fundraising and other similar revenue	1	55,115	52,082
Fees, subscriptions and other revenue from members	1	26,614	28,316
Revenue from providing goods or services	1	336,721	311,51
Interest, dividends and other investment revenue	1	1,066	1,760
Other revenue	1	3,023	11,574
Gaming	3	1.31,166	133,399
Total Revenue		553,705	538,642
xpenses			,
Volunteer and employee related costs	2	155,844	150 507
Costs related to providing goods or service	2	209.366	
	2	209,366	158,597 208,693 2 000
Grants and donations made	2	2,000	208,693 2,000
Costs related to providing goods or service Grants and donations made Other expenses Gaming	2	2,000 94,753	208,693 2,000 90,401
Grants and donations made Other expenses	2	2,000	208,693 2,000

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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

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Statement of Financial Position

Ngunguru Sports and Recreation Society Inc As at 31 March 2018

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

	NOTES	31 MAR 2018	31 MAR 201
Assets			
Current Assets			
Bank accounts and cash	5	115,069	147,20
Debtors and prepayments	5	1,025	111,20
Inventory	5	12,850	13,40
Total Current Assets	2	12,030	160,60
			100,00.
Non-Current Assets			
Property, Plant and Equipment	7	680,683	690,348
Total Non-Current Assets		680,683	690,348
Total Assets		809,628	850,954
iabilities			
Current Liabilities			
Creditors and accrued expenses	6	47,862	46,514
Employee costs payable	6	7,787	7,039
Other current liabilities	6	7,404	5,625
Total Current Liabilities	0	63,053	5,625
Non-Current Liabilities			
Loans	6	16,582	19,688
Total Non-Current Liabilities		16,582	19,688
Total Liabilities		79,636	78,865
otal Assets less Total Liabilities (Net Assets)		729,992	
		129,992	772,089
ccumulated Funds			
Accumulated surpluses or (deficits)	8	729,992	772,089
Fotal Accumulated Funds		729,992	772,089
		120,002	112,0

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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 Cash Flows

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2018 Cash Basis

	2018	2017
Statement of Cash Flows		
Cash Flows from Operating Activities		
Cash was received from		
Donations, fundraising and other similar receipts	55,115	52,082
Fees, subscriptions and other receipts from members	18,701	21,794
Receipts from providing goods or services	331,047	311,250
Interest, dividends and other investment receipts	1,066	1,760
Cash receipts from other operating activities		
GST	3,023	11,574
Gaming	938	(119)
Total Cash was received from	131,166	133,399
	541,056	531,740
Cash was applied to		
Payments to suppliers and employees	(512,130)	(535,709)
Donations or grants paid	(6,020)	(2,000)
Total Cash was applied to	(518,150)	(537,709)
Total Cash Flows from Operating Activities	22,906	(5,969)
Cash Flows from Investing and Financing Activities		
Cash was received from		
Sale of property, plant and equipment	3,565	
Total Cash was received from	3,565	1111
	5,000	
Cash was applied to		
Payments to acquire property, plant and equipment	(51,941)	(22,081)
Repayments of loans borrowed from other parties	(6,663)	(5,625)
Total Cash was applied to	(58,604)	(27,706)
Total Cash Flows from Investing and Financing Activities	(55,039)	(27 700)
	(55,059)	(27,706)
Net Increase/(Decrease) in Cash	(32,133)	(33,676)
Cash and cash equivalent at beginning of period		
Bank accounts and cash	147,202	180,878
Cash and cash equivalent at end of period	115,069	147,202
ank Accounts and Cash	115,069	
		147,202

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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.

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Statement of Accounting Policies

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2018

'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.

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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 live as follows:

ated
2.5% - 3.0% SL & 10% - 13% DV
10.00% - 20% DV
9.0% - 67% DV
10% - 20% DV
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.

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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.

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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 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.

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Notes to the Performance Report

Ngunguru Sports and Recreation Society Inc For the year ended 31 March 2018

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	2018	201
. Analysis of Revenue		
Donations, fundraising and other similar revenue		
Donations Income	3,264	3,830
Grant Received - Gaming Division - Assets/Expenses	45,485	41,872
Grant Received - Whangarei District Council - Lawn Mowing	2,000	2,000
Raffle Income	4,367	4,373
Total Donations, fundraising and other similar revenue	55,115	52,082
Fees, subscriptions and other revenue from members		
Subscriptions	26,614	28,316
Total Fees, subscriptions and other revenue from members	26,614	28,316
Revenue from providing goods or services		
Bar	320,665	298,035
Hall Hire	5,378	1,952
Pool Tables	618	874
Rent - Cottage	10,060	9,880
Rock n Roll		770
Total Revenue from providing goods or services	336,721	311,511
nterest, dividends and other investment revenue		
Interest Received (complex investment)	1,066	1,760
Total Interest, dividends and other investment revenue	1,066	1,760
ther revenue		
Insurance Payout	(二)	8,723
Insurance Recovered	200	
Jackpot Sponsorship	2,713	2,765
Sundry Income	110	2,100
Total Other revenue	3,023	11,574

2018	201
76,455	79,89
79,388	78,705
155,844	158,597
155,844	158,597
214	2.
	76,455 79,388 155,844 155,844

Notes to the Performance Report

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	2018	201
Member Shouts	5,658	
Bar Gas Charges	508	1,42
Bar Purchases	128,664	120,95
EFTPOS Rental	1,513	87
GST Adjustment - Prior Year		2,75
Ice Purchases	1,283	1,04
Insurance & ACC Levies	16,531	15,37
Licences	1,379	1,48
Members Rewards	2,105	1,96
Membership - Jackpots	4,060	3,16
Plant Hire	513	_
Printing, Stationery & Postage	152	30
Raffle Expenses	2,709	2,56
Repairs & Maintenance - Beer Lines	1,524	1,47
Repairs & Maintenance - BEPOZ contract	2,288	1,33
Repairs & Maintenance - Buildings	22,226	26,35
Repairs & Maintenance - Glassware	208	62
Repairs & Maintenance - Grounds	3,903	2,49
Repairs & Maintenance - Plant	2,371	10,97
Repairs & Maintenance - Quest Contract		16,31
Repairs & Maintenance - Rubbish	2,349	2,43
Restaurant Equipment	147	2,10
Rock n Roll expense		1,800
Security Services	1,018	1,018
Seminars & Conferences		750
Sky Television	4,289	3,729
Telephone	3,694	3,222
Training	61	391
Total Costs related to providing goods or services	209,366	208,693
rants and donations made		
Grants - Lawn mowing	2,000	2,000
Total Grants and donations made	2,000	2,000
her expenses		
Accounting Fees	1,500	2,370
Administration	4,664	5,695
Advertising	3,110	2,325
Audit Fees	3,200	3,788
Bank Charges	2,154	1,157
Cleaning - Supplies	7,099	6,442
Depreciation	42,874	41,278
Electricity	21,374	19,835
Entertainment	5,180	4,198
reight	103	348
General	3,957	2,394
oss/(Gain) on disposal of Assets	(462)	570
	(402)	570

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		2018	201
3. Gaming Trading Statement			
Income			
Gaming - Proceeds (Gaming)		131,155	133,333
Interest on Gaming Machine Funds		11	66
Total Income	3	.31,166	133,399
Less Expenses			·
Direct Gaming Costs			
Accounting Fees		1 000	
Audit Fees		1,000	1,173
Electricity		2,200	2,200
EMS - Administration costs		400	1,500
Gaming Machine Duty		7,644	9,157
Insurance		30,184	30,665
Licences		200	500
Problem Gambling Levy		8,588	10,132
Publications		1,962	1,991
Repairs & Maintenance		548	539
Gaming - Software		8,710	10,995
Wages	-	2,130	2,367
Total Direct Gaming Costs		500	1,200
	6	4,067	72,417
Indirect Gaming Costs			
Gaming - Loss/(Gain) on disposal of Assets		2,162	1
Depreciation - Gambling Equipment		8,106	20,633
Total Indirect Gaming Costs		0,268	20,633
Total Less Expenses			
	8.	4,334	93,050
ndistributed Surplus Prior to Distribution	4	5,832	40,349
istributions Made During Year			
Ngunguru Fishing Club		130	548
Ngunguru Bowls Club			334
Ngunguru Football Club		923	-
Ngunguru Golf Club		,967	1,872
Ngunguru Sports & Recreation Complex - Assets/Expenses		,485	
Total Distributions Made During Year		,405	41,872 44,627
tal Gaming Expenses			
t Surplus / (Deficit) For Year	133	,839	137,677

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

	2018	2017
4. Bar Trading Statement		
Income	315,880	296,295
		BDO Northia Assurance

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Bar Purchases		
Total Less Cost of Sales	123,879	119,23
Gross Surplus for Year	123,879	119,21
Less Expenses	192,001	177,0
Bar Gas Charges		
Ice Purchases	508	1,42
Repairs & Maintenance - Beer Lines	1,283	1,04
Repairs & Maintenance - Glassware	1,524	1,47
Bar Wages	208	62
Total Less Expenses	79,388	78,70
Print Management of the second s	82,911	83,28
Net Surplus for Year	109,090	93,79
	2018	201
5. Analysis of Assets		270
Bank accounts and cash		
Cash on Hand/Floats	15,720	13,86
Complex 00 (General Cheque)	16,063	19,10
Complex 53 (Saver Plus)	61,512	86,06
Complex 54 (Fast Saver)	10,156	
Gaming 00 (General Cheque)		3,50
Gaming 50 (Accelerator)	3,218	1,55
Total Bank accounts and cash	8,401 115,069	23,112 147,202
Debtors and prepayments		
Debtors	1.025	
Total Debtors and prepayments	1,025 1,025	
Inventory	2,020	-
Inventory Stock on Hand		
Total Inventory	12,850	13,403
	12,850	13,403
Analysis of Liabilities	2018	2017
Creditors and accrued expenses		
Creditors	20.000	
Goods & Services Tax	39,302	29,134
Subscriptions in Advance	2,343	3,249
Total Creditors and accrued expenses	6,218	14,131
	47,862	46,514
mployee costs payable		
Employee Entitlements Total Employee costs payable	7,787	7,039
I STALE TO DOVER COSTS DAVADIA	7,787	7,039
	1 770	
ther current liabilities United Gaming Loan -Current portion Term Loan - Current Portion WDC	1,779	20
Other current liabilities	1,779 5,625 7,404	5,625 5,625

BDO Northland Assurance Broo Notes to the Performance Report

	2018	2017
oans		
Uniited Gaming Loan - Term	2,520	
Loan - WDC	14,063	19,688
Total Loans	16,582	19,688

Loan - WDC and United Gaming

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.

The complex purchased gaming software valued at \$5,999 during the year. A deposit of \$2,300 was paid in August 2017 with the balance of \$5,336 payable by 36 installments of \$148.22. An administration fee of \$641 was charged as part of the arrangements. There is no interest on this arrangement.

	2018	201
7. Property, Plant and Equipment		
Land		
Opening Balance	14,280	14,28
Total Land	14,280	14,28
Buildings		
Opening Balance	530,944	557,793
Additions	15,738	
Depreciation	(27,185)	(26,849
Total Buildings	519,497	530,944
Gaming		
Opening Balance	77,711	93,345
Additions	23,249	5,000
Disposals	(5,162)	· · · ·
Depreciation	(18,106)	(20,633
Total Gaming	77,693	77,71
Bar		
Opening Balance	10,607	9,080
Additions		3,169
Depreciation	(1,684)	(1,643)
Total Bar	8,923	10,607
lant and Equipment		
Opening Balance	40,995	40,012
Additions	17,593	11,531
Disposals	(104)	(569)
Depreciation	(11,517)	(9,979)
Total Plant and Equipment	46,968	40,995
estaurant		
Opening Balance	15,811	16,240
Additions		2,400
Disposals		(21)

BDO Northland Assurance

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Notes to the Performance Report

Depreciation	(0.000)	
Total Restaurant	(2,489)	(2,807
	13,322	15,81
Total Property, Plant and Equipment	680,683	690,34
	2018	201
8. Accumulated Funds		
General Equity		
Opening Balance	767.400	
Accumulated surpluses or (deficits)	767,482	821,930
Total General Equity	(39,424)	(54,448)
	728,058	767,482
Gaming Equity		
Opening Balance		
Accumulated surpluses or (deficits)	4,607	8,885
Total Gaming Equity	(2,673)	(4,278)
	1,934	4,607
Total Accumulated Funds	729,992	772,089
Commitments		

There are no commitments as at 31 March 2018. (2017; nil)

10. Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at 31 March 2018. (2017; nil)

	2018	2017
11. Related Parties		
Gaming Distributions		
Ngunguru Bowls Club		
Ngunguru Fishing Club	6	334
Ngunguru Football Club	130	548
Ngunguru Golf Club	923	
Total Gaming Distributions	2,967 4,020	1,872 2,755

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.



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	2018	201
14. Gaming Accumulated Funds		
Accumulated Funds Prior to Distributions		
Opening Balance		
Current Year Undistributed Surplus	4,607	8,885
Total Accumulated Funds Prior to Distributions	46,832	40,349
	51,439	49,233
Authorised Purpose Payments		
Balance Remaining to be Distributed	49,505	44,627
0 a blockballen	1,933	4,607

Authorised purpose payments equate to 37.74% of turnover (2017; 33.45%). The Society licence requires at least 30.00% of gaming turnover to be distributed as authorised purpose expenditure (2017; 37.10%). Therefore in 2017 the percentage distribution was 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 forapproximately 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
- The Society pays all costs for the land and buildings 2.
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- The Society fences & maintains a fence around the perimeter of the property No buildings are erected without consent of the Council 4.
- 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
- The Society must insure all buildings and structures 9.

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Ngunguru Sports and Recreation Society Inc

For the year ended 31 March 2018	led 31 M.	arch 2018	th 2018								
NAME	COST	OPENING VALUE	PURCHASES	SALE PRICE							
Bar Fixed Assets					UCK KELOVERED	LOSS	RATE	METHOD	DEPRECIATION	CLOSING ACCUM	CLOSING VALUE
Bar Taps	4,310	aus								ncr.	
Bar Tills x2	10,925	383	•	8	£	27	15.00%	DV			
Chiller	10,143	376			ā	*	20.00%	DV	46	4,048	262
Chiller Condensing Unit	6,830	5.532		9	•	ю	20.00%	DV	75	10,619	306
Dishwasher (Glass) Starline	578	11		6	*	×	10.00%	DV	553	2,042 1.851	301
Skope 2 Door Chiller	3,445	282		(0)	×	ñ	20.00%	DV			4, 4 / U
Starline Glass Washer	3,300	000 016	5 i :	ж.	a	*	19.20%	DV		995	12
Starline Glasswasher	3,150	2,691		040	٩.,	6	20.00%	DV	184	3,135	310
Total Bar Fixed Assets	42.681	10 607	R		•	9	25.00%	DV	673	COC,2 COC,1	735
		100,01		9°		1			5	1,132	2,018
Buildings									I,684	33,758	8,923
Additions	16,630	9,145	3								
Buildings	668,785	319,092	,	2	11	×	3.00%	SL	499	7.984	8 646
Cottage	77,503	56,456				×	2.50%	SL	16,720	366,413	0,040 200 270
Cottage - Carpet	2,830	1,395	ă .		•	э́с	2.50%	SL	1,938	22,985	54.51R
Extensions	233,276	138,802			* E	*	13.00%	DV	181	1,616	1.214
Fence	2,343	1,594		()	#2	ï	3.00%	SL	6,998	101,472	131.804
LED Lighting and Dimmers	1,350	•	1 350		.,	£	10.00%	DV	159	908	1,435
Rimu sliding doors	4.705	•			ę.	2	3.00%	SL	34	34	1,316
Sign at Entrance	2,955	10.0	cu/ '+	a .			10.00%	DV	274	274	4,431
Smokers Screen	1,367	1.273			R. H	9	10.00%	DV	221	963	CPP 1
Switch Board	9,683	5	9 683	•	()•	0	2.50%	SL	34	129	1 238
			200	ē	Í	19	3.00%	SL	97	97	0 7 2 C

1,992 1,238 9,586

	Dhening VA
1.000	500
1E	

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NAME											
	COST	OPENING VALUE	PURCHASES	SALF DDICE							
Wall and Door Gaming				- 11	VEP RELOVERED	LOSS	RATE	E METHOD		CLOSING ACCUM	
Room	1,154	973							DEFRECIATION	- 3	CLOSING VALUE
Total Buildings	1,022,581	530,944	15.738	8	(i l)		2.50%	s SL	29	UFC	
Gaming Fixed Assets					e	S R			27.185	500 004	744
Coin Counter										400°c00	519,498
	1,700	152	a								
Coin Scales	1,390	215	2.		(0) 1	ľ	10.00%	DV	41		
Gaming EMS Cabling	2,729	788		80	×		10.00%	DV	3	200,1	137
Jackpot	26.076		-	x	ĸ	ĩ	10.00%		77	1,197	193
M/S Gold Fever s/n	20,020	15,824	×	r					62	2,020	709
1920815	29,995	10,034	(9				×00.00%	NG	3,165	13,367	12.659
MegaStar 2 s/n 1970100	28 533	, , , ,			4	8	20.00%	DV	2,007	21.968	200 0
Megastar 3 c/n	222	5,441	ī	ĩ		,	20.00%				170,0
1921490	33,995	12,996					0/00-04	Ś	622	26,044	2,489
MegaStar s/n 1970191	29,532	2 876				ñ	20.00%	DV	2,599	23.598	10 307
MegaStar s/n 1970194	33,532	3 559	6		ŝ		20.00%	DV	565	CEC EC	
Money Storm s/n	13 E31		I	8	9 	*7	0.00%	DV	797	212(12	2,250
T9/0193	750,62	2,191	¢.	X	85	,	70000		1	01,2,UC	3,262
MultiStar 11.15 s/n 1954295	11,033	1.400	с. в	000			0400°0	ΔΛ	183	21,523	2,009
Multistar 12 s/n	the second se			T,UUU	((*))	400	20.00%	DV	9		
063731	24,232	1,612	r		3		2000 00				•
Multistar delight s/n 01981556	5.750						20.00%	Λa	322	22,942	1,290
Multistar Foxy Fortune			nc/'c	×	()	E.	20.00%	DV	270 270	050	
6 s/n 1953410	17,037	1,990		1,000	4				0	708	4,792
Multistar Foxy Fortune s/n 01982300	5,750	*	5,750		ŀ		0400°07		*	•	W.
Multístar Lucky Jewels s/n 1953408	17,037	1,990	1 • 4				ZU.UU%	٨ſ	958	958	4,792
Multistar Maximum	1	1	. 1	6	•		0.00%	DV	166	15.212	1 825
Action game SN 1921490	5,000	4,250	Las:	ï	1	*	20.00%	DV	C L L L L L L		
Multistar Pacific Paradise 6 s/n										+,000	3,400
1953409	1 5 U 5 I T	1,990	8	1	. e)	÷	20.00%	DV	398	15.445	1 597
Multistar Satari s/n 01982057	5,750	×	5,750	()		,	2000 00				1
MultiStar Safari s/n	700.61						0/00.07	DA	958	958	4,792
Т954294	100,01	T)//T	9	1,000	ιř.	771	20.00%	DV)		

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and Equipment
Plan
Schedule of Property, I

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NAME	COST	OPENING VALUE	PURCHASES								
Mystic Multistar s/n				SALE PRICE	DEP RECOVERED	LOSS	RATE	METHOD	DEPRECIATION	CLOSING ACCUM	
063732	24,232	1,612		19						DEP	CLOSING VALUE
Note Acceptor	15,345	9,399	ł		×	Ń	20.00%	DV	322	CND CC	C C F
smart operator	5 000						30.00%	DV		41	т,230
Total Gamine Fived	CCC'0	•	5,999	Ĩ			70000	1	2,820	8,766	6,579
Assets	378,203	77,711	23,249	3.000			01.0000	۸a	800	800	5,199
Land					•)	2,162			18,106	259,403	77,693
Land	14,280	DRC PL									
Total Land	14.280	14 200		907	ж	r.		None			
Plant & Equipment		2011	•		¢١)	ų.			e e	x »	14,280 14,280
40 Chairs for Hall											
Alarm Svetom	1,015	288	tan:	•			100000				
Upgrade	1,475	78			1 × 100		ZU.UU%	DV	58	785	230
Back Pack Vacuum	C C L	1	-	ł.,	8	8	21.60%	DV	17	T T T	
	005	15	18 1)				ĨŦ,	т,414	61
bepoz Point of sale software	7,005	4,962	3			Ĕ	6/.00%	DV	10	495	57
Clothes Drvar				Ř	1.	2	50.00%	DV	7 487		
	248	m	9)	ñ.					TOT(7	4,524	2,481
Coffee Table	311	95	,			e	20.00%	DV	et	245	67
Computer	1.000	128	1	£		÷	15,60%	DV	15	231) (0
Computer Monitor 17"	700	0		à	F.	•	60.00%	DV	12	040	
Cottage Oven - Fisher	177				24	х	48.00%	DV			15
& Paykel	739	450		.0			75 0004			227	×
Cottage Washing Machine - Fisher & Pvkel MW60	651	422		()•)		(3	2000 UE		113	401	338
Curtains	1.212	36						ŝ	127	356	295
Custom base units X		64	¢	ĸ	84	ĸ	26.40%	DV	7	1.194	18
10 for gaming machines	9,690	•);	9,690	0	£.	Э,	10.00%	DV	707		
Cylinder HWC MP	1 258	CCC							171	171	8,963
ELEU 31218015 Dahua 2 megapixel		555	•	5¥0	8	8	15.60%	DV	52	779	281
security camera carpark	533	•	533	ł.	Ĭ	3	24.00%	DV	۶7	ç	
Dahua CCTV System	1,287	6	796 1						2	0 0	430
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Performance Report Ngunguru Sports and Recreation Society Inc

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Performance Report Ngunguru Sports and Recreation Society Inc

Page 28 of 29

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To be the sporting and social HUB of Ngunguru and the Tutukaka Coast Community, providing an affordable and pleasurable experience to members and guests. ONgunguru Sports and Recreation Society **OUR MISSION Our Values** Respect for each others workload as volunteers Clear and consistent systems and practices Transparency and clear communication Working together with adjunct clubs Community feedback and ideas Openness and Honesty Committee team work Family involvement Host Responsibility Having Fun Fairness Equity

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	2048		>	>	>	>	>	>			>	>	>	>	
	Goals	Develop a range of policies to ensure that systems and procedures are clear and actioned e.g. Employment Policy; OSH Policy; Leave Policy; Cash Handling Policy; Key and Contacts Register; Fraud / Misuse Policy; Accident Register & Hazard Register; Hall hire policy; Gaming Grant Procedures; Communications; Financial; Harm minimization ; Host Responsibility	Instigate a regular appraisal process and calendar for employees, ensuring that training needs are identified as necessary	Review job descriptions to ensure that they accurately reflect staff roles and necessary skills / attributes required for the position	Develop an annual budget that takes into account the strategic goals, wages, social, etc.	Identify fundraising or other modes of enabling adequate funds to effect the strategic goals.	Develop & adhere to Strategic/ Annual Plans	verheads e.g. power & communication & com	Review club rules and constitution	Review m/ship fees and types of membership, bar prices, facility hire fees	Make better use of Clubs NZ Support	Develop smarter bar operating processes/reports using Bepoz	Grant funding to complete "Big Ticket" expenditure developments ie Car Park		

AS PARTIES

STATE PROPERTY AND

Goals	2048	2049	2020	2021	2023	Whose	Achieved /
 5 yr plan to ensure the premises are kept to a high standard. Paint office 	>				-	1 CSP011S1D111V	Comments
Upgrade gardens and entrance to Complex		>		-			
Waterblasting – cottage fence /other areas	>	>	>	>			
Hall upgraded to a fully functional Hire Venue - Ventilation upgrade - Hall kitchen upgrade - Paint	>	>					
			>				
Bar area- remove fluorescents and improve bar surface		>			_		
Spouting replacement		>					
Drains - grounds shed / entry / flagstaff		>					
Upgrade the interior of the restaurant, including tables and chairs			-				
Chiller Door – ability to lock from inside	>		-		-		
Creates areas for children in both the restaurant and bar areas that enable them to be entertained (include with building alterations)		>	>				
Revisit plans for Entrance to Bar and include other suggestions for alterations/ expansion of the inside area inc childrens area	>	>	>				
Improve the parking area and create parking lines	>	>					
Re-wire for smarter and better sound quality / options – consider options such as Spotify for continuous music stream	>			-			March 2018
Develop a preferred R & M Sub Contractor register	>			-		Jan, Caretaker	
Review Complex equipment needs to undertake necessary R & M work	>					Jan, Caretaker	Caretaker
	>						/maintenance coinin Completed Dec
Install external Fire Doors in hall (currently don't comply)	>						2017
		-		+			

Achieved / Comments			Achieved			2018 Gvm and	Football						
						201							
Whose responsibility													
202	>			>		>					>		
2018 2019 2020 2024 2022	>			>		>					>		
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2019	>	>		>	>	>					>		
2048	>					>					>		
Goals	Research other clubs and environments to identify ideas for integrating into our club to promote success	Develop a website and ensure that all events and other member information is regularly posted. Design a logo that is reflected in all correction doesned to be that is reflected in all correction doesned to be the set of	identify us as who we are.	function venue, ensuring that we have the appropriate equipment available for hire e.g. projector, screen, electronic whiteboard, etc.	Improve main road and other signage	Develop a Marketing and Promotion Plan that will:	- increase Complex membership to 900 by 31/3/2022	- add one new adjunct to the Complex for each year through to 31/3/2022	- attract younger people to join/ use the Complex	- ensure that everyone knows we are here.	- Email monthly newsletter with events and news		
Key Area / Goal	Marketing and Promotion	To anonira that	community	awareness of the Sports Complex	facilities, its	events and	activities are	visible through a					

TOTAL D

2

			annual Plan 2018			
	Jan	Feb	March	Apr	May	June
Maintenance and Development	Upgrade electricity completion	Copper Pipe replacement	Waterblasting Application to Council re parking	Coat hooks on Ladies Toilet Doors	Parking Area	Bar area- remove fluorescents Fire doors in hall
Social			St Patricks	Anzac Day		Queens B'day Peasants and Paupers Feast
Admin and Financial				Begin to prepare budget including strategic costs	Investigate Manager structure	AGM New committee handbooks and training as req
Marketing and Promotion					Focus Magazine	Newsletter
Review e.g. policies, procedures, job descriptions, etc		Harm Minimisation Training			Smoking Policy	Job Descriptions

12

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		An	Annual Plan			
			2018			
	July	Aug	Sept	Oct	Nov	Dec
Maintenance and Development	Chiller Door – ability to lock from inside	Paint office		Waterblasting	Restaurant tables and chairs	Drains
Social	Vegas Night	Buffalo Chicken and Beer Restaurant Promo		Halloween Party Family Festivities	Melbourne Cup Carnival	Carols at the Complex
Admin and Financial					Ð	4
Marketing and Promotion	Newsletter Develop a marketing plan for next 12 mths	Newsletter	Newsletter	Newsletter	Newsletter	Newsletter
Review e.g. policies, procedures, job descriptions, etc					۰.	

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6.3 Review of Grants, Concessions and Loans Policy 0031

Meeting:	Whangarei District Council
Date of meeting:	24 July 2018
Reporting officer:	Cindy Velthuizen, Community Funding Officer

1 Purpose

To approve the revised Grants, Concessions and Loans Policy (Policy 0031).

2 Recommendation/s

That Council approves the revised Grants, Concessions and Loans Policy (Policy 0031).

3 Background

The current Grants, Concessions and Loans Policy was adopted in May 2015.

Its purpose is to provide direction on all of Council's community support.

The policy was due for a routine review this year. It underwent a thorough revision in February and a draft was presented to Council as part of the funding model proposal.

A further revised Policy is now presented for adoption.

4 Discussion

The changes between the current and proposed Policy are not considered materially significant. The changes are summarised below:

- The most significant change is a simplification of language, style and layout. The revised Policy is aimed at being easier to read and navigate.
- Duplication and redundant information were removed. The current Policy included operational matters that were not appropriate for a Policy. The annually revised Funding Guide provides the level of detail needed at an operational level.
- References to the Transition Fund and transition concessions were removed as these were disestablished in 2017. Other outdated information was corrected as required.
- The Community Outcomes were updated, and the adopted Funding Principles were included in the revised Policy.

• Minor areas of confusion or inconsistency were removed or amended.

The revised Policy is more succinct and easier to read, while articulating Council's intent, principles and strategy for community funding.

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. Revised Policy 0031 for adoption
- 2. Current Policy 0031



Whangarei District Council Policy

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Grants, Concessions and Loans Policy

Policy 0031

100			
Policy title			
Audience (Primary)	Internal/external*	Business Owner (Dept)	Community Development
Policy Author	Jonny Gritt and Cindy Velthuizen	Review date	2020

1 Purpose

This Policy provides principles on Council's provision of grants, concessions and loans to the community.

The objective of this Policy is to align allocation of community funding with Council's Community Outcomes as outlined in each Long Term Plan.

The Council's provision of community funding is one aspect of Council's overall support for communities in the Whangarei District, and supports the achievement of a vibrant, attractive and thriving district.

2 **Definitions**

Grants	Payments that have not been arranged through a contract tender process.
Concessions	Where payments to Council would be due, but Council has chosen not to charge, which have not been arranged through a contract tender process.
Contracts for services	Agreements to make payments to a contractor, based on them meeting agreed deliverables. These agreements have been arranged following Council's procurement process.
Contestable	Grants where a fixed amount of money is available that applicants can compete for a portion of. The outcome varies based on criteria in the application process.
Non-contestable	Grants where a fixed number of organisations are granted a fixed amount of money on a predetermined outcome. Applicants do not compete for a limited amount of money.
Not for profit	Any society, association or organisation that is not carried on for the profit or gain of any member, and whose rules state that any money earned or donated is used in pursuing the organisation's objectives.
Community of place	Members of our District that can be identified by the geography of where they live.
Community of people	Members of our District that can be identified by common characteristics including ethnic, physical, or otherwise.
Community of interest	Members of our District that can be identified by their common interests or pursuits.

3 Context

This Policy operates within the greater context of the Local Government Act 2002 and Council's policies and strategies:

- Long Term Plan in particular, Community Outcomes
- Rates Remission and Postponement Policies
- Youth Policy
- Accessibility Policy
- Arts, Culture and Heritage Policy
- Positive Aging Policy
- Community Halls Strategy.

In addition, the Recreation Strategy (in development) will also be used in the implementation of this Policy.

3.1 Community Outcomes

Council's Community Outcomes, adopted with each Long Term Plan, guide Council's activities. They are the set of aspirations that the community has told Council are the most important for Whangarei District. All grants, concessions and loans seek to support the Community Outcomes. These in turn ultimately support the vision of a vibrant, attractive and thriving District.

The Community Outcomes that Council has agreed to for the 2018-28 Long Term Plan are:

Efficient and resilient core services

- It is easy and safe to travel around the District for everyone.
- There are opportunities to walk and cycle.
- The District is well prepared for growth and can adapt to change.
- Services are supplied in ways that benefit the environment.

Caring for the environment

- Communities work to keep the environment clean and healthy.
- Access to the coast for people is protected.
- Open spaces in parks and streets are places where nature thrives.
- The District is positively adapting to climate change.

Positive about the future

- The District has productive land and people and a thriving City Centre.
- There is a fair urban/rural balance.
- Council has clear and simple documents and rules.
- The District embraces new technology and opportunity.

Proud to be local

- The District is neat and tidy and looks attractive.
- Public areas feel and are safe.
- There is always something to do and see.
- There are opportunities for people to be active across all abilities, ages and life stages.

4 Scope

All community investment, in the form of grants, concessions and loans provided by Council are within the scope of this policy.

Any contracts which were put into place by following the appropriate Government procurement policies are specifically excluded by this policy. This includes, but is not limited to tendered contracts for service (CFS) and preferred supplier arrangements.

Grants, concessions and loans are provided from a wide range of business units across Council and are provided to a range of entities and individuals.

Sometimes this will include Council distributing central government funds (e.g. Creative Communities Scheme); or partnering with organisations to assist or lead development of funding sources.

4.1 In-kind contributions

Council sometimes makes "in kind" contributions to organisations in the form of donations of products, goods or services.

For the purposes of this policy, in kind contributions generally do not require any agreements or reporting from the recipient.

In kind contributions need to be considered as part of an organisation's entire package of support from Council.

5 **Principles**

Council recognises the need for a balanced mix of social amenities and services that meet the needs of the diverse communities that make up the District.

This mix is to be delivered district-wide, embracing our diverse communities of place, people and interest.

To meet those different needs Council provides funding to external parties in the form of grant payments, concessions and community loans.

An open and transparent process ensures Council puts these limited funds to good use in serving the Whangarei District.

Council aims to ensure that generally expected and iconic or unique events, services and community led initiatives are supported through this policy.

5.1 Key principles

The following principles apply to Council's community funding and support:

- accessibility
- consistency
- diversity
- effectiveness
- efficiency
- equity
- flexibility
- inclusion
- transparency.

5.2 Delivery

Council's principles for how grants, concessions and loans will be delivered, are that:

- Council aims to enable greater diversity and flexibility in the applications for funding that may be considered
- Guidance will be provided to make the application process as easy as possible

• Council staff will advise applicants on how to deliver a sound funding application, and how to access other sources of financial and non-financial support.

5.3 Criteria

Council generally will consider financially supporting applicants:

- That are a not for profit, legal entity (or are working under a suitable umbrella organisation that meets the criteria)
- That demonstrate appropriate financial management, planning and governance
- That have a positive track record of use of funding from Council (if previously funded)
- That are up to date with any required reporting to Council (if previously funded)
- That are not applying for funding for an activity that Council is already providing the organisation financial support for.

Council generally will consider financially supporting projects and activities:

- That align with Council's vision, strategic direction and role
- That contribute to Council's Long Term Plan (LTP) Community Outcomes
- That contribute to one or more of the Funding Priorities
- That align with the Community Development Framework
- That benefit the wider community or a sector of the community
- That respond to a current or future community need
- That demonstrate good financial management, planning and governance.

Council generally will not support:

- Activities or projects:
 - where the primary purpose is to promote religious, political, or commercial activity
 - o it considers are the core business of another organisation or service provider
 - it considers the responsibility of a central government agency
 - o that start before funding decisions are made
- Debt servicing, social functions, gambling or prize money, travel costs, conference fees, costs related to fines or disputes
- Retrospective expenses incurred before the closing date of a fund
- Applicants it has significant concerns with, financial or otherwise
- Applicants that have sufficient revenue or resources to fund the initiative themselves.

Council may from time to time choose to consider applications for funding outside of these criteria.

5.4 Grant limits

Council may set funding limits from time to time as a blanket rule for all community funding and/or against categories of funding, projects or other criteria.

Funding limits are detailed in the Community Funding Guide.

Council wishes to "fund for success" so reserves the right to vary grant limits and will consider applications for more than the maximum indicated in exceptional circumstances.

Council recognises that granting a portion of an application can be ineffective in situations where the balance required may not be forthcoming. In these circumstances, while an application may be supported in principle, Council funding may be declined.

In general, an applicant may only receive one grant per financial year (1 July – 30 June). Grants from the Creative Communities Scheme, or those received as an umbrella group on behalf of another organisation, are excluded from this count.

6 **Processes**

The general processes which relate to this Policy are outlined below. Details on how to apply for funding can be found in the Community Funding Guide.

6.1 Administration

The Community Development department has an overview role for all Council's grants, concessions and loans, and for this Policy.

Community Development staff will:

- ensure funding is administered in line with this Policy
- ensure budgets for funding are set in advance
- collate annual reporting to Council
- liaise with all relevant departments that are involved in providing grants, concessions or loans.

6.2 Policy amendments

Any amendments to this Policy will be considered for recommendation by the Community Funding Committee, and referred to Council for approval.

6.3 Budgets

The Annual Plan sets out the budget and explains how Council intends to finance the activities and services it provides for the next financial year as directed by the current Long Term Plan.

Once allocated, these budgets are administered by Council staff.

6.4 Application, assessment and approval process

All requests for support from Council must be made on the appropriate application form for grants, concessions and loans, with requested supporting material provided.

Applicants will generally be asked to provide answers to the following questions in support of their funding requests:

- How do you know there is a need for your project, programme or service?
- What difference will your project make?
- Who and how many people will benefit?
- What controls and checks do you have in place to manage the funding?
- How ready is your organisation to deliver the project, programme or service?
- Who will you work with to deliver your project, programme or service?
- How will you demonstrate value for money and the impact of your work?
- How does your project, programme or service meet best practice and is it evidence based?

The process for assessing each request for funding will vary between funding mechanisms.

Funding approvals are made in accordance with delegated authorities established by Council from time to time. As such, some funding will be decided by Council or Council Committees, while others will be decided by Council staff under the delegated authority of Council.

The decision of Council on distribution of funds is final and no review or appeal will be considered.

6.5 Recipient Agreements

All grants, concessions and loans must have in place a written agreement between the recipient and Council.

The nature of these agreements varies based on the size, type and significance of the grant, concession or loan.

Version:

6.6 Recipient Reporting

Reporting to Council from the recipient is required for many grants, concessions and loans.

The nature of the required reporting varies based on the size, type and significance of the grant, concession or loan.

Reporting requirements are publicised at the start of each funding round, and provided to successful applicants prior to payment.

6.7 Reporting to Council

Within three months of the end of each financial year, Council staff will submit a report to Council on the grants, concessions and loans activity for the previous financial year (1 July-30 June). This report will provide a comprehensive summary of Council support to external parties via grants, concessions and loans.

7 Financial support

7.1 Grants

Council provides a range of grants to external parties.

Fund budgets, funding limits and criteria for each type of Fund can be found in the Community Funding Guide.

One-off grants	These arise from requests made through submission to the Annual Plan or Long Term Plan. The grants are typically for capital developments or significant events.
Contestable grants	Traditional, application-based community grants open during regular funding rounds. Applicants compete for funding from a limited fund budget.
Special operational grants	Provided annually to selected organisations that provide valued services and facilities to Council and communities. These are non-contestable grants, in that a fixed number of organisations are granted a fixed amount of money on a predetermined outcome.

7.2 Concessions

Council provides concessions to external parties at its discretion. Criteria for concessions can be found in the Community Funding Guide.

One-off concessions	These arise from requests made through submission to the Annual Plan or Long Term Plan, or otherwise in Committee. These concessions are entirely at the discretion of Council.
Operational concessions	These can be provided to organisations and individuals that offer valued services and facilities to Council and communities. These may be in the form of:
	Rent concessions
	Parking concessions
	Other discretionary concessions.

7.3 Community Loans

Council offers interest-free Community Loans from two Funds:

Reserve Development	For developing community assets for recreation purposes on Council owned land.
Recreation Development	For developing community assets for recreation purposes on land that is not Council owned.

For the purposes of Community Loans, "Recreation" is defined as "activity done for enjoyment when one is not working". The criteria for these loans is stated in the Community Loan Application Form and Guide.

8 Multiple grants and concessions

Where one entity receives multiple grants and/or concessions from Council for a range of purposes, care must be taken to ensure that agreement and reporting requirements take all arrangements into consideration. In most cases this will result in one funding agreement and one set of reporting required.

The agreement and reporting requirement should reflect the total of all grants and concessions and encompass all requirements of all grants and concessions.

An organisation's entire package of grants, concessions, loans and any in kind contributions must be taken into consideration when assessing Council's contribution each year.

9 Adoption

This Policy has been approved for adoption by the Manager - Community Development and the General Manager - Community in July 2018.

Manager – Community Development Date

Group Manager - Community

Date

Policy adopted by XXXXXXX Resolution on XX XXXXXXXXX 20XX



Whangarei District Council Policy

Grants, Concessions and Loans Policy Policy0031

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SECTION 1 – General

1 Purpose

- a) Whangarei District Council is committed to the provision of grants, concessions and loans as one aspect of the Council's overall support for communities within the Whangarei District.
- b) The provision of grants, concessions and loans from Council Funds enables Council to contribute to the delivery of the Community Outcomes by assisting with a wide range of community projects and events, capital development projects, and social service delivery.

1.1 The purpose of the Grants, Concessions and Loans Policy is to:

- a) Provide key definitions to allow easy interpretation of this policy
- b) Outline the context in which these grants, concessions and loans are situated
- c) Define the scope of this policy within Council's activities
- d) Outline Council's general principles, priorities and roles with regard to grants, concessions and loans
- e) Outline the Council systems for these grants, concessions and loans:
 - i. Budgets
 - ii. Decision making
 - iii. Administration
 - iv. Reporting.
- f) Provide information about the types of grants, concessions and loans available; outline the processes for accessing these, and where more information can be found.

1.2 More detail

- a) This Policy is not intended to go into detail about the administration of each grant, concession or loan.
- b) More detailed information is provided in the Grants, Concessions and Loans Operational Guidelines ("the Operational Guidelines"), and in the guidance materials for each type of grant, concession and loan.

2 **Definitions**

- a) "Grants" are any payments provided that have not been arranged through a contract tender process.
- b) "Concessions" are where payments to Council would be due, but Council has chosen not to charge, which have not been arranged through a contract tender process.
- c) "Contracts for service" are agreements to make payments to a contractor, based on them meeting agreed deliverables. These agreements have been arranged through a contract tender process.
- d) "Funds" are the sources of money that grants and loans are paid from, and concessions are offset from.
- e) "Payments" are made directly from Council to a payee.
- f) "Loans" are low or zero interest loans of Council funds to external parties: the value is the lost interest income from the loan.
- g) "Contestable" grants occur when any number of organisations applies for a fixed amount of money and the outcome varies based on criteria from the application process.
- h) "Non-contestable" grants occur when a fixed number of organisations are granted a fixed amount of money on a predetermined outcome.
- i) "Social infrastructure" encompasses social, sporting, cultural, environmental, and heritage, facilities, projects, services and events that enliven a community and support vibrancy and wellness in society

- j) "District-wide": The project or work done by the organisation is carried out for the benefit of residents of and visitors to the Whangarei District.
- k) "Locally": The project or work done by the organisation is carried out largely for the benefit of a specific ward, group or community locale.
- I) "Sector based": The project or work done by the organisation is confined to a specific sphere of activity and likely to be accessed mainly by persons with a like-minded interest or need.
- m) "Not for profit": Retained funds or excess income against expenditure accrued by an organisation is used for the benefit of the membership of the organisation.

3 Context

a) The Grants, Concessions and Loans Policy operates within the greater context of local government legislation and Whangarei District Council's policies and strategies.

3.1 The amended Local Government Act (2002) "the Act" instructs Council that its purpose is to:

"meet the current and future needs of communities for good-quality local infrastructure, local public services, and performance of regulatory functions in a way that is most cost-effective for households and businesses."

- 3.1.1 The Act defines "good-quality" as:
 - "... infrastructure, service and performance that are
 - a) efficient; and
 - b) effective; and
 - c) appropriate to present and anticipated future circumstances."
- 3.1.2 Community Outcomes
- a) In order to meet its purpose as defined by the Act, Whangarei District Council developed five Community Outcomes to guide all of its work and activities. They are the set of aspirations or goals that the community as a whole has told Council are the most important for Whangarei. All grants, concessions and loans must support the Community Outcomes.

Easy and safe to move around	There is a range of private and public transport options including walkways and cycleways. Our travel times are predictable and our transport network is well managed, safe and efficient.
A growing, resilient economy	We have more successful businesses and more jobs. Skilled people are attracted to our District for work, to visit and invest. Our economy is vibrant and education and career opportunities match the regions needs.
Clean, healthy and valued environment	As our District grows our natural and created environment is protected, maintained and enhanced to reflect our Sense of Place, mauri and identity. Our harbour, foreshore and waterways are clean and healthy.
Vibrant and healthy communities	Our communities are safe; we have a strong sense of identity and belonging. We value and enhance our culture by working together to make a difference. Our District is full of life, activities and opportunities. Young people feel they belong, our leaders are nurtured and communities and Māori assist in shaping the direction of "our place".
Well managed growth	The city centre provides a strong heart for our District; it is vibrant and attractive supporting the District's growth. We have a variety of connected public spaces that enhance how we live. In our District existing settlements are consolidated and we ensure that new residential areas are sustainable. Our infrastructure is aligned to our growth and there is variety both in type, and location of housing.

b) Community Outcomes:

3.1.3 Council approach

- a) In response to the amended Act, Council performed a review of the funding it provides to external parties in the form of grants, concessions and loans. The aim of this review was to develop a consistent administration framework and policy in order to improve operational efficiency and effectiveness in conducting these activities, and ensure these activities are operating as clearly and consistently as possible.
- b) Specific outcomes were to get a comprehensive picture of Council support to organisations across the district, to develop strategic priorities for fund administration for the whole organisation, and to improve reporting and accountability.

3.2 This Policy recognises and is directed by:

- 3.2.1 Legislation, in particular:
- a) Local Government Act 2002
- b) Local Government (Rating) Act 2002.
- 3.2.2 Whangarei District Council policies, in particular:
- a) Rates Remission and Postponement Policies
- b) Youth Policy
- c) Accessibility Policy
- d) Arts Culture and Heritage Policy.
- 3.2.3 Whangarei District Council strategies, in particular:
- a) Community Halls Strategy
- b) Community Activities/Facilities Strategy*
- c) Open Spaces Strategy
- d) Recreation Strategy*
- e) Significance and Engagement Strategy
- f) Positive Aging Strategy.

* In development at the time of writing.

4 Scope

- a) All community investment, in the form of grants, concessions and loans provided by Council are within the scope of this policy.
- b) This policy replaces and expands upon the Community Funding Policy 2010.
- c) Any contracts which were put into place by following the appropriate Government procurement policies are specifically excluded by this policy. This includes, but is not limited to tendered contracts for service (CFS) and preferred supplier arrangements.
- d) Grants, concessions and loans are provided from a wide range of business units across Council, and are provided to a range of entities and individuals.
- e) In some instances, this scope will include Council acting as a vehicle for central government funds (e.g. Creative Communities Scheme, Ministry of Social Development rates rebates); or partnering with organisations to assist or lead development of funding sources.
5 **Principles**

- a) Council recognises the need for a balanced mix of social infrastructure (encompassing facilities, services, projects and events) that meet the needs of the diverse communities that make up the District.
- b) This mix is to be delivered district-wide, locally, and for particular sectors.
- c) To meet those different needs Council provides a range of funding to external parties in the form of grant payments, concessions and community loans.
- d) Council seeks information, input and applications from the public in order to ensure it puts these limited funds to good use in serving the Whangarei District.
- e) Council aims to ensure that both the commonly expected social infrastructure, and iconic and/or unique events and services are supported through this policy.

5.1 Key principles that apply to grants, concessions and loans processes:

- a) Inclusion
- b) Equity/fairness
- c) Consistency
- d) Transparency
- e) Efficiency
- f) Effectiveness.

6 Priorities

- a) Each Fund has priorities, eligibility and criteria that relates to its specific purpose. These are outlined in the guidance information for each Fund.
- b) Specific priorities may be set from time to time by Council.

6.1 Generally, Council will consider financially supporting activities:

- a) That align with Council's roles and strategic directions
- b) That contribute to Council's Long Term Plan (LTP) Community Outcomes
- c) "Sense of Place" projects
- d) That benefit the wider community or a sector of the community
- e) That respond to a current or future community need
- f) That demonstrate financial sustainability and planning.

6.2 Generally Council will not support:

- a) Activities:
 - i. where the primary purpose is to promote religious, political, or commercial activity
 - ii. it considers are the core business of another organisation or service provider
 - iii. it considers the responsibility of a central government agency.
- b) Retrospective expenses, debt servicing, social functions, gambling/prize money, travel costs, conference fees, or costs related to fines or disputes.
- c) Organisations it has significant concerns with, financial or otherwise.

7 Processes

The general processes which relate to this Policy are outlined below. These processes are provided in more detail in the Operational Guidelines.

7.1 Administration

- a) Community Services has an overview role for all of Whangarei District Council's grants, concessions and loans, and for this Policy. Community Services:
 - i. ensures each Fund is administered in line with this Policy
 - ii. ensures budgets for each Fund are set in advance based on recognised need
 - iii. collates the annual reporting to Council.
- b) Each Fund is administered by its relevant department.

7.2 Policy amendments

a) Any amendments to this Policy will be considered for recommendation by the Community Funding Subcommittee, and referred to Council for approval.

7.3 Budgets

- a) The Annual Plan sets out the budget and explains how Council intends to finance the activities and services it provides for the next financial year as directed by the current LTP.
- b) Once allocated, these budgets are administered by Council staff.

7.4 Information & support

- a) Information about each Council Fund is available to the public at <u>www.wdc.govt.nz</u> and from Council staff.
- b) Support with queries and funding applications is provided to suitable levels, and in a timely fashion. This support is provided by the Council staff that administer each Fund.

7.5 Assessment and Approval Process

- a) Funding approvals will be made in accordance with delegated authorities established by Council from time to time. As such, some Funds will be decided by Council or Council Committees and Subcommittees, whilst others will be decided by Council staff under the delegated authority of Council.
- b) The process for assessing each request for funding will vary between Funds.
- c) The decision of Council on distribution of funds is final and no review or appeal will be considered.

7.6 Recipient Agreements

- a) All grants, concessions and loans must have in place a written agreement between the recipient and Council.
- b) The nature of these agreements varies based on the size, type and significance of:
 - i. the Fund; and
 - ii. the grant, concession or loan.
- c) Guidelines for the minimum type of agreement are outlined in the Grants, Concessions and Loans Operational Guidelines.

7.7 Recipient Reporting

a) Reporting to Council from the recipient is required for many grants, concessions and loans.

- i. the Fund; and
- ii. the grant, concession or loan.
- c) Guidelines for the minimum reporting levels are outlined in the Grants, Concessions and Loans Operational Guidelines.

7.8 Reporting to Council

- a) Within three months of the end of each financial year, Council staff will submit a report to Council on the grants, concessions and loans activity for the previous financial year (1 July-30 June).
- b) This report will provide a comprehensive summary of Council support to external parties via grants, concessions and loans.

SECTION 2 – The Funds

8 Grants

a) Council provides a range of grants to external parties. They are sorted into four categories.

8.1 Grant categories:

- a) One-off Grants
- b) Contestable Grants
- c) Operational Grants
- d) Transition Grants.
- 8.1.1 The following financial conditions apply to all grants:
- a) All grants are exclusive of GST. If the payee is registered for GST this must be stated on the application form, and the payment of the grant will have the GST component added to the approved grant amount.
- b) Payment of grants will only be made on receipt of:
 - i. a standard invoice if not GST registered, or
 - ii. an official tax invoice if GST registered.

If applicable, a payment schedule will be negotiated with Council staff.

c) Where funds are approved contingent upon the procurement of other funds or specific conditions, proof of success must be provided before Council funds are advanced.

8.2 One-off Grants

- a) One-off Grants can be approved by Council through the Annual Plan and LTP processes. These grants will generally be for significant capital developments or events.
- b) These grants are entirely at the discretion of Council. As such, this policy is not directly relevant; however the principles within it can be used to guide Council in its decision making with relation to One-off Grants.
- c) Note: In the case of grants, "capital" means maintenance or development of assets not owned by Council.

8.3 Contestable Grants

- a) Contestable Grants are application based, and are generally open for applications for one or more fixed time period during each financial year. These application periods are known as "funding rounds".
- b) Every Contestable Grant follows the outlined:
 - i. Process
 - ii. Priorities
 - iii. Eligibility
 - iv. Funding limits
 - v. Expenditure prior to approval
 - vi. Conditions.

8.3.1 Process

- a) A funding round for a Contestable Grant is opened with publication of the Contestable Grant at least one month prior to the closing date of that funding round.
- b) Applications are received by Council staff until the closing date of the funding round.
- c) Once the funding round has closed, applications are assessed, and presented to a Council committee or subcommittee for consideration and allocation of grants.
- d) Applicants are notified of the result of their application, successful applicants are invited to invoice Council for the allocated grant.
- 8.3.2 Priorities
- a) Priorities relating to the purpose of each Contestable Grant are set prior to applications being sought.
- b) The priorities for a Contestable Grant may remain constant from funding round to funding round, or vary.
- c) The priorities are publicised when applications are sought, and attached to the application form for each fund.

8.3.3 Eligibility

- a) To be eligible to apply for Council's application based Contestable Grants, applicants must:
 - i. be "not for profit" and have legal status, or be working under an umbrella group/organisation which meets these criteria
 - ii. not have a bad credit record
 - iii. display appropriate financial management and procedures
 - iv. have a positive track record of funding from Council (if previously funded)
 - v. not be applying for a grant for an activity that Council is already providing the organisation financial support for.
- b) Each Contestable Grant has specific eligibility and ineligibility criteria that relates to its purpose. These criteria are contained in the application form and guidance for each Contestable Grant.
- c) All projects/events must not have started prior to the closing date of the funding round applied to.
- 8.3.3.1 In addition to the general ineligibility guidelines outlined in Section 1, the following apply to Contestable Grants:
- a) Generally, applications will not be accepted from:
 - i. government agencies
 - ii. schools

- iii. individuals (except to the Creative Communities Scheme).
- b) Generally Council will not support activities or initiatives where the applicant has sufficient revenue streams and/or resources to fund the initiative themselves.
- c) Applicants that have previously received a grant or concession from Council must have supplied all required reporting, and had this reporting accepted before any further applications will be considered.

8.3.4 Grant Limits

- a) The maximum funding limits are detailed in the application guidance for each Contestable Grant.
- b) Council reserves the right to consider grants in excess of the maximum funding limits.
- c) Council wishes to "fund for success", so reserves the right to vary grant limits and will consider applications for more than the maximum indicated for any Contestable Grant in exceptional circumstances.
- d) Council recognises that granting a portion of an application can be ineffective in situations where the balance required may not be forthcoming. In these circumstances, while an application may be supported in principle, Council funding may be declined.
- e) An applicant may only receive one Contestable Grant (grants provided from the Creative Communities Scheme are excluded from this count) per financial year (1 July 30 June) except where:
 - i. they are acting as an "umbrella" applicant for an otherwise ineligible applicant; or
 - ii. an unforeseen opportunity arises that would disadvantage the District if not taken up; or
 - iii. Council has otherwise agreed the applicant can apply again in that year.

8.3.5 Expenditure prior to approval

- a) Where projects/events begin after the closing date of the funding round applied to but before the application is considered by Council, the applicant may elect to proceed with expenditure.
- b) Such expenditure would not be deemed to be "retrospective".
- c) However, any expenditure incurred is at the applicant's risk, as there is no guarantee a grant will be forthcoming.

8.3.6 Conditions

- a) Conditions that apply to any Contestable Grants advanced will be published in the application guidance for each Contestable Grant.
- b) Council may set additional terms and conditions for any grant advanced at its discretion.
- c) Standard terms that apply to all Contestable Grants are:
 - i. all applications must be made on the appropriate application form and must be supported by the specified documentation
 - ii. All applications must be received by the closing date of the funding round, unless otherwise negotiated
 - iii. any grant must be spent on the purpose for which the application was made within the notified period (generally within 12 months)
 - iv. grant recipients must acknowledge Council support in any relevant promotional materials and communications
 - v. any unspent funds at the conclusion of the project/initiative must be returned to Council, unless otherwise negotiated
 - vi. grant recipients must submit a report outlining the use of the funds.

8.4 **Operational Grants**

- a) Operational Grants are provided annually to organisations that provide valued services and facilities to Council and communities.
- b) Operational Grants are provided from various parts of Council, for a range of purposes.
- c) Most Operational Grants are historical in nature.
- d) Every Operational Grant follows the outlined:
 - i. Process
 - ii. Priorities & Eligibility
 - iii. Funding limits
 - iv. Conditions.

8.4.1 Process

- a) From 2015-2016 Operational Grants are provided by invitation only, after either:
 - i. a history of receiving regular non-contestable grants from Council; or
 - ii. at least one year in the Transition Grant Fund.
- b) Organisations that want to be considered to receive an Operational Grant must have an existing funding relationship with Council (e.g. through Contestable Grants and/or contracts), and must apply to the Transition Fund (see 8.5).
- c) Operational Grant payments are approved yearly either by a Council committee, or by Council staff under the delegated authority of Council.
- d) Prior to annual approval of all Operational Grant payments, an assessment process occurs. For each Operational Grant, Council must clearly indicate that:
 - i. the service or activity being supported meets Council's Community Outcomes, and/or policies and/or strategies; **and**
 - ii. the combined level of service and community benefit from the grant provision exceeds that which would have been achieved if the Council had allocated the funds for comparable services through an alternate grant or tendered contract for service; **or**
 - iii. the grant is the only reasonable way to gain the benefits required.
- e) When this assessment indicates that an Operational Grant does not meet the requirements above, the grant may be referred into the Transition Grant Fund exit process (detailed in the Operational Guidelines).
- f) When this occurs an Operational Grant may become a Transition Grant for a maximum of two years whilst a decision is being made as to the future of the grant. See the Transition Fund (8.5) for more details.

8.4.2 Priorities & Eligibility

- a) Due to the range of Operational Grants provided, many types of entity (and some individuals) receive Operational Grants.
- b) As such there are no set priorities or eligibility criteria which apply to all Operational Grants.
- c) Each type of Operational Grant has its own set of priorities and eligibility criteria. These are set out in the guidance materials for each grant.

8.4.3 Funding Limits

a) Each Operational Grant Fund has budget allocated during the Annual Plan process. These budgets will guide the allocation of Operational Grants for the financial year.

8.4.4 Conditions

8.4.4.1 <u>Agreements</u>

- a) In order to allow Council to interpret value for service, all grant recipients must have a formal agreement with Council in place in order to receive a grant. If one is not yet in place, it must be arranged prior to the next payment.
- b) These agreements will range in complexity dependent on level of service and size of grant.
- c) Guidance on the recommended level of agreements for Operational Grants can be found in the Operational Guidelines.

8.4.4.2 Reporting

- a) All grant recipients must report against the funding agreement in place with Council.
- b) The level of reporting will range in complexity dependent on level of service and size of grant.
- c) Guidance on the recommended level of reporting for Operational Grants can be found in the Operational Guidelines.

- a) As part of the Annual Plan process, Council will allocate a quantum to the Transition Fund, for the allocation of Transition Grants. Transition Grants are the entry and exit point for Operational Grants.
- b) Applications for Transition Grants are open at least once each year to organisations that are seeking to transition from receiving One-off and/or Contestable Grants to having a more secure operational funding relationship with Council.
- c) Applications are likely to be invited:
 - i. from organisations that have a stable and successful relationship with Council
 - ii. when it is evident that there is significant community benefit to supporting the organisation.
- d) For the year of the Transition Grant, an agreement is in place, outlining deliverables to be met in order to receive an Operational Grant in the following year.
- e) After one year, each recipient of a Transition Grant will be assessed against the deliverables outlined in the agreement that is in place.
 - i. If all deliverables outlined in the agreement are met, in most circumstances the organisation will be moved into the Operational Grant cycle for future years.
 - ii. If all deliverables are not met, in most circumstances the Transition Grant will cease and the applicant will be directed to find alternate funding sources.
 - iii. In some cases Council may offer the recipient a maximum of one further year in the Transition Fund, if it believes the recipient can meet the agreed deliverables in the following year. This approach is used cautiously in order to manage expectations of Transition Grant recipients.

9 Concessions

- a) Council provides a range of concessions to external parties.
- b) Concessions are sorted into three categories.

9.1 Concession categories:

- a) One-off Concessions
- b) Operational Concessions
- c) Transition Concessions.

9.2 One-off Concessions

- a) One-off Concessions can be approved by Council through the Annual Plan and LTP processes, or otherwise in committee.
- b) These concessions are entirely at the discretion of Council. As such, this policy is not directly relevant; however the principles within it can be used to guide Council in its decision making with relation to One-off Concessions.

9.3 Operational Concessions

- a) Operational Concessions are provided annually to organisations and individuals that provide valued services and facilities to Council and communities.
- b) Operational Concessions are provided from various parts of Council, for a range of purposes.
- c) Operational Concessions are usually provided by invitation.
- d) Many Operational Concessions are historical in nature.
- e) Every Operational Concession follows the outlined:
 - i. Process
 - ii. Priorities & Eligibility
 - iii. Funding limits
 - iv. Conditions.
- 9.3.1 Process
- a) Operational Concessions are approved yearly either by a Council committee, or by Council staff under the delegated authority of Council.
- b) From 2015-2016 Operational Concessions are provided by invitation only, after either:
 - i. a history of receiving Operational Concessions from Council; or
 - ii. at least one year of receiving a Transition Concession.
- c) Organisations that want to be considered to receive an Operational Concession must have an existing funding relationship with Council (e.g. through Contestable grants and/or contracts, or One-off Concessions), and must apply through the Transition Concession process (see 9.4 and the Operational Guidelines).
- d) Operational Concessions are approved yearly either by a Council committee, or by Council staff under the delegated authority of Council.
- e) Prior to annual approval of all Operational Concessions, an assessment process occurs. For each Operational Concession, Council must clearly indicate that:
 - i. the service or activity being supported meets Council's Community Outcomes and/or policies and/or strategies; **and**

- ii. the combined level of service and community benefit from the concession provision exceeds the income it has forgone; **or**
- iii. the Operational Concession is the only reasonable way to gain the benefits required.
- f) When this assessment indicates that an Operational Concession does not meet the requirements above, the grant may be referred into the Transition Concession exit process (detailed in the Operational Guidelines).
- g) When this occurs an Operational Concession may become a Transition Concession for a maximum of two years whilst a decision is being made as to the future of the concession. See the Transition Concessions (9.4) for more details.

9.3.2 Priorities & Eligibility

- a) Due to the range of Operational Concessions provided, many types of entity (and some individuals) receive Operational Concessions.
- b) As such there are no set priorities or eligibility criteria which apply to all Operational Concessions.
- c) Each type of Operational Concession has its own set of priorities and eligibility criteria. These are set out in the guidance materials for each concession.

9.3.3 Funding Limits

a) Each Operational Concession has budget allocated during the Annual Plan process each year. These budgets will guide the allocation of Operational Concessions for the financial year.

9.3.4 Conditions

9.3.4.1 <u>Agreements</u>

- a) In order to allow Council to interpret value for service, all recipients of Council Operational Concessions must have a formal agreement with Council in place. If one is not yet in place, it must be arranged prior to the next Concession being approved.
- b) These agreements will range in complexity dependent on the type, size and purpose of the Operational Concession.
- c) Guidance on the recommended level of agreements for Operational Concessions can be found in the Operational Guidelines.

9.3.4.2 Reporting

- a) Most recipients of Operational Concessions are not required to report against the funding agreement in place with Council.
- b) The level of reporting (if any) will range in complexity dependent on the type, size and purpose of the Operational Concession.
- c) Guidance on the recommended level of reporting for Operational Concessions can be found in the Operational Guidelines.

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9.4 Transition Concessions

- a) Transition Concessions are the entry and exit point for Operational Concessions.
- b) No budget is specifically allocated to Transition Concessions.
- c) Applications for Transition Concessions are open at least once each year to organisations that are seeking to transition from receiving One-off Concessions to having a more secure financial relationship with Council.
- d) Applications are likely to be invited:
 - i. from organisations that have a stable and successful relationship with Council
 - ii. when it is evident that there is significant community benefit to supporting the organisation.
- e) For the year of the Transition Concession, an agreement is in place, outlining deliverables to be met in order to receive an Operational Concession in the following year.
- f) After one year, recipients of a Transition Concession will be assessed against the deliverables outlined in the agreement that is in place.
 - i. If all deliverables outlined in the agreement are met, in most circumstances the organisation will be moved into the Operational Concession cycle for future years.
 - ii. If all deliverables are not met, in most circumstances the Transition Concession will cease and the applicant will be directed to find alternate funding sources.
 - iii. In some cases Council may offer the recipient a maximum of one further year of a Transition Concession, if it believes the recipient can meet the agreed deliverables in the following year. This approach is used cautiously in order to manage expectations of Transition Concession recipients.

10 Multiple grants and concessions

- a) Where one entity receives multiple grants and/or concessions from Council for a range of purposes, care must be taken to ensure that agreement and reporting requirements take all arrangements into consideration.
- b) In most cases this will result in:
 - i. one funding agreement; and
 - ii. one set of required reporting required.
- c) The minimum and agreement requirement should reflect the total of all grants and concessions, and encompass all requirements of all grants and concessions.
- d) An organisation's entire package of grants and concessions must also be taken into consideration when assessing grants and concessions each year. For example, if an organisation's Operational Grant is sent into the Transition Grant process for consideration under the exit process, any other Operational Grants and/or Operational Concessions should be considered at this time too.

11 "In kind" contributions

- a) Council sometimes makes "in kind" contributions to organisations in the form of donation of products or other goods.
- b) For the purposes of this policy, "in kind" contributions generally do not require any agreements or reporting from the recipient.
- c) "In kind" contributions are reported to Council in the Annual Report.

12 Loans

- a) Loans are provided from two Funds:
 - i. Reserve Development: for developing community assets for recreation purposes on Councilowned land
 - ii. Recreation Development: for developing community assets for recreation purposes on land that is not Council-owned.
- b) These loans are referred to as Community Loans.

12.1 Recreation Definition

a) For the purposes of Community Loans, "Recreation" is defined as "activity done for enjoyment when one is not working".

12.2 Process

- a) Organisations can apply at any time for a Community Loan, by completing the Community Loan application form. This form is available on the WDC website, or from Council customer service counters.
- b) Council staff will initially review the application, and once prepared, present it to a Council committee.
- c) Loan decisions will be made by the appropriate committee of Council and in accordance with their established delegated authority.

12.3 Criteria

- a) Council will support loan applications for the development, improvement or maintenance of recreational facilities.
- b) Council reserves the right to consider loan applications for other projects at their discretion.

12.4 Eligibility

- a) To be eligible to apply for a Community Loan, the applicant group/organisation must be a recreation provider and have an appropriate legal status.
- b) Community Loans are not available for retrospective costs or debt servicing.

12.5 Limits

- a) Applicants must demonstrate a minimum 50% contribution towards the project.
- b) The first \$100,000 will be interest free and any further portion will be interest bearing.
- c) Council reserves the right to consider loan applications outside of these limits.

12.6 Conditions

- a) Conditions that could apply to any loan approvals will be listed in the application form. Council may set additional terms and conditions for any loan approved at their discretion.
- b) The following conditions apply to any loan approvals:
 - i. loans will only be made to recreation providers
 - ii. applicants must generally demonstrate a minimum 50% contribution towards the project
 - iii. generally, the first \$100,000 will be interest free and any further portion will be interest bearing Council retains the right to vary this policy
 - iv. generally, the maximum repayment period shall be 8 years

- v. frequency of repayments will be negotiated with the borrower
- vi. the ability to meet loan repayments is a critical consideration in approving a loan
- vii. legal expenses will be the responsibility of the applicant, but may be included in the loan
- viii. loans will be formally executed and will be secured as Council deems appropriate
- ix. loans are generally not available to retire or restructure current debt, but Council may consider this in exceptional circumstances, such as where the ongoing viability of an organisation is under threat
- x. loans may be subject to other conditions imposed by Council
- xi. loan draw downs may be by installment at Council's option and Council may require copies of applicant's invoices from suppliers for supplies to which the loan relates
- xii. for GST registered organisations, the GST portion of costs will not be funded by the loan
- xiii. financial Statements must be provided to Council annually during the term of the loan
- xiv. in the case of any default on repayments, Council will work with the organisation and the parent body (if applicable) to remedy the situation as quickly as possible
- xv. if the financial position of an organisation deteriorates to the point that loan repayment is not possible, Council will exercise its rights as specified in the loan agreement
- xvi. any arrears of repayments will be reported to the Community Funding Subcommittee.

13 Adoption

This Policy has been approved for adoption by the Community Services Manager and the Group Manager District Living in May 2015.



6.4 Representation Review – Initial Proposal

Meeting:	Whangarei District Council
Date of meeting:	Thursday 26 July 2018
Reporting officer:	Kathryn Candy, Senior Legal Adviser

1. Purpose

To resolve an initial proposal for its review of representation arrangements (number of councillors, wards etc.) that will apply for the 2019 and 2022 triennial elections.

2. Recommendations

That Council:

- 1. Receives the Senior Legal Advisor's Report 'Representation Review Initial Proposal'.
- 2. Resolves, pursuant to sections 19H and 19J of the Local Electoral Act 2001, to adopt, as its initial proposal for the review of representation arrangements for the 2019 and 2022 triennial elections, the following:
 - (i) Whangarei District Council to comprise 13 councillors elected under the ward system, plus the mayor elected at large;
 - (ii) Whangarei District Council be divided into six wards, these being:

Bream Bay Ward (two councillors) being the existing ward comprising the area delineated on Plan LG-002-2012-W-4 deposited with Land Information New Zealand with the exclusion of a small northern area (Smeaton Drive, Acacia Drive, Wattle Lane area). The proposed new ward boundary is shown on Attachment 1;

Denby Ward (three councillors) being the existing ward comprising the area delineated on Plan LG-002-2012-W-5 deposited with Land Information New Zealand, with the inclusion of a small northern area from the current Hikurangi-Coastal Ward (Dip Road, Georgia Lane, Waipanga Road, Springs Flat Road). The proposed new ward boundary is shown on Attachment 2;

Hikurangi-Coastal Ward (two councillors), being the existing ward comprising the area delineated on Plan LG-002-2012-W-3 deposited with Land Information New Zealand, with the exclusion a small southern area (Dip Road, Georgia Lane, Waipanga Road, Springs Flat Road). The proposed new ward boundary is shown on Attachment 2;

Mangakahia-Maungatapere Ward (one councillor) being the existing ward comprising the area delineated on Plan LG-002-2012-W-2 deposited with Land Information New Zealand;

Okara Ward (four councillors) being the existing ward comprising the area delineated on Plan LG-002-2012-W-6 deposited with Land Information New Zealand, with the inclusion of a small southern portion (Smeaton Drive, Acacia Drive, Wattle Lane area). The proposed new ward boundary is shown on Attachment 1;

Whangarei Heads Ward (one councillor) being the existing ward comprising the area delineated on Plan LG-002-2012-W-7 deposited with Land Information New Zealand;

- (iii) no community boards be established;
- (iv) the reason the total number of councillors is proposed to remain at 13 (plus the mayor) is to provide effective representation to Whangarei District residents and ratepayers (ensuring accessibility to a large and diverse area made up of populated towns and villages and sparsely populated rural areas);
- (v) the reason for the minor ward boundary alterations are to better reflect communities of interest.
- 3. Issues a public notice on 1 August 2018 that informs the public of the initial proposal and the opportunity to make a submission in the period 1 to 31 August 2018.

3. Background

- 3.1 The Local Electoral Act 2001 (LEA) requires every local authority to undertake a review of their representation arrangements at least once every six years. These reviews are to determine the number of councillors to be elected, the basis of election for councillors and, if this includes wards, the boundaries and names of these wards. Reviews also include whether there are to be community boards and if so, arrangements for these boards. Representation arrangements must provide fair and effective representation for individuals and communities.
- 3.2 Council last reviewed its representation arrangements before the 2013 triennial elections and is therefore required to undertake a review before the 2019 triennial elections.
- 3.3 Current representation arrangements are the mayor elected at large and 13 councillors elected from six wards:

Ward	Councillors
Bream Bay	2
Denby	3
Hikurangi-Coastal	2
Mangakahia-Maungatapere	1
Okara	4
Whangarei Heads	1

- 3.4 The Local Government Commission (LGC) issued guidelines for local authorities when undertaking a review of representation arrangements which must be taken into consideration.
- 3.5 Council has previously considered the choice of electoral system and resolved to retain the FPP electoral system on 31 August 2017, which will apply for the 2019 triennial election.
- 3.6 Council has also previously considered whether to introduce Māori wards for the 2019 triennial election and resolved not to on 26 October 2017.
- 3.7 Public briefings were held with Council to consider the review of representation arrangements. Those briefings were held on 16 August 2017, 28 February 2018 and 10 July 2018.

4. Discussion

- 4.1 Part 1A of the LEA sets out the requirements for a representation arrangements review. Issues that a local authority is required to consider include:
 - whether councillors (other than the mayor) are to be elected by electors of the district at large, by electors of two or more wards, or in some cases by a mix of electors of the district at large and by electors of wards;
 - the proposed number of councillors to be elected in each category (as a whole/ward/mixture if applicable);
 - the proposed name and boundaries for each ward (if Council agrees to elect its members under the ward system);
 - whether there should be communities and community boards, and if so, the nature of a community and structure of a community board;
- 4.2 In undertaking a representation arrangements review, the following key principles must be considered:
 - communities of interest
 - effective representation
 - fair representation (+/- 10% rule)
- 4.3 The LGC guidelines on undertaking a representation arrangements review contains the following guidelines:
- 4.4 Communities of Interest

Territorial authorities need to ensure that representation arrangements provide effective representation of communities of interest in their district. Determining effective representation is based on considering the identified communities of interest which in turn becomes the determinant in selecting the overall representation arrangements of a territorial authority.

The term 'community of interest' is not defined in legislation and may mean different things to different people, depending on an individual's or group's perspective from time to time.

In a general sense, the LGC is of the view that a community of interest is the area to which one feels a sense of belonging and to which one looks for social, cultural, service and economic support contributing to the development of a shared identity. Geographical features (e.g. rivers, mountain ranges) and the roading network can affect the sense of belonging to an area. The community of interest can often be identified by access to goods and services needed for everyday existence. Another community of interest factor could be the rohe or takiwa of local iwi and hapu.

The LGC, through previous reviews, views a community of interest as usually having a number of defining characteristics, which may include:

- a sense of community identity and belonging;
- similarities in the demographic, socio-economic and/or ethnic characteristics of the residents of a community;
- similarities in economic activities;
- dependence on shared facilities in an area, including schools; recreational and cultural facilities and retail outlets;
- physical and topographic features;
- the history of the area; and

• transport and communication links.

As communities of interest may alter over time, territorial authorities need to give careful attention to identifying current communities of interest within their district when undertaking representation reviews.

4.5 Effective Representation

The number of councillors for territorial authorities must fall within the statutory limits of between five and 29. Section 19T of the LEA requires territorial authorities to ensure:

- that the number and boundaries of wards will provide effective representation of communities of interest within the district; and
- that ward boundaries coincide with the boundaries of the current statistical meshblock areas determined by Statistics New Zealand and used for parliamentary electoral purposes; and
- that so far as is practicable, ward boundaries coincide with the boundaries of any community boards.

The following principles that territorial authorities could apply when considering this issue are:

- a recognised community of interest should not be split between electoral boundaries;
- grouping together two or more communities of interest that share few commonalities of interest should be avoided;
- accessibility, size and configuration of an area should be considered:
 - would the population have reasonable access to its elected members and vice versa?
 - would elected members be able to effectively represent the views of their electoral constituency?
 - would elected members be able to attend public meetings throughout their area, and provide reasonable opportunities for their constituents to have face-to-face meetings?

4.6 Fair representation

Fair representation is defined as a democratic model where there is a reasonable ratio of elected members per head of population, assurance that elected members are in reasonable geographic proximity to citizens for easy contact, and there is sufficient opportunity for representation and involvement of communities of interest. There should be a strong link between elected representatives and their wards so as to promote a healthy democracy, protect citizens' rights and ensure that their views and opinions are heard. For this to be achieved, elected members must be able to respond to the interest and demands of their wards (if applicable).

In essence, this is the requirement that each councillor represents about the same number of people, within a plus or minus ten percent range.

The population figures to be used for the review are either the last census (2013) or the latest population estimates (30 June 2017). We have used the 30 June 2017 population estimates (89,710 population).

When considering fair representation based on the current six wards and 13 councillors, the +/- 10% compliance is achieved in all wards:

Ward	Рор	Cnrs	Average	Fits Rule	% Variation
Bream Bay	13,500	2	6,750	Yes	-2.18%
Denby	21,400	3	7,133	Yes	+3.37%
Hikurangi-Coastal	13,250	2	6,625	Yes	-4%
Mangakahia-Maungatapere	6,330	1	6,330	Yes	-8.27%
Okara	28,300	4	7,075	Yes	+2.52%
Whangarei Heads	6,930	1	6,930	Yes	+0.42%

89,710 divided by 13 councillors equals 6,901. +/- 10% equates to between 6,211 and 7,591

There is however some leeway in the LEA for allowing non-conformity of the fair representation criteria under certain circumstances:

- an isolated community
- an island community
- compliance would divide a community of interest between wards
- compliance would unite within a ward two or more communities of interest with few commonalities.

If Council's final proposal does not comply with the +/-10% rule Council must refer that final proposal to the LGC. The Commission will then determine the representation arrangements for Council.

- 4.7 Informal preliminary consultation was undertaken between 1 June and 27 June 2018. Advisory groups were visited together with Te Huinga and some resident and ratepayer groups. An informal online survey was also undertaken.
- 4.8 71 people responded to the online survey:
 - 32% wanted no change to the ward structure, but 28% wanted no wards (at large)
 - 39% thought 13 councillors the right number, but 33% wanted less councillors
 - 56% did not want community boards, but 34% do
 - 64% think the current wards do not reflect Whangarei's communities of interest, but 30% do
 - 48% are happy with the ward names, but 45% are not

More detailed analysis of the responses is at the end of this report (attachment 4).

5. Options

Council at its briefings considered seven options:

5.1 Option 1 (status quo)

13 councillors (plus the mayor) elected from the six current wards. This option complies with the +/-10% rule.

Refer Attachment 3 – map of current ward boundaries

5.2 Option 2 (modified status quo)

13 councillors (plus the mayor) elected from the six current wards with a modified boundary around the northern line of the Bream Bay Ward with the Okara Ward, and no community boards.

This option complies with the +/- 10% rule.

Ward	Рор	Cnrs	Average	Fits Rule	% Variation
Bream Bay	12,590	2	6,295	Yes	-8.78%
Denby	21,400	3	7,133	Yes	+3.37%
Hikurangi- Coastal	13,250	2	6,625	Yes	-4%
Mangakahia- Maungatapere	6,330	1	6,330	Yes	-8.27%
Okara	29,210	4	7,303	Yes	+5.83%
Whangarei Heads	6,930	1	6,930	Yes	+0.42%

89,710 divided by 13 councillors equals 6,901. +/- 10% equates to between 6,211 and 7,591

Refer to attachment 1 – Proposed Ward Boundary – Bream Bay/Okara.

5.3 Option 3 (reduced wards)

13 councillors (plus the mayor) elected from three wards. Urban Ward (Denby and Okara Wards) with seven councillors, Northeastern Ward (Hikurangi-Coastal and Whangarei Heads Wards) with three councillors and Southwestern Ward (Bream Bay and Mangakahia-Maungatapere Wards) with three councillors and no community boards.

This option included the changes to the northern Bream Bay Ward boundary in Option 2.

Ward	Рор	Cnrs	Average	Fits Rule	% Variation
Urban	50,610	7	7,230	Yes	+4.76%
Northeastern	20,180	3	6,727	Yes	-2.52%
Southwestern	18,920	3	6,307	Yes	-8.61%

This option complies with the +/-10% rule:

89,710 divided by 13 councillors equals 6,901. +/- 10% equates to between 6,211 and 7,591

5.4 Option 3A (reduced number of wards)

13 councillors (plus the mayor) elected from four wards. Denby Ward with three councillors, Okara Ward with four councillors, Northeastern Ward with three councillors, Southwestern Ward with three councillors and no community boards.

This option included the changes to the northern Bream Bay Ward boundary in Option 2.

This option complies with the +/-10% rule:

Ward	Рор	Cnrs	Average	Fits Rule	% Variation
Denby	21,400	3	7,133	Yes	+3.36%
Okara	29,210	4	7,302	Yes	+5.81%
Northeastern	20,180	3	6,727	Yes	-2.52%
Southwestern	18,920	3	6,307	Yes	-8.61%

89,710 divided by 13 councillors equals 6,901. +/- 10% equates to between 6,211 and 7,591.

5.5 Option 4 (reduced number of councillors and wards)

Nine councillors from three wards with no community boards. Urban Ward (Denby and Okara Wards combined) with five councillors, Northeastern Ward (Hikurangi-Coastal and Whangarei Heads Wards combined) with two councillors, Southwestern Ward (Bream Bay and Mangakahia-Maungatapere Wards combined) with two councillors and no community boards.

This option included the changes to the northern Bream Bay Ward boundary in Option 2.

This option complies with the +/-10% rule:

Ward	Рор	Cnrs	Average	Fits Rule	% Variation
Urban	50,610	5	10,122	Yes	+1.56%
Northeastern	20,180	2	10,090	Yes	+1.23%
Southwestern	18,920	2	9,460	Yes	-5.09%

89,710 divided by 9 councillors equals 9,967. +/- 10% equates to between 8,970 and 10,963.

5.6 Option 5 ('at large'system)

This option would have no wards with between 5-29 councillors elected "at large". Community Boards could be introduced to provide local representation. An at large system does not require compliance with the +/-10% rule.

5.7 Option 6 (mix system – at large and reduced number of wards)

13 councillors, four elected at large and nine elected from three wards and no community boards. Urban Ward (Denby and Okara Wards combined) with five councillors, Northeastern Ward (Hikurangi-Coastal and Whangarei Heads Wards combined) with two councillors, Southwestern Ward (Bream Bay and Mangakahia-Maungatapere Wards combined) with two councillors and no community boards.

This option included the changes to the northern Bream Bay Ward boundary in Option 2.

Ward	Рор	Cnrs	Average	Fits Rule	% Variation
Urban	50,610	5	10,122	Yes	+1.56%
Northeastern	20,180	2	10,090	Yes	+1.23%
Southwestern	18,920	2	9,460	Yes	-5.09%

This option complies with the +/-10% rule:

89,710 divided by 9 councillors equals 9,967. +/- 10% equates to between 8,970 and 10,963.

6. Initial Proposal

- 6.1 Council considers that the current ward structure still largely reflects the District's communities of interest. However, the review of representation arrangements provides the opportunity for Council to adjust some ward boundaries by correcting some areas where communities of interest are more aligned with other wards.
- 6.2 The population of the Whangarei District is 89,710 (Estimated Resident Population as at 30 June 2017), and it is considered that 13 councillors plus the mayor is sufficient in providing effective representation to constituents (access and availability, member workload etc.).
- 6.3 Direction provided at the Council briefing on 10 July 2018 prefered option 2, being:
 - retain 13 councillors, plus the mayor;
 - that the 13 councillors be elected from six wards
 - that the six wards being the current wards with a minor boundary alteration at the Bream Bay/Okara ward boundary to better reflect communities of interest
 - not to establish community boards
 - to investigate other minor boundary alternations.where possible around:
 - Dip Road;
 - Snooks Road;
 - Glenbervie;
 - Keyte Road;
- 6.4 The other minor boundary alterations identified at the briefing were further investigated to establish whether they would provide more effective and fair representation.
- 6.5 The Dip Road area has had an increase in subdivision activity which has increased the density of population in this area. A movement of the boundary between the Denby Ward and the Hikurangi-Coastal Ward would better reflect that this community aligns more with the Denby Ward (urban) than the Hikurangi-Coastal Ward (rural/coastal). This change has therefore been provided for in the initial proposal.
- 6.6 The Snooks Road area is currently in the Bream Bay Ward. The survey and social media feedback was that this area should be in the Mangakahia-Maungatapere Ward. Due to the mesh block size in that area the movement of the Snooks Road area into the Mangakahia-Maungatapere Ward would mean that the Bream Bay Ward would not comply with the requirement for fair representation as it would push that ward outside the +/-10% rule. Non-compliance with this rule would also mean that the final proposal must be forwarded to the LGC for determination. As a result of issues with fair representation no change has been recommended in the initial proposal.
- 6.7 Feedback from the survey and social media was that Glenbervie did not align itself with the coast, Whangarei Heads or Hikurangi. The current boundary of the Denby, Whangarei Heads and Hikurangi-Coastal Wards at Glenbervie currently reflects the change in population density from an urban environment to a rural environment. The mesh block sizes in this area are large and therefore any movement of the boundary may create substantial change which may not reflect communities of interest. As a result, no change has been recommended in the initial proposal.
- 6.8 The rationale for changing the ward around the top of Keyte Street from the Okara Ward into the Denby Ward, is that this street accesses into Otangarei which is in the Denby Ward. If the rationale is applied, then there would need to be substantial

change in this area to move areas around the north of Nixon Street into Denby also. Such a change would push the Denby ward outside the +/- 10% rule for fair representation and the final proposal must then be forwarded to the LGC for determination. As a result of issues with fair representation no change has been recommended in the initial proposal.

6.9 Taking into consideration the minor boundary changes for the the Bream Bay/Okara Wards and the Denby/Hikurangi-Coastal Wards, all wards comply with the +/- 10% rule:

Ward	Рор	Cnrs	Average	Fits Rule	% Variation
Bream Bay	12,590	2	6,295	Yes	-8.78%
Denby	22,140	3	7,380	Yes	+6.94%
Hikurangi-Coastal	12,510	2	6,255	Yes	-9.36%
Mangakahia-Maungatapere	6,330	1	6,330	Yes	-8.27%
Okara	29,210	4	7,303	Yes	+5.83%
Whangarei Heads	6,930	1	6,930	Yes	+0.42%

89,710 divided by 13 councillors equals 6,901. +/- 10% equates to between 6,211 and 7,591.

6.10 This report recommends the initial proposal for adoption by Council.

7. Next Actions

- 7.1 Council at its meeting on 26 July 2018 is to resolve an initial proposal of its review of representation arrangements for public consultation.
- 7.2 The formal consultative process commences with a public notice of the initial proposal on 1 August 2018 and provides the ability for the public to make submissions during the period 1 to 31 August 2018. This will provide an opportunity for further engagement with the public on the options.
- 7.3 The consultative process will include:
 - a proposal paper (explanation of the submission process, outline the proposal and rationale for it including maps to show changes and Q and A section) and an options paper summarising the options considered by Council in reaching the initial proposal;
 - formal submission form;
 - consultation web page;
 - detailed information of the proposed changes available to people living in areas affected by the boundary changes;
 - email for residents' associations;
 - consultation launch media release;
 - email address for submissions;
 - social media postings;
 - monitoring, and where necessary, responding to social media and mainstream media.

- 7.4 Any submissions received over the submission period will need to be considered by Council in September 2018 before a final proposal is resolved by Council on 27 September 2018.
- 7.5 Under the provisions of the LEA, following a Council resolution of its initial proposal, a proposed timetable is recommended as follows:

Council initial proposal	26 July 2018	(section 19H LEA)
Public notice of initial proposal	1 August 2018	(section 19M LEA)
Public submission period	1 - 31 August 2018	(section 19M LEA)
Submissions heard	September 2018	(section 19M LEA)
Council resolution of final proposal	27 September 2018	(section 19N LEA)
Public notice of final proposal	3 October 2018	(section 19N LEA)
Public appeals/objection period	3 October – 2 November 2018	(section 19N LEA)
Forward material to LGC Determination by LGC	mid-November 2018 by 10 April 2019	(section 19Q LEA) (section 19R LEA)

8. 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.

9. Attachments

- 1. Proposed Ward Boundary Bream Bay/Okara Wards
- 2. Proposed Ward Boundary Denby/Hikurangi-Coastal Wards
- 3. Current Ward Boundaries
- 4. Online survey and social media feedback



- Current Whangarei Ward Boundaries
- Proposed Ward Boundary Bream Bay / Okara

LACHMANNEL

NWATTLE LANE

Meshblock Boundary

Legal Road

- ------ ACCESSWAY; SERVICE LANE
- ------ ARTERIAL; COLLECTOR; ROAD
- ------ RAILWAY
- ------ STATE HIGHWAY

Whangarei Wards

Bream Bay Ward
Denby Ward
Hikurangi-Coastal Ward
Mangakahia-Maungatapere Ward
Okara Ward
Whangarei Heads Ward

Proposed Ward Boundary - Bream Bay / Okara

169

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SOUTH ENDAVE

R'ANGER-PL-TO

IKATERE-PL-Z

-AWATEA.ST







Proposed Ward Boundary - Denby / Hikurangi-Coastal





Current Ward Boundaries





SUMMARY OF SOCIAL MEDIA COMMENTS:

we who live on sth side of whangarei DONT live anywhere near Ruakaka, so why vote 4 councillors from the ward who have NEVER knocked on our door in Smeaton Dr area.... its jst a joke.

Have the same problem at whatitiri one half of the road bream bay other side maungakahia its ridiculous

Why is Glenbervie under Whangarei Heads Ward....ridiculous...our "elected" councillor has no interest whatsoever in Glenbervie...just the Heads!!!

The names of the wards are an anachronism. I can never figure the Denby ward out.

Māori ward please where would you put it and why do you need it? it would cover the whole area and needed for Māori voice into council

Surely race based representation is another form of discrimination. This survey is more about equitable representation of everyone. Maori cultural views are now an intrinsic part of all New Zealanders and I feel well represented by council in every stage of its dealings.

I haven't heard any complaints about the current geographically-based representation being a form of discrimination. The wards allow geographic communities of interest to be more adequately represented. Māori are another important community of interest and it seems very important to honour the Treaty of Waitangi by facilitating partnership and participation. I can't see a down-side.

The last thing we need is wards or seats based on race.....it's called apartheid.

we don't want any seats or any representation based on race.

it's not called apartheid; it is called a treaty. Nz was settled by a treaty between two parties maori and the crown. And both of these parties have rights of governance despite what one of those parties claims. It is completely wrong to say representation is race based - it is treaty based.

I can see where this is going.....more wards, more councillors, higher rates.... predictable. Then they'll say it's what the people wanted.

More smoke & mirrors one ward less councillors limited time in office...solved !

More importantly how about restricting the number of terms a councillor runs just because the same 20% grey knitted cardigans who actually VOTE can't see past the same old farts !!! Fresh voices and indigenous voices are what are needed not more (jail)'wards'. What a stupid term anyway.

That's actually a great idea that. Each councillor can only be a councillor for a given period. Instead of living off the rate payer doing bugger all.

I've been told that individual council members aren't 'allowed ' to stand up for their individual wards anyway....they are told to make decisions based on whangarei-wide needs....which effectively makes each ward irrelevant anyway...so why not just one ward with adequate Maori, woman and youth representation based on population stats?

It has to change, we two minutes away from Maungatapere village , on Snooks Rd and we are in Breambay ward ! Why didn't they leave us Mangakahia ward!!

Bream bay is an awfully big ward.... with 2 councillors

I don't care about Breambay, that's 1/2 an hour from our place. We used to be Mangakahia before they changed it !!!!!

Change to what? If it's not broken then don't fix it.

...

Whangarei District Council Published by Yoland: Theron 🤌 Yesterday at 10.38 AM 🥥

Have you filled in the online survey yet and let us know what you would like to see change in the current ward structure? Do they reflect our communities of interest?

The survey is closing tonight! We are calling for your views on the way our District's communities are represented in Council before next year's local body elections.

Read more about the process > bit.ly/2sHJGrY. See More



PAID ADVERTISING

Post = 1

Reach = 5,316

Impressions = 11,397

Spent = \$73.93

Performance for Your Post

1,524 People Reached

6		÷43	Contr	14	nts	Ł	Shares	,	
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Recorted stats may be delayed from what appears on posts.

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Whangarei District Council Published by Yolandi Theron 191 June 5 at 7:55 PM (a)

We are calling for your views on the way our District's communities are represented in Council before next year's local body elections.

Your feedback will guide Council with making its initial decision on representation arrangements.

Read more about the process and complete our online survey!... See More

Whangarei District Council Representation Review Mangakahia-Maungatapere Ward Okara Ward Resam Bay Ward WARDS COUNCILIOR/S 3 Denby CITY WARDS 4 Okara Mangakahla-Maungatapere 1 RURAL WARDS

Bruam Bay

Performance for Your Post

1,875 People Reached

14 Likes, Comments & Shares #

4	2	2
Likes	On Post	On Shares
4	4	0
Comments	On Post	On Shares
6	6	0
Shares	On Post	On Shares
73 Post Cleaks		
21	12	40
Photo Views	Link Circles	Other Clicks 7
NEGATIVE FEEDBACK		

 0 Hide Post
 0 Hide Al Posts

 0 Report as Spam
 0 Unlike Page

Reported stats may be delayed from what appears on posts

SOCIAL MEDIA

Facebook

ORGANIC POSTS x 3

Peopled Reached: 11,432

Engagement (People Like, Share or Comment on posts): 161



Whangarei District Council Published by Yolandi Theron (?)- June 14 at 2:00 PM- Q

Would you like to see a change to the current six ward structure? Do they reflect our communities of interest?

We are calling for your views on the way our District's communities are represented in Council before next year's local body elections.

Read more about the process and complete our online survey today!... See More



Performance for Your Post

8,033 People Reached

....

141 Reactions, Comments & Shares /			
29	: 19	10	
😶 Like	On Post	On Shares	
1	0	1	
😔 Angry	On Fast	On Shares	
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Comments	On Pest	On Shares	
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Insights activity is reported in the Pacific time zone. Arts activity is reported in the time zone of your ad account.
 Happy with them 22 days ago What is DENBY? A name should reflect the community. 22 days ago We don't need to Maori-ify everything, or change things just for the sake of it. 22 days ago 1 don't know what Denby means, as there is no such suburb, however, I'd like to 22 days ago They are working so why change. 22 days ago We live 5 Km from Maungatapere but aren't in the Mangakahia-Maungatapere w Bay. 23 days ago 11ive in Hikurangi: coastal, and don't really relate to either of these titles. The coapies ago 11ive in Hikurangi is only a small area in the large ward. I would support this w two or more different wards. 23 days ago Shot and sweet 23 days ago 23 days ago 11ive in Hikurangi is only a small area in the large ward. I would support this w two or more different wards. 23 days ago Shot and sweet 23 days ago 		
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Yes, because don't care what the name is. 23 days ago		people know the areas now why change 23 days ago
23 days ago		Yes, because don't care what the name is.
		23 days ago

If we had fewer/no Wards these names would not apply
13 days ago
Glenbervie is not Hikurangi or Coast.
13 days ago
Why spend(waste) money on change for change's sake? I believe priorities exist which are far more important than
Council branding, ward names, and yes even Council Accommodation. You lack commercial realism because you can
simply impose rate hikes.You seem to forget that you should serve ratepayers
Hikurangi / Coastal a non-sensical combination. 14 days ago
We need more so I suggest you dump all the names
14 days ago
 I'm not sure where those places are and where they start and end. Specifically Okara and Denby.
15 days ago · ·
 ok
15 days ago
Okara and Denby names don't really mean much as a geographical name, Whangarei city North and Whangarei cirty
South makes more sense or just combine the wards as they are have similar interests
17 days ago
The Denby ward name should relate more to its locality
 17 days ago
Whangarei Heads is good name the other don't seem practical
17 days ago
 But I suggest a new ward be formed to better represent the residents of Maunu and Onerahi, and as suggested separate
representation for the central city.
21 days ago
'Denby' doesn't sound relavant. People don't identify; I am from Denby.

7 days ago
I said to get rid of wards . So yes change it to just whangarei as they should be working for the whole of the town 8 days ago
Glenbervie is in the Hikurangi-Coastal ward, ridiculous
8 days ago
Okara and Denby don't really reflect the communities they represent
8 days ago
ok
9 days ago
Don't want wards
9 days ago
Bream Bay doesn't cover inland Mangapai-Maungakaramea. Whangarei Heads doesn't reflect that it includes
Glenbervie. If going geographically, Whangarei Central might be a better name for Denby and/or Okara.
9 days ago
Refer to previous comments
10 days ago
Denby and Okara don't mean much. Why not East and West or something 11 days ago
Don't change names just for the "sake of doing it." 11 days ago
As the wards have changed over time and boundaries shift then here is a time to change. Have City South (all CBD,
Onerahi, Morningside, Raumanga, Horahora, Maunu, Avenues, Mairtown, Regent, Kensington, Otangarei) City North
(Kamo, Whau Valley, Tikipunga, glenbervie, springs flat, three mile bush (to Karanui Road)), Northern region (Kauri,
Hikurangi around to Whananaki South), Western region (Out to Tangiteroria and including Ruatanagata down to
Maunagtapere and Maunagakaramea to the south etc) Eastern region (Whangarei heads around to Matapouri, to
Tamaterau) southern region (Bream Bay, Mangapai, Oakliegh, etc 12 days ago

wards: bream bears at Responses (4,8% No coastal Mangakahia- beads Hikurangi- Coastal Mangakahia- genesponses Anungatapere Okara Denby T.5% Not applicable under an elected at large system 12 hours ago Comment Not applicable under an elected at large system 17 hours ago Domment Not applicable under an elected at large system 17 hours ago Domment Not applicable under an elected at large system 17 hours ago Domment Not applicable under an elected at large system Thours ago Not applicable under an elected at large system Thours ago Not applicable under an elected at large system Thours ago Not applicable under an elected at large system Thours ago Not applicable under elected at large system Ady ago Nor entre means Whangarei in general and Denby is Tikipunga-Kamo-O a day ago Stours ago Nor entre means whangarei in general and Denby is Tikipunga-Kamo-O a day ago Inthik Denby should become 'city' or 'central' a day ago Inthik Denby should become 'city' or 'central' a day ago Ady ago Nor applicable under elected at large and current wards Ady ago Nor applicable under elected at large and current wards Ady ago Nor applicable under elected at large and current wards Ady ago Nor applicable under elected at large and current wards Ady ago Ady ago Ady ago Ady ago		
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pere Okara Denby		Responses
		5%
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	SRe	esponses
17 hours ago Okara - means Whangarei in general and Denby is Tikipunga-Kamo-O a day ago survey completed on behalf of the Whangarei Heads citizens Associati a day ago no comment a day ago Should be more reflective of suburbs a day ago I think Denby should become 'city' or 'central' a day ago it ey seem to cover the areas well a day ago Not applicable under elected at large and current wards a day ago My submission is scrap the wards. 2 days ago Again, we are one Whangarei District 3 days ago		
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they seem to cover the areas well a day ago Not applicable under elected at large and current wards a day ago My submission is scrap the wards. 2 days ago Again, we are one Whangarei District 3 days ago	a	ay ago
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My submission is scrap the wards. 2 days ago Again, we are one Whangarei District 3 days ago	adi	lay ago
2 days ago Again, we are one Whangarei District 3 days ago	My	y submission is scrap the wards.
Again, we are one Whangarei District 3 days ago	2 q	lays ago
3 days ago	Ag	ain, we are one Whangarei District
	3 q	lays ago
Dont change the names for the sake of change!!	Do	ont change the names for the sake of change!!

	increasingly congested road. The HAVE YOUR SAY road show was a joke and merely lip service to a few who were lucky
	enough to know about the "consultation " the majority were unaware. 22 days ago
	Okara is a very big ward, it could perhaps be split.
	22 days ago
	Currently there is too much emphasis on the city centre and surrounding suburbs, not the district as a whole. The
	majority of councillors (7) are located in the city centre, so they can enforce that the city gets more attention than the
	outer district. That is why I'd like to see the wards gone. 22 days ago
	This needs to be reflective in the boundaries
	23 days ago
	WHile not all Whangarei District residents are aware, this whenua is made up of rohe whenua and tribal estate which
	put simply was stolen through acts of the Crown in the early times of colonisation. This is especially true in the
	Whangarei Harbour and surrounding lands. The identity of each rohe is still very evident, and so are the hapū, who are
	reminded daily of their sacrifice. I would love to see the wards, and 'communities of interest' be a better reflection of
	these rohe to reinstate what was taken, and recognition of the people of the land.
	25 days ago
	No to race based ward
	23 days ago
	some Councillors you only see when elections due
	23 days ago
	Sorry, it's self-evident, as far as I'm concerned. These lines put neighbours into separate wards. Also communities of
	interest are no longer geographical.
	23 days ago
	17 00/
Are you nappy with the name of our current	41.8% Yes

	As mentioned above the elements of commonality make for good ward boundaries.
- 1 (16 days ago
	denby and okara likely have the smae community of interest 17 days ago
	Ward division is 0.K. and has worked for a long time but there is a need to ensure that the community of interest
	remains strong in the more rural wards
	17 days ago
	Add a central city ward plus a separate Marsden Point / Industrial ward 17 days ago
	How on earth Maunu and Onerahi can be said to have a community of interest in beyond believe. 19 days ago
	The only ward I have any knowledge of is Okara, and we have had homes in both the Onerahi end and now the Maunu
	end of this ward. There is very little community of interest between these two parts of the ward. The communities are
	different.
	21 days ago
	Yes the rural communities have their wards which is good. Urban Whangarei is banded together in two wards, the
	demographics are not represented in the ward areas, for example Maunu, Raumanga and Onerahi have different
	populations and needs,
	As moniously stated the non-ilation month in the district has conced wides more sin the works and needs of the
	entire population. Many of the current Council appear to have been elected on name not ablility. They push personal
	agendas rather than listening to the wider community. The disconnect between the community need and council
	decision-making is evident with the lack of long term infrastructure planning, for roading rail and robust public
	transport . As a rural resident i dont want to see my community swallowed up by a continuous march of housing over
	quality farmland whilst roads deteriorate, schools are bursting at the seams and all vital services are 20km away on an

disabilities. I have not seen direction given by one of these panels truly reflected in Council decision making. Give the
advisory panels more resource and require all key decisions to be reviewed by them and their recommendation made
known to the Councillors. Also introduce more groups including ethnic peoples and LGBQ 13 days ago
Living in Glenbervie I don't feel connected to Hikurangi or the coast. 13 days ago
Except there needs to be a minimum of 2 councilors per ward. 13 days ago
Broadly I do think the balance is about right. 14 days ago
For example, the Tutukaka coast and the Hikurangi rural area do not have compatible/comparative interests. With at-
large councillors and a small number of focused community boards, special interests would be better served. 14 days ago
They seem fairly random. If there is logic behind then I do not understand it 14 days ago
I think it's pretty obvious we have no Maori representation despite the high number of Maori politicians in this area.
Unless that changes it is not representative. I think rural councillors get far fewer votes to get voted in and 'carve off' a
bit of urban and 'slightly out of town' residents to bump them up. Bream bay should definitely only have one councillor
and 'South Whangarei' should be it's own ward. I suspect Hikurangi/ Coastal may also include some areas that are not
really rural or coastal and are not well represented by their councillors 14 days ago
It is a bit different now so a change of names for the more central areas could be good. 15 days ago
no
15 days ago
No unless the tangata whenua community of interest is served via the current system.

We're on the top border of Whangarei Heads ward and feel more affiliation with coastal ward as that is where we play
at beaches etc, not the Whangarei Heads coast.
9 days ago
I don't identify with my ward of Bream Bay. I live inland, not on the coast, and as I work in the city I don't see myself as
rural. I don't identify myself with Ruakaka or Waipu or Maungakaramea. I identify myself with Whangarei, and as
middle aged working class. An open system would better represent our significant elderly/retired, disabled and low
income communities.
9 days ago
Not representative of Maori population and tangata whenua/local tribes as per Te Tiriti o Waitangi and Central Govt
Maori seats.
9 days ago
I am unhappy with the hikurangi coastal ward in particular
10 days ago
Effective as is
10 days ago
White old middle class is NOT representative. Maori representatives are not present.
11 days ago
It would be easier to answer this if the council decides where they are looking 50 years from now. Personally they
should be pushing all new stuff to ruakaka one tree point area as that is the area of growth for the district. It is closer to
Auckland and the port. The best thing is the council has an opportunity to lay out a future city in that area and should
make that the priority in development instead of extending the city boundaries without making any extra infustructure
upgrades.
12 days ago
Sometimes the boundaries are manipulated to represent numbers - not actual communities of intest
The wards are geographic in nature and therefore can't be expected to represent communities of interest. The current
advisory panels are a tokenistic attempt to represent the issues of younger people, older people and those with

the number of associations including the Whangarei Heads Citizen Association, Pataua Area Ratepayers & Residents
Association, Pataua Outdoor Education Trust, Urquhart's Bay Association, Parua Bay Community Focus Group, Parua
Bay Residents and Ratepayers, Whangarei Head Landcare Forum, and The Bream Head Conservation Trust. In addition
there are a large number of social, cultural and educational groups plus five community halls and two schools. With
increased growth and now a major tourist destination the Whangarei Heads Ward is a 'community of interest'.
a day ago
I feel the wards need to be changed as Whangarei Heads covers some areas that I would not classify as Whangarei
Heads and more Denby
a day ago
Communities of interest spread far beyond a geographical boundary so current ward system does not necessarily
reflect those communities in the same wary elected at large could.
a day ago
As per previous comments
2 days ago
There are very different communities of interest in each Ward, lumping them together on a geographical basis makes
little sense
3 days ago
One would think/hope decisions are made in the interest of the whole district. It might not be the case, some
Councillors might support decisions favouring their ward. There is the danger of unfair, unbalanced outcomes,
Councillors who are making deals, etc
8 days ago
they seem to be very working class European
8 days ago
Living on Ngunguru ford road and being part of the Whangarei heads ward does not represent the community I am
involved in or the area I use the most which is the Tutukaka coast
9 days ago

	4 Responses
Comment	Communities of interest spread far beyond a geographical boundary so current ward system does not necessarily
	reflect those communities in the same wary elected at large could. 17 hours ago
	See earlier comments about splitting the Bream Bay ward to allow for growth in the coastal area, and the very differing
	interests of the growing coastal area and the isolated, rural areas 18 hours ago
	the Councillors do not care what there ward thinks
	a day ago
	Interest is not bound by geography
	a day ago
	I think its Ok at the moment
	a day ago
	We want to retain The Whangarei Heads ward. The Whangarei Heads is a vibrant, active and diverse community
	consisting of a large coastal community with significant natural habitat. The activity within our community is reflected
	in the number of associations including ourselves, Pataua Area Ratepayers & Residents Association, Pataua Outdoor
	Education Trust, Urquhart's Bay Association, Parua Bay Community Focus Group, Parua Bay Residents and Ratepayers,
	Whangarei Head Landcare Forum, and The Bream Head Conservation Trust. In addition there are a large number of
	social, cultural and educational groups plus five community halls and two schools
	a day ago
	As previously stated wards do not reflect tangata whenua in the Whangarei rohe
	a day ago
	We live 2 minutes drive from Kamo shops and are represented by Maungatapere?? Seems strange
	a day ago
	The Whangarei Heads is a vibrant, active and diverse community consisting of a large coastal community with
	significant natural habitat that is connected by a number of roads. The diversity within our community is reflected in

	No
	23 days ago
	Your elected representatives should know what is going on 23 days ago
Any further comments	Sounds like a nice idea but unsure about how this would work practically and, it may not help with decision making it
	may just make it more complex. a day ago
	We would like see a discussion document that outlines possible structures, costs, advantages and disadvantages of
	introducing community boards within the District and including examples and feedback from districts that do have
	community boards. This document would be circulated to communities for their input and recommendations
	a day ago
	I would like see a discussion document that outlines possible structures, costs, advantages and disadvantages of
	introducing community boards within the District. This document would be circulated to communities for their input
	and recommendations. It is important that communities have the ability to bring decision-making down to a level
	where citizens can have real influence and community boards could enable this.
	a day ago
	Need to see a clear cost/benefit analyses of this proposal.
	3 days ago
Do vou think the current	64.3%
wards reflect Whangarei's	No
communities of interest?	45Responses
	30%
	Yes 21Responses
	5.7% 1 don't hnow

14 days ago
An unnecessary cost for a small district. Maybe consider them when we hit 100,000
14 days ago
It just feels like another layer. We are not that big
14 days ago
Whangarei is a small close community and Council deals with issues adequately as is.
15 days ago
Unnecessary duplication. Ratepayers and Residents Assoc for the local community (of interest) already exist and the
elected ward Councillors dutifully attend their meetings. 16 days ago
Just another layer of paid decision makers. In some large cities these can make sense especially if they are given budgets
to manage and spend with little interference from Council but for Whangarei NO. 16 days ago
added laver of unnecessary bureaucracy
17 days ago
Unnecessary, community boards aren;t needed social media interaction with community is a more modern, practical
and efficient approach
17 days ago
I live in Whangarei and Work at fndc which has 3 wards and 3comm boards. The cost does not outweigh any benefit. 19 days ago
I don't think we need boards where people are appointed. These will always be people who are good at putting
themselves forward, but not always good at putting others' needs to the fore, or doing things for the greater good. There
are enough self-serving people in positions of power already without willingly adding to them.
22 days ago
Waste of money
22 days ago
We aren't big enough to warrant it, councillors should be in touch enough with their community

We elect councillors to represent us. Having community boards will mean additional election and administrative costs,
as well as adding an extra layer of bureaucracy and decision making. Council already has advisory groups that could be
better utilised.
9 days ago
More cooks to spoil the broth
10 days ago
Another layer of beuracracy with NO teeth.
11 days ago
We don't need more people paid to do things
13 days ago
Not required in Whangarei. Current representatives should be able to handle issues with the Council staff.
13 days ago
With the current number of wards and Councilors, community boards would be too much representation. However if
the number of Councilors for each ward were reduced to 1 and the number of wards either stayed the same or were
reduced, then Community boards could be workable. Community boards should have limited decision making power
over certain isssues like community development, but not financial, planning or infrastructure.
13 days ago
Another layer of bureaucracy
13 days ago
Sounds to complicated.
13 days ago
Council struggles with financial control. I hate to think how they would cope with delegating financial powers to
Community Boards, and establishing the governance necessary to control them. Then of course you have the question of
how you ensure you have competent people involved in Community Boards rather than people who are fanatics about a
specific issue,or a narrow range of issues. I strongly believe you need a very broad outlook and an ability to be very
open-minded in order to operate in such an arena. I don't believe that talent is in great supply in Whangarei. Too many
bullying styles prevail.

More layers of people 20 hours ago
Money for community boards will need to come from somewhere. I would hate to think that children could miss out on
a park in their area if there was funds that needed to be re-directed to a community board a day ago
Unless they have a seat at the decision making table l do not see any use for them a day ago
Boards would add an additional layer of complexity that is not required to achieve effective and efficient governance. It
assumes that we have people of sufficient competency within all communities interested in being involved in decision
making in our communities and this is simply not true.
The elected representatives are capable of engaging with community effectively.
2 days ago
They are not needed
Theres anough coursellors already. This is just more neonle that rate navers have to nave
1 netes enough coucennus an eauy. 1 ms is just more people mat i are payers mave to pay: 7 days ago
It's just more people slowing down the system . Council make decisions and only need them 8 days ago
Another layer of bureaucracy, not cost effective, danger of involving more amateurs, more nepotism, longer decision-
making procedures, tokenism etc. Might work for a multi-million people district. 8 days ago
ok
9 days ago
Just another level of bureaucracy and cost. 9 days ago

	Community boards are vital for the needs and opinions of the community to be heard. They work well throughout the
	country and would introduce a degree of transparency into decision making and hopefully lessen the current reak of
	nepotism that exists in Whangarei. 22 days ago
	It sounds like an idea worth trying, to get the communities more involved. However, if it led to more bureaucracy or
	controversy then I'd decide not to keep them. It should be done as a trial for one election period (3 years), with a review
	at the end of that.
	22 days ago
	This would increase the pool of people knowledgeable about governance, and the role of WDC through practical
	involvement as representatives. This would support a better equipped pool of candidates to run for councillor in the
	elections, as well as increase the transparency, cohesiveness and connectivity between communities and
	decisionmakers.
	23 days ago
	This is an idea that works in concert with electing councillors at large. Community boards will have budgets for
	spending on discretionary projects within their rohe. They will have real power. They will also be incubators for people
	to learn the ropes to put themselves up for election as councillors. Currently there are ratepayer groups like TCR&R that
	seem to be ignored by council. That's stink.
	23 days ago
So you don't want to have Community Boards tell us	Boards would add an additional layer of complexity that is not required to achieve effective and efficient governance. It
why?	assumes that we have people of sufficient competency within all communities interested in being involved in decision
	making in our communities and this is simply not true. 17 hours ago
	The community is small enough that councillors should have a good understanding of the issues. Community boards
	would add another unnecessary layer of bureaucracy and cost we don't need to pay for 18 hours ago

14 days ago
If you have less Councillors, elected at large, it leaves room for specific community-focused boards (that don't need to
be represented by arbitrary physical boundaries).
14 days ago
It would be a good idea to implement but maybe at a smaller scale. I don't see many people being interested but it is a
good idea, but a more gradual implementation may be required. People might not take it too seriously, so the rules and
how significant it is should be emphasized.
15 days ago
For better representation of the majority position of ratepayers from the more rural wards
17 days ago
Vast distance between say Kamo north and Ruakaka would suggest a local board could better offer local input into local
affairs.
19 days ago
Yes community boards allow for local decision making and ensure all issues within commu ity are listened too
21 days ago
Whangarei suburbs over various times have had Ratepayer or Resident Committees formed to liaise with the Councils
of the time, whether Borough, City or District. While started with enthusiasm, most of these have gone out of existence
through lack of a backbone structure. The exception has been the Onerahi Community Association. When we formed
this group in the 1970s the City Council had just relocated the Community Hall and wanted a local group to look after
the management of this community asset. This provided the elected group with a solid backbone for its existence, and
allowed residents to discuss problems locally, before approaching Whangarei City Council. A City Councillor attended
most monthly meetings the group held. Any new community boards formed should also have some function which
becomes their backbone, and avoids meetings being grizzle sessions, or having no agenda.
21 days ago
A chance for communities to have a say, do local projects and improve their area
22 davs ago

Would you like to see the introduction of community boards?	55.7% No 39Responses 34.3% Yes 24Responses 10% 1 don't know 7 Responses
So you do want to have more Community Boards, tell us more!	 help the community to raise their voice to the ward councillor a day ago Individual communities have their own issues that need addressing for example safety in the Tikipunga area, rural areas with dumping of rubbish and roading maintenance issues B days ago Increases the communities ability and right to have input to the Council 9 days ago Perhaps would be worth a trial. At least we would have someone to talk to about problems in our area which is not happening now. 11 days ago Community boards should include the ward councillors or that who they report to. 12 days ago Strengthen the communities 13 days ago A district has a mixture of district-wide interests and local interests. Community Boards would represent the interests of local people 13 days ago

10 4000000
15 days ago
Keep the same number.
21 days ago
If a Central Whangarei ward is introduced a further two councillors could be a valuable addition.
21 days ago
Do not want the council to have more expenses or people making more expensive projects
22 days ago
A councillor should represent a given number of the community- Just as the number of Electorates is proportional to
the number of enrolled voters. Whangarei has experienced considerable population growth and extra councillors would
represent the growth. 22 days ago
If the mayor always votes, then 13+mayor means that mayor may always need to cast a deciding vote. If there was
14+mayor of 12+mayor voting, there shouldn't need to be a casting vote and all votes would appear more democratic.
An odd number (7, 9, or at maximum 11) feels right to me. My preferred number would be 9 (including the mayor). 22 days ago
The current number is good, but as mentioned above, there representation should be more spread
23 days ago
The number is good 23 days ago
There are good examples of boards with 15 members, so would support the numbers increasing to this amount
23 days ago
No
23 days ago
If you have great people you don't need more
23 days ago
Fewer, not less. Yes, I'm a pedant. :-)
2 days ago

My view is that Councillors ideally require a wide range of skills, if not individually then certainly collectively.At present
there are some clear agendas being pursued, and commercial acumen is not at the forefront. Wishlists are invited
without informing ratepayers of the financial consequences of the choices they are making and that is simply
irresponsible. Increasing the number of Councillors would probably worsen this situation in my view.(sadly) 14 days ago
Well done council we got part way filling out you survey a were timed out how useful is that please send me a survey
that I can have time to concider your questions and answer intelligently 14 days ago
Less Councillors, more highly skilled, paid more.
14 days ago
Maybe we should have two or three more. There ought to be two Māori council spots as well. 14 days ago
I think the number of councillors is OK but I think rural voters are favoured by urban and city limits areas being sucked
into rural wards. The inclusion of Raumanga in Bream bay ward is a disgrace 14 days ago
There needs to be more because of population growth and the change in demographic.
14 days ago
works fine
15 days ago
We certainly need the odd number of councillors. The balance of rural and city representatives is essential and this is
achieved with the current system.
16 days ago
One less councillor for the two inner city wards as the present system skews decisions away from the more rural wards
17 days ago
reduce to 8; a more functional group size, better quality and reduced quantity of elected members
17 days ago
One less would make no difference in decision making.

There's no need to have so many.
9 days ago
11 including the mayor should be sufficient. Plus, having an uneven number will mean decisions can be reached by a
majority. 9 days ago
At least 3 Maori Wards reflective of the 25% + Maori population, as per Local body Laws. If a referendum is called for by
citizens then it should proceed to assess where we are at as a Community on this issue - Maori representation and
participation 9 days ago
L counsellor per ward 10 days ago
Fine as is
10 days ago
Enough already
11 days ago
There should be two representing each ward and 4 Councillors for the urban wards
12 days ago
Fewer district-wide councillors balanced with Community Boards
13 days ago
Retain status quo
13 days ago
Each ward should have the same number of Councillors, either two each or 1 each. It is currently unfair that Whangarei
Heads and Mangakahia have only 1 Councilor each.
13 days ago
Depends on the workload
13 days ago
Enough for at least 2 councilors for each ward.
13 days ago

and had no response in return. There is a need to improve communication with and better support and fund local rate
payers and citizen associations and other community groups.
a day ago
seems to be a good number
a day ago
I favour 8 elected councillors elected at large under STV plus a mayor. This allows individual councillors to be paid
more within the same or similar budget and therefore being a more attractive prospect in attracting a better quality of
potential councillors with higher levels of capabilities. Lesser number also improves the decision-making process
allowing for faster decisions made by more competent councillors. a day ago
Optimum number of 8 plus mayor 2 days ago
I would suggest 8 councilors at large (Elected with STV system) and 1 mayor as the maximum size of the WDC Council 3 days ago
We have two many now .They don't listen to people now 6 days ago
Why not have the counsellors looking after a specific role rather than a ward of better know community personal who
would actually represent locals 8 days ago
IMO 8 plus a mayor is plenty . It's only a small town . 8 days ago
8+Mayor would be more cost-effective and would probably be more professional and passionate, especially when the
ward system is abandoned. Now we have a few that are non-responsive, others are in because "they always have been"
(First past the post), and a few that seem to have know clue what governance is about. 8 days ago
ok
9 days ago

District Council should 32.9% have? Less 23Responses 23Responses 20% More 14Responses 8.6% 14Responses 8.6%	32.9% Less 23Responses 20% More 14Responses 8.6% I don't know 6Responses 8.6% 8.6% I don't know 6 elected councillors plus the mayor selected under STV. This allows individual councillors to be paid more within the 8 elected councillors plus the mayor selected under STV. This allows individual councillors to be paid more within the same or similar budget and therefore being a more attractive prospect in attracting a higher calibre of candidate. 17 hours ago T vo councillors for a new Bream Bay coastal ward, plus one for a mid Western ward covering some of the existing BB
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1/ 110ULS 480	illors for a new Bream Bay coastal ward, plus one for a mid Western ward covering some of the existing BB
Two councillo	
ward	
18 hours ago	
Perhaps 8 cou	Perhaps 8 councilors plus Mayor. This may allow budget for higher paid and focused representatives for Whangarei.
a day ago	3
We seem to h	We seem to have some very embedded thinking in council - need fresh ideas
a day ago	
There is no M:	There is no Maori representation increase to include more Maori reps
a day ago	
We need to in	We need to improve the input communities have. The current structure/process is not effective, is time consuming and
incredibly frustrating. T	frustrating. There is the perception that decisions are made prior to consultation with community. It would
be better for c	be better for council to clearly disclose and communicate any recommendations they have prior to seeking input from
community. I	community. I am unsure how effective all current councillors are at representing their local communities but I am
aware of a pro	aware of a growing number within the community who have written to councillor's regarding their various concerns

	11 days ago
	I feel the amount of wards is fine but will require boundary shifts and more councillors 12 days ago
	Current numbers sufficient.
	13 days ago
	At times candidates have stood unchallenged. I don't believe change is necessary at present.
	It days ago I think that the current system works well and should he maintained. As a small close community there is no need for
	Community Boards.
	The system as current serves our mixed rity/rural district well. The Council is reasonably halanced. I narticularly select
	the Whangarei Heads which needs to retain its own ward. This peninsula has soecial features and nothing in common
	with any other part of the district and as a burgeoning area needs its own ward 16 days ago
	It is working well at the moment, particularly for Whangarei Heads
	Our council has enough wards we just need councilors and staff that listen to the ratepayers about how the monies are
	spent. We certainly don't want the offices moved to inner city.
	NO
	23 days ago
	We should ONLY have the Councillors elected. if they LIVE in the WARD. We need the system to work sadly he present
	elected wouldn't like this we need everyone to give feed back Thanks Tony Gill
	23 days ago
How many councillors do you think the Whangarei	38.6% What we currently have (13 councillors and the Mayor) 27Responses

	I support retaining all the current wards (with some small boundary changes to Whangarei Heads Ward) but look at
	what the benefits/disadvantages would be if Okara and Denby were changed to at large wards as these wards
	incorporate areas within Whangarei city centre. I am unclear of how voting would work relating to these changes?
	a day ago
	Maori wards
	9 days ago
	I think there needs to be single counsellors for more wards (eg hikurangi coastal is too big an area compared to okara
	and Denby) and then an overall elected counsellor team 10 days ago
	Some wards. Some general. People cannot run for both they must choose. Divide up current wards so that Otangarei,
	Raumanga and Tikipunga each have a rep 11 davs ago
	Since some wards only have one or two representatives, it would be helpful for people to have extras who could help
	anyone no matter which ward they are in. I understand this should be the case anyway, but I have also heard that some
	(Sue Glenn, saying she only represents Onerahi, yet she is part of a much larger area) only represent some portions of
	their area. Also if councillor's could have open days where constituents could get assistance that would be quite nice,
	and make them seem more approachable.
Tell us more	We want to retain our Whangarei Heads Ward.
	a day ago
	I feel wards are needed to represent each area
	a day ago
	Works as it is
	8 days ago
	Currently good representation
	10 days ago
	There are enough councilors for each Ward already.

	13 days ago
	I'm living in Glenbervie, and have no connection with Hikurangi or the Coast, yet I'm forced to choose someone to
	represented me from that area.
	13 days ago
	Local councillors do not adequately represent their physical wards. I'd rather chose people based on merit over
	location.
	14 days ago
	Because for the last 2 elections I was only able to use one vote because there was only one person standing in my ward
	that I thought would be a positive addition to council. There were councillors standing in other wards I would have
	liked to vote for.
	14 days ago
	Cross area representation with broader district wide focus not just ward concentration. Also reducing competitive ward
	behavior
	17 days ago
	With wards, candidate choice at elections is limited to long-term incumbents who have entrenched themselves in their
	wards, with little or no chance for newcomers. Councillors will focus on their wards and not consider the whole district.
	22 days ago
	Councillors are elected to make decisions based on the best interests of the whole district, yet they're currently elected
	by a ward. There's an irresolvable conflict of interest. To get re-elected, councillors will vote in the interest of their ward
	and against the interest of the district. I wish to vote for the councillors who are best able to govern, yet I'm currently
	limited to voting for a sub-set of those standing. That seems sub-optimal.
	23 days ago
Tell us more about having a mix	We could possibly get a better representation across the district a day ago

I favour an election at large system based on STV
a day ago
Would prefer to vote on all candidates, rather than a restricted pool
2 days ago
Wards do not really represent communities of interest, I think we will be better served by councilors elected at large by
the whole District. Wards may also create expectations that their council representative will solely work for the Ward,
the reality is they work for the District at large, hence we should be able to vote for candidates that may be out of our
ward but considered to provide better representation of the values I carry.
3 days ago
Because the funding isnt equally spread amongst the Wards with the representations all not being equal in each ward.
Also the representatives aren't well known in the community
0 uays a 80
Best people get in cos they get the most votes 8 days ago
 I would like to vote for someone representing my ideas and values as "close" as possible. This person, most likely
(statistical), is not in my ward. Ward system had a function in medieval England, not in twenty-one century NZ.
8 days ago
Cause there's a feeling that Councillors only care about their ward, not the whole district.
9 days ago
The current ward system no longer represents the community. For example, Bream Bay is classed as a rural ward,
however many of those living in this ward do not see themselves as rural. According to Council's website, councillors
should represent the entire district. However, in practice, councillors are biased towards their wards and particular
parts of their ward. The ward system interferes with good decision making for the entire district.
 9 days ago
Community Boards would represent local interests, while Councillors would represent community-wide interests
13 days ago
Too influenced by lobbying a small area

and knowledgeable of the community they speak for. 22 days ago 1 think the wards should be broken up into smaller sections and redesigned overall, then he each of those wards. Currently 6 wards - 14 member per) 22 days ago 1 think the wards stould be broken up into smaller sections and redesigned overall, then he each of those wards. Currently 6 wards - 14 member per) 23 days ago The rural wards are large and cover different communities of for example the Bream Bay V Ruakas/Waipu as this is where the main population is in this ward 23 days ago I am not sure about the mixed wards concept, as places a popularist pressure on the whole popular candidates in more populous areas do not represent the less populous areas which voice, less visibility eg Whangaruru and Mangakahia Valley. I would like to see more wards, diversity on our council. Tell us more about wanting We don't need any more less wards concept, as places a popularist pressure on the whole oppular and stage and our know of don't make a single city wards, as interests of Penby and the same but should be a single city wards, as interests of Penby and Nay ago Tell us why you think there I believe there should be an STV system Tell us why you think there I believe there should be an STV system Tell us why you think there I believe there should be an STV system Tell us why you think there I believe there should be an STV system Tell us why you think there I believe there s	Population growth has exceeded projections and the community requires more representation from people vested with
	speak for.
	I think the wards should be broken up into smaller sections and redesigned overall, then have 1 elected member for
	4 members I propose 14 wards (1 member per)
	The rural wards are large and cover different communities so for example the Bream Bay Ward is dominated by
	oopulation is in this ward
	I am not sure about the mixed wards concept, as places a popularist pressure on the whole district, where the most
	popular candidates in more populous areas do not represent the less populous areas which often house those with less
	voice, less visiblity eg Whangaruru and Mangakahia Valley. I would like to see more wards, to (hopefully) support more
	the same but should be a single city wards, as interests of Denby and Okara are much the same
Wards don't make a difference a day ago I see no benefit to the current ward system. Also I thin	
a day ago I see no benefit to the current ward system. Also I thin	
I see no benefit to the current ward system. Also I thin	
	I see no benefit to the current ward system. Also I think it could limit excellent candidates on our council (ie if there are
more in the ward than seats)	

a day ago
The Alman and Dauburnende out that and charild hoth he callit in two
The Okara and Denby wards are too large and should both be split in two. 13 days ago
Some of the wards are to big it is unlikely the councilors can keep up with the pulse of the community. And then the
smaller wards with only one councilor it's unfair as they have less 'votes' when deciding on issues, it seems like
resources are more likely to get directed to the larger wards. Should be a minimum of 2 councilors for each ward.
13 days ago
At present there is a representational balance. At present there are between 4 and one councilor per ward. There
should be one or two councilors per ward
14 days ago
Just a wider representation. Like I think there should be at least one more ward as there are more people in Whangarei
now. The population concentration has shifted to different areas.
14 days ago
More smaller wards to better represent local commuities rather
21 days ago
There is a definite disconnect in having Okara Ward representing electors of Onerahi, Central City and Maunu areas of
Whangarei. They are all part of the city, but have totally separate social, community and location identities. Okara
should be split into at least two wards. Perhaps the central city too, needs a separate ward, being primarily a
commercial and industrial area. In past elections wards have been recognised only for the purpose of achieving a
spread of representation, which has largely been successful. Recent events in Maunu concerning the sale of what most
thought was WDC reserve have shown that councillors become "at large" after the election and perhaps lose sight of
those who elected them. Cr. Cherry Hermon was the exception in this case. A split of Okara need not necessarily lead to
the election of extra councillors. Councillors should retain a strong bond with the ward they represent after the election,
especially if the Community Board proposal is introduced.
Okara ward is large with four representatives, it would be better to split into two wards
22 davs ago

Would you like to see a	31.9%
change to the current six ward structure?	No changes 22Responses
	27.5% Yes - No wards (this would be an election "at large" which means that the elected member is elected by anyone in the District rather than just from a particular ward) 19Responses
	20.3% Yes - More wards 14Responses
	10.1% Yes - A mix of wards and at large 7Responses
	7.2% Yes - Less wards 5Responses
2	2.9% I don't know 2Responses
Tell us more about wanting more wards	With the growth in Bream Bay, the existing Bream Bay ward should be split in two 18 hours ago
	Maori representation should be paramount under Te Tiritithe ward structure of Whangarei D.C does not reflect
	partnership between Maori and the Crown as envisaged under Te Tiriti a day ago
	With the spread of suburbs more wards/boundaries are needed



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. {Section7(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:

be

Move/Second

"That

permitted to remain at this meeting, after the public has been excluded, because of his/her/their knowledge of <u>Item</u>.

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.